

# Memo

**To:** Tupelo City Council

**From:** Tupelo Traffic Committee

**Subject:** Review/Approve Traffic Committee Minutes of July 21, 2022

**Date:** July 27, 2022

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Attached are the minutes of the Traffic Committee Meeting on July 21, 2022. The following is a summary of their actions.

## Old Business:

1. A request from The Grove Neighborhood Association c/o Mr. Henry Robinson, 529 Wooten Cove, Tel. 769-251-3315, for the installation of speed tables throughout the neighborhood.

Action: Postponed

2. A request from Councilman Chad Mims, Ward 1, for the installation of a 4-way stop at Country Club Road and Strain Street.

Action: Approved additional signage and traffic count

3. Traffic Committee Speed Table Policy

Action: Submitted for approval (See attachment "A")

## New Business

1. A request from Lee Long, 68 Harvester Square, [lee/long@bxs.com](mailto:lee/long@bxs.com), for the installation of speed tables on Harvester Square.

Action: Postponed

2. A request from Mr Phillip Mansur, 11 Locust Lane, Tel. 662-810-7662, [philipmansur7@gmail.com](mailto:philipmansur7@gmail.com), for the installation of stop signs on Locust Lane at the intersections of Vermelle Cove/Locust Lane and Westwind Drive/Locust Lane.

Action: Postponed

3. A request thru Councilman Chad Mims, Ward 1, for the installation of the following:
- a) Warning sign with flashing light at the intersection of Coleman Circle and Walsh Road
  - b) 3-Way stop with rumble strips at the intersection of Fain Lane and Walsh Road
  - c) Raised island with appropriate signage at the intersection of Timberlane and Walsh Road

Action: No action needed

4. A request from Mr. Charles Johnston, 1330 W Jackson Street, Tel. 662-322-1393, [maryjohnstonbroker@gmail.com](mailto:maryjohnstonbroker@gmail.com), for the installation of speed tables within the Bristow Acres neighborhood.

Action: Postponed

5. A request from Ms. Carolyn Roland, 3762 Lansdowne Drive, Tel. 662-321-1075, for the installation of speed tables.

Action: Postponed

6. A request from Mr. Don Lewis and Councilman Travis Beard to remove the speed breakers and signage that was installed on Hillplace Drive.

Action: Approved

## **MINUTES OF THE TUPELO TRAFFIC COMMITTEE**

### **JULY 21, 2022**

A regular meeting of the Tupelo Traffic Committee was held on July 21, 2022, at 10:00 am in the council chambers on the 2<sup>nd</sup> floor at City Hall. Members present were Mr. Dennis Bonds, Mr. Jake Logan, Officer Patrick Johnson, Mr. Michael Montgomery, Ms. Laura Kramer, Mr. Norman Cruse, Mr. Barton Wynn, Mr. Emmitt Foster, Mr. Mike Williams and Mrs. Pam Blassingame.

Audience members were Mr. Johnny Timmons, Manager TW&L, Mayor Todd Jordan, Mr. Don Lewis, COO, and Mr. Jason Rush, Public Works, Mr. Scott Costello, Admin, Mrs. Janet Gaston, Councilwoman Ward 6, Mr. Travis Beard, Councilman Ward 3, Mr. Charles Johnston, NB # 4, and Ms. Rita Kitchens, NB # 4.

#### **Call to Order**

The meeting was called to order by Mr. Dennis Bonds.

#### **Old Business**

1. **A request from The Grove Neighborhood Association c/o Mr. Henry Robinson, 529 Wooten Cove, Tel. 769-251-3315, for the installation of speed tables throughout the neighborhood.**

Mr. Dennis Bonds made a motion to postpone this item until the complete Speed Table Policy is adopted. Mr. Norman Cruse seconded the motion and it passed unanimously.

2. **A request from Councilman Chad Mims, Ward 1, for the installation of a 4-way stop at Country Club Road and Strain Street.**

Mr. Dennis Bonds noted that the speed limit in this area is 30 mph. Mr. Jake Logan made a motion to increase warning signs at this intersection and get a traffic count to see if a 4-way stop is warranted. The motion was seconded by Mr. Mike Williams and it passed unanimously.

3. **Traffic Committee Speed Table Policy**

A motion was made by Mr. Emmitt Foster to approve the Speed Table and Traffic Calming Policies, including the Traffic Committee Request Form, that have been previously discussed. (See attachment "A") Mr. Michael Montgomery seconded the motion and it passed unanimously.

#### **New Business**

1. **A request from Lee Long, 68 Harvester Square, [lee/long@bxs.com](mailto:lee/long@bxs.com), for the installation of speed tables on Harvester Square.**

Mr. Michael Montgomery made a motion to postpone this item until the complete Speed Table Policy is adopted. The motion was seconded by Mr. Mike Williams and it passed unanimously.

2. **A request from Mr Phillip Mansur, 11 Locust Lane, Tel. 662-810-7662, [philipmansur7@gmail.com](mailto:philipmansur7@gmail.com), for the installation of stop signs on Locust Lane at the intersections of Vermelle Cove/Locust Lane and Westwind Drive/Locust Lane.**

Mr. Dennis Bonds made a motion to postpone this request until a traffic count and warrant analysis could be completed. Mr. Emmitt Foster seconded the motion and it passed unanimously.

3. **A request thru Councilman Chad Mims, Ward 1, for the installation of the following:**

- a) **Warning sign with flashing light at the intersection of Coleman Circle and Walsh Road**
- b) **3-Way stop with rumble strips at the intersection of Fain Lane and Walsh Road**
- c) **Raised island with appropriate signage at the intersection of Timberlane and Walsh Road**

It was noted that items a) and b) have already been handled by Admin. Representatives of Public Works, Admin, and Engineering will meet to discuss options for item c). Therefore, no action was required by the Traffic Committee.

4. **A request from Mr. Charles Johnston, 1330 W Jackson Street, Tel. 662-322-1393, [maryjohnstonbroker@gmail.com](mailto:maryjohnstonbroker@gmail.com), for the installation of speed tables within the Bristow Acres neighborhood.**

Mr. Charles Johnston and Ms. Rita Kitchens ([roadrat2000@hotmail.com](mailto:roadrat2000@hotmail.com)) were present to discuss this item. Mr. Johnston stated that he would like speed tables on Bristow, Leonard and Lambard. He said that he would also like some rumble strips to be installed on Lumpkin at the big hill and lighted stop signs at every stop sign on Lumpkin. Mr. Emmitt Foster made a motion to postpone this item until the complete Speed Table Policy is adopted. The motion was seconded by Mr. Norman Cruse and it passed unanimously.

5. **A request from Ms. Carolyn Roland, 3762 Lansdowne Drive, Tel. 662-321-1075, for the installation of speed tables.**

Mr. Dennis Bonds made a motion to postpone this item until the complete Speed Table Policy is adopted. Ms. Laura Kramer seconded the motion and it passed unanimously.

6. **A request from Mr. Don Lewis and Councilman Travis Beard to remove the speed breakers and signage that was installed on Hillplace Drive.**

Mr. Dennis Bonds noted that although these speed breakers and signage is already installed, this item does not meet the requirement based on the traffic count (see attachment "B") and that the majority of the residents do not want them. Therefore, Mr. Dennis Bonds made a motion to remove the speed breakers and signage. Mr. Jake Logan seconded the motion and it passed unanimously.

With there being no further business, Officer Patrick Johnson made a motion to adjourn the meeting. Mr. Emmitt Foster seconded the motion and it passed unanimously.

Submitted by: Pam Blassingame



Traffic Committee Manual		302
Section: 3 Traffic Control	Effective Date:	June 16, 2022
Speed Tables Policy	Supersedes:	

### **Objective of the Speed Table Policy**

To reduce vehicle speed and volume with a goal of increasing safety for pedestrians and other vehicle traffic in the area.

### **Speed Tables Defined**

Speed Tables are a traffic calming device that raises the entire wheelbase of a vehicle to reduce speed and volume along local residential streets. Speed tables are typically 22-foot in length (6-foot approaches, 10-foot plateau) and 3 to 6 inches above the street grade. They may be constructed of concrete, asphalt or hard plastic for areas that require temporary tables for an engineering study. It will extend the entire width of the roadway unless special design consideration is given. A few advantages of speed tables would be that they are self-enforcing traffic calmers and they may reduce speed and volume of traffic.

### **Requirements of a Speed Table**

Speed tables may be considered in locations that meet the following criteria:

1. The roadway must be classified as a two-lane street. Its classification will be that of a neighborhood residential street with a speed limit of 30 mph or less.
2. The street must have adequate sight distances to safely accommodate the speed tables as determined by an engineer.
3. The speed tables must not interfere with existing street drainage, property access or driveways.
4. The street must not have curves or grades that prevent safe placement of the speed table. A speed table shall not be placed on streets with a vertical grade of more than 8% on their immediate approaches.
5. Special designed tables that do not meet these standards may be submitted for review by the engineer.
6. Speed Tables are typically in pairs 300 to 500 feet apart, depending on the engineer's recommendations.
7. All locations shall be signed and striped in accordance with the latest version of the Manual on Uniform Traffic Control Devices (MUTCD).
8. Locations that may have a potential to decrease driver or pedestrian safety shall not be approved.
9. Locations along major thoroughfares shall not be approved. This includes any street designated as an Arterial, Collector, or Local Road.



Traffic Committee Manual		302
Section: 3 Traffic Control	Effective Date:	June 16, 2022
Speed Table Request	Supersedes:	

### Requirements of a Speed Study and Traffic Calming

A Speed Study may be requested by a Neighborhood Association, Homeowners Association, a City Councilman or a private home owner. Devices such as the SCAT trailer, traffic counters, cameras, and other available technology may be used to collect data to determine the traffic count, severity of vehicle speeding, and time distribution of traffic through the area. The requesting group or person must submit an application. The application must provide the name, address, email, phone number and location of the project to be considered (Exhibit A). The application will be submitted to [www.trafficcommittee@tupeloms.gov](mailto:www.trafficcommittee@tupeloms.gov). The application will be reviewed by the city engineer. If the application meets the speed table requirements the requesting group will be notified of the next step.

Prior to placement of traffic calming devices, the requesting group will be responsible for doing their due diligence. The requesting group must present a consensus from 60% of the residents adjacent to the subject area, to be determined by the city engineer. Consent is to take the form of a formal petition that will contain the properties residents' names, addresses, phone number, email and signature (Exhibit B). The request along with the petitions will be sent to the City of Tupelo attn. Traffic Committee to be reviewed. The traffic Committee has the option of recommending approval or alternate traffic calming measures. The committee's recommendation will be sent to the Tupelo City Council for final approval. Once this process is complete, it will be placed on the Speed Table Project List.



Traffic Committee Manual	Policy #	302
Section: Calming Request	Effective Date:	June 7, 2022
Exhibit "A"	Supersedes:	

## Traffic Committee Request

Name/Business: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Neighborhood Association: \_\_\_\_\_

Request: \_\_\_\_\_

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Return to: City of Tupelo – Traffic Committee  
P.O. Box 1485  
Tupelo, MS 38802-1485  
Email: [trafficcommittee@tupeloms.gov](mailto:trafficcommittee@tupeloms.gov)

Office Use Only:

Traffic Count: \_\_\_\_\_

Review by City Engineer: \_\_\_\_\_

Action Recommend: \_\_\_\_\_

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Completed and Citizen Notified: \_\_\_\_\_



## Traffic Committee Request

Name/Business: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Neighborhood Association: \_\_\_\_\_

Request: \_\_\_\_\_

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Return to: City of Tupelo – Traffic Committee  
P.O. Box 1485

Tupelo, MS 38802-1485

Email: [trafficcommittee@tupeloms.gov](mailto:trafficcommittee@tupeloms.gov)

Office Use Only:

Traffic Count: \_\_\_\_\_

Review by City Engineer: \_\_\_\_\_

Action Recommend: \_\_\_\_\_

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Completed and Citizen Notified: \_\_\_\_\_





Traffic Committee Manual	Policy #	302
Section: Calming Request	Effective Date:	June 7, 2022
Exhibit "B"	Supersedes:	

## TRAFFIC CALMING REQUEST

**NEIGHBORHOOD** \_\_\_\_\_

NAME	EMAIL	ADDRESS	PHONE	SIGNATURE
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