

**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

November 11, 2014
8:30 am

Present: David Erne, Scott Redmon, Tom Hiles, Elisabeth Dang, Terry Bangs, and Jill Hamilton Buss

Absent: Susan Pins and Jean Siegfried

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

EXECUTIVE SUMMARY

- 1. Prioritizing Bicycle and Pedestrian Projects List -- update**
- 2. Mark Fenton, Consultant, final plans for November 17 and 18, 2014 -- update**
- 3. Bicycle Friendly Communities/Walk Friendly Communities Application -- update**

CALL TO ORDER. Chairman Erne called the meeting to order at 8:35 a.m.

I. ADMINISTRATIVE ITEMS

Approval of Minutes

Chm. Erne asked for approval of the minutes from our monthly meeting on October 14, 2014. Mr. Hiles made a motion to approve the minutes, Mr. Bangs seconded the motion; motion carried unanimously with a vote of 5-0.

Staff Updates. Keith Moore, Public Works, presented updates on two Pedestrian Crossings that the City is involved in: General Rees Ave., and Glenridge Way East.

General Rees Ave. Crossing. The City of Orlando contracted with Atkins to do a study on a mid-block crossing on General Rees Ave. They came up with two crossing areas: one north of Parkland and one south of Parkland. They worked up a cost estimate (\$10,000). The City of Orlando is considering the alternatives and will keep us informed. The Pedestrian Bike Board supports either option for this crossing.

Lake Baldwin & Glenridge Way. The Tara House apartment residents requested a mid-block crosswalk on Glenridge Way from the Tara House apartment complex to Baldwin Park. It can be accomplished by constructing a sidewalk on the north side of Glenridge Way from Tara House to Mercy Avenue with associated curb ramps on the northwest and southwest corner of the intersection. There are three jurisdictions involved: City of Orlando, City of Winter Park and Veteran's Administration (VA). The City of Orlando gave the VA a preliminary design and are waiting to hear back from the VA.

The City of Orlando will update the Pedestrian Bike Board when they have more information. The Pedestrian Bike Board endorsed this project.

II. DISCUSSION ITEMS

Prioritizing Bicycle and Pedestrian Projects List. Chm. Erne reported as discussed in past meetings, we want to prioritize the project list. We discussed dividing it up into specific areas such as: pedestrian, bicycling, big dollar projects, and small dollar projects; then we were going to rank the projects.

Ms. Hamilton Buss mentioned while speaking with Lisa Portelli, she learned about a different way to choose criteria for the project list. It uses a 7 point criteria and is pretty involved. It splits it up into various areas as we have discussed such as pedestrians, cyclists, and weighting of different projects. Ms. Hamilton Buss will forward a copy to the Board members. This type of objective criteria may help us make priority decisions and set a precedent that is

evidence based. We are on the right track of walking, bicycling, school zones, dollar values, etc. Mr. Hiles stated connectivity is very important and should be included in the list.

Mr. Margraf stated the criteria for sidewalks is in the Comprehensive Plan. It should be modified to better meet City of Winter Park needs. If we can come up with some criteria that better fits our City, we can work toward getting it in the Comprehensive Plan.

Mr. Margraf mentioned Public Works staff meets with the Developmental Review Committee (DRC) and the developers for plan review. The review includes pedestrian accessibility, bicycle parking spaces, etc.

Ms. Hamilton Buss has concerns that Trader Joe's does not have the number of bike racks required by code. Ms. Hayes mentioned the northern bike rack has been constructed. Ms. Hamilton Buss mentioned we also need one on the south side.

Discussion was held about a process to ensure the code is met before plans are finalized. Ms. Hamilton Buss will put together a list of what it takes to create a healthy community design based on what we value in this community. We might also include what the code requirements are and some enhancements that they might make. The checklist will be sent to Mr. Margraf.

People are concerned about bike security. Mr. Margraf stated a bike locker might work; however, they need to be administered by some responsible party. Mr. Erne stated bike lockers almost have to be issued to an individual or an organization. It is important for the police to be able to see what is in the locker. The use of clear acrylic bike lockers was suggested.

Mr. Margraf stated he noticed in the parking garages downtown, there are places that are hatched off and bike racks could easily fit into those areas. Suggestions were made as follows: more visibility is better; the more secure your bicycle is the more people will use the racks/lockers. Ms. Hamilton Buss stated bike lockers might be used if the parking area is not visible. Mr. Hiles suggested a fenced enclosure that is locked (ex: a locked cage).

Ms. Dang made a suggestion to consider the LEED standards. Ms. Hamilton-Buss said to consider the criteria for the Bicycle Friendly Community designation.

Mr. Margraf stated the code states 10% bike spaces are required for new development. Mr. Hiles suggested spending the Board's time adding to the code so it can be enforced by code enforcement officers. He stated we might need to revisit the 10% requirement. Mr. Margraf suggested a modification of the existing ordinance.

Ms. Hamilton Buss asked about follow up and accountability regarding the Ordinance/Code. We need to be aware of projects coming up so we can identify anything that needs to be looked at early in the process. Mr. Redmond mentioned it should be a developmental review process. In order to assure the Ordinance is fully observed, Mr. Margraf stated Public Works will now become involved. Ms. Dang asked if it is possible to credit the cost for the improvements to their impact fees. Ms. Hayes stated it would need to be part of the negotiation, built into the fee schedule.

Ms. Dang mentioned many other states have zoning officers to enforce codes. It was noted that the City of Winter Park does not have one.

Mr. Erne stated the bike parking ordinance passed in 2006 is pretty solid. Mr. Hiles stated it looks like we just need to modify the base a little bit.

Mr. Erne asked what the process is to update an ordinance. Ms. Hayes stated we can get our feedback to P&Z and then they will make a recommendation to the City Commission. Mr. Margraf stated he is certain other boards are not aware of that ordinance or know what is in it. Mr. Hiles suggested going to P&Z with this Ordinance so they know we will be looking for these things. Mr. Margraf stated maybe we could have an information sheet to distribute to appropriate departments.

From this point forward, Mr. Margraf will bring the plans to the board to look at and apply that ordinance. We will make our comments and the Pedestrian/Bicycle Board can sign off on it.

Ms. Hayes stated the Pedestrian/Bicycle Board's review and comments will be useful in terms of where the bicycle parking is located, where the sidewalk connection is located, etc. Ms. Dang stated since the developer will know he has to go to this Board for review, it will be enough to make sure that our input is a part of their plan.

Ms. Hayes stated the Comprehensive Plan will be updated in 2016 and we can start on the drafts, checklists and additional modifications in 2015.

National Speaker Mark Fenton, Consultant. The Winter Park Health Foundation is underwriting bringing in a consultant. He is confirmed November 17 and 18, 2014.

Ms. Hamilton Buss provided the agenda for the City Commission meeting as follows. November 17, Monday: Mr. Fenton will meet with the City Commission from 2-3:30 pm. It will include education and a short walking audit. From 3:30 p.m. to 5:30 p.m. he meets with the Pedestrian/Bike Board and all are invited to go to dinner after that.

Ms. Hamilton Buss asked for specific agenda items for Mr. Fenton for the 3:30 pm meeting. Suggestions were made as follows: retrofitting communities, enforcement issues and the process in other communities, connectivity, prioritizing Pedestrian/Bicycle project list, difficult intersections.

November 18, Tuesday: 7 – 8:30 a.m. – Walk and Talk from Winter Park Library; 11 – 2 pm Lunch at the Chamber of Commerce “Healthy Community Design” presented by Mark Fenton.

The intent of Mr. Fenton's presentation is for us to have a deepened understanding and appreciation for bicyclists and pedestrians.

Bicycle Friendly Communities/Walk Friendly Communities Application. Lisa Portelli, Winter Park Health Foundation, invited the Pedestrian/Bike Board of the City of Winter Park to apply to the Foundation for funding to assist with the process and application to the League of American Bicyclists to receive a designation as a Bicycle Friendly City. She will take that application and work on a proposal to the Foundation for a consultant to assist city staff. Application will be made in July/August. The League process provides a roadmap for the City to develop a vision for Winter Park. Some questions we can answer: What can we get done before the application in July? What are our future goals that would support hiring a person to participate in the meetings every month and help move the process and the application along?

MOTION

Chm. Erne made a motion on behalf of the Pedestrian/Bicycle Board to support an application to the League of American Bicyclists for a Bicycle Friendly Communities Designation. Terry Bangs seconded the motion; the motion carried unanimously with a 5-0. Mr. Hiles recused himself from voting.

ADJOURNMENT

Chm. Erne adjourned the meeting at 10:30 a.m. Next meeting is December 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 November 11, 2014, were approved on January 13, 2015.

Debra Moore, Staff Assistant