

BICYCLE PEDESTRIAN COORDINATING COMMITTEE

8:30 a.m., Tuesday, October 28, 2014
Fort Myers Regional Library, Room A
1651 Lee Street, Fort Myers, FL 33901
239-244-2220



Note: Time
change for
FPTA

AGENDA

Call to Order/Roll Call

- 1) *Approval of the September 30, 2014 BPC Meeting Minutes

New Business

- 2) Discussion on Interconnection of Cape's Bike Routes with Neighboring Jurisdictions (Persides Zambrano)
- 3) Presentation on the City of Bonita Springs Complete Streets Program (Jennifer Hagen)
- 4) Lee County Visitor Convention Bureau Presentation (Tamara Piggott)
- 5) *Approval of the Cape Coral Bike Pedestrian Master Plan Scope (Don Scott)

Old Business

- 6) Staff Update on Ongoing Projects and BPC Input (Don Scott)

Other Business

- 7) Public and Member Comments on Items not on the Agenda
- 8) Local Government Reports on Bicycle Pedestrian Related Projects
- 9) LeeTran Report
- 10) FDOT Report
- 11) Announcements
- 12) Information and Distribution Items

Adjournment

* Action Items + May Require Action

All meetings of the Lee County Metropolitan Planning Organization (MPO) are open to the public. In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting should contact Mr. Ron Gogoi at the Lee MPO 48 hours prior to the meeting by calling (239) 244-2220; if you are hearing or speech impaired call (800) 955-8770 Voice / (800) 955-8771 TDD. Or, e-mail rgogoi@leempo.com.

The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Any person or beneficiary who believes he or she has been discriminated against because of race, color, religion, sex, age, national origin, disability or familial status may file a complaint with the Florida Department of Transportation District One Title VI Coordinator Robin Parrish at (863) 519-2675, or by writing her at P.O. Box 1249, Bartow, Florida 33831.

**MINUTES OF THE LEE COUNTY MPO BICYCLE PEDESTRIAN
COORDINATING COMMITTEE**

Held on September 30, 2014

The meeting of the Bicycle Pedestrian Coordinating Committee was held on August 26, 2014 at the Fort Myers Regional Library, Room A, 1651 Lee Street, Fort Myers.

Those in attendance included:

Andy Getch	LCDOT
Anna Bielawska	LeeTran
Belinda Smith	Town of Fort Myers Beach
Dan Moser	Injury Prevention Council
Elisa Yanes	Lee County School District
Gary Gasperini	City of Cape Coral
Jason Lamey	Lee County Parks
Jeff Davis	City of Bonita Springs
Mark Tesoro	Lee Memorial Health System
Masood Mirza	City of Cape Coral
Ryan Shute	Member-At-Large
Simone Behr	Lee County Visitors Convention Bureau
Stacy Revay	Collier County Transportation Planning
Steve Avakian	City of Sanibel
Steve Chupack	Member At-Large
Steve Jansen	Lee County CTST

Others in attendance included Ron Gogoi and Don Scott with the Lee County MPO; D’Juan Harris with FDOT; Captain Conner Cardwell and Lieutenant Greg Bueno of the Florida Highway Patrol; Sergeant John Kulko of the Cape PD; and Melanie Payne with the News-Press; Michael Tisch with Atkins; Ned Baier with Jacobs; Tina Sujana and Isobel Hitchcock

CALL TO ORDER

Mr. Jansen called the meeting to order at 10:00 am and asked the attendees to introduce themselves. Mr. Gogoi reported that a quorum was present.

**AGENDA ITEM #1 – APPROVAL OF THE AUGUST 26, 2014 BPCC MEETING
MINUTES**

**MOTION BY MR. TESORO TO APPROVE THE AUGUST 26, 2014 BPCC
MEETING MINUTES. SECONDED BY MS. BIELAWSKA. MOTION
CARRIED UNANIMOUSLY.**

NEW BUSINESS

AGENDA ITEM #2– REVIEW AND COMMENT ON CAPE CORAL BIKE PED MASTER PLAN

Mr. Scott explained the background of the project and asked for comments from the committee. All bike ped needs along City, county and state owned facilities would be addressed between this proposed Master Plan and the MPO's Countywide Bike Ped Master Plan. The latter is going to be updated as part of the development of the 2040 LRTP. Mr. Getch suggested a coordination element with County and FDOT staff in the scope that would address operational decisions on Burnt Store Road, Veterans Parkway, and Pine Island Road regarding bike ped facilities and signage. He also suggested that new bicycle pedestrian treatments proposed as part of the Plan should be consistent with NACTO. Ms. Bielawska stated that the scope should call for coordination with LeeTran to address pedestrian connectivity to stop locations. They have problems with swales. She also stated that LeeTran is not authorized to install bus amenities and all such amenities are put in place by Metropolitan Advertising through an agreement with the City. So the scope should call out coordination between the City and Metropolitan Advertising during data collection and building GIS layers as part of the scope.

AGENDA ITEM #3 – REPORT ON BIKE PED EDUCATION AND AWARENESS ON CAPE

Committee member Steve Chupack discussed the recent bicycle fatality that occurred on Kismet Parkway involving a school student and provided the highlights of a meeting held after Labor Day that included bicycle advocacy groups and the City of Cape Coral officials to discuss safety in Cape Coral roadways. One of the outcomes of this meeting was that the Cape Police Department would submit a High Visibility Enforcement Grant application to FDOT for bicycle pedestrian education and enforcement.

AGENDA ITEM #4 – REPORT ON SECRETARY HATTAWAY'S PRESENTATION FROM SEPTEMBER MPO BOARD MEETING

Mr. Gogoi provided highlights of Secretary Hattaway's presentation from the September 19th MPO Board meeting. The presentation covered the statewide bicycle pedestrian safety initiative, the new FDOT complete streets policy, and the use of modern roundabouts.

AGENDA ITEM #5 – DISCUSSION ON IMPLEMENTATION OF WAYFINDING SIGNS

Committee member Dan Moser stated that currently there are some basic standard signage in parts of the county and some very specific signage like those on the University Loop and the Tour De Parks Route. Even the signage installed by Lee County is not complete as they are only on one side of the road. He felt that the different jurisdictions should get together and figure a way to fill the gaps so there are standard wayfinding signage in place that would guide cyclists to get around the county. Committee Chair Steve Jansen asked the committee members from the Cities of Fort Myers, Cape Coral and Bonita Springs and the Lee County DOT to bring up this issue at their bicycle pedestrian advisory committees meetings, and discuss design criteria and the resources to implement the signage.

AGENDA ITEM #6 – DISCUSSION ON SHARROW USE ON CONSTRAINED ROADWAYS IN LEE COUNTY

Committee member Dan Moser initiated a discussion on use of sharrows on constrained roadways in Lee County, and development of criteria that determines their use on such roadways. He stated candidate roadways could be the two lane roadways in the City of Fort Myers section of McGregor Boulevard north of Colonial, Michigan Avenue, and West First Street. He also suggested that the two lane section between Colonial and College Parkway could be a good candidate as well if the current posted speed limits are brought down to 35 mph. He stated that he is trying to push this through with the City of Fort Myers, and that the City of Cape Coral and the County could also look into this into their own roadways within their jurisdictions. Committee Chair Steve Jansen pointed out the treatment was not really a cheap fix and that it costs \$250 to \$300 to instal a sharrow, and that they have to be accommodated in a spacing of 250 feet, so going for a 20 mile long section could become expensive, but not as expensive as installing bike lanes.

AGENDA ITEM #7 – UPDATES ON THE POLICY FOR PEDESTRIAN RECALLS ON PEDESTRIAN PUSHBUTTON SIGNALS

Discussion ensued on the need for a pedestrian recall, automatic walk signal, vs. a need for a manually activated pushbutton signal to cross side streets in downtown Fort Myers and Cape Coral. Committee Chair Steve Jansen stated that the county is contracted by the municipalities to manage their traffic signals, and that he would work with Marinko Gnjdic with the City of Fort Myers, Masood Mirza with the City of Cape Coral, and Jeff Davis with the City of Bonita Springs (as they have 2 signals that would qualify) to how and when to do these pedestrian recalls.

OLD BUSINESS

AGENDA ITEM #8 – STAFF UPDATE ON ONGOING PROJECTS

Mr. Scott provided updates to the TIGER funded Lee County Complete Streets Initiative and updates on bicycle pedestrian statistics on injuries and fatalities. Mr. Gogoi provided updates on the Bus Queue Jump and Bus Pullout studies.

OTHER BUSINESS

AGENDA ITEM #8 – PUBLIC AND MEMBER COMMENTS ON ITEMS NOT ON THE AGENDA

None.

AGENDA ITEM #9 – LOCAL GOVERNMENT REPORTS

Mr. Avakian reported on the State DEP grant for Bowman’s Beach that was awarded to the City of Sanibel.

AGENDA ITEM #10 – LEETRAN REPORT

Ms. Bielawska announced that LeeTran held its 6th Annual Food Drive on September 21st and they collected a record breaking 178,200 lbs. of food for Harry Chapin Food Bank of Southwest Florida. She also reported that starting October 1st LeeTran will be restoring the services that were cut as part of last year's budget.

Mr. Getch reported that the Lee County Bicycle Pedestrian Advisory Committee will be updating its bicycle pedestrian priority list, and that the committee still has a couple of vacancies.

Ms. Behr reported that there were 430 nominees for the 2014 E Awards and there were 26 winners. Ms. Carolyn Conant of Cape Coral Bike Ped was one of the winners.

Captain Cardwell reported that FHP conducted a successful Pedestrian detail at Fort Myers Beach on September 24th.

AGENDA ITEM #11 – FDOT REPORT

Mr. Harris reported that FDOT distributed bike lights to Cape PD.

AGENDA ITEM #12 – ANNOUNCEMENTS

Mr. Moser announced that Gil Pandalosa, the founder of the international Ciclovía movement, will be the keynote speaker at the FPTA annual conference being held in Naples on October 28th. The speech would commence at 11:30 AM. At Mr. Moser's request the BPCC meeting scheduled to be held at 10 AM on the same day was moved to 8:30 AM so that committee members could attend the keynote speech.

AGENDA ITEM #13 – INFORMATION AND DISTRIBUTION ITEMS

None.

The meeting adjourned at 12:00 P.M.

**DISCUSSION ON THE INTERCONNECTION OF CAPE'S BIKE ROUTES WITH
NEIGHBORING JURISDICTIONS**

RECOMMENDED ITEM: This is not an action item. The City of Cape Coral staff will present this item and facilitate a discussion to gather input on interconnecting the Cape's Bike Route Network with neighboring jurisdictions.

The City of Cape Coral has developed a Bike Route Network that includes 90 miles of interconnected cycling routes that includes bike lanes, shared roadways, pathways and sidewalks over bridges. Sixty percent of the cycling routes are now in place with sponsors and regulatory/wayfinding signs already installed all along the routes while the remainder is anticipated to be completed by the end of the year. Persides Zambrano with the City of Cape Coral Public Works Division will provide an update on the Cape Bike Route System, the next steps and will also facilitate a discussion at the October 28th meeting to gather input from the committee regarding the integration and connection of the Cape Bike Route Network to existing bicycle pedestrian systems in neighboring jurisdictions.

**PRESENTATION ON THE CITY OF BONITA SPRINGS
COMPLETE STREETS PROGRAM**

RECOMMENDED ITEM: This is not an action item. A presentation on the City of Bonita Springs Complete Streets Program will be provided at the meeting.

On October 15, 2014, the City of Bonita Springs adopted a Complete Streets Resolution. At the request of MPO staff, Jennifer Hagen with the City's Community Development Department will provide a presentation on the efforts of the City to develop a complete streets policy and implementation plan.

LEE COUNTY VISITOR CONVENTION BUREAU PRESENTATION

RECOMMENDED ITEM: This is not an action item but a report on transportation trends and highlights that will be presented by the Lee County Visitors Convention Bureau.

At the October 28th BPC meeting, the Executive Director of the Lee County Visitors Convention Bureau will present a detailed report on trends and statistics related to number of visitors, bicycling and other recreational use, ecotourism and transportation issues reported by visitors to Lee County, etc.

APPROVAL OF THE CAPE CORAL BIKE PED MASTER PLAN SCOPE

RECOMMENDED ITEM: Review and approve the **attached** revised scope of services for the Cape Coral Bike Ped Master Plan.

FDOT's Work Program and MPO's Transportation Improvement Program includes a project to develop a Bicycle Pedestrian Master Plan for the City of Cape Coral in the current fiscal year. The project came to be funded on the basis of being one of the project priorities submitted annually for Lee MPO's Multi-modal Enhancement 'Box' funds. MPO staff developed a first draft of the scope of services that was presented at the September 30th BPCC meeting for committee input. Staff has now finalized the scope after addressing the comments received at the meeting, and also input received separately from various members of the City of Cape Coral staff.

At the October 28th meeting, the BPCC will be asked to review and approve the **attached** scope of services.



CITY OF CAPE CORAL BICYCLE AND PEDESTRIAN MASTER PLAN

SCOPE OF SERVICES

Lee County Metropolitan Planning Organization
815 Nicholas Pkwy E
Cape Coral, FL 33990
www.leempo.com

1.0 PROJECT DESCRIPTION

The goal of this project is to develop an inventory of needed bicycle and pedestrian facilities in the City of Cape Coral, including traffic safety and operational improvements at major intersections, that will help guide the implementation of those facilities. The project will include public involvement activities that will engage the community throughout the planning process. The City of Cape Coral has a current population of 174,000, covers a land area of 120 square miles and has 226 miles of arterial and collector roadways. The City has, 110 miles of bike lanes, 9 miles of bike paths, 4 miles of shared use pathways and 192 miles of sidewalks.

2.0 SCOPE OF SERVICES

The consultant will provide planning, public outreach and engineering services to address the identification of needed facilities throughout the City. This analysis will identify proposed facilities to address gaps in the system, new facilities that are needed to provide access between neighborhoods and attractions, and facilities that are needed to enhance the safety and use of the existing and developing bicycle/pedestrian network.

2.1 PROJECT KICKOFF MEETING

The consultant will conduct an initial meeting with city staff and community stakeholders to help identify background data and project resources that will help complete a successful project. This meeting will be used to discuss the project schedule, gather contacts for information that will be used throughout the study, data items that may be needed for the study, provide background on the need for the project and expectations and to get input on the meeting attendees priorities.

This meeting will also be used to establish a Project Advisory Committee that will meet on a regular basis to review and provide input on the development of the Cape Coral Bicycle Pedestrian Master Plan. The Project Advisory Committee will be comprised of stakeholders, representatives from the City of Cape Coral and residents that will help guide the development of the Plan as well as providing an important public involvement link back to the community. The stakeholders, at a minimum, should include City/County/State planning and traffic operations representatives, LeeTran., Park and School representatives to ensure coordination of facilities and that recommended

improvements are feasible. The Consultant will schedule up to seven Project Advisory Committee meetings as part of this project.

2.2 EXISTING FACILITY DATA

Using existing GIS data sources from the City of Cape Coral, Lee County and the Lee MPO, the Consultant will develop a database and base map of existing bicycle and pedestrian facilities within the City. The database should include all of the necessary facility attributes that will be used to develop a safe, continuous network of bicycle and pedestrian facilities. The attributes should include the width of the facilities, type of surface, whether it is signed and striped etc. Enough detail on facilities outside of the City of Cape Coral should be provided to determine future logical connections to facilities in surrounding jurisdictions. The data shall also include information on projects that are programmed within the next five years. Much of this data already exists but this task includes data verification and field review to ensure we are starting with an accurate base map.

This task also includes getting the latest GIS data layers that will help determine project needs, priorities and issues that may be present in developing the proposed needed facilities. These data items include but are not limited to: roadway network, traffic counts, functional classification, bicycle and pedestrian crashes, transit routes and bus stop locations, aeriels, right-of-way maps, utility plans, land use, parks, conservation areas, schools and recreation facilities, large employers and major attractions.

2.3 PUBLIC INVOLVEMENT

Two formal public meetings will be held to discuss the purpose and need for the project and to solicit public input into the overall proposed bicycle/pedestrian network. Once the database and base map of existing and programmed facilities, along with the production of other related site investigation and general background research is completed, the Consultant will be responsible for the coordination of the first public meeting in the City of Cape Coral. The purpose of this meeting is to obtain public comment and opinions relative to the purpose and goals of this project and where the public believes facilities are needed. The second public meeting will involve a report

on the Consultant's findings and the recommended proposed bicycle and pedestrian facilities. The second public meeting will be held prior to the final report preparation. The consultant's will evaluate the comments received at this meeting and will modify its report if needed.

In addition to the two public meetings (and the Project Advisory Committee meetings listed under section 2.1), the Consultant should plan for attending and presenting up to ten additional MPO Committee/Board and City Council meetings to present the status and results of the study. The timing of these meetings will be determined in conjunction with MPO and City of Cape Coral staff.

The public involvement activities will include the development of tables maps and graphics that can be displayed on the MPO's and City of Cape Coral's websites. This content will be developed and used to help reach out to the neighborhoods, bicycle clubs, schools, bicycle pedestrian and other activists etc. through a variety of outreach methods developed by the Consultant and the Project Advisory Committee.

2.4 DESIGN CRITERIA

The Consultant will put together a narrative compiling the existing design features currently used by the City in the construction of bicycle pedestrian facilities. In addition, the Consultant will prepare a table of proposed bicycle and pedestrian facility design criteria recommended to be used outlining minimum requirements. The recommended design criteria will be developed for paved shoulders, bike lanes, sidewalks, bikepaths and multi-use paths that identify the preferred material, minimum width and signing and striping features that are the minimum requirements for the development of the proposed facilities. Any special requirements will be identified as part of this process to help the Consultant and staff develop better cost estimates.

The design criteria should also include a write up on other bicycle and pedestrian treatments that the City of Cape Coral may want to consider developing. In particular an evaluation on whether adding pavement next or adjacent to the existing travel lanes could be a recommended approach to address bicyclists and pedestrian instead of the existing practice of building concrete sidewalks and on street bike lanes. The recommendations should be made consistent with National Association of Transportation Officials (NACTO)

bicycle/pedestrian guidelines. This evaluation could also include, but are not limited to, the development of sharrows, bicycle boxes, painted bike lanes, raised crosswalks etc. This write up should also include the most recent guidance on ADA requirements for use by City staff as they develop and implement the needed facilities.

2.5 FUNDING ANALYSIS

With the assistance of the City of Cape Coral and MPO staff, the Consultant will evaluate the existing implementation funding strategies. This includes identifying what project funding will be eligible for each of the projects based on functional classification, access to schools etc. The goal of this task, from looking at the recent history of the funding, is to identify the projects that the City of Cape Coral will strive to develop over the short and long term, if the funding allocations stay at a similar level to those over the last ten years.

This task will also provide other possible grant funding opportunities that the staff could submit for in the near future to try and speed up the development of projects and to get further down on the project needs list. This analysis should include possible future grant opportunities that the City should keep an eye on as the opportunities change over time (for example, if Amendment 1 passes, what trail facilities included in the Plan may be eligible for funds tied to Amendment 1).

2.6 ASSESSING NEEDS AND RECOMMENDING THE PROPOSED BICYCLE AND PEDESTRIAN NETWORK

Using the data that has been collected as part of the initial tasks and from the public involvement and outreach activities, the Consultant will develop a database and illustrative maps showing the proposed facility improvements for consideration. The end result of this task is a comprehensive list of bicycle and pedestrian facilities that are needed to meet the existing and future demand. The development of the needed bicycle and pedestrian facilities will be driven by the following criteria:

- Gaps in the system and system continuity
- Previously identified need
- Crash data and safety issues
- Traffic counts

- Access to schools and attractions
- Connections to other transportation modes
- Right-of-way availability
- Access to LeeTran and School bus stops

The recommended facilities should include one or more of the following types of improvements:

- New or relocated sidewalks or pathways
- New or relocated bike lanes or paved shoulders
- New or reconstructed bicycle and pedestrian amenities such as loops, signals, signs, bus shelters/benches, railings, striping, lighting

The coordination of connections to LeeTran bus stops shall include coordination with Metropolitan Advertising (holds contract for advertising on benches/shelters in the City of Cape Coral). Also as a part of this task, the Consultant shall review the existing signed bike route loops to determine if there are any additional facilities or amenities that are needed to complete the routes.

2.7 DEVELOP BICYCLE/PEDESTRIAN PROJECT COSTS

The Consultant will develop planning level cost estimates for each of the proposed projects that are needed to complete the City of Cape Coral Bicycle and Pedestrian network of facilities. Based on the prioritization of the projects and the expected current funding level from section 2.6, the Consultant will develop an Engineers cost estimate for the higher priority projects. The Engineer's cost estimates will be developed for the projects that are expected to be submitted for grant funding for the second five years (i.e. the five years after the current projects that are included in the five year MPO TIP and City of Cape Coral CIP).

2.8 PRIORITIZATION OF PROJECTS

Through the coordination and review of staff, stakeholders and the public, the Consultant will develop a prioritization process to determine the general order that the projects should be completed based on need. The prioritization needs to take into account where there are issues with conflicts, such as drainage issues, utility conflicts or a lack of right-of-way to develop the proposed facility. The prioritization process should be consistent with the requirements for how

the City currently seeks grant funding to make maximum use of those opportunities. The prioritization process will be vetted through the Project Advisory Committee for approval.

2.9 FINAL REPORT

The final report shall identify the background on the project, the existing facilities, the existing g and future funding opportunities, the bicycle and pedestrian facilities that are needed to complete a safe, continuous system of bicycle and pedestrian facilities throughout the City and their prioritization and projected cost to complete those facilities. This data should be provided in tables, maps and graphic format for presentations and use by the City of Cape Coral staff. Upon review and approval by the Lee MPO Board, the Consultant will provide ten bound copies of the City of Cape Coral Bike/Pedestrian Master Plan to MPO staff. GIS files will be provided electronically to both MPO and the City of Cape Coral staff. A .pdf version of the final report, including appendices, maps and graphics will be provided electronically.

2.10 TIMELINE

The Consultant must complete all work within one year from the issuance of the Notice to Proceed by the Lee County MPO.

2.11 PROJECT BUDGET

The Project Budget is \$152,000.