

# Transportation Advisory Board



**October 4, 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 September 6, 2018**
- D. Chairman's Report**
- E. Peter Martinez – Bike Share (tentative)**
- F. Presentation: Assistance from FHWA in Developing Vision Zero Plans**
- 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**
- C. Schedule "Bike to Work Day"**
- D. Schedule Bike Ride Ward Park/Project Wellness Trail**

## **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 1, 2018 at 8:30 a.m. City Commission Chamber**

## appeals & assistance

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"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**

**September 6, 2018  
401 Park Avenue. S**

**Present:** David Erne, Steve Boyd, Jonathan Thigpen, Jill Hamilton Buss

**Absent:** Duane Skage, Marc Reicher Tonya Mellen

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

Guests:

**EXECUTIVE SUMMARY**

- Transportation Project List
- Planning Projects Update
- Orange Avenue Traffic

**I. ADMINISTRATIVE ITEMS**

**Call to Order:**

Chm. Erne called the meeting to order at 8:41 p.m.

**Election of Chairman and Vice Chairman**

After discussion Board agreed to postpone elections until the October meeting when more Board members are present. Staff will send out an email prior to the October meeting to request board members consider running for Chairman or Vice Chairman.

**Approval of Minutes:**

Chm. Erne asked for approval of the August 2, 2018, regular meeting minutes. Ms. Hamilton Buss moved to approve the minutes as revised, Mr. Boyd 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 requested Board members to encourage residents to apply.

**Agenda Update**

- Mr. Attaway reported that Mr. Barley was honored at the last City Commission meeting including a Harry Barley Day.
- Peter Martinez's presentation to the Board on bike sharing will be rescheduled.
- Jill Hamilton Buss reviewed the Vision Zero program and will present a FHWA presentation at the October meeting.

**Staff's Report** – Mr. Marcotte commented that an updated Sidewalk Policy will be presented at the October meeting.

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

- \* **#5 SR – 17-92 (Orlando Avenue) Master Plan** – Friday, September 8, 2018, staff will meet with the FDOT and their consulting engineer for concept plans coordination. Mr. Attaway provided history on this project. Mr. Marcotte provided a copy of the concept plans to the Board.
- \* **#21 SR – Fairbanks Avenue. Bowling Alley Property WB Left Turn Lane Extension** – City staff met with the FDOT contractor designing the lane extension. Questions regarding sidewalk cross slope and storm water pipe route information needed additional information to proceed with design. Design update requested.
- \* **#7 NSR Church Trail** – Lakemont to Perth (\$92,423) – Survey request following City Commission meeting September 10, 2018
- \* **#49 NSR – Fairbanks – Fiber Optics** - Clay Street to I-4

Mr. Marcotte provided details on current projects and responded to questions:

- **St. Andrew's Trail** – License Agreement approved by the Four Seasons Board on June 13, then to City Commission on June 25, 2018. Design is 60%. State construction monies currently scheduled for July 2019. Application submitted to SJRWMD on August 24, 2018. City in meeting with church representatives to discuss use of their property. Staff will create a map to include all current projects.
- **Ward Park/Project Wellness Trail** – The necessary archeological survey is complete for the state grant. Construction 10 % complete to be finished by November 2018. Staff will look at scheduling a bike ride over the completed trail.
- **Aloma Avenue. 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 Avenue. is complete. Phase IIC remains on hold until other projects completed by in house staff.
- **17-92 at Morse Blvd. Intersection Upgrade** – Permit received from FDOT on May 22. City Commission to approve contractor services June, 11, 2018. Upon execution of contract mast arms (long lead item) will be ordered and construction will be scheduled upon receipt. Preparing easement documents.
- **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. Signal for Palmer at Alabama is on hold.
- **Bicycle Wayfinding Project** – Adjustments to sign distances and destinations have been re-engineered. Near completion.

- **New York Avenue. Improvements (CRA)** – Intersection plans 60% complete, 30% at Fairbanks including signal design. Met with Rollins representation to discuss corner clip easements acquisition, they are willing to provide the necessary easements.
- **Fairbanks Avenue Additional EB left turn lane at 17-92** – Consideration of acquiring easements along the north side and creating parking along Broadview Avenue.

Staff will add traffic warrant for Temple and Palmer to project list. Staff responded to questions and will update list.

**Planning Projects Update** – Allison McGillis

Ms. McGillis reported that all projects Rollins was bringing forward have been withdrawn. Kimley Horn Parking Study is going before the City Commission in October pending review by the Economic Development Board and Park Avenue merchants. Mr. Attaway announced plans to invite the new Planning Director to a TAB meeting once he is confirmed by the City Commission. Mayflower’s stormwater plan was approved by the Planning and Zoning Board. Discussion ensued regarding timeframe and funding for the improved connectivity this project would add to the City.

Mr. Attaway introduced for discussion safety issues raised by residents along Orange Avenue including the “Orwin Manor Association Traffic Calming Committee Report.” This is in response to the crash on Orange Avenue in January. He stated that the FDOT is involved, completed a study and made some recommendations. He reviewed the recommendations from the FDOT and in the Committee Report. He also confirmed that Orange Avenue is a FDOT road, so the City’s options are limited. Discussion ensued, no action was taken.

**Public Comment:**

Mr. Butch Margraf, retired City Traffic Manager, spoke on various topics including complimenting the Denning Drive renovation, encouraged the City to apply for design awards, Maitland sidewalk policy change, Palmer Avenue, and MetroPlan retiming plan.

Agenda suggestions for next meeting:

- Vision Zero
- Schedule “Bike to Work Day”
- Bike Share
- Sidewalk Policy Update
- Transportation Projects List
- Development Report

**ADJOURN**

Chm. Erne adjourned the meeting at 10:06 a.m. Next meeting is October 4, 2018.

Respectfully submitted,

*Debbie Wilkerson*

Recording Secretary