Transportation Advisory Board Regular Meeting Minutes

June 20, 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, Michael Dively, Katie Reischmann, and Jeffrey Sievers. Absent Members: Michael Sasse. Staff: Sergeant Jeff Marcum, Planning Technician Aaron Hull, Recording Specialist Mary Bush, Assistant Director of Planning and Transportation Allison McGillis, Transportation Planner Keith Moore, and Engineer I Hongmyung Lim.

(1) Call to Order

Chairman Jeffrey Osleeb called the meeting to order at 4:07 p.m.

(2) Consent Agenda

1. Approval of May 16, 2022, Meeting Minutes.

Motion made by Michael Dively and seconded by Rachel Andre to approve the May 16, 2022 meeting minutes.

Motion carried unanimously with a 5-0 vote (Michael Sasse was absent for the vote of approval of the May 16, 2022, Meeting Minutes.)

(3) Staff Updates

1. New York Streetscape Project

Hongmyung Lim updated the Board on the New York Streetscape Project status. Mr. Lim explained that the project had been delayed due to a need to install a sign on the railway right-of-way. Mr. Lim said that Staff is currently working to schedule the project. Mr. Lim updated the Board on the Fairbanks and New York project that the intersection will be closed on the night of July 7th to finish restriping the roads.

2. Winter Park Rd Data

Keith Moore explained that the traffic study on Winter Park Road would start soon, and coordination with the Police Department will start next month for the study.

3. Melrose Ave Traffic Calming

Keith Moore provided that notifications have been sent out, and the speed table will be installed on Melrose on June 21, 2022. Mr. Moore explained that the table would be closer to Washington now for safety purposes.

Hongmyung Lim reminded the Board of the Board appreciation event on Thursday, June 23, 2022.

Sergeant Jeff Marcum updated the Board on a car crash that happened Saturday night on Osceola. Sergeant Marcum explained that the car crash was a wrong-way accident that resulted in a death. Sergeant Marcum explained that the scenario is currently under investigation and does not have information until the investigation is completed. Sergeant Marcum told the Board he would update them once more information was released.

Michael Dively asked if alcohol was involved, and Sergeant Marcum explained that the incident was still under investigation, so he could not answer that question. Discussion ensued on the car crash.

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

No one from the public wished to speak. The public hearing was closed.

(5) Non-Action Items

1. No non-action items.

(6) Action Items

1. Follow up - Orange County Transportation one-cent sales tax

Hongmyung Lim explained that the Board had to vote on approval of the letter by Chairman Jeffrey Osleeb on behalf of the Board in support of the Orange County Transportation one-cent sales tax that will be sent to the City Commission. Mr. Lim discussed that the Board at the May 16, 2022, Transportation Advisory Board meeting had voted on approval to support the Orange County Transportation one-cent sales tax and to have Chairman Osleeb write a letter to be sent to the City Commission. Mr. Lim explained that the Board needs to vote on approval of the letter that Chairman Osleeb wrote, and then City Management will share the letter with the City Commission.

Staff recommendation was for approval.

Vice-Chair Rachel Andre asked if a copy of the letter written by Chairman Jeffrey Osleeb could be sent to the Board.

No one from the public wished to speak.

Motion made by Michael Dively and seconded by Katie Reischmann for approval to submit the drafted letter written by Chairman Osleeb to the Winter Park City Commission emphasizing the Transportation Advisory Board's support of the Orange County Transportation one-cent sales tax.

Motion carried unanimously with a 5-0 vote. (Michael Sasse was absent from voting).

After the vote on the motion, Michael Dively asked Hongmyung Lim about the process for what is to be done with the letter that was voted on. Mr. Lim explained the process of distributing the letter to the City Commission. Mr. Dively asked if this item had not come up on the agenda, what more could the Board have done. Vice-Chair Rachel Andre stated that the Board could have discussed the item at a meeting, and Katie Reischmann agreed that the Board could have discussed this item. Allison McGillis explained that the letter was returned to the Board for approval to prevent any chance of a Sunshine Law violation and to follow proper procedure. Mrs. Reischmann clarified that the motion's wording is what confused the Board. Discussion ensued on the motion that was voted on, the letter to be sent to the Board, and the process that should be taken in the future in case an agenda item like this occurs again.

2. Arterial Connection and Bike/Mobility Priorities

Hongmyung Lim presented the agenda item and explained that the Mayor asked the Transportation Advisory Board to prioritize a list of five locations to study for arterial and bike/mobility pathways. Mr. Lim showed the Board a picture of the proposed locations from the Mayor for recommendations in the Board's discussion. Mr. Lim explained that the Mayor wanted to get a list of prioritized locations to be used as bike/mobility connections that can be studied for feasibility and wanted to get the Boards input on locations that the Board recommends looking into.

Staff recommendation was to table the action item on Arterial Connection and Bike/Mobility Priorities until a work session to discuss the item further.

Katie Reischmann asked if the Board needed to note five locations within the city. Mr. Lim suggested that the Board could recommend corridors as locations on the list. Chairman Jeffrey Osleeb asked if this map could be fixed to be better looking, and Mr. Lim showed the mapping staff had been using. Mr. Lim explained that Lakemont Avenue is one of the corridors being looked at. Chairman Osleeb stated that there are many East to West routes and a lack of connectivity between the North and South. Mr. Lim explained that Palmer Avenue was considered a bike-share road and could be evaluated. Mr. Lim discussed boundaries and limitations to setting up pathways throughout the city. Mr. Lim further explained that locations throughout the city are being studied for connectivity purposes.

Michael Dively asked what type of corridors the Mayor wanted the Board to look at. Mr. Lim explained that the Board could make any suggestion for the list and that he suggested corridors to help with connectivity. Mr. Lim stated that a work session could be set up to allow the Board to discuss what recommendations the Board wanted to make to be studied. Vice-Chair Andre suggested that the Board do a work session due to all the information. Mrs. Reischmann asked if Staff had looked at Denning and Mr. Lim stated that Staff had previously studied Denning and Lakemont. Mr. Lim explained that St. Andrews Boulevard was getting a trail installed, and Mrs. Reischmann asked for the trail's location. Mr. Lim clarified that the trail would connect to Cady Way and presented a picture of the proposed trail.

Chairman Osleeb asked if a copy of the suggested pathways map and the Mayor's suggestions could be provided to the Board. Mr. Lim said that he could send that information to the Board. Mr. Dively asked what the recommended road size for a multi-modal road would be, and Mr. Lim elaborated that typically a road will be ten feet wide for cars, four feet for bikes, ten feet for multi-modal paths, and any additional feet required for any buffers. Vice-Chair Andre asked if the Board should be looking for ten-foot-wide roads, and Mr. Lim stated that the Board welcomes all suggestions. Mr. Dively noted that he is struggling to understand what the Mayor wants from the Board due to the size issue of the roads and connectivity issues. Chairman Osleeb said the Board should block out roads that are not feasible to study. Mr. Dively stated he liked the idea of blocking out roads that are not feasible. Discussion ensued on streets that were not feasible versus feasible.

Mr. Lim stated that the Board could table this action item until a future meeting and schedule a work session to discuss recommendations for Mayor's request. Mr. Dively noted that the Board needs information and that the Board should table until a work session. Mr. Dively clarified that Staff needs to provide better information to help the Board with discussions during the work session. Mrs. Reischmann asked about differing sizes of sidewalks, and Mr. Lim explained the sizing requirement for sidewalks. Discussion ensued on installing sidewalks on Palmer and if the item should be tabled till a future work session.

Mr. Lim stated Staff could provide recommendations, more information, and a list of streets for the Board to look at before the work session. Vice-Chair Andre asked when the work session could be scheduled. Mr. Lim explained that, at minimum, the work session must be scheduled two weeks away. Mr. Dively explained that the next Transportation Advisory Board meeting and the work session could be combined for convenience. Mrs. Reischmann stated she would not be available for the next meeting or the work session. Discussion ensued on the date of the work session.

Motion made by Michael Dively and seconded by Jeffrey Sievers to table the action item on Arterial Connection and Bike/Mobility Priorities until a work session at 3 p.m. on July 18, 2022.

Motion carried unanimously with a 5-0 vote. (Michael Sasse was absent from voting).

(7) Public Hearings

No public hearings.

(8) Board Comments

Chairman Osleeb invited Director of Planning and Transportation Jeffrey Briggs to the next Transportation Advisory Board to hear the Board's priorities and meet him in person. Chairman Osleeb stated that Mira Lines has stepped down from the Board and asked everyone to look for new candidates. Michael Dively explained the issue is that no one has applied and asked for people to recommend people to the Board to be appointed.

Michael Dively congratulated Vice-Chair Andre for her recognition in the local city magazine. Vice-Chair Andre thanked Mr. Dively. Mr. Dively explained that he is interested in bike racks and can't wait to hear Keith's presentation on bike racks next meeting. Discussion ensued on the design of the bike racks.

(9) Upcoming Agenda Items

No discussion occurred for the upcoming agenda items for the following Transportation Advisory Board meeting scheduled for June 20, 2022.

(10) Adjournment

Chairman Osleeb adjourned the meeting at 4:50 p.m.

Approved by the Board at the July 18, 2022, Transportation Advisory Board regular meeting.

/s/ Recording Secretary Aaron Hull