MEETING SUMMARY
CITY OF CARROLLTON
TRAFFIC ADVISORY COMMITTEE
June 9, 2014

Committee Members Present
Robin Chavez
Peter Sharrow
John P. Denholm III
Garry Kraus
Carolyn Sees
Ronald Edwards
Travis Coleman

Committee Members Absent
Nand Singh

Staff Members and City Officials
Tom Hammons - Engineering
Fernando Villarreal - Engineering
Carmella Flemming – Engineering
John Romberger – Engineering
Sgt. Chuck Monroe – Carrollton Police Department

1. **Call to Order –** Garry Kraus called the meeting to order at 7:01 P.M.

2. **Approval of minutes for May 12, 2014.** The meeting Summary of the **May 12, 2014** TAC meeting was reviewed by Committee members. A motion to approve the Meeting Summary as written was made by John Denholm. Seconded by Carolyn Sees. All in favor. Vote was unanimous.

3. **Signal Prioritization Update for Fiscal Year 2015 (Fernando Villarreal)**

Fernando Villarreal stated that on an annual basis the Engineering Department Staff evaluates possible signal locations throughout the city, based on signal warrants in the Manual on Uniform Traffic Control Devices (MUTCD), as well as input from residents and City Staff. These warrants utilize traffic and pedestrian volumes, delay and crash data to assess the operational conditions of potential traffic signal locations. Staff collects traffic counts and evaluates crash data at each location. Once a location has met one of the eight signal warrants, a more detailed evaluation is conducted. Potential traffic signal locations are prioritized using a point system that assigns values based on each of the signal warrants, intersection characteristics, number of accidents occurring over a three year period, and the proximity of a location to a hike and bike trail.

He further explained the signal warrant criteria and that two separate list are maintained. One list contains prioritized signal locations that meet at least one signal warrant and are desirable candidates for signal installation. This is the "Signal Prioritization List". The other list "Warranted Only" contains all other signal locations that have been evaluated, meet at least one of the signal warrants, but for some reason are considered an undesirable location for signal installation. The determination of which list a potential location is assigned to is based on City Staff evaluation and engineering judgment.

Fernando explained that in addition, the location of Marsh Lane at Stonehenge (entrance into Trafalgar Square Townhomes) was evaluated this year based on a resident request for a traffic signal at the location, but the location did not meet any of the traffic signal warrants that are necessary for it to be considered for a traffic signal install. The residents of Trafalgar Square Townhomes, are in the audience to discuss concerns with the access to and from their homes at this location.

Staff recommended that a new signal be installed at the intersection of Josey Lane at Cheyenne Drive, and that a portion of the funding for the second traffic signal be utilized to upgrade and replace equipment at existing traffic signal locations during the Fiscal Year 2015.

Discussion among the committee members included, Marsh Lane at Marsh Ridge, first on the Warranted Signal Prioritization list, and why it was not selected for a signal install, the proximity of Josey Lane at Cheyenne Drive to existing traffic signals at Josey Lane at Hebron Parkway and Medical Parkway at Hebron Parkway and the possibility of delaying the installation to a later date, the objective and budget to upgrade and replace equipment at existing traffic signal locations, historical information related to a previous traffic study at Marsh at Stonehenge and the installation of a channelization island that created a refuge/merge area in the median and the possibility of implementing additional traffic control enhancements at the intersection.

Residents Peter St. Charles 3113 Squireswood Drive, Michael Donohoe, 3122 San Sebastian Drive, David Richardson 1616 Banbury Lane, George and Christine Walker, 3201 San Sebastian Drive, Charley Franz, 3201 San Sebastian Drive, Ste. A. and Mary C. Williams 3115 Squireswood Drive, addressed the committee. They spoke to safety concerns related to the increase in vehicular and pedestrian traffic on Marsh Lane making it difficult to enter and exit the Trafalgar Square Townhome complex during peak hour traffic, and the need for additional traffic control enhancements in the intersection for increased safety.

John Denholm made a motion to approve staff's recommendation for the installation of a new traffic signal at Josey Lane at Cheyenne Drive. Robin Chavez seconded the motion. Vote was 5-2 (Sees opposed, Sharrow abstained).

The committee also requested that staff provide additional data and options related to the Stonehenge intersection for discussion at the next Traffic Advisory Committee meeting.

4. Neighborhood Traffic Management Program Update (John Romberger)

John Romberger provided background on the Neighborhood Traffic Management Program (NTMP), explaining that its purpose is to try and reduce speeding and traffic cut through problems on residential and collector streets throughout the city, when passive methods such as speed limit signage and high police enforcement have not sufficiently addressed the problem. He summarized the criteria for a street segment to be included in the NTMP, and completed a review of Tables A and B (Table A included streets with primarily residential frontage, Table B included primarily collector streets) on the NTMP Prioritization List. In addition, he provided a recap of the previous NTMP pilot projects. He also provided an update on the current Eisenhower Drive project, indicating the construction of median islands, radar sign installation, and bike and center line striping is scheduled to be completed in the summer of 2014.

Based on the recent traffic speed and volume data collected, staff is recommending the selection of the highest ranked street, Province from Hebron Parkway to Ridgecrest Trail on Table A as the next NTMP project for the installation of speed humps at an estimated cost of $28,000.00. If TAC approves the selection, staff will begin the process to move forward with the neighborhood support of the project.

Discussion amongst the committee members included the segment of Province Drive south of Ridgecrest Trail, clarification of the process and procedure for obtaining neighborhood support and approval of the project, and recent inquiries and/or complaints from the neighborhoods currently on the prioritization list.

Robin Chavez made a motion to approve staff's recommendation for the selection of Province Drive from Hebron Parkway to Ridgecrest Trail as the next NTMP project. Peter Sharrow seconded the motion. Vote was 5-2 (Sees and Edwards opposed).

Other Business (Garry Kraus)

John Denholm requested that the committee consider a review of the current Signal Prioritization formula. Tom Hammons announced the committee would probably not meet again until September or October when staff will bring back additional information related to Trafalgar Square, and the Fall 2014 School Crossing Guard Prioritization.

John Denholm made a motion to adjourn. Peter Sharrow seconded the motion. All in favor. Vote was unanimous.

6. **Adjourned** – Meeting adjourned at 8:20.

Garry Kraus, Chairperson	Tom Hammons Transportation Engineering Division Manager