1: Administrative
   a. Approval of Minutes
      
      August 21 2018 Minutes
   b. Citizen Comments
      
      Limited to 3 minutes per person
   c. Staff Report
      
      Emailed monthly along with agenda and minutes. This time may be used to request more information on individual items
      
      September Staff Report

2: Action

3: Informational
   a. Green Minute
      
      Share a personal story about sustainability
   b. KWPB - Status report KWPB
      
      Status Report from KWPB
   c. Sustainability Action Plan
      
      Status Report from SAP
      
      Renewables Commitment
      
      Priorities
      
      BEW-5 Residential Potable Water Average Annual Usage
      
      CEGE-2: Recognized Green Businesses
      
      WDR-1: Waste Diverted from Landfill
      
      -update from David Daly and Carol Lindsey
d. **Finance**
   Status Report from Finance

e. **Guest Speaker: David Zusi, Water & Wastewater Utilities Director**

4: **New Business**

a. **Agenda Requests and/or announcements**

5: **Adjourn**

a. **Action Items:**
   Review action items identified during meeting.

b. **Evaluate Meeting:**
   What worked? Didn't work?

c. **Next Meetings:**
   October 30, 2018; November 20, 2018

Appeals and Assistance

"If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105)

"Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours in advance of the meeting."
Meeting Protocol

The protocol described below is used to conduct an orderly meeting of the Keep Winter Park Beautiful and Sustainable Advisory Board. It is the Chair's option to follow or deviate from these guidelines during any meeting of the Board.

- Agenda item is brought up by Chair;
- Chair recognizes the staff for department input;

- Staff will present the item and state department recommendation if appropriate;

- The staff or Board Chair may recognize the individual or group requesting the action and present the opportunity to address the Board and present the details of their request. This presentation should be brief (3-5 minutes)

- The Chair will recognize the Board members and provide an opportunity for questions from the item sponsor or department staff;

- The Chair will entertain any motion from the Board regarding the agenda item;

- Once the item has been motioned and received a second, the Chair will ask if there is any public comment about the issue. (Public comment comes before the Board discusses the motion.) Public comment will be held to 3 minutes each;

- The public comments are closed by the Chair once all citizens who wish to speak have been given an opportunity;

- The Chair will recognize the Board members for discussion of the motion. Any Board member may address a question to the sponsor, to the department staff or to a citizen if appropriate;

- Once there is no further discussion, or if the Question has been called (debated and voted affirmative), then the Chair will request the Board moves to a vote.
Present: David Daley (by phone), Mary Dipboye, Ben Ellis, Stephen Pategas, Bruce Thomas, Ellen Wolfson

Absent: Nora Miller

City of Winter Park Staff: Kris Stenger, Building and Sustainability Manager; Vanessa Balta Cook, Building & Sustainability Planner

Guests: Todd Weaver, Resident

CALL TO ORDER: Ch. Ellis called the meeting to order at 11:47 a.m.

1. ADMINISTRATIVE ITEMS

Approval of Minutes
Ellen W. made a motion to approve July 17, 2018 Meeting and August 3, 2018 Workshop minutes. Mary D. seconded the motion. Minutes were approved as presented.

Citizen Comments:
None.

Staff Report:
Staff report was emailed to board members. Kris S. mentioned that the $250,000 for Solar RFP has been posted. Staff reviewed proposed locations for 4 EV Charging Stations purchased and waiting for install.

2. ACTION

a. Board & Sponsor Giveaway-Corkcircle Quote
Motion made by Stephen P. for staff to proceed with Corkcircle purchase, updating the logo to the Keep Winter Park Beautiful & Sustainable logo, seconded by Bruce T., motion carried unanimously by a vote of 5-0.

b. Waste Audit-EcoPreserve/Hanson Quote
Board discussed quote and utility of GAP analysis. Board also discussed WastePro’s contracted tracking system’s status. Board requested more information on quote (e.g., report or presentation), as well requested staff determine the current status of WastePro’s monitoring system. No motion made.

c. Energy Conservation Marketing-WP Observer Quote
Board discussed quote and a sustainability marketing campaign. Motion made by Stephen P. for staff to proceed with a request for a quote for 12 ads, 1 per month, ¼ page in size, approximately $2,000 total, to cycle through 4-6 ads, seconded by Bruce T., motion carried unanimously by a vote of 5-0.

d. Conference Budget Increase-USDN Annual Conference Registration
Staff provided a quick summary of USDN Conference and associated fees. Motion made by Stephen P. to authorize the staff to utilize KWPB&S funds to send an additional person to the Urban Sustainability Directors Network Annual Conference (conference registration fee: $900), seconded by Mary D., motion carried unanimously by a vote of 5-0.

e. Renewables Commitment
Motion made by Ellen W. to table Renewable Commitment discuss to October meeting, seconded by Stephen P., motion carried unanimously by a vote of 5-0.

3. INFORMATIONAL

a. **Green Minute**
   Mary D. mentioned Nissan $3,000 rebate being offered to Tampa Electric customers who purchase a new 2018 all-electric Nissan LEAF. Mary D. requested more information on EV charging stations (e.g., usage, locations).

b. **KWPB – Status Report KWPB&S**
   Stephen P. led discussion on America In Bloom Evaluation Form’s Environmental Efforts Criteria. Board reviewed each metric that will help inform the 2019 Community Profile and AIB judges’ tour.

c. **Sustainability Action Plan**

d. **Finance**
   Staff reviewed quotes from Orlando-based Corkcicle quote. Board requested mock-up with KWPB&S logo (not KWPB logo).

4. NEW BUSINESS

a. **Agenda Requests/Announcements/Action Items:** Board member David D. requested Waste Diversion & Recycling Committee Discussion be added to October meeting. Motion passed to include Renewables Commitment Discussion at September meeting.

5. ADJOURNMENT

a. **Action Items**

b. **Evaluate Meeting**
   - What worked:
   - What didn’t work:

Ellen W. made a motion to adjourn at 1:07 p.m., seconded by Stephen P. Next meeting Tuesday, September 18, 11:45am at City Hall, invited speaker: David Zusi.

Respectfully submitted,

Vanessa A. Balta Cook
Recording Secretary
<table>
<thead>
<tr>
<th>Focus Area</th>
<th>Topic</th>
<th>Status Update</th>
<th>Next Steps</th>
</tr>
</thead>
</table>
| Buildings, Energy, and Water           | Commercial Building Benchmarking (BEW-3)   | ➢ 2020 Target, BEW-3: 100 buildings  
➢ CFBOTB 2017 Registrants: 1)First Congregation Church, 2) St. John Lutheran Church, 3)WP Library, 4)First GREEN Bank, 5)Olive Garden, 6)Valencia College & 16 city facilities  
➢ ESPM information available on BEW section of Sustainability Website  
➢ 2018 CFBOTB registration has yet to be opened.                                                                                                           | ➢ Highlight St. John Lutheran’s Church energy conservation successes (e.g., print, online)  
➢ Update energy and water usage data as needed for city facilities  
➢ Review change over time for city facilities                                                                                                               |
| Energy Conservation Program (BEW-1; BEW-2) | ➢ 2020 targets: BEW-1 (Audits): 150; BEW-2 (Rebates): 100  
➢ FY 17-18 funded at $50,000. As of 9/6, Remaining Balance:~$34K  
➢ As of 8/16, 57 completed and paid for audits, 16 completed audits to be invoiced, 45 pending requests; communications included in July utility bill  
➢ Conservation Education in WP 5th grade classrooms (see CEGE, Tinker)  
➢ Staff will be adding rebates for residents purchasing new ENERGY STAR® Certified Appliances (i.e., TBD) -receiving feedback from Utility Department |
| Green Building Standards (BEW-8) for Tree Removal | ➢ 2020 Target: 25% of new construction  
➢ Language to amend existing code to require the use of green building standards and introduce a sustainability fee submitted to Urban Forestry; after review by city attorney, language not included |                                                                                                                                                                                                                                                                                                                                  | ➢ Recognize net zero energy/carbon neutral new buildings and home (print/online)*                                                                                                                                 |
| PACE                                   | ➢ Number of Applications to Date: 4; Projects Funded 2  
➢ Information available on city website (BEW), new Solar page, and in energy audit kits                                                                                                                      |                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                |
| Renewable Percentage of Electric Utility portfolio (BEW-4) | ➢ 2020 target, BEW-4: 40%  
➢ With FMPA 10MW (city commission approved, starting in 2020), ~28% |                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                |
| Residential potable water average annual usage (BEW-5) | ➢ 2020 target: 5% less (169.117 MG), 2017=180.575 MG, 2012: 178.018 MG  
➢ 7/27 Staff invited David Zusi, WP Water & Wastewater Utility Director, to September KWPB&S AB meeting |                                                                                                                                                                                                                                                                                                                                  | ➢ Review received proposals                                                                                                                                                                   |
| SolSmart                               | ➢ SolSmart Silver Designation received 1/16/2018; 3/29: Press Release and Picture of award, Kris, & Mayor Leary posted to City FB. |                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                |
### Community Engagement & Green Economy

**Utilities Advisory Board**

- **Reviewing Gold recognition with Building & Permitting**
- **Solar Landing Page viewable at:**
  

- **Next UAB Meeting:** 4th Wednesday of the month at 12PM at Public Safety Building.

**Community Engagement & Green Economy**

- **Beautification Mini-Park Workdays (CEGE-5)**
  - 2020 Target, CEGE-5: 12 events
  - 3/24 Trismen Park, 4/21 Lasbury/Maiden, 5/19 Alberta/Cortland, 6/16 Kraft Azalea Garden

- **Set Fall dates with Parks and Recreation/WPB**

**Exotic Snail Roundups (community groups) (CEGE-5)**

- None currently scheduled

- **Work with Lakes to set upcoming dates**
- **Route pop-up community group requests to Lakes**

**GHG Inventory (CEGE-1; LGO-1; WDR-3)**

- 2020 target, Citywide: 25% less than 397,075 metric tons; Municipal operations: 20% less than 11,473 metric tons
- 8/13/17 VHB estimated a GHG inventory (municipal ops and community scale) at $25K; 3/12/18 Brittany Seller presented on Orlando’s GHG Inventory; 5/1/18 ICLEI Membership Purchased; 8/8 WP Staff met with Orlando and Orange County staff to discuss GHG inventory methodology for the region; AT finalizing 2017 GHG inventory for community-wide and municipal operations

- **Verify USGBC Green Classroom Professional Certification participation by teachers**

**Green School Grant Participants (CEGE-4)**

- 2020 target: 50% more than 2012 (10)=15
- 2018: Received 10 applications, provided 8 grants
- 2018 Recipients: Audubon Park School, FCC School & Kindergarten, Lakemont Elementary School, Monarch Learning Academy, Rollins Hume House, Trinity Preparatory School, Welbourne Avenue Nursery & Kindergarten, WP Presbyterian Church School
- 8/7 Sent reminder of Reporting Deadline (Sept. 30) to winners

- **Work with Lakes to set upcoming dates**
### Recognized Green Businesses (CEGE-2)
- 2020 target 25% of businesses
- 2017: 17 business (Fair Trade business)
- Determine 2018 metric, Meatless Monday participants?
- 7/27 Staff provided requested background information to Board Member Nora M.

### Rollins Committee on Environmental & Sustainable Issues
- Will restart in the Fall

### Sustainability Pledge (CEGE-3)
- 2020 target, CEGE-3: 50% of residents
- Posted 1/22/18. As of 8/9: 82 pledges

### Tinker Education and Outreach program
- Tinker reaching out 5th grade classes in Winter Park (5 public schools, 2 private)
- Enrolled (1 or more teachers) as of 5/1/18 at: Baldwin Park Elementary, Brookshire Elementary, Dommerich Elementary, Killarney Elementary, Lakemont Elementary; Teachers enrolled:12; Students Participating: 333
- Remaining eligible schools: Circle Christian School, St. Margaret Mary Catholic School
- Tinker finalizing term report for board members

### Watershed Cleanups (community groups) (CEGE-5)
- August 11, 10-12pm, Brookshire Elementary, 80lbs, 50 volunteers
- August 25, 8:45am-1:30pm, Rollins SPARC (Service, Passion, Action, Rollins College Day), 55lbs, 39 volunteers
- October 13: Tentative Date for Do Good Date Night
- AY 2018: 2/10 WPHS SGA Baldwin Park, 4/21 Friends of Phelps Park

### Watershed Cleanups (Open to the public) (CEGE-5)
- 10/20 Lake Killarney, as of 7/3/18, 49 RSVPs
  - Posted to City Calendar, EventBrite and Volunteer Match, City Kiosk
- AY 2018: 1/27 Lake Maitland, 4/7 Lake Virginia, 7/7 Lake Osceola
- Starting to collect data on types of litter collected, asking participants to download and report on the Clean Swell App (available in Google Play and App Store) [http://www.coastalcleanupdata.org/](http://www.coastalcleanupdata.org/)

### Local Food & Agriculture
#### Community Gardens
- Researching potential locations for community gardens
- 8/7 Staff met with Fleet Farming (fleetfarming.org), received information on Edible Landscapes and other programs/services

### Good Food Central Florida
- Staff unable to attend August meeting

### Other Activities
- Receive and review proposal for expanding Tinker into MS and HS
- Route pop-up community group requests to Lakes
- Connect interested schools to Caitlyn Glatting, UF-IFAS Food Systems Coordinator
- Review workplan
- Participate in upcoming meetings and subcommittees
<table>
<thead>
<tr>
<th>Healthy Central Florida-Meatless Monday Program</th>
<th>Website and recognition form created: cityofwinterpark.org/meatlessmonday</th>
<th>9/20, 10/18, 11/15, 12/6 National Food Day-October 24 Submit final report 12/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Received decals and aprons</td>
<td>PGP current Participants: The Seamstress, Ethos, July 27 Presented at Chamber meeting</td>
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</tr>
<tr>
<td>- Cooking Demonstration Scheduled: Tuesday, August 28, 6-7pm, 4River Demonstration Kitchen (210 N. Park Avenue), Carly Paige-Integrative Nutrition Health Coach and Cooking Instructor from FitLiving Eats (fitlivingeats.com); 12 attendees</td>
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<tr>
<td>- Next Demonstration to be scheduled for October with Sr. Chef of Winter Park Village Publix Aprons School</td>
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<tr>
<td>Senior Food Harvest Event</td>
<td>Staff part of planning and tabled 2/6/18 Table Sixty(senior food insecurity alliance-WPHF, AARP, Second Harvest)</td>
<td>Participate in upcoming planning meetings and future events</td>
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<tr>
<td>- 103 low-income WP registrants; transportation coordinated by city staff for 13 residents; fresh produce provided to over 134 people; very well received by community</td>
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<tr>
<td>WP Farmers Market SNAP Program</td>
<td>Gabby’s status report emailed to board 1/16/18</td>
<td></td>
</tr>
<tr>
<td>Mobility and Urban Form</td>
<td>BikeShare</td>
<td>2020 Target, MUF-3: Increase from 6</td>
</tr>
<tr>
<td>- Remains on TABs list of priorities for 2018.</td>
<td>- 10/25/17 TAB staff requested a proposal for a bikeshare station at Sunrail Station from Juice Bikes. TAB staff confirmed in June 2018 that the last contact with Juice was in October 2017. At the time Juice wanted to have multiple stations, however CWP wanted to only have the one at the Sunrail station. Bikeshare remains on the list of TAB priorities, however, it is not high on the list. 8/2/18 TAB will hear from a dockless bike system company at upcoming meeting (TBD)</td>
<td>Request and review bids for EV station installation</td>
</tr>
<tr>
<td>Electric Charging Stations (MUF-3)</td>
<td>- 6 EV Chargers received. Installation delayed with changes in Facilities Management. Staff working on receiving quotes from providers.</td>
<td>Look into the development of an EV Plan Create rebate and/or code for utilization of EV charging for renovated and new buildings*</td>
</tr>
<tr>
<td>Category</td>
<td>Details</td>
<td>Next Meeting:</td>
</tr>
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<td>--------------------------------</td>
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<td>------------------------------------------------------------------------------------------------</td>
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</tbody>
</table>
| Transportation Advisory Board | ➢ Highlights from 9/6 Mtg:  
  ➢ Board still has an open alternate position  
  ➢ October meeting will include discussion of Vision Zero, Sidewalk Policy, Setting the date for a boards group ride, and setting the date for Bike to Work Day | 1<sup>st</sup> Thursdays, 8:30am, Commission Chambers                                             |
| Tree Planting Reforestation (NSR-1) | ➢ FDOT grant money received to restore 3 Laurel Oaks lost after July 4<sup>th</sup> storm with native live oaks; trees purchased and planted by Urban Forestry  
  ➢ Submitted, with Urban Forestry, grant application for KAB/UPS $5,000 grant for tree planting program, not awarded | Next Meeting: 2<sup>nd</sup> Tuesday, 12pm, Public Safety Bldg.                                   |
| Natural Resources & Systems | Lakes Advisory Board  
  ➢ August meeting-Staff unable to attend | Promote to e-list on monthly basis  
  Promote on social media  
  Develop policy and rebate addressing and incentivizing residential and commercial gray water & rain water reuse* |
| Storm Drain Marking Program | ➢ Sign up available at cityofwinterpark.org/stormdrains  
  ➢ Posted on social media and sent to e-list  
  ➢ As of 8/9: 6 requests and 40 markers placed | Wrap vehicle (FY 18-19)                                                                          |
| Local Government Operations | Electric Fleet  
  ➢ City’s Building & Permitting Department received its first fully electric vehicle; being used by building official and other building staff  
  ➢ City’s Building & Permitting Department looking to replace 4 fleet vehicles with fuel efficient vehicles (e.g., plug-in hybrid) | Review Best Workplaces requirements with HR & City administration  
  Review results from survey                                                                   |
| Employee Commuter Options (LGO-6) | ➢ New Employees receive commute options summary during new employee sign-on process  
  ➢ May/June ReThink online Employee Commute Survey distributed by HR  
  ➢ 8/25 Staff met with ReThink Your Commute, City of Casselberry, and City of Orlando to review Best Workplace for Commuters Application | Work with HR and ReThink Your Commute to help make WP a Best Workplaces for Commuters candidate |
| Employee Outreach | ➢ Providing monthly presentations at the City’s New Employee Orientations on SAP  
  ➢ Participating in monthly WP Employee Committee meeting | Meet with custodial staff/facilities staff  
  Provide education for employees through e-tv and e-mails once                                  |
<p>| Recycling – Municipal Facilities | ➢ JN conducting visits to city facilities/parks and working with WastePro to verify requested roll-carts and dumpsters in place at city facilities and parks (e.g., Showalter); WastePro ordering needed roll-carts | |
| Waste Diversion &amp; Recycling (WDR-1, WDR-2, WDR-3) | Bottle filling stations | 2020 Targets, WDR-1: 75% (state goal) diversion rate; WDR-2: 10% less than 11,594 tons of solid waste generated (resident)=10,437.3 tons (achieved in 2017) | Installed: Cady Way Park and Howell Preserve Park |
| | | Working with Facilities to order bottle filling station for Chamber | To be installed: Phelps Park, Dinky Dock, Azalea Lane, and Ward Park. |
| Beyond34 | | Staff attended Quarterly Orange County City’s meeting that included several Beyond 34 Orlando Region Recycling Optimization Workshop participants: <a href="https://www.uschamberfoundation.org/beyond-34-recycling-and-recovery-new-economy">https://www.uschamberfoundation.org/beyond-34-recycling-and-recovery-new-economy</a> | Attend follow-up meetings |
| | | Staff participated in June 26th meeting, summary report provided to attendees | |
| Cigarette waste disposal | | Side mounted ash urns along Park Avenue have been installed. Smoking stations for Center Street to be installed-legal agreements have been sent to property owners, 2 signed agreements received, waiting on 2. Hope to have 2 installed by end of September. | Work with Engineering Department and Property Owners to install |
| Commercial Food Waste Pilot | | Staff visited Harvest Power <a href="http://www.harvestpower.com/locations/fl_orlando/">http://www.harvestpower.com/locations/fl_orlando/</a> | Reach out to potential participants |
| | | Researching potential pilot locations that would work with City of Orlando’s existing program <a href="http://www.cityoforlando.net/solidwaste/commercial-food-waste/">http://www.cityoforlando.net/solidwaste/commercial-food-waste/</a> | |
| Commercial Recycling Program Pilot-Park Avenue Merchants Association | | JN met with Chamber, was provided with list of interested businesses WastePro and Staff attended 4/28 PAMA meeting Continue to receive inquiries for WP businesses, work with WastePro and other Registered Waste Haulers | JN Follow up with businesses and WastePro |
| Composters | | All available composters purchased under FDOT grant have been reserved and distributed 60 additional composters have been purchased Residential composting survey drafted | Finalize survey and distribute |
| Don’t Pitch It, Fix It | | Next DPI-Fi: 9/15, Community Center, 1-4pm Posted to Eventbrite and City Calendar Working with City of Orlando and Orange County on marketing | Promote on Social Media, NextDoor Send to Sustainability E-List |</p>
<table>
<thead>
<tr>
<th>Household Hazardous Waste and E-Waste</th>
<th>Annual Event took place 4/28 at Public Works Compound</th>
<th>Plan fall e-waste event in coordination with America Recycles Day (11/15)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>ReCollect Online Platform Service</td>
<td>Service agreement with ReCollect (Recollect.net) beginning in August Staff to work with ReCollect to customize Collection Calendar (schedule look-up tool, reminders and print calendars), Report a Problem, and Waste Wizard, Embeddable widget, Data Collection, and Customer Engagement (upcoming events, common mistakes, service interruptions, other important info)</td>
<td>Work with WastePro on pilot project-targeted contamination reduction education.</td>
</tr>
<tr>
<td>RFID/Service Verification Program – WastePro</td>
<td>Bryan E. presented at the October meeting, hopes that by mid-2018 system will be running at 90% accuracy. Real-time online verification program is active.</td>
<td>Explore commercial organics collection potential collaboration with City of Orlando</td>
</tr>
<tr>
<td>Seminole County Transfer Station and Landfill Visit</td>
<td>Sustainability staff visited Seminole County Transfer Station (Longwood) and Landfill (Geneva) with City of Orlando Solid Waste Division</td>
<td></td>
</tr>
<tr>
<td>Track Shack Orlando Race Waste Reduction</td>
<td>4/28 Run for the Trees Cup Free Race, KS and JN attended Follow up meeting results: Would be great to do the same next year, maybe other races to come Provided ultraspouts to TrackShack for Watermelon 5k</td>
<td></td>
</tr>
<tr>
<td>Waste Haulers Reports</td>
<td>JN contacting registered haulers for monthly/annual reports</td>
<td>Compile data for analysis</td>
</tr>
<tr>
<td>WastePro Disposal Report</td>
<td>Receiving Quarterly Disposal/Recycle Diversion Report</td>
<td>Compile data for analysis</td>
</tr>
<tr>
<td>2018 Evaluation</td>
<td>Winter Park Blooms and KWPB&amp;S reviewing evaluation and possibly provide workshops with city staff (Board member Stephen P. meeting with City Manager to discuss) Upcoming WPB meetings: 9/5, 11/7 or 15, 12/4</td>
<td>2018 Community Profile</td>
</tr>
<tr>
<td>Events</td>
<td>Earth Day</td>
<td>4/15/2018, approximately 3000 attendees 2019 Date: Saturday, April 13, 11-3pm</td>
</tr>
<tr>
<td>Fundraising</td>
<td>Dance Lessons</td>
<td>Link to instructor’s website on the About KWPB&amp;S webpage Added 2018 sessions to City Calendar, being promoted by communications</td>
</tr>
</tbody>
</table>
| Sponsorships | New sponsorship packet printed and available online  
|             | Board members reaching out to their assigned organizations  
|             | 2018 Sponsors (as of 4/2): Gold ($2,500): Covanta; Silver ($1,000): Panera Bread, Winter Park Garden Club, Rollins College; Bronze ($500): Massey, Orlando Acupuncture, Aeffect Hair; Green Sustainer ($250): Phil Kean Designs, First Green Bank, and Breedlove, Dennis & Associates, Inc.; Fannie Hillman Bus Stops ($2,000=$4@$500ea) |
| Grants     | FDOT KABA  
|            | FY 2017/2018 Grant Awarded ($16K).  
|            | Reimbursement requested for 2nd quarter purchases.  
|            | Submit Final FDOT-KABA Report in September  
|            | Apply for 2019 funding |
| KAB       | Affiliate Requirements  
|           | Completed Community Appearance Index, Governance Report and updated KAB Dashboard with volunteer data.  
|           | 7/31/18: Paid Affiliate Annual Dues ($165) |
| KFB       | Affiliate Requirements  
|           | Annual Dues ($25) Paid.  
|           | Attended Annual Conference, June 13-15, Cocoa Beach.  
|           | 8/7/18: Keep Florida Beautiful Centrally Located Affiliates Meeting held at Polasek. Met with directors from Alachua County, Jacksonville, Nassau County, Brevard County, Pasco County, Orlando, and KFB. |
| SAP       | 2017 Annual Report  
|           | Posted to website.  
|           | Begin drafting 2018 annual report |