

AGENDA

TOWN OF FLOWER MOUND TRANSPORTATION COMMISSION MEETING

JANUARY 12, 2016

**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 6:40 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
- Public Works Accreditation
- 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 A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.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 13, 2015.

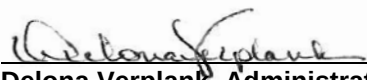
F. WORK SESSION ITEMS

2. Presentation and discussion related to the list of potential Transportation Commission work topics for 2016.

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 8, 2016 at 12:30 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, Administrative Assistant at 972-874-6317. Reasonable accommodations will be made to assist your needs.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 1

CONSENT ITEM

DATE: January 12, 2016

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 13, 2015.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the October 13, 2015 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 13, 2015 regular meeting of the Transportation Commission.

RECOMMENDATION: Move to approve the minutes from the October 13, 2015 regular meeting of the Transportation Commission.

THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 13TH DAY OF OCTOBER, 2015 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:

Robert Gunter	Place 1
Robert Caput	Place 2
Ron Hogue	Place 3
Stan Nelsen	Place 4
Donald Gilmore	Place 5
Chris Reed	Place 6
Thomas Walker	Place 7
David Bell	Alternate Place 8
Andy Allen	Alternate Place 9

(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	Administrative Assistant

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

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

None

D. COMMISSION MEMBER INTRODUCTIONS

Robert Gunter – Place 1 – this is his first term on the Transportation Commission and looks forward to serving as a Commissioner.

Robert Caput – Place 2 – has been a resident of Flower Mound for nearly four years and is the in-house legal counsel for the Dallas Fort Worth International Airport.

Ron Hogue – Place 3 – has been a resident of Flower Mound for three years and is the director of a non-profit missions organization.

Stan Nelsen – Place 4 – has been a resident of Flower Mound for six years and is retired.

Don Gilmore – Place 5 – has been a resident of Flower Mound since 2003 and worked most of his career with IBM and MCI.

Chris Reed – Place 6 – has been a resident of Flower Mound since 2005 and is a professional engineer working in the oil and gas industry.

Thomas Walker – Place 7 – has been a resident of Flower Mound since 1999.

David Bell – Alternate Place 8 – has been a resident of Flower Mound since 2005 and has many years of experience in corporate finance within the transportation industry.

Andy Allen – Alternate Place 9 – has been a resident of Flower Mound for 16 years and is retired.

E. ELECTIONS

i) Chair

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

Close Nominations

VOTE ON THE NOMINATION

AYES: Caput, Nelsen, Reed, Walker, Gunter, Hogue, Gilmore

NAYES: None

ABSTAIN: None

The nomination passed with a vote of 7–0.

ii) Vice Chair

Commissioner Gunter nominated Commissioner Reed. Commissioner Caput seconded the nomination.

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

Close Nominations

VOTE ON THE NOMINATION FOR COMMISSIONER REED:

AYES: Reed, Gunter, Caput

NAYES: Gilmore, Hogue, Nelsen

ABSTAIN: None

VOTE ON THE NOMINATION FOR COMMISSIONER GILMORE:

AYES: Gilmore, Hogue, Nelsen

NAYES: Reed, Gunter, Caput

ABSTAIN: None

The Vice Chair nominations for Commissioners Reed and Gilmore tied with a vote of 3–3.

Chairman Walker voted for Commissioner Reed, breaking the tie.

F. TRAFFIC ENGINEER REPORT

1. Update status report related to operational issues, capital improvement projects, and TxDOT Projects
2. New member orientation
3. Discussion of future Transportation Commission Meeting dates

G. CONSENT AGENDA

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on September 22, 2015.

Vice Chair Reed made a motion to approve the September 22, 2015 minutes as presented. Commissioner Gilmore seconded the motion.

VOTE ON THE MOTION

AYES: Caput, Nelsen, Reed, Gunter, Hogue, Gilmore

NAYS: None

ABSTAIN: None

The motion passed with a vote of 6–0.

H. REGULAR ITEMS

2. Update to the exception request for Clearpoint Drive to allow for a permanent speed limit change to 25 mph for areas outside of the ¼ mile boundary of a school or major construction project. (This item was postponed at the September 22, 2015, Transportation Commission meeting.).

Staff Presentation

Matt Hotelling, Traffic Engineer

In Favor –

Ragan Davis, 3201 Clearpoint, Flower Mound

In Opposition –

None

Commission Deliberation

Commissioner Nelsen made a motion to recommend approval of the exception request for Clearpoint Drive to allow for a permanent speed limit change to 25 mph for areas outside of the ¼ mile boundary of a school or major construction project. Vice Chair Reed seconded the motion.

VOTE ON THE MOTION

AYES: Caput, Nelsen, Reed, Gunter, Hogue, Gilmore

NAYS: None

ABSTAIN: None

The motion passed with a vote of 6–0.

I. ADJOURNMENT – 7:10 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 12, 2016

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

ITEM: **Presentation and Discussion related to List of Potential Transportation Commission Work Topics for 2016.**

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 2016 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 2015 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 COMPLETION OF THE 2015 WORK TOPICS

1. Host ADA Public Meeting.

The ADA Transition Plan was taken straight to Town Council after a general public meeting.

2. Sidewalk Priority List – April 2015.

Transportation Commission reviewed and made a recommendation for 2015 for \$150,000 worth of work. This item will return to the Commission in the Spring for review and recommendation for 2016. The 2015 work is currently under construction. FM 1171 segments still in design.

3. Review of CIP projects including streets, street reconstruction, and signals.

This topic was completed year and will continue to be done in the spring of each year prior to the budget preparation for the next fiscal year.

4. Review and recommendation of 2015 sidewalk links projects.

Transportation Commission reviewed and made a recommendation for 2015 for \$150,000 worth of work. This item will return to the Commission in the Spring for review and recommendation for the following year. The 2015 work is currently under design.

5. Bicycle Safety (Focus on Share the Road signs.)

This topic is being recommended to be moved to this upcoming year.

6. Updates on FM 1171 Project

This topic was covered under Traffic Engineer's Report and recommended to remain as part of the report.

7. Pedestrian Traffic at MHS especially after school

Not covered during 2015

8. Assigning of new street names

Four streets were renamed last year. They included Forums Drive; Euclid Drive; and portions of Olympia Drive and Buckeye Drive in January/February

of 2015. Street adjacent to FM 1171 was not renamed due to progress of construction on FM 1171 but will need to be an early topic for 2016.

9. Training – TRC Driven

New member Orientation in November

10. Sagebrush 90% public meeting.

This meeting was held in January.

11. Lakeside Shuttle/Mass Transit.

This topic was brought forward as a Town Council work session item. Town will be looking into ideas on how to work with our Transit partners to potentially provide some transit service to Flower Mound.

12. Texting and Driving.

State Legislature did NOT pass a texting ban. Currently working with the Police Department and upper management on the appropriate time to bring forward to the Transportation Commission for discussion.

13. Items not part of work topics but were presented before the Commission.

- **Freeman Road Proposed Thoroughfare Plan Amendment**
- **College Road Proposed Thoroughfare Plan Amendment**
- **511DFW Work session – July 2015**
- **Pecan Acres Roundabout Connection – September 2015**
- **Speed Limit reductions on:**
 - **Timberview – June 2015**
 - **Oaks of Shadow Ridge – July 2015**
 - **Clearpoint Drive – September/October 2015**

TRAFFIC COMMISSION WORK SESSION
LIST OF POTENTIAL WORK ITEM TOPICS
JANUARY 12, 2016

- ADA Transition Plan update public meeting
- 2016 Sidewalk priority list
 - Review of 2015 Sidewalk gap status – preferably the month before prior to priority list decision.
- Texting and Driving
- Review 2016 Streets and Signals Reconstruction List
- Review 2016 Streets and Signals Construction List
- Updates on FM 1171 Retiming project
- Share the Road (Bicycle) sign priorities
- Revisit Dixon Stop Signs
- Potentially a Mass Transit Update
- Potential Town wide 25 mph speed limit for residential streets
 - Continue with current exception process as required
- 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