

AGENDA

**TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION MEETING**

AUGUST 13, 2013

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

6:30 P.M.

AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT
WWW.FLOWER-MOUND.COM/AGENDA/AGENDA.PHP

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. BOARD AND COMMISSION MEMBER ANNOUNCEMENTS

- Announcements and brief discussion regarding recent and upcoming civic and social events, board or commission issues, informational updates on Town projects and/or proposed Town projects, reports about contacts with other groups and/or individuals about Town issues, projects, and/or proposed projects, and informational responses to questions and information sharing.

E. TRAFFIC ENGINEER REPORT

Transportation Commission Meeting Agenda

August 13, 2013

Page 2

- Update status report related to operational issues, capital improvement projects, and TxDOT Projects.
- Discussion of future Transportation Commission Meeting dates.
- Boards and Commission Banquet

F. 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 A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.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 May 14, 2013.

G. PRESENTATION ITEM

1. Presentation on the process for reviewing the Town's Land Use Plan.

H. REGULAR ITEMS

1. Discussion and recommendation on the first FM 2499 driveway south of FM 3040.

I. ADJOURNMENT – REGULAR SESSION

J. CALL WORK SESSION TO ORDER

K. WORK SESSION ITEMS

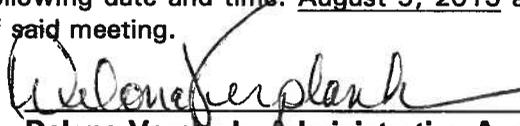
1. Discussion on the pedestrian crossings along FM 2499 within the Town Limits.

L. ADJOURNMENT – WORK SESSION



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: August 9, 2013 at 7:00 PM, at least 72 hours prior to the scheduled time of said meeting.



Delona Verplank, Administrative Assistant

Pursuant to Section 551.071 of the Texas Government Code, the Town Council reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda. **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 972-874-6305. Reasonable accommodations will be made to assist your needs.**

THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 14th DAY OF MAY, 2013 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:

Stephen Harris	Vice Chairman
Thomas Walker	Chairman
Todd Schreiber	Place 1
Martin McIntire	Place 3
Chris Reed	Alternate Place 8

With the following members absent:

Kevin Stoelting	Place 4
Frederick Ehler	Place 6
Peter Herrera	Alternate Place 9

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

Matthew Hotelling	Traffic Engineer
Delona Verplank	Recording Secretary
Doug Stevens	Assistant Director of Public Works
Chuck Russell	Planning Manager, Planning Services

A. CALL REGULAR MEETING TO ORDER

Meeting was called to order by Chairman Walker at 6:30 PM

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance led by Chairman Walker

C. PUBLIC PARTICIPATION

None

D. BOARD AND COMMISSION MEMBER ANNOUNCEMENTS

Announcements and brief discussion regarding recent and upcoming civic and social events, board or commission issues, informational updates on Town projects and/or proposed Town projects, reports about contacts with other groups and/or individuals about Town issues, projects, and/or proposed projects, and informational responses to questions and information sharing.

None

E. TRAFFIC ENGINEER REPORT

Mr. Hotelling updated the Commissioners for ongoing Town and TxDOT projects.

Mr. Hotelling gave the following report.

ROADWAY

Wichita Trail Ph II (Simmons Rd to Skillern Ln)

Anticipated Completion in September 2013

June 10th – Aug 19th Wichita Trail will be closed between Wisdom Creek and Cherry Sage to expedite the arch span construction.

Chinn Chapel Ph I (FM 407 to Waketon)

Construction started on April 1, 2013.

Anticipated Completion in Spring 2014

Contractor is installing storm sewer in advance of the first traffic switch.

West Windsor Extension (FM 2499 to West End of Existing Windsor at Bridlewood East Line)

TxDOT permit approval for West Windsor/FM 2499 traffic signal has been given verbally. Expected written approval within the week.

Work on traffic signal and minor cleanup of the project. Projected to open sometime this summer.

Timber Creek Road Reconstruction Ph I (FM 117 to Approximately 100' East of John Court)

Anticipated Completion in Summer 2013

Colonial Drive Reconstruction Project Ph II (Colony Street to Homestead)

95% plans under review.

Wood Creek Drive Reconstruction Project (River Oaks to 155' west of Edgefield Trail)

Awarded at Town Council on April 15, 2013 to P&E Contractors for \$970,477.00 (Contractor price for all reconstruction projects combined.)

Anticipated Completion in Summer 2014

Preconstruction meeting scheduled for later this month with Notice to Proceed at that meeting.

Sheffield Court Reconstruction Project (Amhearst to end of Cul-de-Sac)

Awarded at Town Council on April 15, 2013 to P&E Contractors for \$970,477.00 (Contractor price for all reconstruction projects combined.)

Anticipated Completion in Summer 2014

Preconstruction meeting scheduled for later this month with Notice to Proceed at that meeting.

Colony Street Reconstruction Project (Coker to Superior)

Awarded at Town Council on April 15, 2013 to P&E Contractors for \$970,477.00 (Contractor price for all reconstruction projects combined.)

Anticipated Completion in Summer 2014

Preconstruction meeting scheduled for later this month with Notice to Proceed at that meeting.

TxDOT

FM 1171 Sections 2 and 3 (Shiloh to IH-35W, six-lane divided arterial)

Bid letting took place on March 6, 2013.

No preconstruction meeting to date.

Work to begin early on the far western end.

SIGNALS

FM 1171/Tour 18 Drive Temporary Traffic Signals

Signal put into full operation on May 7.

Final acceptance anticipated soon.

Chairman Walker: What all is involved in the final acceptance of the light at Tour 18?

Mr. Hotelling: There are a few punch list/cleanup type items. Then there will be a small change order to shore up the quantities that actually went into the field compared to what was in the original bid specs.

Chairman Walker: Can we still may June for the completion of West Windsor?

Mr. Hotelling: The completion date is looking more like July 2013.

Chairman Walker: It looked like some of the landscaping is not finished yet.

Mr. Hotelling: There are some other items with the roadway itself that need to be completed.

Chairman Walker: Asked for clarification about some of the design completion stages 30% 95% and what criteria was used to decide to have a public design review (for example, the Morris-Gerault project). Is there a public design review planned for any of these items that are in design right now?

Mr. Hotelling: We do not have any public design reviews scheduled for any of these projects. Typically it's the size of the project determines if it's a local review meeting or a public design review. More or less it is determined by public interest and/or public impact.

Commissioner Schreiber: Commented on the Dunkin' Donuts development on FM 3040 and the curb cut by Chase Bank (south of the traffic signal) and the traffic backup issues that this curb cut causes from the parking lot of Chick-fil-A out onto FM 2499. Does this curb cut meet the requirements for setback from the intersection?

Mr. Hotelling: Our required distances are 360 feet from the intersection and there was a modification to the Access Management where they had a 20% deviation built into the Access Management, so it could actually go down less than the 360, it could be around 250. I will have to measure it to be for sure, but I would say they are probably within our Access Management.

Commissioner Schreiber: I was just curious because I have since in situations there that were dangerous. And now with another restaurant going in there; you cut Chili's and Chick-fil-A, you've got the bank, you've got Dunkin' Donuts and for

whatever reason just directly south of that there's an actual turn lane into Chili's but people will actually set at a dead stopped on FM 2499 rather than go down and go into the next entry point. So I was just curious if it met our requirements or if it's something that we should take a look at in the future.

Commissioner McIntire: It's possible that the traffic tie up on FM 2499 could possibly be caused by the Chick-fil-A drive through.

Mr. Hotelling: Chick-fil-A tends to have large drive through presence.

Chairman Walker: Any other comments or questions from the Commissioners?

Mr. Hotelling brought to the attention of the board members that they received their invitation to the public works rodeo and mentioned that it's an excellent opportunity to visit the public works Operations & Maintenance facility and to see the traffic operations trailer.

Commissioner Reed: What is pending and what is remaining on the FM 407 project?

Mr. Hotelling: FM 407 is moving fairly well. They are finishing up the median work and there is still work to be done on the west side of FM 2499 at the Chinn Chapel intersection. The median issue on FM 407 at the McDonald's driveway still has to be resolved. They are looking at a July time frame for an expected completion date.

F. 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 March 6, 2013.
2. Consider approval of minutes from the regular meeting of the Transportation Commission held on April 9, 2013.

Vice Chairman Harris made a motion to approve both of the consent agenda items and Commissioner Schreiber seconded the motion

VOTE ON THE MOTION

AYES: Commissioner Reed
Vice Chairman Harris
Commissioner Schreiber
Commissioner McIntire

NAYES: None

Vote passed 4 – 0

G. REGULAR ITEMS

1. Consider a recommendation to staff for the list of Proposed Sidewalk Gap locations for inclusion in the FY 2013/2014 Sidewalk Construction Project

Doug Stevens, Assistant Director of Public Works, gave a presentation. This presentation is on file in the Engineering office.

Commissioner Schreiber: Asked about a piece of existing trail by a fence and wanted clarification if this trail would tie into a new 8 foot trail.

Mr. Stevens: I don't believe so, according to the map.

Commissioner Schreiber: With Heritage Park and the playground being open and the pedestrian crossing at the traffic signal, maybe the Parks Department should be consulted about this section of trail and opening up access through the fence and possibly cutting the project costs in half.

Mr. Stevens: Photos do illustrate a section of tie-in as well as to the west.

Mr. Hotelling: There is a Parks and Trails map down in the area of the CAC where Fire Station #5 is shown and where the trail does not extend to the east along Spinks Road on the north or south side.

Commissioner Schreiber: Would that be a regular sidewalk section that would be built?

Mr. Stevens answered: Yes.

Commissioner Schreiber: For that new section of sidewalk, would it be necessary for it to be built to 8 feet?

Mr. Stevens: Yes. The sidewalks would most likely match what is currently inside the fence.

Commissioner McIntire: Is it the Town's policy to put sidewalks on both sides of the street regardless, of how much or how little foot traffic there is?

Mr. Stevens: I'm not sure if there is a written policy. There is, now, most likely a Town policy for developers to construct sidewalks adjacent to their property and what the Town is dealing with are older policies or the lack of policies that did not require sidewalks at the time.

Commissioner McIntire: It seems a shame to kill all of the existing shrubbery to put in sidewalks, given the fact that no one may possibly even walk on the newly constructed sidewalks.

Mr. Stevens: This issue will be closely examined before recommendation goes to the committee.

Mr. Stevens: The FM 3040 sidewalk link would close the gap between FM 2499 and Gerault. This will also help facilitate getting people down to the CAC.

(Inaudible) Chairman Walker: Asked about a cluster that would complete a major portion of a trail.

Mr. Stevens: I will go back and look at FM 3040 and the money it would take to complete the south side of FM 3040 from FM 2499 to Gerault.

Chairman Walker: With respect to Town-built sidewalks on an undeveloped area, would the Town be able to charge developers to reconstruct the sidewalks when they came in and develop an undeveloped area?

Mr. Stevens: Some of the costs to reconstruct sidewalks could potentially be paid for by the developer.

Commissioner Schreiber: I would feel more comfortable with some sort of temporary access, instead of building sidewalks for them to only be torn down and then reconstructed.

Commissioner Schreiber: A section south of the CAC would help complete the connection over to Heritage Park and the playground. If I had to choose, it would be for the other one because of the money invested that would not be thrown away at some point in the future.

Chairman Walker: What is the cost of this section?

Mr. Stevens: It will be about \$31,000 if there could be a tie-in into the existing trail system behind the fence. Currently it shows as \$52,000 if a tie in doesn't take place.

Commissioner Schreiber: If the tie-in takes place, would the Town be duplicating sidewalks that are separated by a fence?

Mr. Stevens: Yes.

Chairman Walker: Does the Parks Department have a budget for trails?

Mr. Stevens: Parks Department does have a budget for trails and that is why certain criteria were included in this agenda. I would like to ask the Transportation

Commission if you want to address trail sections or if you want to wait for the Parks Department to address them. If the decision is made to wait on the Parks Department, it may be years before they address the trails.

Commissioner Schreiber: Asked for verification of a section of trail on Spinks and is it part of the plan.

Mr. Stevens: The section of trail on Spinks is not part of the trails plan.

Commissioner McIntire: Can you show the trails plan slide again?

Vice Chairman Harris: What about the trail west of Gerault and the trail going north on Gerault? I find it odd that the two trails are not connected east-west.

Mr. Stevens: I agree. The Parks and Trails map may possibly need to be updated.

Vice Chairman Harris: It appears the circular trail south of the CAC is meant to be independent and not tie in to anything.

Mr. Stevens: There is an opening in the fence on the west side of the fire station for pedestrian access.

Commissioner Schreiber: When that circular trail was installed, Heritage Park was not even conceived. The circular trail within the CAC property was designed before the fire station was constructed.

Mr. Stevens stated the three recommended motions or actions:

1. Move to recommend to staff the proposed list of Proposed Sidewalk Gap locations for inclusion in the FY 2013/2014 Sidewalk Construction Project.
2. Move to recommend to staff a modified list of Proposed Sidewalk Gap locations for inclusion in the FY 2013/2014 Sidewalk Construction Project with the following changes... This could include Spinks, this could eliminate FM 1171 sections and include the FM 3040 sections; whichever section(s) the board decides to direct.
3. Move to table indefinitely the proposed list of Proposed Sidewalk Gap locations for inclusion in the FY 2013/2014 Sidewalk Construction Project pending further information.

Vice Chairman Harris: I would like to see Attachment 2.

Commissioner Reed: Does the actual data on the usage of these areas exist or are we looking at just evidence?

Mr. Stevens: Only evidence is used, for example foot paths/trails.

Mr. Stevens: Asked Mr. Hotelling if a system existed before pedestrian counting.

Mr. Hotelling: Pedestrian counters are made, however the Town does not have any.

Vice Chairman Harris and Chairman Walker: Asked for clarification on the total recommended \$49,000 versus \$100,000 and what the color-coding in Attachment 2 represented (red and green).

Mr. Stevens: Green represents what was approved last year and red represents proposed projects. The \$100,000 would be the cost to include Spinks on the project.

Chairman Walker: Asked for discussion for the items that are recommended and then the inclusion of Spinks.

Commissioner Schreiber: There are a lot of areas that warrant completion – we would like to complete them all. I do think that it would be interesting to be able to have the entire south side of 3040 all the way to 2499 to Morriss/Gerault to be complete, especially with The Pines shopping center complete and very active. I feel that the two sections that were recommended make good sense. The one section along Spinks, south of the CAC, if it can be connected to the existing trails on CAC property is necessary.

Vice Chairman Harris: It would be a good to coordinate with the Parks Department and ensure that they update their Parks and Trails map.

Commissioner Schreiber: Will what is going to be put in, pending approval, match what is already on the CAC property, in terms of the width?

Mr. Stevens: That is correct.

Vice Chairman Harris: The other area that has not really been discussed is FM 1171 on the far-east side, with reference to the high volume of foot traffic.

Commissioner Schreiber: Are you talking about the section that was looked at west of Tom Thumb on the south side of FM1171?

Mr. Stevens: Yes.

Commissioner Schreiber: Can we look at that section again?

Mr. Stevens: Yes. Garden Ridge to Kirkpatrick, the Atrium area, has a lot of foot traffic and would not be a bad section to approach this year.

Commissioner Schreiber: I agree with respect to the Atrium area needing to be considered either this year or next year.

Vice Chairman Harris: Could both sections, FM1171 and some of FM 3040, be done and have the Parks Board cover what should be a trail on Spinks?

Mr. Stevens: Yes, but it all depends on their priorities and when it would be constructed.

Mr. Stevens: Commented that this approach could be taken with all of the 8 foot sections of sidewalk that are currently on the list. Currently, there are \$1.4 million worth of gaps and backing out the \$150,000 that was approved last year and then back out the trail systems, which are almost \$750,000, there would be less than \$400,000 worth of gap remaining.

Commissioner Schreiber: If there is \$52,000 for FM 1171 and the section of trail on Spinks is estimated at \$30,000, something else would need to cut. Money that is available wouldn't allow doing all of FM 3040, FM 1171 and Spinks.

Mr. Stevens: That is correct.

Chairman Walker: Is the \$73,000 for FM 3040 and the \$22,000 for the Atrium section?

Mr. Stevens: Yes.

Vice Chairman Harris: I believe that we should approve the \$22,000 piece of FM1171 and all the work on FM 3040 to stay within the \$100,000, and talk to the Parks Board into doing Spinks.

Chairman Walker: I agree. The section in front of the Atrium, where pedestrians use the parking lot, would complete the section in front of Braum's and the section to the east of Braum's is complete.

Mr. Stevens: Yes, the section east of Braum's is complete. However there is a gap of sidewalk in front of Starbuck's within the Tom Thumb shopping center.

Commissioner Schreiber: I would be in favor of doing the FM 3040 projects that Mr. Stevens presented, the one section for the \$22,000, the Atrium, and looking at the other two sections next year.

Commissioner Reed: Is there any other area that has a higher safety concern than any of the areas being considered that should be addressed ahead of these?

Mr. Stevens: No, other than the fact that most of the considered areas are adjacent to state highways or farm to market roads with higher traffic volume.

Vice Chairman Harris: I would also recommend that staff go ahead and prepare a recommendation for the following year that adds up to \$100,000 that can be reviewed at a future date.

Commissioner Schreiber made a motion to recommend to staff a modified list of proposed sidewalk gap locations for inclusion in the FY 2013-2014 sidewalk

construction project with the following changes: include staff recommended locations at FM 3040 and the section on FM 1171 between Everett and Timber Valley. Vice Chairman Harris seconded the motion.

VOTE ON THE MOTION

AYES: Commissioner McIntire
Commissioner Schreiber
Vice Chairman Harris
Commissioner Reed

NAYES: None

Vote passed 4 – 0

2. Consider a recommendation for a proposed street name change for the southern leg of Lakeside Parkway to Lakeside Village Parkway.
3. Consider a recommendation for a proposed street name change for Long Prairie Road south of the southernmost roundabout on Lakeside Parkway and the Town Limits to Lakeside Parkway.
4. Consider a recommendation for a proposed street name change for Long Prairie Road between Lakeside Parkway (north) and Lakeside Parkway (south) to Northwood Drive N and Northwood Drive S.

Matt Hotelling, Traffic Engineer, gave a presentation. This presentation is on file in the Engineering office.

Vice Chairman Harris: Did Emergency Services request North and South be added to the street name because there are two intersections (north and south on Lakeside) and they want to be able to differentiate between those intersections?

Mr. Hotelling: Yes. If someone can say they are at Northwood South, it takes Emergency Services less time to figure out the caller's location. As long as the sequential block numbering runs from low to high (north to south) then Emergency Services will know where the caller is exactly located.

Chairman Walker: Why is it necessary that North and South be added to Northwood, if block numbering would work?

Mr. Hotelling: I believe that it's just another element that can be used to help differentiate the north and south ends of Northwood.

Chairman Walker: I don't see the value on adding North and South as long as there is sequential block numbering and the street numbers are clearly marked.

Commissioner Reed: What exists in this location now, in terms of population and structures?

Mr. Hotelling: As of now there are two mobile home communities and the Lakeside DFW developers are starting to make progress in breaking ground.

Commissioner Schreiber: Is the North and South designation something the applicant strongly desires?

Brian Leek (Lakeside DFW Development): We would prefer to have Northwood Drive without the suffix of North and South.

Vice Chairman Harris: Would the Fire Department have heartburn if the suffixes of North and South are not added to Northwood Drive.?

Mr. Hotelling: Emergency Services would prefer to have another distinguishing factor other than only the block numbers.

Mr. Leek: There are two Northwood intersections fairly close to one another and if someone reported an accident at one intersection it wouldn't be too difficult for Emergency Services to respond to the wrong location.

Mr. Leek presented a slide with a concept plan of Lakeside DFW and explained that Lakeside DFW Development prefers Sunset Boulevard versus Lakeside Village.

Commissioner Schreiber: Asked Mr. Hotelling if the Town had a problem with the applicant's suggested street name.

Mr. Hotelling: I have already spoken to the Fire Chief and he thinks that Sunset Boulevard would cause confusion, as there is already a Sunset Lane and a Sunset Path in the middle town.

Commissioner McIntire: Doesn't the Town have a policy on how streets are named?

Mr. Hotelling: The developments choose the street names, but the street names do have to be approved by Emergency Services and GIS. If a street name is found to be a duplicate, it is requested by Emergency Services and GIS to be renamed.

Vice Chairman Harris: I am surprised that Silveron Boulevard wasn't selected for the sake of simplicity.

Mr. Hotelling: The names that were put in the agenda item were the names that were given by the applicant, originally.

Commissioner Schreiber: Asked Mr. Leek if Sunset Boulevard is not approved, would Lakeside Village Parkway be the applicant's second choice.

Mr. Leek: We prefer Sunset Boulevard but can tolerate Lakeside Village Parkway.

Commissioner Schreiber: Asked Mr. Hotelling what kind of issues would there be if the applicant's first choice of Sunset Boulevard were to be approved. In essence what issues would exist with Emergency Services.

Mr. Hotelling: The worst case would be that there is potential for Emergency Services to respond to the incorrect "Sunset".

Chairman Walker: If we approve Sunset Boulevard, would the street name change still go to town Council for final approval?

Mr. Hotelling: Yes.

Chairman Walker: If the Sunset Boulevard street name change goes to Town Council for approval, could Emergency Services plead their case and Town Council turn down the street name change?

Mr. Hotelling: Yes.

Commissioner McIntire: If the Sunset Boulevard street name change is approved, as an attraction to draw people to the Lakeside DFW area, would a precedent be set for all future developers to ask for street name changes as a draw to the areas they are developing?

Mr. Hotelling: The Town would prefer that streets have a unique name and not a duplicate one.

Chairman Walker: Asked if anyone would like to put forward a motion to adopt the name of Sunset Boulevard versus Lakeside Village Parkway.

No one put the motion forward.

Vice Chairman Harris made a motion to recommend to staff a proposed street name change for the southern leg of Lakeside Parkway to Lakeside Village Parkway. Commissioner Reed seconded the motion.

VOTE ON THE MOTION

AYES: Commissioner Reed
Vice Chairman Harris
Commissioner Schreiber
Commissioner McIntire

NAYES: None

Vote passed 4 – 0

Commissioner Schreiber made a motion to recommend to staff a proposed street name change for Long Prairie Road south of the southernmost roundabout on Lakeside Parkway and the Town Limits to Lakeside Parkway. Commissioner Reed seconded the motion.

VOTE ON THE MOTION

AYES: Commissioner McIntire
Commissioner Schreiber
Vice Chairman Harris
Commissioner Reed

NAYES: None

Vote passed 4 – 0

Chairman Walker: Asked for a motion to recommend to staff the proposed Street name change for Long Prairie Road between Lakeside Parkway (north) and Lakeside Parkway (south) to Northwood Drive North. and Northwood Drive South.

No motion was made.

Vice Chairman Harris: I would make a motion to recommend a proposed street name change for Long Prairie to Northwood Drive, provided there would be no suffixes of North and South.

All board members agreed with Vice Chairman Harris.

Vice Chairman Harris made a motion to recommend to staff a proposed street name change for Long Prairie Road between Lakeside Parkway (north) and Lakeside Parkway (south) to Northwood Drive. Commissioner Schreiber seconded the motion.

VOTE ON THE MOTION

AYES: Commissioner Reed
Vice Chairman Harris
Commissioner Schreiber
Commissioner McIntire

NAYES: None

Vote passed 4 – 0

5. Update on Street Projects Five Year Capital Improvement Plan (CIP).

Matt Hotelling, Traffic Engineer, gave a presentation. This presentation is on file in the Engineering office.

Chairman Walker: What costs are covered in the \$170,000?

Mr. Hotelling: The \$170,000 includes the design, the cost of purchasing materials, the contractor to install the equipment, and the additional equipment that they purchased through their contract.

Chairman Walker: Does the Town do the programming of the signal?

Mr. Hotelling: The backend and the timing of the signal is not included in the \$170,000.

Commissioner McIntire: Is it a cost measure that is the reason why the signal is not directly over the lane it serves?

Mr. Hotelling: The recommendation coming out of Federal Highway is that there be one light per lane and, when possible, the Town will try to have one light per lane for all the new installations.

Commissioner Reed: Are any of these signals going to include the new flashing yellow left- turn arrows?

Mr. Hotelling: The signal at Silveron will most likely not have the flashing yellow left turn arrow for north and south because they are dual left turn lanes. Instead they will be solid exclusive green left arrows. It depends on where the signal heads actually fall.

Mr. Hotelling: Commented that when the first flashing yellow arrow is introduced into the Town, some sort of educational campaign to explain what they mean will need to take place. These lights are, by research, supposed to be safer and more understood than the green solid indication.

Vice Chairman Harris: Where are the primary entrances and exits going to be for the Market Street store?

Mr. Hotelling: There are several entrances and exits. Vehicles will end up going south out of the Market Street exits and actually exit out on to FM 1171. For vehicles needing to go east, there will be at a light at Forums allowing these vehicles to go east and, therefore, be able to cross the FM 1171 traffic. There will also be an entrance onto FM 2499 but, it will not be at the median opening.

Commissioner Schreiber: Is the Forums traffic signal where traffic crosses FM1171 and goes between Kohl's and the shopping center, not going on an actual road when headed south?

Mr. Hotelling: Yes.

H. ADJOURNMENT – REGULAR SESSION

Chairman Walker adjourned the regular session

I. CALL WORK SESSION TO ORDER

Chairman Walker called the work session to order.

J. WORK SESSION ITEMS

1. Presentation and discussion regarding a request to amend Section 3.0, Specific Plans (MPA 02-13), of the Master Plan to amend the access standards for Specific Plan Area 2 (SPA 2) to allow additional access points onto Long Prairie Road.

Chuck Russell, Planning Manager of Planning Services, gave a presentation. This presentation is on file in the Engineering office.

Commissioner Schreiber: How is a spine road actually classified?

Mr. Russell: It is a private drive and would meet the requirements of a fire lane and is not an actual street.

Chairman Walker: Would the Town be responsible for maintaining the spine road?

Mr. Russell: No... it's not a Town street.

Commissioner Schreiber: I have looked at the area that the presentation covers and relative to the curb cuts to the development that is there now and the ones that are potentially coming to the development; I don't see any particular issue. I am struck by how disconnected everything is and one of the things that really stands out based on one of your slides, is there are many large undeveloped tracts of land behind the area and I am trying to conceive where an actual street would go, to get into the property that would go through the SPA.

Commissioner Schreiber: Recalled that in January, when the Transportation Commission had their joint session with Town Council, the Commission was instructed to look at putting an extension of Firewheel Drive through to Old Settlers Road to alleviate the issues with the traffic count on Sagebrush Drive. This becomes another issue within the SPA and then a larger issue because it would create access to all the property behind the SPA. This leads me to my question

about the spine road, which sounds as if it's designed generally to serve as an internal road for the businesses and not necessarily for public access.

Vice Chairman Harris: Is the restaurant that's going in on the north side of DATCU going to have a shared frontage, parallel to FM 2499, similar to the shared frontage for DATCU and Calloway's?

Mr. Russell: No. But I believe the plan will be changed to include a drive in the front that is necessary for a fire lane.

Mr. Hotelling: Asked Vice Chairman Harris if he was asking about cross access from the restaurant to Flooring America.

Vice Chairman Harris: Yes... that was my question.

Mr. Hotelling: Currently there is a retention pond in front of Flooring America and might prove difficult to be removed.

Vice Chairman Harris: Is Flooring America's spine road for common access that never goes anywhere?

Mr. Hotelling: The spine road serves as fire lane coverage.

Mr. Russell: When the restaurant develops, they could stub for potential future cross access and for fire access, a drive is shown across the front of the building.

Chairman Walker: Are there a particular set of issues that Council wanted the Commission to consider?

Mr. Russell: The Council thought it was important that access points on FM 2499 were discussed that the Commission was made aware of it and given the opportunity to provide input.

Commissioner Schreiber: Are the small segments of spine road, as each parcel develops and moves towards the north, going to continue to build all the way up to Sagebrush?

Mr. Russell: Yes, that is a requirement that stands. The only addition to the amendment to the SPA is the signage and these three access points. So the requirement for them to build the spine road as they develop is still in place.

Commissioner Schreiber: Is the dead-end parking lot behind Angel Veterinarian going to be built at some future date or is the property behind Angel Veterinarian owned by someone else?

Mr. Russell: The property is undeveloped.

Commissioner Schreiber: What are the Town's options to create public road access going through the SPA for the properties to the west?

Mr. Russell: There is a park to the west and the opportunities for a full cut-through to get to Old Settlers seems limited.

Mr. Hotelling: The best bet would be coming through somewhere, to the north, through Adams Estates. But that will take a lot of work.

Commissioner Schreiber: There will have to be significant modifications to the already developed Firewheel Village.

Mr. Hotelling: The fire lane is a 26 foot-wide fire lane and would be smaller than the typical road through Firewheel Village. But if a connection could be made it could work. The fire lane would need to be purchased and made into right of way.

Commissioner Schreiber: Even though this discussion is about access points, there are larger issues than the proposed curb cuts.

Chairman Walker: With the Master Plan coming up for review, the Transportation Commission will be given an opportunity to talk about some of these larger issues.

Mr. Russell: I don't want to ignore Sagebrush and want to be sure to mention that if this particular property is developed there will be a re-zoning, with an entitlement process first. If and when it does develop, the site plan requirements, Engineering in particular, would require there be improvements for right turn in, right turn improvements at Sagebrush and additional improvements along Sagebrush.

Vice Chairman Harris: There is a right turn Lane going South on FM 2499 at Firewheel, which is a great thing. However, there will likely be a need for one at Surrey Woods also.

Vice Chairman Harris: Asked Mr. Russell if he would be addressing the right turn lanes. It seems as if they would almost be connected at this point.

Mr. Russell: The right turn decel lane at Firewheel is a good thing but the temporary drives where there are no right turn decel lanes is not a good thing for FM 2499. Flooring America, in their development agreement, has a "what if" piece built into it (i.e. what if this becomes permanent) whereby they are on the hook for a right turn decel at this point (indicating area on slide). So, they do have to build if this becomes a permanent drive. The other two would need a left turn lane built into the median. I am unsure about a right turn decel lane at those two points (indicating an area on a slide).

Mr. Hotelling: The turn lane at Surrey Woods would be required by the Town's Access Management Policy because it would be a commercial driveway located at a median opening. The one north of there depends on what is developed. If it

generates more than 50 trips during the peak hours, then it would be required. Otherwise it is not required in the Access Management Policy.

Chairman Walker: What is the likelihood that Surrey Woods would warrant a light there. Traffic is a lot lighter there than it is on Firewheel and traffic on FM1171 is just getting worse.

Mr. Hotelling: It may, technically, meet a signal warrant but it would probably not be a desired location.

Chairman Walker: I understand that Surrey Woods and Firewheel are too close together for each to have a traffic signal. But I also believe there is a safety issue involved with people trying to cross the road during rush hour.

Commissioner Reed: Will traffic turning north, out of an access point, have to cross all of the lanes? What is the distance between the access point and Sagebrush?

Mr. Hotelling: It is only 600 feet and TxDOT was very reluctant about the traffic signal at West Windsor because it was ¼ mile away from the nearest traffic signal.

Commissioner Reed: What's the best way for traffic to turn north out of this area?

Commissioner Schreiber: The best thing to do is to connect the spine road so vehicles can travel down to Firewheel, to the signal at FM 2499. There is one small gap precluding that.

Mr. Hotelling: It would be either or... either to Sagebrush if travelling north instead of driving all the way through SPA 2 to get down to Firewheel. Travelers would most likely go north to get Sagebrush and then come out at the Sagebrush traffic signal.

Commissioner Reed: Is there going to be enough room in the proposed area for a restaurant?

Mr. Russell: If both of the parcels develop a bend couldn't be started until you got up past that development.

Mr. Hotelling: As the area develops more, connecting to the west will become more difficult to do. The area west of here includes FEMA floodplain and it would be an expensive crossing, regardless if the front part is 26 feet or 30 feet, whatever width of fire lane could be put in.

Mr. Russell: There are property owners that would not be in favor of the development and there are other property owners that might be interested in the development opening up something.

Commissioner Schreiber: What options are available to the Town for creating the connections for the spine road?

Mr. Hotelling: If it were a trail on the Town's Parks and Trails Master Plan, there are most likely other legal options available. The Town would not be necessarily willing to pursue eminent domain that it would take to put it along Bob White. Otherwise, if you wanted to connect it, you would try to do it in the most amicable way possible with all parties involved.

Chairman Walker: Is there a category of "road" that could be put into the Town Master Plan allowing for flexibility and try getting this spine road connected between Flooring America and DATCU?

Mr. Hotelling: Whether we put it on the Thoroughfare Plan or not, the spine is supposed to connect at some point and time. The only advantage of putting it on the Thoroughfare Plan and making it a Town-owned and maintained thoroughfare is that if it became a big enough priority for Town Council, eminent domain could be pursued.

Chairman Walker: Would it no longer be a private road if were put on the Thoroughfare Plan?

Mr. Hotelling: Correct.

Commissioner Walker: I don't think I would want to do that.

Vice Chairman Harris: I would like to see the access at Surrey Woods, allowing for the developers to be able to use common access in front of the property, along Long Prairie Road and the spine road in the back; but not have additional access points.

Mr. Russell: Asked for confirmation of the roads and access points, based on Vice Chairman Harris' statement.

Chairman Walker: Firewheel, Surrey Woods and Sagebrush.

Mr. Hotelling: They are saying one additional access point.

Chairman Walker: Yes.

Commissioner Schreiber: I wouldn't have a problem with the access point recommendation, as long as the spine road could be completely connected. I have concerns with there being only one access point for a long stretch of property. And, until the spine road is completed up to Sagebrush, I could not go south to get to Firewheel because I would not be able to get across the private road.

Chairman Walker: We should make the one between Surrey Woods and Firewheel temporary.

Vice Chairman Harris: There are already temporary ones there, but I guess all we're talking about is being able to do something north of Bob White. We can't do anything about common access south of Bob White. So if they have to come out on Surrey Woods Road, then travelers are going to have to go south on FM 2499 until a U-turn can be made.

Commissioner Schreiber: I am concerned that only one access point there wouldn't be adequate, at this point, given all the other connectivity issues that exist.

Chairman Walker: There is one access point there now.

Commissioner Schreiber: Oh... I see. So you're talking about keeping the one at Flooring America..... (interrupted)

Chairman Walker: The one at Flooring America now is temporary until the spine road and the rest of this is completed.

Commissioner Schreiber: If what I understand is correct, there is a potential development coming in that is going to be further to the north, there are properties in between those points and there is no connection from Surrey Woods to the north.

Mr. Russell: These are approximately in the middle -- they hit that property line.

Commissioner Schreiber: So, if you put something in at Surrey Woods and the piece on the corner develops, that development in the corner has no access on to FM 2499.

Vice Chairman Harris: There would be access only through Sagebrush.

Commissioner Schreiber: That is already an issue for us. Until that road is improved you cannot turn to go south when high school lets out.

Mr. Russell: I am not trying to push the Commission one way or the other. I am making the presentation to get feedback from the Commission regardless of potential development. I do believe the representative for this development, who is not present tonight, but if they were they would probably say that this development is not going to happen if that access point isn't.... if they are subject to cross access only to get to here. That would probably cast a shadow on whether or not that development would move forward.

Vice Chairman Harris: That is why we have Planning and Zoning and Town Council. You just asked for feedback from the Transportation Commission and we have a point of view from the transportation side.

Commissioner Reed: Is there an access point south of Calloway's?

Mr. Russell: Yes.

Commissioner Reed: Is that a permanent access point?

Mr. Russell: Yes. It was part of their planned development when they developed that property.

Mr. Hotelling: Is the access point the one that eventually connects over to Misty Glen?

Mr. Russell: Yes, down to the Preserve.

Mr. Hotelling: There is another parcel just to the south of here that would be very difficult to develop. It's eventually supposed to connect into Calloway's which would get you down to the median opening at Misty Glen. At that point, I believe that driveway is supposed to go away.

Commissioner Reed: So, that's temporary?

Mr. Hotelling: It's probably a long-term temporary.

Commissioner Reed: Until the rest of it is taken care of and then that can go away?

Mr. Hotelling: Just because of the difficulty, once you've got that road in there, plus what's left. That's where the creek runs through there and the property gets eaten up by some floodplain issues. So it's not an easy piece of property to develop, especially once you get that fire lane through there.

Chairman Walker: Are there any other comments?

The Commission thanked Mr. Russell for the information.

Mr. Russell: I will pass the feedback along.

2. Discussion on the Neighborhood Traffic Management Policy Requirements.

Matt Hotelling, Traffic Engineer, gave a presentation. This presentation is on file in the Engineering office.

Commissioner Schreiber: The type of measures talks about the speed limit signs and I am familiar with the sign that we put up on the West Windsor over in Bridlewood... I can't remember but it's an actual live sign that reads the speed of the vehicle. Would that be considered a Type I measure or is that something different?

Mr. Hotelling: What you're talking about is a dynamic speed limit signs and they would be a Type I measure except they would an item that would have to be

funded through the budget process because they are so expensive to put in. And it's not something that would typically come out of the Operations line items.

Chairman Walker: Are you able to retrieve speeds, time of day, so forth, from those devices?

Mr. Hotelling: Yes. The ones on West Windsor actually do record times of day and speeds. So as many days as the memory can hold is how much data it can collect before you go out there and have to empty out the memory and then let it keep storing data again.

Commissioner Schreiber: Have we used those in any other areas in Town?

Mr. Hotelling: Currently those are the only two permanent installations of dynamic speed limit signs. However, in this past year's budget cycle we did put in a decision package for, I believe, two additional locations.

Commissioner Schreiber: And are they specific locations you've already identified or are they going to be coming to us?

Mr. Hotelling: Those have already been identified. They are already set for two locations in town.

Vice Chairman Harris: Are these percentages the total number of residents or is that the number of people who respond to a survey? Like 67% of the surveys that are returned?

Mr. Hotelling: The only one that had criteria set forth in them based on the number of surveys returned, was the one in Richardson. The rest of them just said 80% of the effective area. So that would be 80% of all the surveys that get sent out have to come back in support of that measure. And that's the way we currently do ours.

After covering a portion of the presentation, due to the length of the remainder of the presentation, Mr. Hotelling asked the Commission if it was a good way to go through the contents of his presentation.

Chairman Walker: How many of them do you have?

Mr. Hotelling: The list of benchmark cities -- I've gone through and done the highlights of all the benchmark cities. I can continue.

Chairman Walker: I don't think that, by the sight of the other Commissioners that we want to go through more of it. I think we go back to your question for your interests and what feedback you want from the Commission, one of which I heard was what percentage of people need to respond favorably in order to move ahead with some form of traffic calming. But before we move to that question, would the other Commissioners want to see more of the benchmark surveys?

Vice Chairman Harris: No. I just have some to questions to ask.

Chairman Walker: Alright. Let's have some discussion about the benchmark surveys so far.

Commissioner McIntire: (inaudible question about the benchmark system).

Vice Chairman Harris: Do we have speed humps in place in town other than commercial applications like in front of Target?

Mr. Hotelling: There are none in Town that I can recall. We have not gone through the NTMP process since I've been here. This came into being slightly before I actually got here – that we have not installed any based on this program.

Vice Chairman Harris: It seems like the residents, when they talk about calming devices, they're talking about lowering speed limit signs and stop signs. But they're not really addressed in these calming devices that we've been discussing so far.

Mr. Hotelling: The reduced speed limit down to 25 could be considered, probably, a Type I measure that they could come forward with. Whether it's in the boundaries of the ¼ mile of the schools or the construction zones or they come forward to the Transportation Commission for an exception, they could do that as part of the Type I measures.

Chairman Walker: Going through it, I think, I took some notes about some things I thought that if they're not in our Management Plan they should be in our Management Plan. The first one addresses your question about the percentage of surveys returned. Frankly, two-thirds of the surveys coming back favorable to me would be fine. But other than that the three other things that I thought we should somehow encompass in our plan is: 1) I like the idea of the 85th percentile greater than equal 5 mph over posted speed limit, 2) I also like the opportunity for a property owner to object and not have it placed in front of their house or business, and 3) I also like the idea of set distances whether it's an intersection, fire hydrant, similar to what was there earlier on one of those charts. I think those things add value to our Management Plan to make the traffic calming devices more effective and more acceptable to the community.

Commissioner Schreiber: The whole idea of the response to the survey is an issue. There was an example of a situation that the Town was working on. Can you give us some details on that? I guess where I'm going with this is before we start adjusting percentages, if we are at 80% right now and some cities are at 75% some are at 67%, and the experience is that were getting a 20% response, adjusting it 5, 10, or 15 percentage points isn't going to make any real difference. I would be inclined to stick with a higher threshold, but I guess I would just like to know if you've got some experience you can share about what we have seen, in terms of getting the survey responded to.

Mr. Hotelling: So far, we've had one neighborhood that has made it to that point. Where we have actually done the mail out survey, which was River Oaks. The first time we did it, we didn't have as good of a response as we did this time. This last time we got close to 80% of the folks actually returning their surveys, which is a pretty high percentage of just getting them returned. In some cases it was, depending on what device they were looking at, some of them had approval rates that were down in the 40, 50, 30 percent. And then there were some of them that actually had crept up and over the two thirds that didn't make it, if barely, into the 70% range. I know one of the other things wanted to look at was if we got a certain percentage of respondents back, kind of like how Richardson did it, where if you get 50% of the votes back do you just take a percentage of those that actually returned their surveys or not. I know that was one of the other ones that I was charged to get information back on.

Commissioner Schreiber: It just seems to me that, and again, it sounds like in this situation they were given multiple choices for what they would want to see in terms of a calming device. And I don't know what our policy should be regarding that. Again, if we gave them four different choices you might have a hard time getting, whatever it is, $\frac{3}{4}$ of the people to agree to one particular device. What I wouldn't want to see happen is a neighborhood that responds, 80% of the people say that they want something done but they are divided between three or four different choices, the Town goes and installs one and then you've got a significant portion of the community that's unhappy because the device they wanted was not the one that was selected. So, I think that's something we need to consider before we proceed if we are going to make some adjustments.

Mr. Hotelling: I think that's part of the reason why we try to, like especially the first time around after we met with the police and fire and had the neighborhood involved that we came to the Transportation Commission to try and weed out some of the additional ideas and go forward with a single choice such as yes/no or maybe two choices but not a plethora of choices.

Chairman Walker: I think that I'm looking at a two-step process. The first step process is "Should there be some sort of traffic calming device?" Yes or no. And if, whatever we set the limit at, if it goes over the limit and there's that interest, in that community for a traffic calming device, then the next step in the process is "Here are our options." Then, "Which of these options are most attractive or least annoying to you to put in place?"

Commissioner Schreiber: I think we would want the expertise of staff to come in and say or recommend "this is what we really believe, given all the circumstances that we see on that particular street....." and you would bring it forth to them first. And unless there was some kind of significant backlash we would proceed with whatever the staff recommends as opposed to giving a menu.

Chairman Walker: I agree.

Commissioner Reed: This 80%, or depending on the numbers we are talking about, that's out of potential. Right?

Mr. Hotelling: Correct.

Commissioner Reed: So you have to have 80% for it and that means that 80% had to vote. I mean they had to return the survey. Because we're not talking about 80% of the surveys returned out of the potential.

Mr. Hotelling: Correct.

Commissioner Reed: Isn't that statistically high for trying to get something back? Even just to get an 80% response rate, much less the majority.

Mr. Hotelling: They are given just about any which way possible to return it; fax, email, mail, giving it to their HOA representative. They are pretty much given any opportunity that we have to return it. The last time, I don't remember the exact percentages off the top of my head, it was actually pretty high as far as actual returned surveys.

Commissioner Reed: You're getting total surveys returned and starting to reach that threshold but that would have to be everybody that voted for it would have to say yes.

Chairman Walker: It would have to be unanimous.

Commissioner Reed: Is that within reason or was the reason for keeping it up there to say, "for us to make a change did we want it to be that high and not just on a whim"?

Mr. Hotelling: I can't tell you what they thought that in 2006, because I wasn't here. I would venture to say that they wanted it to be high enough that it couldn't be something that would be a few people moved into the neighborhood all of a sudden it changes and it changes the dynamic and you go forward, maybe they move out, then you reverse it all back again.

Vice Chairman Harris: There has to be a threshold on the number of responses because my feeling is if less than half the people respond then at least half the people don't care one way or another and they don't care enough to send you feedback. So, that's a no

Commissioner Schreiber: When you are affecting people's quality of life with these kinds of things, and we've seen things over the time that I've been on commission where you've had a very small number of people in a particular area come in and create a lot of discussion around making changes and then on the time we actually had public discussion, no one shows up from that neighborhood. I think, especially in circumstances like this where you're impacting our safety personnel in Town who have to drive on the roads and in a particular neighborhood, if there is a problem

they will organize and they will come up with the voices, whether it's through survey or coming and speaking to us to make their desires known.

Mr. Hotelling: Would it be something that you wouldn't consider if it was the HOA or a couple of the residents that came in, you sat down and had a "pre-application" meeting with them, where they were looking and basically came up with the affected area for that location, where they were talking about and then doing some of these other locations? Either the HOA goes out and does the legwork or if those few concerned residents go out and do the legwork, they get the petition, you have a set location/area, you know where they are all supposed to be, then you set a threshold, say it's a lower threshold that's two thirds or whatever, that signs the petition just to get the ball rolling so at least you know there is at least some sort of grass roots.

Chairman Walker: I'm keying off of an affected area so, again I'll use Bridlewood as my reference and I live in Balmoral, if there's a problem in Balmoral I would get 80% of my residents in Balmoral, or 67% or whatever the number is, to say there is a problem and we need to get it fixed. And frankly, the people over in Coventry don't care – they could care less. I don't know if our Neighborhood Traffic Management Plan is specific enough that it says "in the affected area", I don't recall. But if it doesn't, it should.

Mr. Hotelling: It talks about affected area.

Vice Chairman Harris: Let me do a hypothetical in the other way: maybe it's a resident on Mustang and he defines his area as just that short section of street, but it affects everybody coming into Bridlewood. Does he get to survey just five people?

Chairman Walker: I think we have to look at the geography and say "are there abutting streets" or "what other circumstances that would say it's more than just Mustang Trail?"

Mr. Hotelling: As staff, that's what we do now. For example, the survey we did for the River Oaks subdivision, we didn't survey just River Hill. We surveyed River Hill, Clear Creek, Beaver Creek. We surveyed some of the other ones that if, whether it was mini roundabouts, whether it was speed humps, whatever; if there was a possibility that they were going to divert around Clear Creek, we considered the entire affected area, not just the folks on River Hill itself.

Commissioner Schreiber: I like having one process for the surveying and I don't know that I would be in favor. Every HOA, first of all you've got some that are required HOAs, some that are voluntary HOAs, you've got areas that don't have HOAs at all. Unless you had very specific instructions to them about the survey procedures, you'd be getting back a lot of different information.

Mr. Hotelling: Some of the benchmark cities do that. They actually set up what the petition looks like, what some of the wording has to be on the petition that they are

signing, dates cannot be more than six months old, they understand, especially some of these that do cost share, that there is a cost share piece involved, that they know that these types of devices could potentially be what they are applying for. They have that written into their standard form that they have the petitioners, or the people who go out and do the door to door survey, actually sign.

Commissioner Schreiber: And in that circumstance, does the Town give the list of the actual people that must be surveyed in the affected area?

Mr. Hotelling: If that's way we want to go, that's the way I would recommend. They would have to come in for a pre-application meeting and figure out the affected area. Then they get a printed out map showing them the boundaries of the affected area and if they want the application to go forward, whatever percentages have been decided, this is where the percentages have to come from.

Commissioner Schreiber: Other than River Oaks, has any other area come in and asked for Type 2?

Mr. Hotelling: We just haven't made it that far. I think there are other locations that would. I think there are some folks on Northshore that probably would. I think there are some folks out on Raintree that probably eventually would potentially come in and ask for Type 2 measures.

Commissioner Schreiber: one of the thoughts/concerns that I have is that all of a sudden if we lower the standards we are going to be installing these things all over. Let's face it, most of them, you mentioned Northshore, those are public streets that are not only used by Villages of Northshore, everything is all kind of inter-connected over there and I drive through there frequently, people from their neighborhood drive through my neighborhood frequently, and I would not want to be driving on Northshore Blvd. and having to drive over speed humps. And after 20 years of driving on the roads through there, those streets are safe, no one is speeding and I'd think there may be some perceptions in some neighborhoods by some smaller number of people, but I think you'd have a hard time getting even 67% of the people who live in those particular neighborhoods to say that they wanted to speed humps. I think the thresholds are set high for a reason so we don't go out and put these things in when there isn't an actual need. It's the same comment that I have had about the requests that come in to lower speed limits. We haven't had any recently but for a while we were getting a lot of them the studies that staff would do would say that changing the speed limit sign wasn't actually going to change the speeds that were traveled. I don't want us to be doing things that aren't really going to impact behavior or that are going to negatively impact quality of life for the use of the public streets in Town.

Chairman Walker: Any other comments?

Vice Chairman Harris: We've gone so far I've forgotten what our current threshold is now. Is it 80%?

Mr. Hotelling: For speed humps it 80% of the affected area.

Chairman Walker: Do you feel as if you've gotten feedback from us? Or do you feel like we've just been asking more questions?

Mr. Hotelling: I think I've gotten some good feedback. I don't know if I'm 100% ready to bring it back is a regular item yet. I think I may put some of these ideas back together and then give you one more chance to look at Attachment 2 and Attachment 3 that was part of the packet. And then over the next month, or whatever it is, if you have more questions individually, they could either funnel them through you (Chairman Walker) or they could send them direct to me. I think I might be able to get more feedback over time because I don't know if Attachment 2 and Attachment 3 had a large period of time for everyone to truly digest all of the information within them. Maybe gather ideas over the next month then come back and present those ideas.

Chairman Walker: Yes, I have not looked at those additional attachments other than to just quickly scan them. I think it's a good idea for us to take some time to look at them and address them in the meeting.

Mr. Hotelling: I know this is a pretty important topic with some of the members of Town Council. This one is pretty good, as far as them wanting to see the whole thing vetted through to, if we need to make changes to it let's make changes to it... if we don't need to make changes to it, why or reasons why we are not making changes to it and then take that forward to them.

Commissioner McIntire: Do we consider our standards in a vacuum or would you also consider, say the surrounding cities, in sort of a compromise.

Mr. Hotelling: When it was developed, I don't know how they came up with the information. So I don't know if when they compiled it back in 2006 as it was leading up to the resolution if it was done based on the benchmark of survey cities at the time or it was just based on the experience they had with neighborhood traffic management programs. If you look through a lot of these, especially even some of our benchmark cities, there is a lot of language overlap in between the cities. You're given the feeling that many folks have taken pieces and parts and melded it into their own policy. Which one came first? I don't know.

Commissioner McIntire: It seems right off the top, the high thresholds is a good thing because it gives you a pulse of what the majority wants. By the same token we don't want government for government's sake and we don't want regulation for regulation's sake. We have way too much of that right now and that does nothing more than make people mad. That's why, I don't know, there are an awful lot of rules there.

Vice Chairman Harris: I wanted to ask you about the Town Council and why this is a concern of theirs at this point. Why do they feel it needs to be vetted, is there

community reaction to calming devices? What's driving that, so that I can understand what we need to do?

Mr. Hotelling: I think it's stemming from the River Oaks survey and from the whole process and the dynamics involved with that particular survey.

Vice Chairman Harris: How did the numbers shake out on that as far as percentages?

Mr. Hotelling: I don't know them off the top of my head. I know some of them were a lot higher than others. The mini roundabouts, for whatever reason people ended up not liking that option, so it was lower, like 45% or something close to that middle ground, as far as in favor and against. Some of the other ones depending on where it was, was upwards of that 70% of folks who were in favor of something, whether it was speed humps.

Commissioner Schreiber: one of the things it might be helpful for us is, since River Oaks seems to be the one that was studied by you the most, if you could give us a presentation on that so we can wrap our arms..... Because we have not had a bunch of these come through and if you got some other examples from other areas that have requested the same thing where you've done a study and staff believes that there is an actual issue that potentially needs to be addressed somehow, I think it would be helpful for us to go through that. When you look at that, obviously there is a lot of information and the attachments from all those different cities, probably hundreds of pages there. If we can at least look at ours and compare what our current policy says to some of the cases that you are dealing with, it might be helpful. I don't know if any of the other Commissioners feel the same way.

Mr. Hotelling: As far as putting a presentation together, that should not be a problem, especially since we've gone through the survey with them (River Oaks) twice. Especially with our benchmark cities would it be beneficial to put some sort of comparison table between the two so you can see them all in one location?

Chairman Walker: Yes. If you could build a table with, for example, cities down the left and across the top the major items such as vehicles per day, speed, and all those different factors, I think that would help. There is a lot of material here to look at and you are obviously a lot closer to it than we are, so that would be one thing that would really help.

Commissioner Reed: We've done two surveys on a calming device and that's it, total?

Mr. Hotelling: Yes, total.

Commissioner Reed: Ever?

Mr. Hotelling: Yes.

Commissioner Reed: How many surveys that we done for any other type, where we were trying to meet some kind of threshold? I was just thinking about this 80% threshold and I agree that we don't want to change something unless we see a statistical need to change it. Are we setting an artificially high number or is whatever thresholds we're setting seem to be in a reasonable amount? So, have there been any other types of surveys that we done?

Mr. Hotelling: For any particular reason?

Commissioner Reed: Yes, more or less. I'm looking for general resident input when returning this information back to us.

Mr. Hotelling: When Gregory Street was being reconstructed, a mail out survey was done because their existing street was substandard compared to our new standard width is for the street. I think the old one was probably a 27 foot street and we went out with a survey to find out if the residents wanted it back the way they had it or whether they wanted it brought up to the new standard – up to the 31 foot. That was one of the surveys, as far as Engineering did, that's been done within last two years. Is that what you're kind of looking for?

Chairman Walker: What kind of response rate did you get on that survey?

Mr. Hotelling: I would have to..... (didn't get a chance to fully respond)

Commissioner Reed: Yes, that's kind of what I was looking for.... what kind of response rates have we been getting, in general.

Mr. Hotelling: And those actually had self-addressed stamped postcards in the mail out. It was a little different. This one here we mail out, they get the sheet of paper then they have to return it.

Vice Chairman Harris: As a person who would rather see education and enforcement rather than speed humps, I guess I should be happy with the high threshold. But 80% is very hard if you're looking at total residents affected. Maybe we should be thinking about something closer 67%, if we really want to allow a neighborhood to do something.

Commissioner McIntire: Why is 67% any more valid than 80%?

Chairman Walker: Lower response rates are more likely than higher response rates. I don't know quite how to phrase it but I'm not sure we have a problem except for in a couple of localities. The response rate may be a moot point right now but I think there are some things, as I mentioned before, that might be useful to have in our Neighborhood Traffic Management Plan. Posted speed limit – because it won't always be a 30 mph or a 25 mph or a 40 mph piece of road that there is an issue. And I don't want a road hump in front of my house, so what can I do, to affect that, if anything? It seems to make logical sense that where you place it there are other factors like intersections, fire plugs, things like that which need to be taken

into consideration. I think there are ways to improve it but I'm not sure that debating, at this point, the response rate is the most productive thing for us to do.

Commissioner Schreiber: One other thing is that if we are going to go in and make significant changes we want to be doing it because it's the right for all of the Town, not just because of a couple of neighborhoods.

Mr. Hotelling: Right.

Chairman Walker: I think what is asked by the Commission now is if you could build the comparison table of the benchmark cities. Then we will take some time to go through the material that was in tonight's handout, that we didn't get earlier, and we will have to schedule time in the next commission meeting to the process again. Does that sound reasonable?

Mr. Hotelling: Sounds reasonable to me.

Chairman Walker: That would bring us to the end of this agenda item. The one agenda item that we postponed was next meetings. So has staff taken into consideration when we should have the next meeting?

Mr. Hotelling: From that list was sent out in April, I believe we have items that will probably come forward in June. One of the items that may be coming forward in June, depending on feedback from the consultant, would be to talk about Sagebrush. If it's not June, it's going to be July. I do feel that we probably have enough going on that we will probably end up with a June meeting.

Chairman Walker: I agree. When will start to get some feedback or a progress report on the traffic study... the master plan?

Mr. Hotelling: If I get information closer towards the end of the month, I will try to have a work session item in June. If it just gets too close to the end of the month, then it just won't make it in time for June – it will come back in July.

Vice Chairman Harris: This is related to traffic calming, but one potential topic I'd like to bring up would be the stop signs on Dixon between Morriss and Long Prairie. With FM 4:07 supposedly being completed around July, I'd like to understand process of eliminating some or all of those signs.

Mr. Hotelling: We've been planning on reviewing the stop sign warrants once the FM 407 project finished and when people start migrating back to FM 407, as compared to what it is now through the construction.

Commissioner Schreiber: On that same topic, I seem to recall a question coming up when Ken Parr was still working with the Commission, that when the new athletic facilities for the high school were completed the signs would be removed. I can't swear to that, but I believe that was a question some time ago and that was the response.

Chairman Walker: That is correct. I don't remember the specifics but we had gone over what's in the standard and there was something in there about not using stop signs for traffic calming. Then someone on the commission asked the question about Dixon and you (pointing to Mr. Hotelling) said when we get Dixon rebuilt we are going to remove the stop signs. I remember that as plain as day.

Commissioner Schreiber: Recalled some discussion about getting the athletic fields completed before they were removed. Whatever that reason was, the connection from the high school proper over towards the new athletic fields were being constructed was an issue and of course Dixon, I believe, had just been approved and opened. I remember a response and I think it was from Ken Parr saying that once the athletic fields were completed the signs would be removed.

Mr. Hotelling: The FM 407 project was supposed to have been done about a year ago, so it would have probably fallen in somewhere around that same time frame, if we would not have had all the delays on FM 407.

Chairman Walker: What is the date for our June meeting, then?

Mr. Hotelling: It is June 11th.

Chairman Walker: Are there any other topics to bring up, any other comments or questions for this evening?

There were none.

L. ADJOURNMENT – WORK SESSION

Meeting was adjourned at 10:32 PM

TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION

Thomas Walker, Chairman

ATTEST:

Delona Verplank, Secretary



TRANSPORTATION COMMISSION
AGENDA ITEM NO:
August 13, 2013

CONSENT ITEM REGULAR ITEM PRESENTATION ITEM

FROM: Tommy Dalton, Director of Strategic Services

PRESENTER: Tommy Dalton, Director of Strategic Services

ITEM: Presentation on the process for reviewing the Town's Land Use Plan

Recommendation Motion Direction Information

I. SUMMARY:

The purpose of this presentation is to provide the Transportation Commission with information on the review of the Town's Master Plan, specifically the Land Use Plan.

II. BACKGROUND INFORMATION:

During the August 5 Town Council meeting, Council members approved a resolution to begin the review of the Town's Master Plan, specifically the land use portion, through a community engagement process. The purpose of the review is not to change the document, but rather to determine how to implement the existing vision. The Council will implement a community engagement process to promote early public involvement, and to encourage diverse and active discussions. The resolution also allows for the utilization of an advisory committee, if necessary.

Used as a guide to direct future growth, development, and redevelopment of a community, a Master Plan plays an important role in a community's decision-making process. The Master Plan is a document that sets the framework for the physical development of the land over a 20-year period and includes sections devoted to land use, parks, trails, open space, roadways, water, wastewater, and economic development.

The 2013 land use Master Plan review will determine how best to achieve the vision alongside a returning economy and will involve a focused discussion on four specific planning areas in Flower Mound:

- The Denton Creek District
- Cross Timbers Conservation Development District
- Lakeside Business District
- FM 2499 commercial corridor between FM 1171 and FM 407

To begin the process, the Town created an "Our Master Plan: Strengthening the Vision" webpage at www.flower-mound.com/ourmasterplan, which includes information about the project, historical documents, description of the review

process, a timeline, and contact information. An FAQ section and additional information about the four focus areas will be also be added to the webpage. Since this process is focused on community engagement, the Town also created an Our Master Plan: Strengthening the Vision Facebook page at: <https://www.facebook.com/FlowerMound#!/ourmasterplan2013>.

Commissioner's Role: This process is designed to identify impediments to implementing the Master Plan's vision. If any items related to transportation are identified, they will ultimately come to the Transportation Commission before Town Council consideration. Any changes to the Master Plan or other regulations will follow the required processes, i.e. public hearings as applicable.

As leaders in the community, the Town's board and commission members are encouraged to engage in the process. To get involved, please "Like" us on Facebook to stay informed and receive reminders on important dates, see other great ideas from fellow Flower Mound residents, and learn how to stay engaged in the process.

Opportunities for engagement include:

1. Community Wide Meetings with Live Polling/Survey (Dates TBD)
2. Social Media
 - a. Post and share great ideas
 - b. See what others are saying
 - c. Stay in the loop
3. Dedicated Webpage
 - a. Information
 - b. Online Survey
 - c. Feedback opportunities
4. Dedicated e-mail (ourmasterplan@flower-mound.com)
5. Phone (972.874.6079)
6. Walk-ins Welcome (2121 Cross Timbers Road - Town Hall)

III. FISCAL IMPACT:

N/A

IV. LEGAL REVIEW:

N/A

V. ATTACHMENTS:

N/A

VI. RECOMMENDED MOTION OR ACTION:

No action is required for a presentation.



TRANSPORTATION COMMISSION
AGENDA ITEM NO: 1
August 13, 2013

CONSENT ITEM REGULAR ITEM WORK SESSION ITEM

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

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

ITEM: Discussion and recommendation on the first FM 2499 driveway south of FM 3040.

Recommendation Motion Direction Information

I. SUMMARY:

This is a regular item to discuss the traffic operational aspects of the first FM 2499 driveway south of FM 3040 also known as the Chic-Fil-A driveway and possible actions recommended by the Transportation Commission at the Transportation Commission's request.

II. BACKGROUND INFORMATION:

Recently, a new proposed development (Dunkin' Donuts) within the Flower Mound Retail Center Addition was approved. This proposed development has brought attention to the Chic-Fil-A driveway and its proximity to the new development and its operational characteristics. The location of the proposed Dunking Donuts and the location of the Chic-Fil-A restaurant and driveway are shown in Attachment 1.

Some basic information on the location of the Chic-Fil-A driveway is that it is approximately 215 feet south of the intersection of Flower Mound Road and approximately 310 feet north of the second entrance into the Flower Mound Retail Center Addition. The current Access Management Policy (AMP) for the Town requires a 360 feet separation between street and driveway as well as between driveway and driveway. Also in the current AMP is a built in 20% deviation (288 feet) that is allowed without and exception being required to be approved by Town Council. The subdivision was approved in 1998 which was prior to the adoption of the AMP in 2005.

Some concerns of accidents have been expressed at this location. The research from June of 2013 through 2007 has shown that the number of accidents as reported by the Flower Mound Police Department located near this driveway was 2 rear end accidents occurring at approximately 10:30 AM and 1 PM.

Operationally, the Chic-Fil-A drive thru has potential and has been observed to cause a queue to form within the right lane of FM 2499. This back up causes the operations of FM 2499 to be constrained during the short period of time that

this queue forms. One possible solution would be for the Town to use public funds to purchase right of way, design Texas Department of Transportation (TxDOT) approved plans, and to construct a deceleration lane for the Flower Mound Retail Center private development.

Based on past experience with TxDOT, they are not in favor of creating deceleration lanes that are not to their standard or to the Town standard. In this case a deceleration lane would not meet either standard. A deceleration lane would also require the removal of at least one medium sized landscape tree at this driveway.

III. FISCAL IMPACT:

N/A

IV. LEGAL REVIEW:

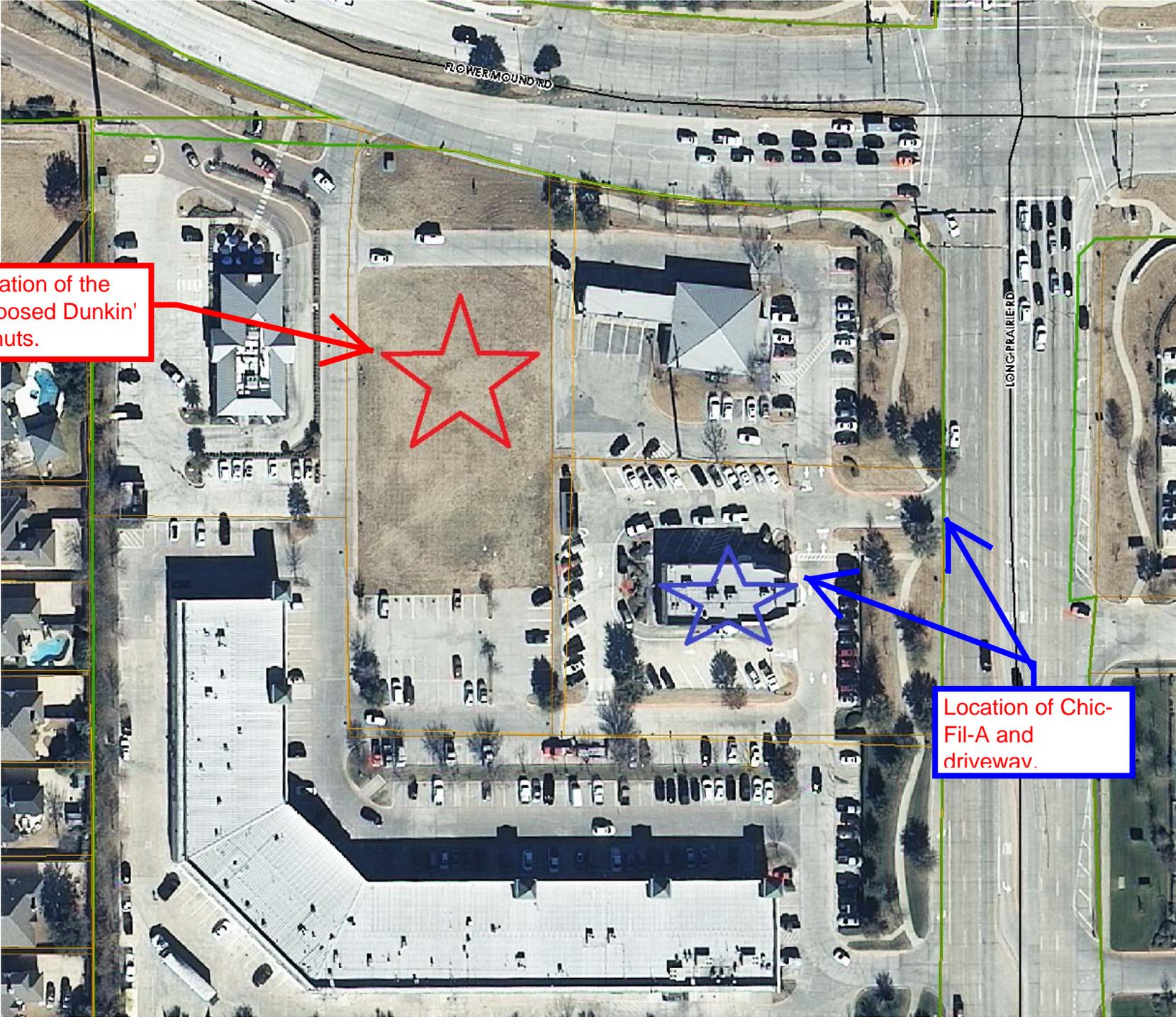
N/A

V. ATTACHMENTS:

1. Vicinity Map
2. Accident Map

VI. RECOMMENDED MOTION OR ACTION:

This is a Regular item; the Transportation Commission may make a recommendation to staff as to what the Commission would like to see happen at this location.



Location of the proposed Dunkin' Donuts.

Location of Chic-Fil-A and driveway.



2008
08018351

2009
09045556

2007
0735997

2007
07701

2009
09010704
47186

2009
09013224

2008
0826883

2007
0731214

2009
095114

2009
0950348

2009
09046899

2009
03370

2009
09010620

2008
08037021

2007
072920

2007
07019666

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

2007
072920

09732

12130

05768

26588

44420

2009
09044523

14350



TRANSPORTATION COMMISSION
AGENDA ITEM NO: 1
August 13, 2013

CONSENT ITEM REGULAR ITEM WORK SESSION ITEM

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

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

ITEM: Discussion on the pedestrian crossings along FM 2499 within the Town Limits.

Recommendation Motion Direction Information

I. SUMMARY:

This is a work session item to discuss the pedestrian crossings along FM 2499 at the Transportation Commission's request.

II. BACKGROUND INFORMATION:

In recent past, much discussion has taken place about the various needs for the accommodation of pedestrians along the streets of Flower Mound. This item will allow for the Transportation Commission to provide feedback that they would like to pass along to staff and upper management about the state of the various pedestrian accommodations along the FM 2499 corridor and what the Commission would like to see going forward.

III. FISCAL IMPACT:

N/A

IV. LEGAL REVIEW:

N/A

V. ATTACHMENTS:

1. Pedestrian Crossing List Inventory along FM 2499

VI. RECOMMENDED MOTION OR ACTION:

As this is a Work Session item, no formal action is recommended. Request the TRC be prepared to discuss the pedestrian crossings along FM 2499.

Sidewalk Crossings on FM 2499			
Cross Street	Intersection Type	Crosswalk Present	Comments
Gerault	Signal	Partial - No Ped Heads	No Crosswalks until development occurs
Silveron/Lakeside Village	Proposed Signal	Partial - No Ped Heads	Crosswalks will be put in with Signal. ADA will determine the number of crosswalks.
Lakeside Pkwy	Signal	Planned with Ped Heads	Proposed with signal modification
Fountain Park South	Stop (side street only)	None	
Spinks/Fountain Park	Signal	Partial with Ped Heads	
Surrey	Stop (side street only)	None	
Spinks North	Stop (side street only)	None	
Aberdeen	Signal	Partial with Ped Heads	Exclusive Ped phase
Lake Flower	Stop (side street only)	None	
Sherri	Stop (side street only)	None	
Northshore	Stop (side street only)	None	
FM 3040/Flower Mound Road	Signal	Partial with Ped Heads	ADA does not allow southern crosswalk
Chaparral	Stop (side street only)	None	Grade appears to be issues with southern crosswalk
Misty Glen	Stop (side street only)	None	
Firewheel	Signal	Partial with Ped Heads	
Bob White (Pvt)	Stop (side street only)	None	
Surreywoods	Stop (side street only)	None	
Sagebrush	Signal	Complete	Terminus of proposed roadway study
Churchill	Signal	Complete	
FM 1171	Signal	Complete	Future lanes proposed
Euclid	Stop (side street only)	None	
Windsor/Central Park	Signal	Partial with Ped Heads	Across from Riverwalk Development
Windsor Centre (Pvt)	Stop (side street only)	None	
West Windsor	Signal	Complete	Near future Senior Center
Pecan	Stop (side street only)	None	
Rippy	Stop (side street only)	None	
Corporate Cir (Pvt)	Stop (side street only)	None	
Corporate Dr (Pvt)	Stop (side street only)	None	
College	Proposed Signal	Proposed	
Waketon	Signal	Complete	
Dixon	Signal	Complete	
FM 407	Signal	Complete	
Various Median Openings	Stop (side street only)	None	