

Transportation Advisory Board



May 3, 2018 at 8:30 a.m.

City Commission Chambers,
401 Park Ave S., Winter Park, FL 32789

1 administrative

- A. Call to order
- B. Approval of Transportation Advisory Board Minutes from March 13, 2018 and April 5, 2018
- C. Chairman's Report
- D. Staff's Report

2 action items

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 Update
- B. Transportation Projects List
- C. Development Report
- D. Vision Zero

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, June, 7 2018, at 8:30 a.m. City Commission Chamber

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
City Commission Chambers.
401 Park Ave. S**

March 13, 2018

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

Absent: Duane Skage

City of Winter Park Staff: Dori Stone, Lindsey Hayes, Allison McGillis Planning and Community Development; Vanessa Balta Cook, Building and Sustainability; Don Marcotte, Butch Margraf, Keith Moore, Debbie Wilkerson, Public Works Dept.; Ofc. Anderson Police Dept.

EXECUTIVE SUMMARY

- Bike to Work Day
- Northeast Connector

I. ADMINISTRATIVE ITEMS

Call to Order: Chm. Erne called the meeting to order at 8:40 p.m.

Approval of Minutes:

Chm. Erne asked for approval of the February 20, 2018, work session minutes. Mr. Barley moved to approve the minutes as presented, Ms. Mellon seconded the motion. Motion carried unanimously with a vote of 5-0.

Chm. Erne asked for approval of the February 13, 2018, regular meeting minutes. Ms. Hamilton-Buss moved to approve the minutes as presented, Ms. Mellon seconded the motion. Motion carried unanimously with a vote of 5-0.

Chair's Report – David Erne

- Chm. Erne thanked the Winter Park Police Dept. for their outstanding job during the “Bike to Work” event.
- He reminded the Board that there are two vacancies. He encouraged members to try and recruit qualified candidates to apply for the open positions. The Mayor will appoint new members at the first Commission meeting in May.
- Chm. Announced that Earth Day will take place on April 15, 2018, and the Board will be sharing a tent with ReThink. The “Bike 5 Cities” 28-Mile Ride will be held on May 5, 2018.

Due to members schedules the Board agreed to move up the Mayflower/Northeast Connector Trail presentation from Dori Stone, Director, Planning and Community Dev.

Ms. Stone reviewed the goals and objectives for the Northeast Connector. She explained the challenges with the trail as was originally proposed eight years ago. Ms. Stone presented three potential locations for the Northeast Connector trail and discussed the pros and cons, for staff, of each location. Discussion ensued regarding safety, cost of creating trail alternatives, pros and cons of each trail for users, value of

pursuing more than one trail option, the value of TAB notification, and concerns of Mayflower residents.

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.

Ms. Stone responded to questions.

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.

After extension discussion, Mr. Reicher moved to direct staff to negotiate for the Northeast Connector route on Location C, and future use of Location B, and delete Location A, Ms. Mellon seconded the motion, motion carried unanimously with a vote of 5-0.

The Board presented retiring Butch Margraf with a gift to thank him for his service to the City and the Transportation Advisory Board.

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

- **St. Andrew's Trail** – 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) 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** – The City has received and is reviewing the preliminary design plans.
- **Denning Drive Phase I** – Complete.
- **Denning Drive Phase II** – Construction of Phase II east side, Fairbanks Ave to Morse Blvd, is underway.
- **17-92 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.
- **17-92 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.
- **Lakemont Ave at Westminster Towers Crosswalk Flashing Pedestrian Signals** The flashing signals, signs and crosswalk are completed.
- **Bicycle Wayfinding** – Adjustments to sign distances and destinations have been re-engineered for the pilot project. Sign updates to be scheduled.

The Board discussed Bike to Work routes for future rides.

Mr. Margraf announced that Winter Park was selected as the Bicycle Friendly Community of the Year by the Florida Bicycle Association. This will be presented at the March 26, Commission meeting.

Agenda suggestions for next meeting:

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

ADJOURN

Chm. Erne adjourned the meeting at 9:42 p.m. Next meeting is April 5, 2018.
Respectfully submitted,

Debbie Wilkerson
Recording Secretary

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

**Regular Meeting
City Commission Chambers.
401 Park Ave. S**

April 5, 2018

Present: David Erne, Duane Skage, Harry Barley, Jill Hamilton Buss (9:10am)

Absent:, Marc Reicher, Tonya Mellen

City of Winter Park Staff: Dori Stone, Allison McGillis Planning and Community Development; Vanessa Balta Cook, Building and Sustainability; Don Marcotte, Butch Margraf, Keith Moore, Debbie Wilkerson, Public Works Dept.; Lt.. Stan Lock Police Dept.

EXECUTIVE SUMMARY

- Earth Day 2018
- Mobility Plan Update
- Development review process

I. ADMINISTRATIVE ITEMS

Call to Order:

Chm. Erne called the meeting to order at 8:50 p.m.

Approval of Minutes:

Approval of the March 13, 2018, regular meeting minutes postponed due to requested revisions until May 3, 2018.

Mr. Barley introduced for discussion a proposed development at Lakemont and Aloma. He expressed concern that he had not heard of the development until it was brought to his attention by another resident. He requested time on the agenda to discuss the development, procedures for informing the Transportation Board of projects and notification formulas that determine mailings for affected property owners. Mr. Margraf suggested postponing the Sidewalk Policy discussion and using that time to discuss the development. The Board agreed.

Chair's Report – David Erne

- He reminded the Board that Butch Margraf's retirement celebration takes place today at 3:00 pm at the Winter Park Country Club.
- Chm. Erne announced that Earth Day will take place on April 15, 2018 from 11:00 to 3:00 pm in Central Park. Board will be sharing a tent with ReThink. Mr. Margraf will provide various handouts for the tent. Bike valet, bike repair and a bike rodeo will be available at the event. Ms. Balta Cook responded to a question regarding funding for the Earth Day event. She explained it was a combination of sponsor fees and City of Winter Park budgeted funds.

Staff's Report - Butch Margraf –Provided details on the following projects and responded to questions, April 5, 2018

- **St. Andrew's Trail** – Attorney indicates the proposed fence, instead of a wall, is agreeable to Four Seasons. Agreements will be executed by City and Four Seasons Board of Directors

- **Ward Park/Project Wellness Trail** – An archeological survey is complete. Collected data are being compiled by the study consultant for the final report.
- **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** – The City met with FDOT contractor designing the lane extension. Questions regarding the sidewalk cross slope and stormwater pipe route needed additional information to proceed with design.
- **Aloma Ave. Adaptive Traffic Signal System** - Received quote for adaptive traffic signal equipment and service from InSync. Met with InSync representative and evaluated existing traffic control cabinets and traffic signal structures for new equipment installation. Designing auxiliary cabinets. Orange County is up and running.
- **Denning Drive Phase II** – Construction of Phase II east side, Fairbanks to Morse Blvd is underway.
- **17-92 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.
- **17-92 at Canton Ave. Emergency Signal** – GPS pre-emption is being evaluated as an alternative to a traffic signal at Canton.
- **Integrated Corridor Management (ICM/Active Arterial Management (AAM))** - The 24 hour monitoring of the traffic signals along 17-92 is evolving in importance to traffic signal efficiency. Not only are the vehicles in the corridor being monitored (travel and speed), the signal equipment at each intersection is being monitored also. A report is sent each morning to the City (me) showing any alarms for a problem. The City signal technician can be dispatched first thing in the morning to repair the problem. We do not have to wait for a driver to call the City to report an issue.
- **Northeast Connector** – A new route was selected for this trail at the March 13, 2018, TAB board meeting.
- **Flashing Ped Signals** – Rectangular Rapidly Flashing Beacons (RRFB) can now be used again. A problem with patents had caused their use to be suspended by FDOT.
- **Bicycle Wayfinding** – Adjustments to sign distances and destinations have been re-engineered. Near completion.
- The Florida Bicycle Association presented “Bicycle Friending Community of the Year” to the Mayor and the City at the March 26, Commission meeting.

Mobility Plan – Cliff Tate, KCG

Mr. Tate reviewed the latest draft of the Mobility Plan. He covered highlights including, an updated reference to the Transportation Advisory Board’s history and goals, inclusion of proposed bicycle projects from the Pedestrian and Bicycle Circulation Plan in Appendix A, inclusion of sidewalk inventory map in Sidewalk and Crosswalk Plan in Appendix B and explained “Adequate Facilities” which means they meet the City’s Land Development Code (LDC). He presented KCG’s recommended sidewalk revisions to the LDC, which would be consistent with the FDOT Design Manual.

(Jill Hamilton Buss, 9:10am, Quorum)

The draft also includes more up to date crash data and maps. He commented that they didn’t not include data from Park Ave., since most crashes there involved parking. Improvement tables were updated. Mr. Tate commented that he is working with Mr. Margraf to reconcile the Connectivity Plan and the Mobility Plan so they are consistent. He explained the difference between the Mobility Plan and the

Connectivity Plan and the impact of the differences. Discussion ensued regarding when impact fees can be charged. Mr. Tate requested recommendations from the Board on identifying preferred bicycle friendly routes in the City that could be used on Google. Discussion ensued regarding the value of a new sidewalk policy. He also requested input once the Board has an opportunity to review the revised Mobility Plan.

Mr. Marcotte responded to a question regarding the trail that runs along the train track, he stated it was complete.

The Board agreed to postpone the Vision Zero presentation until the May 3 meeting when more members are in attendance.

Public Comment

Kim Allen, 1800 Fawsett Road, thanked Butch Margraf for his service to the community. She spoke in opposition to the proposed development at Lakemont and Aloma, expressing concerns with increasing traffic on Aloma and Lakemont, forcing traffic into side streets, and impacts to the character of the neighborhood.

Discussion ensued regarding lack of notification, impacts to traffic and neighborhood. Ms. Stone responded to concerns, clarifying the notification process, envisioning other development possibilities and their impact on traffic, and describing the city's development review/approval process. Discussion continued regarding notifications to the Transportation Advisory Board, proposed development report to the Transportation Advisory Board, and history of granting variances. Board consensus was to accept the offer to add a short informational agenda item on proposed development. Mr. Barley commented on the importance of looking holistically at traffic operations in that area.

Lt. Locke commented on a previous comment regarding traffic data and suggested some possible changes to traffic operations in the area due to the development.

Chm Erne inquired as to the possibility of receiving/accessing P&Z information/staff reports digitally. Discussion ensued regarding feasibility, value, and timeliness. No action was taken.

Mr. Barley announced, due to moving out of Winter Park, he will be resigning from the Transportation Advisory Board. Staff will research special circumstances that may allow him to stay.

Agenda suggestions for next meeting:

- Sidewalk Policy Update
- Transportation Projects List
- Development Report
- Vision Zero

ADJOURN

Chm. Erne adjourned the meeting at 10:35 a.m. Next meeting is May 3, 2018.
Respectfully submitted,

Debbie Wilkerson
Recording Secretary