



Keep Winter Park Beautiful & Sustainable Advisory Board Meeting

February 18, 2020

City Hall | Commission Chambers
401 S. Park Ave. | Winter Park, Florida

Agenda Items

1. Administrative

- A. Welcome Rollins Professor Josie Balzac-Arroyo, J.D., LL.M and students in Law and Environmental Sustainable Community Engagement Class
- B. Approval of Minutes
January 21, 2020
- C. Citizen Comments
Limited to 3 minutes per person
- D. Staff Report
Emailed monthly along with agenda and minutes. This time may be used to request more information on individual items.
-Mary D. email re: ORL Climate Week - Riding on Sunshine EV Ride and Drive, 4/29, 1pm, WP Library

2. Action

3. Informational

- A. Composting bioplastic bags: Truly bag to Nature? - Agnieszka Tarnawska
- B. Rehrig Service Verification System Overview
- C. Green Minute
- D. Winter Park Blooms
- E. Sustainability Action Plan
SAP PRIORITIES - GOAL SETTING
BEW-5: Residential Potable Water Average Annual Usage
CEGE-2: Recognized Green Businesses
WDR-1: Waste Diverted from Landfill
- F. Finance
- G. 2020 Sponsorships
- H. Earth Day

Agenda Items

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 Meeting: March 17, 2020

appeals & assistance

"If a person decides to appeal any decision made by the Board 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."



Keep Winter Park Beautiful and Sustainable Advisory Board

Minutes

January 21, 2020 at 11:45 a.m.

City Hall | Chapman Room
401 S. Park Ave. | Winter Park, Florida

Present

KWPB&S Advisory Board Members: Carey Bond (by phone), David Daly (by phone), Mary Dipboye, Ben Ellis, Nora Miller (by phone), Stephen Pategas, Bruce Thomas, Ellen Wolfson

City of Winter Park Staff: Kris Stenger, Building & Sustainability Manager; Vanessa Balta Cook, Building & Sustainability Planner; Agnieszka Tarnawska, Building & Permitting Assistant

Guests: Jody Lazar, WP Library

Absent

None.

Meeting called to order

Chair Ben Ellis called the meeting to order at 11:49 a.m.

1. ADMINISTRATIVE ITEMS

Approval of minutes

Motion made by Mary D. to approve December 17, 2019 minutes. Stephen P. seconded the motion. Minutes were approved as presented.

Citizen Comments

Jody L. from the WP Public Library mentioned the most recent Introduction to Composting Class that was very well attended, now the 5th class since given since last year. She mentioned the potential of having similar regular workshop on solar.

Staff Report

Staff report was emailed to board members. Kris S. provided an update on the solar installation at the Water Treatment Plant (waiting on Duke for connection, near completion) and upcoming Social Equity Workshop in Volusia that City Staff will be attending. Vanessa B.C. provided a quick overview of the class she is working on with Rollins College's Environmental Law Class that will have students review and provide best practices on green purchasing policies and provide recommendations to Procurement Staff and the Board in April. Vanessa also shared the Green Business Recognition Program promotional video that Full Sail created, graphs of waste diversion and water quality data per capita and gave an update on upcoming events, full list is available at cityofwinterpark.eventbrite.com. Ellen W. mentioned that March begins crew season at Kraft Azalea Garden, recommended staff check with Rollins to see if there are any conflicts with upcoming community park workdays (update: March workday will be rescheduled for June). Board said it would be interested in having Agnieszka T. present at the February meeting on "compostable/biodegradable" bags. Kris S. mentioned that the purchase of 5 Nissan Leaf electric vehicles for the Building & Permitting Services Department was on the January 27th Commission consent agenda.

2. ACTIONS TAKEN

None.

3. INFORMATIONAL

Green Minute

None.

Winter Park Blooms Committee

Stephen P. provided an update on America In Bloom Judging (April 27-28) planning (complimentary hotel stay secured, volunteer appreciation event venue reserved, complimentary rental car reserved) and AIB metrics, Community Profile and Tour Map progress. He also provided an update on the Coolest Downtown Containers recognition program (launch will be on 2/6 at Chamber) and WP Landscape Recognition Program (to be launched in Spring).

Sustainability Action Plan

BEW-5: Residential Potable Water Average Annual Usage

CEGE-2: Recognized Green Businesses

WDR-1: Waste Diverted from Landfill

Finance

None.

Earth Day Planning

Vanessa B. C. confirmed with board that the upcoming Park Press and Winter Park Bruce T. recapped last Earth Day Work Session discussion. He brought 28 ideas for talks and asked board members to review and bring to the next Earth Day Planning work session. Staff will send doodle poll for second Earth Day Planning work session. Board discussion included having a well-known keynote speaker, Nora M. said she would check with the owner of Writer's Block to see if they have some recommendations. Board also discussed whether food and beverage should be available for purchase or provided.

2020 Sponsorships

Vanessa B.C. will send sponsor contact list to Board, please email staff with updates. Deadline for printing is February 1st.

Earth Day

Vanessa B.C. provided an update on schedule, confirmed participants and event planner. Board discussion included speaker schedule and event layout.

4. NEW BUSINESS

Agenda Requests/Announcements/Action Items

Mary D. requested an overview of new WastePro/Rehrig Service Verification System

5. ADJOURNMENT

Action Items

December 17, 2019
Page 3

Bruce T. made a motion to adjourn at 1:07 p.m., seconded by Mary D. Next meeting Tuesday, February 18, 2020.

Evaluate Meeting

What Worked/What Didn't Work:

Respectfully submitted,

Vanessa Balta Cook
Recording Secretary

BUILDINGS, ENERGY, AND WATER	Targets	Status Update	Next Steps
Residential Energy Audits Performed Annually (BEW-1)	SAP 2012 Baseline: 152 audits 2020: 150 audits 2030: 150 audits AR 2019: 54 audits	JAN-DEC 2019: 100 Audit Requests; Breakdown by Month: Jan: 9; Feb: 8; Mar: 6; Apr: 4; May: 9; Jun: 10; July: 10, Aug: 16, Sept: 7, Oct: 6, Nov: 5, Dec: 10 Included in March Utility Insert, May Observer Ad, June Sustainability E-Blast, Spring Tinker Program	Work with Communications to continue promoting in FY2020; submit GRF for SM graphics; e-blast
Residential Rebates Administered Annually (BEW-2)	SAP 2012 Baseline: 95 rebates 2020: 100 rebates 2030: 100 rebates AR 2019: 25 rebates	JAN-DEC 2019: 28 rebate requests (DR:Duct Repair+IU Insulation Upgrade) Jan: 1DR, 1IU; Feb: 1DR, Mar: 1DR, 1IU; Apr:1DR, 2IU, May: 3DR, 2IU, Jun:2DR, 2IU, July:1IU, Aug: 2DR; Sep: 2DR, 3IU; Oct: 0; Nov: 2DR, 1IU; Dec: None Included in March Utility Insert, May Observer Ad, June Sustainability E-Blast, Tinker Program	Work with Communications to continue promoting in FY2020; submit GRF for SM graphics; e-blast
Commercial Building Benchmarking (BEW-3)	SAP 2012 Baseline: 0 buildings 2020: 100 buildings 2030: 500 buildings AR 2019: 58 facilities	UCF ESPM Training Program, Spring 2019 (All Fired Up, FCC, Park Plaza Hotel, Plante, Welbourne Ave Nursery, and WP Day Nursery), Fall 2019 Frutta Bowl, Phil Kean Desings, Tuni), Green Business Recognition Program (Starbucks Park Avenue, Alex and Ani, 310 Park South, Alex and Ani, Lane Technology Systems, REI)	Continue providing ESPM workshops and businesses' energy and water usage data
Percentage of WPEU energy portfolio from renewable and clean alternative sources (BEW-4)	SAP 2012 Baseline: 1.9% 2020: 40% 2030: 60% AR 2018: 23.9%	11/25/19 Commission Meeting: Approved participation in 2nd Solar FMPA Project (10MW) By 2023, 33% of power supply renewable. Requested 2019 data.	Continue discussions with WPEU on increasing renewables in energy portfolio
Residential Potable Water Average Annual Usage (BEW-5)	SAP 2012 Baseline: 178.018 MG 2020: 5% less (169.1MG) 2030: 15% less (151.3MG) AR 2019: 172.495MG (3.2% less)	Sept '18: W&WW Director presented at meeting; 10/5 sent WBSIC Rebate info to e-list; 11/9 promoted in Nov. Observer ad; 12/5 Reported 4 rebate requests since 10/5; Included in Feb19 utility billing insert; Aug '19 W&WW Director provided update; will include water conservation rebate program in upcoming KWPB&S insert and advertising	Continue to promote W&WWU water conservation programs on website and to e-list; consider targetting promotions to high users; board recommendation on landscape ordinance
Community Wastewater (gallons) (BEW-6)	SAP 2012 Baseline: 0.968 GG 2020: 5% less (0.920GG) 2030: 15% less (0.823GG) AR 2019: 0.697GG (33% less)	August '19: Received status update from W&WW Director	Continue to promote W&WWU water conservation programs on website and to e-list; consider targetting promotions to high users
Percentage of Water from Reclaimed Sources (BEW-7)	SAP 2012 Baseline: In Development 2020: 5% more 2030: 15% more AR 2019: In Development	August '19: Received status update from W&WW Director	Continue to promote W&WWU water conservation programs on website and to e-list; consider targetting promotions
Percentage of buildings meeting CoWP green building standards (BEW-8)	SAP 2012 Baseline: 1% 2020: 25% new construction 2030: 50% new construction AR 2019:1%	Shared green building certification language for new tree/landscape ordinance with Parks	Examine ways to codify standards
Residential Solar		January 2020: Received SolSmart Gold Designation.	
Utilities Advisory Board		January Mtg: Staff unable to attend monthly meeting; attended Cost of Service Study RFP discussion work session	Next Meeting: Fourth Wednesday, 12pm, Public Safety Bldg.
COMMUNITY ENGAGEMENT & GREEN ECONOMY	Targets	Status Update	Next Steps
Citywide Carbon Footprint in GHG emissions (electric, transportation, solid waste) (CEGE-1)	SAP 2012 Baseline (recalc): 417.28 ktCO2e 2020: 25% less (312.96 ktCO2e) 2030: 50% less (208.64 ktCO2e) AR 2018: Will provide 2017 AT Calc: 351.02 ktCO2e (15.9% less)	2012 Baseline and 2017 GHG Inventory calculated *Includes Scopes 1, 2, 3 Jul.2019: Submitted 2017 GHG data to Carbon Disclosure Project Requested 2019 data.	Calculate 2018 inventory; explore ICLEI forecasting tool
Recognized Green Businesses (CEGE-2)	SAP 2012 Baseline: 0 businesses 2020: 25% of businesses 2030: 50% of businesses AR 2019: 6 (GBRP)	Launched April 12, 2019 at Chamber and online Application and Details available at cityofwinterpark.org/greenbusiness Recognized- Jul 2019 SILVER: Starbucks Park Avenue; Aug 2019; DEC 2019- REI (SILVER), Lane Technology Solutions (BRONZE), 310 Park South (SILVER), blu on the avenue (SILVER) Included in May Observer Ad; reaching out to businesses in person and at Park Avenue Merchants Committee meetings; flyer included with 2020 Business Certificates	Rollins Bonner Program Intern to engage businesses in Spring 2020; promote online and in person, schedule first meet up; continue attending Park Avenue Merchants Committee meetings (last Friday of every other month)
Residents taking the Sustainability Pledge (CEGE-3)	SAP 2012 Baseline: 0 2020: 50% of residents 2030: 100% of residents AR 2019: 156 pledges	Included in Dec. Observer Ad, Jan, May, Aug, Nov e-blast; promoted at events	Promote to e-list and at events; Social, E-kiosks
Green School Grant Participants (CEGE-4)	SAP 2012 Baseline: 10 2020: 50% of eligible schools 2030: 100% of eligible schools AR 2019: 7 recipients	2019: Received 12 applications; 7 recipients selected: All Saints School, Audubon Park School, FCC, Rollins College, Park House Academy, WP Day Nursery, WP Presbyterian Church; all reports received and all schools have logged in to USGBC Green School Professional Certification; 2020 Application & Guidance at cityofwinterpark.org/greenschools	Promote 2020 Grant Program, receive applications by February 21st
KWPB Volunteer Events (CEGE-5)	SAP 2012 Baseline: 12 events 2020: 12 events 2030: 12 events AR 2019: 12 events	Registration available at cityofwinterpark.eventbrite.com 2020 Watershed Cleanup Dates: 4/11 (MLK Park), 9/5 (Commissioner Weaver's), 11/7 (Lake Baldwin Park)	Promote via e-blast, social media, volunteer match, x2vol, eventbrite, city calendar

Rollins Bonner Leaders Program		Starting Spring 2020: Sustainability Intern Omar Sadek, working on Green Business Recognition Program Business Engagement	
Rollins Committee on Environmental & Sustainable Issues		Feb. Mtg: Discussion included sustainable catering by dining services, new office space, rain barrel program, bike workshop event and Earth Day planning	Continue participating in monthly meetings
Tinker Sustainability Education Program provided by WP EU		SY 2019-2020, Participating Schools: Lake Highland Prep, Brookshire Elementary and Lakemont Elementary; Actively recruiting: Audubon Park, Brookshire Elementary, Circle Christian, Dommerich Elementary, Killarney Elementary and Lakemont Elementary. Declined to participate this year: St. Margaret Mary Catholic School	
UCF Energy Specialist Program		Spring 2020 - training 5 students in ESPM and Green Business Recognition Program	Provide workshops for students throughout the Spring Semester
WP High School Eco-Club Engagement		11/12 Met with EcoClub and OCPS Sustainability Coordinator; 12/10 met with OCPS Sustainability Coordinator	Meet with OCPS and WPHS to discuss data availability for GHG inventory
LOCAL FOOD & AGRICULTURE	Targets	Status Update	Next Steps
Percentage of residents within 1/2 mile of local/healthful food assets (LFA-1)	SAP 2012 Baseline: In Development 2020: 50% 2030: 100% AR 2018: 43%	AR 2018 includes map of assets Requested 2019 data.	Continue working with Planning Department on codifying opportunities for a sustainable food system
Local Food Consumption Baseline (meals at home) (LFA-2)	SAP 2012 Baseline: 21.8% local of all food purchases for at-home consumption (Orlando Urban Area) 2020: 40% 2030: 60% AR2019: In Development	Composter Survey included question about number of meals at home, will include some analysis of this question in AR 2018 (e.g., approx. 55% of survey respondents indicated they ate more than 14 meals per week at home); Metric currently not feasible to determine	
Good Food Central Florida Regional Food Policy Council		To date, no 2020 meeting dates have been set	Continue participating in monthly meetings
Meatless Monday Recognition Program		Next Cooking Demo: February 17, 6pm-8pm, Publix Aprons Cooking School, open to residents and businesses	
Winter Park Farmers Market SNAP and Nutrition Incentives Program		Gabby Lothrop provided a summary of the program so far (February 2017-May 2019) to Parks and Sustainability Staff; presented findings at WPFM 40th Anniversary Celebration. Since inception, program has allowed for nearly \$50K in eligible sales, with at least \$24K being spent on Florida-grown produce.	
LOCAL GOVERNMENT OPERATIONS	Targets	Status Update	Next Steps
Local Government GHG Emissions (LGO-1) (electric, transportation, solid waste, wastewater)	SAP 2012 Baseline: 11,248 tCO2e 2020: 20% less (8,998 tCO2e) 2030: 50% less (5,624 tCO2e) AR 2018: Will provide 2017 AT Calc: 8,548 tCO2e (24% less)	2012 Baseline and 2017 GHG Inventory calculated Includes Scopes 1&2 only Jul.2019: Submitted 2017 GHG data to Carbon Disclosure Project, January 2020 receiving feedback on submission Requested 2019 data.	Calculate 2018 inventory
Energy Usage (LGO-2)	SAP 2012 Baseline: 16,325 MWh 2020: 10% less (14,692.5 MWh) 2030: 25% less (12,243.7 MWh) AR2018: 16,154MWh (0.1% less)	Starting in the 2018 AR, the LGO-2 baseline and annual metric will include weather-normalized energy, where appropriate Requested 2019 data.	Continue updates, adding buildings as needed
Renewable Energy Production (LGO-3)	SAP 2012 Baseline:Unknown 2020: 6.6% 2030: 11.6% AR 2018: 0.12%	Insufficient data to determine 2012 baseline, Includes Clean Footprint and WP Solar PV customers. Solar on Water Treatment Plant: To be installed by mid-January Requested 2019 data.	Include Solar RFP for Water Treatment Plants in 2020 Metric calculation
City Fleet Fuel Usage (LGO-4)	SAP 2012 Baseline: Unleaded: 143,268gal Diesel: 83,142gal 2020: 25% less (U:107,451 gal, D:62,356 gal) 2030: 50% less (U:71,634 gal, 41,571 gal) AR 2018: Unleaded: 152,502 gal (6% more), Diesel: 75,579 gal (9% less)	Jan 17 2020: Purchase of 5 EVs and 6 EV ports approved in consent agenda Analyzing 2019 data.	
Potable Water Usage (LGO-5)	SAP 2012 Baseline: 49,543 MG 2020: 25% less (37MG) 2030: 50% less (25MG) AR 2019: 30.138 MG (36% less)		
City Employees using transit, carpooling, cycling or walking to work (LGO-6)	SAP 2012 Baseline: In Development 2020: Increase 2030: Increase AR2019: 3+	Including ReThink Your Commute's Commuter Options Survey in Hire-on Package	Work with ReThink on scheduling ReThink workshops & Best Workplaces for Commuters App.
Employee Outreach		Staff sharing sustainability goals and events at monthly meetings and on e-tvs; provided reusable cutlery at annual employee cookout	Meetings: 3rd Wed., 9am, Chapman Room
Recycling at Municipal Facilities		KS met with Owens Realty Service (facilities management company) to discuss increasing recycling at muni facilities	Conduct audits/site visit; create promotional campaign for employee TV and challenges
Recycling in Public Spaces - Central Park REFRESH proposal		AT presented Central Park/Park Avenue waste infrastructure inventory to CRA	Work with CRA on improvements/procurement
MOBILITY & URBAN FORM	Targets	Status Update	Next Steps
Vehicle Miles Traveled (MUF-1)	SAP 2012 Baseline: In Development 2020: 10% less 2030: 20% less AR2019: In Development	Currently not feasible to determine	
Certified Green Neighborhood Development (MUF-2)	SAP 2012 Baseline: 0 2020: 2 certified neighborhoods 2030: All redevelopments achieve green certification AR2019: 0	Currently none in Central Florida.	Examine ways to codify standards

Electric Vehicle Charging Stations (MUF-3)	SAP 2012 Baseline: 6 2020: more than 6 2030: more than 6 AR2019: 10	City currently manages 10 Level 2 stations available to the public: Howell Branch Preserve, Public Safety Building; Central Park North; Amtrak Station; Hannibal Square; City Hall; WP Tennis Center; Ward Park; Cady Way; and Lake Baldwin Park. Also manage 1 Level 2 Charging Station in front of the Electric Utility (1409 Howell Branch Road). There are roughly a dozen stations on private property. About 20 Level 2 or below EV charging stations throughout the city.	Maintain and replace stations as needed and as funding allows
Walk Score (MUF-4)	SAP 2012 Baseline: 55 2020: 70 2030: 80 AR2019:43	12/19: 43 (Car-Dependent)	
Transit Score (MUF-5)	SAP 2012 Baseline: In Development 2020 & 2030: No targets AR2019: 28	12/19: 28 (Some Transit)	
Bike Score (MUF-6)	SAP 2012 Baseline: In Development 2020 & 2030: No targets AR2019: 53	12/19: 53 (Bikeable)	
Electric Vehicle Ordinance		11/11 Presented to Commission at Work Session; received head nods to take back to P&Z and Commission in 2020	
Transportation Advisory Board		January Mtg.: Discussion included meeting change of date/time, board bike tour and Orange Avenue Overlay	Next meeting: 2nd Thurs., 8:00am, Commission Chambers
NATURAL SYSTEMS & RESOURCES	Targets	Status Update	Next Steps
Tree Canopy Coverage (NSR-1)	SAP 2012 Baseline: 55% 2020: 55% 2030: 60% AR2018: 51%	Requested 2019 data.	
Greenspace Coverage (NSR-2)	SAP 2012 Baseline: 57% 2020: 57% 2030: 60% AR2018:53%	Requested 2019 data.	
Greyspace (NSR-3)	SAP 2012 Baseline: 43% 2020:43% 2030: 40% AR2018:47%	Requested 2019 data.	
Lakes Water Quality-Visibility Depth (NSR-4)	SAP 2012 Baseline: 2 meters 2020: 2.5 meters 2030: 3 meters AR2019: 2.16 meters		
Residents living within a 1/2 mile of public greenspace NSR-5)	SAP 2012 Baseline: 95% 2020: 95% 2030: 95% AR2018: 98%		
Lakes Advisory Board		Jan. Mtg.: Discussion included shoreline applications and dock lighting language in code.	Meetings: 2nd Tues., 12pm, Public Safety Bldg
Storm Drain Marking Program		To date: 217 markers placed, cityofwinterpark.org/stormdrains	Continue to promote (e-blast), Request social media graphic
WASTE DIVERSION & RECYCLING	Targets	Status Update	Next Steps
Waste diverted from landfill (WDR-1)-Residential	SAP 2012 Baseline: 12% 2020: 75% (state goal) 2030: 90% AR2018: 15%	Starting in AR18, baseline and metric calculated the percentage of total waste generated in the household (Municipal Solid Waste, Yard Waste, Recyclables) that are recycled. Analyzing 2019 data.	Continue updating ReCollect/What Goes Where? tool; Awareness campaign (mailer), advertising
Total tons of solid waste generated (WDR-2)-Residential	SAP 2012 Baseline: 14,714 tons 2020: 10% less (10,435 tons) 2030: 25% less (8696 tons) AR2018: 14,664 (0.3% less)	Starting in AR18, baseline and metric is defined as the total waste (Municipal Solid Waste, Yard Waste, Recyclables) generated by households within the City Limits.	
GHG emissions from solid waste (tons) (WDR-3)-Residential	2012 (recalc): 5,335 tCO2e 2020: 40% less 2030: 75% less AR2018: 5,167 tCO2e (3% less)	Starting in AR18 WDR-3 is defined as the GHG emissions from waste generated and landfilled from households (Municipal Solid Waste and Yard Waste). Analyzing 2019 data.	
Backyard Composter Program		Upcoming Classes: 5/12, 9/8, 12/8; all classes held at Library except 5/12 class that will be held at UF/IFAS OC Education Center	Distribute composters at Ward Park within a week after classes
Beyond 34: Regional Collaboration		Working with Kessler on Center Street and Central Park Plan to increase recycling by businesses and visitors; working with Recycle Across America, City's Communication Department and CRA to create educational posters and postcards for businesses along	Work with Kessler and Beyond34 on plan; Continue attending regional meetings and calls
Cigarette Litter Prevention		Installed 2 cigarette disposal stations along Center Street	Install 2 remaining stations
Commercial Food Waste Pilot		11/21 Received quote from WastePro on hauling and disposal for Center Street	Further discuss with Utility Billing, WastePro, Businesses
Commercial Recycling Program		Selected as Beyond34 award recipient for study of Center Street/Commercial Recycling Program-Kessler Consulting; list of registered waste haulers available on website	Review Kessler Plan; Create guidance document for businesses on starting a recycling program
Fix It, Don't Pitch It! Community Repair Workshop		Next OC FI-DPI: 2/29 Blanchard Park 11:30am-2:30pm Next WP FI-DPI: 8/5 WP Community Center 2-5pm	Update Promo and Online materials; promote
Household Hazardous Waste & E-Waste Drop off		Next Event: Saturday, April 25, 8am-12pm, City Operations Complex	Post to e-list, promote on social

Multifamily Recycling Program		Preliminary research being conducted by Sustainability Intern for potential pilot program to be funded by The Recycling Partnership; Creating guidance document for MF on starting a recycling program; Working with city staff and WastePro to pilot program	
ReCollect		Branded: Think Twice: Don't Waste it WP, cityofwinterpark.org/think-twice 2019 Stats: 2,243 unique addresses searched, 1,300 unique waste wizard search; 40 homes setup auto-reminders; to date 31% of WP addresses have been searched	Continue promoting online, in-print and at events
Regional Collaboration		Quarterly Waste Managers: Next meeting (Feb. 12) will be hosted by Winter Park	Continue attending regional meetings
Single-Use Item Reduction		Staff met with Parks staff to discuss single serve item reduction at city facilities; Parks provided Parks Board with Orlando ordinance; 11/14 Staff met with Communications staff to discuss increasing recycling at City-sponsored events and styrofoam reduction at Spring Art Festival	Continue to work with Parks and Communications to create policy/procedures
AMERICA IN BLOOM/WINTER PARK BLOOMS	Targets	Status Update	Next Steps
2019 Evaluation		Evaluation Report sent to board	Review recommendations and implement where possible
Caladium Photo Contest			Set 2020 contest dates, update application, request updated flyer from Communications
2020 Participation		12/2 Registered as 2020 participant; Set Judging Dates: April 27-28; Secured judges lodging with Alford Inn, catering and Country Club for Volunteer Appreciation Event (4/28, 6pm)	Finalize Community Profile, Map with Winter Park Blooms
EVENTS	Targets	Status Update	Next Steps
Earth Day in the Park		Earth Day 2020 confirmed, Saturday April 18th, 10am-2pm, WP Community Center; confirming speakers, participating org and schedule; ordering giveaways	Order signage for Community Center and Farmers Market; Promote
KEEP AMERICA BEAUTIFUL AFFILIATION	Targets	Status Update	Next Steps
2019.20209 KABA/FDOT Grant		Applied and Awarded 19.20 FDOT KABA Grant (\$16K)- Backyard Composter Program, Cup-Free Race, Reusable straws for Schools, giveaways for Great American Cleanup, and radio advertising FDOT's Drive It Home Keep Our Paradise Litter Free campaign. Placing orders.	Submit Quarterly Reports to FDOT (next one due March 31)
SPONSORSHIPS	Targets	Status Update	Next Steps
KWPB Sponsorships	\$12,500 (2019 Sponsors & Bus Ad renewal)	Gold (\$2,500)-1. Covanta Silver (\$1,000)-1. WPGC 2. Rollins 3. Panera 4. CLR Bronze (\$500)-1. Massey Green Sustainer (\$250): 1. DeCiccio & Associates 2. Hortus Oasis 3 Law Offices of Douglas Bond Fannie Hillman Bus Stops - \$2,000 (4 bus stops) Total Sponsorships: \$9,750	Send thank you packages
SUSTAINABILITY ACTION PLAN	Targets	Status Update	Next Steps
2019 Annual Report		Received most data, drafting reporting.	