

The first step is to share the brochure with your neighbors to determine the level of interest.

This accomplishes two goals of the program. One is it gives this department confidence that the program is a community involvement project. Second, it gives everyone time to gather information, which enables him or her to make good decisions about their neighborhood.

The second step is to order a speed study. This is the means by which we scientifically determine the extent of the problem on a street.

To order a speed study, a resident who either lives on that street, or is a member of an established homeowners association, must request so in writing. This written request may be submitted via postal mail, email, or fax. It must contain the following:

- Name, address, and phone number of the contact person
- The location where you think the greatest speeding occurs (hills & curves are excluded)
- A statement that you will accept the results
- That it is a community involvement project

The counter must be secured to a public object such as a fire hydrant or a telephone pole. It has two pneumatic tubes that extend across the road to count the speed and direction of the traffic. Over the course of a twenty-four hour period it will record enough vehicles to establish sound data.

The test results will determine which of the three categories a particular street falls. The 85<sup>th</sup> percentile is the indicator used to determine the maximum reasonable speed.

1). If the study indicates that the 85<sup>th</sup> percentile is at least 11 mph over the posted 25 mph speed limit, the petition process will proceed at 70% of the petition area.

2) If the 85<sup>th</sup> percentile is from 30 mph to 35 mph, a waiver maybe requested. It will require 90% of the petition area to sign in favor of the speed humps.

3) If the 85<sup>th</sup> percentile is under 30 mph speed tables are not advised. The humps were designed to slow traffic to 28 to 30 mph; therefore their installation would serve minimal benefit.

Under either items one or two, a layout will be done by this department and will be submitted for approval into the program.

After it is approved into the program, the petition along with the necessary paperwork will be mailed.

When it is signed in accordance with the percentages stated above and within the protocol outlined on the petition, then it goes before the Board of Commissioners for the allocation of money for installation.