

Transportation Advisory Board



March 13, 2018 at 8:30 a.m.

City Hall Building,
401 Park Ave South • Commission Chambers • Winter Park,
FL 32789

1 administrative

- A. Call to order
- B. Approval of Transportation Advisory Board Minutes from February 13, 2018 Board Meeting and February 20, 2018 Special Work Session.
- C. Chairperson's Report.
- D. Staff person's Report.

2 action items

- A. Mayflower/Northeast Connector Trail – Dori Stone, Director Planning and Community Development

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. Vision Zero – Jill Hamilton-Buss
- B. Debrief Bike To Work Day event
- C. Pedestrian and Bicycle Connectivity map link
<https://gispublic.cityofwinterpark.org/TrailsConnectivity/>

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.

- A. Agenda requests and/or announcements.
- B. Review Action Items identified during meeting.
- C. Next regular meeting, April 5, 2018 at 8:30 a.m. City Hall Building. NOTE:
This is a new meeting day of the month.

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
City Commission Chambers.
401 Park Ave. S**

February 13, 2018

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

Absent: Harry Barley

City of Winter Park Staff: Lindsey Hayes, Allison McGillis Planning and Community Development; Vanessa Balta Cook, Building and Sustainability; Troy Attaway, Don Marcotte, Butch Margraf, Keith Moore, Debbie Wilkerson, Public Works Dept.; Leif Bouffard, Tim Egan, Parks Dept.

EXECUTIVE SUMMARY

- New meeting location, City Hall
- New meeting day, 1st Thursday, starting April 5
- Bike to Work Day
- Howell Branch properties update
- Northeast Connector

I. ADMINISTRATIVE ITEMS

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

Troy Attaway, Public Works Director, announced Butch Margraf's retirement in early April. He thanked Mr. Margraf for all his efforts on the City's behalf. He stated that the City will be utilizing Don Marcotte, Public Works Asst. Dir, and Keith Moore, Sr. Engineer, to handle his responsibilities until some staff changes are confirmed.

Approval of Minutes:

Chm. Erne asked for approval of the January 9, 2018, work session minutes. Ms. Mellen moved to approve the minutes, Ms. Hamilton Buss seconded the motion. Motion carried unanimously with a vote of 5-0.

Chm. Erne asked for approval of the January 11, 2018, regular meeting minutes. Mr. Reicher moved to approve the minutes as presented, Mr. Skage seconded the motion. Motion carried unanimously with a vote of 5-0.

Chair's Report – David Erne

Chm. Erne introduced for discussion changing the meeting venue and date. Chm. Erne explained his reasons for wanting to move the meeting to the Commission Chambers. He also stated his reasons for changing the day to the second Thursday of the month, at the same time. After discussion the Board agreed to move the meeting to the Commission Chambers and change the day to the first Thursday of

the month. The March meeting will be held as scheduled (March 13) with the change taking place in April (April 5).

Chm. Erne mentioned the following events:

Bike to Work Day, March 7, 2018
Earth Day, April 15, 2018
Bike 5 Cities, May 5, 2018

Staff's Report Butch Margraf –Provided details on the following projects and responded to questions, February 13, 2018

- **St. Andrew's Trail** – Met with Design Consultant KCG February 2, 2018, to update agreement exhibits. Conferred with attorney on exhibits.
- **Ward Park/Project Wellness Trail** – Data collection and Design of the trail has commenced. An archeological survey is scheduled and required.
- **17-92 (Orlando Avenue) PD&E update** – This project was advertised for Design Phase, January 22, 2018. Design Consultant to be contracted with FDOT in June 2018.
- **Fairbanks Ave Bowling Alley Property Lane Extension** – This project is in design. Preliminary design plans to City for review late February 2018.
- **Denning Drive Phase 1** – Construction of Phase One is near completion. Landscape and irrigation completed. Striping is scheduled for week of February 12.
- **Denning Drive Phase II** – Construction of Phase II begins February 5, 2018, with southbound Lynx bus stops at MLK Park.
- **17-92 at Morse Blvd. Intersection Upgrade** – FDOT final design comments for mast are plans provided to City for review and response. This project includes new mast arms for the signal and enhanced pedestrian crosswalks
- **17-92 at Canton Ave. Emergency Signal** – The need for an Emergency Signal has been justified with FDOT. GPS preemption is being evaluated as an alternative.
- **Cady Way Trail Crossing at Summerfield Road** – Construction for RRFB's at bike trail crossing complete.
- **Northeast Connector** – The Mayflower Expansion project must come back to P & Z for Conditional Use Approvals before it comes back to City Commission for approvals. The Board discussed concerns regarding this project including: how it can be accomplished, its value to the community, size and shape of trail/easement, whether or not to bring in an expert to provide input on what a trail could look like and request that P&Z notify them when the Mayflower goes before the Commission. Ms. Hamilton Buss will contact Ian Lockwood, Toole Design Group.
- **Lakemont Ave at Westminster Towers Crosswalk Flashing Pedestrian Signals** - The signal construction is complete. Concrete work for ramps is scheduled. Striping to be scheduled.
- **Bicycle Wayfinding** – Adjustments to sign distances and destinations have been re-engineered for the pilot project. Sign updates to be scheduled.

GIS Ped Bike Connectivity Mapping – Tim Egan, Natural Resources Manager

Mr. Egan presented a PowerPoint presentation that will be presented to the City Commission that shows GIS mapping of the pedestrian and bike facilities throughout the City. He explained the value of providing this information in one location. Mr. Egan responded to questions.

The Board decided that a Bike to Work logistic workshop would be helpful. After discussion the workshop will be held on Tuesday, February 20, 2018, at 8:30, Chapman Room.

Agenda suggestions for next meeting:

- Sidewalk Policy Update
- Transportation Projects List
- Vision Zero
- Mobility Plan

ADJOURN

Chm. Erne adjourned the meeting at 10:27 p.m. Next meeting is March 13, 2018.
Respectfully submitted,

Debbie Wilkerson

Debbie Wilkerson
Recording Secretary

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

**Work Session
City Commission Chambers
401 Park Ave. S.**

February 20, 2018

Present: David Erne, Jill Hamilton Buss, Duane Skage, Harry Barley

Absent: Marc Reicher, Tonya Mellen

City of Winter Park Staff: Butch Margraf, Keith Moore, Public Works Dept., Lindsey Hayes, Allison McGillis Planning and Community Development; Vanessa Balta-Cook, Sustainability

Guests: Lisa McCoy Heathy Central Florida, Lisa Portelli, Winter Park Health Foundation, Jodi Lazar, Winter Park Library

Work Session for Bike to Work Day

Topic discussed

1. Bike to Work Day

Mr. Margraf distributed the Bike to Work flyer, color photos and route. He explained the reasons for the route, and stated it is the same route as last year. Ms. Hamilton Buss reviewed the itinerary, registration information and requested ideas for making the event bigger and better. Discussion ensued regarding advertising possibilities, partnering opportunities, funding the DJ, ways to spread the word and t-shirt design. The Board discussed child friendly bike rides, timing for the bike valet, vendors displaying their bikes, photographers, contests and prizes and plans for future events including incorporating Denning Dr.

ADJOURN

Chm. Erne adjourned the meeting at 9:35 a.m.

Project Updates by Staff for March 13, 2018 Transportation Advisory Board Meeting

St Andrews Trail (LAP) – License Agreement for maintaining Four Seasons owned easements was sent to attorneys of Four Seasons for review. Agreement must be executed by City and Four Seasons Board of Directors to proceed with design and construction.

Ward Park / Project Wellness Trail – An archeological survey is scheduled and required.

17-92 (Orlando Avenue) Master Plan – This project was advertised for Design Phase January 22, 2018. Design Consultant to be contracted with FDOT in June 2018.

Fairbanks Ave Bowling Alley property Lane Extension – The city has received and is reviewing the preliminary design plans.

Denning Drive Phase 1 – Complete.

Denning Drive Phase II – Construction of Phase II east side, Fairbanks Ave to Morse Blvd, is underway.

1792 at Morse Blvd Intersection Upgrade – Final mast arm design plans submitted to FDOT for signoff. Upon signoff mast arms will be quoted then ordered. Construction to be scheduled upon receipt of mast arms.

1792 at Canton Ave Emergency Signal – GPS pre-emption is being evaluated as an alternative to a traffic signal at Canton.

Northeast Connector – The City met with the Mayflower and walked the property. Planning and Public Works departments met to discuss the Northeast Trail connector route options. The Northeast Connector is an agenda Action Item for the Tuesday March 13 TAB meeting.

Lakemont Ave at Westminster Towers Crosswalk Flashing Ped Signals – The flashing signals, signs and crosswalk are completed.

Bicycle Wayfinding Pilot Project – Adjustments to sign distances and destinations have been re-engineered. Signs are being modified.

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Fairbanks Ave Bowling Alley property Lane Extension – This project is in design. Preliminary Design Plans to City for review late February 2018.

Denning Drive Phase 1 – Construction of Phase One is near completion. Landscape and irrigation completed. Striping is scheduled for week of February 12.

Denning Drive Phase II – Construction of Phase II begins February 5, 2018 with southbound Lynx bus stops at MLK Park.

1792 at Morse Blvd Intersection Upgrade – FDOT final design comments for mast arm plans provided to City for review and response. This project includes new mast arms for the signal and enhanced pedestrian crosswalks.

1792 at Canton Ave Emergency Signal – The need for an Emergency Signal has been justified with the FDOT. GPS pre-emption is being evaluated as an alternative.

Cady Way Trail Crossings at Cady Way and Summerfield Road - Construction of RRFBs at bike trail crossings complete.

Northeast Connector – The Mayflower Expansion project must come back to P & Z for Conditional Use approvals before it comes back to City Commission for approvals.

Lakemont Ave at Westminster Towers Crosswalk Flashing Ped Signals – The signal construction is complete. Concrete work for ramps is scheduled. Striping to be scheduled.

Bicycle Wayfinding – Adjustments to sign distances and destinations have been re-engineered for the pilot project. Sign updates to be scheduled.

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

TRANSPORTATION ADVISORY BOARD

March 13, 2018

Mayflower/Northeast Connector Trail Planning Department Analysis

Based on recent TAB discussions, Planning and Public Works staff have met to discuss the practicality and effectiveness of the Mayflower Trail that is identified in the 2010 Pedestrian and Bicycle Plan. The main goal of this trail, as the Board knows, is to create a “northeast connector” multi-use trail from Aloma to Lakemont Avenues that will connect Lakemont Elementary School and the YMCA to the St. Andrews Trail and ultimately the Cady Way Trail.

Over the course of several months, staff has been working with the Mayflower developers in an attempt to create a link that would allow a connection to Lakemont Avenue and ultimately to other pedestrian and bicycle amenities through the Mayflower development. It appears that this trail, as originally proposed eight years ago, is a difficult alignment based on public input, private property access and connectivity. In an attempt to resolve the on-going desires of the Board to promote this link and the difficulties associated with this alignment, staff has looked at other alignments that achieve the same goal.

On the attached map, there are three potential locations of the northeast connector trail. Staff has analyzed each option. Location A, in red, is what TAB is most familiar with, referred to as the Mayflower Trail in the 2010 Pedestrian and Bicycle Circulation Plan Update. Location B, in blue, is an alternate route east of Crealde that avoids the Mayflower. Location C, in green, is a route that utilizes more city-owned right of way and accomplishes the intent of the original Mayflower Trail proposed in 2010.

Location A

The alignment of this proposed trail is in the 2010 Pedestrian and Bicycle Circulation Plan. As a route, it is straightforward and provides the necessary linkage between St. Andrews Trail to the south and Lakemont Avenue. After staff reviewed the analysis and met with the Mayflower, this route became extremely challenging to complete based on the amount of impact to the Mayflower and the trail location that cuts through the Crealde campus and affects existing condominium owners. As the City Commission heard in recent testimony, the existing Mayflower owners and developers have serious concerns about this trail dividing their campus. Their main concern is safety for their residents. A buffer or fence may help mitigate concerns regarding safety. To date the neighbors have been adamant about opposing the trail, and where the trail would cross the connecting road between the single family residences and the multifamily residences there would be no fence. This type of opposition could stall or negate the ability to implement this segment of trail in the future.

Location B

This route would alleviate the concerns of dividing the Mayflower campus. The challenges in this route center on the significant amount of mature trees located along the proposed alignment. To implement this trail, a number of these trees would need to be removed. Access along the

boundaries of the Interlachen Country Club would also come into play if this route were selected as an alternative.

Location C

In this option, the trail would run along Lander Road, through a City owned property, and only require a small amount of land to be dedicated to the City by the Mayflower. There is enough right-of-way along Lander Road to create a new eight (8) foot wide sidewalk and could provide improvements to the City owned property that currently houses a lift station. This option imposes minimal impact on the Mayflower and still accomplishes the intent of connectivity.

Staff Recommendation

As the city funds and constructs the trails highlighted in the Winter Park Bicycle Circulation Plan, it is important to remember that flexibility is required to build the trail network. The ability to gain access to necessary right of way has become a roadblock in pursuing the current proposed trail location to complete the Mayflower Trail. Upon further evaluation staff recommends moving the trail location to Location C based on accessibility, compatibility with neighborhoods, and connectivity. Staff is recommending that the TAB support Location C as the northeast extension and revise the Pedestrian and Bicycle Circulation Plan. Once approved, staff will put together a Capital Improvement amendment to fund this and begin any regional processes necessary to find additional financial resources.



MAYFLOWER RETIREMENT COMMUNITY

Northeast Connector Trail Analysis

City of Winter Park
Florida

Legend

- Winter Park City Limits
- City Owned Property
- Mayflower Retirement Community

Trail Location Options

- Location A
- Location B
- Location C

