

**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

August 12, 2014
8:30 am

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

City of Winter Park Staff: Officer Bruce Robinson, Police Dept.; Lindsey Hayes, Planning Dept; and Debra Moore, Public Works Dept.

EXECUTIVE SUMMARY

- 1. Pedestrian Bicycle Circulation Plan maps – updates**
- 2. Proposed Pedestrian Bicycle Projects List – updates**
- 3. Bicycle and Pedestrian Wayfinding Plan – updates, wayfinding sign style**
- 4. Pedestrian Bicycle Budget – discussion**

CALL TO ORDER. Chairman Erne called the meeting to order at 8:30 a.m.

I. ADMINISTRATIVE ITEMS

Approval of Minutes

Chm. Erne asked for approval of the minutes from our regular monthly meeting on July 8, 2014. Ms. Dang made a motion to approve the minutes and Ms. Siegfried seconded the motion; motion carried unanimously with a vote of 6-0. Chm. Erne asked for approval of the minutes from the work session held on July 22, 2014. Ms. Siegfried made a motion to approve the minutes and Ms. Dang seconded the motion; motion carried unanimously with a vote of 6-0.

Staff Updates

Employee Health and Benefit Fair. Ms. Hayes and Mr. Margraf set up the bicycle valet tent at the Employee Health and Benefit Fair on August 6, 2014. It was very well received. They handed out maps (mileage included) for walking and biking trails around the City. Ms. Hayes stated there is a one mile downtown loop and loops at Cady Way, Lake Baldwin, Meade Gardens, and some of the established recreational areas. She said they are in PDF form and she can e-mail them to the Board members. Mr. Margraf will get the maps published on the City website.

Autumn Art Festival October 11 and 12, 2014. This would be a good opportunity to set up the bike valet.

Markers for Walking Paths. Ms. Hamilton Buss (Winter Park Health Foundation) worked with Brenda Moody, Assistant Parks and Recreation Director, to fund markers for walking paths to be marked every tenth of a mile. It will include Martin Luther King, Jr. Park, Mead Botanical Gardens, and other parks. Marking the paths is a known way to increase walking.

II. DISCUSSION ITEMS

Pedestrian Bicycle Circulation Plan maps. The maps were updated by Mr. Margraf. The Board members reviewed the updates. Please contact Mr. Margraf with additions or changes.

Proposed Pedestrian Bicycle Projects List. Ms. Dang updated the Proposed Pedestrian Bicycle Projects list. Red denotes the segments that were not on the list and have just been newly added. Yellow denotes the completed ones. She reviewed the changes and asked for input from Board members.

Ms. Dang stated she noticed the solution for the Fairbanks Ave./Aloma Ave. corridor was not on the list. Discussion ensued and some changes were suggested. Ms. Dang will update the list and add the Fairbanks/Aloma corridor. Contact Mr. Margraf with any further updates and he will notify Ms. Dang of the changes. The Board Members complimented Ms. Dang on the excellent job she did updating this project list.

Bicycle and Pedestrian Wayfinding Plan. Ms. Hayes reported the wayfinding sign project was funded by the Winter Park Health Foundation for Winter Park, Maitland, and Eatonville. Outside of making sure the sign locations are up to date, and with the Board's recommendation, we can go forward. Mr. Margraf has made signage of the corridors a staff priority.

Chm. Erne brought a sample of the wayfinding style used in Portland, Oregon and he suggested adopting it. Ms. Dang suggested sign samples be prepared and brought to the Board for comment. Ms. Hayes suggested the Board ask staff to work up a final sign design using the Portland style symbols; Public Works will make sure it is DOT approved. She also recommended the Board members take the spreadsheet and work on how to prioritize the potential signage locations.

Mr. Michaels commented that SR 426, 17/92, and Lee Road are all state highways and DOT is required to put bicycle pedestrian facilities on their roadways. He suggested working with them to address bicycle paths on their roadways.

Chm. Erne asked for input from Board members in terms of organizing priorities.

- Chm. Erne stated wayfinding signs and sharrows can be done at a low cost and it will increase ridership.
- Ms. Siegfried suggested working on the signage first. She also stated if we can work with DOT on state highways projects, we should move forward with those projects.
- Mr. Hiles suggested signage is in-house, but we still need to push out the big capital projects that go to Metroplan.
- Ms. Pins stated we should think about Denning Drive because it is a major thoroughfare for bicycling and getting to some of the other arteries.

Ms. Pins stated her concern about the entrance at the Trader Joe's area. Ms. Hayes stated they are adding another pedestrian entrance to Trader Joe's.

Mr. Michaels commented on developments at businesses like Trader Joes. When the development is made known to the City and since we already have a trail system coming through, City staff can negotiate with the developer and interact with them on bike pedestrian issues and possibly negotiate a wide bike pedestrian route (sample: Lee Road extension).

Ms. Pins asked if the City addressed longer term parking for commuter rail. Ms. Hayes explained the decision was made years ago that we were going to be more a destination station/kiss and ride station because our land is too valuable to be used for long term parking. The decision was made not to sacrifice parking spaces downtown for folks that were hopping on the train. The station was proposed to increase visits to downtown and help eliminate some parking concerns.

Ms. Pins suggested a trolley system in the City. Mr. Hiles mentioned it would take a certain amount of ridership to cover the costs. Ms. Hayes stated we also have a great bus system.

Pedestrian/Bicycle Budget

Mr. Erne took a close look at the City budget slated for pedestrian/bicycle projects. He outlined the three areas of funding:

1. Sidewalk/Bicycle Path and Curb Repairs (\$300,000)
2. Bicycle Pedestrian Improvement Plans (\$55,000)
3. Install Pedestrian Signals and rebuild antiquated traffic signals at various locations throughout the City (\$45,000)

Chm. Erne noted that we seldom use the funds in #2 (Bicycle Pedestrian Improvement Plans). He had a suggestion about how to utilize that money and he met to discuss it with Randy Knight, City Manager. He suggested using it to hire a full-time bicycle pedestrian coordinator who would seek grants and funding for projects. Mr. Knight said he would support that suggestion to the City Commission.

Chm. Erne stated the budget for item #2 for 2015 is \$55,000; that amount could staff a position. These are recurring dollars. He suggested we try it for two years and evaluate what kind of incremental funding we get. This year we allocated some of the money from item #2 toward the cycle track.

Ms. Dang asked how that fits in with the current Public Works and Planning staffing. Is it a whole person or ½ person and how does it fit in with other priorities they may have? Does Winter Park have a dedicated transportation planner position? Ms. Hayes stated the City does not have a dedicated transportation planner.

Ms. Hamilton Buss mentioned even if the positions were temporary it could be done as a trial as a grant funded position or a part-grant funded position for the pivotal years. Then as needed, the City could find recurring dollars going forward. It is something that might be workable from the Winter Park Health Foundation, Edyth Bush Foundation, or any organization that is interested in the health and well-being of the community.

Ms. Hamilton Buss mentioned funding opportunities of great interest include the connectivity to Maitland and Eatonville. There is money to support somebody who also looks out for the interest of others and focus on some additional connections. It might be beneficial if we made the scope inclusive of those goals.

Ms. Hamilton-Buss said we could spearhead working with the Police Department working through Safety Officers.

Ms. Hayes stated something else to consider is rather than a part-time or full-time employee, work with a consultant on a specific project or series of grant applications. Once you get the grant, the person would have to oversee the implementation, reporting, and requirements associated with the applications that are awarded.

Ms. Dang stated with consultants it takes a certain amount of time to get them up to speed on your issues. When you have a specific project it works really well, but for an exploratory situation an in-house person would be best. By default, the position will take on more than just grant writing.

Ms. Gulden, Sustainability Coordinator for the City of Winter Park, stated an opportunity like that may be something worthwhile to tie in with the Sustainability Action Plan because your goals and strategies are so intertwined with that. Also, a staff position might benefit both the Pedestrian/Bicycle Board as well as Keep Winter Park Beautiful Board.

Motion

Mr. Hiles moved to make a recommendation to staff to look into the possibility of a full-time staff person or partnering with another department to bring somebody in to look at additional grant funding and bicycle transportation throughout the City. Motion carried unanimously with a vote of 6-0.

ADJOURNMENT

Chm. Erne adjourned the meeting at 10:00 a.m. Next meeting is September 9, 2014, 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2nd floor) at 500 N. Virginia Avenue.

Respectfully submitted,

The Minutes for August 12, 2014 were approved on September 9, 2014.
Debra Moore, Staff Assistant