

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

**Regular Meeting**  
**Public Safety Building, 500 N. Virginia**  
**Chief Raymond E. Beary Community Room**

**June 10, 2014**  
**8:30 am**

**Present:** David Erne, Jean Siegfried, Tom Hiles, Elisabeth Dang, Susan Pins, and Terry Bangs  
**Absent:** Scott Redmon and Jill Hamilton Buss

**City of Winter Park Staff:** Susie Whitaker, Fire Dept.; Butch Margraf, Public Works Dept.; and Debra Moore, Public Works Dept.

**EXECUTIVE SUMMARY**

- 1. Lee Road Extension for Pedestrians and Bicycles – special work session results**
- 2. Commission Presentation for July – Present Pedestrian/Bicycle Plan**
- 3. Sustainability Action Plan community meeting June 24, 2014 – results**
- 4. Sharrows stencil/sharrow installations – first installations: Palmer Ave. and Winter Park Rd.**
- 5. 4<sup>th</sup> of July Celebration – Bike Valet**

**CALL TO ORDER.** Butch Margraf called the meeting to order at 8:30 a.m.

**I. ADMINISTRATIVE ITEMS**

**Approval of Minutes**

Mr. Margraf asked for approval of the minutes from May 13, 2014 and the special work session held on May 20, 2014. Ms. Pins made a motion to approve both the May 13, 2014 and the May 20, 2014 minutes; Ms. Siegfried seconded the motion; motion carried unanimously with a vote of 5-0.

**Introduction of new Board member:** Terry Bangs was introduced as our new board member.

Election of Officers: Chairman and Vice-chairman – Postponed to July Board meeting.

**II. ACTION ITEMS**

**Lee Road Extension for Pedestrians and Bicyclists**

Mr. Margraf reported recently the City Commission approved the Lee Road extension and the 90 degree leg to Webster and they passed a Resolution supporting it. It was also approved at the recent Planning and Zoning meeting. It will go back to the City Commission for final approval on June 23, 2014. After that the developer will work on the final plans for the final product.

One of the Commissioners wanted to be sure that the cross section of the roadway was designed according to what is best for the City. Mr. Margraf called a special work session to talk about what it should look like. It will accommodate both bicycles and pedestrians. We came up with a design as follows: on the inside curb (the west and the south side of the extension from Lee Road) we recommend a typical 5 foot wide sidewalk. On the east and north side we recommend a 10–12 foot wide sidewalk. In addition, this Board felt that a bicycle connection straight through to Denning would be extremely useful so we came up with a design where the 10–12 foot wide sidewalk would follow the existing roads that are on that property (Cherokee Ave. and Beloit Ave.) and make that tie-in to Denning Drive. We sketched it on the plan and a copy was sent to our Board members and appropriate City personnel.

Mr. Margraf stated the City Commission asked staff to develop a city-wide comprehensive plan for bicycles and pedestrians. The board and staff have updated the Plan accordingly and will present it to the City Commission in July.

**City Commission Presentation in July – Present Pedestrian/Bicycle Plan.** The Plan and the project list will be presented to the Commission in July. Mr. Margraf mentioned 51 projects are on the list and some have been completed.

#### **Sustainability Action Plan, June 24, Wednesday – Public Forum**

Abby Gulden is the new Sustainability Coordinator for the City of Winter Park. She invited Board members to attend a Public Forum on the Sustainability Action Plan on June 24, 2014 from 6 – 7:30 p.m. at the Community Center. The forum will provide feedback from the public on the goals and objectives outlined as well as provide informational sessions tailored to each of the 7 subsections of the plan.

Stations will be set up with information about plans for energy, waste, transportation, etc. Board members from Keep Winter Park Beautiful and Sustainability Board will be on hand as well as City employee experts. They will guide the visitors and answer questions. There will be raffle prizes and other incentives for those who attend and those who complete the survey. Pedestrian/Bicycle topics are covered in the section entitled “Mobility and Urban Forum.” Mr. Margraf will attend and he encouraged other Board members to join him to promote bicycling and walking in the City.

#### **Sharrow Stencil and Sharrow Installation**

The sharrow stencil is ready. First, we will stencil Palmer Avenue (intermediate sharrows). Next, we will stencil the asphalt section of Winter Park Rd. and work over to Denning Dr. working north on Morse Blvd. into town.

Mr. Erne suggested signage is a necessity with sharrows. He suggested a sign “the bicycle needs full lane” or other signage. Mr. Hiles stated he does not think there is a standard set that sharrows require signage. Ms. Dang stated those signs are often at intersections where you have a tight turn, or at pinch points.

#### **4<sup>th</sup> of July Celebration – Bike Valet**

Mr. Margraf reported the bike valet will be set up and Key Club will operate it. He also contacted Track Shack to inform them the bike valet is available for runners. They can advertise the bike valet when they advertise the races.

St. Andrews Trail. We have been working with FDOT. This drainage ditch is a maintenance problem. Several years ago, the City Commissioners came up with the idea to pipe the ditch and create a path on top of it. We presented it to Metroplan, it was put on the list, and it is close to being funded. A pipe will be designed to replace the capacity of that ditch. The pipe will be buried in the ditch and then a path will be created on top. It will make the connection from Aloma Ave. to Ward Park and end up at the Cady Way Trail.

This trail is a Local Agency Program (LAP) project which means the City is going to run the project. Mr. Margraf will submit the paperwork to FDOT. When the paperwork gets approved by them it goes out to bid to a consultant for design. When the design is completed and accepted, it goes out to bid for construction.

Mr. Michael asked if there might be an alternative plan other than piping over the ditch and covering it up. Discussion continued and Mr. Margraf stated to move away from the plan we presently have would remove the funding from the Metroplan project list and it would need to be resubmitted. Right now the City wants to do the path.

Mayflower Trail. Mr. Margraf suggested the best set up would be to continue straight up the road in front of Crealde School of Art, turn left (which splits between Mayflower and Publix), head west and there is a drainage ditch behind the houses where you could turn north and end up right across from Lakemont Elementary.

Mayflower does not want that route because the path would cross at the roadway that goes between the village of homes and the multi-story building. Mayflower’s recommendation is to take the path straight up, make a right turn and go in the back side and come around. Mr. Margraf’s concern about the Mayflower route is safety, especially for kids using the path. After completion of the St. Andrew’s Ditch, we can approach Mayflower again regarding the trail. At that time, we can show them the overall plan and what we think the ideal path would be.

Pedestrian Crossing – placement of crossing buttons. Ms. Pins asked about the placement of pedestrian crossing buttons on the poles. Sometimes it is very easy to push the button and sometimes you almost have to get off your bike to push it. Mr. Margraf explained that in the past, some of large vehicles knocked off the buttons as they went around the corners. Since we had to adjust some of those buttons, they might not be in the location you expect them to be.

Pedestrian/Bicycle Safety Grant. Mr. Margraf reported the Police Department received a grant for Pedestrian/Bicycle Safety. They have been working marked crosswalks; the violations are for both drivers and pedestrians.

All Board members are invited to a Board Orientation on June 12, 2014, 6-7 pm in the Commission Chambers. One topic to be discussed at the orientation is the Sunshine Law. Staff reviewed the Sunshine Law with the Board members.

Bicycle Parking at SunRail Station. Mr. Erne would like an attractive covered bicycle parking structure at the SunRail Station. Mr. Margraf stated there is a permanent bike rack on the south side of the building. He does not see any traction for adding another structure there at this time. Also, we may be able to work out short term parking at the parking garage on Canton Ave. on the first floor where there are several large areas corded off. Mr. Margraf will ask if they could turn that into bicycle parking with permanent racks. The train station is about 200 yards from the garage.

Permanent Bike Valet. The Parks Director, Mr. Holland, informed Mr. Margraf they are ready to renovate the area by the red pepper tree. Parks suggested permanent decorative bike racks.

Car Share. Mr. Margraf reported we have the contract set for car share; it is just a matter of implementing it.

Bike Share. The bike share contract is a little bit different than car share. The contract will have to go before the City Commission because it is a six year contract. We plan to have a bike share station close to the SunRail Station (10 bikes). It will be compatible with Orlando. We have 5 locations that want to be a part of it including Winter Park Village, Orange Avenue, Rollins, Alford Inn, and Valencia College. If we sign the long term contract, the operator of the bike share will take care of the costs. Winter Park will have 50 bikes and Orlando will have 200.

Semicircle Cut in bike paths. Mr. Michael stated there are about ten locations on Pennsylvania Ave. and Winter Park Rd. where old trees have been removed and it left a semicircle cut in the bike path. Could that be filled in to make a continuous path? Mr. Margraf stated if trees will not be replanted, he will take back 8 feet to make it a continuous path.

Prioritized Project List/Pedestrian Bicycle Plan. Mr. Michael stated in our April 30 meeting with FDOT they emphasized the need for a prioritized list of the top five projects in the Plan. Mr. Margraf will present the Pedestrian/Bicycle Plan to the City Directors before it goes to the Commission in July and if the Plan gets adopted we can prioritize the projects and seek funding. The Board Members will work on identifying the top 5 projects. It will not be submitted to Metroplan until the City Commission has reviewed it. Ms. Lindsey mentioned Metroplan is not going to be accepting Pedestrian/bicycle grant applications again until April 2015 so there is time to fine tune our rankings.

## **ADJOURNMENT**

Mr. Margraf adjourned the meeting at 9:30 a.m. Next meeting is July 8, 2014, 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2<sup>nd</sup> floor) at 500 N. Virginia Avenue.

Respectfully submitted,

The Minutes for June 10, 2014 were approved on July 8, 2014

Debra Moore, Staff Assistant