

AGENDA

**TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION MEETING**

JANUARY 14, 2020

**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 COMMENT

To speak to the Commission during public comment, please fill out a comment form.

- Speakers are limited to 3 minutes, however this can be adjusted by the Chair
- Please state your name and address when speaking

The purpose of this item is to allow the public an opportunity to address the Commission on issues that are not the subject on this agenda.

D. TRAFFIC ENGINEER REPORT

- DFW Connector project update
- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Traffic Signals Public Service video
- Future Transportation Commission meeting dates

Transportation Commission Meeting Agenda

January 14, 2020

Page 2

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 A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

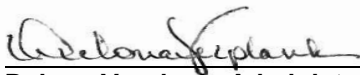
1. Consider approval of minutes from the regular meeting of the Transportation Commission held on October 8, 2019.

F. WORK SESSION ITEMS

2. Presentation and discussion related to list of potential Transportation Commission work topics for 2020.

G. ADJOURNMENT

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 10, 2020 at 2:00 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 972-874-6402. Reasonable accommodations will be made to assist your needs.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 1

CONSENT ITEM

DATE: January 14, 2020

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

ITEM: Consider approval of the minutes from the regular meeting of the Transportation Commission held on October 8, 2019.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the October 8, 2019 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 October 8, 2019 regular meeting of the Transportation Commission.

RECOMMENDATION: Move to approve as presented in the agenda caption.

THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 8TH DAY OF OCTOBER, 2019 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:

Drew Larson	Commissioner, Place 1
Mark Roberson	Commissioner, Place 4
Donald Gilmore	Commissioner, Place 5
Chris Reed	Commissioner, Place 6
Justin Thomason	Commissioner, Place 7
Chris Adams	Commissioner, Place 8
Mary Kay Walker	Commissioner, Place 9

Constituting a quorum with the following members absent:

Robert Caput	Commissioner, Place 2
Ron Hogue	Commissioner, Place 3

(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.)

With the following members of the Town Staff participating:

Matthew Hotelling	Traffic Engineer
Delona Verplank	Executive Assistant

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

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

Names listed below don't necessarily reflect the order in which each person spoke and all addresses are located in Flower Mound unless otherwise indicated.

Speaker Name and Address

Tom Walker, 5005 Balmoral Ln

Subject (as written on the form or stated)

Acknowledged the great work the Transportation Commission does and gave words of encouragement for future tasks of the commission.

D. COMMISSION MEMBER INTRODUCTIONS

Drew Larson – Place 1 – was appointed to the Transportation Commission in 2017.

Mark Roberson – Place 4 – has just been appointed to the Transportation Commission.

Don Gilmore – Place 5 – has served on the Transportation Commission since 2013.

Chris Reed – Place 6 – has served on the Transportation Commission since 2012.

Justin Thomason – Place 7 – was appointed to the Transportation Commission in 2018.

Chris Adams – Alternate Place 8 – has just been appointed to the Transportation Commission.

Mary Kay Walker – Alternate Place 9 – has just been appointed to the Transportation Commission.

E. ELECTIONS

i) Chair

Commissioner Larson nominated himself for Chair. Commissioner Roberson seconded the nomination.

VOTE ON THE NOMINATION

Nomination passed

AYES: Larson, Roberson, Reed, Gilmore, Thomason, Adams, Walker

NAYES: None

ABSENT: Caput, Hogue

ii) Vice Chair

Commissioner Reed nominated himself for Vice Chair. Commissioner Thomason seconded the nomination.

VOTE ON THE NOMINATION

Nomination passed

AYES: Walker, Adams, Thomason, Gilmore, Reed, Roberson

NAYES: None

ABSENT: Caput, Hogue

F. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Transportation Commission Orientation
- Annual Boards and Commissions Banquet – November 19, 2019
- Future Transportation Commission meeting dates

E. CONSENT ITEMS

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on August 13, 2019.

Vice Chair Reed made a motion to approve the August 13, 2019 minutes as presented in the agenda caption identified above. Commissioner Thomason seconded the motion.

VOTE ON THE MOTION

Motion passed

AYES: Roberson, Reed, Gilmore, Thomason, Adams, Walker

NAYS: None

ABSENT: Caput, Hogue

F. WORK SESSION ITEMS

2. Discussion and presentation on the Town's Town wide Transportation Model Update Final Report.

Staff Presentation

Matthew Hotelling, Traffic Engineer

3. Discussion and presentation on How Traffic Signal Timing is performed.

Staff Presentation

Matthew Hotelling, Traffic Engineer

G. ADJOURNMENT – 8:07 P.M.

TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION

DREW LARSON, CHAIR

ATTEST:

DELONA VERPLANK, EXECUTIVE ASSISTANT



TRANSPORTATION COMMISSION AGENDA ITEM NO. 2

WORK SESSION ITEM

DATE: January 14, 2020

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

ITEM: **Presentation and Discussion related to List of Potential Transportation Commission Work Topics for 2020.**

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 2020 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 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 2019 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.

LIST OF POTENTIAL WORK ITEM TOPICS RESULTS

JANUARY 8, 2019

- ADA Transition Plan update public meeting – No Agenda Item brought forward
- Thoroughfare Plan Update
 - Discuss Transportation Model and LOS update – Report present to Transportation Commission 6/11/2019 & 10/08/2019; SMARTGrowth Commission 10/28/2019 and Town Council 6/21/2019 & 11/4/2019
- 2019 Sidewalk priority list – Discussed and recommendations made at April & May 2019 meetings
 - Review of 2018 Sidewalk gap status – preferably the month before prior to priority list decision. – Discussed as part of Engineer’s report.
- Review 2018 Streets and Signals Reconstruction List – Discussed at April 2019 meeting
- Review 2018 Streets and Signals Construction List – Discussed at April 2019 meeting
- Deceleration Lanes on FM 2499 – No agenda item.
- Updates on FM 1171 Retiming project – Part of Engineer’s report
- Potentially a Mass Transit – No formal agenda item. Discussed with Model update.
- Assigning of New Street Names. – Long Prairie SNC – August 2019
- Street Light Priority – May 2019 Discussion and Recommendation
- Autonomous Vehicle Presentation – NCTCOG – February 2019 Discussion
- Bike/Scooter Rentals – Bike/Scooter “Litter” – Not a recommended topic. No Agenda Item brought forward
- Adaptive Signal Control Presentation from Trafficware Representative – February 2019 Discussion

- Fiber Optic Discussion/Smart Cities – No formal item at Transportation Commission. Topic of discussion at Town Council Strategic Planning Session.
- Update from Road Safety Audit Team
 - Possible review of high crash locations
 - FM 2499 at Waketon – April 2019 Discussion
- Training of interest to the Commission
 - Signal Timing Training – October 2019
- Other ideas brought forward by the Commission
 - Public Input Session – June 2019
- Other Agenda Items from previous year not part of Work Topics Discussion
 - Windsor Roundabout – May 2019
 - Woodhill Turn Restriction – January 2019
 - Commission Vision – January 2019
 - Residential Speed Limit reductions – February 2019
 - DFW Connector update – May 2019

LIST OF POTENTIAL WORK ITEM TOPICS

JANUARY 14, 2020

- ADA Transition Plan update public meeting
- Thoroughfare Plan Update
 - Possible update to western Flower Mound
- 2020 Sidewalk priority list
 - Review of 2019 Sidewalk gap project
- Review 2020 Streets and Signals Reconstruction List
- Review 2020 Streets and Signals Construction List
- 2020 Street Light priority list
- Potential Town wide Residential 25 mph speed limit
 - Neighborhood request for speed limit reduction – current process
- Potentially a Mass Transit
- Assigning of New Street Names.
- Autonomous Vehicle
- Bike/Scooter Rentals – Bike/Scooter “Litter”
- Continued Fiber Optic Discussion/Smart Cities
- Road Safety Audit Team
- NTTA Red Thumb Campaign
- Training of interest to the Commission
- Ideas from Work Topics Subcommittee
- Other ideas brought forward by the Commission