



**CITY OF NEW BRAUNFELS, TEXAS
TRANSPORTATION & TRAFFIC ADVISORY
BOARD MEETING
TEJAS ROOM
550 LANDA STREET**



THURSDAY, OCTOBER 17, 2024 at 6:00 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- A) Approval of the minutes of the August 8th, 2024 [24-1320](#)
Transportation and Traffic Advisory Board meeting.

4. CITIZENS' COMMUNICATIONS

This time is for citizens to address the Transportation and Traffic Advisory Board on issues and items of concerns not on this agenda. There will be no Transportation and Traffic Advisory Board action at this time.

5. PRESENTATIONS

- A) Presentation and update on the West San Antonio Street [24-1321](#)
roadway reallocation.
- B) Presentation and update on the Comal Avenue and East [24-1322](#)
Faust Street bikeway facility design.

6. INDIVIDUAL ITEMS FOR CONSIDERATION

- A) Discuss and consider a recommendation to City Council [24-1324](#)
to amend Section 126-346 and Section 126-369 of the
Code of Ordinances of the City of New Braunfels to
revise no parking and loading zones in the Cotton
Crossing subdivision.
- B) Presentation and discussion on the Order of Business [24-1323](#)
for the Transportation and Traffic Advisory Board
meetings.

7. ADJOURNMENT

CERTIFICATION

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

Board Liaison

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.



Transportation & Traffic Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

10/17/2024

Agenda Item No. A)

**DRAFT - MINUTES
OF THE NEW BRAUNFELS TRANSPORTATION & TRAFFIC ADVISORY BOARD
REGULAR MEETING OF THURSDAY, AUGUST 8, 2024**

AGENDA

1. CALL TO ORDER

Chair Kirkham called the meeting to order at 6:00 p.m.

2. ROLL CALL

The following members were present: Arthur Brinkkoeter, Michael Dietert, Michael Yoder, Gary Kirkham, Ken Dalfonso

The following members were absent: Ernesto Rodriguez, Garrett Mechler

3. APPROVAL OF MINUTES

A) Approval of the minutes of the June 13th, 2024

Transportation and Traffic Advisory Board meeting.

Michael Dietert made a motion to accept the June 13, 2024, minutes as written. Ken Dalfonso seconded the motion. All in favor, motion carried.

4. CITIZENS' COMMUNICATIONS

This time is for citizens to address the Transportation and Traffic Advisory Board on issues and items of concerns not on this agenda. There will be no Transportation and Traffic Advisory Board action at this time.

The following individuals spoke at this time: Dennis Hoster mentioned that he sees a very heavy traffic count on Highway 46 E. and he feels like we should look into the light rail transit to maybe serve Austin to San Antonio. He also asked that we get with our state reps and political leaders to find funding for light-rail transit. Yoder asked Hoster if bus transportation would help the traffic issues.

5. PRESENTATIONS

A) Presentation, discussion, and possible recommendation to staff on a Speed Management Program to replace the current Speed Hump Policy.

Elizabeth began the introduction of the speed management program, then Garry Ford went over the presentation, discussion, and possible recommendation of a speed management program to replace the

current speed hump policy. Ford explained that the old budget for speed hump installation was set at \$30,000 but for 2025 city will extend the budget to \$100,000 a year.

Also, we need the public to be educated on speed management and more enforcement. Dalfonso asked if new subdivision developers should be responsible for the study of traffic calming and speed control at the preliminary design. Dennis Hoster would like to see developers pay for their studies and designs that require any changes. Philip Brown would like to see the 85th percentile speed changed to help lower the speeding on our streets. Janie Smith is concerned about the amount of vehicle speeding down Caddell Lane. She would like to see the speed humps be installed.

6. INDIVIDUAL ITEMS FOR CONSIDERATION

- A) Discuss and consider a recommendation to City Council to implement a traffic calming plan on Howard Street.

Garry Ford explained this item and said this road has a high car count.

Ashley Buchanan was concerned about the speeding on Howard Street and also on Wood Road. She said that she remembers several auto accidents around the area. She said she would like to see temporary stop signs to help slow down the speeding until we get funding to fix it permanently. Vanessa Brown also asked if we could install temporary signage to help slow down speeders. Phillip Brown said he would like to see signage on streets and sidewalks to slow down speeders. Julia Molphino is concerned of possible fatalities on the streets. Mike Dietert made the motion to go with Staff recommendation to approve the traffic calming plan on Howard Street, which will be installed as funding as available. Art 2nd the motion. Motion carried.

- B) Discuss and consider a recommendation to City Council to implement a traffic calming plan on Caddell Lane.

After Garry presented this item, Janie Smith said she wants to see speed humps to help slow down the traffic. Gene Smith expressed concern that there are small children playing near this road. Also, Hoster said he wants the cars to slow down on that road. Kirkham made a motion to go with staff recommendations to approve the traffic calming plan on Caddell Lane to be installed as funding is available. Michael Yoder 2nd the motion. Motion carried.

7. ADJOURNMENT

The meeting adjourned at 7:04 p.m.

By: _____
GARY KIRKHAM, CHAIR

Attest:

CARLY FARMER, BOARD LIAISON

10/17/2024

Agenda Item No. A)

PRESENTER:

Garry Ford, Transportation and Capital Improvements Director

SUBJECT:

Presentation and update on the West San Antonio Street roadway reallocation.

DEPARTMENT: Transportation and Capital Improvements

COUNCIL DISTRICTS IMPACTED: 1 & 5

BACKGROUND INFORMATION:

The Transportation and Capital Improvements Department will provide an update on the traffic study and design for the potential West San Antonio Street lane reallocation, including the next steps in the implementation and process.

ISSUE:

Improve safety, parking, and quality of the transportation system.

STRATEGIC PLAN REFERENCE:

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

Enhanced Connectivity:

Objectives:

1. Identify and establish planning, capital, and operating funding to support and maintain a well-connected transportation network serving pedestrians, bicyclists, transit users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

Performance Measures:

Milestone:

- Assess vehicle, pedestrian and bicycle network connectivity and develop baseline connectivity rating.

Outcome:

- Increase National Citizen Survey overall satisfaction in the “overall quality of the transportation system.”
- Increase National Citizen Survey overall satisfaction with “ease of travel by bicycle.”

-
- Increase National Citizen Survey overall satisfaction with “ease of travel by walking.”
 - Add measures for connectivity rating, congestion, and transit in years 3 - 5 of the plan once the milestone measures are complete.
 - Increase in walk and bike score.
 - Increased bikeway, trails, and sidewalk miles.

Community Well-Being:

Objectives:

4. Develop capital and staffing investments that improve safety, reduce heat islands, and encourage transportation modes that support healthier lifestyles and exercise such as biking, walking and running.

Performance Measures:

Milestones:

- Implement top three priorities from the New Braunfels Street Safety Action Plan.

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

10/17/2024

Agenda Item No. B)

PRESENTER:

Garry Ford, Transportation and Capital Improvements Director
Carly Farmer, Assistant City Engineer

SUBJECT:

Presentation and update on the Comal Avenue and East Faust Street bikeway facility design.

DEPARTMENT: Transportation and Capital Improvements

COUNCIL DISTRICTS IMPACTED: 5

BACKGROUND INFORMATION:

The Transportation and Capital Improvements Department will provide an update on the parking study and evaluation for the potential bikeway facility changes on Comal Avenue and East Faust Street, including the next steps in the process.

ISSUE:

Improve safety, quality of the transportation system, and ease of travel by bicycle in New Braunfels.

STRATEGIC PLAN REFERENCE:

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

Enhanced Connectivity:

Objectives:

1. Identify and establish planning, capital, and operating funding to support and maintain a well-connected transportation network serving pedestrians, bicyclists, transit users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

Performance Measures:

Milestone:

- Assess vehicle, pedestrian and bicycle network connectivity and develop baseline connectivity rating.

Outcome:

- Increase National Citizen Survey overall satisfaction in the “overall quality of the transportation system.”
- Increase National Citizen Survey overall satisfaction with “ease of travel by bicycle.”

-
- Increase National Citizen Survey overall satisfaction with “ease of travel by walking.”
 - Add measures for connectivity rating, congestion, and transit in years 3 - 5 of the plan once the milestone measures are complete.
 - Increase in walk and bike score.
 - Increased bikeway, trails, and sidewalk miles.

Community Well-Being:

Objectives:

4. Develop capital and staffing investments that improve safety, reduce heat islands, and encourage transportation modes that support healthier lifestyles and exercise such as biking, walking and running.

Performance Measures:

Milestones:

- Implement top three priorities from the New Braunfels Street Safety Action Plan.

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

10/17/2024

Agenda Item No. A)

PRESENTER:

Carly Farmer, Assistant City Engineer

SUBJECT:

Discuss and consider a recommendation to City Council to amend Section 126-346 and Section 126-369 of the Code of Ordinances of the City of New Braunfels to revise no parking and loading zones in the Cotton Crossing subdivision.

DEPARTMENT: Transportation and Capital Improvements

COUNCIL DISTRICTS IMPACTED: 4

BACKGROUND INFORMATION:

The Transportation Division has received a request from the Cotton Crossing HOA to establish no parking zones in the newer units of the Cotton Crossing subdivision to match the existing parking restrictions in the original residential section in order to maintain through traffic and desired aesthetics. Cotton Crossing Units 1, 6, and 7 were all platted prior to 2008. Following construction, parking restrictions were established throughout. The majority of the streets have a 24/7 parking restriction on one side and a no overnight parking restriction from 1:00 a.m. to 5:00 p.m. on the other, except for a few streets with center median islands where parking is restricted at all times on both sides. Cotton Crossing Units 8 and 9 were platted in 2009 and 2012, respectively. There were a few no parking signs installed in Unit 8 by the developer, but an ordinance update was never pursued for either unit. While seeking additional no parking signs in these units, the HOA was informed that an ordinance is required in order for parking restrictions to be enforceable. As a result, the HOA requested that city staff pursue an ordinance revision.

An engineering investigation and study was conducted to determine what parking restrictions are necessary in Cotton Crossing Units 8 and 9 based on street safety and functionality. In addition, staff revisited the existing parking restrictions in Units 1, 6, and 7 to analyze what changes should be made in order to maintain consistency of parking restrictions throughout the subdivision. Staff conducted field observations in Summer 2024 to measure the pavement widths and document existing parking restriction signs for every public street in the subdivision. Based on street standards and general ordinances for on-street parking, pavement width ranges were determined for three parking restriction conditions:

- Parking restrictions on both sides of the street- pavement width is less than 18 feet
- Parking restrictions on one side of the street- pavement width is between 18 and 24 feet
- No parking restrictions on the street- pavement width is at least 28 feet

Using these ranges, staff drafted a recommended no parking plan for Cotton Crossing. Staff then determined

which side of the street would have a parking restriction for streets with pavement width between 18 and 24 feet. Where possible, the recommended no parking zones were proposed on the same side of the street where 24/7 parking restrictions were already in place. If neither side previously had a parking restriction, factors such as back-alley access for properties, locations of parking restrictions due to existing traffic control (such as stop signs), and optimal sight distance were used to build the recommendation. Staff did not identify the need to continue any overnight parking restrictions. For the mailbox access pull-out areas in the public right-of-way, staff recommends loading zones be established.

ISSUE:

The Cotton Crossing HOA is requesting additional parking restrictions in the newer subdivision units in order to be consistent with existing parking restrictions.

FISCAL IMPACT:

Traffic control signs cost approximately \$150 each. Sufficient funding is available in the FY 2025 Approved Streets and Drainage Budget.

RECOMMENDATION:

Staff recommends revising no parking zones in Cotton Crossing based on pavement widths and installing loading zones for mail pick-up areas.







10/17/2024

Agenda Item No. B)

PRESENTER:

Gary Kirkham, Chair

Carly Farmer, Assistant City Engineer

SUBJECT:

Presentation and discussion on the Order of Business for the Transportation and Traffic Advisory Board meetings.

DEPARTMENT: Transportation and Capital Improvements

COUNCIL DISTRICTS IMPACTED: N/A

BACKGROUND INFORMATION:

N/A

ISSUE:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

PARLIAMENTARY PROCEDURES CHEAT SHEET

(Based on Robert's Rules of Order)

Meeting Basics

Establish a quorum

Call meeting to order

Move through agenda (read items)

Adjourn Meeting (motion not needed)

A motion can be made and seconded by any member.

Items not on the agenda may not be discussed.

Agenda Item Discussions

1. **Announce Agenda Item:** Chair clearly reads agenda item number and subject.
2. **Presentation and Recommendations:** Presenter gives report and provides recommendations.
3. **Questions and Answers:** Chair provides time for any questions/answers from board members.
4. **Public Comment:** Chair allows public comment. Chair recognizes one speaker at a time.
5. **Motions and Action Items:**
 - a. **Motions Introduced:** Chair invites motion.
 - b. **Seconds:** Another member seconds.
 - c. **Motions Clarified:** Motioning member and seconded member repeated by Chair.
 - d. **Vote:** All in favor raise their right hand; all opposed then show the same sign.
 - e. **Results and Actions:** Chair announces result.
6. **Repeat for Each Agenda Item**

Transportation & Traffic Advisory Board Order of Business			
Sequence:	Chair Action:	Speaker/Board Action:	Notes
1	Introduce the Item, Matter number and the Speaker	Speaker presents Item and outlines recommendations	<i>Advisory Board should hold their questions until the Call for questions</i>
2	Call for questions	Clarification and expansion by T&T Advisory Board Members.	<i>Chair asks if Board Members need further clarification then moves on to Public Input.</i>
3	Opens the Meeting for Public Input	Speaker states name and whether they reside in the City or ETJ for the record.	<i>Speakers have five (5) minutes to address the T&T Board. No repeat speakers.</i>
4	Close the Meeting for Public Input		<i>Chair: Thanks the participants.</i>
5	Having heard Public Comment - Further questions	Clarification and expansion by T&T Board Members.	<i>Chair: Ensures there are no further questions.</i>
6	Call for a discussion of the item amongst the T&T Advisory Board	Discuss the proposed item.	<i>Chair states: Is there any discussion amongst the board</i>
7	Call for a Motion/or make a Motion, then call for a Second. If no second is given, the Motion dies. Motions may be amended (with the agreement of the person making the original motion).	Hear the proposed Motion.	<i>Chair: We have a motion and a second.</i>
8	Call for a Vote/Talley the Vote	Roll Call Vote. Say the Results.	<i>Chair - Ensure the Secretary has all the needed information for the minutes, then move to the next item on the Agenda.</i>