

RESOLUTION NO. 477-2009

A RESOLUTION ADOPTING A SPEED HUMPS PROGRAM.

WHEREAS, the City Council of the City of Hubbard finds there is a need to adopt a Speed Hump Program:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUBBARD THAT:

Section 1: The City of Hubbard hereby adopts that certain Speed Hump Program which is set forth in the attached document marked Exhibit A and by this reference incorporated herein.

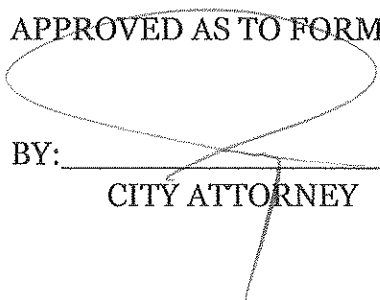
INTRODUCED AND ADOPTED this 12th day of May, 2009.

BY: 
MAYOR

ATTEST:

BY: 
CITY RECORDER

APPROVED AS TO FORM:


BY: _____
CITY ATTORNEY

Speed Hump Program:

Neighborhood speeding concerns should always be reported to the Hubbard Police Department first. The police can work with residents to initiate stepped-up enforcement and/or educational measures in the area that may solve the problem.

The Hubbard City Council has adopted the following process for residents to apply for speed hump installation on existing neighborhood streets.

Speed Hump Evaluation Plan:

Purpose:

This plan outlines the procedures for evaluating the need to install speed humps in the City of Hubbard.

Applicability:

This plan is applicable to all City owned streets in the City of Hubbard. This plan is effective as of May 12, 2009.

Policy:

It is the policy of the City of Hubbard that motor vehicles traveling in excess of posted speed limits present a threat to public safety that should be abated using the least intrusive methods available that will be effective for a given situation. Enforcement is the preferred method of abatement. Where the necessary level of enforcement is unattainable considering the limited police resources of the City, engineered measures may be considered.

Procedures:

1. Any citizen who believes that a speeding problem exists on a particular local street should register his/her complaint with the Hubbard Police Department and the Hubbard Public Works Department. The citizen may relay their concerns about speeding problems on a particular local street to any City Staff member, who will then relay that concern to the Hubbard Police Department. The Hubbard Police

Department will then make contact with that concerned citizen to hear their concern. If a citizen wishes to ultimately file a formal speeding complaint with the Hubbard Police Department, they shall use a Citizen Concern Form. The Hubbard Police Department will then execute enhanced enforcement and educational measures in the area.

2. Upon receipt of a formal speeding complaint on a local street the process will be explained in detail to the complainant. The explanation will include the fact that the complainant will be responsible for paying or collecting one-half of the total costs for installation of the speed humps and the other one-half would be paid by the City, if their request is approved and budget allows. If the complainant indicates they wish to proceed, the Public Works Department will install a vehicle traffic measuring device to obtain a vehicle traffic volume for a 24 hour period. The Hubbard Police Department will conduct three (3) one (1) hour vehicle speed monitoring surveys. The monitoring surveys can be conducted by members of the Hubbard Police Department, members of the Traffic Advisory Safety Committee, or by the complainant enrolled in a Citizen Radar Program.
3. Upon completion of the vehicle traffic measuring and vehicle traffic speed monitoring surveys, written results will be completed and turned in to the Hubbard Police Department. A representative from the Hubbard Police Department will meet with the complainant to discuss the results of the vehicle traffic measuring and vehicle traffic speed surveys.
4. If, after reviewing the monitoring data with the Hubbard Police Department the complainant chooses to proceed with the speed hump application process, the complainant may initiate a petition for consideration of speed humps. If the complainant does not wish to initiate such a petition, the Police Department will not take any additional action other than routine enforcement and educational measures in the area.

5. A petition form must be obtained from the Hubbard Public Works Department. In order to obtain the petition form, the following documents must be presented:
 - a. Copy of the formal complaint as submitted to the Police Department; and
 - b. Letter from the Hubbard Police Department attesting to the completion of the Traffic Speed Measuring Survey.
6. The Public Works representative will consult with the complainant regarding the area of concern, geographical boundaries for the petition and a proposed location for speed humps. The Public Works representative will then fill out the boundary information, number of residences within the boundary area and location of purposed speed humps. Upon completion of the petition form, the Public Works representative will supply that form to the complainant. Additionally, the petition form will contain a field indicating the name, address and phone number of the resident that will function as the primary contact person for the petition.
7. The petition and map will plainly and clearly identify the boundary of the affected area. In order to be considered, the petition must contain signatures from over two-thirds of the households within that boundary. The sponsor of the petition shall contact every resident of the abutting properties on the subject street. If the resident is against the speed humps, the word "opposed" is to be noted in the petition signature space. If the sponsor is unable to contact a resident, "no contact" will be noted on the petition signature space with the days and time the contact was attempted. The sponsor must make at least two (2) attempts on separate days to contact a resident.
 - a. Signature must be of a bona fide member of the household at the time of petition submittal, and at least 18 years of age. For unoccupied properties, the property owner or property managers will be considered valid.
 - b. Only households within the designated "affected area" boundary will be counted.
 - c. Only one signature per household will be counted.

8. Upon completion of signature gathering, the petition should be submitted to the Public Works Department. All required paperwork will be submitted with the petition.
9. The Public Works Department will then make contact with each signor, either by telephone or direct contact, and ask them to confirm that yes, they are a bona fide member of the household, and that yes, they are also at least 18 years of age. If over two-thirds (2/3) majority has not been achieved, the Public Works Department will then notify the petitioner immediately, in writing, of the deficiency. The petitioner will be allowed to retrieve his/her petition from Public Works, attempt to collect additional signatures and resubmit it.
10. The Public Works Department will notify the City Recorder, who will notify the Traffic Advisory Safety Committee that the requirements have been met by the petitioner. A Traffic Advisory Safety Committee meeting will be convened. Representatives from the Public Works Department, Police Department, and Fire District will be requested to attend. The City of Hubbard will distribute written notification of the meeting time and place to each household within the affected area.
11. At the Traffic Advisory Safety Committee meeting, the committee members will review the petition, speed data, traffic volume data and associated data as well as take testimony from petitioners and other concerned citizens. The committee will use this information to evaluate the petition on the basis of its individual merits and either support or deny the petition. The evaluation process shall include but is not limited to the following criteria:
 - a. Prerequisites:
 - 1) The complainant must have filed a formal speeding complaint with the Hubbard Police Department.
 - 2) A Traffic Speed Survey must have been completed with a minimum of three (3) hours of monitoring.

- 3) A Traffic Volume Survey must have been completed with a minimum of twenty-four hours of monitoring.
- 4) The posted speed limit must be 25 mph or less.
- 5) Speed humps will not be installed in close proximity to areas of obvious potential hazard such as the crest of a hill, intersections, sharp curves, on a major fire response route or at a point affording inadequate sight distance.
- 6) The subject street section must be long enough to allow placement of at least two (2) humps spaced approximately 400 feet apart. In no case will a single speed hump be installed.
- 7) The speed hump will comply with the most recently adopted City of Hubbard Design & Construction Standards for Speed Humps.

b. Volume of traffic:

High traffic volumes mean a higher total number of speeders on the street. This increases the benefit/cost ratio for speed hump installation. Therefore, higher volumes lend support to speed hump placement for a given percentage of speeders.

c. Emergency Vehicle Routing.

In some cases, the delays that will be caused to emergency vehicles may outweigh the benefits of reduced speeding. If the street is on a main emergency vehicle access route, consideration must be given to the number of speed humps that will be involved, the ability/inability of emergency vehicles to bypass them and, as a result, the total delay that may be caused.

d. Proximity to critical site (school, playground, park, etc.)

There is a concentration of pedestrian traffic around these critical sites. Because of the high concentration of pedestrians, there is an increased risk of person-vehicle collision. Close proximity to such sites lends to the installation of speed humps. Due to the demographic similarity of Hubbard's residential neighborhoods, the Traffic Advisory Safety Committee stipulates an underlying assumption that all neighborhoods have a significant number of children among their populations. Therefore, the presence of children cannot objectively lend more support for a given neighborhood without the presence of a critical site.

12. The Traffic Advisory Safety Committee will be responsible for providing the evaluation results to the City Recorder. Any recommendation for speed humps installation made by the Traffic Advisory Safety Committee will be forwarded to the City Council. A written notification of the results will be sent to each household within the affected area.
13. The City Council and Budget Committee will attempt to budget each year to pay for the installation of one speed hump. If the street is approved and funded for speed hump installation, the installation will be performed during the summer construction season of the fiscal year in which it is funded. The primary contact person for the petition will be notified, in writing, of the approval. Estimates will be obtained in a timely manner, after which the Complainant will be notified of the exact cost of the project. Complainant's 50% cost share must be received by the City prior to a Notice to Proceed being issued to the Contractor. Speed humps will be designed, constructed, and installed in accordance with the City of Hubbard Public Works Design and Construction Standards. Specific location and all other variable design and construction issues associated with the speed hump installation will be subject to the discretion and direction of the Superintendent of Public Works or such supervising engineer and/or project manager as the Superintendent of Public Works may designate. Notifications relative to construction activity will

be made in accordance with the Public Works Department's normal procedures for infrastructure project.

14. Any petitioner whose subject street is not recommended for speed humps by the Traffic Safety Advisory Committee will be so notified, in writing. The Police Department will then review the situation and work with the petitioner to pursue an appropriate level of enforcement and educational measures in the area.
15. A petitioner that is denied speed humps may petition again the following year and any subsequent year should they so choose. The above process must be repeated in its entirety for each subsequent petition attempt, with the exception that petition signatures may be reused provided that they continue to qualify as valid signatures.
16. It is recognized that the Hubbard City Council, under ORS 810.210, is recognized as the road authority upon Hubbard's own highways. Each road authority shall place, maintain and control traffic control devices used upon its own highways as the road authority considers necessary for the safe and expeditious control of traffic, necessary to carry out the provisions of the vehicle code or local traffic ordinances or necessary to regulate, warn or guide traffic.