

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

Regular Meeting
Public Safety Building, 500 N. Virginia Avenue
Chief Raymond E. Beary Community Room

July 12, 2016

Present: David Erne, Duane Skage, Tonya Mellen, Marc Reicher, Harry Barley, Jill Hamilton Buss, and Jim McFarland

Absent: None

City of Winter Park Staff: Lieutenant Robinson, Police Dept.; Lindsey Hayes and Abby Gulden, Planning and Community Development; Jody Lazar, Winter Park Public Library; Butch Margraf and Keith Moore Public Works Dept.

EXECUTIVE SUMMARY

- **Board Election of Officers Chairman and Vice-Chairman**
- **Transportation Advisory Board Mission Statement**
- **Roadway Statistics for Winter Park**

I. ADMINISTRATIVE ITEMS

Call to Order: Chm. Erne called the meeting to order at 8:30 a.m.

Approval of Minutes

Chm. Erne asked for approval of the May 10, 2016 minutes. Mr. Barley moved to approve the minutes as amended; Mr. Skage seconded the motion. Motion carried unanimously with a vote of 7-0. Chm. Erne asked for approval of the June 14, 2016 minutes. Mr. Barley moved to approve the minutes as amended; Mr. Skage seconded the motion. Motion carried unanimously by a vote of 7-0.

Chairman's Report

1. Chm. Erne asked the Board members to introduce themselves.
2. We have an opening for an alternate on the Transportation Advisory Board.

Staff Report presented by Mr. Margraf. (See attached Project updates dated July 12, 2016).

Mr. Margraf reviewed the change in procedures for Citizen Comments. Action items - a citizen can speak at the time it is presented. General comments - will be accepted at the scheduled time, 9:30 am.

1. Real Time Traffic Management—Funding. Congressman Mica has submitted for funding to be used for real-time traffic management.
2. Bike Share. Mr. Margraf and Mr. Peter Martinez are committed to get bike share started at the Sun Rail Station. The Board members favor different locations than City staff for this location. Mr. Margraf stated City staff is concerned about esthetics. Bike share will be on the Agenda at the August Board meeting.
3. Board Training. Board members reported the training was well done. Chm. Erne requested a copy of it.
4. The City was awarded the Healthy Central Florida Health Innovation Grant for which we can obtain copies of map cards with walking and biking routes.
5. City boat tour ADA access. We were contacted about ADA access. We are working with the Department of Justice (DOJ). It appears we can build a boat dock ramp to give ADA access within 6-12 months.

Citizen Comments – 9:30 am - none

II. Action Items

- A. **Board Election of Officers Chairman and Vice-Chairman.**

Chairman. Mr. Barley made a motion to nominate David Erne as the Chairman; Ms. Hamilton Buss seconded the motion; motion carried unanimously by a vote of 7-0.

Vice Chairman. Mr. Reicher made a motion to nominate Tonya Mellen as Vice-Chairman; Mr. McFarland seconded the motion; motion carried unanimously by a vote of 7-0.

B. Adopt First Draft of Transportation Advisory Board Mission Statement.

Mr. Margraf suggested to tentatively adopt the mission statement created by the Transportation Task Force formerly used in the Comprehensive Plan. “Winter Park will continue to be a walkable, pedestrian and bicycle-friendly, sustainable, treed, relaxed, beautiful, safe, urban village that promotes neighborliness and courtesy among its citizens and visitors.” The Board members will review it and it will be on the agenda for August.

INFORMATIONAL/DISCUSSION ITEMS

A. Comprehensive Plan Update. Dori Stone will present an update at the August Board meeting.

Mr. Margraf spoke about the 2016 Comprehensive Plan Timeline and reported the elements that apply to the Transportation Advisory Board. He suggested the Board members read the Land Use on the City Website (Goals, Objectives and Policies).

The two elements specific to the Transportation Advisory Board:

1. Future Land Use, September 13, 2016
2. Transportation, October 11, 2016

Mr. Margraf stated Kimley Horn has committed to three meetings with us as a Board to discuss the Comprehensive Plan update. They will make recommendations and bring those to us to weigh in on.

Roadway Statistics for Winter Park–Presented by Butch Margraf, Traffic Manager. Mr. Margraf reported on roadway and sidewalk statistics in the City of Winter Park. He brought before the Board the current sidewalk policy and suggested it be changed. The Health Innovation Grant information will be attached to the minutes.

Mr. Moore and Mr. Margraf met with the City Manager of Maitland, the Maitland Parks Director, and a Maitland resident and they talked about a conservation trail connecting the neighborhoods in North Winter Park up to Tuscarora Trail. A mini grant was awarded to a Maitland resident and the City of Maitland from Healthy Central Florida to study the feasibility of this trail.

Mayflower Trail. The possibility of extending St. Andrews trail across Aloma Avenue was discussed. Mr. Margraf reported the Mayflower has a new director and he will contact him to talk about this.

Bicycle Wayfinding Pilot Project – Mr. Margraf is in the process of designing the signs for the pilot project.

Agenda Requests

Action Items:

Bike Share

Discussion Items:

Comprehensive Plan – Transportation element level of Service (LOS) Land Use

Mission Statement

ADJOURNMENT

Chm. Erne adjourned the meeting at 10:00 a.m. Next meeting is August 9, 2016 at 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2nd floor) at 500 N. Virginia Avenue.

Respectfully submitted,

Debra Moore, Staff Assistant