

AGENDA

**TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION MEETING**

JANUARY 10, 2017

**FLOWER MOUND TOWN HALL
2121 CROSS TIMBERS ROAD
FLOWER MOUND, TEXAS**

6:30 P.M.

AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE
WWW.FLOWER-MOUND.COM/AGENDACENTER

- A. CALL REGULAR MEETING TO ORDER – 6:30 PM**

- B. PLEDGE OF ALLEGIANCE**

- C. PUBLIC PARTICIPATION**

Please fill out an “Appearance Before Transportation Commission” form in order to address the Transportation Commission, and turn the form in prior to Public Participation, or by 6:30 p.m. to the Town staff. Speakers are normally limited to three minutes. Time limits can be adjusted by the Chair as to accommodate more or fewer speakers.

The purpose of this item is to allow the public an opportunity to address the Transportation Commission on issues that are not the subject of a public hearing. Any item requiring Public Hearing will allow the public to speak at the time that the item appears on this agenda as indicated as a “Public Hearing”.

D. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Joint Work Session with Town Council in March
- Future Transportation Commission meeting dates

E. CONSENT AGENDA – Consent Items

This agenda consists of non-controversial or "housekeeping" items and may be approved with a single motion. A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on October 11, 2016.

F. WORK SESSION ITEMS

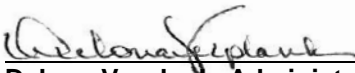
2. Presentation and discussion related to the list of potential Transportation Commission work topics for 2017.

G. ADJOURNMENT



Matt Hotelling, Traffic Engineer

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: January 6, 2017 at 5:00 PM, at least 72 hours prior to the scheduled time of said meeting.



Delona Verplank, Administrative Assistant

The Flower Mound Town Hall and Council Chambers are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Delona Verplank at 972-874-6317. Reasonable accommodations will be made to assist your needs.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 1

CONSENT ITEM

DATE: January 10, 2017

FROM: Matthew J. Hotelling, P.E., PTOE, Traffic Engineer

ITEM: Consider approval of the minutes from the regular meeting of the Transportation Commission held on October 11, 2016.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the October 11, 2016 regular meeting of the Transportation Commission.

CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Draft minutes from the October 11, 2016 regular meeting of the Transportation Commission.

RECOMMENDATION: Move to approve the minutes from the October 11, 2016 regular meeting of the Transportation Commission.

THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 11TH DAY OF OCTOBER, 2016 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD, IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Transportation Commission met in regular session with the following members present:

Thomas Walker	Chair
Chris Reed	Vice Chair
Robert Caput	Commissioner, Place 2
Ron Hogue	Commissioner, Place 3
Brian Smiley	Commissioner, Place 4
Donald Gilmore	Commissioner, Place 5
Louis Wei	Commissioner, Place 8
Andy Allen	Commissioner, Place 9

Constituting a quorum with the following members absent:

Robert Gunter	Commissioner, Place 1
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With the following members of the Town Staff participating:

Doug Stevens	Assistant Director, Public Works
Matthew Hotelling	Traffic Engineer
Delona Verplank	Administrative Assistant

(Places 8 and 9 of the Commission do not vote on items unless they sit in place of one of the regular members; Places 1-7.)

A. CALL TO ORDER - REGULAR SESSION – 6:30 P.M.

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

None.

D. COMMISSION MEMBER INTRODUCTIONS

Robert Caput – Place 2 – has been a resident of Flower Mound for over four years and this is his second term on the Transportation Commission.

Ron Hogue – Place 3 – has been a resident of Flower Mound for four years and is the director of a non-profit missions organization as well as a lead consultant for a business development firm.

Brian Smiley – Place 4 – has been a resident of Flower Mound for over four years and previously served on the Planning and Zoning Commission.

Don Gilmore – Place 5 – has been a resident of Flower Mound since 2003 and is retired from IBM. This is his second term on the Transportation Commission.

Chris Reed – Place 6 – has been a resident of Flower Mound since 2005 and is a professional engineer.

Thomas Walker – Place 7 – has been a resident of Flower Mound since 1999 and has served on the Transportation Commission since 2008.

Louis – Alternate Place 8 – has been a resident of Flower Mound since 2014.

Andy Allen – Alternate Place 9 – has been a resident of Flower Mound for 18 years and has served on the Transportation Commission for three years.

E. ELECTIONS

i) Chair

Commissioner Gilmore nominated Commissioner Walker. Commissioner Hogue seconded the nomination.

Close Nominations

VOTE ON THE NOMINATION

Nomination passed

AYES: Caput, Smiley, Walker, Gunter, Hogue, Gilmore
NAYES: Reed
ABSTAIN: None
ABSENT: Gunter

ii) Vice Chair

Commissioner Reed nominated himself. Chairman Walker seconded the nomination.

Close Nominations

VOTE ON THE NOMINATION

Nomination passed

AYES: Gilmore, Hogue, Allen, Reed, Smiley, Caput
NAYES: None
ABSTAIN: None
ABSENT: Gunter

F. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Future Transportation Commission meeting dates

G. CONSENT AGENDA

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on September 13, 2016.

RECOMMENDATION: Move to approve the minutes from the September 13, 2016 regular meeting of the Transportation Commission.

2. Consider a recommendation for a proposed street name change for Lake Ridge Drive to Lake Ridge Road to the Town Council.

RECOMMENDATION: Move to recommend for a proposed street name change for Lake Ridge Drive (2600-2700, 7400-7500 block) to Lake Ridge Road (2600-2700, 7400-7500 block) to the Town Council.

Commissioner Allen moved to approve by consent Items 1 and 2. Commissioner Hogue seconded the motion. Each item, as approved by consent, is restated above along with the approved recommendation.

VOTE ON THE MOTION*Motion passed*

AYES: Caput, Reed, Allen, Hogue, Gilmore

NAYS: None

ABSTAIN: Smiley

ABSENT: Gunter

H. WORK SESSION

3. Pavement Analysis Presentation – State of the Roadway Network.

Presenter

Zac Thomason, IMS

4. Discussion and Feedback Item for the possible modifications to the Flower Mound policy on establishing 25 mph speed limits on residential streets.

I. ADJOURNMENT – 8:15 P.M.

TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION

Thomas Walker, Chairman

ATTEST:

Delona Verplank, Administrative Assistant



TRANSPORTATION COMMISSION AGENDA ITEM NO. 2

WORK SESSION ITEM

DATE: January 10, 2017

FROM: Matthew J. Hotelling, P.E., PTOE, Traffic Engineer

ITEM: **Presentation and Discussion related to List of Potential Transportation Commission Work Topics for 2017.**

BACKGROUND INFORMATION: Each year the Transportation Commission discusses potential work topics for the upcoming calendar year. The purpose of this agenda item is to develop a list of recommended 2017 Transportation Commission Work Topics to be submitted to the Town Council for consideration and discussion at their Strategic Planning Session. Certain annual topics will likely take place prior to the Strategic Planning Session such as sidewalk gap prioritization to prepare for the upcoming budget cycle.

The Ordinance that established the Transportation Commission assigned specific duties. Those duties include the following:

- Provide recommendations Town Council and staff regarding short term and long term transportation needs of the Town.
- Advise the Town Council and staff regarding the implementation of the Neighborhood Traffic Management Policy.
- Advise the Town Council and staff regarding changes to regulatory traffic control, prioritization of transportation improvements, changes to the thoroughfare plan, and implementation of the reduced speed limit policy.
- Listen to unique citizen concerns relative to transportation.
- Perform such other duties as the Town Council may prescribe by ordinance or resolution.

The attached list of possible future policy work topics was compiled by staff with a request for input from the Transportation Commission members at this meeting. This list was compiled as a starting point for discussion by the Commission members to assist them in determining their final recommendation of Work Topics. This list is not an exhaustive list and Transportation Commissioners are welcome to bring ideas of their own to the meeting for discussion.

Attachments:

1. Status of the 2016 Work Topics
2. List of proposed Transportation Commission Work Topics

RECOMMENDATION: The purpose of this item is for the Transportation Commission to provide direction to staff on potential work topic items. No Formal Action is required.

SUMMARY OF THE STATUS OF THE 2016 WORK TOPICS

- ADA Transition Plan update public meeting –
 - § **Update to ADA Transition Plan ongoing. Will have a future agenda item to address changes that are required for minor Thoroughfare Plan changes as it relates to sidewalks.**

- 2016 Sidewalk priority list –
 - § **The Transportation Commission (TRC) made recommendations in both April and June of 2016 regarding sidewalk links and priority. New contractor on board and is making progress on these locations and prior years. Update next month on the status of each of these project locations.**

- Texting and Driving –
 - § **Reviewed by Town Council at the Strategic Planning Session. Charged the Police Department to provide a solution. Anticipated that the Texas State Legislature will introduce another Texting and Driving Bill this legislative session which starts January 10**

- Review of CIP projects including streets, street reconstruction and signals.
 - § **This topic was completed in April and will continue to done in the spring of each year prior to the budget preparation for the next fiscal year.**

- Share the Road (Bicycle) sign priorities –
 - § **Commissioners to send in as they run across areas for Share the Road. TRC also requested an educational piece on FMTV, website, etc for understanding the law in regards to bicycles and using the road. FMTV spot with the PD on this topic has already taken place.)**

- Revisit Dixon Stop Signs –
 - § **Was not completed last year. Commitment to have this on an agenda item within the first half of 2017.**

- Potentially a Mass Transit Update –

- § **Working with the North Central Texas Council of Governments to have an initial needs assessment completed. Also working with the Town Manager’s office to have a few questions added to the 2017 citizen survey regarding mass transit.**

- Potential Town wide 25 mph speed limit for residential streets –

- § **TRC recommended that the Town continue working under the current policy and exception process.**

- Assigning of New Street Names.

- Naming of New Street adjacent to Roanoke Hills on FM 1171. –
 - **The Fire Department determined that they did not feel that this was a necessity to have this street renamed. Currently this cul-de-sac is not signed because it would conflict with FM 1171.**

- Training

- § **TRC did not do additional training outside of normal Town Secretary and Orientation training.**

TRAFFIC COMMISSION WORK SESSION
LIST OF POTENTIAL WORK ITEM TOPICS

JANUARY 10, 2017

- ADA Transition Plan update public meeting
- Thoroughfare Plan Update
 - § Work Session with Town Council – Tentatively March 2017
 - § Workshop for Planning Purposes
- Revisit Phasing of Morriss Capacity Improvement Project
- 2017 Sidewalk priority list
 - § Review of 2016 Sidewalk gap status – preferably the month before prior to priority list decision.
- Texting and Driving
- Review 2017 Streets and Signals Reconstruction List
- Review 2017 Streets and Signals Construction List
- Updates on FM 1171 Retiming project
- Revisit Dixon Stop Signs
- Potentially a Mass Transit Update
- Potential Town wide 25 mph speed limit for residential streets
- Assigning of New Street Names.
 - § Naming of New Street adjacent to Roanoke Hills on FM 1171.
- Training of interest to the Commission
- Other ideas brought forward by the Commission