



# STAFF REPORT

**MEETING DATE:** December 8, 2020

**AGENDA ITEM:** 9B

**TITLE:**

Consider action to approve Resolution No. R-2020-118 of the City Council of the City of Bastrop, Texas for a Speed Hump Policy, authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

**STAFF REPRESENTATIVE:**

Curtis Hancock, Director of Public Works

**BACKGROUND/HISTORY:**

At the October 27, 2020 Council meeting we did a workshop for discussion for the City of Bastrop Speed Hump Policy. On first Council meeting December 8<sup>th</sup> we are bringing it back to Council for approval.

**POLICY EXPLANATION:**

N/A

**FUNDING SOURCE:**

N/A

**RECOMMENDATION:**

Consider action to approve Resolution No. R-2020-118 of the City Council of the City of Bastrop, Texas for a Speed Hump Policy, authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

**ATTACHMENTS:**

- Speed Hump Policy
- Speed Hump PowerPoint Presentation
- Request for Speed Hump Investigation
- Speed Hump Petition Form

**RESOLUTION NO. R-2020-118**

**A RESOLUTION NO. R-2020-118 OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS FOR A SPEED HUMP POLICY AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council has the steadfastness to ensure the quality of our City streets and the safety of our citizens; and

**WHEREAS**, at the October 27, 2020 City Council Meeting, the Director of Public Works presented a proposed City of Bastrop Speed Hump Policy for review and policy direction by the City Council; and

**WHEREAS**, such Policy allows the citizens of the City of Bastrop to have a procedure for requesting the installation of speed humps thus increasing the feeling of safety among our citizens while ensuring the process maintains the quality of our City streets.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:**

**Section 1:** The City Council hereby approved the City of Bastrop Speed Hump Policy, which is attached as Exhibit A, and requests that it be adopted in full.

**Section 2:** All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

**Section 3:** This Resolution shall take effect immediately upon its passage, and it is duly resolved.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Bastrop this 8<sup>th</sup> day of December, 2020.

**APPROVED:**

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Connie B. Schroeder, Mayor

**ATTEST:**

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Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

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Alan Bojorquez, City Attorney

City of Bastrop  
Speed Hump Policy

# Purpose

- To establish policy and procedure for citizen's requesting a speed hump in their neighborhood and/or street.

# Step One: Request

- A request for a speed hump investigation may be made by a City of Bastrop resident or group of resident who reside along the street block(s) where the speed hump is being requested to installed.

## Step Two: Eligibility

Public Works Director or designee will review all request to determine if the street block section meets the following eligibility criteria.

- Street must be classified as a “residential” street.
- Residential street may not exceed 36’ in width

## Step Two: Eligibility

- The posted speed limit may not exceed 30 mph.
- Street block section may not be in a school zone.
- Street may not have more than one lane in each direction.

# Step Three: Investigative Process

- If the request meets the eligibility requirements, the City will conduct a speed study.
- The City engineer will review and evaluate the Speed Study to determine the following:
  - a) Percentage of vehicles traveling at a speed of 35 mph or greater;

# Step Three: Investigative Process

- b) Percentage of vehicles traveling at a speed of 34 mph or less;
- c) How many speed humps are needed;
- d) Placement and location of speed humps;
- e) Proper signage;
- f) Cost to install Speed hump(s) and signage.

# Step Three: Investigative Process

- If the Study determines at least 85% of vehicles are traveling at a speed of 35 mph or greater, the City will install speed humps at no cost to the Requester(s). If the Speed Study determines that *less than* 85% of vehicles are traveling at a speed of 35 mph (34 mph or under), the Requester(s) will be required to pay the full cost of installing the speed hump(s).

# Step Three: Investigative Process

- A copy of the Speed Study results and cost of installation will be given to the Requester.
- If the Requester would like to proceed, they will need to complete the Petition Process and submit it to the City for consideration.

# Step Four: Petition Process

- A petition is required in order to determine support for the installation of a speed hump. The designated contact will be responsible for circulating the petition and gathering signatures of street block property owners in support of the speed hump. Approval will not be granted for installations that do not have the support of at least two-thirds of the property owners along the eligible street block section.

# Step Five: Funding

- Once the Investigative Study and Petition Process has been completed and the City has determined that there are speeds in excess of 35 mph which impacts the safety of residents and other vehicles, the City will pay to install the Speed Hump(s).

# Step Five: Funding

- If the Investigative Study determines that there are speeds within the study area are 34 mph and below, but the street block is still eligible for a speed hump(s), the requester will be responsible for paying the full cost for each speed hump and sign to be installed. Payment will need to be remitted to the City of Bastrop prior to installation.

# Step Six: Location

City staff ***will not*** approve installation of a speed hump in the following locations:

- In front of driveways.
- At an intersection.
- Within 200 feet of a stop sign.

# Terms

Once a speed hump has been installed, it must remain in place for a minimum of two (2) years and will only be considered for removal with a petition containing signatures of at least two-thirds of the property owners along the eligible street section in support of the removal.



City of Bastrop

# SPEED HUMPS POLICY

**Purpose:** To establish policy and procedure for citizen's requesting a speed hump in their neighborhood and/or street.

**Effective Date:** [INSERT DATE]

**Forms Submittal Required for Consideration of a Speed Hump:** (1) Completed Request for a Speed Hump Investigation form; (2) Petition with signatures from at least two-thirds of the property owners along the eligible street block section.

**Procedures:** A request for a speed hump begins by completing a "Request for a Speed Hump Investigation" form. This form is available by calling or visiting the City of Bastrop Planning Department.

## **Step One: Request**

A request for a speed hump investigation may be made by a City of Bastrop resident or group of residents who reside along the street block section(s) where the speed hump is being requested to be installed. A Neighborhood Association may also make a request; however, only a designated contact will receive all correspondence from the City regarding the request. The designated contact will also be responsible for petition signatures. (Request Form Attached.)

## **Step Two: Eligibility**

Public Works Director or designee will review all requests to determine if the street block section meets the following eligibility criteria.

- Street must be classified as a "residential" street.
- Residential street may not exceed 36 feet in width.
- The posted speed limit of the residential street may not exceed 30 mph.
- Street block section may not be in a school zone.
- Street may not have more than one lane in each direction.

## **Step Three: Investigative Process**

- If the request meets the eligibility requirements as noted in Step Two above, the City will conduct a Speed Study.

- The City Engineer will review and evaluate the Speed Study in order to determine the following:
  - a) Percentage of vehicles traveling at a speed of 35 mph or greater;
  - b) Percentage of vehicles traveling at a speed of 34 mph or less;
  - c) How many speed humps are needed;
  - d) Placement and location of speed humps;
  - e) Proper signage;
  - f) Cost to install Speed hump(s) and signage.
- If the Study determines at least 85% of vehicles are traveling at a speed of 35 mph or greater, the City will install speed humps at no cost to the Requester(s). If the Speed Study determines that *less than* 85% of vehicles are traveling at a speed of 35 mph (34 mph or under), the Requester(s) will be required to pay the full cost of installing the speed hump(s).
- A copy of the Speed Study results and cost of installation will be given to the Requester.
- If the Requester would like to proceed, they will need to complete the Petition Process and submit it to the City for consideration.

#### **Step Four: Petition Process**

A petition is required in order to determine support for the installation of a speed hump. The designated contact will be responsible for circulating the petition and gathering signatures of street block property owners in support of the speed hump. Approval will not be granted for installations that do not have the support of at least two-thirds of the property owners along the eligible street block section. (Petition Form Attached.)

#### **Step Five: Funding**

- Once the Investigative Study and Petition Process has been completed and the City has determined that there are speeds in excess of 35 mph which impacts the safety of residents and other motor vehicles, the City will pay to install the Speed Hump(s).
- If the Investigative Study determines that there are speeds within the study area are 34 mph and below, but the street block is still eligible for a speed hump(s), the requester (ie: resident, group of residents, Neighborhood Association, etc.) will be responsible for paying the full cost for each speed hump and sign to be installed. Payment will need to be remitted to the City of Bastrop prior to installation.

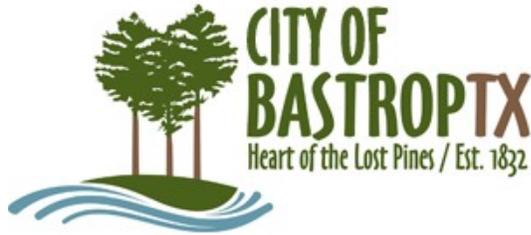
#### **Step Six: Location**

City staff **will not** approve installation of a speed hump in the following locations:

- In front of driveways.
- At an intersection.
- Within 200 feet of a stop sign.

#### **Terms:**

Once a speed hump has been installed, it must remain in place for a minimum of two (2) years and will only be considered for removal with a petition containing signatures of at least two-thirds of the property owners along the eligible street section in support of the removal.



# REQUEST FOR SPEED HUMP INVESTIGATION

## Request for Speed Hump Investigation

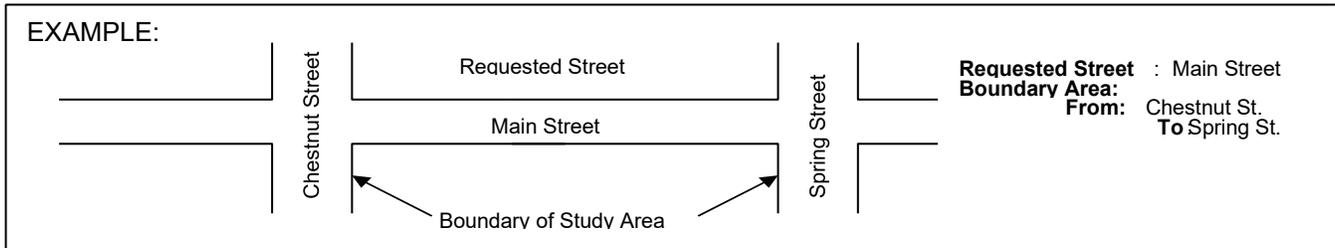
The following is a request form for speed humps (please feel free to submit this form as a formal request. Each request must contain the completed information as indicated in section A and B. The request will be processed in accordance with the provisions of the Speed Hump Policy, which can be found by calling or visiting the Planning Department or online at [www.cityofbastrop.org/page/plan.home](http://www.cityofbastrop.org/page/plan.home)

## A. Street Study Information

Each request must provide the name of the street on which a study is requested, and the boundaries of the street segment. Traffic studies will be conducted only within the boundaries indicated. Please use street names for boundaries, not block ranges. **ONLY ONE STREET PER APPLICATION.**

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

**Boundary Area:** From: \_\_\_\_\_ To: \_\_\_\_\_



## B. Contact Person Information

Each request must provide a contact person who lives on the requested street within the study area boundary. If the request is being submitted from a neighborhood association, please provide the name, address, and telephone number of the duly authorized representative of the neighborhood association. The contact person will receive all correspondence and will be responsible for gathering evidence of support when requested.

**Printed Name:** \_\_\_\_\_

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

**Bastrop, TX**    **Zip Code:** \_\_\_\_\_    **Phone #:** \_\_\_\_\_

**Email:** \_\_\_\_\_

I agree to be the contact person for the above request, and I understand that a request does not guarantee installation of speed humps and that a request may not automatically be withdrawn from consideration once a study determines the street to be eligible for speed humps.

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

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

**Please Return Request to: City of Bastrop Planning Dept  
PO Box 427 Bastrop, Texas 78602 | 512-332-8840**



## CITY OF BASTROP SPEED HUMP PETITION

### A. CITY OF BASTROP USE ONLY:

Requested street: \_\_\_\_\_

Boundary Area from: \_\_\_\_\_ to: \_\_\_\_\_

Number of houses in neighborhood/street block: \_\_\_\_\_

Number of signatures required to meet two-thirds criteria: \_\_\_\_\_

Recommended: \_\_\_\_\_

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

### B. Evidence of Neighborhood Support

Please provide evidence of neighborhood support for participation in the program by completing the attached Speed Hump Petition. Evidence of support must be within the study area as identified in Section A of the Request for Speed Hump Investigation, if you would like to proceed after reviewing the Speed Study.

Please secure signatures from at least two thirds of the owners/residents representing **properties that abuts the street segment** in question.

#### Contact Person Information:

Printed Name: \_\_\_\_\_

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

Bastrop, TX Zip Code: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

I agree to be the contact person for the attached Speed Hump Petition. I understand that a petition does not guarantee installation of speed humps and that a petition may not automatically be withdrawn from consideration once a study determines the street to be eligible for speed humps.

Signature: \_\_\_\_\_

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

Please Return Petition to: City of Bastrop Planning Dept  
PO Box 427 Bastrop, Texas 78602 | 512-332-8840



## CITY OF BASTROP SPEED HUMP PETITION

We the below-signed owners and residents of \_\_\_\_\_ hereby offer our support for our neighborhood's participation in the Speed Hump Program.

_____ Printed Name	_____ Address	_____ Signature	_____ Phone Number
_____ Printed Name	_____ Address	_____ Signature	_____ Phone Number
_____ Printed Name	_____ Address	_____ Signature	_____ Phone Number
_____ Printed Name	_____ Address	_____ Signature	_____ Phone Number
_____ Printed Name	_____ Address	_____ Signature	_____ Phone Number
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_____ Printed Name	_____ Address	_____ Signature	_____ Phone Number

(Use additional sheets as necessary)