

**The CITY OF WINTER PARK  
PEDESTRIAN AND BICYCLE ADVISORY BOARD  
MINUTES**

**Regular Meeting**  
**Public Safety Building, 500 N. Virginia Avenue**  
**Chief Raymond E. Beary Community Room**

**May 10, 2016**

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

**Absent:** Tom Hiles

**Others Present:** Gabrielle Feulner, reThink Your Commute; Forest Michael, Michael Planning of Florida

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

**EXECUTIVE SUMMARY**

- 1. Cady Way video from Fire Truck (4 minutes)**
- 2. Hannibal Market Garden Trailhead – Forest Michael**
- 3. 2010 Pedestrian and Bicycle Circulation Plan – update**
- 4. Pedestrian and Bicycle Advisory Board Transition to Transportation Advisory Board**

**I. ADMINISTRATIVE ITEMS**

**Call to Order:** Chm. Erne called the meeting to order at 8:30 a.m.

**Approval of Minutes**

Chm. Erne asked for approval of the April 12, 2016 minutes. Mr. Skage moved to approve the minutes as amended; Ms. Hamilton Buss seconded the motion. Motion carried unanimously by a vote of 6-0.

**Citizens Comments**

Forest Michael reported on May 12, a meeting is set to discuss the Denning Drive Bike Trail. He stated it is important that the neighbors in the Hannibal Square neighborhood have the majority of the bike trail on the east side next to the homes to get as much buffer as possible.

Gabrielle Feulner reported a Cycle Savvy course will be held on May 21 from 2–3:30 p.m. at the Winter Park Library. It is a free educational course. She will send the link for registration. She also announced that Coffee Commuting won an award from the Florida Commuter Transportation Summit. It was a combined effort of Keep Winter Park Beautiful, Healthy Central Florida and City of Winter Park.

**Outgoing Board members recognized--Scott Redmon and Tom Hiles.** Chm. Erne presented a certificate of appreciation to Scott Redmon and thanked him for all his contributions. Tom Hiles was not present and his certificate will be mailed to him.

**Staff Report presented by Mr. Margraf (e-mailed to Board Members)**

*Board Appreciation.* In the past we had a board appreciation function every year and it may be brought back this year.

*St. Andrews Trail.* City staff and the design firm, KCG, met with Four Seasons Condominiums. They are concerned about three things: 1. Security. We explained after the ditch is complete, we will talk to them about a wall or fence for security purposes. 2. Drainage. They were assured that the drainage design will conform to today's stormwater requirements. 3. Traffic and Parking. We will work with them regarding their concerns at the entrance along St. Andrews Boulevard.

*Denning Drive.* Two meetings are scheduled: May 12 and June 7, both at 5:30 pm. at the Winter Park Civic Center. We are looking for input. We feel the best design is on the east side.

*Bike Share.* Peter Martinez and Mr. Margraf had a conversation about bike share. Mr. Martinez is working with CycleHop. Mr. Martinez and Mr. Margraf have committed to get bike share started at the SunRail Station. Both Mr. Martinez and Mr. Margraf believe that once it gets going people will see it is available and it will expand from there. Chm. Erne asked if there was an update on system wide sponsorship. Mr. Margraf reported Mr. Martinez believes it will be easy to get that.

*Bicycle wayfinding.* Mr. Margraf brought an example of the largest of the directional wayfinding signs. We have the logistics plan from GAI. There are a few more pieces to the wayfinding plan:

- The construction drawings, specifications, and standards to implement the signs.
- Use the City map to determine where the signs should go to make a system-wide map (like a directory).
- Work on the sign design palette.

Mr. Margraf reported the wayfinding signs will be green. Discussion ensued about using the Winter Park Seal and its longevity in the Florida sun and weather.

#### *Grant applications:*

*Two 4P Applications* were submitted to Metroplan Orlando: the Church Trail and the lane extension at Fairbanks Avenue at Orlando Avenue.

*Recreation Trails Program.* CRA and Mr. Margraf submitted an application for \$200,000 for a non-motorized trail to supplement the Denning Drive project.

## **II. INFORMATIONAL/DISCUSSION ITEMS**

### **A. Cady Way video from Fire Truck (4 minutes – informational)**

Fire Chief McCabe invited Mr. Margraf to sit in the passenger seat of the fire truck as it maneuvered some of the narrow Winter Park streets. Mr. Margraf shared the video from that experience. He commented “When we place anything in/on the streets we need to keep in mind that it affects everybody.”

Sergeant Locke stated at this time we have one of the largest number of pedestrian/bicycle crashes in the United States; Florida is number two. If you narrow the road lanes, more crashes will occur. Proper lane width for cars and larger vehicles is important. The larger vehicles can’t drive like a regular car.

Mr. Margraf mentioned in the last few years educational grants were received to help encourage pedestrian/bicycle safety. Sergeant Locke explained how the grant works. If someone is stopped for a pedestrian or bicycle violation, the individual is provided with educational materials rather than a ticket. A lot of times the pedestrian or bicyclist is responsible for crashes.

### **B. Hannibal Market Garden Trailhead – Forest Michael, Michael Planning of Florida.**

Mr. Michael distributed a memorandum dated May 10, 2016 for the Board members to review. He reported leftover funding in Public Works is available from the SunRail project. The money is being used for railroad intersection improvements. He suggested we ask the City Commission for that money to accomplish some of the trailhead details. Also, there is a CRA improvement project for that intersection.

Mr. Skage inquired if the City has a reduced ability to impact the trail because of the right of way from the rail line. Mr. Margraf stated over the last several years FDOT has told us repeatedly that we cannot have a pedestrian or bicycle trail in their right of way. We had to work to get FDOT to allow an 8 foot sidewalk on Blake Street.

Mr. Skage spoke about the corner of Farmer’s Market at Lyman Ave./New York Ave. In several spots the footpath is about 3 feet wide as you head toward Fairbanks. At that point there is a vertical barrier and there are some challenges. There is real estate in the area from Lyman Ave. down to Fairbanks Ave. to work with. There may be some challenges behind the Farmer’s Market. It would be fairly easy to navigate the area between New England Ave. headed north.

Mr. Redmon commented we don’t know what sits inside the right of way and what does not. He would like to see an inventory of everything that exists in the right of way.

Mr. Michael suggested the Board meet to put together a design and a set of recommendations to give to Don Marcotte, Assistant Public Works Director.

Chm. Erne stated we did endorse the Market Trail in a previous meeting. He suggested moving forward with a work session to iron out our recommendations.

The board agreed to two work sessions. Wayfinding - May 19<sup>th</sup> at 5:00 pm; Market Trail - May 24<sup>th</sup> at 8:30 am.

**C. 2010 Pedestrian and Bicycle Circulation Plan.** Chm. Erne suggested we update our plan and incorporate it into the Comprehensive Plan so that it will be adopted along with the Comprehensive Plan. Mr. Margraf will e-mail the link to the Board Members for their review to be discussed at the next Board meeting.

**D. Pedestrian and Bicycle Advisory Board Transition to Transportation Advisory Board.** Mr. Margraf announced an ordinance was brought before the City Commission to change the name of the Pedestrian/Bicycle Board to the Transportation Advisory Board. The Board will have increased responsibility to include all transportation issues (including vehicles). We will also adopt a new mission statement.

Mr. Margraf announced at our June Board meeting we will have two new Board members: Marc Reicher and Harry Barley.

**Other Business** – Jill Hamilton Buss reported:

- Jeff Speck, City Planner/Urban Designer presents at the Health Innovation Grant Workshop on May 11 at 7:30 a.m. at Rollins College. 177 people have registered.
- Combined Dinner and Work session with Jeff Speck/City Planner, Urban Designer at 5:30 p.m. at Boca Restaurant. Discussion to include ways to make Winter Park more walkable, how to enhance walkability and connectivity in Winter Park.

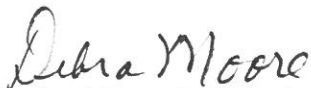
**Agenda Requests**

- 2010 Pedestrian Bicycle Circulation Plan
- ADA and sidewalks

**ADJOURNMENT**

Chm. Erne adjourned the meeting at 9:50 a.m. Next meeting is June 14, 2016 at 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2<sup>nd</sup> floor) at 500 N. Virginia Avenue.

Respectfully submitted,



Debra Moore, Staff Assistant

Project Updates by Staff for May 9, 2016 Pedestrian & Bicycle Advisory Board Meeting

**St Andrews Trail (LAP)** – City staff and the Design Consultant KCG had an initial meeting with Four Seasons Condominiums. A short presentation was made by Steve Kreidt of KCG on a proposed alignment for the trail to the Four Seasons people at the meeting. A major concern for Four Seasons is security. They feel the ditch provides security today. They are and have been for the last few years interested to talk with the City regarding a wall or fence after the ditch is gone to maintain the security. The initial scope for the project included the fence or wall. They did insist on a wall at the meeting.

Four Seasons was also concerned about liability from injuries to users while on their property. One half of the ditch along Four Seasons is their property. The drainage ditch system use is granted by easement. The pipe and trail do not change the use. Their attorney is reviewing the easement documents for liability clauses.

Stormwater was a concern. In 2004 they claimed there was flooding in the area. We assured them the drainage design would conform to today's stormwater requirements.

Lastly, traffic and parking at their entrance along St Andrews Blvd is a concern. The City will be conducting a traffic and parking review of the area. I did inform them that after the trail is open the City would be encouraging Ward Park users to ride bikes and walk to the park by the Cady Way and St Andrews trails to help alleviate the parking and traffic congestion.

**Denning Drive** – The City has scheduled two public meetings for Denning Drive. First meeting is May 12, 2016, 5:30pm at the Winter Park Civic Center. This meeting will include a walking tour to Denning Drive. The second meeting is June 7, 2016, 5:30pm at the Civic Center.

A grant application was submitted to the Recreational Trails Program of the Florida Department of Environmental Protection in the amount of \$200,000 on April 29, 2016 for co-funding Phase 1 of the Denning Drive project.

**Brookshire SRTS Sidewalks (LAP)** – Done.

**Oakhurst Ave Sidewalk** – Done.

**Phelps Ave at Mizell Ave missing sidewalk link** – 99% done.

**BikeShare** – Peter Martinez and I had a conversation about bikeshare. He and I have committed to get bikeshare started at the Sunrail Station.

Issues remaining to be resolved for Bikeshare to proceed are the City off-site commercial sign code and the location of the bikeshare stations.

**Bicycle Wayfinding** – The Bicycle Wayfinding logistics plan was sent to all of you. At this May meeting, or the next meeting in June, I would like this board to approve the logistics plan to proceed. An approved GAI logistics plan will proceed to:

1. **Sign Design Palette** – design and graphic conventions across a family of sign types, to be used in various situations and conditions.
2. **Detailing** – construction drawings, specifications, and standards to implement the signs.

**4P applications** were submitted for two projects to Metroplan Orlando. The Church Trail and the Fairbanks Ave at Orlando Ave Lane extension.

Butch Margraf, Traffic Manager, Public Works Department, City of Winter Park Florida  
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