

**CITY OF FAIR OAKS RANCH
TRANSPORTATION SAFETY ADVISORY COMMITTEE MEETING**

Wednesday, February 4, 2026 at 3:00 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn Rd Fair Oaks Ranch

AGENDA

OPEN MEETING

1. Roll Call- Declaration of a Quorum
2. Pledge of Allegiance

CITIZENS and GUEST FORUM

To address the Transportation Safety Advisory Committee, please sign the Attendance Roster located on the table at the entrance in the foyer of the Public Safety Training Room. In accordance with the Open Meetings Act, Council or Committee may not discuss or take action on any item which has not been posted on the agenda. Speakers shall limit their comments to five (5) minutes each.

3. Citizens to be heard

CONSENT AGENDA

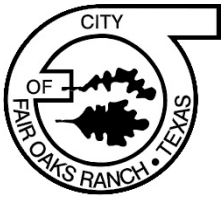
All of the following items are considered to be routine by the Transportation Safety Advisory Committee, there will be no separate discussion on these items and will be enacted with one motion. Items may be removed by any Council or Committee Member by making such request prior to a motion and vote.

4. Approval of the November 5, 2025 Transportation Safety Advisory Committee meeting minutes
Amanda Valdez, TRMC, Deputy City Secretary

CONSIDERATION/DISCUSSION ITEMS

5. Consideration and possible action on a citizen request to place a stop sign on Fair Oaks Parkway at Triple Crown
Carole Vanzant, CPM, ICMA-CM, Assistant City Manager
6. Consideration and possible action on amendments to the Transportation Safety Advisory Committee Rules of Procedures

Transportation Safety Advisory Committee Chair



**CITY OF FAIR OAKS RANCH
TRANSPORTATION SAFETY ADVISORY COMMITTEE
(TSAC)**

Wednesday, November 5, 2025 at 3:00 PM
Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum

Present: Chairperson Al Schmidt, Vice Chairperson Chris Doepke

Committee Members: Frank Trapasso, Denise Fortenberry, Sharon Brimhall, and Josh Cooke

Absent: Committee Member John Wall

With a quorum present, the meeting was called to order at 3:00 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. Citizens to be heard

There were no citizens to be heard.

CONSENT AGENDA

4. Approval of the August 6, 2025 Regular Transportation Safety Advisory Committee meeting minutes

MOTION: Made by Chris Doepke, seconded by Sharon Brimhall, to approve the consent agenda.

VOTE: 6- 0, Motion Passed

CONSIDERATION/DISCUSSION ITEMS

5. Consideration and possible action on the selection of the Transportation Safety Advisory Committee Chairperson and Vice-Chairperson

- Josh Cooke nominated Al Schmidt for Chairperson
- Chris Doepke nominated Chris Doepke for Chairperson

VOTE: Al Schmidt 4 votes and Chris Doepke 2 votes – Al Schmidt - Chairperson

- Sharon Brimhall nominated Chris Doepke for Vice-Chairperson

VOTE: As there was no contest, Chris Doepke was selected as Vice-Chairperson by acclamation.

6. Discussion and possible action on a proposed Transportation Safety Advisory Committee submittal checklist

The Committee discussed and proposed clarifying revisions to the draft TSAC submittal checklist. The proposed updates include adding road length; identifying whether the street is curbed; noting the presence of trash cans in the roadway; replacing “number of residents” with “number of properties”; documenting general weather conditions; and the number of speeding complaints received. The Committee also recommended removing vehicle pacing.

MOTION: Made by Sharon Brimhall, seconded by Josh Cooke, that the City make the recommended changes and that the committee move forward with using this form.

VOTE: 6- 0, Motion Passed

REPORTS

7. Status report of ongoing Transportation Safety Submittals

Assistant City Manager Carole Vanzant provided a status report of the ongoing transportation safety submittals.

Vice-Chairman Doepke requested that staff bring forward an agenda item at the February meeting to address the Rules of Procedure.

ADJOURNMENT

MOTION: Made by Chris Doepke, seconded by Josh Cooke, to adjourn the meeting.

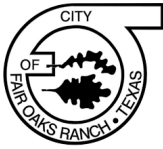
VOTE: 6- 0, Motion Passed

Chairperson Schmidt adjourned the meeting at 3:45 PM.

ATTEST:

Al Schmidt, Chairperson

Amanda Valdez, TRMC,
Assistant City Secretary



**TRANSPORTATION SAFETY ADVISORY
COMMITTEE CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action on a citizen request to place a stop sign on Fair Oaks Parkway at Triple Crown

DATE: February 4, 2026

DEPARTMENT: Administration

PRESENTED BY: Carole Vanzant, CPM, ICMA-CM, Assistant City Manager

INTRODUCTION / BACKGROUND:

In September 2025, the City received a citizen submittal (**Exhibit A**) for placement of a stop sign on Fair Oaks Parkway at Triple Crown. The submitter notes that exiting from Triple Crown onto Fair Oaks Parkway is becoming dangerous due to a blind curve on the northbound lanes of the Parkway prior to Triple Crown, further noting Triple Crown is a long street used as a feeder onto the Parkway. The submitter's desired outcome is the placement of a stop sign on Fair Oaks Parkway at Triple Crown for the safety of drivers on Fair Oaks Parkway and on Triple Crown.

Staff Report

- Police traffic stops data from October 2024 through October 2025
 - 8500 block of Fair Oaks Parkway – 14 warnings and 2 citations for speeding
 - 8600 block of Fair Oaks Parkway – 18 warnings and 4 citations for speeding
 - Triple Crown — 0 warnings or citations for speeding
- TxDoT traffic crash report data from December 2005 through December 2025
 - May 2024 – one vehicle accident involving a wild animal on Fair Oaks Parkway southbound near the Triple Crown center median.
 - June 2025 – one vehicle accident involving a driver exiting the center median and failing to yield to an oncoming vehicle on Fair Oaks Parkway southbound.
- The City has no complaints on file regarding the intersection.
- **Exhibit B** provides the City's General Contractor's intersection sight distance (ISD) exhibits. Below is the summary of findings:
 - **Existing Conditions, pages 1 and 2:** The stop bar on Triple Crown is located 18 feet from the edge of pavement of Fair Oaks Parkway. For vehicles exiting Triple Crown, the berm restricts the driver's line of sight to the left. For vehicles on Fair Oaks Parkway northbound, the berm restricts the visibility of vehicles entering Fair Oaks Parkway from Triple Crown.

- **Intersection Sight Distance (ISD) Requirement:** Fair Oaks Parkway is 35 mph. The calculated ISD for several vehicle types is shown below. Single-unit trucks (UPS, Amazon, box trucks) and combination trucks (tractor-trailers) typically make up about 3–4% and 1%, respectively, of the total vehicles on the road.

Intersection Sight Distance	Left Turns (LF)	Right Turns (LF)
Passenger Car	386	334
Single-Unit Truck	489	437
Combination Truck	592	540

- **Passenger Car (PC) Evaluation, pages 3-5:** Although the berm limits right-turn visibility (vehicles approaching from the left) when exiting Triple Crown, shifting the stop bar forward to 4-10 feet from the edge of pavement provides a notable improvement, and under this configuration, the available sight distance generally meets the required ISD for 35 mph passenger cars (335 ft).
- **Single-Unit Truck (SUT) Evaluation, pages 6-8:** Right-turning movements continue to experience sight restrictions due to the existing berm. With the stop bar shifted forward approximately 8 feet from the edge of pavement, sight limitations remain due to the existing berm. The required ISD for a 35-mph design speed and single opposing lane is approximately 440 feet, and the available sight distance is below that threshold. Achieving full ISD compliance remains challenging even with the advanced stop bar placement. Full compliance would likely be the removal of the berm and construction of a retaining wall. Mitigation measures such as installing “Intersection Ahead” warning signs with advisory speed plaques on Fair Oaks Parkway can help improve driver awareness. Per the Texas Manual of Uniform Traffic Control Devices (TMUTCD), the stop sign on Triple Crown can be placed up to 6 feet from the edge of the pavement, which would allow pushing the control point slightly farther forward to further enhance visibility.
- Pursuant to TMUTCD; Section 2B.07, the criteria that should be considered for a multi-way stop sign are as follows:
 - 5 or more crashes in a 12-month period that are susceptible to correction by a multi-stop installation,
 - major street volume of at least 300 vehicles per hour for any 8 hours of an average day, and
 - minor street volume of at least 200 vehicles per hour for the same 8 hours, with an average delay to minor street traffic of at least 30 seconds per vehicle during the highest hour.
- **Exhibit C** provides radar vehicle counts from January 15–19, northbound and southbound on Fair Oaks Parkway, westbound on Triple Crown to the Parkway,

and the average number of vehicles. Although combined Fair Oaks Parkway vehicle counts meet 300 vehicles per hour for any 8 hours on an average day, the Triple Crown vehicle count does not meet 200 vehicles per hour for the same 8 hours. Based on the vehicle counts and having one reported accident in a 12-month period, a multi-stop sign is not warranted.

- Staff mitigation measures shown on **Exhibit D** include:
 - The stop sign and stop bar on Triple Crown moved up to 6 feet from the edge of the pavement to further enhance visibility.
 - “Intersection Ahead” warning signs with advisory 30 mph speed plaques to be installed on Fair Oaks Parkway and “Cross Traffic Does Not Stop” warning signs to be installed on Triple Crown improving driver awareness.



RECOMMENDATION / PROPOSED MOTION:

Staff recommends denial of the submission based on the analysis and pending intersection improvements:

1. A multi-stop sign does not meet the criteria of the Texas Manual on Uniform Traffic Control Devices.
2. Road safety improvements (cautionary signs on Fair Oaks Parkway, and placement of a stop bar and stop sign on Triple Crown) are in place providing enhanced visibility for drivers.



TRANSPORTATION SAFETY ADVISORY COMMITTEE REQUEST FORM

Rcv'd: _____

By: _____

Req #: _____

Please fill out this form in its entirety (feel free to attach photos or additional information) regarding the review of a traffic or pedestrian safety issue. If applicable, your request will be presented to the Committee for review and determination. Forms must be received 30 days prior to the scheduled quarterly meeting. [TSAC webpage](#)

Requestor Contact Information

Name: _____ Phone: _____

Mailing Address: _____

City/State/ZIP Code: _____

Email Address: _____

Are you able to attend the TSAC meeting where this request will be presented to the Committee? [Select One]
(First Wednesday of February, May, August, and November at 3:00 PM)

Category

- Changes to Traffic Patterns
- Crosswalks
- Hike and Bike Lanes
- No Parking Zones
- Poor Site Distance at Intersections
- Speed Limit Increase/Decrease
- Speed Limiting Devices
- Yield and Stop Signs
- Other

Location / Situation for Review and Description of Concerns

Desired Outcome/Resolution

Exhibit B

STOP BAR LOCATED AT 18'
FROM EDGE OF PAVEMENT, THE
BERM RESTRICTS DRIVER'S
LINE OF SIGHT



Legacy Engineering Group, PLLC
7800 W Interstate 10, Ste. 830, San Antonio, Texas 78230
210.660.1960 / TBPE Firm Registration No. 20623

Sight Distance Analysis

Fair Oaks Ranch

Horizontal Sight Distance Facing West

Legend



DATE:

SDATES

SCALE:

1" = 100'

PAGE:

1



STOP SIGN BECOMES VISIBLE
AT APPROXIMATELY 335 FT
WHEN TRAVELING EAST TOWARDS
THE INTERSECTION

N29° 43' 31.00" W098° 39' 12.00" 31MPH



SIGHT-DISTANCE REQUIREMENTS

$$ISD_L = 390 \text{ LF}$$

$$ISD_R = 335 \text{ LF}$$



SIGHT-DISTANCE REQUIREMENTS	
$ISD_L = 390 \text{ LF}$	
$ISD_R = 335 \text{ LF}$	



SIGHT-DISTANCE REQUIREMENTS	
$ISD_L = 390 \text{ LF}$	
$ISD_R = 335 \text{ LF}$	

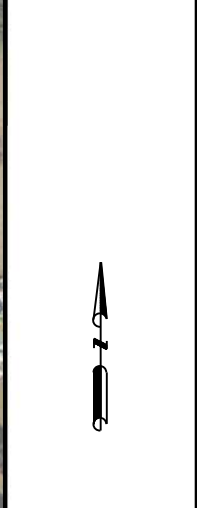


SIGHT-DISTANCE REQUIREMENTS

$ISD_L = 490 \text{ LF}$

$ISD_R = 440 \text{ LF}$

Legend



DATE:
SDATES
SCALE:
1" = 100'

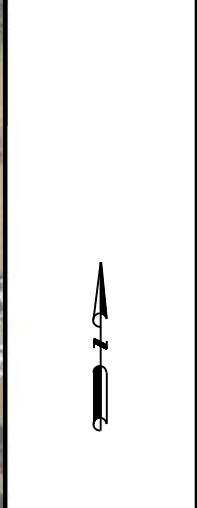


SIGHT-DISTANCE REQUIREMENTS

$ISD_L = 490 \text{ LF}$

$ISD_R = 440 \text{ LF}$

Legend



DATE:
SDATES
SCALE:
1" = 100'



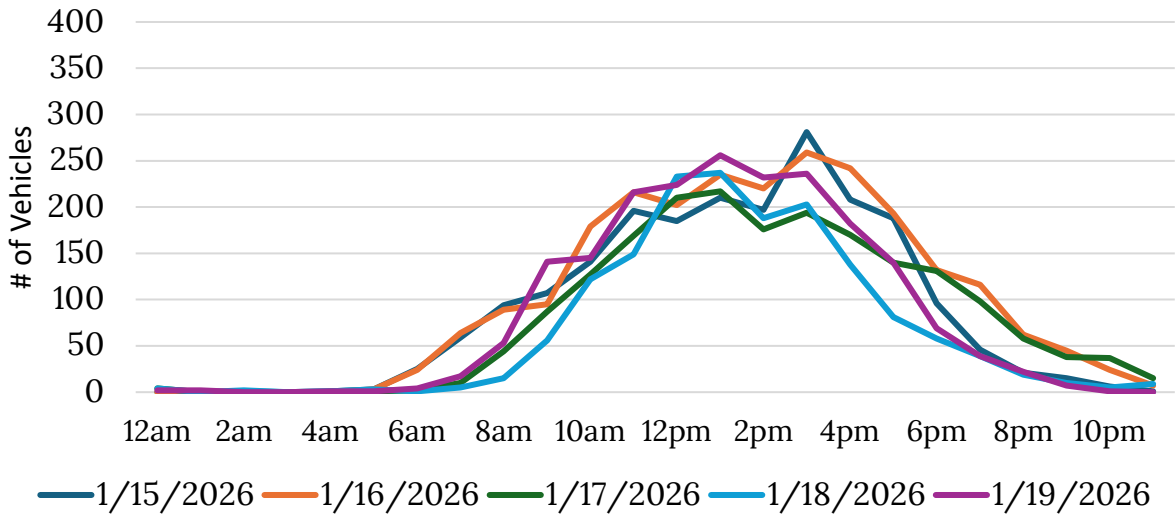
SIGHT-DISTANCE REQUIREMENTS

$ISD_L = 490 \text{ LF}$

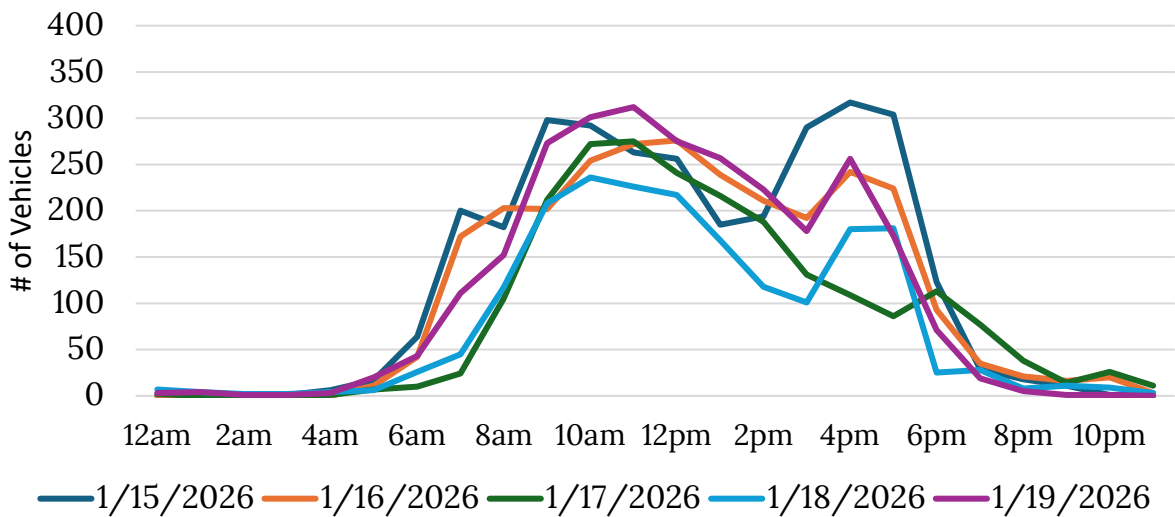
$ISD_R = 440 \text{ LF}$

Exhibit C

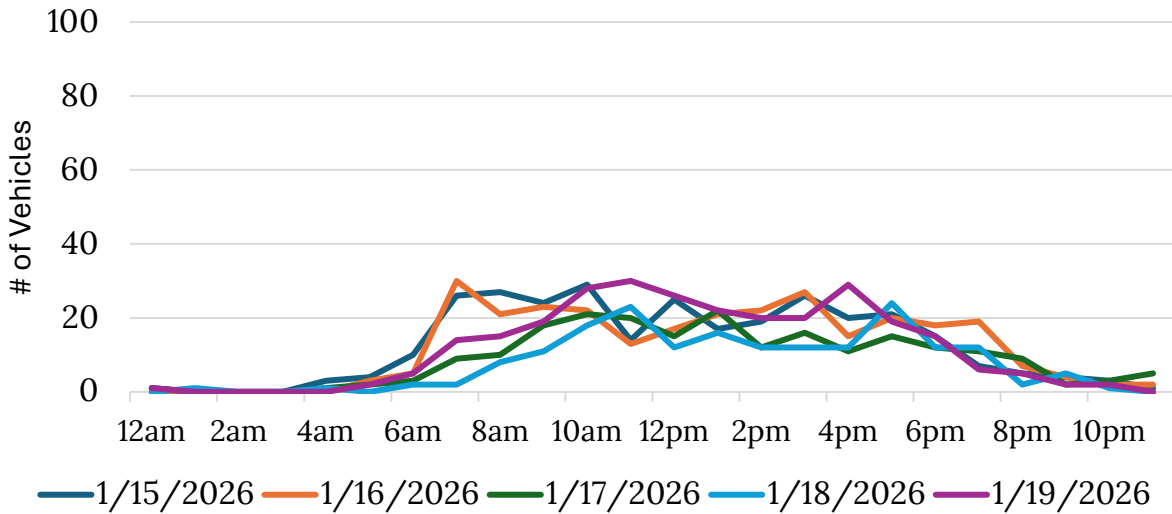
Number of Vehicles Northbound on Fair Oaks Parkway



Number of Vehicles Southbound on Fair Oaks Parkway



Number of Vehicles Entering Fair Oaks Parkway from Triple Crown



Average Number of Vehicles

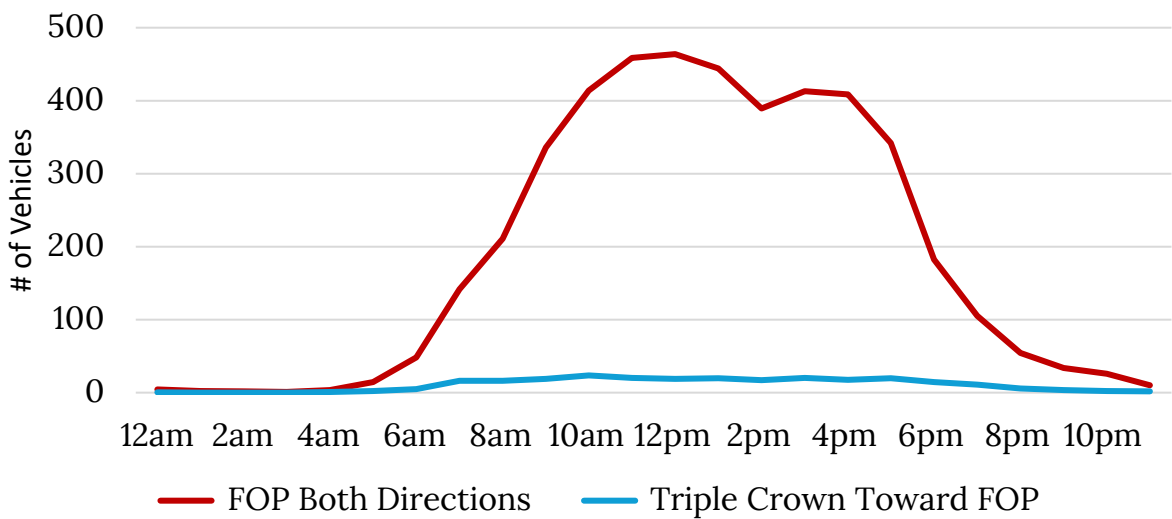
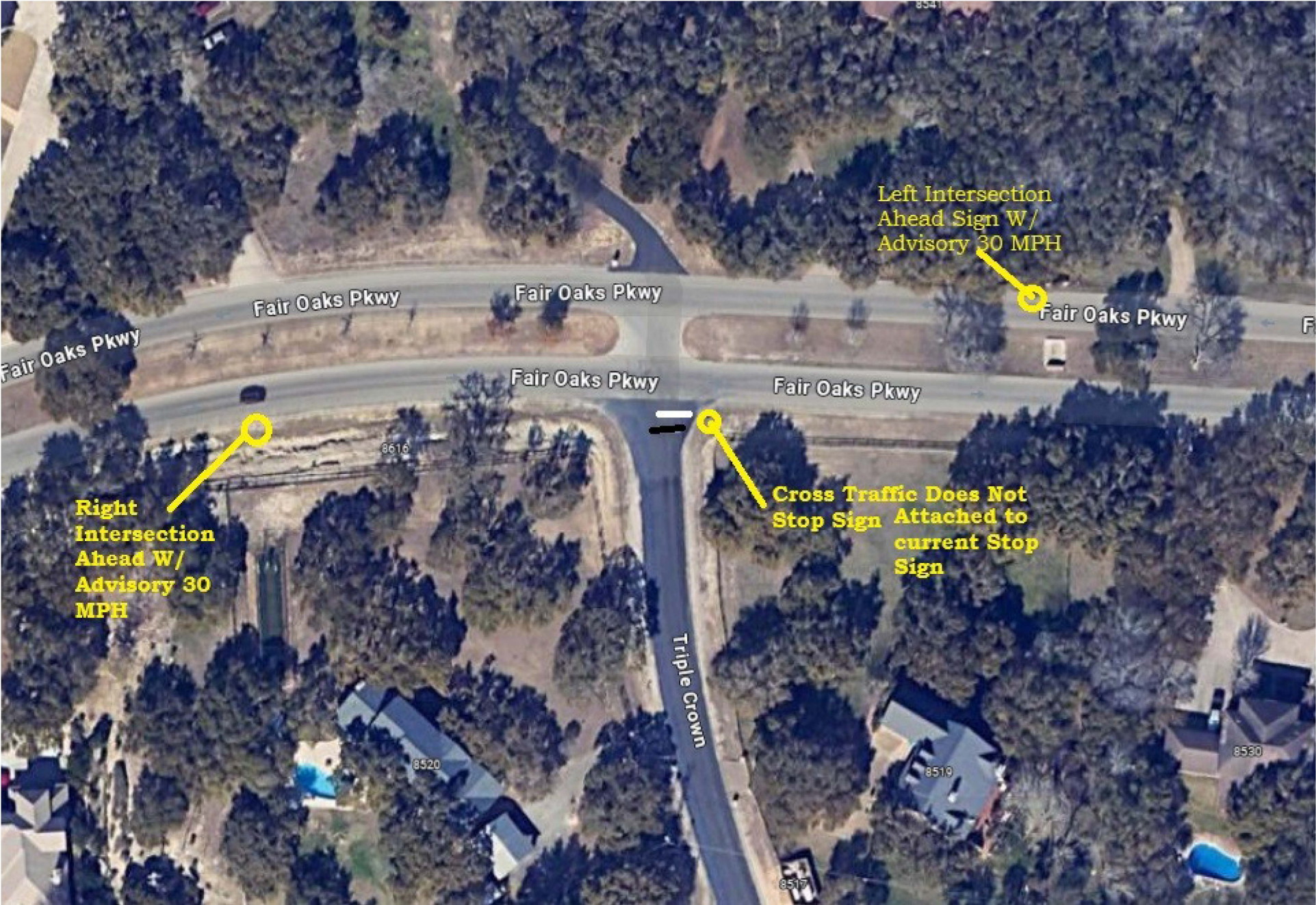


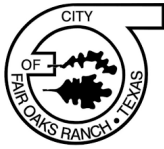
Exhibit D



Left Intersection Ahead Sign W/ Advisory 30 MPH

Right Intersection Ahead W/ Advisory 30 MPH

Cross Traffic Does Not Stop Sign Attached to current Stop Sign



**TRANSPORTATION SAFETY ADVISORY
COMMITTEE CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action on amendments to the Transportation Safety Advisory Committee Rules of Procedures

DATE: February 4, 2026

DEPARTMENT: Transportation Safety Advisory Committee

PRESENTED BY: Transportation Safety Advisory Committee Chair

INTRODUCTION / BACKGROUND:

In July 2024, the City Council approved Resolution 2024-34 adopting the Transportation Safety Advisory Committee (TSAC) Rules of Procedures. At the TSAC February 5, 2025 meeting, Committee members reviewed the Rules of Procedures and unanimously proposed minor edits and recommendations be advanced to City Council for their consideration and action. In March 2025, the City Council approved Resolution 2025-06 adopting amendments to the TSAC Rules of Procedures.

At the November 2025 TSAC meeting, the Committee members requested a review of its Rules of Procedures at the next Committee meeting on February 4, 2026. On November 6, staff provided the members with a copy of the existing Rules and asked for feedback no later than December 10. This would allow staff the appropriate time to incorporate proposed amendments in the Rules for the Committee's discussion and possible action at the February meeting.

The existing Rules of Procedures are attached with proposed amendments received by Committee members. Comments depict who made the proposed amendment and if the proposal causes conflicts within the document. Note: underlined texts refer to additions and deleted texts are shown as strikethroughs.

TSAC Chair will lead the presentation of this item. Staff will assist with any comments and questions. If the item receives an affirmative vote to advance to City Council for their consideration, TSAC Chair and a staff member will present a final proposed amended Rules of Procedures at a Council workshop. Staff will report back to the TSAC Committee of the direction received by the City Council.

RECOMMENDATION / PROPOSED MOTION:

Suggestions:

1. I move to amend the TSAC Rules of Procedures as proposed and present at the next TSAC meeting for final review and approval.
2. I move to recommend advancing the amendments to the TSAC Rules of Procedures as proposed at the February 4, 2026, TSAC meeting.

**CITY OF FAIR OAKS RANCH
TRANSPORTATION SAFETY ADVISORY COMMITTEE
RULES OF PROCEDURES**

1.0 Statement

It is hereby declared that the appointment to the Transportation Safety Advisory Committee is a distinct honor and the trust imposed in the appointee involves the corresponding obligation of the appointee to serve the community by regular attendance and participation in the proceedings of the body. This document describes the procedures to be used to carry out the Committee's mission.

2.0 Creation and Membership

- 2.1** The Transportation Safety Advisory Committee ("TSAC") was established, under Ordinance 2024-09, and members serve at the will of the City Council. Appointments and reappointments to the Committee shall be made annually based on the term expiration and expressed interest of members to continue to serve, or at such other times as may be authorized by State Law. Members shall be residents of Fair Oaks Ranch. Terms shall coincide with the City's fiscal year (October 1 through September 30). Appointments to fill unexpired terms will be made on an as needed basis.
- 2.2** The Committee shall consist of seven (7) members who shall be appointed by majority vote of the City Council. The members shall serve for a term of two (2) years, staggered, and are subject to removal for cause by City Council. Each member shall occupy a place on the Committee, such places being numbered 1 through 7. A vacancy on the TSAC may be filled for the unexpired term by the City Council.
- 2.3** The City Manager shall assign city staff as non-voting members to participate in and support the Committee with the minimum representation from Public Safety and Public Works or other departments.
- 2.4** Staff should develop and lead orientation sessions at the beginning of new terms of office for new Committee members. If a seat becomes vacant and a new member(s) are appointed to complete an unexpired term, the new member(s) should also be provided an orientation session.
- 2.5** All members are encouraged to attend every called meeting of the TSAC.

3.0 Officers

- 3.1** The Committee shall select from among its members in their first meeting of the fiscal year following new appointments, a Chairperson and Vice-Chairperson to serve for a period of one (1) year.
- 3.2** If either the Chairperson or Vice-Chairperson position becomes vacant, a majority of the remaining members who are present shall appoint an existing

Committee member to complete the unexpired term of the vacant position.

- 3.3 In the absence of both the Chairperson and Vice-Chairperson, at a scheduled meeting the Committee shall elect an Acting Chairperson.

4.0 Officers Duties

- 4.1 The Chairperson shall preside over all posted meetings and perform all Committee duties as required by Chapter 551, Texas Government Code (also known as the Texas Open Meetings Act) and other applicable laws as advised by staff.
- 4.2 The Vice-Chairperson shall assume all duties of the Chairperson in the absence of the Chairperson.
- 4.3 The Chairperson shall present Committee votes and decisions on each request submission to the City Council for their information and/or further action recommendations to the City Council. The Chairperson may designate a committee member or the staff liaison to present recommendations.

Commented [CV1]: Chairperson Schmidt's amendment. **Staff note:** as proposed the amendment conflicts with Section 5.1, 2nd bullet which states items with an affirmative votes proceed to Council. If the proposed amendment is desired, TSAC should propose an amendment to 5.1.

5.0 Purpose and Duties of the Committee

- 5.1 The purpose and duties of the Transportation Safety Advisory Committee is to:
- Improve the city's quality of life through a citizen-government partnership that promotes transportation safety.
 - Review transportation (vehicles, bicycles, pedestrian movements, etc.) safety issues related to public transportation infrastructure properly submitted to the Committee either by Fair Oaks Ranch citizens or by the City, and after due consideration and affirmative Committee vote, recommend action for City Council consideration, if applicable.

Commented [CV2]: **Staff note:** Existing rule may conflict with proposed amendment of 4.3.

Examples include:

- Changes to traffic patterns
 - Poor sight distance at intersections
 - Crosswalks
 - No Parking zones
 - Yield and stop signs
 - Speed limit increases and decreases
 - Hike and bike lanes; and/or,
 - Speed limiting devices.
- Direct citizen requests regarding private roadways, walks, and paths within the city to the appropriate organization (e.g. Country Club, FORHA, gated community HOA, etc.).
 - Advise the City Council and provide recommendations regarding the overall planning and programming of transportation safety

improvements.

- Additional duties, as directed by the City Council, may include, but are not necessarily limited to, the following:
 - Develop materials needed for promotion of transportation safety.
 - Create and review annually a transportation safety plan for the City.
 - Review proposed transportation safety ordinances and make recommendations to the City Council.

6.0 Meeting Rules of Order

- 6.1 The Committee shall follow and abide by the current edition of the Roberts Rules of Orders on file in the City Secretary's office.
- 6.2 The Chairperson shall rule on all points of order.
- 6.3 The Committee may overrule the Chairperson on points of order by a two-thirds (2/3) vote of members present.

7.0 Quorum

- 7.1 A quorum shall consist of four (4) members.
- 7.2 Committee agenda items may not be acted upon without the presence of a quorum.
- 7.3 An affirmative vote is required by a majority of members present at a meeting to act upon Committee matters except as otherwise stated in these rules or applicable statute.

8.0 Agendas

- 8.1 Meeting agendas shall be prepared by the City Secretary's office for each meeting. A copy of the agenda shall be posted continuously on the outside bulletin board at the Fair Oaks Ranch City Hall and on the City's website at the meeting location as required by law for a period of seventy-two (72) hours prior to the meeting for at least three business days prior to the meeting date, as required by law.
- 8.2 The Chairperson shall follow as closely as possible the posted agenda, taking the items in the posted numerical order. The Chairperson may take items out of order to accommodate the needs of the Committee, staff, and meeting participants.
- 8.3 Committee members can suggest agenda items to be placed on a future agenda which fall under the scope of TSAC. Timing of placement of the item is dependent on availability of staff should staff work be required.
- 8.4 ~~Once an item has been heard and finally acted upon by the Committee, it cannot be reheard for a period of 365 days from the day the Committee heard the item, unless new pertinent safety information is provided, as determined by the Committee and/or staff.~~

Commented [CV3]: Staff amendment to abide with new state law on agenda notice posting requirements.

Suggestion #1: Once an item has been heard and finally acted upon by the Committee, it cannot be reheard unless a majority decision of the Chairperson, the Vice Chairperson, and the City Manager so determines.

Commented [CV4]: Vice Chairperson Dopecke recommendation.

Suggestion #2: Once an item has been heard and finally acted upon by the Committee, it cannot be reheard until the second Committee meeting after the Committee heard the item.

Commented [CV5]: Chairperson Schmidt recommendation.

8.5 City staff may make a recommendation on agenda items and may present findings or information as needed or requested by the Committee or City Manager

9.0 Meeting Minutes

9.1 Minutes of all regular and special meetings shall be maintained by the City Secretary's office and are subject to amendment and ratification by the Committee at a regular meeting.

9.2 The minutes of the Committee's proceedings shall be record minutes showing the overall vote, or if a member is absent or fails to vote, shall reflect that fact.

9.3 The Chairperson or Vice-Chairperson, in the absence of the Chairperson, will sign the approved minutes.

10.0 Regular Meetings

10.1 The Committee shall meet quarterly or more frequently at the Fair Oaks Ranch Municipal Complex or another location when properly posted, as required by law. ~~for a period of seventy-two (72) hours.~~ All meetings shall be open to the public.

Commented [CV6]: Staff amendment - deletion due to new state law related to posting of meeting agenda notices. See 8.1

10.2 Dates and time of the regular and special meetings shall be set by the Committee, in coordination with the City Manager or his/her designee. Under special circumstances the Committee may cancel or reschedule a meeting date and/or time.

10.3 Any Committee member missing two (2) consecutive regularly scheduled meetings without a valid excuse, provided to the Chairperson, which includes illness, death in the family, scheduled family vacation, or emergency shall be subject to dismissal by the Council from the Committee. The Chairperson has the responsibility of reporting any committee member's proposed dismissal to the City Council for their consideration.

11.0 Special Meetings

11.1 When needed and in coordination with the City Manager, special meetings may be called by the Chairperson, or at the request of two (2) or more members ~~and the Chairperson,~~ or by a majority of the Committee at any previous meeting.

Commented [CV7]: Chairperson Schmidt recommendation.

11.2 Special meetings must be posted in accordance with the Texas Open Meetings Act.

12.0 Addressing the Committee

- 12.1.** The Committee shall hear from persons who signed in prior to the start of a meeting, on a form provided by the City Secretary's office.
- 12.2.** The Chairperson will call the person who desires to address the Committee to the podium at the appropriate time and will follow the guidelines below:
 - A. Ask the speaker to state their name, whether they are a citizen of the City of Fair Oaks Ranch, and/or whether they are representing a person or an organization.
 - B. Ensure the speaker is courteous in language and deportment and can be heard clearly.
 - C. Address all applicable statements and questions of the speaker.
 - D. Limit speaker comments to 5 minutes.
 - E. Allow Committee members to question or ask/provide clarification from the speaker regarding specific statements made by the speaker.
 - F. Allow Committee members to question or ask clarification from staff.
- 12.3.** The Chairperson may interrupt a speaker to redirect or terminate remarks when they are not relevant to the matter before the Committee, or when the Chairperson determines the remarks to be out of order.
- 12.4.** The Committee shall not deliberate on any item that is not on the agenda, and for such an item, members of the Committee may either: (1) make a statement of fact regarding the item; (2) make a statement concerning the policy regarding the item; or (3) if applicable, propose that the item be placed on a future agenda.

13.0 Staff Responsibilities

- 13.1** The City Manager or designee shall be responsible for providing the Committee with the necessary professional, technical, and clerical services, among which, shall be the following:
 - A. Prepare and post agenda packets, staff reports, and any special projects;
 - B. To the extent necessary, introduce and factually explain items on the agenda;
 - C. Review applicable Transportation Code provisions and other regulations to ensure intent of the submittals are appropriate;
 - D. Coordinate the services of all staff including public information requests for and on behalf of the Committee;
 - E. Have custody and maintain all Committee records; and,
 - F. Attend to all official Committee correspondence and communications.

14.0 Written Request Required

14.1 Every submittal for Committee review and recommendation shall be made in writing on a city application form provided by the City Secretary's office. The request shall be complete in all respects before being accepted by the City Secretary office.

15.0 Conflict of Interest Rules

15.1 Any member who concludes that they may have a conflict of interest on a matter defined in Local Government Code Chapter 171 shall file an affidavit stating the nature and extent of the conflict of interest with the City Secretary and shall abstain from further participation (e.g., voting on or discussing) in the matter at hand.

16.0 Motions

16.1 A motion may be made by any member present at the meeting.

16.2 A motion to recommend approval requiring City Council action shall require a majority favorable vote of the members present. Failure of the Committee to secure a majority concurring vote to recommend approval shall be recorded in the minutes as a denial of the proposal under this rule.

16.3 In the event of a tie vote caused by a Committee member's absence, the request shall be considered at a future Committee meeting where all Committee members are present and voting on the item.

Commented [CV8]: Vice Chairperson Doepke asks for a Committee discussion of 16.2.

Commented [CV9]: Chairperson and Vice Chairperson Doepke's recommendation. **Staff added** "where all Committee members are present....", otherwise a tie vote could occur again

17.0 Miscellaneous

17.1 All members of the Committee are encouraged to review the agenda packet and if desired, inspect the affected properties, in advance of the meeting. Contact the City Manager or designee when additional information is sought.

18.0 Records

18.1 In accordance with the City's adopted records retention schedule, applicable original Committee records shall be retained as a part of the permanent record.

18.2 Official records and citizen requests filed for Committee action in regular or special meetings shall be on file in the City Secretary's office and by appointment, shall be open to public inspection during customary working hours.

19.0 Amendments

19.1 This document may be reviewed by the Committee. Proposed amendments shall be submitted to the City Council for their review and consideration.

19.2 This document may be amended, in whole or in part, by a majority vote of the members of the City Council.

Commented [CV10]: Chairperson Schmidt recommendation.

Status - Ongoing Transportation Safety Submittals

Jan-26

TSAC Meeting	TSAC Recommendation	Council Meeting	Task Directives/Actions	Status
<p>5-Feb Front Gate/Fair Oaks Parkway Immediate Mitigations</p>	<p>To address speeding, sight line issues, and pedestrian crossing, TSAC recommended adding a double yellow line and reflectors in/around the median, placing warning signs, moving the existing crossbar forward, and City Council perform a study of the Front Gate/Fair Oaks Parkway intersection issues.</p>	<p>20-Feb and 5-Jun</p>	<p>Feb 20 - City Council approved installing a double yellow line and reflectors, placing intersection warning signs, and moving the crossbar. Requested staff monitor for one month to evaluate the effectiveness of the traffic calming measures. Apr - Staff met with Front Gate HOA rep. on current mitigations, pending left-turn lane study, and radar study. May - Approved measures completed. Jun 5 - Staff reports 1 unrelated accident and 0 citations/warnings issued, it finds the installed measures are effective. Jul - Staff begins radar study. Sep - Staff directed to obtain radar data during school term upon receiving new radars. Dec - Radars received.</p>	<p>Jan 2026 - Staff is compiling the collected data performed in January.</p>
<p>5-Feb Front Gate/Fair Oaks Parkway Left Turn</p>	<p>To address drivers driving on the shoulder, TSAC recommended City Council consider performing a study to determine the need of a left-turn lane on FOP North into Front Gate.</p>	<p>20-Feb, 5-Jun, 4-Sep, and 5-Feb, 2026</p>	<p>Feb 20 - City Council requested staff evaluate the feasibility of creating a northbound left-turn lane from FOP onto Front Gate w/o widening FOP northbound. Apr - Staff met with Front Gate HOA reps. on current mitigations, pending left-turn lane study, and radar study. May - Staff opines left-turn lane cannot be done without widening both sides of FOP northbound. Jun 5 - City Manager notifies Council he authorized the GEC to perform an analysis and provide an opinion if a left-turn lane is warranted. Sep 4 - Analysis with options presented; Council agreed to hybrid left turn (preliminary estimate \$90,000). Dec - Final design approved by staff.</p>	<p>Feb 5, 2026 - City Council consideration and possible action on contractor construction agreement.</p>

TSAC Meeting	TSAC Recommendation	Council Meeting	Task Directives/Actions	Status
		20-Feb, 5-Jun, and 18-Sep Radar Feedback Location and Signs	Feb 20 - City Council requested staff present, during budget workshops, a location priority list of radar feedback signs. Jun 5 - Council reviewed proposed locations and requested a resolution be brought back for final consideration and approval. Sep 18 - City Council approved a resolution for placement of devices at 8500-8700 Fair Oaks Parkway, 31400-31500 Meadow Creek Trail, 7200-7300 Pimlico Lane, Dietz Elkhorn/Old Fred Road, and FOP/Front Gate.	Dec - Signs received and in place. This task is completed.
26-Feb and 6-Aug No Le Hace Speed Limit	Feb 26 - TSAC recommends reducing No Le Hace to 25 mph due to traffic, pedestrians, children, and street curves. Aug 6 - Staff presents resident survey and city radar data, Motion failed 3-3, to reduce the speed limit to 25 mph.	20-Mar, 17-Apr, 2-Oct, 20-Nov, 15-Jan	Mar 20 - City Council directed staff to bring forth an ordinance lowering the speed limit to 25 mph between Dietz Elkhorn Road and Fair Oaks Parkway. Apr 17 - proposed ordinance failed; motion to refer item back to TSAC for resident feedback and radar data passed. May 13 - 27 radar signs in place. Jul 15 - 28 radars placed out again after GVTC project completion. Oct 2 - City Council Member Olvera requested an update be provided of the TSAC action. Nov 20 - After presentation, Council directed staff to bring forth an ordinance reducing the speed limit to 25 mph from Dietz Elkhorn Road and Fair Oaks Parkway.	Jan 15, 2026 - First reading of ordinance reducing speed limit to 25 mph on the full length of No Le Hace passed; second reading scheduled for the Feb 5 Council meeting.
7-May FM3351 (Ralph Fair Road) Speed Limit	TSAC recommends City Council authorize the City Manager to submit a request to TxDOT to consider reducing FM3351 within the City to 45 mph due to traffic, numerous intersections, and population.	5-Jun and 4-Dec	Jun 5 - City Council directed staff to present a resolution at a future meeting authorizing the City Manager to submit a request to TxDOT for a consideration of reducing speed to 45 mph in the city limits. Jun - Staff met with TxDOT who noted Camp Stanley has already requested a traffic study including the portion within the City. Dec 4 - TxDOT presented recent study justifying reduction to 50 mph.	Next steps: Upon installation of speed limit signs by TxDOT (approximately April 2026), staff will present an amending speed limit ordinance to City Council.
		26-Oct, 6-Nov, 20-Nov, and 4-Dec Post Oak and Silver Spur Speed Limit	Oct 26 - Council Member Ruben Olvera requested a future agenda item to discuss potential speed limit adjustment from 35 mph on Post Oak Trail and Silver Spur Trail for consistency purposes; without it roads may experience increased traffic as drivers seek alternate routes to Ammann Road. Nov 6 - After staff presentation and Council discussion, direction was provided to draft an ordinance reducing speed limits to 30 mph. Dec 4 - Ordinance passed by City Council. Signs are in place.	Jan 2026 - Signs are in place. This task is completed.