

Transportation Commission



September 10, 2024
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

C. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972- 874-6000 during business hours. To speak to the Board/Commission during public comment, please fill out a comment form, which is located in the lobby of Town Hall.

In accordance with the Texas Open Meetings Act, the Board/Commission is restricted from discussing or acting on items not listed on the agenda.

- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

D. ASSISTANT DIRECTOR REPORT

1. Update status report related to operational issues, capital improvement projects and TxDOT projects
2. Future Transportation Commission meeting dates
3. Future Agenda Items
4. Save the Date - Boards and Commission Training - September 30, 2024
5. Save the Date - Boards and Commission Banquet - October 29, 2024
6. Future DCTA Facility Tour

E. CONSENT ITEM(S)

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. Consider approval of the minutes from 08/13 - Consider approval of the minutes from August 13, 2024.
2. Sidewalk Links Gap Scoring Matrix - Recommend approval for the Sidewalk Links Gap prioritization scoring matrix.

F. WORK SESSION

1. Discussion regarding State of the Practice for Unmanned Aircraft System (UAS/Drone) Deliveries
2. Introduction and Discussion regarding a Crosswalk Policy

G. ADJOURN

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Flower Mound, Texas, in 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: September 6, 2024, at 5:30 p.m., at least 72 hours prior to the scheduled time of said meeting.

Tina Wells, Administrative Secretary

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting by contacting Town Hall at 972.874.6000. Additional time limits will be provided for members of the public that need to address the Town Council through a translator.

Transportation Commission



August 13, 2024
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

DRAFT MINUTES

A. CALL TO ORDER

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

Chris Reed, Place 6, Chair
Ron Hogue, Place 3, Vice Chair
Jason Huse, Place 4
Erica Mulder, Place 5
Charlie Landry, Place 7
Bob Morreira, Place 8, Alternate

with the following member(s) absent:

Bjorn Vandug, Place 1
Vacant, Place 2
John Corbett, Place 9, Alternate

constituting a quorum with the following members of the Town Staff participating:

Matthew Hotelling, Assistant Director Public Works/Transportation
Thomas Peppers, Graduate Traffic Engineer
Tina Wells, Administrative Secretary
Manuel Palacios, Assistant Director Public Works

Chair Chris Reed called the meeting to order at 6:30 p.m.

B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Chair Chris Reed led the pledge.

C. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972- 874-6000 during business hours. To speak to the Board/Commission during public comment, please fill out a comment form, which is located in the lobby of Town Hall.

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- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

None present.

D. ASSISTANT DIRECTOR REPORT

1. Update status report related to operational issues, capital improvement projects and TxDOT projects
2. Future Transportation Commission meeting dates
3. Future Agenda Items
4. Upcoming Drone presentation
5. Save the Date - Boards & Commission Banquet - October 29, 2024
6. Open House - Update
7. Thomas Peppers Announcement
8. Update on sidewalk gate issue

E. CONSENT ITEM(S)

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. Consider approval of the minutes from 6/11. - Consider approval of the minutes from June 11, 2024.

2. Sidewalk Gap at 3613 Rolling Oaks Dr - Consider a recommendation to staff for a proposed sidewalk at 3613 Rolling Oaks Drive to be added to the list of FY2024-2025 Sidewalk Links Construction Projects.

ACTION: Ron Hogue moved to approve E.1 and E.2 as presented in the agenda captions. Charles Landry seconded the motion.

AYES: Ron Hogue, Jason Huse, Erica Mulder, Charles Landry, Robert Morreira

NAYS: None

ABSTAIN: None

RESULT: 5 : 0

F. WORK SESSION

1. Discussion on Sidewalk Links Gap prioritization scoring matrix.
2. Update Discussion of the Results of the Sterling Parkway and Rolling Oaks Drive Summer Speed Study

G. ADJOURN

Vice Chair Hogue made the motion to adjourn, Commissioner Landry seconded the motion all are in favor.

Meeting adjourned at 8:02 p.m.



TRANSPORTATION COMMISSION AGENDA E.2. CONSENT ITEM(S)

DATE: September 10, 2024
FROM: Manuel Palacios, Assistant Director of Public Works
ITEM: **Recommend approval for the Sidewalk Links Gap prioritization scoring matrix.**

BACKGROUND: Over the last several years, the Transportation Commission has recommended numerous proposed sidewalk link gap projects to staff. As the list of sidewalk link gaps continues to grow, staff recommends developing a prioritization matrix to rank all of the sidewalk link locations. This ranking will help the Transportation Commission select and recommend sidewalk link projects for future budget years. Attached is the recommended criteria list for the prioritization matrix. Each criterion has an associated point value which will be used to calculate an overall score for each location. At the last Transportation Commission meeting staff discussed each criteria section with the recommended point values and received feedback from the Transportation Commission. The attached prioritization matrix is the result of those discussions and feedback. This scoring matrix will be used for all sidewalk link gaps. A list of all future Sidewalk Link Projects will include a score that the Commission will utilize to recommend for construction. The Sidewalk Link Projects list will also include the estimated construction costs along with other special considerations.

On August 13, 2024, the Transportation Commission had a work session with staff to go over the proposed Sidewalk Links Gap Prioritization matrix. The Commission reviewed the scoring criteria and provided some feedback. Overall the Commission recommended moving forward with the proposed scoring matrix with minor edits. Attached is the final revised scoring matrix and staff is asking for a final approval to be utilized for Sidewalk Links Gap Prioritization.

Staff is seeking approval for Sidewalk Link scoring matrix to be utilized for current and future Sidewalk Link Gap Projects.

BOARD REVIEW/CITIZEN FEEDBACK:

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Sidewalk Links Gap Prioritization Final TC 9-5-24

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

Sidewalk Links Gap Prioritization Scoring Criteria

Criteria	Points
Safety	
Bicycle & Pedestrian Accident History	
None	0
One accident within past five years	10
Over one accident within past five years	20
Total Points	20
Posted Speed Limit	
25 MPH or Less	5
Between 25 and 40 MPH	10
40 or More MPH	15
Total Points	15
Street Classification	
Major Arterial	20
Minor Arterial	15
Collector	10
Residential	5
Total Points	20
Maximum Total Points	55
Proximity	
Public Schools	
K-8th Grade within 1/8 Mile	20
K-8th Grade within 1/4 Mile	15
K-8th Grade within 1/2 Mile	10
High Schools within 1/4 Mile	5
Not Within Buffer	0
Total Points	25
Destinations	
Public Parks within 1/8 Mile	8
Connects to Trail System/Street on Throughfare Plan or Presence of existing pathway	4
Major Health Care Facility within 1/8 Mile	2
Major Pedestrian Destinations (i.e. Govmt offices, Higher Education, special events, etc.) 1/8 Mile	4
Major Shopping Centers within 1/8 Mile	2
Total Points	20
Maximum Total Points	45
Grand Total	100



TRANSPORTATION COMMISSION AGENDA F.1. WORK SESSION

DATE: September 10, 2024
FROM: Matthew Hotelling, Assistant Director of Public Works/Transportation
ITEM: **Discussion regarding State of the Practice for Unmanned Aircraft System (UAS/Drone) Deliveries**

BACKGROUND: During the January 2023 and January 2024 Work Topics discussion with the Transportation Commission (TRC), the idea of Unmanned Aircraft Systems (UAS) or drone delivery was a topic of interest to the Commission. At this meeting, one of the industry companies looking to locate in Flower Mound has graciously volunteered to come and present the state of the practice of UAS or drone delivery to the Commission. There is no action with this item tonight and it is an educational item.

BOARD REVIEW/CITIZEN FEEDBACK: Work topic request from the TRC.

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

None

DRAFT MOTION: No formal action is required on this work session item. It is an educational item for the Commission.



TRANSPORTATION COMMISSION AGENDA F.2. WORK SESSION

DATE: September 10, 2024
FROM: Thomas Peppers, Graduate Traffic Engineer II
ITEM: Introduction and Discussion regarding a Crosswalk Policy

BACKGROUND:

As the town continues to grow, the importance of ensuring pedestrian safety becomes increasingly crucial. Crosswalks are a fundamental element of pedestrian infrastructure, providing designated areas where individuals can safely cross streets and intersections. They play a critical role in promoting walkability, enhancing accessibility, and reducing the risk of accidents involving pedestrians.

Currently, staff evaluate crosswalk requests on a case-by-case basis based on engineering judgment and best practices. While this approach is practical, it often results in inconsistent crosswalk placement and makes it difficult to determine the most appropriate locations and conditions for the installation of a marked crosswalk.

To address these challenges, staff proposes the development of a comprehensive crosswalk policy. This policy would establish a clear and consistent procedure for evaluating requests and implementing crosswalks. It would provide a structured framework for assessing the need for crosswalks based on critical factors such as traffic volume, pedestrian activity, accident history, and safety considerations. The policy would also outline various treatments that could be used to help pedestrians safely cross a roadway.

By creating a formalized crosswalk policy, staff seeks to enhance the effectiveness of the town's pedestrian infrastructure, ensure consistent and equitable decision-making, and improve overall safety for all road users. This policy will streamline the process of evaluating and implementing crosswalks, help allocate resources more efficiently, and foster a safer, more walkable urban environment.

BOARD REVIEW/CITIZEN FEEDBACK: Discussion item to elicit feedback from the Commission

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

None

DRAFT MOTION: No formal action. This item is for discussion and feedback from the Commission only.