

**AGENDA**

**TOWN OF FLOWER MOUND TRANSPORTATION COMMISSION MEETING**

**10/12/2021**

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

**6:30 P.M.**

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An agenda information packet is available online at <http://www.flower-mound.com/AgendaCenter>

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***Please silence or turn off all electronic devices in Jody Smith Hall***

**A. CALL REGULAR MEETING TO ORDER**

**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. Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972-874-6000 during business hours.

**D. TRAFFIC ENGINEER REPORT**

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Bike and Trails Master Plan Steering Committee update
- Commission orientation
- Townwide 25 speed limit update
- Online government training reminder
- Future Transportation Commission meeting dates
  - November 9, 2021
- Future agenda items

**E. COMMISSION MEMBER INTRODUCTIONS**

- Bjorn Vandug – Place 1
- Brian Taylor – Place 2
- Ron Hogue – Place 3
- Charles Jostes – Place 4

- Cheryl Moore – Place 5
- Chris Reed – Place 6
- Charles Landry – Place 7
- Marie Jackson – Place 8 (Alternate)
- Louis Viscusi – Place 9 (Alternate)

**F. ELECTIONS**

1. Chair (conducted by the Traffic Engineer)
2. Vice Chair

**G. CONSENT ITEMS**

This part of the agenda consists of non-controversial or "housekeeping" items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

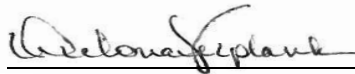
1. Minutes 7/13- Consider approval of the minutes from a regular meeting of the Transportation Commission held on July 13, 2021.

**H. REGULAR ITEMS**

2. Consider the retention of Stephen Harris as the Transportation Commission representative to serve on the Parks Steering Committee for Ad Hoc Steering Committee for the Trails and Bikeways Master Plan.
3. Consider an Appointment of a Transportation Commissioner to be a member of the ADA Transition Plan Committee.

**I. 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 also posted on the Town's website in accordance with GC Section 551.056 on the following date and time: October 8, 2021 at 1:30 PM, at least 72 hours prior to the scheduled time of said meeting.



**Delona Verplank, Executive Assistant**

The Flower Mound Town Hall and Jody Smith Hall 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.



## TRANSPORTATION COMMISSION AGENDA ITEM NO. 1

### CONSENT ITEM

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**DATE:** October 12, 2021

**FROM:** Delona Verplank, Public Works Executive Assistant

**ITEM:** Consider approval of the minutes from the regular meeting of the Transportation Commission held on July 13, 2021.

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**BACKGROUND INFORMATION:** This agenda item is to consider approval of the minutes from the July 13, 2021 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 7.13

**DRAFT MOTION:** Move to approve as presented in the agenda caption.

**THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 13TH DAY OF JULY, 2021 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:

Chris Reed	Vice Chair
Justin Thomason	Commissioner, Place 7
Brian Taylor	Commissioner, Place 8
Mary Kay Walker	Commissioner, Place 9

Constituting a quorum with the following members absent:

Drew Larson	Chair
Willie Scales	Commissioner, Place 2
Ron Hogue	Commissioner, Place 3
Chris Adams	Commissioner, Place 4
Stephen Harris	Commissioner, Place 5

*(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**

None

**D. TRAFFIC ENGINEER REPORT**

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- In-House Board and Commission Training
- Future Transportation Commission meeting dates
  - August 10, 2021
- Future agenda items

**E. CONSENT ITEMS**

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on June 8, 2021.

Commissioner Taylor made a motion to approve Consent Item 1 as presented in the agenda caption identified above. Commissioner Walker seconded the motion.

**VOTE ON THE MOTION***Motion passed (4-0)***AYES:** Walker, Reed, Adams, Taylor**NAYES:** None**ABSENT:** Larson, Scales, Hogue, Harris, Thomason**F. REGULAR ITEMS**

2. Exception request for the streets within the Edgewood Subdivision to allow for a permanent speed limit change to 25 mph for areas outside of the 1/4-mile boundary of a school or major construction project.

**Staff Presentation**

Matthew Hotelling, Traffic Engineer

**Spoke In Favor**

Nisha Patel, 801 Carter Ct.

Scott Langley, 800 Carter Ct.

*(All addresses are located in Flower Mound unless otherwise indicated.)***Commission Deliberation**

Commissioner Adams made a motion to recommend approval as presented in the agenda caption identified above. Commissioner Walker seconded the motion.

**VOTE ON THE MOTION***Motion passed (4-0)***AYES:** Adams, Taylor, Reed, Walker**NAYES:** None**ABSENT:** Larson, Scales, Hogue, Harris, Thomason

3. Consider a recommendation for a permanent speed limit reduction on Riverside Drive and River Walk Drive within the River Walk Development from 30 mph to 25 mph.

**Staff Presentation**

Matthew Hotelling, Traffic Engineer

**Commission Deliberation**

Commissioner Taylor made a motion to recommend approval for a permanent speed limit reduction on Riverside Drive and River Walk Drive and south to FM 1171 within the River Walk Development from 30 mph to 25 mph. Commissioner Walker seconded the motion.

**VOTE ON THE MOTION**

*Motion passed (4-0)*

**AYES:** Walker, Reed, Adams, Taylor

**NAYES:** None

**ABSENT:** Larson, Scales, Hogue, Harris, Thomason

**G. ADJOURNMENT – 7:22 P.M.**

TOWN OF FLOWER MOUND  
TRANSPORTATION COMMISSION

\_\_\_\_\_  
CHAIR

ATTEST:

\_\_\_\_\_  
DELONA VERPLANK, EXECUTIVE ASSISTANT



## TRANSPORTATION COMMISSION AGENDA ITEM NO. 2

### REGULAR ITEM

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**DATE:** October 12, 2021

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

**ITEM:** Consider the retention of Stephen Harris as the Transportation Commission representative to serve on the Parks Steering Committee for Ad Hoc Steering Committee for the Trails and Bikeways Master Plan.

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**BACKGROUND INFORMATION:** At the April 13, 2021, Transportation Commission (TRC) had received a notice from the Parks and Recreation Director asking for a member of the TRC to serve as a member of the Steering Committee for the Trails and Bikeways Master Plan. As the staff liaison to the TRC, there was certainty that a member of the Commission would serve as a committee member. Therefore, this item was brought before the TRC is to nominate a Commissioner who was willing to serve as a member of said committee. At that meeting, then Commissioner Stephen Harris, was nominated and approved by the TRC to be the TRC representative for the Master Plan Steering Committee. He has attended each meeting and is scheduled to present at this meeting to the TRC with an update on that process. During the appointment process for the new TRC, Mr. Stephen Harris was not reappointed but is willing to continue on the Master Plan Steering Committee and has committed to continue to bring updates to the TRC as was charge for the appointment with the initial appointment. It is staff's recommendation to keep Mr. Stephen Harris as the TRC representative. The TRC has the option of appointing a new representative to the Steering Committee. Any new Commissioner may become engaged in the process through the public input process and through the Bike and Trails Master Plan website at [www.flowermoundtrailsplan.com](http://www.flowermoundtrailsplan.com). Any change to the Town's Master Thoroughfare Plan that includes bike lanes will be required to be brought before the full Commission before approval from Council. This effort is similar to the process that the TRC engaged in with the Complete Streets policy concept back in 2011.

**ATTACHMENTS:**

N/A

**DRAFT MOTION:** Move to approve as written in the agenda caption



## TRANSPORTATION COMMISSION AGENDA ITEM NO. 3

### REGULAR ITEM

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**DATE:** October 12, 2021

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

**ITEM:** **Consider an Appointment of a Transportation Commissioner to be a member of the ADA Transition Plan Committee**

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**BACKGROUND INFORMATION:** The purpose of this item is to appoint a member of the Transportation Commission (TRC) to the Americans with Disabilities Act (ADA) Transition Plan Committee. The appointee will be expected to provide input in these meetings from a citizen's point of view and provide updates to the TRC at future meetings. The appointee will not be expected to know the technical aspects of the ADA. There is expected to be an update meeting within the next two months. The date and time have not been set yet. The meeting is expected to last approximately 1 – 2 hours at most and will very likely be during the workday.

#### **History of the ADA and the Flower Mound Transition Plan**

The history of the ADA has as one of its origins in the Architectural Barriers Act (ABA) of 1968 signed by President Lyndon Johnson. The ABA required access to facilities designed, built, altered or leased with Federal funds. This act was to insure that physically handicapped persons would have access to and the ability to use such buildings except privately owned family residences.

Following the ABA was the Rehabilitation Act of 1973. The Rehabilitation Act was the first act that required a curb ramp for federally funded projects. The Rehabilitation Act required access to programs and activities funded by Federal agencies and to Federal employment. Section 502 of this law established the Access Board (original name was the Architectural and Transportation Barriers Compliance Board). The Board's mission was to ensure Federal agency compliance to the ABA and proposing solutions to the environmental barriers problems addressed by the ABA.

Following the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987 specified that recipients of federal funds are required to follow civil rights in all areas, not just ones that receive federal funding. This act was known as Grove City Bill based on a lawsuit involving the Grove City College. Since this case, the college does not allow students to accept federal financial aid of any kind, including grants, loans and scholarships.

Next after the Grove City Bill, the major legislation of the Americans with Disabilities Act of 1990 was passed. The ADA has five main titles which are as follows:

- Title I. Employment
- Title II. State & Local Government
- Title III. Public Accommodations (retail, commercial, movie theatres, etc.)
- Title IV. Telecommunications
- Title V. Misc., including requirements for the U.S. Access Board to develop design guidelines.

Although all areas are important, the focus will be on Title II, State and Local Government. Since the Town of Flower Mound has considerably more employees than 50, Title II applies to the Town. Some of the basic requirements of Title II are:

- Ensure that individuals with disabilities are not excluded from programs, services, and activities (sidewalks are considered a program.)
- Designate an ADA Coordinator



- Develop and post an ADA Policy Statement
- Develop and post a Grievance Procedures/Complaint Procedures
- Complete a self-evaluation
- Development of a Transition Plan.
- Applies to governments that have 50 or more employees.

The ADA Transition Plan and Implementation project will cover all of these topics. The next section will focus on the Transition Plan itself.

What is a Transition Plan and what does it include? A Transition Plan includes the following elements:

- Identify/list physical obstacles and their location.
- Describe in detail the methods the local government will use to make facilities accessible.
- Provide a schedule for making the access modifications.
- Provide a yearly schedule if the Transition Plan is more than one year long.
- Name/position of the official who is responsible for implanting the Transition Plan.

The Plan will inventory various pedestrian right-of-way facilities. The most obvious inventory items are curb ramps and sidewalks. Also included in the inventory are:

- parking lots,
- pedestrian signals,
- bus stops (if placed in the future),
- shared use facilities and
- parks/recreational facilities.

The Town started the Transition Plan in 2013 and are currently on the fourth update to the plan. Through these various updates, the Town has self-evaluated all of the traffic signals except the most recently installed locations. Each of the Town facilities except for the library expansion and the newest fire stations have been inventoried, 27 of the 57 listed parks have been evaluated (several parks are either undeveloped or under construction) and almost 100 miles of sidewalk. The Town has had several engineering interns since 2014 that has collected data on several miles' residential sidewalks, curb ramps and intersections as well. Since the inception of the plan, several miles of sidewalks, improvements to traffic signals and town facilities, including parks have been completed. To put into perspective of the size of this project, the current draft of the ADA Transition Plan is almost 2,800 pages in length.

**ATTACHMENTS:**

N/A

**DRAFT MOTION:** Move to recommend \_\_\_\_\_ to serve as a member of the ADA Transition Plan Committee.