

AGENDA

**TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION MEETING**

OCTOBER 8, 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. COMMISSION MEMBER INTRODUCTIONS

- Drew Larson – Place 1
- Robert Caput – Place 2
- Ron Hogue – Place 3
- Mark Roberson – Place 4
- Donald Gilmore – Place 5
- Chris Reed – Place 6
- Justin Thomason – Place 7
- Chris Adams – Place 8 (Alternate)
- Mary Kay Walker – Place 9 (Alternate)

Transportation Commission Meeting Agenda

October 8, 2019

Page 2

E. ELECTIONS

Election of a Chair will be conducted by the Traffic Engineer.

F. Election of a Vice-Chair will be conducted by the newly elected Transportation Commission Chair.

G. TRAFFIC ENGINEER REPORT

- Update status report related to operational issues, capital improvement projects, and TxDOT projects
- Transportation Commission Orientation
- Annual Boards and Commissions Banquet – November 19, 2019
- Future Transportation Commission meeting dates

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 A member of the Transportation Commission may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

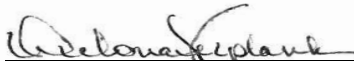
1. Consider approval of minutes from the regular meeting of the Transportation Commission held on August 13, 2019.

I. WORK SESSION ITEMS

2. Discussion and presentation on the Town's Town wide Transportation Model Update Final Report.
3. Discussion and presentation on How Traffic Signal Timing is performed.

J. 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: October 4, 2019 at 11:30 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: October 8, 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 August 13, 2019.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the August 13, 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 August 13, 2019 regular meeting of the Transportation Commission.

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

THE FLOWER MOUND TRANSPORTATION COMMISSION REGULAR MEETING HELD ON THE 13TH DAY OF AUGUST, 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:

Thomas Walker	Chair
Donald Gilmore	Vice Chair
Drew Larson	Commissioner, Place 1
Robert Caput	Commissioner, Place 2
Ron Hogue	Commissioner, Place 3
Chris Reed	Commissioner, Place 6
Adam Schiestel	Commissioner, Place 8
Justin Thomason	Commissioner, Place 9

Constituting a quorum with the following members absent:

Ed Horne	Commissioner, Place 4
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(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:

Andrea Roy	Director of Economic Development
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
- Annual Boards and Commissions Training/Orientation – September 30, 2019
- Annual Boards and Commissions Banquet – November 19, 2019
- Future Transportation Commission meeting dates

E. CONSENT ITEMS

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

Vice Chair Gilmore made a motion to approve the June 11, 2019 minutes as presented; Commissioner Reed seconded the motion.

VOTE ON THE MOTION

Motion passed

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

NAYS: None

ABSENT: Horne

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.

Staff Presentation

Matthew Hotelling, Traffic Engineer
 Andrea Roy, Director of Economic Development

All addresses are located in Flower Mound unless otherwise indicated.

Spoke In Opposition

Dan Courtright, 3101 Springwood Rd.

Commission Deliberation

Commissioner Larson moved to approve as presented in the agenda caption; Commissioner Hogue seconded the motion.

VOTE ON THE MOTION

Motion passed

AYES: Larson, Hogue, Gilmore, Walker

NAYS: Caput, Reed, Schiestel

ABSENT: Horne

G. ADJOURNMENT – 7:32 P.M.

TOWN OF FLOWER MOUND
TRANSPORTATION COMMISSION

THOMAS WALKER, CHAIR

ATTEST:

DELONA VERPLANK, EXECUTIVE ASSISTANT

DRAFT



TRANSPORTATION COMMISSION AGENDA ITEM NO. 2

WORK SESSION ITEM

DATE: October 8, 2019

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

ITEM: **Discussion and presentation on the Town's Town wide Transportation Model Update Final Report.**

BACKGROUND INFORMATION: During the January 2019, Transportation Commission (TRC) meeting work topics item, the Commissioners received information that the Town had entered into a Professional Services Agreement with Kimley-Horn and Associates, Inc., to provide services that included collecting Town wide traffic counts, up to 70 midblock locations and 10 intersection specific turning movement counts, followed by processing those counts by way of an update to the Town's TransCAD Transportation model. The TransCAD model is used by the Town to run analysis for transportation infrastructure SMARTGrowth purposes. With the traffic counts and model update, Kimley-Horn will be able to create an existing Level of Service (LOS) map showing how well our existing system is operating. By also utilizing existing and future demographic work as part of this project, a future LOS map will be created and can be used to help identify possible shortcomings. An extra benefit of this project includes the use of the traffic count information by the Town's Economic Development Department for recruiting new companies to the Town.

The draft report of the update to the model and other results of the model was presented to the TRC in order to solicit feedback from the TRC prior to the Town Council Strategic Planning Session that was held later in June.

This work session will be used to discuss final report and results of the Transportation Model Update.

ATTACHMENTS:

None

RECOMMENDATION: The purpose of this item is to provide information to the Transportation Commission. No Formal Action is required.



TRANSPORTATION COMMISSION AGENDA ITEM NO. 3

WORK SESSION ITEM

DATE: October 8, 2019

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

ITEM: Discussion and presentation on How Traffic Signal Timing is performed

BACKGROUND INFORMATION: During the January 2019, Transportation Commission (TRC) meeting work topics item, the Commissioners were solicited for possible trainings over the upcoming year. One of those training requests was to learn how traffic signal timing is performed and how locations are determined that are in need of retiming. This work session will be a discussion from the start of how locations are determined through the implementation and periodic updates of the timings.

ATTACHMENTS:

None

RECOMMENDATION: The purpose of this item is to provide information to the Transportation Commission. No Formal Action is required.