



**CITY OF NEW BRAUNFELS, TEXAS  
CITY COUNCIL - SPECIAL MEETING**



**CITY HALL - COUNCIL CHAMBERS  
550 LANDA ST.  
NEW BRAUNFELS, TX 78130**

**MONDAY, JULY 21, 2025 at 5:00 PM**

***OUR MISSION***

***The City of New Braunfels serves the community by planning for the future, responding to community needs, and preserving our natural beauty and unique heritage.***

**AGENDA**

**CALL TO ORDER**

**CALL OF ROLL: CITY SECRETARY**

**INVOCATION: MAYOR LINNARTZ**

**PLEDGE OF ALLEGIANCE & SALUTE TO THE TEXAS FLAG**

**1. WORKSHOP**

- A) Presentation of the 2025 Texas Travel Award to Art [25-892](#)  
Haus and Other Local Winners.  
Mandi Scott, Economic and Community Development Manager  
Tanya Pence, CMO and President - CVB, New Braunfels Chamber of Commerce
- B) Presentation of Texas Association of Municipal [25-820](#)  
Information Officers awards for communications  
excellence.  
Jenna Vinson, Director of Communications & Community Engagement
- C) Presentation of the 2025 Texas American Public Works [25-901](#)  
Association Professional Manager of the Year Award-  
Transportation to Garry Ford.  
Jordan Matney, Deputy City Manager
- D) Presentation and update from the Humane Society of the [25-911](#)  
New Braunfels Area and possible direction to staff  
regarding the FY 2026 contract for services.  
Jared Werner, Assistant City Manager
- E) Presentation and update on the Street Safety Action [25-900](#)  
Plan progress and Vision Zero.  
Elizabeth Dupont, Transportation Planner
- F) Presentation on the Dry Comal Creek re-mapping the [25-913](#)

floodplain project.

Garry Ford, Transportation & Capital Improvements Director

- G) Presentation and discussion on the Neighborhood Traffic [25-776](#)  
Calming Policy to replace the current Speed Hump  
Policy.

Carly Farmer, Assistant City Engineer

**2. EXECUTIVE SESSION**

In accordance with the Open Meetings Act, Texas Government Code, Ch. 551.071, the City Council may convene in a closed session to discuss any of the items listed on this agenda. Any final action or vote on any executive session item will be taken in open session.

- 3. IF NECESSARY, RECONVENE INTO OPEN SESSION AND TAKE ANY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.**

**4. ADJOURNMENT**

**CERTIFICATION**

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

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Gayle Wilkinson, City Secretary

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (830) 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.

7/21/2025

## Agenda Item No. A)

**PRESENTER:**

Mandi Scott, Economic and Community Development Manager

Tanya Pence, CMO and President - CVB, New Braunfels Chamber of Commerce

**SUBJECT:**

Presentation of the 2025 Texas Travel Award to Art Haus and Other Local Winners.

**DEPARTMENT:** Economic and Community Development**COUNCIL DISTRICTS IMPACTED:** Citywide**BACKGROUND INFORMATION:**

Art Haus was awarded a 2025 Texas Travel Award for Best Art Festival or Event, along with seven other local events, businesses, and organizations.

Art Haus is a pop-up art market held every First Friday of the month from 6pm to 9pm in the NBU parking lot on Main Plaza. The event showcases a diverse array of emerging and established local artists and artisans, providing them a platform to display and sell their unique creations.

Art Haus, created by local artist Johnny Duncan, first launched in 2015 but experienced a hiatus during the 2020 pandemic. A growing interest for gathering spaces and public art led to a new vision for Art Haus, aligning with the city's Strategic Plan to enhance the community's culture and identity. The popular event was relaunched in December 2024 with site improvements made by the City of New Braunfels, program funding and support by the Greater New Braunfels Art Council, and artist/vendor coordination through Johnny Duncan.

The New Braunfels Convention and Visitors Bureau submitted nominations to the awards committee in the Big Market category, which is set by city population. The awards were created by *Austin Monthly* and *Texas Music* publishers, with the winners being selected by a panel of five industry professionals.

Other local Texas Travel Award winners include:

- Sidecar at Prince Solms Inn - Best Bar
- Wurstfest - Best Food Festival or Event
- The Sophienburg Museum - Best Museum
- Comal River - Best Outdoor Activity
- Gruene Historic District - Best Shopping District
- Gruene Music & Wine Festival - Best Music Festival or Event
- Camp Fimfo Texas Hill Country - Best Texas Resort

For additional information about other 2025 Texas Travel Award winners, please visit:

<https://texastravelawards.com/#categories> <<https://texastravelawards.com/>>

**STRATEGIC PLAN REFERENCE:**

☐ Economic Mobility ☐ Enhanced Connectivity ☒ Community Identity

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☐ Organizational Excellence ☒ Community Well-Being ☐ N/A

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A



## City Council - Special Agenda Item Report

550 Landa Street  
New Braunfels, TX

**7/21/2025**

Agenda Item No. B)

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**PRESENTER:**

Jenna Vinson, Director of Communications & Community Engagement

**SUBJECT:**

Presentation of Texas Association of Municipal Information Officers awards for communications excellence.

7/21/2025

Agenda Item No. C)

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**PRESENTER:**

Jordan Matney, Deputy City Manager

**SUBJECT:**

Presentation of the 2025 Texas American Public Works Association Professional Manager of the Year Award-Transportation to Garry Ford.

**DEPARTMENT:** Transportation and Capital Improvements**COUNCIL DISTRICTS IMPACTED:** Citywide**BACKGROUND INFORMATION:**

The American Public Works Association (APWA) is a distinguished professional organization that unites public works agencies, private sector companies, and individuals committed to delivering exceptional public works services. The APWA is dedicated to fostering excellence in public works and infrastructure management, and it annually recognizes individuals who exemplify these qualities through prestigious awards. This award from the Texas Chapter of the APWA recognizes outstanding achievements in public transportation and acknowledges excellence, leadership, and dedication to public service.

Garry's selection for this award is a testament to his significant contributions in the field of transportation, including planning, design, operations, services, and maintenance of transportation projects. This award recognizes his achievements, which span both the public and private sectors, and that he demonstrates the following attributes required for the award:

**Profession-**Significant contributions to the advancement of engineering and technology management.

**Leadership-** Outstanding leadership and vision evidenced by employing progressive management techniques in the area of transportation management.

**Innovation-** Employment of new and innovative ideas and technology resulting in the advancement of effective transportation management.

**Employment Achievement-** Implementation of effective methods to optimize management of transportation operations.

**Customer Service-**Evidence of a high degree of satisfaction among customers and other stakeholders.

**Community Service-** Promotion of the field of transportation management in the community, agency, or customers served.

**Sustainability-**Support the advancement of sustainable contributions in public works.

Garry's strong leadership in transportation at local, regional, and national levels, along with his dedication to

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mentoring and developing others in the industry, and his collaboration with policy agencies, were pivotal in his selection as this year's award recipient. His achievements have significantly enhanced the efficiency and safety of our community's transportation systems, making a lasting impact.

Garry's recognition by the APWA underscores his exceptional contributions to transportation management, highlighting his leadership, innovation, and commitment to public service. His work not only benefits our community but also sets a standard for excellence in the transportation industry.

**STRATEGIC PLAN REFERENCE:**

☐ Economic Mobility ☐ Enhanced Connectivity ☐ Community Identity  
☒ Organizational Excellence ☐ Community Well-Being ☐ N/A

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A



## City Council - Special Agenda Item Report

550 Landa Street  
New Braunfels, TX

7/21/2025

Agenda Item No. D)

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**PRESENTER:**

Jared Werner, Assistant City Manager

**SUBJECT:**

Presentation and update from the Humane Society of the New Braunfels Area and possible direction to staff regarding the FY 2026 contract for services.



7/21/2025

Agenda Item No. E)

**PRESENTER:**

Elizabeth Dupont, Transportation Planner

**SUBJECT:**

Presentation and update on the Street Safety Action Plan progress and Vision Zero.

**DEPARTMENT:** Transportation and Capital Improvements**COUNCIL DISTRICTS IMPACTED:** All**BACKGROUND INFORMATION:**

The City of New Braunfels Street Safety Action Plan was adopted by City Council in March 2024 as part of on-going efforts to improve safety for all road users and achieve the goal of zero traffic fatalities by 2040. This is part of the global Vision Zero movement, to tackle the various factors that effect a road safety, including policy, design, enforcement, and education.

As part of the Infrastructure Investment and Jobs Act (IIJA), the Federal Highway Administration (FHWA) created the Safe Streets and Roads for All (SS4A) grant program to facilitate planning, project development, and implementation of projects that address locations with high safety concerns or inadequate pedestrian infrastructure. To access this funding, an organization needed to create a plan that analyzed and identified areas of concern and included public involvement to determine what factors receive the highest priority. The Street Safety Action Plan was developed in 2023 to marry the existing crash history and data with community priorities to generate a road network safety analysis that was used to identify high-priority road segments and intersections for the City to address and advocate for with our partners at TxDOT.

The City was able to use the plan to acquire funds to supplement the budget for the ADA Transition Plan and has submitted two projects to the 2025 round of SS4A to receive funds towards construction. The plan was also used to justify and support the submission of projects to the Alamo Area Metropolitan Planning Organization for inclusion and funding through the 2027-2030 Transportation Improvement Plan, and previously to allocate City funds towards high-impact projects.

This presentation update to City Council will cover what projects have been implemented and completed, and what other programs are in development or underway. It will also briefly address our recent annual crash history trends.

**STRATEGIC PLAN REFERENCE:**

☐ Economic Mobility ☒ Enhanced Connectivity ☐ Community Identity  
☐ Organizational Excellence ☒ Community Well-Being ☐ N/A

**FISCAL IMPACT:**

N/A

# VISION ZERO UPDATE

City Council Meeting  
July 21, 2025

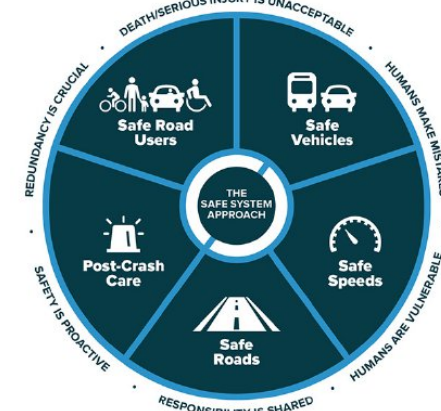




# WHAT IS VISION ZERO

**ZERO TRAFFIC DEATHS AND SEVERE INJURIES AMONG ALL ROAD USERS.**

- Goal of eliminating traffic fatalities and severe injuries among all road users
- A focus on how roadway design impacts safety outcomes for all road users
- Strategies:
  - Multidisciplinary and collaborative approach to improve traffic safety
  - Data-driven process to identify high crash locations and trends
  - Prioritize safety in design and policies
- TxDOT, San Antonio, Austin, and Seguin are also Vision Zero agencies



Source: FHWA.

Figure 2.

## TRADITIONAL APPROACH

Traffic deaths are **INEVITABLE**  
**PERFECT** human behaviour  
 Prevent **COLLISIONS**  
**INDIVIDUAL** responsibility  
 Saving lives is **EXPENSIVE**

## VISION ZERO

Traffic deaths are **PREVENTABLE**  
 Integrate **HUMAN FAILING** in approach  
 Prevent **FATAL AND SEVERE CRASHES**  
**SYSTEMS** approach  
 Saving lives is **NOT EXPENSIVE**

**VS**

# WHAT IS THE STREET SAFETY ACTION PLAN?

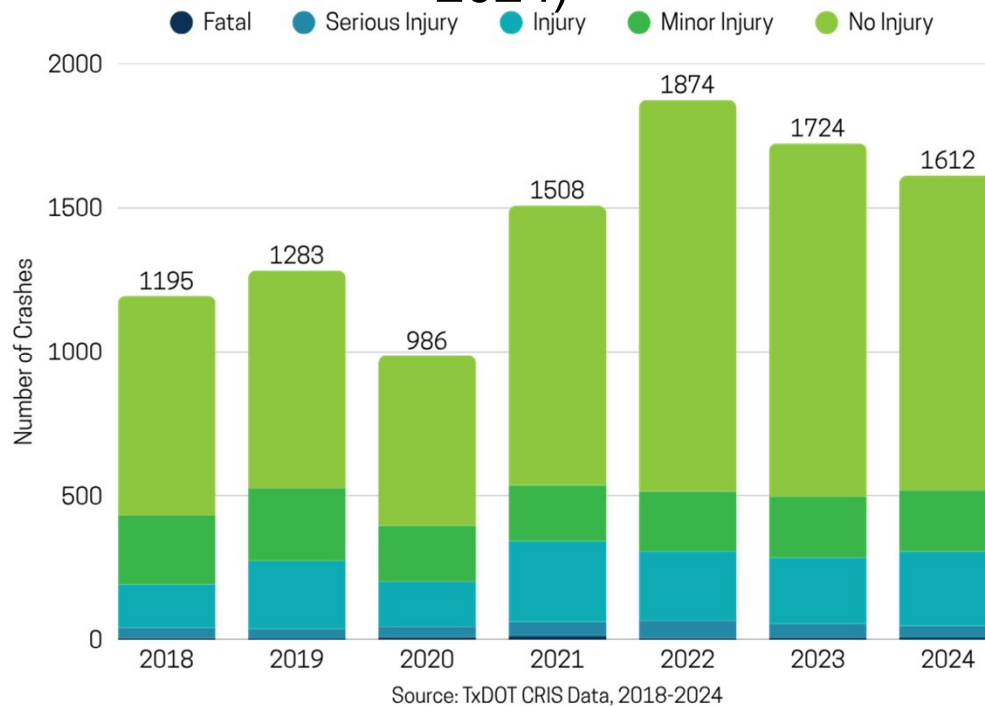
- **GOAL** – Zero fatalities by 2040
- Analysis of crash data to identify and address areas of concern
- Recommend projects
  - Funding opportunities
  - TxDOT coordination
  - ***Majority underway or complete***
- Policy recommendations to improve city guidelines and enforcement
- Defines progress metrics



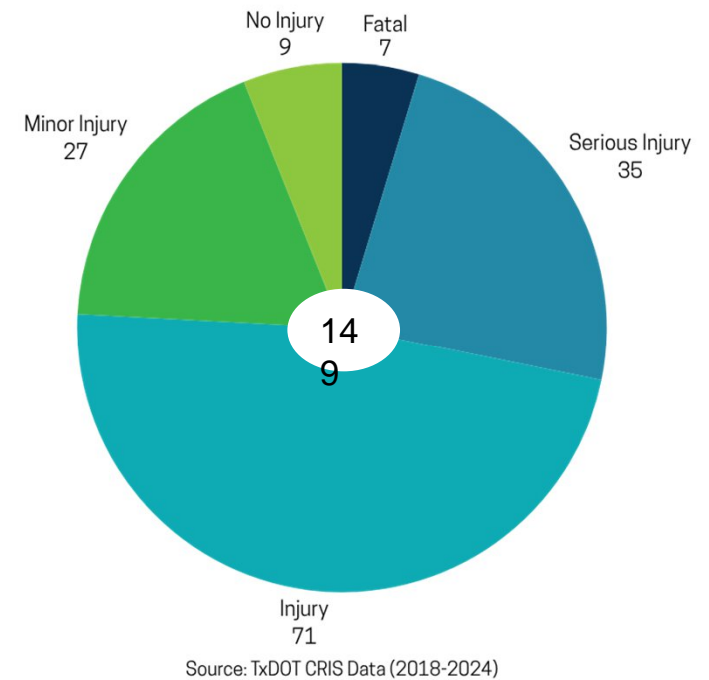
# CITY CRASH STATISTIC

**Speeding** contributed to **30%** of all crashes between 2018 and 2024, and **35%** of the **fatal crashes**.

Total Crashes and Severity (2018-2024)

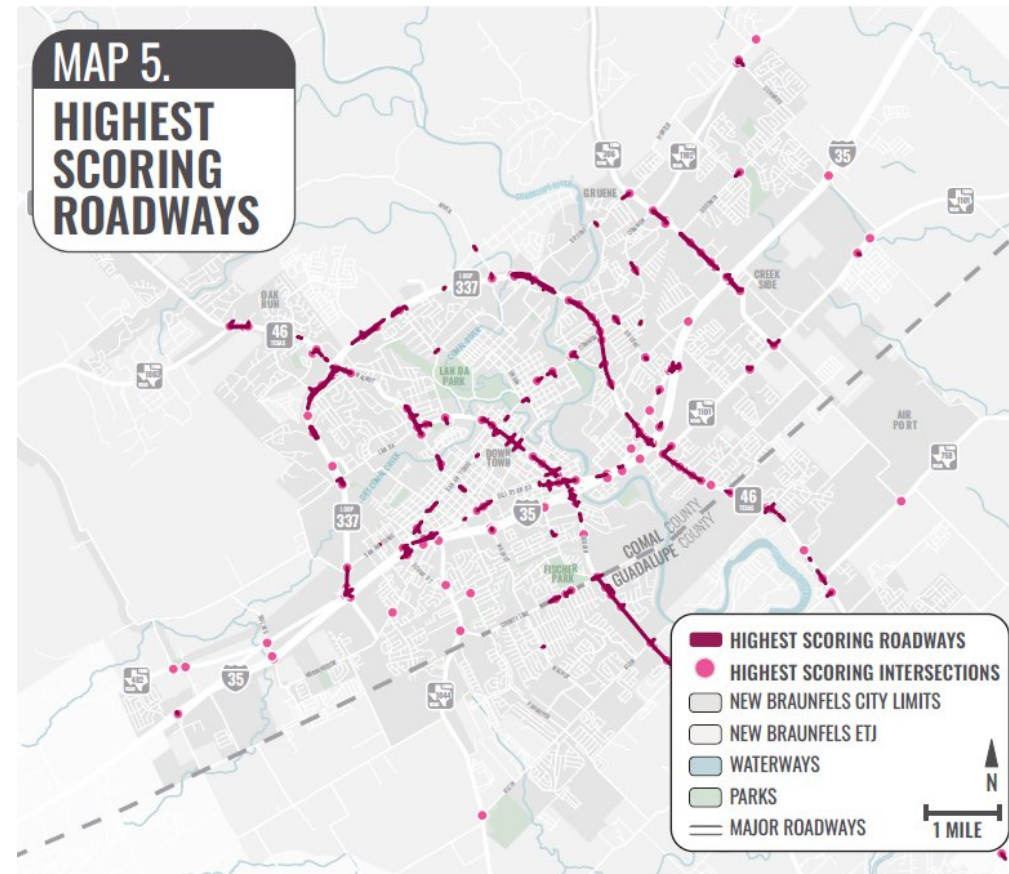


Total Crashes Involving Pedestrians and Severity (2018-2024)



# CRASH INVENTORY ANALYSIS

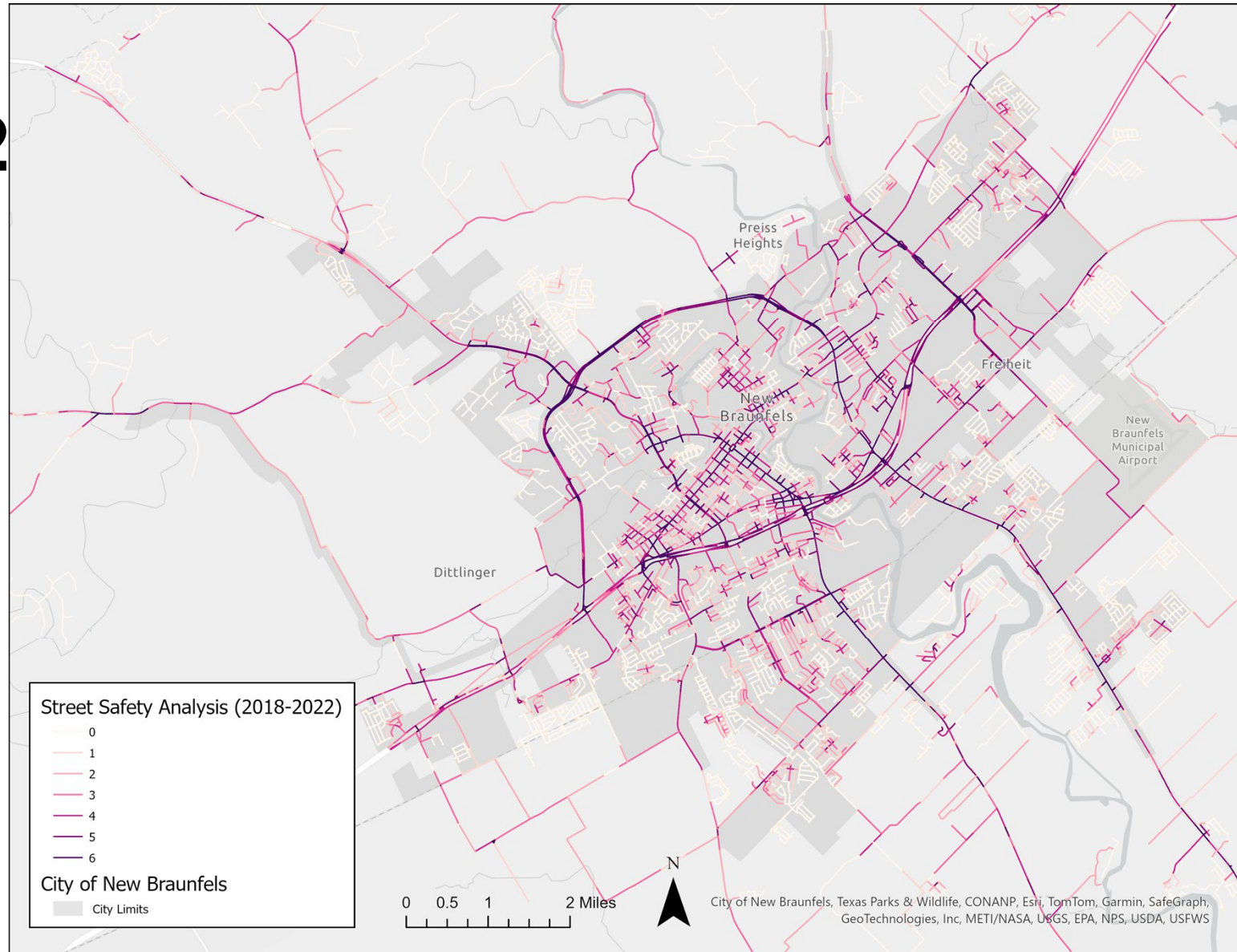
- Created a weighted heat-map based on incidents within 5-year period
- Contributing factors analyzed:
  - Speed
  - Number of Lanes
  - Protective Medians
  - Turning Actions
  - At Intersections
  - Light Conditions
  - Crash Severity
  - Construction Zones
  - School Zones
  - Bike or Pedestrians





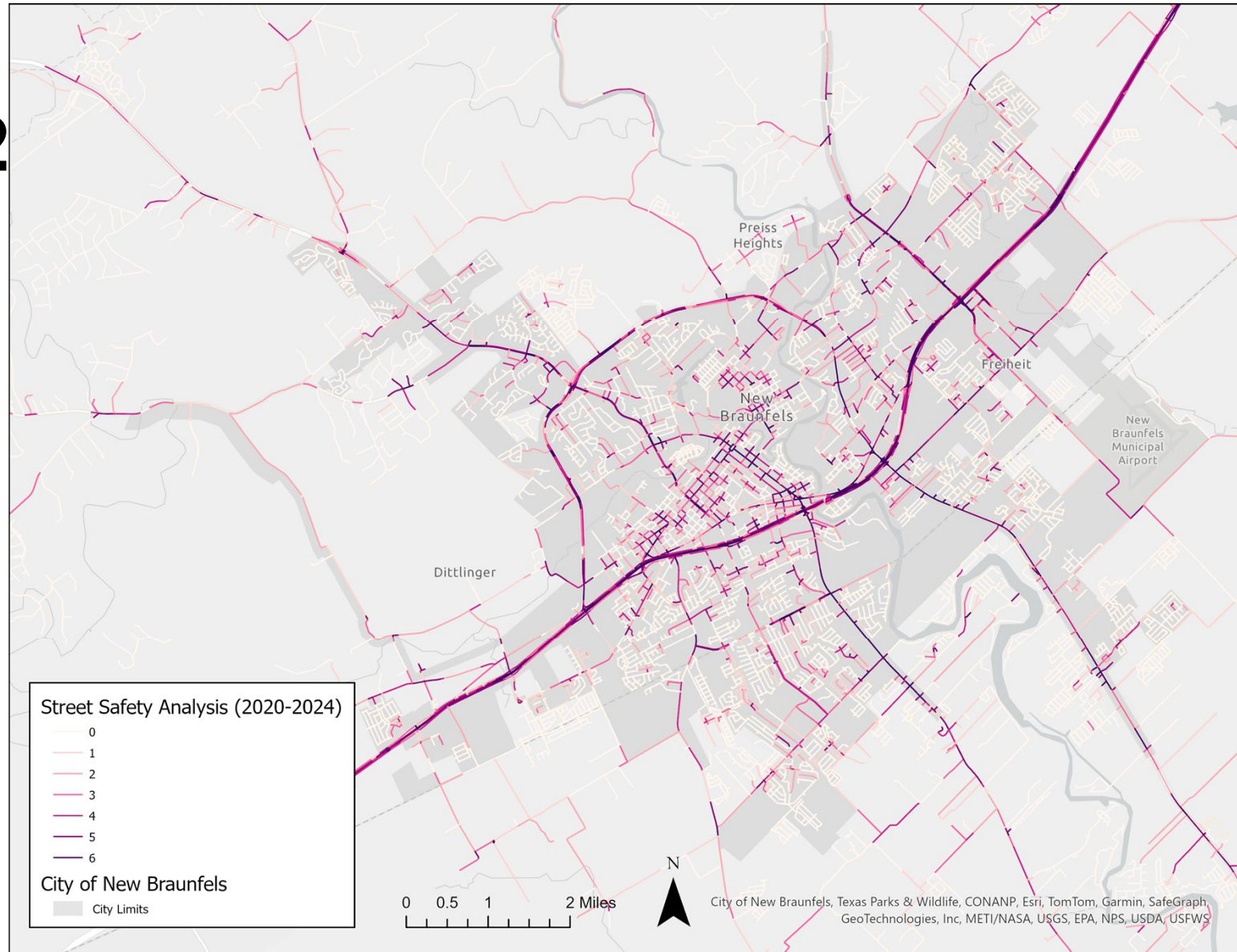
# 2018-2022

- Used to generate projects listed in the SSAP
- TxDOT Roadways
  - Loop 337
  - SH 46
  - IH 35
  - Downtown Plaza



# 2020-202

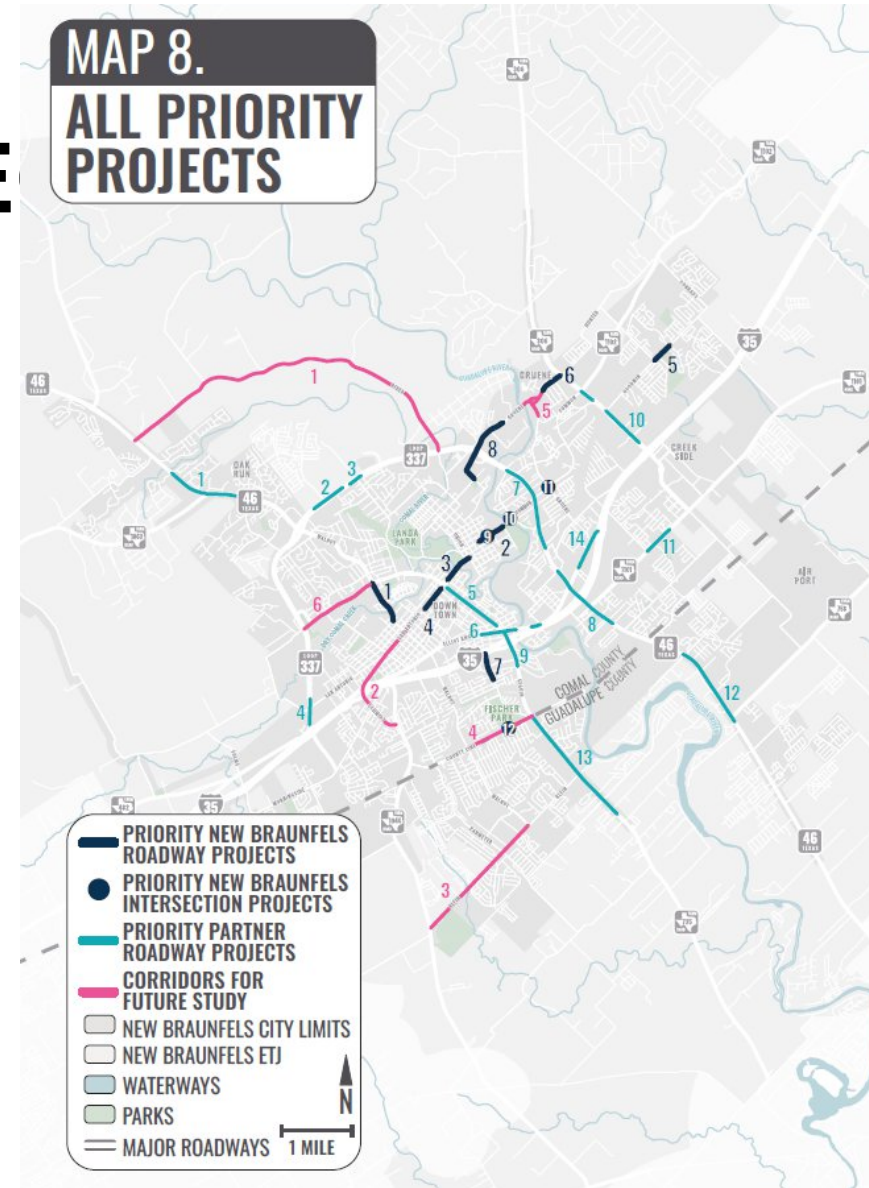
- TxDOT Roadways continue to have safety concerns
- Incident counts are still high from the Covid spike, but local streets are seeing less incidents.





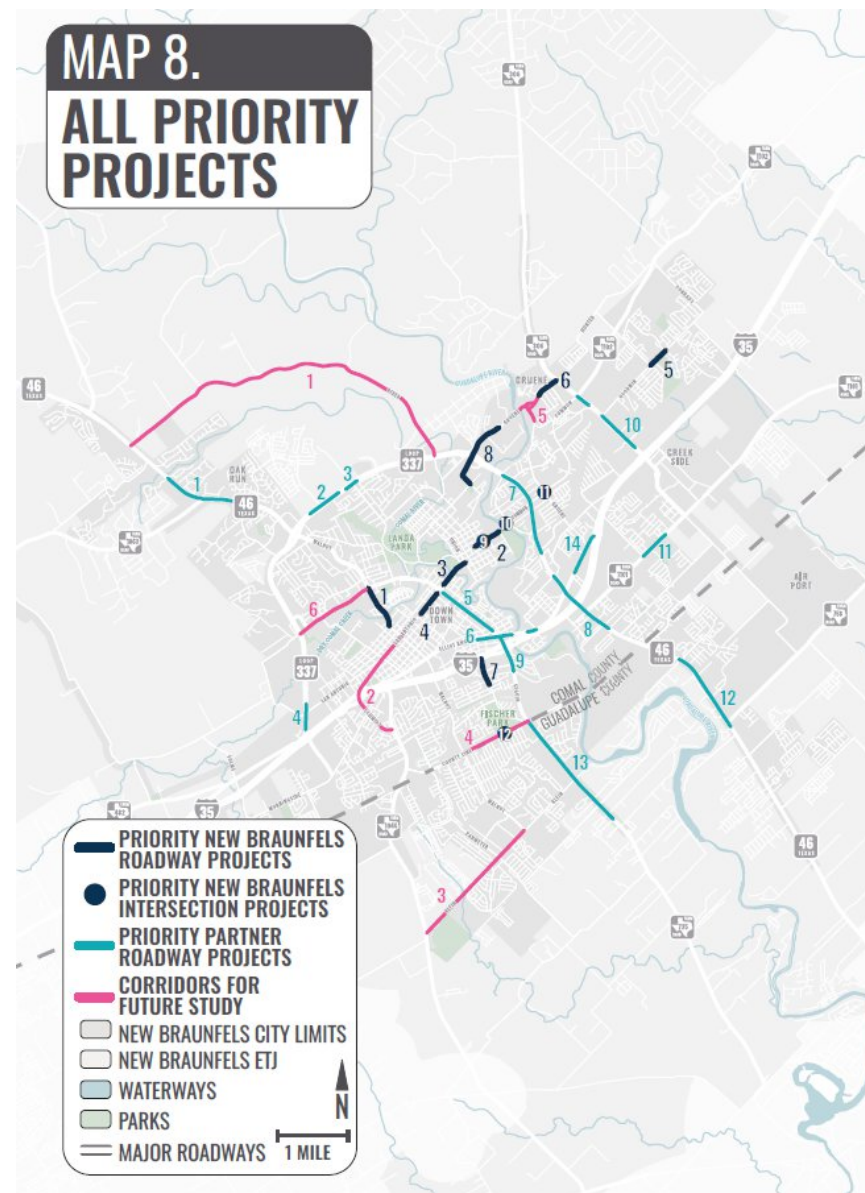
# PRIORITY CITY PROJE

	Project Area	Progress
1	Walnut Ave (Landa St-Bridge St)	Traffic signal at Academy Ave
2	Common St (Central Ave-Union Ave)	In construction
3	San Antonio St (Comal Ave-Union Ave)	Planned and in construction
4	San Antonio St (Ferguson St-Main Plaza)	Completed and planned
5	Goodwin Ln (Orion Dr-Pader)	In construction
6	Hunter Rd (Rapids Rd-FM 306)	Planned
7	McQueeney Rd (IH 35-Melody Ln)	Completed
8	Gruene Rd (Torrey St-Ewelling Ln)	Segment planned
9	Common St at Grant Ave	In construction
10	Common St at Fair Ave	In construction
11	Common St at Gruene Rd	Planned



# CORRIDORS FOR FUTURE STUDY

	Project Area	Progress
1	River Road/ Hueco Springs Loop	Traffic signal at SH 46 in construction.
2	San Antonio Street/ Spur Street and Schmidt	San Antonio-Spur submitted for AAMPO Project Call. TxDOT has upcoming intersection project at IH 35 & Schmidt.
3	Klein Road	Roadway and signal improvements completed in 2024. New signal and ped/bike crossing at Klein Meadows in design by NBISD, construction 2026.
4	County Line Road	Intersection and pedestrian improvements through TxDOT FM 725 expansion and citywide pedestrian improvements.
5	Gruene Road	AAMPO funded ped/bike project, scheduled for construction in 2030.
6	Landa Street	Project planning by staff.



# NEIGHBORHOOD TRAFFIC CALMING POLICY UPDATE

- Goals for update
  - Expand traffic calming toolkit
  - Objective evaluation criteria and process
  - Streamline approval and implementation process
  - Refine public outreach
  - Improve process to prioritize projects for funding
- Engineering with **Education** and **Enforcement**






# UPDATED STREET DESIGN GUIDELINES

- **Land Development Ordinance Update – *In progress***
  - Design that encourages safe driving behavior
  - Site access and circulation that promotes safe maneuvers and consideration of pedestrians and bicyclists
  - Ensuring the pedestrian and bicycle network continues to grow and stay connected
- **New Braunfels Street Design**
  - Following the latest TxDOT Roadway Design Guide, including updated pedestrian and bicycle guidance
  - Allow NACTO Design Guides based on area context
  - Defining facilities and when they are required
  - Design flexibility to meet both city and development needs




# CITY'S VISION ZERO WEBPAGE





[All Departments](#)
[Submit a Request](#)
[Join Our Team](#)

[LIVING & VISITING](#)
[BUSINESS & DEVELOPMENT](#)
[CITY HALL](#)

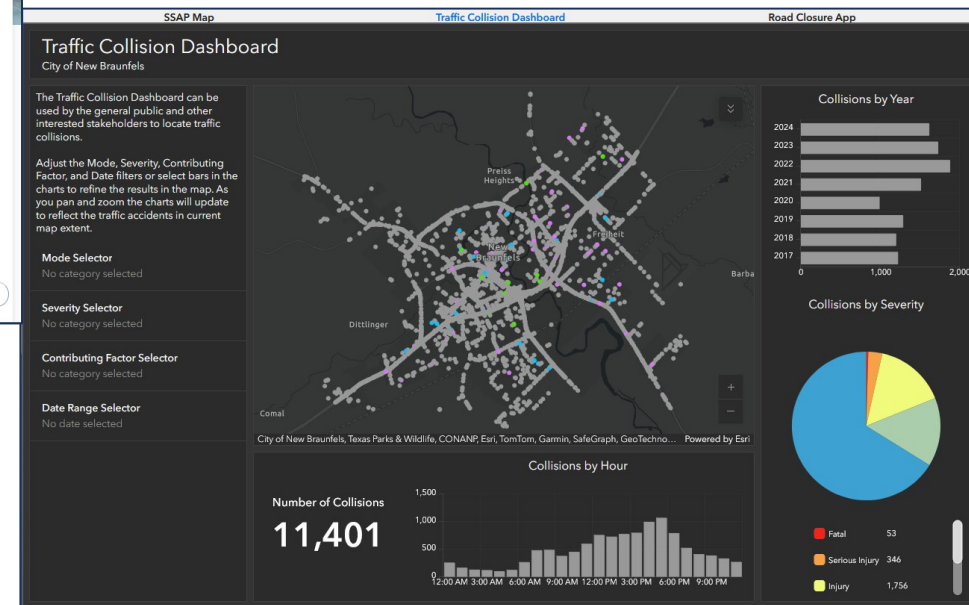
## VISION ZERO



Vision Zero is the global movement to eliminate all traffic deaths and serious injuries through adopting safe street design, safety-focused transportation policy, and improved enforcement of traffic laws. More than 42,000 people die on American roads each year, and many thousands more are severely injured. These deaths and injuries are preventable. The Vision Zero approach seeks to create a transportation system where crashes never result in fatalities or serious injuries. In contrast, crashes resulting from human error cannot be eliminated. The traffic environment can be designed so that the force of any crash does not exceed the human body's tolerance. Vision Zero, therefore, rejects the traditional approach of traffic safety, which places responsibility for crashes on road users, and instead looks to roadway designers to create safer roads for all users. Learn more about [Vision Zero](#) from the U.S Department of Transportation.


[Select Language](#)


## [Vision Zero Website](#)



# NEXT STEPS



Finalizing policy and ordinance updates for traffic calming



Bicycle and Pedestrian Network Plan – In Progress



*R/O* microtransit service launch



Updating and reporting the city's crash statistics



Vision Zero webpage update



# QUESTIONS?



**7/21/2025**

Agenda Item No. F)

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**PRESENTER:**

Garry Ford, Transportation & Capital Improvements Director

**SUBJECT:**

Presentation on the Dry Comal Creek re-mapping the floodplain project.



7/21/2025

Agenda Item No. G)

**PRESENTER:**

Carly Farmer, Assistant City Engineer

**SUBJECT:**

Presentation and discussion on the Neighborhood Traffic Calming Policy to replace the current Speed Hump Policy.

**DEPARTMENT:** Transportation and Capital Improvements**COUNCIL DISTRICTS IMPACTED:** All**BACKGROUND INFORMATION:**

The City's Speed Hump Policy was adopted by the City Council in 1999. Staff is developing a new Neighborhood Traffic Calming Policy to replace the existing policy to be more responsive to the community, address traffic safety issues and concerns, and develop a program based on the latest state of the practice. Updating the 1999 Speed Hump Policy is a recommendation from the City's Street Safety Action Plan adopted by the City Council in early 2024.

**ISSUE:**

The City's Speed Hump Policy was adopted by the City Council in 1999 and is in need to be updated to the latest state of the practice.

**STRATEGIC PLAN REFERENCE:**

☐ Economic Mobility ☒ Enhanced Connectivity ☒ Community Identity  
☐ Organizational Excellence ☒ Community Well-Being ☐ N/A

**FISCAL IMPACT:**

Implementation of traffic calming plans approved in accordance with the new Neighborhood Traffic Calming Policy will be funded through the annual dedicated traffic calming budget out of the General Fund.

**RECOMMENDATION:****Transportation and Traffic Advisory Board**

The Transportation and Traffic Advisory Board unanimously recommended approval at their June 12, 2025, meeting.

**Staff**

Staff recommends adoption of the Neighborhood Traffic Calming Policy to replace the existing Speed Hump Policy. Formal adoption by the City Council is planned for July 14, 2025.

# City of New Braunfels

## Neighborhood Traffic Calming Policy

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*2025*

## Executive Summary

The intent of this policy is to outline the criteria used in an engineering evaluation to determine if installation of traffic calming is appropriate for local streets in the city. Speeding is a large concern for residents in the city and speed limit changes and traffic calming are the most common traffic requests received by city staff. Studies demonstrate that changing the posted speed does little to circumvent speeding, but research has shown that traffic calming measures which alter the geometric characteristics of a roadway and/or the road user's perception induce slower speeds. In order for traffic calming to be effective, their use should be in accordance with established transportation and traffic engineering criteria, documented facts, and engineering judgement. As is the case with all traffic control devices, proper use will encourage compliance and safe driving practices while maintaining responsible allocation of city resources.

This policy details the initiation of a traffic calming request, the engineering evaluation and recommendation, the traffic calming design process, public outreach strategies, and the procedure for approval and installation of the final traffic calming plan. The policy also includes a prioritization process for funding approved projects as well as an appeals procedure.

Traffic calming should not be used as an all-inclusive solution, as every street has a unique combination of roadway geometry, context, and traffic dynamics. Speed management is often a complex issue that requires a multifaceted approach, using engineering methods along with education and enforcement. Engineering staff is to work closely with the Police Department and planning and community engagement staff to incorporate enforcement of speed limits and public education strategies as well as identify critical changes to neighborhood design standards and processes. However, a city's speed management program does not override or diminish driver responsibility to obey traffic laws and conduct vehicles in a safe manner.

## Table of Contents

Background	4
Authority	4
Design Guidelines	4
Request Process	5-6
Evaluation	6-7
Design	7
Public Meeting	8
Final Design	8
Funding	8-10
Installation	10
Appeals	10
Removal	10

## Background

The primary purpose of traffic calming is to support the livability and vitality of residential and commercial areas through improvements in non-motorist safety, mobility, and comfort. Traffic calming consist of horizontal, vertical, lane narrowing, roadside, and other features that use self-enforcing physical or psycho-perception means to produce the desired effects of reducing vehicle speeds and/or volumes on a single street or street network. Psycho-perception refers to how individuals consciously and unconsciously interpret their environment, and how these interpretations influence thoughts and behaviors.

## Authority

Section 126-61(b) of the City of New Braunfels Code of Ordinances gives the City Engineer or their designee the authority to install certain traffic control devices in the public right-of-way within city limits. Traffic calming is typically not a standard traffic control device, and the authority to install traffic calming measures is based on this policy.

## Design Guidelines

Traffic calming elements are designed in accordance with state and federal guidelines. These include but are not limited to:

- American Association of State Highway and Transportation Officials (AASHTO)
- Texas Manual on Uniform Traffic Control Devices (TMUTCD)
- Texas Department of Transportation (TxDOT)
- National Association of City Transportation Officials (NACTO)
- Institute of Transportation Engineers (ITE)

## Request Process

### Initiation

When a resident becomes concerned about traffic and speeding issues on a city street, they may decide to request city staff complete a traffic calming investigation. This initial request may be submitted via phone call, email, online form, mailed letter, or in-person inquiry at city offices.

### Eligibility Evaluation

City staff will first perform a preliminary eligibility evaluation of the street before proceeding with the request process. Factors such as location, street classification, ownership (city, TxDOT, private, etc.), and impacts to emergency services routes or access may disqualify a street from traffic calming eligibility.

### Application

The next step of the request process is the application and petition. The applicant will fill and submit the Traffic Calming Investigation Form. The following information is required:

- The street segment that traffic calming is being requested for, identified by the street name and the limits (eg. Walnut Avenue from Landa Street to San Antonio Street). The street segment must encompass one or more complete blocks. A block is a unit of land bounded by streets or other transportation or utility rights-of-way, parks, streams, waterways, or any other barrier to the continuity of development. This is the study area of the traffic calming investigation. Note that traffic calming has little impact when implemented on single, short street segments. Applicants are encouraged to expand the request area to multiple blocks when block lengths are short (less than 600 feet).
- A contact person must be designated for the request, with their name, address, phone number, and email address provided. The contact person is responsible for the completeness and validity of both the application and petition, as well as correspondence with city staff and the community concerning the request.
- If the street is within a subdivision with a Homeowners or Property Owners Association (HOA or POA), a signed statement of support for traffic calming from a representative of the HOA or POA leadership is required.

### Petition

Attached to the Traffic Calming Investigation Form is the Evidence of Neighborhood Support. The contact person is responsible for turning in this petition with signatures from at least two-thirds of the properties adjacent to the street segment that traffic calming is being requested for. An adjacent property is any property that borders the identified street segment. Each signer must provide their name, address, phone number, and email address and whether or not they are the property owner. Only one signature per property will be accepted for the petition. The contact person is responsible for verifying the legibility of the information provided by each signer. Although signatures are acceptable from the occupant or the property owner, some traffic calming measures cannot be installed in front of a property if the owner objects to it.

The contact person will fill and sign the petition verification statement attached to the petition asserting the validity of the petition as well as confirming the traffic calming request was discussed and explained with each signer before signatures were provided.

## Submission

The application and petition package are submitted to staff via email, mail, or drop-off at City Hall. Once received, staff will review the package for completeness, including the number of signatures received on the petition against the number of signatures required to meet the two-thirds requirement. Staff will communicate with the contact person to either confirm the advancement of their traffic calming request to the evaluation stage or to request revisions to the application or additional signatures on the petition.

## Department Contact Information

City of New Braunfels  
Transportation and Capital Improvements  
Address: 550 Landa Street  
New Braunfels, Texas 78130  
Website: [Submit a Request](#)  
Phone: (830) 221-4275  
Email: [TCI@newbraunfels.gov](mailto:TCI@newbraunfels.gov)

## Evaluation

Staff evaluates the study area and makes a determination on the target speed and target volume for the roadway. The target speed and volume represent the appropriate values for the roadway based on engineering judgement and geometric characteristics such as pavement width, right-of-way width, number of lanes, block length, and presence of horizontal or vertical curves. Additional factors considered include adjacent land uses, existing bicycle and pedestrian infrastructure, connectivity, frequency of homes fronting the roadway, and driveway spacing.

Based on the considerations above, staff may determine that the street segment is ineligible for traffic calming. The contact person is then notified, and the request does not move forward.

## Data Collection

Speed and volume data is collected on the street within the study area for a minimum of 24 hours using non-intrusive collection means. Data is collected on a typical weekday during the school year when speeds and volumes are highest for most roadways. The collection time period may be adjusted on a case-by-case basis for areas with higher traffic volumes or speeds in the summer months or on weekends. Traffic data is collected during clear weather and average roadway conditions. Data is not collected if counts will be impacted by construction activity or special event closures.

Crash data in the study area for the past 3 years is obtained from TxDOT's Crash Records Information System. Staff will investigate to determine if speeding was a contributing factor to any reported crashes or if other safety issues are evident in the study area.

## Analysis

The volume and speed from the collected traffic data is compared to the target speed and target volume from the staff evaluation of the study area. In order for traffic calming to be warranted on a street, the following criteria must be met:

- Engineering judgement determines that traffic calming on the street would be of significant benefit to the safety of road users; and
- Volume: the Average Daily Traffic (ADT) volume recorded in the study area must exceed the target volume; or
- Daily Speed: 15% of vehicles are traveling at least 5 mph over the target speed.

Meeting volume or speed criteria is not conclusive justification to install or not install traffic calming. The engineering study is ultimately the basis for the decision and will determine the type and location of traffic calming for the proposed street.

## Results

Staff determines if traffic calming is warranted based on the engineering study. If traffic calming is warranted, the request moves forward to the design stage. If traffic calming is not warranted, the contact person is notified of the results of the warrant, and the request is closed.

## Design

When staff determines that traffic calming is warranted on a street, a draft traffic calming plan is designed based on roadway characteristics, target volume and speed, and collected traffic data. Potential traffic calming devices proposed in the draft calming plan may include but are not limited to:

- Pavement markings (lane delineation, bulb-outs)
- Speed humps
- Enhanced crosswalks
- Radar feedback signs
- Neck downs
- Mini roundabouts
- Curb extensions

The following devices are not approved for traffic calming, and will not be considered as part of a traffic calming plan:

- Stop signs
- Traffic signals
- “Children at Play” signs

Once completed, the draft traffic calming plan is provided to the contact person to distribute for review and feedback to the community in the study area. A public meeting date is scheduled in coordination with the contact person. Anyone unable to attend the public meeting must provide any feedback to staff by close of business the day of the meeting. Feedback may be submitted to staff via call, email, or letter.



## Public Meeting

### Transportation and Traffic Advisory Board

Draft traffic calming plans are presented to the Transportation and Traffic Advisory Board for approval. The Board typically meets monthly at 6:00 p.m. on the second Thursday of the month in the Tejas Room at City Hall. Meeting dates and details are posted on the city's website and on the bulletin board outside of City Hall. These meetings are open to the public. Staff coordinates with the contact person to schedule an appearance before the Board for the traffic calming request to be heard.

At the meeting, staff presents the request for traffic calming, including the background, evaluation, and draft traffic calming plan design. Any public feedback received up until the end of business the day of the meeting is reviewed with the Board. All meeting attendees will have the opportunity to speak during the public comment period of the meeting and provide feedback on the draft design.

The Board will consider the staff recommendation and public feedback before taking action. If the Board votes to approve the staff recommended traffic calming plan or an alternative plan supported by staff, the draft plan will move to the final design stage. If the plan is denied, or an alternative plan is recommended that is not supported by staff, the case will be presented to City Council for final decision.

### City Council

In the event that the Transportation and Traffic Advisory Board does not approve the staff recommended traffic calming plan, staff will coordinate with the contact person to schedule an appearance before City Council for a final decision on the traffic calming plan design. If a traffic calming plan is approved, the case moves to final design. If City Council does not approve a traffic calming plan, the contact person is notified, and the request closed.

## Final Design

Adjustments to the draft design are made based on the outcome of the public meeting process, and the traffic calming plan is finalized. The approved traffic calming plan is added to the list of plans awaiting funding. Staff is authorized to move plans forward to installation once funding is identified and available.

## Funding

Implementation of approved traffic calming plans is funded through an annual dedicated traffic calming budget. Approved plans are funded on a first-come, first-served basis. In the event that the need for funding exceeds the budget, the plans awaiting funding will be prioritized, and the next year of funding will be dispersed in priority order at the start of the fiscal year. Staff will seek additional funding sources where available should a backlog of projects develop in order to implement approved traffic calming plans in a timely manner.

Approved plans will be prioritized using a scoring system that sums point values from key safety, speed, and volume criteria. In addition, approved plans that have been awaiting funding for longer than 6 months after approval date will receive additional points. The plan with the highest score is considered to have the highest priority for the next available funding. Scoring criteria and point values are outlined in the tables below.

- Crashes- number of reported speeding related crashes in a 3-year period

Number of Crashes	Points Assigned
0	0
1-2	1
3-4	2
5-6	3
7-9	4
10 or more	5

- Speed- difference between the target speed and the 85<sup>th</sup> percentile speed recorded for the street segment

85 <sup>th</sup> Percentile Speed – Target Speed	Points Assigned
Less than 5	0
5-7	4
8-9	6
Greater than 10	8

- Peak hour volume- the two-way peak hour volume recorded for the street segment

Hourly Volume (veh/hr)	Points Assigned
Less than 50	0
50-99	1
100-249	2
250-500	3
More than 500	4

- Daily volume- percentage comparison between the target volume and average daily traffic volume recorded for the street segment

ADT/Target Volume	Points Assigned
Less than 100 %	0
100-124 %	2
125-149 %	4
150-200 %	6
Greater than 200 %	8

- Neighborhood criteria

Other Considerations	Points Assigned
School within ½ mile radius	1
Special pedestrian generators within 1,000-foot radius	1
Absence of sidewalks on the project street	1

- Longevity- amount of time that has passed since the traffic calming plan was approved

Months Since Plan Approval	Points Assigned
0-5	0
6 or more	1 point for every 6 months

### Installation

Elements of approved traffic calming plans are to be installed in accordance with approved construction standards and specifications. The timing of installation is dependent on the workload and availability of the Public Works Department and, if necessary, a third-party contractor.

### Appeals

In the event that traffic calming is not warranted and is not recommended by staff, the contact person can pursue an appeal through the Transportation and Traffic Advisory Board. If the Board rejects the appeal, the contact person is notified, and the request is closed. If the Board recommends approval of the appeal, the case will be heard by City Council where the final decision to override the staff determination on the need for traffic calming will be made. The decision to approve or deny an appeal by City Council is final.

### Removal

Removal of traffic calming requires a petition with signatures from at least two-thirds of the properties adjacent to the street segment that traffic calming removal is being requested for. Cost for removal of the traffic calming is the responsibility of the requester. There will be no city participation in the cost incurred.

## TRAFFIC CALMING INVESTIGATION FORM

The following is a request form for traffic calming. Each request must contain the completed information as indicated in sections A, B, C, D, and E. The request will be processed in accordance with the provisions of the City of New Braunfels Neighborhood Traffic Calming Policy.

### A. STREET STUDY AREA

Provide the name of the street and the boundaries of the street segment for which traffic calming is requested. Traffic studies will be conducted only within the boundaries indicated. Please use street names for boundary limits, not block ranges. Street segments of a single block must be at least 600 feet in length.

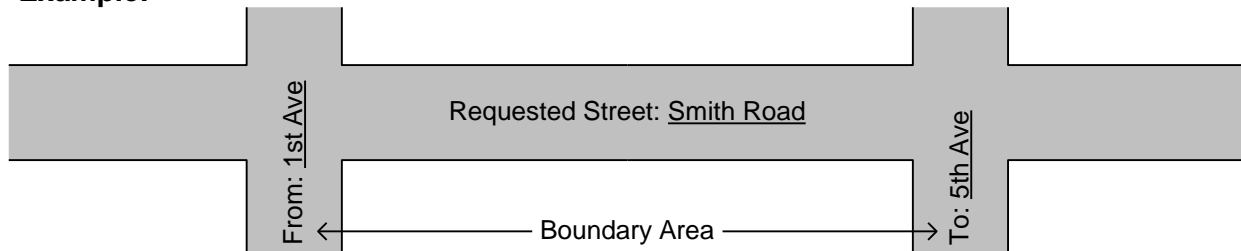
**Requested Street:** \_\_\_\_\_

**Boundary Area**

**From:** \_\_\_\_\_

**To:** \_\_\_\_\_

**Example:**



### B. TRAFFIC CALMING PREFERENCES

Select all traffic calming devices that the community would like to be considered for this request.

- ☐ Pavement Markings (Lane Delineation, Bulb-Outs)
- ☐ Speed Humps
- ☐ Enhanced Crosswalks
- ☐ Radar Feedback Signs
- ☐ Neck Downs
- ☐ Mini Roundabouts
- ☐ Curb Extensions
- ☐ Other: \_\_\_\_\_

*Note: stop signs, traffic signals, and "children at play" signs are not approved for traffic calming*

### C. CONTACT PERSON INFORMATION

Each request must provide a contact person who represents the neighborhood association or property owners on the requested street within the study boundary area. The contact person will receive all correspondence and will be responsible for gathering evidence of support and verifying signatures on the speed hump petition.

**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_  
**Neighborhood Association:** \_\_\_\_\_

### D. VERIFICATION STATEMENTS

I, \_\_\_\_\_ (Contact Person identified in Section C), verify that the signatures on this form are valid and represent at least two-thirds of the properties adjacent to the requested street within the boundary area identified in Section A. The traffic calming request was discussed and explained to each signer before signatures were obtained. I understand I am responsible for disseminating information and updates concerning this request to the community within the study area boundaries.

**Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

We, \_\_\_\_\_ (Neighborhood Association identified in Section C), endorse the request for traffic calming on the requested street within the boundary area identified in Section A.

**Neighborhood Association Representative:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

### SUBMIT COMPLETED FORM TO:

City of New Braunfels  
Transportation and Capital Improvements  
550 Landa Street New Braunfels, TX 78130  
(830) 221-4275  
[TCI@newbraunfels.gov](mailto:TCI@newbraunfels.gov)

## E. EVIDENCE OF NEIGHBORHOOD SUPPORT

Signatures from at least two-thirds of the properties adjacent to the requested street within the boundary area are required for a complete petition. Signatures from either the occupant or the property owner are acceptable.

*"We hereby offer our support for traffic calming located on the requested street within the boundary area identified in Section A. We understand that traffic calming, if warranted, shall meet the guidelines established in the City of New Braunfels Neighborhood Traffic Calming Policy. The information submitted in this application for traffic calming was explained by the contact person identified in Section C."*

[illegible]

(Use additional sheets as necessary)