

STATE OF TEXAS

COUNTIES OF POTTER AND RANDALL

On the 19th day of October, 2011, the Amarillo Traffic Commission met at 12:30 p.m. at City Hall on the third floor in Room 303 in the Conference Room to consider an agenda item, revisions to the Driveway and Parking Manual.

ON this 19th day of October, 2011, the Amarillo Traffic Commission met at 3:00 p.m. in regular session in the City Commission Chambers on the third floor of City Hall at 509 S.E. 7th Avenue.

ATTENDANCE

MEMBERS	PRESENT TODAY	NO. MEETINGS HELD SINCE APPOINTMENT	NO. MEETINGS ATTENDED SINCE APPOINTMENT
<i>Mr. Kenneth Graham</i>	Yes	16	14
<i>Mr. Bob Balliett</i>	Yes	13	8
<i>Mr. Leon Church</i>	No	6	4
<i>Ms. D. J. Stubben</i>	Yes	6	6
<i>Mr. Dean Downey</i>	Yes	2	2
<i>Mr. Charlie Graham</i>	No	2	0
<i>Mr. Craig Gualtiere</i>	Yes	2	2
<i>Mr. Tiller Watson III</i>	Yes	2	2

STAFF MEMBERS PRESENT:

Taylor Withrow	Traffic Engineer
David Szmagalski	Traffic Operations Technician
Judy Alexander	Recording Secretary
Lt. Michael Miller	Amarillo Police Department

Commissioner Stubben established a quorum and called the meeting to order at 1:35 p.m. The following items of business were conducted:

ITEM 1. Invocation.

Commissioner Watson gave the invocation.

ITEM 2. Approval of the September 21, 2011, Amarillo Traffic Commission Minutes.

Commissioner Gualtiere made a motion to approve the minutes of the September 21, 2011, meeting. Commissioner Balliett seconded the motion, and motion carried 6:0.

ITEM 3. Presentation by Marcus Norris, City Attorney: Briefing on the Open Meetings Act and Review of Traffic Commission Scope of Duties.

Marcus Norris, City Attorney, gave a presentation on the Texas Open Meeting Law, which the City of Amarillo requires all members of city boards and commissions to follow. He based his presentation on the following six key concepts: 1. A meeting occurs anytime and anywhere that a quorum is together and deliberates city business, including cyberspace. An exception is a social function. 2. Notice of the meeting must be posted at least 72 hours in advance, advising the public of the date, time, place, and the agenda of topics to be discussed. 3. Only topics stated on the posted notice may be discussed. If a stray topic comes up, the body may consider it only to the extent of (1) a decision is made to place it on a future meeting agenda; or (2) if it arises in the form of a question, a response must be either a statement of fact or of policy. 4. Votes or final decisions must always be made in a properly noticed and convened public meeting. 5. An executive (closed) session may be used when deemed necessary, but guidelines must be followed. 6. A recording or minutes of the meeting must be taken.

Mr. Norris advised members of the Traffic Commission that by state law and city policy, city officials and city-appointed board members must complete the training on the Opening Meetings Act within 90 days after appointment or election. The training is conducted by the Texas Attorney General via an online video lasting about 57 minutes. After completion of the video, members must print the certificate and submit it to the Traffic Engineering office. He passed out a handout with further explanation and instructions. He stated that failure to complete the training could result in voided action or criminal prosecution.

He told commissioners that their function as members of the Traffic Commission is to address citizen concerns related to traffic issues, not self-generate traffic concerns. He explained that the Traffic Commission is an Advisory Board to the City Commission, and the City Commission may ask for input on various issues from them from time to time.

Commissioner Gualtiere questioned what action is available if a traffic issue addressed by a citizen does not receive satisfactory resolution from the Traffic Engineering Department. Mr. Norris advised him that all city issues should be communicated with city staff using the chain of command.

ITEM 4. Election of Chairman and Vice Chairman.

Commissioner Graham made a motion to nominate Commissioner Stubben as Chairman and Commissioner Balliett as Vice Chairman. Commissioner Gualtiere seconded the motion, and motion carried 6:0.

ITEM 5. Traffic Engineering Study: Four Way Stop: Waldorf Dr. and Gainsborough Rd.

Taylor Withrow, Traffic Engineer, stated the Traffic Engineering Department had received a petition from adjacent property owners to change the intersection of

Waldorf and Gainsborough to a four-way stop. Petitioners feel that a four-way stop would control traffic speeds on Waldorf. The existing stop signs are placed east-west on Gainsborough, which is the lower volume street.

Mr. Withrow said that Waldorf is a residential collector street that carries approximately 1500 vehicles per day. Gainsborough carries approximately 650 vehicles per day. Two traffic crashes have been reported at the intersection in the last three years. Both collisions involved vehicles on Gainsborough failing to yield to traffic on Waldorf. The 85th percentile speed on Waldorf is 34 mph, which means that 85 percent of the drivers on Waldorf are travelling at or below 34 mph. The posted speed limit is 30 mph.

A traffic study determined that none of the warrants for a four-way stop as described in the Texas Manual on Uniform Traffic Control Devices were met. The property owners have requested a hearing before the Traffic Commission in accordance with the Neighborhood Traffic Assistance Program procedures. Mr. Withrow reported that 175 notification letters were sent to property owners within 1000 feet of the intersection in May 2011 and again in September 2011. In May the TED received input from nine property owners against the four-way stop and one in favor. In October, input was five against and one in favor.

Mr. Withrow said the Traffic Engineering Departments recommends that a four-way stop not be placed at Waldorf and Gainsborough.

Kyle McMenamin, 7119 Gainsborough, appeared and stated that he had contacted the Traffic Engineering Department and had circulated the petition for the four-way stop. He stated that he was concerned about drivers who speed on Waldorf to bypass Coulter St. He stated that he felt safety in the neighborhood was the most important factor to consider. He questioned the accuracy of the traffic studies and the increased operating costs projected by the Traffic Engineering Department.

Mary Gamble, 7113 Calumet, said the installation of the two-way stops on Waldorf and Calumet had had a positive effect on safety in the neighborhood. She stated she was definitely in favor of the four-way stop.

Carl Ackerman, 7110 Calumet, stated he felt the existing stops on Calumet and the I-40 north frontage road were sufficient and that he was against the additional four-way stop.

Ernie McAnally, 7204 Gainsborough, stated he was in favor of the four-way stop for accident prevention.

Don Rank, 7130 Adirondack, stated he felt the four-way stop was not needed, and he was against it.

Steve Hayward, 3510 Carlton, stated that he thought the Traffic Engineering Department should consider other available traffic calming devices rather than stop signs or speed humps.

Commissioner Gualtiere made a motion to approve the four-way stop based on the safety issues presented and the lack of other stop signs on Waldorf. The motion died for lack of a second.

Commissioner Graham made a motion to deny the four-way stop. Commissioner Balliett seconded the motion, and motion carried 5:1, with Commissioner Gualtiere voting nay.

ITEM 6. Traffic Engineering Study: Revisions to the Driveway and Parking Manual.

David S. Johnson, 810 S. Avondale, stated that he was at the meeting on behalf of Greg Mitchell and Toot'n Totum Stores. He stated he was concerned about the economic impact the driveway spacing revisions would have on commercial development based on real estate principles. He suggested a more thorough study be undertaken before any far-reaching changes are made.

Michael Rice, Director of Public Works, stated that considerable study had been done on the revisions. He said other cities had been contacted for input, and speeds, stopping distances, access, and safety issues were given consideration.

Commissioner Gualtiere suggested the issue be tabled until a study of recent commercial development gave a clearer indication of the effects the new standards would have on development.

Commissioner Balliett made a motion to approve the revision of the Driveway and Parking Manual. Commissioner Graham seconded the motion, and motion carried 5:0:1, with Commissioner Gualtiere abstaining.

ITEM 7. Traffic Engineering Study: Speed Limit: Coulter St. between S.W. 45th Ave. and Hillside Rd.

Mr. Withrow stated that the Traffic Engineering Department had received a request from Dale Harper, 7100 Dreyfuss, to consider reducing the speed limit on S. Coulter between S.W. 45th and Hillside. Mr. Harper stated that the speed limit seems high given the amount of traffic entering and exiting parking lots and streets in the area. The existing speed limit is 50 mph.

Traffic staff conducted a radar speed study on Coulter between S.W. 45th and Hillside. The study revealed an 85th percentile speed of 46 mph, meaning that 85 percent of the drivers were driving at or below 46 mph. The 85th percentile speed is the benchmark for speed limit establishment nationwide.

Based upon the speed study, the Traffic Engineering Department recommends that the Traffic Commission forward to the City Commission a recommendation to amend Section 16-3-1002, Schedule B, Maximum Speed Limit as follows:

DELETE:

<u>Location</u>	<u>From</u>	<u>To</u>	<u>MPH</u>
Coulter St.	S.W. 34 th Ave.	S.W. 45 th Ave.	45
Coulter St.	S.W. 45 th Ave.	South city Limit	50

ADD:

Coulter St.	S.W. 34 th Ave.	Hillside	45
Coulter St.	Hillside	South City Limit	50

Commissioner Balliett made such a motion. Commissioner Downey seconded the motion, and motion carried 6:0.

ITEM 8. Miscellaneous Discussion.

Mr. Withrow reported that the requested pedestrian crosswalk at Georgia St. and S.W. 26th Avenue was not feasible because of the existing ADA handicap ramps would require the stop bars be placed a good distance back from the intersection. Commissioner Graham stated he felt discouraged that city staff did not give more priority to pedestrian safety issues as is done in other cities.

Mr. Withrow said that the 2010 Hike and Bike Master Plan Bike Map is available on the city website under both the Traffic Engineering Department and the Amarillo MPO. He stated that the bike maps will be printed in a smaller format and will be available to the public.

Mr. Withrow said there would a Traffic Commission meeting on November 16, 2011, but there would no meeting on December 21st.

Mr. Withrow reported the change from one-way to two-way operation on S. Taylor St. from 13th Avenue to 15th Avenue should be on a City Commission agenda in the near future.

Mr. Withrow distributed a handout to Commissioners including a copy of a letter sent to Kelli Whitney, who had requested a school crossing guard for Gene Howe School at the September 21 Traffic Commission meeting. Also included in the handout was red light camera statistical information requested by Trina Fournier, who also attended the September 21 meeting.

Mr. Withrow reported that the City Commission has requested input from the Traffic Commission on a texting only ban within the city. Input from the citizens, the Legal Department, the Police Department, and other cities will be solicited, and he stated the process may take several meetings. Commissioner Downey stated he has information from the City of Austin pertaining to their texting ban that he will submit to the Traffic Engineering Department for distribution.

ITEM 9. Public Forum.

Steve Hayward appeared and requested Fulton Dr. between Gatewood St. and Harmony St. adjacent to Amarillo High School be made a school zone. He also requested the Police Department enforce the ordinance prohibiting drivers from using the bike lanes.

There being no further business, the meeting was adjourned at 3:10 p.m.

Taylor N. Withrow, Traffic Engineer