



AGENDA

**TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION MEETING**

JANUARY 9, 2018

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

6:30 P.M.

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

A. CALL REGULAR MEETING TO ORDER – 6:30 PM

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

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 6:30 p.m. to the Town staff. Speakers are normally limited to three minutes. Time limits can be adjusted by the Chair as to accommodate more or fewer speakers.

The purpose of this item is to allow the public an opportunity to address the Transportation Commission on issues that are not the subject of a public hearing. Any item requiring Public Hearing will allow the public to speak at the time that the item appears on this agenda as indicated as a “Public Hearing”.

D. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Future Transportation Commission meeting dates

E. CONSENT AGENDA – Consent Items

This agenda consists of non-controversial or "housekeeping" items and may be approved with a single motion. A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on December 12, 2017.

F. REGULAR ITEMS

2. Next steps regarding the airbag recall and options for outreach through the Town and the Transportation Commission.

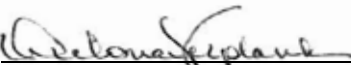
G. WORKSESSION ITEMS

3. Presentation and discussion related to list of potential Transportation Commission work topics for 2018.

H. ADJOURNMENT


Matthew Hotelling, Traffic Engineer

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: January 5, 2018 at 5:00 PM, at least 72 hours prior to the scheduled time of said meeting.


Delona Verplank, Administrative Assistant

The Flower Mound Town Hall and Council Chambers are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Delona Verplank, Administrative Assistant at 972-874-6317. Reasonable accommodations will be made to assist your needs.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 1

CONSENT ITEM

DATE: January 9, 2018

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

ITEM: Consider approval of the minutes from the regular meeting of the Transportation Commission held on December 12, 2017.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the December 12, 2017 regular meeting of the Transportation Commission.

CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Draft minutes from the December 12, 2017 regular meeting of the Transportation Commission.

RECOMMENDATION: Move to approve the minutes from the December 12, 2017 regular meeting of the Transportation Commission.

THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 12TH DAY OF DECEMBER, 2017 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD, IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

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

Thomas Walker	Chair
Chris Reed	Vice Chair
Robert Gunter	Commissioner, Place 1
Robert Caput	Commissioner, Place 2
Ron Hogue	Commissioner, Place 3
Brian Smiley	Commissioner, Place 4
Donald Gilmore	Commissioner, Place 5
Ed Horne	Commissioner, Place 8
Drew Larson	Commissioner, Place 9

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

Matthew Hotelling	Traffic Engineer
Delona Verplank	Administrative Assistant

(Places 8 and 9 of the Commission do not vote on items unless they sit in place of one of the regular members; Places 1-7.)

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

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

None.

D. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Air bag recall update
- Annual work topics brainstorming session for January
- Future Transportation Commission meeting dates

E. CONSENT AGENDA

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on October 10, 2017.

Commissioner Gilmore made a motion to approve the October 10, 2017 minutes as presented. Commissioner Hogue seconded the motion.

VOTE ON THE MOTION

Motion passed

AYES: All in favor

NAYS: None

ABSTAIN: None

ABSENT: None

F. REGULAR ITEMS

2. Appoint a Transportation Commissioner to serve as a member of the Road Safety Audit Team.

Vice Chair Reed made a motion to appoint Commissioners Gilmore and Horne to serve as members of the Road Safety Audit Team. Commissioner Gunter seconded the motion.

VOTE ON THE MOTION

Motion passed

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

NAYS: None

ABSTAIN: None

ABSENT: None

G. WORKSESSION ITEMS

3. Discussion regarding Level of Service.

Presenter

Matt Hotelling, Traffic Engineer

H. ADJOURNMENT – 7:55 P.M.

TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION

Thomas Walker, Chairman

ATTEST:

Delona Verplank, Administrative Assistant



TRANSPORTATION COMMISSION AGENDA ITEM NO. 2

REGULAR ITEM

DATE: January 9, 2018

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

ITEM: **Next Steps regarding the Airbag Recall and Options for Outreach through the Town and the Transportation Commission.**

BACKGROUND INFORMATION: During the December 2017 Transportation Commission (TRC) meeting, Commissioner Gilmore brought to the TRC information regarding the National Airbag Recall program. There was discussion at that meeting regarding ideas on what the Town can do for its part regarding getting the information out to the citizenry. This item is to formalize the recommendations from the Commission and possibly come forward with new ideas regarding outreach opportunities. Commissioner Gilmore has received various electronic items regarding this recall. They are provided as attachment 1. Some of the interesting facts regarding this recall are:

- Over 500,000 airbag inflators in North Texas are defective
- Thousands of North Texas airbag inflators are categorized as higher risk with up to a 50% chance of rupture
- Does not take a major accident for the airbag to deploy and the airbag inflator to rupture. A minor fender bender that deploys the airbag can have potential injury or worse consequences
- If affected by the recall, the inflator is replaced for free with a typical procedure taking typically 30 – 60 minutes to replace.

The check for the recall is easy. One can go to the <https://www.airbagrecall.com/> website and enter either the vehicle identification number (VIN) or the vehicles license plate number. It will indicate if that vehicle is at risk and if the airbag needs to be replaced.\

What can the Town and/or TRC do to help spread the word. There were several ideas that were brought forward at the last meeting. This item is to formally make those items a recommendation from the Commission. Some of those ideas from the last meeting were to publish to the Town's social media pages, add information to the utility bill insert, Town's website, message board with the Police Department, and Nextdoor App.

Some other ideas include Homeowner Association outreach, booth at the Environmental Health Fair, presentations from Ken Benson consultant with the Airbag Recall North Texas Coalition to either TRC or Town Council or both.

Attachments:

1. Electronic material for airbag recall

RECOMMENDATION: Recommend to staff that the following items be pursued as an outreach program regarding the North Texas Airbag Recall.

AIRBAG RECALL FACTS: BY THE NUMBERS



AIRBAG RECALL



THE SITUATION

More than a **half million airbag inflators in North Texas** are defective. Even a minor fender bender can cause these airbags to rupture, spraying metal shrapnel into drivers and passengers. **Thousands of North Texas airbag inflators are categorized as higher-risk** and pose up to a **50 percent chance of rupture**.



**70 million
airbags
are affected**

VEHICLES IMPACTED

Nearly 70 million defective airbag inflators, in approximately 42 million vehicles, are or will be under recall in the United States by 2019.¹ Owners of 2001 and 2002 Honda Civics and Accords, the 2002 and 2003 Acura TL, the 2002 Honda Odyssey and CR-V, and the 2003 Acura CL and Honda Pilot are advised to **stop driving** these vehicles until defective airbag inflators have been replaced.²



**11 U.S.
fatalities**

WHY IT CAN'T BE IGNORED

At least **11 people** in the U.S. have been killed by defective airbag inflators.³

Approximately **180 Americans** have suffered injuries, serious injuries, such as cuts or lacerations to the face or neck, broken or fractured facial bones, loss of eyesight, and broken teeth.⁴

ENTER VIN

**Look up
your VIN
number**

WHAT TO DO NOW

Visit AirbagRecall.com or SaferCar.gov to look up your **vehicle identification number (VIN)** and learn if your vehicle has a defective airbag inflator.

Call your automaker's nearest dealership.

- If affected by the recall, schedule an appointment to have the defective airbag inflator replaced for free. The procedure takes typically 30-60 minutes to complete.
- If not affected, or if parts are not yet available for your vehicle, make sure your contact information is up to date so the dealership can keep you informed.



**Call your
automaker's
dealership**

Many dealers offer **loaner cars** for those who need transportation while their vehicle is being repaired.

¹ U.S. DOT accelerates replacements of Takata airbag inflators." U.S. Department of Transportation National Highway Traffic Safety Administration. http://www.nhtsa.gov/About-NHTSA/Press-Releases/nhtsa_accelerates_takata_inflators_replacements_12092016

² "New test data on particular subset of Takata air bag inflators shows substantially higher risk." U.S. Department of Transportation National Highway Traffic Safety Administration. http://www.nhtsa.gov/About-NHTSA/Press-Releases/nhtsa_takata_high_risk_inflators_06302016

³ "NHTSA confirms 11th U.S. fatality tied to rupture of Takata air bag inflator." U.S. Department of Transportation National Highway Traffic Safety Administration. http://www.nhtsa.gov/About-NHTSA/Press-Releases/nhtsa_takata_11th_fatality_10202016



AIRBAGRECALL.COM

INFORMACIÓN SOBRE EL PROGRAMA DE RETIRO DEL MERCADO DE LAS BOLSAS DE AIRE: **SEGÚN LOS NÚMEROS**



LA SITUACIÓN

Más de **medio millón de infladores de bolsas de aire en el Norte de Texas** tienen defectos. Incluso un leve golpe al guardabarros puede provocar que estos infladores de bolsas de aire se rompan, esparciendo esquirlas metálicas hacia los conductores y pasajeros. **Miles de infladores de bolsas de aire están clasificados como de mayor riesgo** y tienen un **50% de probabilidades de ruptura al desplegarse**.



70 millones de bolsas de aire se encuentran afectadas

VEHÍCULOS AFECTADOS

Casi 70 millones de infladores de bolsas de aire Takata, en aproximadamente 42 millones de vehículos, son o serán retirados del mercado en los Estados Unidos antes de 2019.¹ Se aconseja que los propietarios de Honda Civics y Accords 2001 y 2002, Acura TL 2002 y 2003, Honda Odyssey y CR-V 2002, Acura CL y Honda Pilot 2003 **dejen de conducir** estos vehículos hasta que se hayan reemplazado los infladores de bolsas de aire defectuosos.²



11 muertes en EE. UU.

POR QUÉ NO SE PUEDE IGNORAR

En EE. UU. al menos **11 personas** han muerto como consecuencia de los infladores de bolsa de aire defectuosos, incluidos dos habitantes de Texas.³

Aproximadamente **180 estadounidenses** han sufrido lesiones **graves**, como cortes o laceraciones en el rostro o cuello, fracturas completas con o sin desplazamiento de los huesos del rostro, pérdida de la vista y rotura de dientes.⁴



Busque su número VIN

QUÉ HACER AHORA

Visite AirbagRecall.com para buscar **su número de identificación del vehículo (Vehicle Identification Number, VIN)** y para saber si su vehículo tiene un inflador de bolsas de aire defectuoso.

Llame al concesionario del fabricante de automóviles más cercano.

- Si se encuentra afectado por el retiro del mercado, programe una cita para efectuar el reemplazo del inflador de bolsas de aire defectuoso de forma gratuita. El procedimiento tarda normalmente entre 30 y 60 minutos en completarse.
- Si no se encuentra afectado, o si las piezas aún no se encuentran disponibles para su vehículo, asegúrese de que su información de contacto esté actualizada para que el concesionario pueda mantenerlo informado.



Llame al concesionario del fabricante de automóviles

Muchos concesionarios ofrecen **autos en préstamo** para aquellos que necesitan transporte mientras su vehículo está siendo reparado.

¹ "El Departamento de Transporte de los EE. UU. (U.S. Department of Transportation, U.S. DOT) acelera los reemplazos de los infladores de las bolsas de aire Takata". Administración Nacional de Seguridad en el Tránsito por Carreteras (National Highway Traffic Safety Administration, NHTSA) del Departamento de Transporte de los EE. UU. http://www.nhtsa.gov/About-NHTSA/Press-Releases/nhtsa_accelerates_takata_inflators_replacements_12092016

² "Nuevos datos de prueba en un subconjunto particular de infladores de bolsa de aire de Takata muestran un riesgo considerablemente mayor". Administración Nacional de Seguridad en el Tránsito por Carreteras (National Highway Traffic Safety Administration) del Departamento de Transporte de los EE. UU. http://www.nhtsa.gov/About-NHTSA/Press-Releases/nhtsa_takata_high_risk_inflators_06302016

³ "La NHTSA confirma la 11ª muerte en EE. UU. vinculada a la ruptura del inflador de las bolsas de aire Takata". Administración Nacional de Seguridad en el Tránsito por Carreteras (National Highway Traffic Safety Administration) del Departamento de Transporte de los EE. UU. http://www.nhtsa.gov/About-NHTSA/Press-Releases/nhtsa_takata_11th_fatality_10202016



AIRBAGRECALL.COM

IS YOUR AIRBAG DEFECTIVE?

Tens of millions of defective airbag inflators are under recall.

Even a fender bender can cause these airbags to rupture, spraying shrapnel into drivers and passengers.

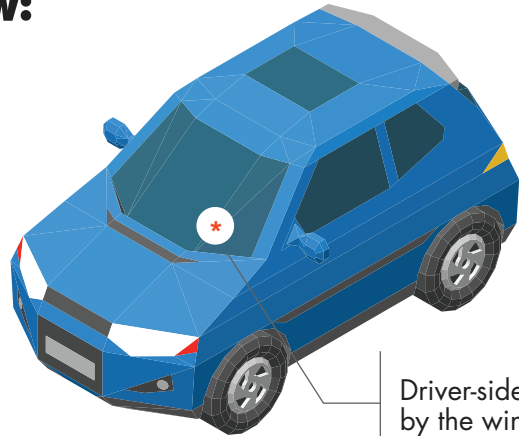
DON'T RISK INJURY OR DEATH, CHECK YOUR VEHICLE TODAY.

Here's How:

Find it

Write down or photograph your Vehicle Identification Number (VIN).

- * Look for your VIN on the driver-side dashboard by the windshield or on your insurance card.



Driver-side dashboard by the windshield

Search it

Visit AirbagRecall.com or SaferCar.gov to look up your 17-digit VIN.



ENTER YOUR VIN HERE.



Then follow the on-screen instructions to prove you are not a robot.

Click

Submit →

Fix it

If you see text that reads recall incomplete...

YOUR AIRBAG INFLATOR WILL BE REPLACED FOR FREE.



Schedule an appointment at your automaker's local dealership as soon as possible.

If you see text that reads "remedy not available," call a dealer anyway. Make sure your contact information is up to date so they can notify you as soon as parts are available for your repair.



AIRBAGRECALL.COM

¿TIENE DEFECTOS SU BOLSA DE AIRE?

Decenas de millones de infladores de bolsa de aire defectuosos son objeto de un retiro del mercado. Incluso un leve golpe al guardabarros puede provocar que estas bolsas de aire se rompan, esparciendo esquirlas hacia los conductores y pasajeros.

NO SE EXPONGA A SUFRIR LESIONES O MORIR, VERIFIQUE SU VEHÍCULO HOY MISMO.

Esta es la forma de hacerlo:

Encuéntrelo

Escriba o fotografíe el Número de Identificación del Vehículo (Vehicle Identification Number, VIN).

- * **Busque el VIN en el tablero de instrumentos del lado del conductor, cerca del parabrisas o en la tarjeta del seguro.**



Tablero de instrumentos del lado del conductor, cerca del parabrisas.

Búsquelo

Visite los sitios web www.AirbagRecall.com o www.SaferCar.gov para buscar el VIN de 17 dígitos.

Después, siga las instrucciones en la pantalla para probar que usted no es un robot.



ENTER YOUR VIN HERE. / INGRESE AQUÍ SU VIN.

Click/Haga clic en

Submit / Enviar →

Repárelo

Si ve texto que dice retiro del mercado incompleto...

EL INFLADOR DE LA BOLSA DE AIRE SE REEMPLAZARÁ GRATIS.



Programe una cita en una distribuidora local del fabricante de automóviles tan pronto como sea posible.

Si ve texto que dice "medida de reparación no disponible" llame de todas formas a la distribuidora. Asegúrese de que su información de contacto esté actualizada para que puedan notificarle tan pronto como estén disponibles las piezas de la reparación.



AIRBAGRECALL.COM



TRANSPORTATION COMMISSION AGENDA ITEM NO. 3

WORK SESSION ITEM

DATE: January 9, 2018

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

ITEM: **Presentation and Discussion related to List of Potential Transportation Commission Work Topics for 2018.**

BACKGROUND INFORMATION: Each year the Transportation Commission discusses potential work topics for the upcoming calendar year. The purpose of this agenda item is to develop a list of recommended 2018 Transportation Commission Work Topics to be submitted to the Town Council for consideration and discussion at their Strategic Planning Session. Certain annual topics will likely take place prior to the Strategic Planning Session such as sidewalk gap prioritization to prepare for the upcoming budget cycle.

The Ordinance that established the Transportation Commission assigned specific duties. Those duties include the following:

- Provide recommendations Town Council and staff regarding short term and long term transportation needs of the Town.
- Advise the Town Council and staff regarding the implementation of the Neighborhood Traffic Management Policy.
- Advise the Town Council and staff regarding changes to regulatory traffic control, prioritization of transportation improvements, changes to the thoroughfare plan, and implementation of the reduced speed limit policy.
- Listen to unique citizen concerns relative to transportation.
- Perform such other duties as the Town Council may prescribe by ordinance or resolution.

The attached list of possible future policy work topics was compiled by staff with a request for input from the Transportation Commission members at this meeting. This list was compiled as a starting point for discussion by the Commission members to assist them in determining their final recommendation of Work Topics. This list is not an exhaustive list and Transportation Commissioners are welcome to bring ideas of their own to the meeting for discussion.

Attachments:

1. Status of the 2017 Work Topics
2. List of proposed Transportation Commission Work Topics

RECOMMENDATION: The purpose of this item is for the Transportation Commission to provide direction to staff on potential work topic items. No Formal Action is required.

SUMMARY OF THE STATUS OF THE 2017 WORK TOPICS

- ADA Transition Plan update public meeting –
 - § **Update to ADA Transition Plan ongoing. Will have a future agenda item to address changes that are required for minor Thoroughfare Plan changes as it relates to sidewalks.**
- Thoroughfare Plan Update
 - § Joint Work Session with Council regarding Thoroughfare Plan
 - § Lake Forest Blvd south of Lakeside Pkwy Thoroughfare Plan change. Approved by Town Council for removal from the Thoroughfare Plan.
- 2017 Sidewalk priority list –
 - § **The Transportation Commission (TRC) made recommendations in both April regarding sidewalk links and priority. New contractor on board and is making progress on these locations and prior years. Update next month on the status of each of these project locations.**
- Texting and Driving –
 - § **Texas State Legislature adopted a No Texting and Driving Ban**
- Review of CIP projects including streets, street reconstruction and signals.
 - § **This topic was completed in April and will continue to be done in the spring of each year prior to the budget preparation for the next fiscal year.**
- Revisit Dixon Stop Signs –
 - § **Item was revisited. The Transportation Commission made a recommendation to leave the intersections status quo.**
- Potentially a Mass Transit Update –
 - § **Working with the North Central Texas Council of Governments to have an initial needs assessment completed. Needs assessment is in the final draft**

form. Working with DCTA about possible services that they can provide besides traditional bus service. Meeting later this month to discuss these services.

· Training

§ **TRC did typical training with the Town Secretary's Office, Orientation training and Level of Service Training.**

· Accident History and Hot Spots

§ **Last month we have begun the formation of a Road Safety Audit Team. TRC has appointed a member and alternate to the Road Safety Audit Team. The first meeting will likely be held in the February time frame.**

· FM 2499 Timing and Traffic Count update

§ **FM 2499 retiming has been completed. Turning movement counts were completed.**

· Residential Speed Limit Request

§ **Surrey Speed Limit**

· River Hill/Skillern Pedestrian Crossing

§ **This project has just started the design phase. The River Hill/Skillern Pedestrian Crossing is in the scope of the design contract.**

· Street Name Changes

§ **Old Gerault – Was not ultimately changed by Town Council.**

TRAFFIC COMMISSION WORK SESSION
LIST OF POTENTIAL WORK ITEM TOPICS

JANUARY 9, 2018

- ADA Transition Plan update public meeting
- Thoroughfare Plan Update
 - § Discuss Silveron Thoroughfare Plan Amendment proposal
- 2018 Sidewalk priority list
 - § Review of 2017 Sidewalk gap status – preferably the month before prior to priority list decision.
- Review 2018 Streets and Signals Reconstruction List
- Review 2018 Streets and Signals Construction List
- Updates on FM 1171 Retiming project
- Potentially a Mass Transit Update
- Public Involvement of the Airbag Recall
 - § Possible ideas of booth at Environmental Health Fair
 - § Commission meeting by Ken Benson (North Texas Consultant for Airbag recall)
 - § Sponsoring a presentation by Ken Benson at Town Council
- Assigning of New Street Names.
- Update from Road Safety Audit Team
- Training of interest to the Commission
- Other ideas brought forward by the Commission