



Transportation Advisory Board

Regular Meeting Minutes

September 19, 2022, at 4:00 p.m.

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

Present

Chairman Jeffrey Osleeb and remaining members: Vice-Chair Rachel Andre, Jeffrey Sievers, and Ruben Paige. Absent members: Katie Reischmann, Michael Sasse, and Michael Dively. Staff: Recording Specialist Aaron Hull, Administrative Assistant Mary Bush, Assistant Director of Public Works Donald Marcotte, Transportation Planner Keith Moore, Sergeant Jeff Marcum, and Engineer II Hongmyung Lim. Special Guests: Employees of Patel, Greene, & Associates Angela Rao and Gabriel Gonzalez.

(1) Call to Order

Chairman Osleeb called the meeting to order at 4:01 p.m.

(2) Consent Agenda

a. Approval of August 15, 2022, Meeting Minutes.

Chairman Jeffrey Osleeb had the Board introduce the current members to Ruben Paige, the new board member, before the voting of the August 15, 2022, meeting minutes.

Chairman Jeffrey Osleeb amended the August minutes that Vice-Chair Andre adjourned the August meeting and not him as he was not present for the August meeting.

Motion made by Chairman Osleeb and seconded by Vice-Chair Andre to approve August 15, 2022, meeting minutes with Chairman Osleeb's amendment.

Motion carried unanimously with a 4-0 vote (Katie Reischmann, Michael Sasse, and Michael Dively were absent for the vote of approval of the August 15, 2022, Meeting Minutes.)

(3) Public Comments (for items not on the Agenda)

Nancy Shutts, 2010 Brandywine Drive, made a public comment about riding bikes on the roads in Winter Park and Glenridge Road. Mrs. Shutts discussed the repairs that Glenridge needed to the bricks and the importance of these repairs for a trail system. Mrs. Shutts suggested paving over the bricks and removing the curb alongside Glenridge while also repairing the sidewalks. Mrs. Shutts mentioned that grass and tree branches get in the bike paths and sidewalks, which prevents people from riding their bikes. Mrs. Shutts also talked about how the bike lane stripes are faded and how the wall at the cemetery needs to be power washed.

(4) Action Items

a. Sidewalk Policy Revisit

Hongmyung Lim described the Sidewalk Policy and the reason for needing to revisit the policy. Mr. Lim showed a presentation and explained the history of the policy. Mr. Lim summarized the old version of the policy and explained the new policy being brought to the Board. Mr. Lim described how a citizen applies for a sidewalk on the street and how the city determines if the sidewalk is needed based on a sidewalk survey. Mr. Lim told how a sidewalk survey works and the results of them. Mr. Lim lastly described how the city handles broken sidewalks that need repairs.

Jeffrey Sievers asked about how a street with no sidewalk is handled. Mr. Lim stated that if a sidewalk is approved, then a study will be done on the placement of the sidewalk. Mr. Sievers asked if the property owners from all sides of the streets were asked to vote, and Mr. Lim explained the voting process to the Board. Mr. Sievers asked if 66% voted yes, will the ones who said no be affected? Mr. Lim explained that the entire street would be impacted if 66% voted yes. Chairman Osleeb asked if the city could still complete a failed citizen-voted project, and Mr. Lim stated yes if it was determined that the city needed the sidewalk. Mr. Lim explained that the city is researching where sidewalks should be placed as part of the Transportation Master Plan. Discussion ensued on the city's power to override. Chairman Osleeb asked about how the city monitors the repair of sidewalks. Mr. Lim answered that the city would discuss this later. Vice-Chair Andre, in the meeting, wondered whether the city could receive grants from FDOT and Mr. Lim stated that the funding could come from Metroplan. Discussion ensued on how grants work and are accepted.

Motion made by Jeffrey Sievers and seconded by Ruben Paige to send the revisited Sidewalk Policy to the City Commission.

Motion carried unanimously with a 4-0 vote (Katie Reischmann, Michael Sasse, and Michael Dively were absent from the vote.)

b. Traffic Calming Policy Revisit

Hongmyung Lim described the Traffic Calming Policy and the reason for revisiting the policy. Mr. Lim provided the presentation and described the purpose of the policy. Mr. Lim told the history of the policy and explained how Staff currently handles traffic calming due to a lack of codified policy. Mr. Lim explained the current requesting policy for a traffic calming study by citizens and then described the new proposed process as part of the policy. Mr. Lim explained why the City requested more citizen signatures to ask for a traffic calming study. Mr. Lim explained that guidance for the traffic calming policy came from City Limits by NACTo and spoke on the proposed policy previously being brought to the Board. Mr. Lim said that Staff increased the 85th percentile speed threshold to 10 mph and explained the steps to address traffic calming with the petitions from citizens.

Jeffrey Sievers asked to clarify the process for the study. Mr. Lim explained the process and stated that the petition for a study would be put online. Mr. Sievers wondered whether the policy would be placed in the quarterly newsletter once approved. Mr. Lim answered that it could be done if the Board wanted that. Mr. Sievers asked if Appendices B & C would also be placed online, and Mr. Lim answered that the appendices would be put online once approved.

Ruben Paige asked for clarification on what a speed table is. Mr. Lim clarified what a speed table is. Mr. Paige stated that signs for children at play are also needed in the city, and Mr. Lim noted that could be looked into. Mr. Lim told the Board that Morse and Capen would have a right turn until the capital improvements were completed in the area. Mr. Paige suggested putting a traffic light at Morse and Capen, which Mr. Lim stated could be looked at.

Chairman Osleeb stated that the 10 mph threshold does not make sense because it is not significant enough and that he is pleased that there will be an evaluation after the improvements. Mr. Paige agrees that the 10 mph percentile is too high and would prefer 5 mph. Chairman Osleeb suggested having 7 mph on local roads and 10 mph on collector roads which the Board agreed upon. Discussion ensued regarding speeding, road conditions, and traffic calming devices.

Motion made by Vice-Chair Andre and seconded by Ruben Paige to send the revisited Traffic Calming Policy to the City Commission with the changes for 7 mph for local roads and 10 mph for collector roads.

Motion carried unanimously with a 4-0 vote (Katie Reischmann, Michael Sasse, and Michael Dively were absent from the vote.)

(5) Non-Action Items

a. Transportation Master Plan by Patel, Greene & Associates

Gabriel Gonzalez and Angela Rao from Patel, Greene, & Associates presented on the upcoming scope of the Transportation Master Plan. Mr. Gonzalez showed a PowerPoint with pictures and information about the project's scope. Mr. Gonzalez showed the updates and goals of the plan. Mr. Gonzalez presented the old plans that will be used for the new scope guidance and explained the six tasks of the scope. Mr. Gonzalez described the different tasks. Angela Rao presented emerging technologies and how to enhance the use of these technologies. Mr. Rao explained the need to design streets for people and how to design walkable streets. Mr. Rao described the different emerging technologies the city could use, and Mr. Gonzalez discussed the potential for a greenway system in the town.

Jeffrey Sievers asked when the scope of work will start and end. Mr. Lim explained that the City Commission would see the presentation next and get approval for the scope of work. Chairman Osleeb asked what the length of the work would be, and Mr. Lim answered that it would take twelve months. Discussion ensued on the time length of the work. Ruben Paige asked if the West side would be studied, and Mr. Gonzalez explained that it would be looked at. Discussion ensued on the West side's traffic incidents and the entire city's crash rates. Mr. Lim said that the Board would be involved in creating the plan, and discussion ensued on plans with the Westside.

Chairman Osleeb asked how well the study looks at funding, especially for electric vehicles. Mr. Gonzalez answered that they would look at all funding sources, and Mr. Rao explained that funding sources would be looked at for emerging technologies. Chairman Osleeb asked that since FDOT is responsible for most of the roads in the city, those roads also need the most help if there will be cooperation with FDOT during the work. Mr. Rao stated that there had been success with implementing projects with FDOT and would try to work with the state.

Vice-Chair Andre asked when writing the Transportation Master Plan will Patel, Greene, & Associates, and the City of Winter Park work with other municipalities. Mr. Gonzalez said they would research the local cities for projects and additional important information.

b. Data from Traffic Signal Detection

Hongmyung Lim gave a summary of the data from traffic signal detection. Mr. Lim spoke about how the software works. Mr. Lim stated that it can collect pedestrian movements and that the data can also be pulled into an excel spreadsheet. Mr. Lim explained that the city does not currently have a methodology for collecting turning movement data except for collecting data from the field.

Ruben Paige asked about the cars speeding at Pennsylvania Avenue at Fairbanks, and Mr. Lim stated that the area could be looked into. Chairman Osleeb asked if the data could work for car crashes and if the data would be available to the public. Mr. Lim answered that it can be used for car crash data and that making the data open to the public is an initiative that Staff wants to make.

(6) Staff Updates

a. Police Department Update

Sergeant Jeff Marcum updated the Board on the second and third-quarter police reports. Sergeant Marcum discussed traffic statistics for the last two quarters and that the numbers are trending as usual with other years. Sergeant Marcum differed in that the fatality in May is still being investigated. Sergeant Marcum updated the Board that police will enforce rail safety laws this week.

Jeffrey Sievers asked if accidents happen more frequently on FDOT roads, and Sergeant Marcum answered yes because they are the most congested roads. Sergeant Marcum stated that red light cameras would be installed on Lee Road, and discussion ensued on the congested roads causing accidents. Chairman Osleeb asked if accidents are mapped, and Hongmyung Lim stated that an updated map would be provided at the next work session. Discussion ensued on the maps, and Ruben Paige thanked the Police Department for their response times. Sergeant Marcum thanked M. Paige.

b. Bike 5 Cities

Keith Moore described the Bike 5 Cities event and stated the date would be Saturday, October 29th. Mr. Moore explained that the event starts at Meade Gardens with a 30-mile or reduced ride route available. Mr. Moore explained that there was a \$20 registration.

Jeffrey Sievers asked if registration was online, and Mr. Moore answered yes. Chairman Osleeb asked how many participants were expected, and Mr. Moore explained there should be a good turnout.

c. ADA Transition Plan Update

Hongmyung Lim explained that the ADA Transition Plan has been active since 2021. Mr. Lim explained that the program allows for grants and spoke on how the ADA Transition Plan works. Mr. Lim said that the City has evaluated most of the CBD and plans to go to highly pedestrian areas like schools. Mr. Lim will reach out to the public to get comments about the issues the public sees. Mr. Lim will have the update in the October monthly newsletter. Mr. Lim stated that the City is trying to get more public involvement and is seeking engagement to get feedback on addressing the issues. Mr. Lim noted that Public Works has been repairing sidewalks and has already received feedback.

Jeffrey Osleeb asks if the city needs to be notified of a problem with the sidewalk before the town can make repairs, and Mr. Lim explained that it does not always, depending on if the city knows of the issues.

(7) Board Comments

No Board comments were made.

(8) Upcoming Agenda Items

a. ADA Transition Plan Update

Hongmyung Lim stated that all comments received about the ADA Transition Plan update would be in the meeting packet for the next meeting.

(9) Adjournment

- a. Next TAB & PRAB Joint Work Session: Wednesday, September 21, 2022, @5:00 PM
- b. Next TAB Work Session: Monday, October 17, 2022, @3:00 PM
- c. Next TAB Regular Meeting: Monday, October 17, 2022, @4:00 PM

Chairman Osleeb adjourned the meeting at 5:55 p.m.

/s/ Recording Secretary Aaron Hull

Approved by the Transportation Advisory Board at the regular meeting on October 17, 2022.