

**The CITY OF WINTER PARK  
PEDESTRIAN AND BICYCLE ADVISORY BOARD  
MINUTES**

**Regular Meeting  
Chapman Room, City Hall**

**March 12, 2013  
10:00 am**

**Present:** Whit Blanton, Jean Siegfried, Gordon Blich, Scott Redmon, David Erne, Elizabeth Hemphill and Tom Hiles

**Absent:** Elisabeth Holler

**City of Winter Park Staff:** Sergeant Bruce Robinson, Police Dept.; Susie Whitaker, Fire-Rescue Dept.; Lindsey Hayes, Planning Dept.; Butch Margraf, Public Works Dept.; and Debra Moore, Recording Secretary, Public Works Dept.

**EXECUTIVE SUMMARY**

- **Presentation on Green Bike lanes – Update by Rick Geller**
- **Park-to-Park – March 22, 2013 at 8 am**
- **Grant Applications – Metroplan Grant and Greenways & Trails Grant are due end of March, 2013.**
- **Well defined network**
- **Bike Valet at the Spring Art Festival – March 15-17, 2013**
- **Time change for Board meetings 8:30 a.m. starting in April (trial basis)**

**CALL TO ORDER.** Chm. Blanton called the meeting to order at 10:00 a.m.

**I. ADMINISTRATIVE ITEMS**

**Approval of Minutes**

Chm. Blanton asked for approval of the minutes from February 12, 2013. Mr. Redmon made a motion to approve the minutes; Mr. Blich seconded the motion; motion carried unanimously with a vote of 7-0.

**II. ACTION ITEMS**

**Presentation on Green Bike lanes--Update by Rick Geller**

Mr. Geller presented “Protecting Children Biking to Brookshire Elementary School” to the PTO. It was favorably received.

Mr. Geller distributed copies of the before/after images as well as the last slide outlining his set of recommendations for the Brookshire Elementary School Project.

The Board members discussed Mr. Geller’s suggestion of a pilot project with shared lanes at Brookshire Elementary School. Chm. Blanton suggested that the City explore it from a feasibility and cost standpoint to see if it is viable and doable. Do we have the support from the neighborhood?

Mr. Margraf talked with the City of Orlando about the double lanes on the north side on Perth Avenue. They will work with us to make the transition in the 100 feet on the Orange County side. Mr. Margraf recommended going with the dual lanes as presented in Mr. Geller’s slide presentation at the February 12<sup>th</sup> Board meeting. Mr. Margraf recommended we do the first one as a pilot project at the Brookshire Elementary School location.

Mr. Hiles inquired about the western side. Mr. Margraf stated there is a stop sign on Perth Avenue and there is a treatment in the design manual for how it comes out of that.

**MOTION.** Mr. Blich made a motion that the Pedestrian/Bike Board approve the plan put together by Mr. Geller for that specific location recommended to the City for the study of costs, etc. and move forward with it as an actual constructed pilot project before the next school year begins; seconded by Ms. Siegfried.

After a brief discussion the motion was amended.

## **AMENDED MOTION**

Mr. Blitch made a motion that the Pedestrian Bicycle Advisory Board approve Mr. Geller's project for the Brookshire Elementary School location and recommend to the City that it be constructed as a pilot project before the start of school in fall; seconded by Mr. Redmon.

This motion includes the cycle track on the north side of the road to Perth Lane to the City line.

After discussion, motion passed with a vote of 7-0.

Mr. Margraf reported we will do the design based on the design manual, come up with a cost, and look for funding.

Mr. Margraf also stated it is part of our mission statement for us not only to come up with recommendations and designs but also to seek grant funding from various sources.

### **Park-to-Park. Friday, March 22, 2013 - 8 am**

- Mr. Margraf reported we have 30 RSVP'S.
- Mr. Margraf brought maps showing the route from last year.
- Mr. Hiles will lead the ride.
- Lieutenant Durkee is aware of concerns from last year's ride and he will take care of us.
- Lisa Portelli, Winter Park Health Foundation, volunteered her cycling group to help keep people together.
- We will keep the pace down.
- Mr. Margraf stated we should pick a couple of crucial points and have the leader stop to allow time for people to catch up.
- The Department Directors at the City were encouraged to join us.
- Board members will distribute posters.
- Whole Foods will provide refreshments.
- Ding Bicycles did RSVP to ride.
- Jerry from Locomotion is interested in coming.
- Erin from Breakaway Bicycles will join us and be available to check tires, etc.
- Bike Shop participation. Breakaway and AceMetric are in Winter Park, Ding is in Casselberry and Locomotion is in Baldwin Park. The Board members suggested all shops be invited.
- AAA - Rhonda Shah. AAA donated a \$300 check and we can use it to promote cycling in Winter Park. She will have a table with AAA goodies and bicycle safety information.
- Helmets and coloring books. Ms. Whitaker has about 10 extra helmets to give away. After discussion, it was agreed to give out the coloring books, but not the helmets.

Discussion of the e-mail distribution list. Mr. Margraf has all the data bases from previous Park-to-Park rides. He uses the list for updates during the Park-to-Park ride. He could pull up lists from previous years and send out an e-mail encouraging them to join us. He does not take having their information as a license that he can give it out or unknowingly misuse it.

Discussion regarding possible uses of the e-mail lists.

- Chm. Blanton mentioned if we have something we want to come before the City Commission maybe we could contact them and ask for support.
- Mr. Erne suggested an update either quarterly or a few times a year informing them what we are doing and what we plan in the future.

### **Well defined network**

Chm. Blanton reported in previous meetings we spoke about the desire to take the well thought out city wide pedestrian/bicycle network plan and focus on a few key areas where we could tighten the visibility of access to SunRail, Maitland, Orlando and other connections through some unique treatments. We discussed Morse Blvd., Winter Park Road, and others.

Mr. Geller put together a concept that is at comfort level and different levels of experience of riders. Recently, Mr. Geller, Winter Park Health Foundation, Mr. Blanton, and City staff met to discuss the next steps of how to put together this concept for use in Winter Park. Mr. Blanton's firm is going to put together a composite map as a service to the Board that assembles the different plans – wayfinding, existing facilities, major employers, bike share, etc. It will be a composite map of all the different things we have been talking about. We are going to try to add in the comfort level and suitability assessment as well. We should have something ready for review in the next few weeks.

Upon completion of the map, we can present it to the City Commission. It will include wayfinding and shared markings on certain roads. We can ask for input from the Commissioners. In the past, they have asked how does it fit (in the context of retrofits for Denning Drive in particular) into the city wide context. Our intent is to show how we can make positive changes on Denning Drive or any other street that fits into key destinations not only within Winter Park but other cities like Eatonville and Maitland.

**Grant Applications - Metroplan Grant and Greenways & Trails Grant are due at the end of March, 2013.**

Mr. Margraf reported that he is working on both of them. He suggested we apply for green bike lanes and/or define roadways for sharrows installation.

Chm. Blanton identified two streets that would be good for shared lane markings: Winter Park Road and Morse Boulevard. They are on the composite map that is in process. It may have to be a map series because it is going to be hard to include everything. We can go to the City Commission to ask for authorization to update our wayfinding plan.

*Sharrow standards.* Mr. Blanton stated the preferred practice is 250 but we could put them at 500 feet (twice the recommended spacing). Mr. Margraf stated Palmer Avenue was our first sharrow use. It was an experimental situation and we put sharrows every 500 feet which was provisional guidance at that time. We can always add more every 250 feet. We found that bikes and cars can co-exist on the roadway.

*Signage “bicycles use full lane.”* Chm. Blanton stated signage “bicycles use full lane” is a standard sign. At this time we don't have them in Winter Park. It would be good to have the signage at least at the beginning of where the markings are in each direction.

***Classifying routes according to comfort level - Rick Geller.*** This idea came from Portland where Roger Geller who is involved in bike engineering came up with the idea of classifying routes for bicycles depending on the comfort level. It caught Rick Geller's interest and he is bringing it to the Board members. As an example he classified some City of Winter Park streets. He classified Cadyway and the Lake Baldwin Trail as green which is the most comfortable scenario. A high comfort street would be light blue (not very heavily trafficked streets). A medium comfort street would be a street like Palmer Avenue. A map showing the way the classifications could be used was available. Chm. Blanton stated this can be part of the composite map he is working on.

Chm. Blanton stated at this time, we can go forward to apply for grant funding for wayfinding, green bike lanes or shared lane markings.

**MOTION**

Mr. Hiles made a motion that the Pedestrian Bike Board supports the grant application for wayfinding and the pursuit of shared lane markings and updating two bike lanes for green paint.

Mr. Erne seconded. Motion passed with a vote of 7-0.

**Bike Valet at the Art Festival.** Mr. Margraf reported that Brendan O'Connor, Volunteer Coordinator of Keep Winter Park Beautiful, will coordinate the volunteers. They are mostly high school students working for community volunteer hours. We need to make sure they are going to be a good fit for the bike valet service. Mr. Margraf will kick it off Friday morning from 8 to 10 am. He will e-mail the volunteer list to the Board members. If possible, he would like a third party, preferably a Board member, to watch over it.

Mr. Margraf reported as follows:

- Dates and times: March 15, Friday and March 16, Saturday, (9 am – 6 pm) March 17, Sunday (9 am -5pm)
- Each volunteer will wear a badge “Bike Valet Volunteer.”
- It works like a hat check.
- Keep a sign-in sheet with name and cell number.
- Located: West of train station on Morse Boulevard.
- Canopy, tables, chairs, bike racks will be set up.
- Re-think is going to give away t-shirts.
- We can bring the Park-to-Park posters.
- Bike valet sign will be posted.

### **Other business**

*Valet set up for Earth Day in the Park.* (April 13, 2013 from 9 a.m. – 2 p.m.) We will probably have the valet in the same location.

*Pedestrian/Bike Board Representation on Earth Day (April 13, 2013 from 9 a.m. – 2 p.m.).* Mr. Erne suggested we have a presence at the Earth Day Celebration. He wants to share what we are doing and plan to do. This might help build our bicycle base. Mr. Maslow, Keep Winter Park Beautiful, encouraged participation. Mr. Erne volunteered.

*Permanent Location for Bike Valet.* Mr. Margraf talked to Ronnie Moore, Parks Department, about a permanent location for the bike valet across from the Amtrak Station. Mr. Moore liked that idea and is willing to take it to the Parks Board to see if we could get that area set up with permanent bike racks. It would be open most of the time but we would cordon it off and when we offer the bike valet service. Mr. Margraf stated we need to make sure the bike valet is going to continue before it goes to the Parks Board.

**Time Change for Pedestrian Bike Board meetings.** Ms. Siegfried asked if the members were open to holding the board meetings earlier in the morning, maybe 8 or 8:30 a.m. on the same day on the 2<sup>nd</sup> Tuesday of the month. It was decided to try it on a trial basis for a few months starting with the April meeting. If it works, it will be made official.

### **ADJOURNMENT**

Chm. Blanton adjourned the meeting at 11:00 a.m. Next meeting is April 9, 2013, 8:30 a.m., Chapman Rm.

Respectfully submitted,

The Minutes for March 12, 2013 were approved on April 9, 2013

Debra Moore, Staff Assistant II