

**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

February 9, 2016

Present: David Erne, Scott Redmon, Duane Skage, Tom Hiles, Jill Hamilton Buss, Tonya Mellen, and Jim McFarland

Absent: None

Others Present: Zackary Rowe, reThink Your Commute

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

EXECUTIVE SUMMARY

1. **Denning Drive design update – Task Force meeting February 10**
2. **Bicycle Wayfinding Plan – Discuss strategy and number of signs**
3. **Whole Foods bike parking – Board members desire more bike parking and covered parking**
4. **N. Lakemont Ave. roadway discussion – tabled until a future time**
5. **Discussion of pedestrian and bicycle safety in East Winter Park near the proposed Project Wellness and the Winter Park Hospital – Submit recommendations to Mr. Margraf**
6. **Earth Day including Bike Rodeo and Bike Valet – April 10, 11 am to 3 pm, Sunday**
7. **Cady Way Cycle Track received Urban Land Institute Trendsetter Award**
8. **Bike to Work Day is set for March 9 with rain out March 10**
9. **Sub-committee report – update by Ms. Hamilton Buss – meeting set for February 24 at 8:30 am**

I. ADMINISTRATIVE ITEMS

Call to Order: Chm. Erne called the meeting to order at 8:05 a.m.

Approval of Minutes

Chm. Erne asked for approval of the January 12, 2016 minutes. Ms. Hamilton Buss moved to approve the minutes as amended; Mr. Skage seconded the motion. Motion carried unanimously by a vote of 7-0. Chm. Erne asked for approval of the January 26, 2016 work session minutes. Ms. Hamilton Buss moved to approve the minutes; Mr. Skage seconded the motion. An amendment was made to the Minutes. Ms. Hamilton Buss moved to approve the Amended Motion; Mr. Skage seconded the Amended Motion. Amended Motion carried unanimously by a vote of 7-0.

Chairman's Report.

- Chm. Erne asked if the Board members would like to change the day or time of the monthly Advisory Board meeting. Presently, we meet the second Tuesday of each month at 8:00 a.m. The Board members agreed to continue to meet the second Tuesday of each month but change the time to meet at 8:30 a.m.
- Chm. Erne stated we want to be a standard for excellence.

Staff's Report presented by Butch Margraf

- Vision Plan. At the City Commission meeting on February 8, 2016 an update for the vision plan was given. Ms. Hayes stated pedestrians were at the top of the list.
- "Trend Setter Award." The Urban Florida Land Institute presented the City with the "2016 Trend Setter Award" for the Cady Way Cycle Track. Rick Geller was instrumental in this project.
- St. Andrews Trail (LAP). Mr. Margraf met with the design engineer and discussed a mountain bike trail.
- Brookshire SRTS Sidewalks (LAP). It is 99-100% complete.

- Bike Share. Mr. Margraf met with the City attorneys. They recommend using a Right of Way Encroachment agreement for each bike share station.
- Car Share is up and running; Kick off was February 3, 2016.
- Aloma Avenue PD&E. Mr. Margraf gave background information and an update on this project.

Mr. Hiles recently attended a complete Streets Workshop sponsored by FDOT. They are pushing for complete streets. FDOT is planning to embed complete streets, road diets, pedestrian facilities and bike lanes in plans.

Complete Streets Workshop. Ms. Hamilton Buss reported the Winter Park Health Foundation has funded Smart Road America to do a series of complete streets workshops with a regional effort for connectivity. She will keep the Board members informed.

II. INFORMATIONAL/DISCUSSION ITEMS

A. Denning Drive Design. Mr. Margraf reported a task force meeting will take place February 10 to present to them the concept worked through for Denning Dr. It still needs approval from the CRA Agency to continue moving the project.

B. Bicycle Wayfinding. Mr. Margraf reported the logistics plan is substantially completed. Mr. Margraf stated one wayfinding sign will cost only \$160.00. We need to plan a strategy for implementation. The signs are to be posted on the preferred routes. Mr. Margraf will make an electronic copy of the plan for the Board members to review and make comments.

The sequence of events is that it will be discussed with City Staff and they will determine if it needs to go to the City Commission.

Chm. Erne stated the Bicycle Wayfinding Plan is a shovel ready project. He would like to present it to other advisory boards to get their support: KWPB and Sustainability, Parks and Recreation, CRA and Economic Development. He will create a Power Point presentation for that purpose and will share it with the Board members. He will reach out to the chairpersons of the other Boards. Mr. Margraf will make a sample sign.

Mr. Margraf reported Metroplan is accepting new project applications beginning in March. It was noted the Bicycle Wayfinding Plan can be submitted as a mini grant project. The application process may have changed. Mr. Margraf stated we have a checklist of things that have to be met.

C. Whole Foods bike parking. Chm. Erne would like a covered bike parking area at Whole Foods for customers as well as employees.

When Mr. Margraf contacted Lochrane Engineering they stated they had bicycle parking in the plan. Mr. Margraf will meet with them and explain what we want from them.

Mr. Margraf asked the Board members to review and comment on the plan and the bike ordinance.

The Board members would like to see at least the minimum enforcement of the code we currently have for bicycle accessibility. The preference is a covered facility that is beyond what the minimum standards are (up front, centered, covered, robust bike parking with pedestrian accessibility). Chm. Erne suggested that the employee area have bikes tucked away for security. He suggested to build a better bike parking structure and ease up on the number of racks. He stated we may need a bike parking ordinance variance.

Ms. Hayes stated the Whole Foods area is under construction now. The area south of this plan is coming up at the DRC meeting. The developer also has brought forth plans asking to develop the area south of the Lee Road extension where there is an existing office building. Planning and Zoning recommended denial and they tabled it to come back with changes.

D. North Lakemont Avenue. Mr. Margraf suggested we get through the Denning Drive project first before we make a big push with Lakemont Avenue. Some Board members agreed the focus right now should be Denning Drive and getting that project underway.

Mr. Margraf reported we are addressing the safety needs throughout the City as well as Lakemont Avenue. He presented a list of 20 streets that residents or neighborhoods are concerned about. He suggested if you have a concern please contact our staff so they can follow up on it. (See attachment "Traffic Studies").

E. Pedestrian and bicycle safety in east Winter Park near the proposed Project Wellness and the Winter Park Hospital. Mr. Margraf suggested recommendations be given to him.

F. Rodeo on Earth Day - April 10, 2016, Sunday, from 11 am – 3 pm.
Mr. Redmon will coordinate the bike rodeo for Earth Day. An Earth Day meeting is set for February 10, 2016. He will set up the rodeo with various activity stations for the children as in previous years.

Ms. Gulden stated the site plan was revised; they have a preliminary from the Parks Board. She made arrangements to get at least 6–8 loaner bikes from community members; contact her if you have loaner bikes.

- Helmets should be provided for the children that do not have them so they can participate in the rodeo.

G. Cady Way Cycle Track. It has been well received. Mr. Margraf reported occasionally we replace plastic posts that have been knocked off their mountings.

H. Bike to Work Day. The date is March 9, with a backup date March 10, 2016. We meet at 3:30 pm and ride from 4-5 pm. It is a 4 mile loop. The social afterwards is at Park Social on Park Avenue.

- Sign up for the bike ride on the Facebook page or inform Mr. Margraf.
- Posters are in the Kiosks and Mr. Margraf will get posters for Board members.
- Chm. Erne suggested to place a bicycle with a poster in City Hall Lobby.
- Mr. Margraf will contact the Communications Dept. to get a Proclamation for the first City Commission meeting in March.
- Ms. Hamilton Buss e-mailed all past attendees about the activity, e-blasted all the bike shops, and it will go in all the City communications.
- Mr. Margraf stated both Valencia and Rollins have been contacted.
- Healthy Central Florida will pay for t-shirts.

I. Sub-committee report. The next meeting is scheduled on February 24th from 8:30 – 9:30 am. Agenda: Bike to Work Day; Circulation Plan Update, 2016 priorities/strategy; Whole Foods plan.

III. ACTION ITEMS

A. Bike Share Station Locations. On January 26, 2016 the Pedestrian Bike Board held a special work session to walk both the Sun Rail Station and City Hall to look at possible bike share locations.

Sun Rail Location. Mr. Margraf reported the location recommended by City staff to install the bike share is the south end of the Sun Rail Station. Also, the off-site commercial sign issue needs to be resolved.

Mr. Margraf met with the City attorney and his recommendation is to do an encroachment agreement for each station within the City. Mr. Margraf recommended proceeding with the encroachment agreement for the south end of the Sun Rail Station.

Board members asked what their options are to work toward getting the bike share location approved for a different location. Mr. Margraf stated the Board members can exercise their rights to contact staff and other individuals as they deem appropriate.

Mr. Hiles recommended that a motion be made to continue moving forward with a formal request to City staff to prepare the right of way application. Ms. Hamilton Buss suggested the Board members first contact other individuals and then revisit a motion. Mr. Hiles suggested making a motion restating our opinion of where the bike share should go. Discussion ensued and the locations were numbered for easy reference. The Board recommends #4 or #5 (see attachment "Winter Park Sunrail").

MOTION

Mr. Skage made a motion that the Pedestrian Bike Board would encourage the bike share stations be repositioned in either of the two updated identified locations (#4 and #5).

Discussion ensued. Mr. Redmon asked to amend the Motion to add that we want to make it visible on the street for all users.

AMENDED MOTION

Mr. Skage made an Amended Motion that the Pedestrian Bike Board would encourage the bike share stations be repositioned in either of the two updated identified locations (#4 and #5) and that we want to make it visible on the street for all users. Mr. McFarland seconded the Amended Motion. Amended Motion passed with a vote of 7-0.

City Hall Location. Mr. Margraf stated City staff recommends the bike share station be placed where the existing bike rack is in front of City Hall.

ADJOURNMENT

Chm. Erne adjourned the meeting at 10:00 a.m. Next meeting is March 8, 2016 at 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2nd floor) at 500 N. Virginia Avenue.

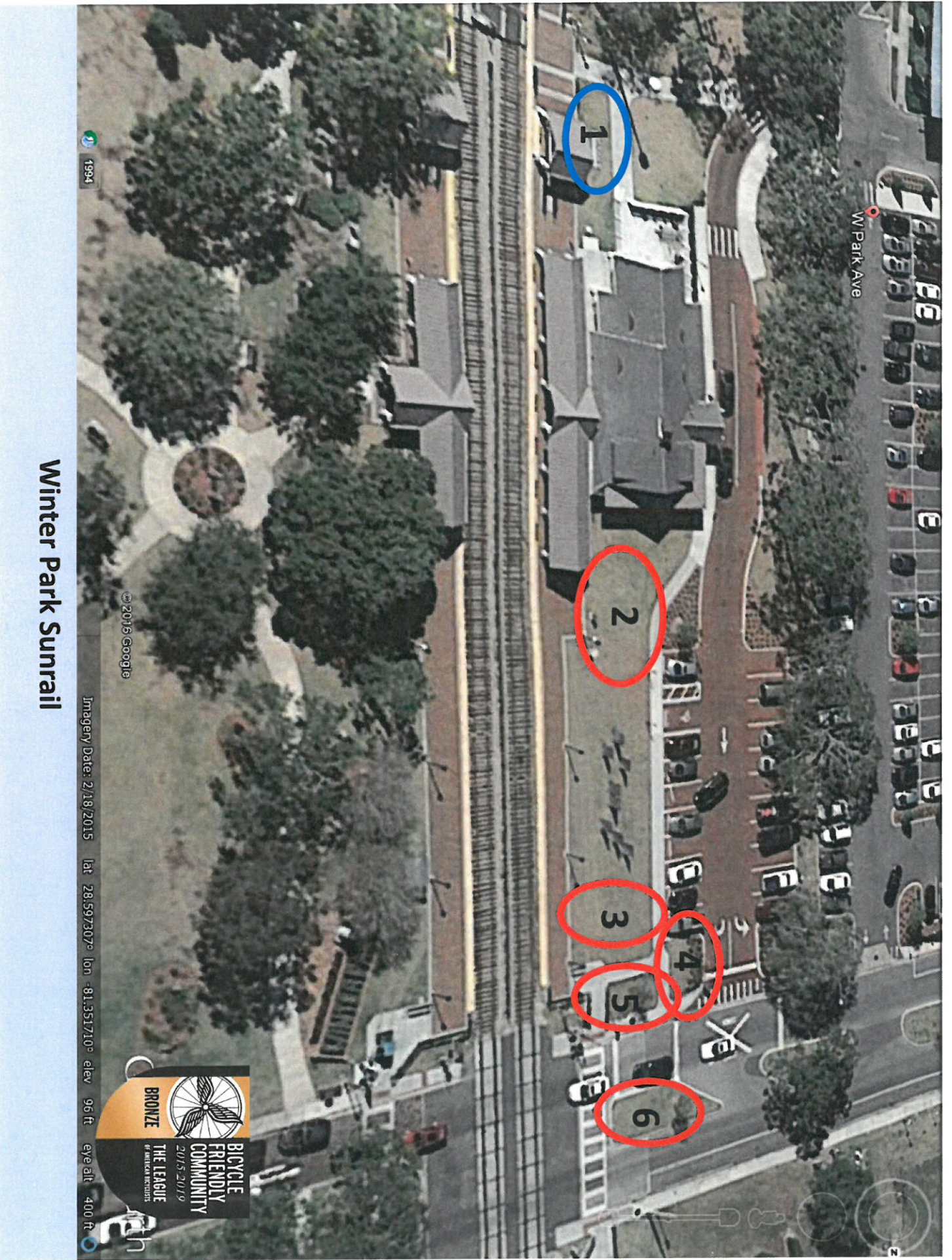
Respectfully submitted,

Debra Moore, Staff Assistant

Traffic Studies

1. Lake Sue Ave at Winter Park Road, Ped Safety
2. Lake Sue Ave near Glencoe Ave and Highland Road, Ped Crossing
3. Melrose Ave west of Pennsylvania Ave speeding cut thru traffic, ped safety, no sidewalks
4. Melrose Ave at Pennsylvania Ave, Ped Crossing
5. Denning Drive at Senior Living Center, Ped Crossing
6. Sunnyside Drive at Willard Ave speeding cut thru traffic
7. Magnolia Ave speeding cut thru traffic no sidewalks
8. Banchory Road at Selkirk Drive speeding cut thru traffic, roundabout
9. Glencoe Ave, Hampden Place to Stirling Ave, speeding cut thru traffic, no sidewalks
10. Chase Ave, New England Ave to Fairbanks Ave speeding traffic
11. Shultz Ave at Miller Ave, speeding cut thru traffic, 4 way stop
12. Glenwood Drive, St Andrews Blvd to Strathy Lane speeding cut thru traffic
13. Holt Ave, New York Ave to Pennsylvania Ave speeding cut thru traffic
14. Lyman Ave, Capen Ave to Pennsylvania Ave speeding cut thru traffic
15. Morse Blvd, Denning Drive to 1792, ped and bike safety
16. Orange Ave at WP Playhouse, ped safety
17. Harmon Ave near Schultz Ave,
18. Tusculoosa, Rapidan, Sweetwater, speeding
19. Moss Lane, Poinciana Lane, Venetian Way, no sidewalks
20. Oneco Ave near Arbor Park Road cut thru and speeding, 4 way stop





W Park Ave

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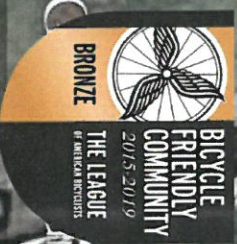
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Winter Park Sunrail