



# Transportation Advisory Board Minutes

January 11, 2021 at 04:00 p.m.

Virtual | Winter Park, Florida

## Present

Chairman Jonathan Thigpen called the virtual meeting to order at 4:02 p.m. Present: Michael Dively, Alexander Trauger, Rachel Andre, Jeffrey Osleeb, Jonathan Thigpen and Jeffrey Sievers. Absent: Katie Reischmann. Staff: Planning & Transportation Director Bronce Stephenson, Transportation Manager Sarah Walter, Senior Engineering Technician Keith Moore, Engineer I Hongmyung Lim, Sustainability Planner Vanessa Balta, Assistant Director Public Works Don Marcotte, Police Lieutenant John Bologna, and Recording Secretary Mary Bush.

## Approval of minutes

Motion made by Michael Dively, seconded by Alexander Trauger to approve the October 19, 2020 and the November 16, 2020 meeting minutes.

**Motion carried with a 7-0 vote.**

## Discussion/Action Items

### TRAFFIC CALMING

Mr. Moore provided the Board with a brief presentation regarding the background and history of traffic calming in Winter Park. He noted that City Staff regularly receives requests from individual residents regarding traffic concerns such as speeding, cut-through traffic, parking, and trucks. Depending on the nature of the request, Staff will conduct a traffic study to determine if there is an active traffic problem. Through these studies, Staff can ascertain the time, direction, and speed of all vehicles as well as the volume of traffic traveling on a roadway. Mr. Moore added that police administered reminders to individual drivers are used when it is determined that no substantial traffic problem exists.

Mr. Moore informed the Board that the City is considering establishing a truck route through town for oversized vehicles, such as 18-wheelers, to divert them to collector streets rather than residential streets. In the meantime, signs relating to Municipal Code 98-111, Limitations on Vehicles Using Streets, are used to restrict cut through of oversized vehicles. Mr. Moore also noted that in 2011 the City added a cost sharing program for traffic calming devices to the traffic calming program developed in 2006 by Butch Margraf, prior Winter Park Traffic Manager. The traffic calming program is a collection of policies and procedures from neighboring municipalities providing a guideline on addressing various traffic issues. The 2011 addition provided a way to share the cost of traffic calming devices between neighborhoods and the City. Mr. Moore explained that Staff is seeking the Board's input to establish an official traffic calming policy since the City does not currently have one.

Mrs. Walter guided further discussion on traffic calming. She noted that traffic calming is defined as the use of physical devices designed to reduce traffic speeds or cut through volumes in the interest of safety. Traffic calming is broken down into the categories of horizontal deflection, vertical deflection, street width reduction, and routing restriction. Mrs. Walter provided detailed examples of each category and advised that regulatory and

warning signs should be used conservatively as they tend to lose effectiveness when used in excess. Mrs. Walter also advised that stop signs should not be used as traffic calming devices. Studies have shown that they are ineffective and can result in increased speeds as drivers try to make up for lost time during the stop.

Mrs. Walter noted that Staff is seeking to have the traffic calming policy added to the Transportation Master Plan once adopted by the City Commission. Mrs. Walter added that the traffic calming policy should outline resident request criteria and the study process. It should also identify what types of traffic calming devices the City would utilize and the criteria to determine the party covering the cost.

The Board briefly discussed the item. Various questions were raised regarding the following:

- speed criteria to be used,
- effects on pedestrian crossings,
- type of required engagement, local or City-wide,
- relaying traffic study results to citizens,
- gaining effective citizen interaction with the policy,
- avoidance of brick roads being used as traffic calming measures,
- amount of traffic calming requests the City receives,
- requiring multiple requests before conducting traffic studies,
- and the public's role in the decision making for the policy.

Chairman Thigpen expressed that the traffic calming measure should be based on professional judgement and specific local context and not be too restrictive.

Mr. Stephenson addressed the Board's questions. Mr. Stephenson agreed that context is very important in writing the policy as it is not a one-size-fits-all policy. He also noted that the City has various Florida Department of Transportation (FDOT) roads and, although has no jurisdiction to make modifications to these roads, does conduct traffic studies on them to provide FDOT with suggestions for improvements. Mr. Stephenson added that physical barriers and re-routing have been used to combat mapping apps, which are a significant issue as they advise drivers of residential cut throughs.

Ms. Andre and Chairman Thigpen expressed that the policy should specify that the final decision on the recommended traffic calming measures will be from a registered professional engineer.

Mr. Dively inquired about who covers the cost of the traffic calming devices. Mrs. Walter explained that an un-adopted point ranking system has been used where the criteria of traffic matters are ranked by points. If a matter goes over a certain number of points, the City funds the total cost of the traffic calming device. If the points fall below that certain number, the neighborhood can choose to contribute a portion and the City will fund it up to a predetermined number of points. Mrs. Walter noted that Staff will draw up a draft of the policy, including a new cost guideline, for the Board to review and provide recommendations.

## Public Comments

No one was present from the public.

## Planning & Transportation Update

### A. Transportation Projects Update

- a. Micromobility Ordinance - Mrs. Walter provided a brief history on micromobility noting the following timeline:
    - o August 2020 - The Transportation Advisory Board (TAB) was presented with the Micromobility Ordinance. Board feedback conveyed that the ordinance made it very prohibitive for citizens that owned personal mobility devices to use them throughout the City. The Board suggested various revisions to be made to the ordinance.
    - o November 2020 - The title of the ordinance was changed due to the substantial nature of the revisions. The City Commission directed Staff to bring the revised ordinance forward for a first reading.
    - o December 2020 - The City Commission voted in favor (3-2) of the revised ordinance at the first reading.
    - o January 2021 - Second reading has been scheduled for January 13, 2021.
  - b. 17-92 Corridor Analysis - Mrs. Walter reported that the City obtained Kimley-Horn, a planning and design engineering firm, to perform a traffic analysis along US Route 17-92 to assist in identifying feasible improvements at intersections with existing deficiencies. City Staff will meet with Kimley-Horn later this month to review their preliminary findings and recommendations. Michael Woodward, a professional engineer with Kimley-Horn will present the findings as well as a detailed overview of the Orange Avenue Overlay traffic studies and impacts at the next TAB Work Session scheduled for March 3, 2021.
  - c. W. Canton to Garfield Sidewalk Project - Mr. Lim reported that the Community Redevelopment Agency (CRA) funds for the project have been approved and Staff along with certain contractors involved in the project have received their Railroad Safety Certifications. Mr. Lim added that the permit application was submitted to FDOT on Friday, January 8, 2021. FDOT will process the application due to the sidewalk being a part of their right-of-way. The anticipated start date is mid to late March 2021.
  - d. New York Streetscape Project - Mr. Lim reported that the signalization portion of the project went out to bid on Thursday, December 17, 2020 and is due Tuesday, January 19, 2021, but may be postponed because of the holiday. Due to the unpredictable nature of the mast arm production and delivery time, the anticipated start date will occur during the 2<sup>nd</sup> or 3<sup>rd</sup> quarter of 2021. Recently noted driver confusion with regard to the southbound left turn lane at the intersection of Fairbanks Avenue and New York Avenue will be resolved with marked pavement indicators or signs, coordinated with FDOT, placed on the mast arm or in the immediate area.
- B. Development Report
- a. No report.
- C. General Staff Updates
- a. Mr. Stephenson announced that Transportation Manager, Sarah Walter recently obtained her Professional Traffic Operations Engineer (PTOE) License and is the first person working for the City of Winter Park in its entire history to have this license. The City is delighted with her work and the positive changes she has brought about.

## Board Updates & Comments

Chairman Thigpen asked for the other Board members to let him or staff know if there are any subjects of which they desire to discuss at future meetings, so that they can be placed on the meeting agendas.

## Upcoming Meeting Schedule

Next TAB Regular Meeting: Monday, February 15, 2021 at 4:00 p.m.

## Adjourn

Meeting adjourned at 5:13 p.m.

Respectfully Submitted,

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Mary Bush  
Recording Secretary

Approved by Board on February 15, 2021