

AGENDA

TOWN OF FLOWER MOUND TRANSPORTATION COMMISSION MEETING

DECEMBER 11, 2018

**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

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

To address the Commission fill out a comment form, available in the Town Hall Council Chambers on the night of the meeting, and turn it in to the Administrative Assistant prior to 6:20 p.m. Speakers are limited to 3 minutes, however this can be adjusted by the Chairman.

D. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- #EndTheStreakTX
- FHWA National Dialogue on Automated Vehicles
- 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 A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

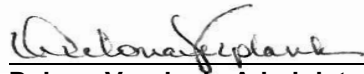
1. Consider approval of minutes from the regular meeting of the Transportation Commission held on November 13, 2018.

F. WORK SESSION ITEMS

2. Discussion and presentation regarding the DFW Connector Project.
3. Discussion regarding Transportation Commission Vision Statement.
4. Discussion regarding locations and schedule of the evaluation of Long Prairie (FM 2499) turn lanes.

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: December 7, 2018 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: December 11, 2018

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 November 13, 2018.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the November 13, 2018 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 November 13, 2018 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 13TH DAY OF NOVEMBER, 2018 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
Donald Gilmore	Vice Chair
Drew Larson	Commissioner, Place 1
Ron Hogue	Commissioner, Place 3
Ed Horne	Commissioner, Place 4
Chris Reed	Commissioner, Place 6
Adam Schiestel	Commissioner, Place 8

Constituting a quorum with the following members absent:

Robert Caput	Commissioner, Place 2
Justin Thomason	Commissioner, 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

James Tullos, 2904 Bluffview Ln, Flower Mound, TX

Mr. Tullos spoke to the Commission regarding the no left-turn sign that was recently installed on McKamy Creek Road at Woodhill Drive. He spoke in favor of the sign, wanted to bring the sign to the attention of Commission, and explain how the sign came to be.

D. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Annual Boards and Commissions Training – November 29, 2018
- Future Transportation Commission meeting dates

E. CONSENT ITEMS

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on October 9, 2018.

Commissioner Reed made a motion to approve consent item 1 as presented in the agenda caption. Vice Chair Gilmore seconded the motion. The item, as approved by consent, is restated above.

VOTE WAS TAKEN by general consent

Motion passed

F. WORK SESSION ITEMS

2. Discussion regarding Smart Cities.
3. Update regarding Transportation Commission Airbag Recall efforts.
4. Discussion regarding locations and schedule of the evaluation of Long Prairie (FM 2499) turn lanes.

G. ADJOURNMENT – 8:35 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: December 11, 2018

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

ITEM: Discussion and presentation regarding the DFW Connector Project

BACKGROUND INFORMATION: This item will be a discussion topic and presentation regarding the DFW Connector project that is currently underway for the SH 121/I 635/SH 114/FM 2499 interchange. Presenting at the meeting will be the Public Information Manager (PIM) for NorthGate Constructors.

She will be here to give you a brief overview and facts of the project and take a look ahead at lane closures and how they will affect Flower Mound commuters.

One item for the Transportation Commission to consider is if or how often, they would like to have an update on the DFW Connector project from NorthGate Constructors. The PIM for Northgate Constructors has offered to come back to the Commission to give periodic updates on the project. Information gained from these meetings will help you disseminate information within your respective neighborhoods on this project.

ALTERNATIVES/OPTIONS: N/A.

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

None

RECOMMENDATION: No action is required. This item is for discussion and information only.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 3

WORK SESSION ITEM

DATE: December 11, 2018

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

ITEM: Discussion regarding Transportation Commission Vision Statement.

BACKGROUND INFORMATION: This item will be a discussion topic of the vision statement of the Transportation Commission. The Commissioner Larson will lead the discussion on the vision statement of the Commission and where the Commission would like to go from here. The Transportation Commission was formed back in 2007 with Ordinance 83-07 and later amended in 2009 by Ordinance 40-09. As part of the creation of the Transportation Commission, it includes the following items as the powers and duties of the Commission:

1. Provide recommendations to the town council and staff regarding the short-term and long-term transportation needs of the town.
2. Advise the town council and staff regarding the implementation of the neighborhood traffic management policy.
3. 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 neighborhood speed limit policy.,
4. Listen to unique citizen concerns relative to transportation.
5. Perform such other duties as the town council may prescribe by ordinance or resolution.

Staff's suggestion to the Commission is to keep these five duties in mind when developing a vision statement for the Commission. Also consider if this is an item that the Commission wants to have incorporated into the Code of Ordinances or as a standalone guidance document for existing and future members to go by.

ALTERNATIVES/OPTIONS: N/A.

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Excerpt of Code of Ordinance Municode – Part 1, Subpart A, Chapter 2, Article III, Division 8
2. Ordinance 40-09

RECOMMENDATION: No action is required. This item is for discussion and information only.

DIVISION 8. - TRANSPORTATION COMMISSION

Sec. 2-225. - Created.

There is hereby created a board known as the Flower Mound Transportation Commission.

(Ord. No. 83-07, § 2, 10-15-2007)

Sec. 2-226. - Organization.

- (a) The transportation commission shall consist of seven regular members appointed by a majority vote of the town council in accordance with established procedures.
- (b) In addition to the seven regular members of the transportation commission, two alternate members of the transportation commission, who shall serve in the absence of one or more regular members, shall be appointed by a majority vote of the town council in accordance with established procedures. In determining which of the two alternate members shall serve in the absence of a regular member, the alternate member with the longest tenure shall so serve. If for any reason the alternate member with the longest tenure is unable to serve, the second alternate member shall so serve.
- (c) Regular members shall be designated as places number one through seven and alternate members shall be designated as alternate place number eight and alternate place number nine.
- (d) The terms of office for members of the transportation commission shall be for two years. Places one, three, five, seven and alternate place nine shall be appointed to two-year terms ending on September 30 in odd-numbered years. Places two, four, six and alternate place eight shall be appointed to two-year terms ending on September 30 in even-numbered years. Members of the commission serve at the will and pleasure of the town council and may be removed from the commission before their terms expire.
- (e) Members and alternate members of the transportation commission shall serve without compensation.
- (f) Other qualifications for membership shall be a genuine interest in the short-term and long-term transportation needs of the town, the ability to work with the public to listen to unique citizen concerns relative to transportation, and the time to devote to this service.
- (g) Each member of the commission shall be a resident citizen and qualified voter of the town at the time of his appointment. A member who ceases to reside in the town during his term of office shall immediately forfeit his office.

(Ord. No. 83-07, § 2, 10-15-2007; Ord. No. 40-09, § 2, 10-5-2009)

Sec. 2-227. - Officers and procedures.

- (a) At the first scheduled commission meeting in October of each year, or as soon thereafter as practicable, the first item of business shall be the selection of the commission's chairperson and vice-chairperson from among the membership of the commission. The alternate members of the commission are not eligible to serve as the chairperson or vice-chairperson or to participate in the selection of said chairperson or vice-chairperson.
- (b) The chairperson shall preside over meetings and shall vote only in case of a tie. In the event a question over procedures arises, Robert's Rules of Order, Newly Revised, shall prevail.
- (c) The vice-chairperson shall assist the chairperson in directing the affairs of the transportation commission. In the absence of the chairperson, the vice-chairperson shall assume the duties of the chairperson. The vice-chairperson, when acting as chairperson, shall retain the right to vote.

- (d) In the event of the absence of both the chairperson and vice-chairperson, any member of the commission may be selected as the acting chairperson for that particular meeting by majority vote of the members present. Any commission member acting as chairperson shall retain the right to vote. No member shall be required to act as chairperson if the member declines.
- (e) The recording of minutes of all commission meetings shall be the responsibility of the town staff.
- (f) The commission shall meet a minimum of four times per year.
- (g) A majority of the commission shall constitute a quorum (four members) to do business, and the affirmative vote of the majority of those attending shall be necessary to pass any motion or recommendation.
- (h) Meetings of the commission shall be open to the public and shall be posted as necessary in accordance with the requirements of the Texas Open Meetings Act.
- (i) The commission shall establish rules and procedures that govern its operation
- (j) All voting shall be by roll call.

(Ord. No. 83-07, § 2, 10-15-2007; Ord. No. 40-09, § 3, 10-5-2009)

Sec. 2-228. - Powers and duties.

The transportation commission shall have the following powers and duties:

- (1) Provide recommendations to the town council and staff regarding the short-term and long-term transportation needs of the town.
- (2) Advise the town council and staff regarding the implementation of the neighborhood traffic management policy.
- (3) 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 neighborhood speed limit policy.,
- (4) Listen to unique citizen concerns relative to transportation.
- (5) Perform such other duties as the town council may prescribe by ordinance or resolution.

(Ord. No. 83-07, § 2, 10-15-2007)

TOWN OF FLOWER MOUND, TEXAS**ORDINANCE NO. 40-09**

AN ORDINANCE OF THE TOWN OF FLOWER MOUND, TEXAS, REPEALING CHAPTER 2, ARTICLE III, DIVISION 8, ENTITLED "TRANSPORTATION COMMISSION," SECTION 2-226, ENTITLED "ORGANIZATION," OF THE CODE OF ORDINANCES OF THE TOWN OF FLOWER MOUND, TEXAS, AND REPLACING SECTION 2-226 WITH A NEW SECTION 2-226, REGARDING TWO ALTERNATE MEMBERS; AND AMENDING SECTION 2-227 (a) BY ADDING LANGUAGE REGARDING ALTERNATE MEMBERS; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Flower Mound, Texas, has established certain Boards and Commissions that effectuate good government; and

WHEREAS, the Town Council has determined that the addition of two alternate members to the Transportation Commission, would best serve the interests of the citizens of Flower Mound; and

WHEREAS, the Town Council has determined that these changes are desirable to provide for the health, safety and welfare of the citizens of the Town of Flower Mound.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FLOWER MOUND, TEXAS, THAT:

SECTION 1

All of the above premises are found to be true and correct factual and legislative determinations of the Town of Flower Mound and are hereby approved and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2

From and after the effective date of this Ordinance, Chapter 2, Article III, Division 2, Section 2-226, entitled "Organization" shall be repealed in its entirety, and replaced with a new Section 2-226 to read as follows:

Sec. 2-226. Organization

TOWN OF FLOWER MOUND
TOWN CLERK/ADMINISTRATOR
OFFICE OF THE TOWN CLERK/ADMINISTRATOR

- (a) The Transportation Commission shall consist of seven regular members appointed by a majority vote of the Town Council in accordance with established procedures.
- (b) In addition to the seven regular members of the transportation commission, two alternate members of the Transportation Commission, who shall serve in the absence of one or more regular members, shall be appointed by a majority vote of the Town Council in accordance with established procedures. In determining which of the two alternate members shall serve in the absence of a regular member, the alternate member with the longest tenure shall so serve. If for any reason the alternate member with the longest tenure is unable to serve, the second alternate member shall so serve.
- (c) Regular members shall be designated as places number one through seven and alternate members shall be designated as alternate place number eight and alternate place number nine.
- (d) The terms of office for members of the transportation commission shall be for two years. Places one, three, five, seven and alternate place nine shall be appointed to two-year terms ending on September 30 in odd-numbered years. Places two, four, six and alternate place 8 shall be appointed to two-year terms ending on September 30 in even-numbered years. Members of the commission serve at the will and pleasure of the Town Council and may be removed from the commission before their terms expire.
- (e) Members and alternate members of the Transportation Commission shall serve without compensation.
- (f) Other qualifications for membership shall be a genuine interest in the short-term and long-term transportation needs of the Town, the ability to work with the public to listen to unique citizen concerns relative to transportation, and the time to devote to this service.
- (g) Each member of the Commission shall be a resident citizen and qualified voter of the Town at the time of his appointment. A member who ceases to reside in the Town during his term of office shall immediately forfeit his office.

SECTION 3

From and after the effective date of this Ordinance, subsection (a) of Chapter 2, Article III, Division 2, Section 2-227, entitled "Officers and Procedures" shall read as follows:

- (a) At the first scheduled commission meeting in October of each year, or as soon thereafter as practicable, the first item of business shall be the selection of the commission's chairperson and vice-chairperson from among the membership of the commission. The alternate members of the commission are not eligible to serve as the

chairperson or vice-chairperson or to participate in the selection of said chairperson or vice-chairperson.

SECTION 4

This Ordinance shall be cumulative of all provisions of ordinances of the Town of Flower Mound, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 5

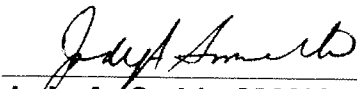
It is hereby declared to be the intention of the Town Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since same would have been enacted by the Town Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section, and said remaining portions shall remain in full force and effect.

SECTION 6

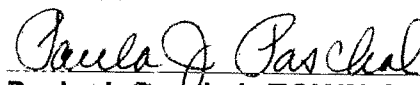
This Ordinance shall take effect and be in full force from and after its passage.

DULY PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF FLOWER MOUND, TEXAS BY A VOTE OF 5 TO 0, ON THIS THE 5th DAY OF OCTOBER, 2009.

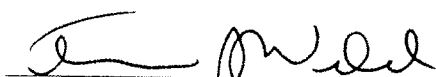
APPROVED:


Jody A. Smith, MAYOR

ATTEST:


Paula J. Paschal, TOWN SECRETARY

APPROVED AS TO FORM AND LEGALITY:


Terrence S. Welch, TOWN ATTORNEY



TRANSPORTATION COMMISSION AGENDA ITEM NO. 4

WORK SESSION ITEM

DATE: December 11, 2018

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

ITEM: **Update regarding locations for evaluation of Long Prairie (FM 2499) for potential turn lanes**

BACKGROUND INFORMATION: This item is an update item to the discussions from the November 2018 regarding the setting of priorities for the various intersections located along Long Prairie Road (FM 2499). Based on that recommendation, several locations have been counted since the November meeting. Those locations from south to north are:

- Moviehouse Driveway
- Fountain Park South
- Jerry's Car Wash
- Surrey Lane
- Rembert Drive
- Walmart Driveways
- Kwik Kar Driveway
- Forest Vista
- Creekwood Christian Church
- IHOP Driveway
- Chaparral intersection
- Calloway's Driveway
- Shell Driveway
- 1st Commercial Driveway north of Shell Driveway on east side of FM 2499

As a reminder, the Town's Access Management Policy requires a deceleration lane at all Commercial properties that are served by a median opening. The AMP also requires a deceleration lane at arterial/arterial, arterial/collector and collector/collector intersections. For all other locations, a minimum of 50 right turning vehicles during the peak hour are required to justify a turn lane.

ALTERNATIVES/OPTIONS: N/A.

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

None

RECOMMENDATION: No action is required. This item is for discussion and information only.