



INTEROFFICE MEMO

To: Michael Spurgeon, City Manager
CC: Jeff Jenkins, Assistant City Manager
From: Traffic Control Committee
Date: September 29, 2015
Re: Broken Arrow Traffic Control Manual to supplement the Manual of Uniform Traffic Control Devices.

On 12-3-2013 the City Council approved the establishment of a Traffic Committee for the purpose of recommending, and updating guidelines concerning traffic control devices and establishing a traffic control manual for use throughout the City in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).

The purpose of having a Traffic Control Manual is to standardize how we take action on traffic requests, traffic control measures and how to deal with traffic related issues and planning. The goal of the manual is to provide standard direction and practices in dealing with traffic related matters and to protect the City's interests while minimizing impact and maximizing protection for our citizens.

The Traffic Committee first met on October 30, 2013 and in December began drafting a Traffic Control Manual. This manual has pulled together various policies and other traffic related practices into a single source. Along with the MUTCD, the manual will provide Departments a central reference in dealing with traffic concerns or practices. It will also provide basic standards for Broken Arrow's specific traffic control needs including provisions for safe protection of the public, motorist, cyclist, pedestrian and worker.

The attached Traffic Control Manual is intended to be a working document that will be amended, updated and modified for the City of Broken Arrow based on current and future traffic conditions and traffic control needs. It will be made available electronically on the City Intranet for easy access and use by all employees. The committee will continue meet to solve unique traffic issues and to establish, develop and make timely adjustments to the Traffic Control Manual, which, as an operational consideration, will be approved and implemented by the City Manager. The City Manager, at his discretion, may bring certain issues involving traffic controls to the City Council for consideration.