

**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

December 9, 2014
8:30 am

Present: David Erne, Scott Redmon, Tom Hiles, Elisabeth Dang, Terry Bangs, Jill Hamilton Buss, 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. National Speaker Mark Fenton, Consultant, November 17 and 18, 2014 – update**
- 2. Bicycle Friendly Communities/Walk Friendly Communities Application – update**
- 3. Pedestrian/Bike Coordinator Position**
- 4. Bicycle Ordinance**

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

Staff Updates

Re-Think Your Commute. Mr. Margraf spoke on behalf of Abby Gulden, Sustainability & Permitting Coordinator, regarding Re-Think Your Commute. This is an initiative to encourage employees working in the Park Avenue area to rethink the way they get to work. Employees are encouraged to walk, bike, carpool, or take public transportation to work on Thursday, December 18, 2014.

Metro Plan BPAC (Bicycle Pedestrian Advisory Committee) update. Ms. Hayes reported that Metroplan's new updated strategic plan proposes to disband the Pedestrian/Bicycle Advisory Board in a year. The plan is to eliminate the Bicycle/Pedestrian Committee as a separate committee and have jurisdictions include pedestrian/bicycle issues on the Technical Advisory Board Committee. They also suggested participation by citizen appointees. The Bicycle/Pedestrian Advisory Committee has assembled a memo to Metro Plan outlining its concerns (how do we insure bicycle/pedestrian issues are still heard?). Ms. Hayes mentioned BPAC ranks and approves the grants. Metro Plan wants to streamline the number of boards and reduce the number of meetings to improve their operations.

Mr. Keith Moore also attended the BPAC meeting. He shared a copy of the proposed changes with the Board members. There were many concerns. A subcommittee will be created to look at the restructuring. Mr. Moore will bring an update next month.

I. ADMINISTRATIVE ITEMS

Approval of Minutes

The Minutes for December 9, 2014 and the Joint Work Session on November 17, 2014 between the Pedestrian/Bike Board and the City Commission will be submitted for approval at the next Board meeting on January 13, 2015.

II. DISCUSSION ITEMS

National Speaker Mark Fenton, Consultant

Thank you to the Healthy Central Florida for underwriting Mr. Fenton as our guest speaker.

On November 17 and 18, 2014, Mr. Fenton visited the City of Winter Park. He gave presentations to the Mayor, City Commissioners, City Management, Department Directors, city staff and residents. There has been a lot of

positive conversation and feedback. Ms. Hamilton Buss would like Mr. Fenton to come back once or twice next year. He might speak on step 2 or step 3 versus 101.

The Board Members agreed that Mark Fenton's presentations were a great success! The following comments were made. Very well received. Use of the terminology "an active corridor" instead of road diet. Eyes opened on the density issue. Mr. Margraf mentioned one of the comments made by Commissioner Leary was it is going to take a lot of communication to get the message out about health, fitness, and infrastructure.

Mark Fenton's presentation is at www.healthycentralflorida.org, click on "Get Active" on the left, open the blog entitled "Design Healthy Communities" and the link is at the bottom of the presentation.

Bicycle Friendly Communities/Walk Friendly Communities Application. The Winter Park Health Foundation is assisting us in our application. We are looking at the August application deadline.

Bicycle Friendly Business Designation. Chm. Erne stated the application can be enhanced if a handful of businesses in our City have the bicycle friendly business designation. Mr. Redmon shared some of the requirements for the designation. He stated the designation may have been suspended since it was awarded to his firm, Redmon Designs, three years ago. Mr. Margraf stated it would help to get the Chamber of Commerce, Park Avenue Association, and others business people downtown talking about bicycles. Chm. Erne stated Rollins may want to be a part of it.

Chm. Erne challenged each board member to seek out two businesses to apply for this designation in the February window. It will enhance our application. Mr. Margraf asked if somebody from this Board might want to meet with the Winter Park Chamber to see if they are interested.

Pedestrian/Bike Coordinator Position. We need a bike coordinator job description. Ms. Hamilton Buss found a good job description on line and will get it to the members. Suggestions to board members: do a Google search for job descriptions, take one or more job descriptions and make comments about what they see this person doing, and bring those to the next meeting.

Bicycle Ordinance - Close Loopholes in Ordinance. Ms. Hamilton Buss suggested the loophole be closed which allows developers to buy their way out of putting in wider sidewalks. Mr. Margraf stated it is in the ordinance; the way to modify it is to take it out. It was geared toward Park Ave. (a downtown street, old buildings, old criteria). Formerly, the option of a fee was offered if there was no way to accommodate it during redevelopment. Also, Mr. Margraf stated if you have a street that is 500 feet long with no sidewalk and it is being redeveloped in the middle of the street, a fee was accepted vs. putting in a sidewalk in front of 75 feet of frontage.

Signage near businesses is included in the bicycle ordinance. Panera Bread on Park Avenue does not have signage. It can be installed to notify bicyclists that parking is available in the garage. Mr. Margraf stated a security concern comes in when bikes are left in the garage. Chm. Erne would like the door-to-door convenience but it is a delicate balance. Mr. Margraf understands both sides of this situation. He explained that for vehicle parking we adopted a blue circular sign with a white key in it to note parking. He stated we could put a bike symbol and a car symbol on the same sign. Then, on the parking maps posted on the website we can show where bicycle parking is available.

Ms. Hamilton Buss stated bike racks should be included in the code so developers will include them in their plans. Mr. Margraf will create a checklist to cover all areas discussed by Board members. He will send it over with comments when we have our DRC (Development Review Committee) meetings and explain what the developer needs to do.

Ms. Hayes suggested the Board members review the bike parking a code, take a closer look at it, and identify improvements you want. She said Kris Stenger is the “go to” person for reviewing major projects and finding opportunities for code improvements. Process wise is it appropriate for you to walk him through the code and make him aware of it. Mr. Margraf will also pull together the codes that relate to sidewalks.

Plans. Mr. Margraf spoke with Kris Stenger when he realized the bike parking ordinance was not being reviewed. Mr. Stenger responded that since it is bike related it should be coming from Public Works. Now when plans come in Mr. Margraf reviews them. Ms. Hayes said the only big ones in the pipeline are Whole Foods and Lakeside Crossing. Chm. Erne asked if the developers of a new project (Pasceo at Winter Park Village) are aware of the bicycle ordinance. Ms. Hayes will check on this. She also mentioned bike parking is fairly easy to retrofit.

Other Business

- **Grant.** Ms. Hamilton Buss reported on behalf of Lisa Portelli. The Winter Park Health Foundation provided a grant to Bike/Walk Central FL and in turn to the Sustainability Board at the City of Winter Park.
- **Health innovations group.** Ms. Siegfried asked if we should connect with the Rollins new health innovations group. Ms. Hamilton Buss stated that is another audience and something that can be worked on.
- **Vision Process.** Ms. Hayes stated the City will soon start the vision process. She suggested the Board members make sure pedestrian/bicycle issues are incorporated into that vision. You can participate in the vision process.
- **Items to come before the City Commission.** Mr. Margraf mentioned in the near future two items will be brought before the City Commission. One is the St. Andrews Trail (for our LAPP recertification). The second is the Resolution for the Brookshire sidewalk. Mr. Hiles asked Mr. Margraf to notify Board members when St. Andrews Trail comes up.
- **RFP and Wayfinding.** Mr. Margraf stated he had a meeting with purchasing to go over some things that are needed for the LAPP and for the wayfinding and found they have been delayed due to staff shortage. Mr. Margraf is scheduling a meeting with Troy Attaway, Public Works Director to speak with him about it.
- **Questionnaire.** Chm. Erne suggested we add a questionnaire on the City website regarding where more bike parking might be needed.
- **Bike rack supply.** Mr. Margraf is interested in getting another supply of bike racks and would like a grant/funding source for the racks. Then as businesses contact us and meet the criteria we can give them a rack, offer information about how to install them, suggest places for installation, and encourage them that way.
- **Apartments at Winter Park Village.** It might be helpful to have a conversation with the manager to ask if they would survey their residents to see if they would like bike parking. Also, it might be worthwhile to ask the residents about walking destinations and any bottlenecks. They could be natural supporters of an active Denning Drive corridor.
- **Graffiti** in garage was reported. Mr. Margraf will get this resolved.
- **CNU** (Congress for the New Urbanism) conference will be hosted here in February 2015.
- **Reoccurring agenda items:** Request to keep the following items on the agenda until we close them off: pedestrian/bicycle coordinator position, code review, Cady Way protected bike lane, and Bicycle Friendly Communities/Walk Friendly Communities Application.

ADJOURNMENT

Chm. Erne adjourned the meeting at 10:30 a.m. Next meeting is January 13, 2015, 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 December 9, 2014 were approved on January 13, 2015.

Debra Moore, Staff Assistant