

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

**Regular Meeting  
Chapman Room, City Hall**

**July 9, 2013  
8:30 am**

**Present:** Scott Redmon, Jean Siegfried, David Erne, Elisabeth Dang, Elizabeth Hemphill and Jill Hamilton Buss.

**Absent:** Tom Hiles and Whit Blanton

Guests: Ruth Edwards, Winter Park Library, Coordinator Lifelong Learning Institute

**City of Winter Park Staff:** Officer Stan Locke, Police Dept.; Susie Whitaker, Fire-Rescue Dept.; Lindsey Hayes, Planning Dept.; Tim Maslow, Sustainability Coordinator, Public Works Dept.; Butch Margraf, Public Works Dept.; and Debra Moore, Recording Secretary, Public Works Dept.

**EXECUTIVE SUMMARY**

- **Well Defined Network–Composite Map**
- **Bike Valet grant awarded by Healthy Central Florida–\$2,500**
- **Bicycle Check-out Program at the Winter Park Library, Ruth Edwards**
- **Sustainability Action Plan, Tim Maslow–Past, Present, and Future**
- **Improving Walking and Bicycling in Winter Park–PowerPoint created by Whit Blanton**

**CALL TO ORDER.** Vice Chm. Redmon called the meeting to order at 8:30 a.m.

**I. ADMINISTRATIVE ITEMS**

**Approval of Minutes**

Vice-Chm. Redmon asked for approval of the minutes from June 11, 2013. Ms. Siegfried made a motion to approve the minutes; Ms. Holler seconded the motion; motion carried unanimously with a vote of 6-0. One change was noted. Ms. Siegfried made a motion to approve the minutes as amended; Ms. Holler seconded the amended motion; amended motion carried unanimously with a vote of 6-0.

**II. ACTION ITEMS**

**Well Defined Network–Composite Map**

At the June 11, 2013 Board meeting, the members agreed the need to develop scopes for all separate individual projects on the composite map. Mr. Margraf will develop the scopes and report back to the Board members.

Recently, Mr. Margraf invited Mr. Blanton to speak at the Rotary Club. Mr. Blanton accepted the invitation and presented a slide presentation entitled “Improving Walking and Bicycling in Winter Park.” Topics included past, present and future projects as well as the composite map. It was well received by the Rotary members and they had many questions.

**Bicycle Valet Grant**

Mr. Margraf reported our application for the Healthy Central Florida grant was accepted. We received \$2,500 to be used to professionalize our bike valet set up and provide secure bike parking. We will increase the number of bike racks and get a banner.

Ms. Hamilton Buss is the Executive Director of Healthy Central Florida Winter Park Health Foundation. She stated the grant for \$2,500, is to be used within the next year. Healthy Central Florida is asking everybody to track how their project was impacted by the grant.

Ms. Holler suggested a laminated map showing bike routes be available at the bike valet. Ms. Edwards suggested maps be placed at the Alford Inn for the guests.

Ms. Hamilton Buss mentioned Winter Park Health Foundation created a map entitled “Healthy Central Florida Guide to Active Fun” for Winter Park, Maitland and Eatonville. You can view it on Healthy Central Florida.org and it includes walking and bicycling paths. She volunteered to revise it when she has the updates. In the meantime, notify her if you want maps.

**Bike Valet.** We want to increase resident awareness and plan to add more publicity in the future. Our goal is to get more people downtown on their bicycles. Residents have shared many positive comments about the service it provides.

#### Bike Valet Updates

- 4<sup>th</sup> of July Celebration. Mr. Margraf reported 40 bicycles parked at the valet.
- Autumn Art Festival. The next scheduled bike valet will be at the Autumn Art Festival. It is a two day event. We will need many volunteers.
- Bike Valet Location. Mr. Margraf stated we are working to become permanently located right across from the Amtrak station in the grass open area on Morse Boulevard.

#### *Volunteers Sources*

- Ms. Hamilton Buss suggested United Way, Hands on Orlando, Senior Core of Retired Executives.
- Mr. Margraf suggested various groups around the City (trying to keep it local).
- Ms. Edwards stated the Library would be a good resource for volunteers.
- Officer Stan Locke will check on the Explorers.

**Bicycle Check-out Program to be launched at the Winter Park Library. Ruth Edwards, Coordinator, Lifelong Learning Institute, Winter Park Public Library reported on this program which was funded by a grant from Healthy Central Florida.**

Ms. Edwards stated in the Fall of 2013 the Library will be launching a bike check-out program which is patterned after the Rollins initiatives. Bikes will be checked out at the circulation desk the same way you check out a book. It is not limited to residents or library card holders. It will be available to folks who are visiting town. A library card is not required, but a secure form of identification such as driver’s license is needed. The Program will start with a total of 7 bikes, including one tandem bike. It will include bikes, helmets, locks and baskets. Since we are limited to 7 bikes, the timeframe for the loan may be a day or segment of a day.

**Bike Maintenance.** Ms. Edwards reported a Library staff person is going to start the maintenance, and Breakaway Bikes will also help. She prefers interaction with local bike shops. In the future, back-up sources for maintenance may be needed.

**Education.** Various classes will be held on the topics of: bike safety, bike maintenance, and adult classes (including instruction on how to help their children).

Ms. Edwards reported they are still fine-tuning the program and have logistical pieces to work out.

## **Winter Park 2030 Sustainability Action Plan - Tim Maslow, Sustainability Coordinator, City of Winter Park.**

Mr. Maslow is the liaison for Keep Winter Park Beautiful and the Sustainability Advisory Board. The City merged two Advisory Boards: Keep Winter Park Beautiful (outreach portion) and Environmental Review Board (infrastructure, programs and policies).

In 2008 the City Commission passed a resolution stating they wanted our government to pursue measures to become a certified Green Local Government through the Florida Green Building Coalition. After working with City departments on a multitude of new projects, policies, and programs, in 2011 the City was officially certified as a Green Local Government at the Gold level. The ultimate goal is to achieve the certification at the Platinum Level which is the highest level.

The purpose of the Sustainability Action Plan is to create a roadmap for where the City is today and where it wants to be in the future. Mr. Maslow outlined the highlights and accomplishments to date. This action plan can help increase health for the community, quality of life, and energy independence.

Mr. Maslow stated with the complete streets resolution we will build all future roads to meet the complete streets design guidelines. People may choose to walk or bike if we make it easier for them.

Mr. Maslow stated he would like this Board to officially approve the Sustainability Plan. He will e-mail the Word document so the members can review it.

The Board members had many questions and are interested in obtaining more specific information. Mr. Maslow will follow up with more details.

### **Other Business**

***Working with private property owners.*** Ms. Siegfried asked if the City is able to work with private property owners to get a safe through access from Orwin Manor to the shopping areas nearby (Publix is nearby). She would like more friendly sidewalk and bike access with a more defined route to specific areas. Right now it is a choice of walking along 17/92 on a tight sidewalk and a busy street or cutting through some of the office area parking lots.

Mr. Margraf stated if there is an economic benefit to the City, it might be a consideration. Ms. Lindsey stated it may be something to negotiate when there is redevelopment in that area or other areas to seize the opportunity to get a connection.

***“Improving Walking and Bicycling in Winter Park.”*** Mr. Margraf showed the PowerPoint presentation created by Mr. Blanton. It included the composite map and outlined past, present and future projects.

### **ADJOURNMENT**

Vice-Chm. Redmon adjourned the meeting at 10:00 a.m. Next meeting is August 13, 2013, 8:30 a.m., Chapman Room, City Hall.

Respectfully submitted,

The minutes for July 9, 2013 were approved on August 13, 2013  
Debra Moore, Staff Assistant