

**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**

**March 10, 2015**

**Present:** David Erne, Scott Redmon, Jill Hamilton Buss, and Jean Siegfried

**Absent:** Susan Pins, Tom Hiles, Terry Bangs

**Others Present:** Michael Poole, Chairman of the Sustainability Board; Jamie Krzeminski, HDR; Steven Alianiello, reThink Your Commute; David Bottomley, Metroplan BPAC; and Rick Geller, Bike Walk Central Florida.

**City of Winter Park Staff:** Randy Knight, City Manager; Officer Bruce Robinson, Police Dept.; Lindsey Hayes, Planning Dept; Butch Margraf, Public Works Dept.; Keith Moore, Public Works Dept.; and Debra Moore, Public Works Dept.

**EXECUTIVE SUMMARY**

1. **Bicycle Friendly/Walk Friendly Communities Designation from League of American Bicyclists – update by Jamie Krzeminski**
2. **7<sup>th</sup> Annual Bike to Work Day & Florida Bike Month**

**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 for February 10, 2015. Ms. Hamilton-Buss made a motion to approve the minutes as amended; Ms. Siegfried seconded the motion; motion carried unanimously with a vote of 4-0.

Paseo Parking Garage. The minutes were amended on page one as follows: Chm. Erne asked to strike out “they did follow the code.”

Randy Knight, City Manager, stated he and Dori Stone recently met with representatives of Paseo. Ms. Stone is working with Paseo regarding options for bike lockers.

**Citizen Comments**

Michael Poole, resident and Chairman of the City Sustainability Board voiced concerns. 1. In his research he saw where the City cut the budget for Pedestrian and Bikes by 30% in the last couple of years. 2. There is unspent money in our City budget for bicycle/pedestrian. We need to find out where the money is, and ask for the funding. 3. The fact that 40% of our residents don’t have sidewalks is unfair.

**Staff Updates by Mr. Margraf**

Introduction of guests. Mr. Margraf recognized Randy Knight, City Manager as well as Michael Poole, Chairman of the City Sustainability Board.

Brookshire sidewalks. Mr. Margraf should be getting the completed RFP March 10, 2015.

St. Andrews Trail. We are waiting for the RFP.

Bicycle Wayfinding. We need an estimated dollar amount for design and construction to present to Metroplan. Mr. Margraf stated the consultant contacted us March 9 and said they cannot do it. However, in April we will still submit a dollar amount to Metroplan for design and construction.

Chm. Erne noted that the deadline for mini grants is coming up. Signage for wayfinding sharrows on certain roads may fall in that category (under \$2,500). Ms. Hayes stated the application deadline is April for the current funding cycle but if there are any questions there is a committee that can preview grant applications in March. Maitland and Eatonville have put in for the wayfinding money so Maitland may have some ideas about costs.

Ms. Hamilton Buss asked if we are putting all our eggs in one basket with Metroplan. Do we need to be taking multiple paths in case that does not work out? Chm. Erne suggested a phase-in plan for wayfinding. If we do not find outside funding maybe we could do it in-house or use smaller grants and start with a particular area and phase in other areas. A separate meeting will be scheduled to work on bicycle wayfinding.

Pedestrian/Bicycle Coordinator-full-time Equivalent (FTE). Mr. Margraf reported at this time we have enough people involved in the City working on pedestrian/bicycle issues to equal more than one full-time equivalent person. Therefore, we are not looking to hire anyone right now.

Randy Knight, City Manager, reported Mr. Attaway and Mr. Margraf talked to him about the bicycle coordinator position. This issue is important to Mr. Knight and he will spend more time on it. He is looking at it and balancing it against other needs in the City. He reported 67 positions were cut from the City budget in the last 7 years and there is a pent-up demand to have some of them back. It would be very difficult to add this position over the four police officers that are not in the budget at this time. Therefore, it is hard to envision having one person working full-time on bicycle issues.

We are presently in the budget process for fiscal year 2016 and we will look at this again as part of the process. From a budget prioritization standpoint it is going to be difficult to get this position funded unless it becomes a higher priority item from the City Commission level, advisory boards, and the public. It is going to take that groundswell of public input that this is a priority.

We have a team including Mr. Margraf, Mr. Moore, Ms. Hayes, Ms. Gulden, and other staff working with pedestrian/bike issues. Mr. Knight stated we are going to give you more resources from the team so that we can meet some of these needs and make sure your voice is being carried to the City Commission.

Ms. Hamilton Buss and Chm. Erne prefer to have someone “own it” such as a bicycle coordinator. Ms. Hamilton Buss suggested sharing the position with Maitland and Casselberry. Let’s just keep talking about this and see if we can find a way to work it and maybe think of sharing the cost so we get the right person.

Chm. Erne stated we have a line item in the budget for bicycle and pedestrian improvements and we have not spent all of the money. Mr. Margraf stated the money is being spent as we fill in sidewalk gaps and improve ADA access at corners to create safer walkways. Also, we are coordinating where the trees go so when they get planted they are looking at it with the thought that a sidewalk will be going along the street.

Cady Way Bike Facility. Mr. Margraf reported we are working on two things. First is a 10 foot wide side path that goes straight from Cadyway Trail all the way to Perth Lane at the west end. We were working with Metroplan for funding to supplement the construction but no funding was available. We are still looking for money to install the side path. Second, we also looked at the cycle track itself and changed the parameters of what we looked at before. We are taking another look at the radius where the buses and large vehicles turn and it may be possible to make it work.

## **II. DISCUSSION ITEMS**

**Bicycle Friendly/Walk Friendly Communities Designation from League of American Bicyclists–update by Jamie Krzeminski.** Winter Park Health Foundation hired Mr. Krzeminski as a consultant to help us with our next Bicycle Friendly/Walk Friendly application designation.

Mr. Krzeminski stated we had a great workshop last month with a lot of good information and ideas. We have a lot of new things we can add since 2008. Also, we need to make sure we find the opportunities that exist. He will send the application for 2015 which is broken down into groups with a total of 90 questions.

Mr. Krzeminski offered some suggestions to make the application stronger. In 2008 we may not have captured everything that could have gone into the application. Some of it is related to things that we as the City do not take the lead on, but that impact the City and take place in Winter Park (regional efforts). We can take credit for activities in City boundaries. Mr. Margraf will add the Rock'n'Roll programs to the application as well as the bike rodeo that was held at the First Congregational Church.

One idea is to divide the Board members into small groups to make sure we capture all of the data for the application. Different folks can lead the charge on the different E's: Engineering, Education, Encouragement, Enforcement, and Evaluation & Planning. Each group can look at the application questions to make sure we capture all the data. Mr. Redmon stated splitting into groups is good; we need to understand the thrust of what we are trying to put together. Mr. Krzeminski indicated it is a combination of coming up with new things and things we may have overlooked. Mr. Redmon also suggested we may be able to combine a few of the E's such as encouragement and education. Mr. Krzeminski stated at subsequent meetings it would be good to have somebody from each of the E's give a report outlining the things we want to get into the application. He stated some of the application questions have changed since 2008.

Mr. Krzeminski made some suggestions for consideration:

1. **Data collection.** Coordinate with Metroplan on collecting data within the City. This allows them to know where people are riding, and could be helpful for wayfinding. Mr. Krzeminski can contact Metroplan and see how we might be able to capture data within the City.
2. **Shared bike lanes.** Look at where you might want to put shared lane markings or some other kind of easy low cost treatments we could do sooner rather than later.
3. **Bike repair stations.** This is a work station for repairs (a stand mounted on the sidewalk with an air pump and tools attached to it by a cable). It costs about \$1,000. Mr. Krzeminski will gather information on maintaining the repair station. They could be placed in strategic locations.
4. **Bike boulevard.** Mr. Krzeminski stated he and Mr. Margraf talked about a bike boulevard. It might be a pilot corridor that could tie into wayfinding.
5. **Reporting issues.** Orange County has a 311 application which allows people to call to report issues. The City has a phone no. on its website to call and report issues (sent to public works). The City might want to explore if they can tag along or partner with Orange Co.
6. **Free or low cost bike racks for businesses.** Provide free or low cost bikes for businesses. Mr. Margraf stated unofficially, we have provided bike racks to businesses, such as Winter Park Village and Winter Park Hospital.
7. **Bike share program expansion.** Mr. Krzeminski and Mr. Margraf have talked about coordinating on the expansion of the bike share program. Mr. Margraf reported we have three locations that are interested: Rollins College, Valencia College and the Winter Park Village. Mr. Margraf reported we will take the contract the City of Orlando has with Cycle Hop, have our attorneys review it, then prepare it for Winter Park as a piggyback off that contract. He suggested by August bike share should be up and running. Mr. Krzeminski stated as long as we can say with some certainty we have had discussions and we are entering into a contact with the bike company, it will be favorable.
8. **reThink Your Commute.** Mr. Alianiello stated he is working with Ms. Gulden at the City. The City has an event every year in December "Rethink Your Commute" day.

There has been collaboration with the City in terms of "best workplace for commuters." Those conversations started with SunRail and we are setting up some of those benefits like the pre-tax option or potentially subsidizing transit. At this time, the City is offering a pre-tax option for SunRail. That alone is not enough unless 80% of the employees take advantage of that; whereas, if you are subsidizing it they give you credit even if you did your best and no one takes you up on it.

There are other things besides subsidizing transit that are primary benefits that can be offered. We can meet again and work through the application framing the conversation differently. In the last year we have been focused on Sunrail. Mr. Krzeminski stated that would be beneficial if you can get to that level as a City and show some leadership from that perspective.

9. **20 mph speed limit residential streets.** Mr. Margraf is looking to propose adoption of a 20 mph speed limit on residential/local streets. This is one thing we can do for pedestrian safety. Ms. Lindsey stated she believes Virginia Heights and College Quarter would support a 20 mph speed limit.

Traffic Studies. Mr. Margraf reported traffic studies have just been completed based on some concerns regarding traffic speeds. Mr. Attaway and Mr. Margraf developed a policy 4 or 5 years ago that streets with no sidewalks may be considered for a 20 mph speed limit. A work order has been done for 20 mph in the following neighborhoods: Grover, Camellia, Darden, and Orchid Avenues to become 20 mph soon.

City Website. Chm. Erne stated we can offer more information on the City web site and include that in our application. He will work on gathering information for that purpose.

### **Bike to Work Day for adults on March 11, 2015**

We will meet at the north end of Central Park at 3:30 pm to gather for the ride and start the ride at 4 pm. After the ride, we will meet at Boca restaurant.

Should the ride be rescheduled? The weather forecast is rain 60% on Wednesday but only 10% on Thursday. There was consensus among the Board members to reschedule Bike to Work Day for Thursday, March 12, 2015. Nothing else will change.

Officer Robinson stated the Police Dept. is available on March 12. He discussed the logistics for the ride: 6 officers, 1 at every choke point (ex. Palmer/Alabama, Temple/Palmer, etc.). The goal is to have one officer lead in a vehicle at 10 – 12 mph to provide extra visibility.

The following was discussed:

1. A sign can be placed with rescheduling information at the event spot on Wednesday.
2. Ms. Hamilton Buss brought the t-shirts and stated they will be available for pick up by the attendees.
3. Fliers announcing bike valet availability at the Art Festival will be available at the ride on Thursday.

### **Other Business:**

1. Hang tags announcing the bike valet. At the Art Festival, the volunteers will place hang tags on bikes not parked at the bike valet. This will be done to inform bike riders that the service is available. We can use ¼ sheet hang tags on bright colored paper. It will be extremely helpful to have that count.
2. Mark Fenton is coming back May 28<sup>th</sup> for another workshop.

### **ADJOURNMENT**

Chm. Erne adjourned the meeting at 9:50 am. Next meeting is April 14, 2015, 8:30 am, Public Safety Building, Chief Raymond E. Beary Community Room (2<sup>nd</sup> floor) at 500 N. Virginia Avenue.

Respectfully submitted,

The Minutes for March 10, 2015 were approved on May 12, 2015.

Debra Moore, Staff Assistant