

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

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

January 10, 2016

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

Absent: Tonya Mellen

City of Winter Park Staff: Lindsey Hayes, Planning and Community Development; Abby Gulden, Building and Sustainability; Katherine Jones, Human Resources; Butch Margraf, Debbie Wilkerson, Public Works Dept., Pat McCabe, Fire Dept. Stan Locke, Police Dept.

Guests: Jody Lazar, Winter Park Library
David Bottomly

EXECUTIVE SUMMARY

- **Bike Share**
- **Bicycle Wayfinding Pilot Program**
- **Project and Board Meeting Topic List**
- **Mobility Plan**
- **Meeting with Mark Fenton**

I. ADMINISTRATIVE ITEMS

Call to Order: Chm. Erne called the meeting to order at 8:37 a.m.

Approval of Minutes:

Chm. Erne asked for approval of the December 13, 2016 minutes. Mr. Barley moved to approve the minutes as presented; Mr. Skage seconded the motion. Motion carried unanimously with a vote of 6-0.

Mr. Barley asked if the Mobility Plan would be on the agenda for today's meeting. Mr. Margraf advised that the plan was not complete so it would be on a future agenda, but he provided a quick status update. Mr. Margraf suggested using the time designated on the agenda for Sidewalk Policy, which is not ready, to hold additional discussion. The Board agreed.

Chair's Report – David Erne

- Chm Erne reported:
 - Commuter Challenge is complete, follow up Jan 19, 2017, 8:00 am, Board is invited to attend.

Chm Erne challenged the Board when it reflects back on 2017 accomplishments, it be able to say that they stayed focused and accomplished the important goals established.

Staff's Report – Butch Margraf – See the Project Updates dated January 10, 2017

- **St. Andrew's Trail** – The City held discussions with the attorney for the Four Season Condo Association and will be drafting a letter in support of the trail. While the association board does support the trail, it may come to a referendum vote of all association members.
- **Denning Drive** – it is consuming a lot time, primarily working on a way to provide Lynx Bus Service and still allow for traffic flow.
- **Active Arterial Management Program (AAM)** - FDOT pilot program still going on. Two consultants being considered, decision early next year.
- **Bike Share** - sub-committee held December 27, 2016. Discussion was held on utilizing UCF graduate students class taught by Lisa Portelli to study bike share throughout the country.
- **Bicycle Wayfinding Pilot Program**, Cady Way to Mead Gardens. 27 Signs are being manufactured; installation should start after the first of the year. Mr. Margraf responded to questions.
- **Scenic Boat Tour** - Deadline is October for ADA compliance project at the Scenic Boat Tour.
- **Lee Rd Extension** - open and functioning but has not been turned over to the City.

Informational

- A. Pat McCabe, Deputy Fire Chief, Winter Park Fire Dept., reviewed the GIS map available on the website that show fire station location, calls received in 2016, the severity of the calls, the most difficult locations to reach and why. He spoke about the impact of transportation projects on fire trucks and options for speeding up response time. He explained the evolution of EMS services, which are increasing. Mr. McCabe responded to questions.
- B. Sgt. Stan Locke, Winter Park Police Dept., reviewed the report systems the Police Dept. utilizes to track incidents. He reported on accident statistics for December 1-31, 2016. He spoke about the cooperative efforts with the Streets Dept. to improve safety on City streets by adding signs, painting curbs and repairing roadways. Sgt. Locke responded to questions.
- C. Abby Gulden, Sustainability & Permitting Coordinator, introduced Katherine Jones, Human Resources Coordinator. Ms. Gulden distributed a flyer listing the commuter options available to city employees and reviewed each option. She spoke about Best Work Place for Commuters designation, stating that the city qualifies in most areas except for the “big thing.” She reviewed options the City tried but failed to implement due to lack of support from the employees. The City has identified “telecommute or flexible work policy” as an option that may allow the City to qualify for the BWPC. This option has received interest from employees. The Board discussed additional options that may be available for reaching the BWPC. The Board requested an update at the February meeting.

Public Comment:

David Bottomly spoke about using roundabouts at Winter Park intersections as a traffic control device. Mr. Margraf spoke about the challenges in Winter Park to utilize roundabouts.

Ms. Hamilton Buss stated that Mark Fenton, Transportation Consultant, is coming to Winter Park February 13-14. After speaking to Mr. Margraf she proposes that the February Transportation Board meeting be held at the Winter Park Health Foundation, followed by a mobility work session or walk of Ward Park. She also provided additional information about his visit.

- A. Bike Parking Ordinance – Mr. Margraf provided the current bike parking ordinance with suggested updates and changes. He asked the Board to review with discussion at the February meeting.

- B. Mobility Plan. Ms. Mellen provided Mr. Margraf a copy of a mobility plan. The Board discussed the evolution of the mobility plan, what they would like to see included and funding.
- C. Discretionary Funds - Mr. Margraf reviewed current CIP budget items that fall directly under pedestrian/bicycle/traffic signals umbrella.

Agenda suggestions for next meeting:

1. BPWC Update
2. Mobility Plan
3. Prioritize projects on list and have plan to implement them (action item)
4. Sidewalk Policy
5. Bike Parking Ordinance

II. ADJOURN

Chm. Erne adjourned the meeting at 10:10 a.m. Next meeting is February 14, 2017 at 8:30 a.m., Winter Park Health Foundation.

Respectfully submitted,

Debbie Wilkerson

Debbie Wilkerson
Recording Secretary
Approved 2/14/17