

**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

September 9, 2014
8:30 am

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

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

EXECUTIVE SUMMARY

- 1. Commission meeting presentation of September 8, 2014 - update**
- 2. Bicycle and Pedestrian Wayfinding Plan Scope**
- 3. Review Corporate Square Development Plan (Whole Foods)**
- 4. Approve Letter of Support for the Sustainability Action Plan**
- 5. Prioritizing Pedestrian Bicycle Projects List**
- 6. Bicycle Friendly Communities / Walk Friendly Communities**

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 August 12, 2014. Ms. Siegfried made a motion to approve the minutes and Mr. Redmon seconded the motion; motion carried unanimously with a vote of 6-0.

II. DISCUSSION ITEMS

Commission meeting presentation of September 8, 2014

Mr. Whit Blanton and Ms. Hamilton Buss made a Pedestrian Bicycle presentation to the City Commission on September 8, 2014. Troy Attaway, Whit Blanton, and Butch Margraf answered questions. This was a non-action item. It was well received and the Commissioners encouraged us to go full speed ahead to improve pedestrian and bicycle safety.

A few things to take away from the Commission meeting:

- The City Commission asked us to prioritize our list of projects. We need to set a hierarchy of expenditures and projects. They are looking for specific projects and money for those projects.
- Some of the Commissioners are concerned about clutter.

National speaker. Ms. Hamilton Buss offered to underwrite to bring in a national speaker to make a presentation to the City Commission. She suggested Mark Fenton, Consultant. Mr. Fenton has worked in many communities nation-wide as a problem solver and educator on many topics including sidewalks, prioritization of projects, wayfinding, etc. He can help us with our unique situations and challenges in the City. We might ask Mr. Fenton to spend ½ day with the City Commissioners and then ½ day with the Board members. Also, we may provide an opportunity to take the City Commissioners on a short walk to make their time with us both experiential and educational. Ms. Lindsey stated we need to make sure the time is scheduled so all the Commissioners can attend. Ms. Hamilton Buss will coordinate this meeting with Mark Fenton and the City Manager's office.

Bicycle and Pedestrian Wayfinding Plan Scope

Mr. Margraf suggested we create a scope and meld the two plans together (Wayfinding Plan and Connectivity Plan) including the points for sign locations. This will give us an updated plan. Then we can give engineering consultants the updated information as well as the plan that was developed in 2009 (before Sun Rail) and our connectivity plan which has the existing routes.

Mr. Margraf will put together a template for a sample scope and we can go through it and finalize it.

Ms. Siegfried asked if we have any demographic information about turnover in Winter Park. Updated signs would be very helpful because we have people coming here for the first time either as visitors or new residents, Sun Rail is now operating which brings in more people, etc. Mr. Margraf stated it will be addressed as we talk about our bicycle and pedestrian wayfinding and how to bring that together to a full plan.

Wayfinding signs. Mr. Redmon asked how we qualify/prove the wayfinding signs do not cause clutter. Mr. Margraf stated signs are placed as necessary and they are organized and used for parking and movement of traffic, etc. He suggested an individual meeting with each Commissioner to inquire about their definition of clutter. Ms. Lindsey mentioned people can direct themselves when trail head signs have maps which provide routes and a variety of places to visit in the city. Also, bicycle signs are much smaller than the roadway signs.

Destination Signs for Pedestrian and Bicyclists. After discussion about using the same sign for both pedestrians and bicycles, a suggestion was made to eliminate the travel time and then use the same sign for both.

Grant Applications. Mr. Margraf brought a sample application for Metroplan Orlando. He informed the Board members that we have a Construction Project & Grant Manager, Lena Petersen, on the Public Works staff. She writes grants. We have direction from the City Commission to move forward so it is timely to make grant applications. If we want, we could include the grant preparation in the Bicycle and Pedestrian Wayfinding Plan Scope. The only timeline restraint would be the deadline for Metroplan in April, 2015. Ms. Hayes stated next April, Metroplan is will accept large and small grant applications and they will preview them in March. Some of the small projects under \$250,000 can leapfrog ahead as funding is available. She suggested the board members packet some of the small projects together and do some grant applications.

Mr. Redmon asked how we can move forward to improve Brewer's curve. Ms. Hayes stated we could ask for a grant for an engineering study to find out what is feasible and how much it costs.

Corporate Square Sidewalks

Mr. Margraf stated they have two 8 foot wide sidewalks on either side of the road. He stated we would consider 8 foot wide sidewalks anywhere that they fit.

Mr. Redmon stated 8 foot wide sidewalks are dangerous and there are very few places where 8 foot sidewalks fit in the City. Riding bikes on the sidewalks does not solve all of our bicycle problems.

Approve Letter of Support for the Sustainability Action Plan

Mr. Margraf supplied a letter for the Chairman's signature supporting the Sustainability Action Plan. Chm. Erne will sign and get it back to Mr. Margraf.

Prioritizing Pedestrian Bicycle Projects List

A work session is scheduled for Tuesday, September 16 from 3:30 to 5:30 pm to discuss two topics: prioritization of the list and the scope of wayfinding.

Bike Friendly/Walk Friendly Communities

Ms. Hamilton Buss stated we can partner with Lisa Portelli. Ms. Hamilton Buss suggested that Ms. Portelli come to one of the Board meetings to talk about what our role will be in the bicycle wayfinding process.

Other Business

St. Andrew's Trail project. Mr. Margraf stated it is on the Metroplan list. Presently, we are in the process of getting specific project Local Agency Program (LAP) certified. Once that happens, it will go out to the public for the design portion. Our match for the design cost is estimated at \$450,000; the City's match is \$90,000. They told us if we can get St. Andrew's Trail under construction within the next few years, they will fund construction 100%.

Certificate of Occupancy. Mr. Redmon asked if there is a list of checks and balances before a Certificate of Occupancy (CO) is approved. Can a CO be approved without pedestrian and bike parking requirements? Mr. Stenger said if it is in the code it should be enforced. The Parking Ordinance code number is 58-56. Mr. Stenger stated the Planning Department reviews commercial buildings for accessibility. He will talk with the Planning Dept. about their review of the bike parking requirements.

Complete Streets. Mr. Redmon stated Complete Streets is the way to go. Ms. Hayes suggested we share more information about complete streets with the City Commission including how a complete street works and how it maintains the automobile flow. It maintains transportation for cars, busses, freight trucks, as well as the bikes and sidewalks. It is not just a big sidewalk.

Brookshire sidewalks. Mr. Margraf stated Safe Routes to School has paid for the design of the Brookshire sidewalks; we are in the final stages. At public meetings we hear comments from the residents objecting to sidewalks in front of their houses. Ms. Hayes said if there is a safety issue it may outweigh objections from residents. The CRA would support it if there are sidewalk gaps in the CRA area used by a lot of small children and the elderly. CRA is also willing to assist in closing the gaps on priority sidewalks which could relieve some funding for other projects.

Park to Park is a great family function. The members are considering revamping some of it. We would like more participants. There was discussion about having it later in the afternoon. Mr. Margraf is concerned about safety and is reluctant to have it when the traffic is full bore.

Ms. Jill Hamilton Buss stated we don't want to forget pedestrians. Part of the way to make pedestrians safer is to slow a road down, introduce bicycles, and enhance the crossings.

Educational articles/updates. Jill Hamilton Buss will prepare an article.

Various bicycle activities. Ms. Hamilton Buss announced bike activities: Cyclovia downtown Orlando on September 21; Florida Hospital hosts a fund-raiser bike ride Nov. 2 from downtown to Altamonte Springs and back; and September 18, Walk and Bike Workshop.

ADJOURNMENT

Chm. Erne adjourned the meeting at 10:30 a.m. Next meeting is October 14, 2014, 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2nd floor) at 500 N. Virginia Avenue.

Respectfully submitted,

Debra Moore, Staff Assistant