

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

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

**August 9, 2016**

**Present:** David Erne, Tonya Mellen, Harry Barley, Jill Hamilton Buss, and Jim McFarland

**Absent:** Duane Skage and Marc Reicher

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

**EXECUTIVE SUMMARY**

- **Bike share location at SunRail**
- **Mission Statement**
- **Enforcement Activity on several streets – Lieutenant Robinson**
- **Comprehensive Plan Update – Dori Stone**
- **Comprehensive Plan Transportation Element Level of Service – Clif Tate**

**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 July 12, 2016 minutes. Ms. Mellen moved to approve the minutes; Mr. McFarland seconded the motion. Motion carried unanimously with a vote of 5-0.

**Chairman's Report**

1. Public comments will be accepted after each action item is presented or if a motion is made, after the motion. General comments accepted at 9:30 a.m.
2. Staff report and other documents were sent in advance of meeting. They are also on the City website.
3. The link from the NACTO Guide on Bike Share was just published and will be sent to board members.
4. Coffee Talk with Commissioner Seidel, Thursday, August 11, Chamber of Commerce, 8:00 a.m.

**Pete Weldon, City Commissioner.** Commissioner Weldon talked about how important it is that the work of the Boards be communicated to the City Commission. Please call him with your thoughts.

The City Commission asked staff to consider the planning/financial impacts of extending the complete streets concept for Denning Dr. to Orange Avenue as well as extending it north on Denning Dr. from Webster Ave. to Railroad Ave. The City Commission supports the implementation of the Denning Drive plan as Winter Park's first and best implementation of the complete streets concept.

We have money in the CRA funds that is not specifically allocated to a priority. He would like to rethink the way we reallocate some of that money for transportation. He would like the Board's input on other transportation projects that could benefit the City.

**Staff Report presented by Mr. Margraf.** (See attached Project updates dated August 9, 2016).

Mr. Margraf reported on the following: St. Andrews Trail (LAP), Active Arterial Management (AAM), Transit Signal Priority (TSP), and Bicycle Wayfinding.

**Bike Share Location.** The location of bike share at SunRail was discussed at an internal staff meeting. The location next to the car share (#4) was agreed on.

## II. ACTION ITEMS

### A. Bikeshare re-confirmation board's desired location at SunRail.

Mr. Margraf displayed the map with prospective bike share locations and pointed out the location agreed on at an internal staff meeting based on discussions that had taken place at the Transportation Advisory Board.

**MOTION.** Chm. Erne made a motion to accept staff's recommendation for the location of the Sun Rail bike share at location #4. Mr. McFarland seconded the motion; motion passed 5-0.

Discussion was held about the possibility of an electronic kiosk near the SunRail station location (#4) that may include a map on one side and city news and events on the other side. Ms. Stone reported we are interested in seeing a design and sharing it with the board members. Several board members preferred the bike share location without the kiosk because it might block the bikes.

## III. INFORMATION/DISCUSSION ITEMS

### A. Mission Statement

Mr. Margraf suggested the board members look at the examples from Mr. McFarland and the one from the Task Force. Bring your ideas to the next meeting for discussion.

### B. Report on Enforcement Activity along S. Pennsylvania Ave. and Winter Park Rd.

Lieutenant Bruce Robinson reported on speed enforcement. On Winter Park Rd. the enforcement rating is low; on S. Pennsylvania Ave. the enforcement rating is lower than Winter Park Rd. Generally, the results of the ratings are not what people expect. He mentioned he can collect data on speed enforcement for any street.

A comment was made that striping encourages more speed on some two lane roads. It was noted centerline striping serves to delineate a separation where cars on either side are traveling in the opposite direction.

Lieutenant Robinson will provide monthly crash data as well as information on incidents. He will also provide the timeframe data on speeding.

### C. Comprehensive Plan Update—Dori Stone, Director, Planning and Community Development.

Ms. Stone reported we have started on the update of the Transportation Element of the Comprehensive Plan. Cliff Tate with Kimley Horn & Associates will provide preliminary data, inventory and analysis of the plan. We will work through the matrix, where we are going with our Level of Service (LOS), and how we want to look at our Comprehensive Plan.

**D. Comprehensive Plan Transportation Element Level of Service (LOS), Cliff Tate, Kimley Horn and Associates.** The first step is to identify the existing conditions so we can make an assessment to look into the future. You have a draft assessment of this element. He reviewed the tables and explained what the level of service (LOS) criteria is. During this presentation Board members asked questions and made comments.

Mr. Tate suggested the Board members use a percentage rather than volumes for consideration in determining the LOS observations on pedestrian facilities. We will establish the criteria, start applying it and see how it works. The objective is to be able to set a goal that is achievable.

Some big changes were made in the FDOT Comprehensive Plan requirements. If you have a traffic or transportation deficiency within the next 5 years (does not meet your LOS standard) you have to include in your CIP the funds to solve that deficiency or you need to recognize that you don't have the funds and identify the priority for meeting it.

Ms. Stone reported the state no longer requires governments have a concurrency management system. This means if we set a LOS and we do not meet that LOS it does not automatically stop development. Nor does it

automatically require the city to adjust its plan to address that LOS. We will look at those opportunities to solve our problems. Formerly, when a road failed you would look at whether development could continue or not. The important thing is we are looking at congestion management and how we handle the flow of traffic.

Mr. Tate explained the way the Comprehensive Plan formerly worked was when a development came in you could require them to pay their proportional fair share for the improvements needed to bring it up to the LOS standard. The formula was rewritten to show that if the deficiency is there without the development the development gets to assume that it was already there and the local agency's responsibility. It took away all of the enforcement for the local governments.

Ms. Stone suggested the Board members read through the matrix and think about changes they would like. **Look at goals, objectives and policies we want in the Comprehensive Plan.**

Land Use Element. Ms. Stone reported as staff we are still evaluating the future land use element based on what type of development is being brought into the city. You will not see a great deal of land use changes come forward because the City of Winter Park is not new development but redevelopment. We will look at existing land use patterns. We may look at some of the commercial corridors for redevelopment opportunities.

Mixed Use Land. Ms. Stone explained the current Comprehensive Plan has land use and zoning to allow for mixed use. The implementation of those mixed use districts is extraordinarily difficult and very cumbersome. If we are going to have a mixed use district in Winter Park we will have to overhaul that concept of a mixed use district. What are the benefits of a mixed use district? What are they giving back to the community?

#### **IV. CITIZEN COMMENTS - 9:30 am**

*Jorge Buss, 1935 Oakhurst Ave.*

Lakemont Avenue. One day while walking across the street to school, a jeep came up on the curb on Lakemont Avenue. The sidewalk does not have a buffer, there is a wall there, and it is narrow. They go fast.

General comments: When grass and dirt are on the sidewalks it is difficult to walk.

#### **V. ADJOURN**


Agenda Requests for September 13 Board meeting

1. Future Land Use Comprehensive Plan
2. YMCA, David Rider, Executive Director
4. Update from staff on bicycle parking as it relates to development in process
5. Lakemont Avenue
6. Mission Statement

Chm. Erne adjourned the meeting at 10:30 a.m. Next meeting is September 13, 2016 at 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2<sup>nd</sup> floor) at 500 N. Virginia Avenue.

Respectfully submitted,

The minutes for August 9, 2016 were approved on September 13, 2016

  
Debra Moore, Staff Assistant

Project Updates by Staff for September 13, 2016 Transportation Advisory Board Meeting

**St Andrews Trail (LAP)** – The Title search for the property adjacent to the proposed trail is complete. The next step is to sit down with the City attorneys and discuss options to move forward.

**Denning Drive** – Design of the 10 feet wide multiuse path is continuing. Location of the path between the curb and right of way lines is being identified with focus on bus stops and preferred tree planting locations. The raised medians and median lane are being designed for left turning vehicle storage and median tree plantings.

**Active Arterial Management (AAM)** – This description is per Jim Stroz, P.E., TSM&O Engineer – Arterials, District 5, Florida Department of Transportation.

*District Five has recently executed a contract to assist local agencies with the management of key corridors in the Metro-Orlando region. The project, named Active Arterial Management, consists of two consultant teams that will monitor arterial roadways to promote better synchronized traffic signals, coordinate activities across jurisdictional boundaries, and develop timings for incident management activities. The project includes the monitoring of more than 250 signals in Orange and Seminole Counties.*

**Transit Signal Priority (TSP)** – Florida Department of Transportation has authorized a Transit Signal Priority system to be implemented in the Metro-Orlando region. This system permits authorized vehicles to capture unused green time at traffic signals along identified priority routes. Orange Ave at Cypress Ave, at Denning Drive, and at the Capen Pedestrian crossing has been added to the TSP corridors.

**BikeShare** – A location for bikeshare has been approved by staff and the Transportation Advisory Board at the Sunrail Station.

Funding partners for bikeshare are a key component for starting the bikeshare program. No sponsors have come forward. The City off-site commercial sign code Issue is remaining to be resolved for Bikeshare to precede in the City along with the location of additional bikeshare stations.

Zagster, a bikeshare vendor in other cities of Florida has contacted the City of Winter Park inquiring about serving the City with their bikeshare program. From phone conversations with a Zagster representative their program is similar in cost and operations. Lakeland Florida is under contract with this bikeshare program.

**Bicycle Wayfinding** - The pilot project design for the Cady Way Trail to Mead Botanical Gardens Trail is completed. Manufacturing of the 27 pilot project signs, field review for the removal of unnecessary existing trail signs, consolidation of new signs with existing signs, and installation of new signs and posts is beginning in September.

**Scenic Boat Tour ADA Compliant Access** – 3 alternative designs for ADA access to the boat tour have been considered. A wood ramp system on the north side of the property is the likely design to be built.

**Lee Road Bike Lanes** – The recent RRR (resurface – restoration – rehabilitation) project on Lee Road has provided approximately two additional miles of bike lanes. These lanes are part of the Pedestrian and Bicycle Connectivity Plan.

Butch Margraf, Traffic Manager, Public Works Department, City of Winter Park Florida  
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