

Transportation Advisory Board



September 6, 2018 at 8:30 a.m.

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

1 administrative

- A. **Call to order**
- B. **Election of Chair and Vice- Chair**
- C. **Approval of Transportation Advisory Board Minutes from August 2, 2018**
- D. **Chairman's Report**
Harry Barley Appreciation
- E. **Peter Martinez – Bike Share (tentative)**
- F. **Assistance from FHWA in Developing Vision Zero Plans. (tentative)**
- G. **Staff's Report**
 - **Transportation Projects List**

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. **Development Report**

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, October 4, 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**

**August 2, 2018
401 Park Ave. S**

Present: David Erne, Tonya Mellen, Steve Boyd, Jonathan Thigpen

Absent: Duane Skage Jill Hamilton Buss, Marc Reicher

City of Winter Park Staff: Don Marcotte, Keith Moore, Debbie Wilkerson, Public Works Dept.; Allison McGillis Planning and Community Development; Vanessa Balta Cook, Building and Sustainability; Sgt Jeff Hershone, Police Dept.

Guests:

EXECUTIVE SUMMARY

- Sidewalk Policy
- Transportation Project List

I. ADMINISTRATIVE ITEMS

Call to Order:

Chm. Erne called the meeting to order at 8:39 p.m. Chm Erne welcomed new Board member Jonathon Thigpen. Board members and staff gave a brief introduction of themselves.

Election of Chairman and Vice Chairman

After discussion Board agreed to postpone elections until the September meeting when more Board members are present.

Approval of Minutes:

Chm. Erne asked for approval of the June 7, 2018, regular meeting minutes. Mr. Erne moved to approve the minutes as presented, Ms. Mellen seconded the motion. Motion carried unanimously with a vote of 4-0.

Chair's Report – David Erne

- Mr. Erne commented that the Board's alternate position is still vacant.
- He presented the City's 2017 Annual Report Card and requested that transportation/parking/traffic statistics be included for 2018. TAB will brainstorm ideas at a future meeting and staff will research submittal deadline.
- Mr. Erne mentioned that Winter Park Police offer a bicycle registration program and encouraged everyone to use it.
- Mr. Erne thanked Harry Barley for his contribution to the Board. Mr. Barley is currently ineligible to serve on a Board but he would be an asset if a future opportunity presents itself. Mr. Barley will be invited to the September meeting.

Staff's Report – Mr. Marcotte said that due to time constraints he has not had an opportunity to update the Sidewalk Policy. Ms. Mellen reminded the Board that she had forwarded examples of two sidewalk policies from City of Fort Collins and City of Lake Saint Louis. She commented on the benefits of each

example. Ms. Mellen responding to a question explained the reasons behind the Sidewalk Policy revision and what the Board hopes to accomplish. Discussion ensued, including, how to handle sidewalk requests by residents, assigning priority, need for strong sidewalks policy, preferred sidewalk form and format, funding, strategic planning, sidewalks and new construction, and contractor assessments. Staff will take input and incorporate into revised document.

Mr. Marcotte reviewed the priority list from MetroPlan that impact Winter Park.

Don Marcotte provided details on current projects and responded to questions:

- **St. Andrew's Trail** – License Agreement will go to the Four Seasons Board for approval on June 13, then to City Commission on June 25, 2018. Design is 60% complete and will be reviewed June 7. State construction monies currently scheduled for July 2019. Pre-application meeting held with the SJRWMD on July 26, 2018.
- **Ward Park/Project Wellness Trail** – The necessary archeological survey is complete for the state grant. Demolition and construction to start July and finish by October 2018.
- **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. Coordinating with Orange County to better understand the benefits.
- **Denning Drive Phase II** – Construction of Phase IIA, Fairbanks to Morse Blvd, is complete. Phase IIB, Morse Blvd. to Canton Ave., is complete except landscaping.
- **17-92 at Morse Blvd. Intersection Upgrade** – Permit received from FDOT on May 22. City Commission to approve contractor services during their meeting on June 11, 2018. Upon execution of contract mast arms will be ordered and construction will be scheduled upon receipt.
- **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 also being monitored. 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 Project** – Adjustments to sign distances and destinations have been re-engineered. Near completion.
- **New York Ave. Improvements (CRA)** – Intersection plans 60% complete, 30% at Fairbanks including signal design. Meeting with Rollins representation on June 18, 2018, to discuss corner clip easements acquisition.
- **Fairbanks Ave Additional EB left turn lane at 17-92** – Consideration of acquiring easements along the north side and creating parking along Broadview Ave.

Staff responded to questions and will update list.

Public Comment:

Mr. Todd Weaver, 1031 Lake Bell Dr., spoke on various topics including expanding SunRail, the possibility of adding traffic circles to City streets, and various street improvements in the City.

Planning Projects Update – Allison McGillis

Ms. McGillis provided information on Mayflower Retirement Center changes. Discussion ensued. After discussion Mr. Boyd moved that the City request additional width for a temporary construction easement thru the Mayflower property for the North East Connector, seconded by Mr. Erne, motion carried unanimously 4-0. Ms. McGillis also provided the Winter Park Parking Code Modernization Recommendations from Kimley Horn and Public Hearing notice for the Lawrence Center Expansion. She responded to questions.

Sgt Jeff Hershone provided updated crash statistics for the month of July.

Mr. Moore announced that bike racks were installed at Fiddler's Green. He also reported that he was contacted by Peter Martinez asking to be placed on the Board's agenda to discuss a new bike share pilot program.

Agenda suggestions for next meeting:

- Recognition of Harry Barley
- Bike Share
- Sidewalk Policy Update
- Transportation Projects List
- Development Report

ADJOURN

Chm. Erne adjourned the meeting at 10:00 a.m. Next meeting is September 6, 2018.

Respectfully submitted,

Debbie Wilkerson

Recording Secretary

Debbie Wilkerson

To: Jill Hamilton
Subject: RE: Opportunity for Winter Park

From: Jill Hamilton <jhamiltonbuss@icloud.com>
Sent: Thursday, July 5, 2018 12:26 PM
To: Troy R Attaway <Tattaway@cityofwinterpark.org>; Donald Marcotte <DMarcotte@cityofwinterpark.org>; Debbie Wilkerson <DebbieW@cityofwinterpark.org>
Subject: Fwd: Opportunity for Winter Park

Hello,

I hope you both had a happy, fun 4th! I wanted to pass on this opportunity for our collective review and discussion. Would you share with the TAB - and add an item to The Aug or SEPT agenda?

Unfortunately I will be out of town on Aug. 2 (our next meeting, right?). I will get more information about the timing for this offer. If we have time, I would be happy to lead the discussions not September. If it requires a quicker response I will try to get you the information you need. Maybe I could even call in for this discussion during Aug. meeting.

Either way, please share and I will follow up soon.

Thanks!

Jill

Sent from my iPad

Begin forwarded message:

From: Leah Shahum <leah@visionzeronetwork.org>
Date: July 3, 2018 at 2:02:09 PM EDT
To: Jill Hamilton <jhamiltonbuss@icloud.com>
Subject: Opportunity for Winter Park

Hi Jill,

I don't think we've connected yet, unfortunately, but have you made any progress in advancing Vision Zero in Winter Park?

YOu may be interested in the opportunity below. Note this intended for communities who have made VZ commitment:

best,
Leah

>>>Hello All -- We've been made aware of an opportunity that could be helpful to those of you in local communities who have made a commitment to Vision Zero (or are *very* close to doing so) and who would benefit from support and resources to develop an official Vision Zero plan. If that may be you, please read on.....

The Federal Highway Administration (FHWA) is offering to provide assistance with developing Vision Zero plans to local communities. Their aim is for these plans to provide strategic direction and framework for communities to implement their safety programs and reach their zero deaths vision. A contracting team will be working with the selected communities. The team will guide the communities through a number of tasks; including identifying vision, goals, and key emphasis areas for the plans. The communities will be responsible for providing the most current safety data, garnering buy-ins from local stakeholders, setting up a facility for and inviting stakeholders to an all-day meeting, and providing input and feedback to draft Vision Zero plans.

To be considered for participation, they are looking for Vision Zero communities that meet the following criteria:

1. Committed to the Vision Zero. The community can demonstrate a commitment to the Vision Zero by showing it has:
 - a. Set a clear goal of eliminating traffic fatalities and severe injuries.
 - b. Officially and publicly committed to Vision Zero with a resolution or executive order signed by the highest ranking elected official or a tribal leader
 - c. Committed to develop a Vision Zero plan.
 - d. Engaged key departments (including police, transportation and public health)
2. Desire assistance in developing a plan (due to lack of capacity or resources)
3. Has current crash and roadway data available; and
4. Will commit to implementing the plan.

If you are interested, feel free to contact Chimai Ngo at chimai.ngo@dot.gov or 202.366.1231.

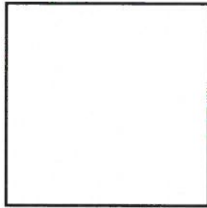
*** For those interested, we suggest you reach out ASAP and ideally in the next week-10 days to find out more and/or to express your interest.

Best,
Leah

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**>>> Have you seen our guide on how to move from Vision to Action for Vision Zero?
Check it out [here](#).**

LEAH SHAHUM | Founder & Director



www.visionzeronetwork.org