

**The CITY OF WINTER PARK
TRANSPORTATION ADVISORY BOARD
MINUTES**

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

December 13, 2016

Present: David Erne, Tonya Mellen, Harry Barley, Jim McFarland, Marc Reicher, Duane Skage and Jill Hamilton Buss

Absent: None

City of Winter Park Staff: Lindsey Hayes and Dori Stone, Planning and Community Development; Abby Gulden and Kris Stenger, Building and Sustainability; Butch Margraf, Debbie Wilkerson, Public Works Dept.

Guests: Jody Lazar, Winter Park Library

EXECUTIVE SUMMARY

- **Bike to Work Event**
- **Bike Share**
- **Bicycle Wayfinding Pilot Program**
- **Project and Board Meeting Topic List (next meeting)**
- **Sidewalk Policy (next meeting)**

I. ADMINISTRATIVE ITEMS

1. **Call to Order:** Chm. Erne called the meeting to order at 8:30 a.m. He restated the Mission Statement that was ratified at the November meeting. He also requested an item, discretionary funds, that was suggested at the November meeting, be added to the agenda.

Approval of Minutes

Chm. Erne asked for approval of the November 8, 2016 minutes. Mr. Barley moved to approve the minutes as revised; Mr. McFarland seconded the motion. Motion carried unanimously with a vote of 7-0.

The Board welcomed Debbie Wilkerson new Board recording secretary and introduced themselves.

Chair's Report – David Erne

- Chm Erne reported on two reThink Your Commute events:
 - “Coffee and Commuting” to kick off the Commute Challenge
 - Winter Park Commute Challenge.Courtney Reynolds thanked David Erne and Jill Hamilton Buss for their participation and support.
- Chm Erne requested staff reports be included with minutes email.

Staff's Report – Butch Margraf

- Mr. Margraf asked Mr. Stenger to explain the proposed program to provide bike repairs at the Farmer's Market.
- Review of ongoing projects--St. Andrew's Trail and Denning Drive.
- Update on Active Arterial Management Program, FDOT pilot program still going on. Two consultants being considered, decision early next year.
- Bike Share sub-committee established. Bike Share webinar available. After discussion, the Board will invite new Juice program director, Josh to speak at a future meeting.
- Update on Bicycle Wayfinding Pilot Program, Cady Way to Mead Gardens. Signs are being manufactured; installation should start after the first of the year.

- ADA compliance project at the Scenic Boat Tour continues.
- Lee Rd Extension is open and functioning. Mr. Margraf responded to questions regarding bike lanes.
- Bike rack installation at Lakeside Crossings corrected.
- Request for additional bike facilities at Casa Feliz
- Discretionary Funds can be used to create sidewalk connection improvements.

Ms. Stone reported that the Comprehensive Plan Transportation Model received Commission approval with minimal discussion. The next task is to implement the mobility plan. Ms. Stone does not believe there will be any problem with the state regarding the mobility plan. She congratulated the Board on all their efforts in getting the transportation model ready for approval, and did mention the Board's efforts at the Commission meeting. Ms. Stone covered the next steps and timing to implement the mobility plan.

Jody Lazar, Winter Park Library, gave details on the new library "book mobile." An Eagle Scout donated a cargo bike that allows the library to get out into the community at various events and share books.

- A. Bike to Work Day Event** – Mr. Margraf presented the 2016 Bike to Work video. After discussion, the following dates were agreed upon.

MOTION

A motion was made by Ms. Mellen; seconded by Ms. Hamilton Buss and carried unanimously with a vote of 7-0 to approve March 8, 2017 as the Bike to Work Day Event with March 9, 2017 as the rainout date.

- B. Mr. Margraf will present the following topics at the January 10, 2016 meeting:**

- Mobility Plan
- Prioritize Project and Board Meeting Topic List

- C. Sidewalk Policy.** Mr. Margraf reviewed the current sidewalk policy and the history behind it. He explained the reasons to update the current policy. Mr. Margraf will provide samples of sidewalk policies.

- D. Discretionary Funds** - Chm Erne requested clarification on how the funds were used in the past, how they can be used in the future and what input the Board can have.

Mr. Margraf noted that he is on the Metroplan Technical Committee and also part of the Metroplan's effort to develop a regional complete streets policy. The policy is now in a draft form and he is happy to provide a copy to anyone who is interested. Ms. Gulden expressed the value of sidewalks in the Sustainability Action Plan and offered the support of the Keep Winter Park Beautiful and Sustainable in continuing to provide sidewalks in the City. Mr. Margraf responded to questions regarding how sidewalks are prioritized in the City.

Ms. Hamilton Buss announced that Mark Fenton, walkability consultant, is returning to Winter Park February 13 and 14.

Mr. Margraf commented that he is going to invite the Police and Fire Depts. to speak at a future meeting to provide their perspective on traffic and roads.

Mr. Margraf stated last year he submitted two projects for funding through Metroplan, one was the intersection improvement at Fairbanks and 17/92.. The City purchased the bowling alley property and will carve off 20 feet so the Fairbanks lanes can be extended to the east. He contacted FDOT to see if they are interested in helping on this project and we will be receiving a scope of work mid-January.

Agenda suggestions for next meeting:

2. Mobility Plan
3. Prioritize projects on list and have plan to implement them (action item)

4. Discretionary funds
5. Sidewalk Policy
6. Bike Parking Ordinance
7. Best Work Place Commute Awards

II. ADJOURN

Chm. Erne adjourned the meeting at 10 a.m. Next meeting is January 10, 2017 at 8:30 a.m., Public Safety Building, Chief Raymond E. Beary Community Room (2nd floor) at 500 N. Virginia Avenue.

Respectfully submitted,

Debbie Wilkerson
Recording Secretary