

Transportation Advisory Board



January 11, 2018 at 3:30 p.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 December 12, 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. Sidewalk Policy
- B. Mobility Plan Update
- C. Workshop Report

4 new business

A. Citizen Comments for general traffic and transportation topics (up to 3 minutes per person). This item is scheduled for 4:30pm.

5 adjourn

- A. Agenda requests and/or announcements. 5 minutes

B. Review Action Items identified during meeting. 5 minutes

C. Next regular meeting, February 13, 2018 at 8:30 a.m. Public Works 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
DRAFT**

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

December 12, 2017

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

Absent: None

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

Guests:

EXECUTIVE SUMMARY

- Bike to Work Day – 3/7-8/17
- Transportation Project List updated
- Sidewalk Workshop scheduled

I. ADMINISTRATIVE ITEMS

Call to Order: Chm. Erne called the meeting to order at 8:35a.m.

Approval of Minutes:

Chm. Erne asked for approval of the November 13, 2017, minutes. Mr. Reicher moved to approve the minutes as revised, Mr. Skage seconded the motion. Motion carried unanimously with a vote of 6-0.

ACTION ITEMS

2018 Bike to Work Day

Mr. Margraf reported that two days were suggested March 7, and March 8, 2018 (rain date). He explained that these dates will work because there is not conflict with the Art Festival. Board consensus agreed with these dates.

Transportation Project List

Mr. Margraf reviewed the current list and explained that the first 16 are ongoing, but 17-31 are flexible and can be re-arranged to reflect changing priorities. The Board discussed re-prioritizing some projects on the list. After discussion of the Northeast Connector, Ms. Hamilton Buss moved that the Transportation Advisory Board recommend that staff include requirements, in the approval of the Mayflower, to set aside vacant land wide enough as appropriate for a multi-use path, to be known as the Northeast Connector, for the purpose of connecting to the St. Andrews Trail, seconded by Mr. Skage, motion carried 7-0.

Mr. Margraf announced that the City designation as a Bike Friendly Community was upgraded from Bronze to Silver and thanked the Board for their part in making that happen. Discussion continued on the Project List. Mr. Margraf provided project details and responded to questions. Based on Board recommendations, Mr. Margraf will reorder and reformat the list and present it at the January meeting.

The Board discussed holding a workshop to perfect the Sidewalk Policy. After discussion the Board agreed to hold the workshop Tuesday, January 9, 2018 8:30 – 10:30 am and move the regular meeting to Thursday, January 11, 2018, 3:30 to 5:30 pm. Staff will check to make sure the Beary Room is available for the January 11, meeting.

Mr. Margraf commented that he would like to see the City receive a Walk Friendly Community designation.

Chair's Report – David Erne

Chm. Erne reported on events he participated in and upcoming cycling events scheduled for our area.

Staff's Report Butch Margraf –Project Highlights – December 12, 2017

- **St. Andrew's Trail** – Developing conceptual exhibits for agreement document to proceed with the project. The property boundary and easements have been staked at the site to assist in finalizing the agreement.
- **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** – This project has been advanced to the Design Phase.
- **Fairbanks Ave Bowling Alley Property Lane Extension** – This project is in design. The FDOT and City are documentation for property transfer.
- **Denning Drive** – Construction of Phase One is near completion.
- **17-92 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.
- **17-92 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** - the City is proceeding to acquire materials for construction after having me with the Westminster towers Citizens board to finalize design of the pedestrian crossing and flashing lights.
- **Active Arterial Management (AAM)** – The AAM program is ending. The corridor is being absorbed into the ICM program (Integrated Corridor Management).
- **Transit Signal Priority (TSP)** - equipment issues have been resolved. Program is operational. This is an ongoing partnership between FDOT and the City.
- **Bicycle Wayfinding Pilot Program** – Adjustments to sign distances and destinations are being considered.
- **Scenic Boat Tour** - Construction is near to completion.

INFORMATIONAL

Mr. Margraf reviewed the Bike Friendly Community application that resulted in the designation upgrade.

Agenda suggestions for next meeting:

- Sidewalk Policy Update
- Transportation Projects List
- Comments on Mobility Plan
- Workshop Report

ADJOURN

Chm. Erne adjourned the meeting at 9:58 a.m. Next meeting is January 11, 2018.

Respectfully submitted,

Debbie Wilkerson
Recording Secretary

Project Updates by Staff for January 11, 2018 Transportation Advisory Board Meeting

St Andrews Trail (LAP) – Developing conceptual exhibits for the agreement document to proceed with the project.

Ward Park / Project Wellness Trail –Data Collection and Design of the trail has commenced.

17-92 (Orlando Avenue) PD&E update – This project has been advanced to the Design Phase. Project will be advertised as a corridor improvement project for bids on January 22, 2018.

Fairbanks Ave Bowling Alley property Lane Extension – This project is in design. The FDOT and City are finalizing documentation for property transfer.

Denning Drive Phase 1 – Construction of Phase One is near completion. Landscape and irrigation being constructed.

1792 at Morse Blvd Intersection Upgrade – Construction mast arm 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 complete.

Cady Way Trail Crossing at Summerfield Road - Construction for RRFB at crossing complete.

Lakemont Ave at Westminster Towers Crosswalk – The City is proceeding to acquire materials for the relocation of the existing crosswalk and construction of the pedestrian crossing signals.

Active Arterial Management (AAM) / Integrated Corridor Management (ICM) – This is an ongoing partnership between FDOT, the City of Winter Park, and other adjacent municipalities.

Transit Signal Priority (TSP) – This is an ongoing partnership between FDOT, Lynx, and the City.

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

Scenic Boat Tour ADA Compliant Access – Construction of ramp is complete. Construction handrails in process. Construction of stairs to supplement ramp is in construction.

Butch Margraf, Traffic Manager, Public Works Department, City of Winter Park Florida
407-599-3411, wmargraf@cityofwinterpark.org

Project Updates by Staff for December 12, 2017 Transportation Advisory Board Meeting

St Andrews Trail (LAP) – Developing conceptual exhibits for the agreement document to proceed with the project. The property boundary and easements have been staked at the site to assist in finalizing the agreement.

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 – This project has been advanced to the Design Phase.

Fairbanks Ave Bowling Alley property Lane Extension – This project is in design. The FDOT and City are finalizing documentation for property transfer.

Denning Drive Phase 1 – Construction of Phase One is near completion.

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 complete.

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

Lakemont Ave at Westminster Towers Crosswalk – The City is proceeding to acquire materials for construction after having met with the Westminster Towers Citizens board to finalize design of the pedestrian crossing and flashing lights.

Active Arterial Management (AAM) – The AAM program is ending. The corridor is being absorbed into the ICM program (Integrated Corridor Management).

Transit Signal Priority (TSP) – equipment issues have been resolved. Program is operational. This is an ongoing partnership between FDOT, Lynx, and the City.

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

Scenic Boat Tour ADA Compliant Access – Construction is near completion.

Butch Margraf, Traffic Manager, Public Works Department, City of Winter Park Florida
407-599-3411, wmargraf@cityofwinterpark.org