

**MEETING SUMMARY  
CITY OF CARROLLTON  
TRAFFIC ADVISORY COMMITTEE  
October 10, 2022**

**Committee Members Present**

Debbie Hughey (Via Zoom)  
Carlie Moe  
Mike Gavin  
Charles Douglas  
Anand Gandhi  
Austin Waugh  
Dana Clack

**Committee Members Absent**

Jae Seong Cho

**Staff Members and City Officials**

Tom Hammons – Engineering  
Carmella Flemming – Engineering  
Roger Wheeler – Engineering  
John Romberger – Engineering  
Sgt. Victoria Grayson – Carrollton Police Department  
Young Sung – Councilmember

1. **Call to Order** - Debbie Hughey called the meeting to order at 7:08 P.M.
2. **Approval of minutes for June 13, 2022 (Debbie Hughey)**

The meeting Summary of the **June 13, 2022** TAC meeting was reviewed by Committee members. A motion to approve the Meeting Summary as written was made by Carlie Moe. Austin Waugh seconded the motion. All in favor. Vote was unanimous.

3. **Selection of Vice Chairperson (Debbie Hughey)**

Debbie Hughey explained to the Committee the responsibility of the position of the Vice Chairperson. A motion to nominate Carlie Moe for the position of Vice Chairperson was made by Carlie Moe. Austin Waugh seconded the motion. All in favor. Vote was unanimous.

4. **Fall 2022 School Crossing Guard Summary (Roger Wheeler)**

Roger Wheeler explained that the crossing guard summary is completed twice a year, once during the Spring and once during fall semester. The evaluation provides an opportunity to assess the current school crossing guard locations and determine if they still meet minimum requirements. He explained that the minimum SCGI threshold to merit a crossing guard is seven (7), and each

location must average a minimum of ten (10) crossings daily.

Roger discussed the Crossing Guard probation and removal policy, explaining that prior to removal a location is required to fail to meet minimum standards for both the fall and spring semester within the same school year, and the removal process is only completed in the summer months when school is not in session. He reminded the committee that last spring two (2) crossing guard locations, Josey at Branch Hollow and Perry at Pearl, failed to meet the minimum criteria of 10 pedestrian crossings per day. Letters were sent to both Carrollton Elementary and Homestead Elementary Principals advising them of the survey results and notifying them if the number of children who utilize the crosswalks does not meet the minimum number of crossings per day in the future, staff will recommend removal of the crossing guard.

Roger reported the pedestrian surveys for the fall semester were conducted during the week of September 12-16, 2022. He provided the committee with a review of the School Crossing Guard Index (SCGI summary) and explained the Pre-COVID to Post-COVID Fall comparison, indicating the rankings had not changed drastically from last spring.

All twenty-seven (27) current locations meet the criteria for assignment of school crossing guards therefore, staff recommends that all twenty-seven (27) locations remain on active status.

Discussion by the committee included, the assignment of multiple crossing guards at a location, circumstances that could have an overall effect on school crossing guard counts, and if staff had received any feedback from the Principals at Carrollton Elementary and Homestead Elementary, when they were notified of the possible removal of the crossing guard in the future if they do not meet the minimum number of crossings per day.

Austin Waugh made a motion to accept staff's recommendation that no location be placed on probationary status, and that all 27 locations remain on Active Status. Charles Douglas seconded the motion. All in favor. Vote was unanimous.

## **5. Signal Prioritization Work Session (John Romberger)**

John Romberger explained that this Work Session is to evaluate prioritization and signalization of commercial private driveways which intersect with major Carrollton arterial streets. He provided some background information explaining that on an annual basis the Engineering Department Staff evaluates possible signal locations throughout the city, based on signal warrants in the Manual Uniform Traffic Control Devices (MUTCD). These warrants utilize traffic and pedestrian volumes, delay, and crash data to assess the operational conditions of potential traffic signal locations. Staff collects traffic counts and evaluates crash data at each location. Once a location has met one of the eight signal warrants, a more detailed evaluation is conducted. He also explained, if traffic signals are installed that are not warranted, they can have an adverse effect on the overall safety, and delays at an intersection.

John reiterated that previously the Traffic Advisory Committee has only considered intersections of public roadways for the installation of traffic signals. He explained that as Carrollton reaches population build out the need for new signal locations will diminish, and public demand for signals may be at locations such as private/commercial driveways. In order to address those demands, staff has been expanding their analysis to include private/commercial driveways.

John provided detailed information on volumes and accident experience for comparison and evaluation at seven (7) commercial driveway locations. Four (4) of the private drive locations near the signalized intersection of Hebron and Old Denton, (Old Denton and Walmart / Kroger Drive, Old Denton and Kohl's Driveway, Hebron Parkway and Walmart Drive, and Hebron Parkway and Kroger / Kohl's Driveway). In addition, three (3) locations near the signalized intersection of Hebron and Josey, (Josey and Tom Thumb / Panda Express, Josey Lane and Library / CVS Driveway, and Hebron Parkway and Tom Thumb / Library Driveway).

Tom Hammons addressed the committee, indicating that these commercial driveways are moving up to the top of the signal prioritization list, and with the exception of the H-Mart / Chick-fil-A commercial drives on Old Denton Road, typically we have not signalized commercial driveways in the past. During this Work Session, Staff would like the committee's input, and will address any questions. Following meetings will include new members, so we'll have a second Work Session to provide information to our new members and receive addition input and questions. Tom indicated that at a later date the committee will determine how to use the traffic signalization funds.

Discussion amongst the committee members included, possible allocation of funds for the installation of signals at commercial / private driveways, and possible determining factors. They discussed the circumstances related to the installation of traffic signals at the commercial drives at Home Depot on Keller Springs Road, and H Mart on Old Denton Road, the implications of city funding of private drives, and the possibility of requiring cost sharing participation by the private property owners. They also discussed the impact of multiple traffic signals in close proximity to each other.

Information provided detailing the volumes and accident experience at seven (7) commercial driveway locations intersections of Old Denton and Walmart / Kroger Drive, Old Denton and Kohl's Driveway, Hebron Parkway and Walmart Driveway, Hebron Parkway and Kroger / Kohl's Driveway, Josey and Tom Thumb / Panda Express, Josey Lane and Library / CVS Driveway, and Hebron Parkway and Tom Thumb / Library Driveway, and the possibility for higher thresholds for accidents related to commercial / private driveways was also discussed.

In addition, they discussed the possible affect from the removal of the No U-Turn signs at Old Denton and Hebron, and other options, such as no left turn signs instead of signalization, and the impact to traffic flow.

The committee requested a comparison of correctable accidents reported prior to and after the installation of the traffic signal at the H-Mart / Chick-fil-A commercial drives on Old Denton Road, and a traffic modeling evaluation with the installation of traffic signals at the commercial driveways near the Old Denton / Hebron and the Josey / Hebron intersections.

This was a Work Session item, no action was taken to select future prioritized signal locations.

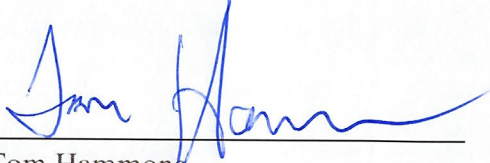
**6. Other Business (Carlie Moe)**

Tom Hammons reiterated that staff has several items to look at and bring back to the committee and it will probably take a couple of months to complete the research, so our next Work Session will probably be December. Once the committee determines what direction they are going to precede with, a recommendation will be brought back to the committee for a vote.

Mike Gavin made a motion to adjourn. Dana Clack seconded the motion. All in favor. Vote was unanimous.

**7. Adjourned** - Meeting adjourned at 8:48 PM

  
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Debbie Hughey, Chairperson

  
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Tom Hammons  
Transportation Engineer  
Division Manager