

**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 8, 2015

Present: David Erne, Jill Hamilton Buss, Scott Redmon, Terry Bangs, Duane Skage, Karen McGuire and Tom Hiles

Absent: None

Others Present: Forest Michael, Michael Planning of Florida; Zackary Rowe, reThink Your Commute; Rick Geller, Bike Walk Central Florida; Steve Kreight, KCG Engineering and Planning

City of Winter Park Staff: Sergeant Stan Locke, Police Dept.; Dori Stone, Lindsey Hayes and Allison McGillis, Community Development; Jody Lazar, Winter Park Public Library; Butch Margraf, Keith Moore, and Debra Moore, Public Works Dept.

EXECUTIVE SUMMARY

- 1. Board Members and the Media – presentation by Clarissa Howard, Director of Communications**
- 2. Earth Day Report by Scott Redmon**
- 3. Fall-Festival/Bike Rodeo – Discussions**
- 4. Feedback on Cady Way Cycle Track**
- 5. Sub-committee for connectivity update and next meeting set for September 22, 2015**
- 6. Updates on Denning Drive, Lakemont Avenue and New York Avenue**

1. ADMINISTRATIVE ITEMS

Call to order: Chm. Erne called the meeting to order at 8:00 am.

Election of Officers

Chairman. Mr. Bangs nominated David Erne as Chairman; Mr. Hiles seconded the motion; motion carried unanimously with a vote of 7-0.

Vice Chairman. Mr. Bangs nominated Scott Redmon as Vice-Chairman; Mr. Hiles seconded the motion; motion carried unanimously with a vote of 7-0.

Approval of Minutes

Chm. Erne asked for approval of the minutes for August 4, 2015. Chm. Erne moved to approve the minutes; Mr. Bangs seconded the motion; motion carried unanimously with a vote of 7-0.

Citizen Comments

Cindy Thomas a resident and avid cyclist, is opposed to the project on Denning Drive. She sent letters to the Mayor and the City Commissioners stating her opinion. She drives that road a lot and rarely sees bicycles. She bikes a lot and she takes the lane when she needs it. When you take a corridor away for traffic you are forcing people to the neighborhoods. It is the major north/south corridor and if you locate a bike path there it will inconvenience many people. You could extend the sidewalk and make the lane closest to the sidewalk a shared lane. Some new large developments in that area are not at full capacity yet. Also, buses run on that street. A study was done on the number of cars; has there been a study on the number of bicycles?

Chairman's Report

- *Funding of Denning Drive.* The CRA approved \$500,000 for this project. There is another \$100,000 set aside for Denning Drive.

- Chm. Erne stated he is comfortable taking the lane; but his wife and 3 year old are not. He is in support of the City's commitment to improve the corridor on Denning Drive.
- Two other events this month: Winter Park Outlook luncheon presented by Orlando Health and Rollins College from 11:30 am to 1:30 pm on September 17, 2015 at the Alford Inn (cost associated with it). Book signing by Dr. Bruce Stephenson on September 27, 2015 at Rollins College.

Staff Report – Butch Margraf. The staff report was e-mailed to the Board members. Two more projects were added to the list: bike corral on Lincoln Avenue and bike racks on Hannibal Square. The covered bike racks at City Hall are installed and in use.

Mr. Margraf reported St. Andrews Trail is our biggest LAP project. The cost for design is \$450,000. The selection committee includes: Don Marcotte, Keith Moore and Butch Margraf. The way our DOT construction grants manager structured it is that we are hiring at least 1 consultant and possibly 3 to work on a rotating basis for LAP funding projects.

2. Informational/Discussion Items

A. Board Members and the Media – Clarissa Howard, Director, Communications

Ms. Howard spoke about media relations and the service she provides to our media, residents, City employees and Board members. Much of her job is answering media calls. When she gets a call she contacts the subject expert responsible for the topic.

The resource she provides to our employees is also available to our Board members who represent our City as a member of the Pedestrian/Bike Board. She can help by talking to the reporter first, schedule the interview to fit your schedule, or do the interview for you. If you get a call from a reporter and have questions, please call her. She knows the reporters on a first name basis, the type of station they are with and the type of reporting they do.

Ms. Howard stated you are working on a lot of wonderful projects which are very visible and very important. They have an impact on how our City commutes including alternative modes of transportation. You may be asked by a reporter for an interview. I am not here to say don't do the interview. You are a Board member and a resident, you have a voice in this community and your voice should be heard. The point that I would like to make is if you need more information or have questions about anything before the interview, please call me or your board liaison, Mr. Margraf.

Ms. Howard asked the Board members to let her know if they do an interview. Please gather the reporter's name, station, date and time it will run, and the subject. If you do one on behalf of yourself that is wonderful, just let us know so we will not be surprised. You may do an interview on behalf of the Board when the Board has appointed you and they have given you the perspective they want to share. When Ms. Howard does an interview she informs the City Manager and City Commissioners. Ms. Howard's e-mail is choward@cityofwinterpark.org.

Chm. Erne stated it would be helpful if the information shared by Ms. Howard could be presented as part of the New Member Orientation. Also, since not all Board Members can attend the New Member Orientation it would help to send it to all new board members. Ms. Howard said it can be explained in more detail in the Board member handbook.

Mr. Margraf made introductions:

- Sergeant Stan Locke in Traffic Operations is taking the place of Officer Robinson who was promoted to a new position. Sergeant Locke will now support the Pedestrian/Bike Board.
- Dori Stone, Planning and Community Development Director
- Allison McGillis, Planning and Community Development Planner
- Jody Lazar, Winter Park Public Library

B. Earth Day

Mr. Redmon is representing the Pedestrian/Bicycle Board on the Earth Day event committee. Earth Day is April 10, 2016. They want to include a pedestrian/bicycle contingency possibly including education and a bike rodeo. As a Board, we need to decide what we want to do.

C. Fall Festival/Bike Rodeo

Various Fall festivals were discussed. Mr. Margraf stated there is usually a YMCA Fall Festival; he will find out if it is scheduled this year. Also, the Winter Park Fall Art Festival is October 10-11, 2015. Chm. Erne stated Earth Day is a large, successful event. We should get plugged in and do a pedestrian/bicycle element perhaps geared towards kids.

Mr. Margraf received a call from the Library informing him some seniors want bicycle training. He will call Courtney Reynolds of reThink and the Library regarding the training. It appeared they might ride to the Farmer's Market after the training. If that is the case then we could include the encouragement part of the 5 E's. Maybe we could ask the Police Dept. to do a round trip so they could actually bike on the road. They would be escorted and protected. Mr. Margraf stated if this does not get partnered with another event he might contact Mike Wilson to find out if we can get a bicycle trainer geared towards seniors.

Ms. Hamilton Buss took the Cycling Savvy class but she has a 9 year old son and is not comfortable taking her child out in the lanes. We need to consider protected bike lanes and infrastructure that supports people.

Bike Trailer. Mr. Margraf met with the Winter Park Health Foundation (WPHF), Police Dept., and Parks Dept. The WPHF wants to fund a bike trailer and they were asking questions about storage, maintenance, and usage.

Sergeant Locke reported the following: The Fall Art Festival is October 10-11, 2015. We will have National Night out at the Agency on October 6, 2015 to include a table with car seat installation and bicycle helmet giveaway and we have a certified person for that. Mr. Margraf offered Bike Valet parking for that event.

Bike Valet. Mr. Margraf stated we will have the bike valet at the Art Festival. The Rotary did the bike valet for the 4th of July celebration last year. I am not sure they can do it in the fall. The President of the Key Club graduated last year; she was outstanding! They have a new President and he will contact her for volunteers to operate that bike valet. Chm. Erne mentioned Valencia College has a bicycle club and the president was at the Bike to Work Day. He will contact her to see if they are interested in volunteering.

Ms. Hamilton Buss stated at one point we talked about a ride with the kids, maybe on the weekend, maybe a skills workshop, helmet fitting.

Ms. Hamilton Buss stated the Bike to Work Day may be a casual Friday concept. We are going to take a look at it again and will bring back the information at the next meeting.

D. Early feedback on Cady Way Cycle Track

Mr. Redmon is concerned about pedestrians/joggers on the cycle track. He believes a cycle track is for bicycles only. We have to decide if it is a cycle track or not. We should either call it a multi-use trail or a cycle path. If multi-use, we could call it Cady Way extension.

Mr. Margraf mentioned before the cycle track, Cadyway had nice wide lanes including the bike lanes. We have reduced those lanes to 10 feet. You really can't run in the street because there is nowhere for cars to go around them. Since this is primarily a bicycle facility, we could install signs with the wording: "pedestrians yield the right of way to bicycles." We spent \$40,000 for this cycle track; \$20,000 came from the Winter Park Health Foundation; \$20,000 came from the City's Sustainability/Keep Winter Park Beautiful funds. We will have issues if we identify the cycle track for bikes only. He will install signs as agreed upon by the Board. Mr. Margraf stated we can advertise on the City Website or other avenues.

Mr. Hiles will check if there is a clear definition that a cycle track can be used only for that purpose.

Mr. Margraf observed the trail to see how it was working on a Friday morning. It was not crowded. A few bicyclists and a few runners went through; it worked. It may be more crowded on the weekend. He asked the Board members who use the Cady Way Trail for feedback.

Mr. Hiles rode it and saw a father and son riding on a bicycle together—they were going on a 20 mile ride. It was fantastic! Chm. Erne has also experienced it and it was great! He said Facebook page had 75 hits and good dialogue too.

Ms. Hamilton Buss heard from Joie Cadle at the school board that they had some complaints from parents that it was confusing because the original lines had been scratched out. Mr. Margraf attempted to contact Ms. Cadle to discuss this and is waiting for her return call.

Mr. Geller stated cycle tracks are intended for cyclists. Most of the runners are on Saturday and Sunday mornings around 7–7:30 a.m. He observed they can really take over the cycle track; however, it has not been an insurmountable thing. When he approaches runners he says “bike passing” and it seems to work. The NACTO standards say you should have a sign that says “Do not enter except bikes” but I have a feeling that runners would use it anyway. His sense right now is let’s all just get along as best we can. He is a little bit disappointed at the number of children he saw. People may not know what it is yet.

Mr. Bangs stated you are on the right track if you notify pedestrians and runners that it is a bike trail and they yield to bikers. If you try to exclude runners from that corridor it will create a lot of animosity and you will never police it.

Mr. Margraf recommended that unless you see something specific that needs to be addressed right away it seems to be working. We can monitor and watch it.

Mr. Michael asked if there is any identifying signage on the route and if not maybe that ought to wait until we decide what it actually is. Mr. Margraf stated the only signage that we have included or excluded so far is we removed the bicycle signs that were on the residential side. He will have stop symbols painted on the asphalt because the stop signs going westbound are offset by 10 feet.

E. Sub-Committee for connectivity (Long Range Planning Sub-committee). Report by Ms. Hamilton Buss.

The sub-committee met on August 25, 2015. David Erne, Forest Michael, Michael Pool, Steve Kreidt, Duane Skage and Jill Hamilton Buss attended the meeting.

Discussion was held as follows:

- *The focus will be on five corridors:* Denning Drive, Lakemont Ave., New York Ave., State Road 426 and Morse Boulevard. We will seek funding for studies of the top three corridors.
- *Phasing for Denning.* Denning Drive cuts through our entire city from Mead Garden to North Park Ave. We want to look at how to get a facility all the way to Mead Garden and have a study for the entire length of Denning. We have funding from the CRA to work on the middle portion. We still have the north and south corridor to consider.
- The importance of advocacy and getting the budget right.

We will continue meeting regularly. The meeting is open to everyone. The next meeting is September 22, 2015 at 8 am.

Denning Drive. Dori Stone, Planning and Community Development Director, said the CRA funding covers the boundary from Fairbanks Avenue to Webster Avenue on Denning Drive.

Ms. Stone stated we promised the CRA Agency that we would have a public workshop on Denning Drive while we look at some alternatives. We have funding, but that funding can change in a 12 month period so let's move forward with the part on Denning Dr. from Fairbanks Ave. to Webster Ave. We are looking at a multi-purpose lane and trees, how to make buses flow and how to time the light. We may be able to get the buses flowing down the middle lane. We will look at how many buses travel on Denning Dr.

Ms. Stone stated we have some City Commission support to look at Denning Dr. from Fairbanks down to Mead Garden. It would be general funds rather than CRA funds. We can show the community that Denning Dr. will run in a similar experience and maybe run better than it runs today. We had to modify the timing on the traffic light so people can't drive 50 mph from Fairbanks Ave. to Webster Ave. People also say Denning Dr. is a cut-through; however, we do not see cut-through traffic type numbers.

Ms. Stone stated we promised the community we would have a public workshop. The preference for the CRA Agency for Denning Dr. was a cross section of a 10 foot multi-purpose lane on the east side so that we give those neighbors the option of having some feel of distance from Denning Dr. and the commercial side. We can model a couple of other options. She does not think the CRA Agency is interested in putting a bike lane on Denning Drive. We need to be more aware of the pedestrian side of Denning Drive. Ms. Stone stated CRA has about \$613,000 allocated this year for the Denning Drive project.

Ms. Stone stated the traffic study for Denning Dr. was done on both turning movement counts at the intersections and segment traffic volumes. In the fall, she will update the volumes on Denning and if needed, do new turning movement counts.

Denning Drive Design Options. Ms. Stone stated from a community standpoint it would look good for the Pedestrian Bicycle Board to take the lead with regard to the community meetings. She asked if Board members were interested in creating a small sub-committee to study Denning Drive. Mr. Hiles, Ms. McGuire and Mr. Skage volunteered. It will include one or two CRA Advisory Board members. Ms. Stone and Mr. Margraf will work with the committee and Ms. Stone will manage it.

MOTION

Mr. Hiles made a motion to set up a task force for Denning Drive that would include other board members. Ms. Hamilton Buss seconded the motion; motion carried with a vote of 7-0.

Lakemont Ave. Chm. Erne stated the subcommittee suggested a study on the piece of Lakemont Avenue north of 426. We need some extra funding to look at it.

Mr. Margraf mentioned there is a difference between Denning Dr. and Lakemont Ave. One difference is the volumes are close to 20,000 on that section of Lakemont Ave. The difference is that if you go from Palmer Ave. which is the north end to Aloma Ave. and on the west side of the road you have 5 or 6 cross streets. I want to make sure as we consider taking the number of lanes down to three that we do not create cut-through traffic on any of the neighborhood cross streets. We can accommodate left turns the same way we do without signals using the median. The second thing is when you take away 2 lanes of traffic and add bike lanes what do you do with the cyclists when they get to Aloma Ave.? Those two things are key to what happens in that segment of Lakemont Ave. Those concerns will be included in the study.

MOTION

Chm. Erne made a motion to request funding for a study of Lakemont Avenue with scope to be developed by staff. Mr. Skage seconded the motion; motion carried by a vote of 7-0.

Denning Drive. Mr. Skage stated we have CRA funding for Fairbanks Ave. up to Webster Ave. Do we need to do the same thing that just passed for Lakemont Ave. with Denning Dr. from Fairbanks Ave. South to Morse Blvd.? We talked about continuity/completion of projects and the full scope of travel. We don't want to miss portions. Chm. Erne stated the CRA is going to fund Phase I but we need to look at our options for Phase II. There is no funding identified for Phase II.

Ms. Stone stated CRA has the ability to stretch a bit and fund outside of the Phase I boundaries if it is a consistency issue. From a design standpoint it makes sense to look at the entire roadway. She suggested the CRA Agency would likely approve funding of the design all the way from Palmetto Ave. to where you want the boundaries. CRA can't fund the improvements, but can fund for the design.

New York Avenue is a CRA approved project. Chm. Erne stated we understand that the streets need improvements but there are no improvements in terms of pedestrian/bicycle. Ms. Stone stated there is nothing outside of the existing right of way and we are treating this streetscape much as we have treated other streetscapes. It may not function differently, but we are looking primarily at cosmetic improvements to New York Ave. We are not looking to add, pay for or buy additional right of way. Ms. Stone stated parking is free on New York Ave. on both sides and we have guaranteed the property owners, CRA Advisory Board, and CRA Agency that we will not lose parking on New York Ave.

Mr. Margraf stated we will accommodate shared use markings and signage for bicycles on New York Ave. The project runs from Aloma Ave. to Webster Ave.

It is a 2 year project which may go 3 years depending on how much we need to fix the railroad tracks on New York Ave. After the budget gets approved in October, Ms. Stone will meet with Mr. Attaway and Mr. Margraf and start working through the design. We have several designers under our continuing services contract and we will start there and then come up with a scope.

Sub-committee for New York Ave. Ms. Hamilton Buss would like to form a sub-committee for New York Ave. Ms. Stone suggested it be done the same way as Denning Drive. You can create a small task force when we kick off that project.

Ms. Stone mentioned we are starting the Comprehensive Plan update. We have some study money in the 2016 budget. Our transportation element needs to be more multi-modal than it ever has been. We are not just talking about cars we are talking about how we move people around. I am going to kick that off early in the next fiscal year. I would like to make sure my team works with you and that subcommittee closely.

Visioning. Ms. Stone appreciates the Board's support of our visioning effort. We will have another event in Mead Garden on October 29, Thursday evening, from 5-7 pm. I will talk with Mr. Margraf to see if we can help coordinate some of your helmet fitting and bike valet into that event. We would like you to be more involved in big community visioning activities. The web site is www.winterparkvision.org.

ADJOURNMENT

Chm. Erne adjourned the meeting at 9:30 am. Next meeting is October 13, 2015, 8:00 am, Public Safety Building, Chief Raymond E. Beary Community Room (2nd floor) at 500 N. Virginia Avenue.

Respectfully submitted,

The Minutes for September 8, 2015 were approved on November 10, 2015

Debra Moore, Staff Assistant