

Mayor

Marni L. Sawicki

Council Members

District 1: James D. Burch

District 2: John M. Carioscia Sr.

District 3: Marilyn Stout

District 4: Richard Leon

District 5: Rana M. Erbrick

District 6: Richard Williams

District 7: Jessica Cosden



1015 Cultural Park Blvd.
Cape Coral, FL

City Manager

John Szerlag

City Attorney

Dolores Menendez

Acting City Auditor

Oscar Claudio

City Clerk

Rebecca van Deutekom

**AGENDA
COMMITTEE OF THE WHOLE**

April 19, 2017

9:00 AM

Council Chambers

PLEDGE OF CIVILITY

We will be respectful of each other even when we disagree.
We will direct all comments to the issues. We will avoid personal attacks.

1. MEETING CALLED TO ORDER

A. MAYOR SAWICKI

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

A. MAYOR SAWICKI, COUNCIL MEMBERS BURCH,
CARIOSCIA, COSDEN, ERBRICK, LEON, STOUT, WILLIAMS

4. BUSINESS:

A. CITIZENS INPUT TIME

A maximum of 60 minutes is set for input of citizens on matters concerning the City Government; 3 minutes per individual.

B. DISCUSSION

(1) Discussion of Traffic Calming Policy - CM/Public Works

5. ROUND TABLE DISCUSSION

6. TIME AND PLACE OF FUTURE MEETINGS

A. A Committee of the Whole Meeting is Scheduled for Monday, April 24, 2017 at 4:30 p.m. in Council Chambers

7. MOTION TO ADJOURN

GENERAL RULES AND PROCEDURES REGARDING THE CAPE CORAL CITY COUNCIL AGENDA

In accordance with the Americans with Disabilities Act and Section of 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Office of the City Clerk at least forty-eight (48) hours prior to the meeting. If hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8770 (v) for assistance.

Persons wishing to address Council under Citizens Input or the Consent Agenda may do so during the designated times at each meeting. No prior scheduling is necessary. All speakers must have their presentations approved by the City Clerk's office no later than 3:00 PM the day of the meeting.

Any citizen may appear before the City Council at the scheduled PUBLIC HEARING/INPUT to comment on the specific agenda item being considered. No prior scheduling is necessary.

When recognized by the presiding officer, a speaker shall address the City Council from the designated speaker's lectern, and shall state his or her name and whom, if anyone, he or she represents. An address shall only be required if necessary to comply with a federal, state or local law.

Copies of the agenda are available in the main lobby of Cape Coral City Hall and in the City Council Office, 1015 Cultural Park Boulevard. Copies of all back-up documentation are also available for review in the lobby of Council Chambers. You are asked to refrain from removing any documentation. If you desire copies, please request they be made for you. Copies are 15 cents per page. Agendas and back-up documentation are also available on-line on the City website (capecoral.net) after 4:00 PM on the Thursday prior to the Council Meeting.

***PUBLIC HEARINGS DEPARTMENT OF COMMUNITY DEVELOPMENT CASES**

In all public hearings for which an applicant or applicants exist and which would affect a relatively limited land area, including but not limited to PDPs, appeals concerning variances or special exceptions, and small-scale rezonings, the following procedures shall be utilized in order to afford all parties or their representatives a full opportunity to be heard on matters relevant to the application:

1. The applicant, as well as witnesses offering testimony or presenting evidence, will be required to swear or affirm that the testimony they provide is the truth.
2. The order of presentation will begin with the City staff report, the presentation by the applicant and/or the applicant's representative; witnesses called by the applicant, and then members of the public.
3. Members of the City Council may question any witness on

relevant issues, by the applicant and/or the applicant's representative, City staff, or by any member of the public.

4. The Mayor may impose reasonable limitations on the offer of testimony or evidence and refuse to hear testimony or evidence that is not relevant to the issue being heard. The Mayor may also impose reasonable limitations on the number of witnesses heard when such witnesses become repetitive or are introducing duplicate testimony or evidence. The Mayor may also call witnesses and introduce evidence on behalf of the City Council if it is felt that such witnesses and/or evidence are necessary for a thorough consideration of the subject.
5. After the introduction of all-relevant testimony and evidence, the applicant shall have the opportunity to present a closing statement.
6. If a person decides to appeal any decision made by the City Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

- Staff Presentation
- Traffic Calming Policy Table

Backup Material
Backup Material

MEMORANDUMCITY OF CAPE CORAL
PUBLIC WORKS DEPARTMENT

TO: Mayor and City Council

FROM: John Szerlag, City Manager 
Paul Clinghan, Public Works Director PE
Stephanie Smith, Design and Construction Manager SRS
William Corbett, Traffic Engineer 

DATE: April 19, 2017

SUBJECT: Traffic Calming Policy Terms

Requested Action from Council

Staff developed the terms of a policy and is seeking approval from City Council of the traffic calming policy terms, approval to develop a traffic calming program for Council approval and approval of supplemental funding for implementation, including costs for a pilot program and additional staff. Staff recommends utilizing cost sharing through a special assessment to fund the installation of requested physical traffic control devices in accordance with the traffic calming point system included herein. The City Manager recommends prior to a traffic calming policy being adopted for long term use, a funding source be identified for the City's contribution toward cost sharing in conjunction with a special assessment.

Background

On December 9, 2016, Public Works staff presented to the City Transportation Advisory Commission a draft traffic calming policy terms and the steps necessary to develop a viable traffic calming program. Included in the presentation were the typical procedures included in an effective traffic calming program and the policy requirements set forth by the Florida Department of Transportation. The City Manager has directed staff to present this policy to City Council for adoption.

Currently Available Solutions

Traffic calming devices shall only be installed after all education and enforcement measures are exhausted, using methods which do not utilize physical devices. These measures include:

- ✓ Implement a program whereby the Cape Coral Police Department educate residents about driving safely at the posted speed limits.
- ✓ Post-short term police radar speed trailers to display to motorists their vehicle speed.
- ✓ Conduct selective enforcement to address specific complaints from residents.
- ✓ Conduct enforcement programs such as the *Traffic Target Initiative* to saturate the area of concern with law enforcement officers to cite drivers who are operating vehicles at unsafe speeds.
- ✓ Implement a Neighborhood Speed Watch Program for residents to participate in the enforcement efforts.
- ✓ Install pavement markings including centerline striping and edge line striping.
- ✓ Install radar speed feedback signs to display to motorists their vehicle speed as a "pilot" project.

If these measures are ineffective, the process to install physical traffic calming devices shall follow the traffic calming policy.

Current State of Practice

Staff conducted research to collect data on traffic calming practices in other cities and counties, including master planned pre-platted communities, throughout the state and country. Cities and counties included in the policy research include:

- City of Deltona, FL
- City of Delray Beach, FL
- City of Fort Myers, FL
- City of Orlando, FL
- City of Port St. Lucie, FL
- City of Winter Park, FL
- City of San Antonio, TX
- Lee County, FL
- Hillsborough County, FL
- Pasco County, FL

In each locale, the elements of the traffic calming policy includes:

- **Initial request procedure** – Minimum number of residents required to petition the City for traffic calming evaluation. During this step a single neighborhood contact person is established for coordination between City staff and neighbors.
- **Preliminary Evaluation** – If initial request requirements are met, staff will evaluate the road for eligibility. Staff will also identify study area to measure resident participation.
- **Data Collection** – If eligible, staff will collect data necessary to conduct thorough traffic calming study.
- **Data Analysis/Study** – Staff will analyze data collected for determination of breadth of traffic calming concerns.
- **Comparison to minimum criteria (warrants)** – Staff will compare study results with minimum criteria to determine if traffic calming devices are warranted.
- **Public Meetings and Community open house** – If warranted, staff will conduct community open house to educate residents and discuss traffic calming options.
- **Staff recommendations** – Staff will recommend appropriate traffic calming devices based on study results and resident feedback. Recommendations will include devices and costs.
- **Petitions for citizen input** – Based on study area, neighborhood contact will request citizen approval through a petition to install traffic calming devices funded by special assessment. A minimum percentage of residential participation is required prior to installation of traffic calming devices.
- **Implementation** – Once funding is identified and a schedule is developed, traffic calming devices will be installed.
- **Evaluation** – After traffic calming devices are installed, data will be collected and an analysis will be conducted to determine the efficacy of the devices.

Recommended Criteria for Cape Coral

Staff developed a list of policy items for each element to define the minimum criteria and other parameters necessary to successfully implement traffic calming on City roadways. The following tables include each element and policy item, with the ranges observed during research. Staff recommends the following criteria and parameters based on the best available research to fit within the City of Cape Coral transportation network.

Traffic Calming Policy				
Element	Policy Item	Observed Ranges	Staff Recommendation	Policy or Technical Related
Initial Request Procedure	Minimum request to begin evaluation	1 to 20 property owners; 51 - 70%	5 property owner requests submitted in writing to Public Works Department (or 51% if less than 5 homes)	Policy
	Identification of Neighborhood Contact			
Preliminary Evaluation	Roadway Type		Local roads only. No collector or arterial roadways.	Technical
	Land Use	50% - 75% residential	Abutting properties of road to be calmed must be a minimum of 67% residential development.	Policy
	Posted Speed Limit	30 MPH maximum	Roads with posted speed limit at or below 30 MPH may be calmed. Over 30 MPH shall not be calmed.	Technical
	Road Length	1000 ft - 1 mile	Road segment to be calmed shall be at least 1/4 mile long (1,320 ft)	Technical
	Study Area	Roads abutting calming devices to 1 mile radius.	Include all roadways connecting to proposed road without direct access to an arterial or collector roadway, as determined by Engineer.	Technical
	Emergency Route		Roads identified by EMS, Fire or Police as evacuation or other emergency routes shall not be calmed.	Technical

Traffic Calming Policy				
Element	Policy Item	Observed Ranges	Staff Recommendation	Policy or Technical Related
Staff Recommendations	Available Devices	Humps, Tables, Cushions, Raised crosswalks, medians, traffic circles/roundabouts, Chicanes, Chokers, Diversions, Road Closures	Standard treatments include tables and cushions, traffic circles/roundabouts. Extreme conditions would evaluate road closures or diversions. Other devices will remain in tool box for evaluation as determined by Engineer.	Technical
	Prohibited Devices	Unwarranted stop signs, speed bumps, rumble strips	Unwarranted stop signs, speed bumps, rumble strips	Technical
	Impacted Area	Roads abutting calming devices to 1 mile radius.	Including roadways directly abutting traffic calming devices or roads which are determined by the Engineer to be impacted by the installation of traffic calming devices.	Technical
Petition for Citizen Input from Impacted Area	Minimum citizen participation in survey	75% of property owners within impacted area must provide responses	75% of property owners within impacted area must provide responses	Policy
	Minimum citizen support for installation of recommended traffic calming devices	60 - 80%	67% of property owners who participated in survey must support installation of traffic calming devices.	Policy
Implementation	Funding	See Below	Seeking direction from City Council	Policy
Evaluation	Minimum length improvements must remain in place after implementation	6 months - 3 years	Data shall be collected to determine if devices are effective after 6 months of implementation. Non-Infrastructure devices shall remain in place for a minimum of 2 years after installation. To be removed, the petition process shall follow the same as the installation of new devices. Infrastructure related improvements (e.g. roundabout) shall not be removed. Devices may be removed at anytime by the Engineer if determined to be a public safety hazard.	Policy

These policy elements and items provide the requirements necessary for a comprehensive and consistent process toward installing physical traffic calming devices on local roads. Staff identified which items are related to policy or technical requirements for consideration. At this time staff is seeking approval from City Council for the comprehensive traffic calming policy terms, with **specific direction on non-technical items** highlighted on the preceding tables and proportionate cost sharing percentages, approval to develop a traffic calming program for Council adoption and approval of **funding for implementation**, including costs for a pilot program and additional staff.

Funding Mechanisms for Consideration

Staff is seeking direction from City Council regarding the funding for implementation of physical traffic calming devices. Various funding mechanisms were observed within other cities and counties including:

- Included on the annual capital project list on a “first come, first serve” basis.
- Special assessment
- Funded directly by the residents, HOA, etc.
- Cost share between City and Residents

At this time, staff is seeking direction regarding the funding mechanism of the traffic calming program. Upon identification of a funding mechanism, staff will develop a final policy to be adopted for long term application.

Cost Share Using a Special Assessment

Multiple cities and counties utilize a point system to identify the breadth of the traffic concerns and the severity of the issues, and adjust the percentage of cost sharing between the City and the neighborhood accordingly. In these municipalities, funds are allocated for the proportionate cost sharing of improvements and included in the approved budget. Data is collected regarding land use, prevailing speed and traffic volume, and points are allocated based on the results. The points are combined for total to determine the cost sharing between the residents and the City. Below is a recommended point system and cost sharing allocation:

<u>Prevailing Speed</u>	
<u>85th %ile</u>	<u>Points</u>
0-4 Over Posted	0
5-7 Over Posted	5
8-11 over Posted	10
12-15 Over Posted	15
15+	25

<u>Volume</u>	
<u>Vehicles Per Day</u>	<u>Points</u>
< 1,000	0
1,000-1,499	5
1,500-1,999	10
2,000-2,499	15
2,500 +	25

<u>Proposed Cost Share Percentage</u>		
<u>Points</u>	<u>City Contribution</u>	<u>Resident Contribution</u>
0-19	0	100%
20-29	25	75
30+	50	50

* If the total points are less than 20, however either speed or volume individually yield 15 points, the proportionate cost share shall be 25% City and 75% resident contribution.

At this time staff is seeking approval from City Council for the comprehensive traffic calming policy terms, with **specific direction on non-technical items** highlighted on the preceding tables and proportionate cost sharing percentages, approval to develop a traffic calming program for Council adoption and approval of **funding for implementation**, including costs for a pilot program and additional staff.

JS/PC/WC:sk

City of Cape Coral Traffic Calming



Special Meeting – April 19, 2017₁

Requested Action from Council

Seeking approval from City Council regarding the traffic calming policy terms and funding for implementation of physical traffic calming devices on residential streets as requested by citizens and develop a policy for Council adoption.

- Staff recommends utilizing cost sharing through a special assessment to fund the installation of physical traffic control devices in accordance with the traffic calming point system included herein.

Requested Action from Council

The City Manager recommends prior to a traffic calming policy being adopted for long term use, a funding source be identified for the City's contribution toward cost sharing in conjunction with a special assessment.

Requested Action from Council

- Any road conditions identified as a safety concern are addressed immediately as part of the City's Capital Improvement Plan.

There are no hazardous roadways addressed through traffic calming.

Traffic calming may address poor driving habits through physical improvements.

Background

- In April and May 2016, discussions took place at CTAC and City Council regarding a traffic calming program.
- As part of the FY 2017 budget process, staff presented costs associated with several alternate traffic calming programs.
- The funds for the implementation of a traffic calming program were not approved by City Council for the

Background

- On October 31, 2016, Public Works staff presented to City Council information regarding traffic calming methods and the steps necessary to develop a viable traffic calming program.

At this meeting, City Council directed staff to:

- Develop a term sheet indicating the elements of a traffic calming policy.

CTAC

- Staff presented the following Traffic Calming Policy Terms to the City Transportation Advisory Commission in December 2016 for evaluation and feedback prior to presentation at a future City Council meeting.

Identified Safety Needs

- Public Works continuously evaluates City traffic safety and congestion needs. If needs are identified within the City, Public Works plans the necessary improvements as part of the City's Capital Improvement Plan.

Improvements requested by residents which are separate from an identified safety or congestion need often relate to the volume or speed of traffic through a neighborhood. These are best addressed through the following available solutions and traffic calming policy.

Currently Available Solutions

Where safety issues are not identified, Public Works Staff can work with the Cape Coral Police Department to implement various solutions **without a traffic calming policy** to address resident's concerns regarding the traffic conditions and quality of life on City streets. These solutions do not use physical traffic calming devices.

Currently Available Solutions

- Current solutions include:
 - Implement a program whereby the Cape Coral Police Department educate local residents about driving safely at the posted speed limits.
 - Post short term police radar speed trailers to display to motorists their vehicle speed.
 - Conduct targeted enforcement to address specific complaints from residents.

Currently Available Solutions

- Conduct enforcement programs such as the *Traffic Target Initiative* to saturate the area of concern with law enforcement officers to cite drivers who are operating vehicles at unsafe speeds.
- Install pavement markings including centerline striping, and edge line striping.
- Install radar speed feedback signs to display to motorists their vehicle speed as a “pilot” project.

Current State of Practice

- Staff conducted research to collect data on traffic calming practices in other cities and counties, including master planned pre-platted communities, throughout the state
 - City of Daytona, FL
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Current State of Practice

◦ In each locale, the elements of the traffic calming policy includes:

- **Initial request procedure**
- **Preliminary Evaluation**
- **Data Collection**
- **Data Analysis/Study**
- **Comparison to minimum criteria (warrants)**
- **Public Meetings and Community open house**
- **Staff recommendations**
- **Petitions for citizen input**
- **Implementation**
- **Evaluation**

Recommended Criteria

- Staff developed a list of policy items for each element to define the minimum criteria and other parameters necessary to successfully implement traffic calming on City roadways.

Staff recommends the following criteria and parameters based on the best available research to fit within the City of Cape Coral transportation network.

Recommended Criteria

Traffic Calming Policy				
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	Posted Speed Limit	30 MPH maximum	Roads with posted speed limit at or below 30 MPH may be calmed. Over 30 MPH shall not be calmed.	Technical
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Recommended Criteria

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Funding Mechanism

- Multiple cities and counties utilize a point system to identify the breadth of the traffic concerns and the severity of the issues, and adjust the percentage of cost sharing between the City and the neighborhood accordingly.
- In these municipalities, funds are allocated for the proportionate cost sharing of improvements and included in the approved budget.

Funding Mechanism

- Data is collected regarding prevailing speed and traffic volume, and points are allocated based on the results. The points are combined for total to determine the cost sharing between the residents and the City.
- If the total points are less than 20, however either speed or volume individually yield 15 points, the proportionate cost share shall be 25% City and 75% resident contribution.

Funding Mechanism

Below is a recommended point system and cost sharing allocation:

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Funding Mechanism

<u>Proposed Cost Share Percentage</u>		
<u>Points</u>	<u>City Contribution</u>	<u>Resident Contribution</u>
0-19	0	100%
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30+	50	50

Requested Action from Commission

Seeking approval from City Council regarding the traffic calming policy terms and funding for implementation of physical traffic calming devices and develop a policy for Council adoption.

- Staff recommends utilizing cost sharing through a special assessment to fund the installation of physical traffic control devices in accordance with the traffic calming point system included herein.

Requested Action from Commission

The City Manager recommends prior to a traffic calming policy being adopted for long term use, a funding source be identified for the City's contribution toward cost sharing in conjunction with a special assessment.



QUESTIONS?

Traffic Calming Policy				
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