



Transportation Advisory Board Regular Meeting

June 6, 2019 at 8:30 a.m.

City Hall | Commission Chambers
401 S. Park Ave. | Winter Park, Florida

Agenda Items

1. Call meeting to order
2. Election of Chairman and Vice-Chairman
3. Approval
 - A. Minutes for May 2, 2019
4. Chairman's Report
5. Staff's Report
 - A. Transportation Projects List
 - a) Cady Way Cycle Track
 - b) Sidewalk Policy

NOTE: Citizen Comments for Action Items (up to 3 minutes per person) will be heard after the second motion for each topic.

6. Informational / Discussion Items
 - A. Police Report
 - B. Development Report
 - C. Sustainability Report
 - D. July 4, 2019 Meeting - Cancel

Citizen Comments for general traffic and transportation topics Items (up to 3 minutes per person). This item is scheduled for 9:30 am.

7. Adjourn (next meeting TBD)

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.”



Transportation Advisory Board Minutes

May 2, 2019 at 08.30 a.m.

City Hall, Commission Chambers
401 Park Ave. S. | Winter Park, Florida

Present

David Erne, Tonya Mellen, Jill Hamilton Buss, Marc Reicher, Jonathan Thigpen, Steve Boyd

Absent

Duane Skage

Executive Summary

1. Corrine Drive Presentation - Metro Plan
2. Electric Vehicle Ordinance Discussion
3. Transportation Project List
4. Planning Projects List

ADMINISTRATIVE ITEMS

Meeting called to order

Vice-Chairman Mellen called the meeting to order at 8:36.

Approval of minutes

Motion made by Ms. Mellen, seconded by Ms. Hamilton Buss to approve April 4, 2019, minutes. Motion carried unanimously.

Corrine Drive Presentation - Metro Plan

Elizabeth Whitton, AICP, MetroPlan Orlando presented a PowerPoint on Corrine Drive. The presentation covered the recommended design, the three phases, existing conditions, features for walking and cycling, and safety solutions. She also reviewed the community meeting held on May 1, 2019. Ms. Whitton responded to questions.

Police Report

Sgt Hershone provided the following crash statistics: 4 crashes, 3 -driver, 1 - cyclist at fault

He also provided information on enforcement on Winter Park Rd: 44 stops since January 1 with 39 citations issued.

Mr. Moore provided VPD and Highest 85% Spd statistics for April 2019 and May 2015 on Winter Park Rd.:

Chair's Report

Mr. Erne reminded the Board of the Bike 5 Cities Ride on May 4 and National Bike to School May 8. Mr. Moore reported that Rollins had received their award for highest participation in the Bike Winter Park ride.

Electric Vehicle Ordinance

Ms. Balta Cook presented a PowerPoint presentation on the EV Readiness Ordinance including background, benefits, overview and retrofit requirements. Ms. Balta Cook responded to questions.

Transportation Projects

Mr. Marcotte presented the updated Transportation Projects List. He reviewed the list and responded to questions. He pointed out the following:

1. Denning Dr - Phase IIC, Complete except for landscaping
2. Orange Ave - Safety Improvements. Staff met with FDOT in May 1.
3. Improvements to Cady Way Cycle Track, exploring options for separating track from traffic lane
4. Glenridge Way Sidewalk / Trail Extension - Construction scheduled for summer 2019
5. N. Lakemont - restripe lanes and pedestrian crossing. Palmer Ave intersection as well.
6. School zones striping completed by start of school

Ms. McGillis updated the Board on current status Mayflower Construction. She responded to questions.

Public Comments

None

Adjourn

Chm. Erne adjourned the meeting at 10:05. Next meeting is June 6, 2019

Respectfully Submitted,

Recording Secretary
Debbie Wilkerson

Sidewalk Improvement Policy
Fiscal Years 2019 - 2020

City of Winter Park

Prepared by:

The Winter Park Public Works Department

Adopted by:

The Winter Park City Commission

June 2019

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DRAFT

Introduction

The purpose of this Sidewalk Policy (Policy) is to establish processes and procedures to implement sidewalk construction projects on local roads throughout and within the City of Winter Park (City). This Policy is an element of the City's 2019 Mobility Plan (Plan). The Plan is strategized to improve traffic and transportation by encouraging the usage of alternative methods of travel to motor vehicles such as walking, bicycling, and utilizing transit. In addition, the Plan primarily focused on functionally classified roads and areas where the City believes sidewalks are required for the overall improvement of safety for the residents. However, to accommodate the residents' requests for installation of sidewalks, this Policy will define the procedures, measures, and details to implement the requests as a City sidewalk construction project.

Sidewalk Project Identification

In conjunction to the City's Plan, an extensive inventory of sidewalks was developed. To improve and encourage more pedestrian mobility, sidewalk projects are proposed in areas of functionally classified roads and where the City believes sidewalks are required to improve the safety for the residents.

In addition to the sidewalk projects listed in the Plan, residents' sidewalk implementation requests shall be considered by the City. Once the City receives a notification from a resident of desiring to install sidewalks, sidewalk petition forms will be delivered to all residents impacted by the potential installation. All forms must be returned to be counted – forms that are not returned will be assumed against the sidewalk project. The City will take in petitions forms throughout the year, but City's Department of Public Works (DPW) will start evaluating the petitions in March of each year. Any petition forms not submitted by March will be evaluated the following year.

In order to optimize the desire and consideration of all residential lot owners, the sidewalk project will be only be added if the petition resulted in a consensus of 75% or higher. In addition, there must be available right of way to install sidewalks. If there is insufficient amount of available right of way, then property owners whether in favor for or opposing the construction of sidewalks may have to provide an easement to the City in order to move forward with the sidewalk project.

Sidewalk Project Prioritization

Due to the limited funding and resources, the City will develop a Sidewalk Project Priority List (List). This List will have the tentative start order of sidewalk projects determined from utilizing the Prioritization Assessment listed in Table 1. DPW generated this scoring system after researching and reviewing examples of other localities sidewalk priority assessment.

Table 1: City of Winter Park Sidewalk Prioritization Assessment



Criteria		Criteria Score	
Location 	Schools (1/4 mile)	10 or 0	
	Lynx Stops (500 feet)	4 or 0	
	SunRail Station (1/4 mile)	4 or 0	
Existing Conditions 	Petition by Residents	100%	5
		75% - Less than 100%	3
		Less than 75%	0
	Lacking Sidewalk Connectivity (gaps)	Yes	5
		No	0
Total Weighted		28 (MAX)	

Table 1 Descriptions

Location:

- Schools: The City considers the safety of students as a primary consideration for building sidewalks.
- Lynx stops: Areas with transit services are likely to have more pedestrian activity.
- SunRail Station: Areas with transit services are likely to have more pedestrian activity.

Existing Conditions:

- Petition by Residents: The City will take into account of the residents’ desire for installation of sidewalks. As a baseline, there must be at least 75% consent from all impacted residential lot owners.
- Lacking Sidewalk Connectivity (gaps): The City will determine if the area of proposed sidewalk construction has gaps.

In addition to the criteria listed on the Sidewalk Prioritization Assessment Table, the DPW may consider additional criteria internally to determine the feasibility for reprioritizing or removal of sidewalk projects from the List. These internal criteria include but are not limited to:

- Unforeseen engineering consideration such as costly drainage work required to construct the sidewalk
- Underestimated cost due to unforeseen engineering considerations
- Unforeseen construction site conditions
- Substandard front yard setback from the proposed sidewalk, causing severe impact on adjoining properties.
- Advice and input from Transportation Advisory Board (T.A.B.)
- Advice and input from Winter Park City Commissions.

Once the sidewalk project requests are approved by the City, the DPW will add the projects to the List and reevaluate the priority order – the List is subjected to change depending on any alterations within the criteria mentioned above. In addition, if 100% of the impacted residents desire the sidewalks and are willing to pay 100% of their share, then the sidewalk project will be moved towards the top of the List.

The City reserves the right to install or remove sidewalks on the City's right of way at its own expense associated with the capital improvement projects to provide safe pedestrian movement through or around the City.

Repair of Existing Sidewalk

The City will repair sidewalks at its own expense if one of the following criteria are met:

- 1) Sidewalk is damaged resulting from the growth of City trees.
- 2) Sidewalk standards shall meet Americans with Disabilities requirements.

The property owners will repair sidewalk at their expense in the following situations:

- 1) Sidewalk is damaged or destroyed through building construction activities by the property owner. Sidewalk must be replaced immediately upon completion of construction activities causing the damage or within 3 days after notification by the City, whichever comes first.
- 2) Existing sidewalk has deteriorated or failed as determined by the City Engineer due to actions by or for the property owner.