1 Administrative items
   A. Approval of the Meeting Minutes from 10-27-16

2 Action items

3 Informational items
   A. Design of Denning Drive

4 Public Comment

5 New business items

6 Adjournment
   A. CRA AB meeting – December 22

appeals & assistance

“If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.” (F. S. 286.0105).

“Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk’s Office (407-599-3277) at least 48 hours in advance of the meeting.”
Subject
Approval of Minutes

Motion / recommendation
Motion to approve the October 24, 2016 workshop and meeting minutes is requested.

background
N/A

alternatives / other considerations
N/A

fiscal impact
N/A
Chairman Daniel Butts called the meeting to order at 12:00 pm

**BOARD MEMBERS PRESENT:** Daniel Butts, Tom Hiles, Woody Woodall, Alex Trauger

**BOARD MEMBERS ABSENT:** David Moorehead, Javier Omara, Lance Decuir, Jeff Stephens

**STAFF MEMBERS PRESENT:** Kyle Dudgeon, Laura Neudorffer, Lindsey Hayes, Jeff Briggs, Allison McGillis

**ADMINISTRATIVE ITEMS:**

*Item A: Approval of the 06-23-2016 Meeting minutes*

**ACTION ITEMS:**

*Item A: City Comprehensive Plan – Future Land Use*

Staff gave a brief update on the Future Land Use Element. The organization of the Comp Plan pertaining to the Future Land Use was reviewed and discussion was held with the Board. Additional information covered at the 10/27/16 Transportation Meeting was distributed to the Board members as well. Staff walked the Board through the Land Use Element highlighting items in Sections G & H of the element.

Walk through discussion began with Item G, Rollins College on page 4. Discussion included the vertical zoning option for Park Avenue keeping retail and restaurant on the first floor with other businesses allowed on upper floors. G5 discussion included the grandfathering of new buildings of same size not being required to increase parking to current standards, but if new building is larger than additional parking must be provided. G20 is already in the Code but due to multiple requests to convert a residential property into a Bed & Breakfast, Staff felt it best to include the language in the Comp Plan. This ties into G18, whenever a property becomes available the City receives inquiries regarding turning the property into a B&B. G21, Staff trying to be proactive...and has considered the sale of City’s Water Plant Property on New York Ave. The property is about one acre in size.

**INFORMATIONAL ITEMS:**

*Item A: CRA Agency meeting review – October 24*

Staff will recap the meeting outcome in the Regular Meeting of the CRA AB due to time constraints in the Work Session.

**New Business:**

*Item A: Rescheduling of next meeting date – November 24*

There being no further business to discuss, the meeting adjourned at 1:03 p.m.

_______________________
Chairperson, Daniel Butts

_______________________
Board Liaison, Laura Neudorffer
Chairman Daniel Butts called the meeting to order at 1:03 pm

**BOARD MEMBERS PRESENT:** Daniel Butts, Tom Hiles, Woody Woodall, Alex Trauger

**BOARD MEMBERS ABSENT:** David Moorehead, Javier Omara, Lance Decuir, Jeff Stephens

**STAFF MEMBERS PRESENT:** Kyle Dudgeon, Laura Neudorffer, Lindsey Hayes, Jeff Briggs, Allison McGillis

**ADMINISTRATIVE ITEMS:**

**Item A: Approval of the 06-23-2016 Meeting minutes**

Motion made by Alex Trauger, seconded by Tom Hiles, to approve the 09-22-2016 minutes. Motion passed 4-0.

**ACTION ITEMS:**

**Item A: City Comprehensive Plan – Future Land Use**

Staff gave a brief recap of the discussion held at the Work Session. Staff also informed the Board that there have been mixed reviews from other City Boards on the Comp Plan only to express that there is room for flexibility as the plan moves forward. Board members clarified that the vote would be for the Future Land Use Element and the areas within the CRA area only. Board also expressed hopes for better density in the area while keeping in mind the height restrictions.

The board was favorable to the comprehensive plan being managed in such a way that the zoning that falls at the City level encourage the area and maintains its brand. Development is inherent to this. They explored relaxing of the restrictions on the policies you allow for more growth that will be easier to maintain. Concern was voiced regarding the level of specificity going into the Comp Plan. The board additionally explored thoughts on updating the Fairbanks area to change it from being only Commerce to a more inclusive use including increasing the height restrictions.

Concerns were also expressed on approving the statement limiting the number of restaurants to ensure proper amount of retail.

Motion made by Tom Hiles, seconded by Daniel Butts, recommending the area from the railroad tracks on Fairbanks to Denning Dr. on South side be updated to allow up to four story buildings to further incentivize redevelopment in the area. Motion passes 3-1.

**INFORMATIONAL ITEMS:**

**Item A: CRA Agency meeting review – October 24**

Staff provided an update on the CRA Project discussion list that took place at the October 24, 2016 meeting. CRA Agency will hold their own Strategic Planning session in January to discuss the criteria for prioritizing the project list.

**New Business:**

**Item A: Rescheduling of next meeting date – November 24**

Due to the Thanksgiving holiday the meeting will be moved up by one week to November 17th, 2016 and the Board shall prioritize the list. All Board members present today are available to attend on the 17th to have a focused discussion on the Denning Dr. project.

There being no further business to discuss, the meeting adjourned at 1:53 p.m.

_______________________
Chairperson, Daniel Butts

_______________________
Board Liaison, Laura Neudorffer
At the June 27th, 2016 CRA Agency meeting, staff presented information relative to a new concept for Denning Drive. The concept included a reorganization of the public right of way including a protected left turn lane, ten foot mixed use path, mid-block crossings and medians to increase safe pedestrian travel. At that same meeting, the Agency approved moving forward with a design by Public Works.

Per board direction, the design was to also include a landscape plan, a correspondence between the city and Lynx providing their input on the proposed plan, and to design phase II of the project extending it from Fairbanks Avenue to Orange Avenue.

The attached design addresses five sets of plans for review. These include a site plan, grading & drainage plan, signing & striping plan, traffic signalization plan, and landscaping plan.

The advisory board may also consider some additional enhancements for board consideration. These items will require additional funding commitments from increment revenue. Staff recommendation is to consider these in conjunction with the project discussion list generated at the September 22 CRA advisory board meeting. This was presented to the Agency on October 24. In response, the Agency requested a strategic planning session for some time in January.

A connection between Denning Drive and the Lee Road extension:
The extension currently provides an eight foot sidewalk on the east side of the road. Staff has coordinated with the Orange County Technical College to request a two foot
easement in front of the school on Webster. This easement would extend the original sidewalk in front of the school and provide a mixed use path connection between the Denning and the new development near Whole Foods.

**Undergrounding and Lighting:**
As a streetscape project, the CRA may consider providing electrical enhancements not originally proposed with the project. These include new, decorative, LED street poles which would replace the high pressure sodium lights as a cost savings to the city. Additionally, the CRA may also wish to consider some alignment with the City’s undergrounding project.

**Combining Phase I & II:**
This item, although requested by the Agency, was not considered as part of the original estimate for Denning Drive and extends the multi-use path to Orange from Fairbanks Avenue.
City Of Winter Park
CONSTRUCTION PLANS
for
DENNING DRIVE
ROAD IMPROVEMENT PROJECT

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WINTER PARK
LOCATION MAP
N.T.S.

STEVEN LEARY
MAYOR
GREGORY SEIDEL
COMMISSIONER
SARAH SPRINKEL
COMMISSIONER
CAROLYN COOPER
COMMISSIONER
PETER WELDON
COMMISSIONER

RANDY B. KNIGHT, C.P.A.
CITY MANAGER
TROY R. ATTAWAY, P.E.
PUBLIC WORKS DIRECTOR
DONALD MARCOTTE, P.E.
CITY ENGINEER, ASSISTANT PW DIRECTOR
DAVID ZUSI
WATER & WASTEWATER UTILITY DIRECTOR
WAYNE (BUTCH) MARGRAF
PUBLIC WORKS TRAFFIC MANAGER
DENNING DRIVE

MATCH LINE STA. 24+50.00

MATCH LINE STA. 30+00.00

GD11
DENNING DRIVE
STA. 24+50.00 - STA. 30+00.00

TYPICAL STRIPING CROSS SECTION @ MEDIAN

SIGNING & STRIPING PLAN
MATCH LINE STA. 24+50.00
MATCH LINE STA. 30+00.00
ST18
GENERAL NOTES

1) All signal heads to conform to AASHTO standard specifications for road & bridge construction, Jan 2016.
2) The contractor who is engaged in installing or maintaining the traffic signals shall have all work performed under the supervision of a technician certified by the International Municipal Signal Organization (IMS) as a Level 3 Traffic Signals Technician. The technician shall report to the job site within four hours of notification to the work site supervisor to correct any problems/issuies of emergency that may arise. In addition, a technician certified as an IMS Level 1 technician shall be present on the job site at all times while the traffic signalization work is in progress.
3) Unless otherwise noted, all removed equipment shall be turned over to the city.
4) The contractor is required to install and inspect the traffic signals in accordance with AASHTO Spec. # 108-10. The contractor will coordinate the final acceptance inspection in accordance with AASHTO Spec. # 111-2.0 with the inspector at least 10 days in advance.
5) Traffic signals shall be maintained in accordance with the latest AASHTO "Roadway and Traffic Design Standards". Attention is directed to the 200 index.
6) The contractor shall contact the city traffic engineer's office at least 48 hours prior to beginning any work at the project intersections.
7) Accessible pedestrian signals (APS) to conform to AASHTO standards and specifications for installation and construction.

LEGEND

- Distance: Center of pole to center of signal
- Existing signal head position
- Proposed signal head position
- Existing mast arm & pole with exist & proposed signals
- Accessible pedestrian signal

1-SEC'T, 1-WAY 8 ASSEMBLIES COUNCITY LED PED SIGNAL

DENNING DRIVE

DINNEN DRIVE

M 215 000

7

3-SEC'T, 1-WAY 7 ASSEMBLIES

5-SEC'T, 1-WAY 1 ASSEMBLY

SIGNAL HEAD DETAILS

NTS
# CRA project discussion list

Projects determined by staff and CRA advisory board at their September 22nd meeting. No priority was placed on any project by the board at that time. All values are estimated.

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<th>Cost</th>
<th>Notes</th>
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<td>$5,000,000</td>
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<td>Electric Undergrounding</td>
<td>$4,000,000</td>
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<tr>
<td>Denning Drive additional enhancements</td>
<td>$2,000,000</td>
<td>Lighting, undergrounding, combining phase I and II</td>
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<td>Central Park Children’s Park</td>
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<td>Splash pad upgrades at Shady Park</td>
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<td>Roundabout at Orange Ave and Denning Drive</td>
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<td>Downtown Smart Parking program</td>
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<td>Track parking availability, mobile app capability</td>
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