

AGENDA

**TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION MEETING**

AUGUST 13, 2019

**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 COMMENT

To speak to the Commission during public comment, please fill out a comment form.

- Turn in form by 6:20 p.m. to Executive Assistant
- Speakers are limited to 3 minutes, however this can be adjusted by the Chair
- Please state your name and address when speaking

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

D. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Annual Boards and Commissions Training/Orientation – September 30, 2019
- Annual Boards and Commissions Banquet – November 19, 2019
- 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 A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

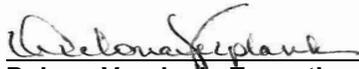
1. Consider approval of minutes from the regular meeting of the Transportation Commission held on June 11, 2019.

F. REGULAR ITEMS

2. Consider a recommendation for a proposed street name change for Long Prairie Road to International Parkway for the 100 – 800 block to the Town Council.

G. ADJOURNMENT

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: August 9, 2019 at 10:45 a.m., at least 72 hours prior to the scheduled time of said meeting.



Delona Verplank, Executive Assistant

The Flower Mound Town Hall and Council Chambers are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Delona Verplank at 972-874-6402. Reasonable accommodations will be made to assist your needs.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 1

CONSENT ITEM

DATE: August 13, 2019

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

ITEM: Consider approval of the minutes from the regular meeting of the Transportation Commission held on June 11, 2019.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the June 11, 2019 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 June 11, 2019 regular meeting of the Transportation Commission.

RECOMMENDATION: Move to approve as presented in the agenda caption.

STHE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 11TH DAY OF JUNE, 2019 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:

Donald Gilmore	Vice Chair
Drew Larson	Commissioner, Place 1
Robert Caput	Commissioner, Place 2
Ron Hogue	Commissioner, Place 3
Chris Reed	Commissioner, Place 6
Justin Thomason	Commissioner, Place 9

Constituting a quorum with the following members absent:

Thomas Walker	Chair
Ed Horne	Commissioner, Place 4
Adam Schiestel	Commissioner, Place 8

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

With the following members of the Town Staff participating:

Matthew Hotelling	Traffic Engineer
Delona Verplank	Executive Assistant

A. CALL TO ORDER - REGULAR SESSION – 6:31 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
- Future Transportation Commission meeting dates

E. CONSENT ITEMS

1. Consider approval of minutes from the regular meeting of the Transportation Commission held on May 16, 2019.

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

VOTE ON THE MOTION*Motion passed*

AYES: Larson, Caput, Hogue, Gilmore, Reed, Thomason

NAYS: None

ABSENT: Walker, Horne, Schiestel

F. WORK SESSION ITEMS

2. Public input on traffic topics.

All addresses are located in Flower Mound unless otherwise indicated.

Public Participation –

Lisa English, 2716 Pasadena Place – Spoke on the following topics: 1) No-Left at Woodhill and McKamy; 2) Other capacity improvements to shift traffic off of FM 2499 like the Morriss Road Expansion; 3) Funneling the traffic on the west side of town exclusively through FM 2499 at FM 3040; 4) Number of traffic lights and the number of stops on FM 2499; 5) Northbound Right turn on Bruton Orand at FM 1171; 6) Bikes on heavily traveled roadways; 7) Thoroughfare Plan – south end of town to get to the western side of town.

3. Discussion and presentation on the Town's Town-wide Transportation Model Update.

Presenter

Jeff Whitacre, Kimley-Horn and Associates

G. ADJOURNMENT – 7:51 P.M.

TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION

Thomas Walker, Chairman

ATTEST:

Delona Verplank, Executive Assistant



TRANSPORTATION COMMISSION AGENDA ITEM NO. 2

REGULAR ITEM

DATE: August 13, 2019

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

ITEM: Consider a recommendation for a proposed street name change for Long Prairie Road to International Parkway for the 100 – 800 block to the Town Council.

BACKGROUND INFORMATION: This item is to consider a proposed street name change from Long Prairie Road (100 – 800 block) to International Parkway, as it was originally named prior to 2014. This stretch of roadway is typically referred to as FM 2499. On April 8, 2014, the Transportation Commission heard a street name request to change this same stretch of roadway to Long Prairie Road in order to maintain consistency of naming and to take such action prior to additional development occurring. The recommendation from the Transportation Commission in 2014, was a split vote of 4 to 3. Reasons to leave the name as International Parkway were discussed during the Transportation Commission Meeting, citing the economic development and marketing of the area, as well as the envisioned corporate activity within the Lakeside Business District. The video of that meeting can be found at Item F3: <https://flowermoundtx.swagit.com/play/04082014-896>. The item was brought forward to Town Council at their May 5, 2014, meeting. The video can be found at Item 13. <https://flowermoundtx.swagit.com/play/05052014-744>

The current street name change request was introduced by a developer in the Lakeside Business District, and after additional discussions with other Lakeside Business District owners, developers, and real estate brokers, Town Staff initiated the formal request. Presently, there are five office buildings and five flex buildings that have been entitled in the last two years (among other uses) that will benefit from the change (all fronting Long Prairie/2499). Additionally, there are two significantly-sized mixed-use projects currently under review by the Town that will also benefit from the change. All of these proposed projects are pursuing corporate users which seek a location and corresponding address that represents a level of prestige and recognition. This type of activity is what was envisioned for this area and the street name change will further assist the developers, brokers, and Town Staff in marketing to corporate users.

The following is the street name procedure for changing an existing street name.

Name Change Procedure

Procedures for existing street name changes are set forth in Chapter 90-320 of the Town's Code of Ordinances. This has been provided as Attachment 1.

The first step in a street name change request is the filing of the request with the Planning Department. This request is included as Attachment 2. This request includes such information as street proposed to be renamed, affected block numbers, the reason for the name change, and proposed name for roadway segment. The proposed name of these segments is:

- International Parkway

As part of the proposed street name change process, the proposed names must be provided to, but not limited to, the following departments:

- Engineering
- Public Works
- Police Department
- Fire Department

This request was initiated by Public Works/Economic Development and routed to Police Department, Fire Department, and Geographical Information System (GIS) staff. Even though not required by Chapter 90-320, the Town notified each property owner adjacent to, abutting, and/or having an address on the street that is subject to the street name change based on the most recent approved Town of Flower Mound Tax Roll for the Transportation Commission meeting. In total, 18 letters were sent out providing notification. As part of the 18 letters, letters to the store managers of both the Home Depot and the 7-11 store were also sent.

Next Steps

After consideration of the Transportation Commission's recommendation, the Town may schedule the consideration of the proposed street name change on the next available Town Council agenda. Notification of the Town Council meeting is required by Chapter 90-320 to be sent to the same property owners that were notified of the Transportation Commission meeting for the date, time and place of the Town Council meeting. This information was included in the original letter sent to the 18 recipients of the Transportation Commission notification mailing. An example of this letter is included as Attachment 3. Additionally, our Economic Development Department reached out to business owners. At the time of the posting of the agenda, five responses were received via the TRC@flower-mound.com email which the Transportation Commissioners have received. All five were in favor of the street name change. No other written correspondence was received.

FISCAL IMPACT: All street name signs located within the limits of this request would be handled as part of the Town's operating budget. This does not include fiscal impacts to properties because of the name change.

ATTACHMENTS:

1. Chapter 90-320. "Procedure to be followed by persons seeking street name change of an existing street"
2. Filed street name change request
3. Neighborhood Notification Letter

RECOMMENDATION: Move to recommend as presented in the agenda caption.

“Sec. 90-320. Procedure to be followed by persons seeking street name change of an existing street.

- (a) Any person may request a street name change by filing a request for a street name change with the Planning Department. The request shall identify the street proposed to be renamed by its current name and the block numbers thereof, state the reason for the requested street name change, and state the proposed name for such roadway segment.
- (b) The proposed name change will be considered by various Town departments interested in the naming of streets and roadways within the Town’s corporate limits possibly including, but not limited to, Engineering, Public Works, the Police Department and the Fire Department. Following such consideration the Town Manager or designee may, but is not required to, schedule consideration of the proposed street name change on the next available agenda for the Transportation Commission.
- (a) Following receipt of the Transportation Commission’s recommendation regarding the proposed street name change, the Town may schedule consideration of the proposed street name change on the next available agenda for the Town Council.
- (d) The Town will notify each owner of property adjacent to, abutting and/or having an address on the street that is the subject of the requested name change regarding the proposed street name change and the time, date and location of the Town Council meeting at which the proposed street name change will be considered. Said notification will be sent by regular U.S. mail, postage prepaid, to the owners of real property adjacent to, abutting, and/or having an address on the subject street as their names and addresses appear on the most recently approved Town of Flower Mound Tax Roll.”



**Public Works
Administration**

Memorandum

Date: July 16, 2019
To: Planning Department
From: Matthew J. Hotelling, P.E., PTOE, ADAC, Traffic Engineer
Subject: Street Name Change request for Long Prairie Road

This request is for the renaming of Long Prairie Road between south Town Limits and Lakeside Parkway.

Below is the list of information as required by Section 90-320 of the Town's Code of Ordinances.

- **Street to be renamed:** Long Prairie Road
- **Block range:** 100 – 800
- **Reason for Change:** To provide better marketing and economic development opportunities for this stretch of roadway that is known primarily as FM 2499.
- **Proposed Names:** International Parkway.

Please provide this information to the Development Review Committee, GIS, Public Works, and Police Department at a minimum, for their review.



Public Works/Administration

July 17, 2019

Home Depot – Store Manager
852 Long Prairie Road.
Flower Mound, Texas 75028

RE: Street Name Change of Long Prairie Road to International Parkway

Dear Stakeholder:

The letter is to advise you that the Town is proposing a street name change for Long Prairie Road within the Town Limits. See attached map. As a result of growing corporate activity and related office development in the Lakeside Business District, the Town, based on input from developing property owners, is proposing a street name change for Long Prairie Road between Lakeside Parkway and the south Town limits to be returned to International Parkway. By changing the street name along the noted segment of FM 2499, it will positively contribute to business recruitment and marketing efforts within the Lakeside Business District. The street name change item is currently scheduled for the August 13, 2019, Transportation Commission meeting at 6:30 PM at 2121 Cross Timbers Road, Town Hall Council Chambers.

The proposed street name is International Parkway

A recommendation will be provided by the Transportation Commission to the Town Council. That recommendation will be brought forward to the next available Town Council meeting. A recommendation from the Transportation Commission on August 13th would result in the item being brought forward to the Town Council meeting on August 19, 2019, at 6:00 PM, at 2121 Cross Timbers Road in the Town Hall Council Chambers.

If you have any questions, additional input or suggestions, please provide it to me at transportation@flower-mound.com or handwritten to 2121 Cross Timbers, Flower Mound, TX 75028. If you would like to send an email correspondence directly to the Transportation Commissioners, please use the following email address: TRC@flower-mound.com. Each commissioner will receive this information up to 2 hours before the meeting. Please note that this is only a one way communication and the commissioners would not be able to return any correspondence. Please indicate on this correspondence if you would like for it to be forwarded to the Town Council as well. Any handwritten correspondence received after noon on August 13, 2019, will be handed out at the Transportation Commission meeting. If you have any questions regarding this letter, please send me an email or give me a call at (972) 874-6303. Thank you.

Sincerely,

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