

# Transportation Advisory Board



**October 10, 2017 at 8:30 a.m.**

Public Safety Building,  
500 N. Virginia Ave. • Chief Beary Community Rm • Winter  
Park, FL 32792

## **1 administrative**

- A. Call to order
- B. Approval of Transportation Advisory Board Minutes from August 8, 2017 board meeting.
- C. Chairman's Report.
- D. Staff's Report.

## **2 action items**

- A. Transportation Prioritized Project List

**NOTE: Citizen Comments for Action Items (up to 3 minutes per person) will be heard after the second motion for each topic.**

## **3 informational / discussion items**

- A. Mobility Plan Update – Kimley Horn
- B. Sidewalk Policy
- C. Walk Friendly Community Application

## **4 new business**

- A. Citizen Comments for general traffic and transportation topics (up to 3 minutes per person). This item is scheduled for 9:30am.

## **5 adjourn**

- A. Agenda requests and/or announcements. 5 minutes
- B. Review Action Items identified during meeting. 5 minutes
- C. Next regular meeting, November 14, 2017 at 8:30am. Public Safety Building

## appeals & assistance

---

"If a person decides to appeal any decision made by the Board 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."

**CITY OF WINTER PARK  
TRANSPORTATION ADVISORY BOARD  
MINUTES**

**Regular Meeting**  
**Public Safety Building, 500 N. Virginia Ave.**  
**Chief Raymond E. Beary Community Room**

**August 8, 2017**

**Present:** David Erne, Marc Reicher, Harry Barley, Jill Hamilton Buss, Tom McMacken Tonya Mellen, Duane Skage

**Absent:**

**City of Winter Park Staff:** Lindsey Hayes, Planning and Community Development; Allison McGillis, Vanessa Balta Cook, Building and Sustainability; Butch Margraf, Keith Moore, Debbie Wilkerson Public Works Dept.; Sgt. Jeff Hershone WP Police Dept.

**Guests:** Jody Lazar, Winter Park Library, Nicole Heck, Kimley Horn

**EXECUTIVE SUMMARY**

- Board Election of Chairman and Vice Chairman
- Heritage Trail Support Letter
- Mobility Plan Update
- Vision Zero presentation

**I. ADMINISTRATIVE ITEMS**

**Call to Order:** Chm. Erne called the meeting to order at 8:30a.m.

**Approval of Minutes:**

Chm. Erne asked for approval of the June 13, 2017, minutes. Mr. Barley moved to approve the minutes as presented, Mr. Skage seconded the motion. Motion carried unanimously with a vote of 7-0.

Jill Hamilton-Buss announced that Healthy Central Florida is transitioning to Florida Hospital. There will be no changes in name, operations, or leadership.

Chm Erne introduced new Board member Tom McMacken and invited board members and staff to introduce themselves. Mr. Margraf announced that Jim McFarland resigned and that Mr. McMacken has been promoted to full board member from alternate.

**Board Election of Chairman and Vice-Chairman.**

Chairman. Ms. Mellon made a motion to nominate David Erne as the Chairman; Mr. Barley seconded the motion; motion carried unanimously by a vote of 7-0.

Vice Chairman. Ms. Hamilton-Buss made a motion to nominate Tonya Mellen as Vice-Chairman; Mr. Barley seconded the motion; motion carried unanimously by a vote of 7-0.

**Chair's Report** – David Erne

Chm. Erne announced that a joint board session with Kimley Horn regarding the results gathered from the June downtown parking discussion will be held tonight (August 8) at the Community Center at 6:00pm. Community wide meetings will be held tomorrow.

Chm Erne also announced that since the Bike 5 Cities event was so successful it is now a regular event. The next one is scheduled for Saturday, August 12, 2017. The 28 mile event will go thru Winter Park, Maitland, Eatonville, Orlando and Casselberry.

#### **Staff's Report – Butch Margraf –Project Updates July 11, 2017**

Mr. Margraf announced that John Holland, Parks Director, Terry Hotard, Asst. Electric Utility Dir, and Lena Petersen, Construction and Grants Manager retired.

- **St. Andrew's Trail** – The Four Seasons Board of Directors will be mailing letters to all condominium owners, with plan rendering, seeking 2/3rds approval from Four Seasons property owners to grant an easement over the ditch for the proposed St Andrews Trail.
- **Ward Park/Project Wellness Trail** – A Greenways and Trails non-motorized trail grant application has been submitted to supplement funding of the project. Grant awards to be announced in July.
- **17-92 (Orlando Avenue) PD&E update** – PD&E is complete. This project includes widened sidewalks, trees, landscaping, midblock pedestrian refuge crossings, improved stormwater drainage infrastructure. Project is in design. Waiting for cost estimates.
- **Fairbanks Ave Bowling Alley Property Lane Extension** – This project is in design. The FDOT and City are finalizing easement documentation for property transfer. This improvement will extend the westbound lanes approaching 1792.
- **Denning Drive** – Final design with stormwater drainage is near complete. Tentative schedule for start of construction is July. We will begin on the south end between Orange Ave and Fairbanks. MOT Phasing of the Construction Phases are being planned.
- **Active Arterial Management Program (AAM)** – ongoing partnership between FDOT and the City.
- **Interlachen Ave. Pedestrian Crossing Enhancement** – irrigation lines are in place. Rollins to plant trees and landscaping in the median.
- **Transit Signal Priority (TSP)** - equipment issues interrupting start of program have not been resolved. Implementation is delayed. This is an ongoing partnership between FDOT and the City.
- **Bicycle Wayfinding Pilot Program** – Pilot program Cady Way to Mead Botanical Gardens has started. Signs were installed for the pilot. Adjustments to sign information are being made..
- **Scenic Boat Tour** - Construction start estimated for July 1.

Mr. Margraf responded to questions.

#### **ACTION ITEMS**

No public comment

#### **INFORMATIONAL**

**New York Avenue Streetscape** – Mr. Margraf reported that this last year the CRA contracted with GAI to look at New York Avenue streetscape enhancements from Fairbanks to Canton Ave. He reviewed the proposed enhancements including rebuilding signals, bump outs, enhanced crosswalks, mast arm improvements and additional parking. The total cost estimate for this project is around \$2M. The City is looking at ways to reduce this number.

**Howell Branch Pond** – The start date for this project is mid-October. The project is funded by stormwater funds.

**Canton Ave Emergency Signal** – The Fire Dept. requested an emergency signal. FDOT has approved the design. The next step is funding the signal.

**Lakemont Ave Ped Crossing at Westminster Towers** – Meeting with the Mayor and Westminster Towers to discuss improved pedestrian crossing.

**Sylvan Curb Modification** - Revised curb line for Sylvan Blvd on west side of Lk. Sylvan shorting the crossing distance for pedestrians.

**Lakemont at Aloma Dual Left Turns N&S\*** - Years ago an FDOT study indicated that dual turn lanes for south bound would improve traffic. City is looking at dual turn lanes for north and south.

**Orlando Ave. at Orange Avenue Dual Left Turns NE&SW\*** - City is looking at implementing turn lanes at intersection

**Split Phase Phelps Avenue at Aloma Avenue.\*** - City is looking at implementing split phase traffic signal at Phelps.

**Bike Friendly Community Re-application for Higher Designation** – Mr. Margraf is working on the application

**Mobility Plan Draft Comments** - Mr. Margraf reviewed his comments to the plan. The Board discussed prioritizing projects, connectivity, sidewalk level of service, alternative ways to get around, improved transit piece, and the need for a big picture view of mobility. Mr. Margraf commented that the city needs to update its sidewalk policy. Mr. Margraf requested Board provide comments to Kimley-Horn by next meeting.

Juice scheduled to speak at August 25, Metroplan.

Agenda suggestions for next meeting:

- Walk Friendly designation
- Sidewalk Policy Update
- Update Mobility Plan

**ADJOURN**

Chm. Erne adjourned the meeting at 10:15 a.m. Next meeting is September 12, 2017.

Respectfully submitted,

*Debbie Wilkerson*

Debbie Wilkerson  
Recording Secretary

Project Updates by Staff for October 10, 2017 Transportation Advisory Board Meeting

**St Andrews Trail (LAP)** – The Four Seasons Board of Directors and the City of Winter Park have worked out an agreement to proceed with the project.

**Ward Park / Project Wellness Trail** – A Greenways and Trails trail grant has been awarded to the City. Data Collection and Design of the trail has commenced.

**17-92 (Orlando Avenue) PD&E update** – The City and FDOT are meeting to negotiate and clarify estimated cost distributions between the City and FDOT for the project and next steps.

**Fairbanks Ave Bowling Alley property Lane Extension** – This project is in design. The FDOT and City are finalizing documentation for property transfer. This improvement will extend the westbound lanes approaching 1792.

**Denning Drive** – Construction to begin October 9, 2017 on the south end between Orange Ave and Fairbanks.

**1792 at Morse Blvd Intersection Upgrade** – Construction plans are in final review at FDOT. This project includes new mast arms for the signal and enhanced pedestrian crosswalks.

**1792 at Canton Ave Emergency Signal** – Study is in final review at FDOT.

**Cady Way Trail Crossing at Cady Way** - Construction for RRFB at bike trail crossing in progress.

**Cady Way Trail Crossing at Summerfield Road** - Construction for RRFB at crossing in progress.

**Lakemont Ave at Westminster Towers Crosswalk** – this project is in design for relocating a crosswalk and enhancing it with flashing beacons.

**Active Arterial Management (AAM)** – ongoing partnership between FDOT and the City.

**Transit Signal Priority (TSP)** – equipment issues interrupting start of program have not been resolved. Implementation is delayed. This is an ongoing partnership between FDOT and the City.

**Bicycle Wayfinding** – Adjustments to sign distances and destinations are being considered.

**Scenic Boat Tour ADA Compliant Access** – Construction in progress.

Butch Margraf, Traffic Manager, Public Works Department, City of Winter Park Florida  
407-599-3411, [wmargraf@cityofwinterpark.org](mailto:wmargraf@cityofwinterpark.org)

Project Updates by Staff for July 11, 2017 Transportation Advisory Board Meeting

**St Andrews Trail (LAP)** – The Four Seasons Board of Directors will be seeking 2/3rds approval from Four Seasons property owners to grant an easement over the ditch for the proposed St Andrews Trail.

**Ward Park / Project Wellness Trail** – A Greenways and Trails non-motorized trail grant application has been submitted to supplement funding of the project. Grant awards to be announced in July.

**17-92 (Orlando Avenue) PD&E update** – PD&E update is complete. This project includes widened sidewalks, trees, landscaping, midblock pedestrian refuge crossings, improved stormwater drainage infrastructure. Project is in design. Waiting for cost estimates.

**Fairbanks Ave Bowling Alley property Lane Extension** – This project is in design. The FDOT and City are finalizing easement documentation for property transfer. This improvement will extend the westbound lanes approaching 1792.

**Denning Drive** – Final design with stormwater drainage is near complete. Tentative schedule for start of construction is July. We will begin on the south end between Orange Ave and Fairbanks. MOT Phasing of the Construction Phases are being planned.

**Active Arterial Management (AAM)** – ongoing partnership between FDOT and the City.

**Interlachen Ave Pedestrian Crossing Enhancement** – irrigation lines are in place. Rollins to plant trees and landscaping in the median.

**Transit Signal Priority (TSP)** – equipment issues interrupting start of program have not been resolved. Implementation is delayed. This is an ongoing partnership between FDOT and the City.

**Bicycle Wayfinding** – Pilot program Cady Way to Mead Botanical Gardens has started. Signs were installed for the pilot. Adjustments to sign information are being made.

**Scenic Boat Tour ADA Compliant Access** – Construction start estimated for first of July.

Butch Margraf, Traffic Manager, Public Works Department, City of Winter Park Florida  
407-599-3411, [wmargraf@cityofwinterpark.org](mailto:wmargraf@cityofwinterpark.org)

## Transportation Project List

8/13/2017

Proj #	Project Name	Funding	Status	Costs
1	Denning Drive Phase I	CRA	Active	\$1,800,000
2	St Andrews Trail	FDOT	Active	\$3,400,000
3	1792 Morse Blvd Signal Upgrade to Mastarms	CRA	Active	
4	Canton Ave Emergency Signal		Active	
5	Fairbanks Ave Lane Extension	FDOT/City	Active	
6	1792 Master Plan	FDOT/City	Active	
7	Active Arterial Management (AAM)	FDOT	Active	\$0
8	Transit Signal Priority (TSP)	FDOT	Active	\$0
9	1792 Fairbanks Ave Intersection study			
10	Rectangular Rapid Flashing Beacons (RRFB) Cady Way	PW	Active	
11	Rectangular Rapid Flashing Beacons (RRFB) Summerfield	PW	Active	
12	Center for Health and Wellness Trail - Grant	Greenways	Active	
13	Westminster Towers RRFB on Lakemont Ave	PW	Active	
14	Lakemont Ave at Aloma Ave Dual Left Turn NB & SB study		Active	
15	Aloma Ave Signal Coordination w/OC			\$150,000
16	Restricting traffic signals Howell Branch Road Temple Drive	PW		\$59,000
17	Citywide Fiber Network			
18	Conduit Gaps for Signal Coordination			
19	Citywide Sidewalks	PW	Active	
20	Denning Drive Phase II			
21	Rebuild traffic signals New York Ave at Morse w/mastarms	CRA		
22	New York Ave Streetscape	CRA		\$615,000
23	Fairbanks Ave at Pennsylvania Ave Split Phase Signals study			
24	Lakemont Complete Streets study / Lane Diet			\$18,000
25	Aloma Ave at Phelps Ave Split Phase Signals study			
26	Restricting traffic signals Howell Branch Road Temple Trail	PW		\$25,000
27	Mayflower Trail / Northeast Connector Multiuse Trail			
28	1792 Orange Ave Dual Left Turns NEB & SWB			
29	Church Trail Perth Lane to Lakemont Ave			
30	Bicycle Wayfinding			



## Transportation Project Descriptions

Proj #	Project Description
1	Denning Drive Phase I Orange Ave to Fairbanks Ave - construct 10' wide multiuse path east side of road including median islands, trees, landscaping, irrigation, fiber conduits, and dedicated left turn lanes and signals. Remove one travel lane.
2	St Andrews Trail - design and construct along St Andrews ditch a multiuse trail from Aloma Ave to Ward Park to Cady Way Trail.
3	Morse Blvd at 1792 - rebuilt traffic signal to mastarms.
4	Canton Ave at 1792 Emergency signal - construct traffic signal at 1792 and Canton Ave for emergency access actuation only.
5	Fairbanks Ave at 1792 east leg - construct lane extension along bowling alley property.
6	1792 Master Plan - design and construct moving curb lines to widen sidewalks, add trees and landscaping, improve drainage capacity.
7	AAM - work with FDOT on 1792 to collect current traffic data and adjust signal timings based on the data to improve traffic flows.
8	TSP - work with FDOT throughout the City on existing Lynx bus routes to improve bus schedules by capturing unused green times at traffic signals.
9	1792 at Fairbanks Ave intersection study for operational improvements.
10	Construct RRFB at the Cady Way bike trail crossing
11	Construct RRFB at the Summerfield Road bike trail crossing
12	Design and construct multiuse trail from the Center for Health and Wellness into Ward Park.
13	Design and construct RRFB on Lakemont at Westminster Towers for pedestrian crossing.
14	Aloma Ave at Lakemont Ave - dual left turn study and implementation for SB and NB traffic.
15	Aloma Ave from Phelps Ave to St Andrews - work with FDOT and Orange County to implement signal coordination thru the Aloma corridor.
16	Howell Branch Rd at Temple Drive - restring traffic signals and install video camera detection. Replace controller cabinet.
17	Plan and construct citywide fiber network.
18	Citywide construct conduits to fill gaps in system for signal coordination. Coordinate with fiber network efforts.
19	Develop and adopt new sidewalk installation and construction policy for constructing new sidewalks. Streamline sidewalk installation. 20 percent increase in sidewalk coverage is needed to meet LOS C and comply with adopted Comprehensive Plan.
20	Denning Drive Phase II Fairbanks Ave to Webster Ave - construct 10' wide multiuse path east side of road including median islands, trees, landscaping, irrigation, fiber conduits, and dedicated left turn lanes and signals. Remove one travel lane.
21	New York Ave at Morse Blvd rebuild traffic signals to mastarms. Replace controller cabinet.
22	New York Ave Streetscape including traffic signals at Morse Blvd and Fairbanks Ave and ped crosswalks at Comstock Ave and Welborne Ave
23	Fairbanks Ave at Pennsylvania Ave - study and construct split phasing of traffic signal.
24	Lakemont Ave Aloma Ave to Pine Ave - conduct Complete Streets study all transportation modes.
25	Aloma Ave at Phelps Ave - study and construct split phasing of traffic signal.
26	Howell Branch Rd at Temple Trail - restring traffic signals.
27	Mayflower Trail / Northeast Connector Multiuse Trail - work with Mayflower and other property owners north of Aloma Ave to design and build trail to connect to north Lakemont Ave.
28	1792 at Orange Ave - dual left turn study and implementation for NEB and SWB traffic.
29	Church Trail - work with church to design piped drainage system, fill ditch, build multiuse trail on surface.
30	Citywide Bicycle Wayfinding - implement bicycle wayfinding plan thru signage or mobile applications or both.