

Keep Winter Park Beautiful & Sustainable Advisory Board



May 16, 2017 at 11:45 AM

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

1: Administrative

a. Approval of Minutes

April KWPB 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

May 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

d. Finance

Status Report from Finance

e. FL SUN

League of Women Voters representative Deirdre Macnab will present on their FL SUN initiatives regarding solar co-ops.

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:

June 20,2017

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.

**THE CITY OF WINTER PARK
KEEP WINTER PARK BEAUTIFUL AND SUSTAINABLE**

Regular Meeting
City Hall, 401 Park Ave. S.

April 18, 2017
11:45am

MINUTES

Present: Stephen Pategas, Mary Dipboye, Ellen Wolfson, Bruce Thomas, Sally Miller, Ben Ellis

Absent:

City of Winter Park Staff: Kris Stenger, Building & Sustainability Manager, Abby Gulden, Permitting and Sustainability Coordinator, David Zusi

Guests: Jody Lazar

CALL TO ORDER: Ch. Thomas called the meeting to order at 11:48 a.m.

1. ADMINISTRATIVE ITEMS

Approval of Minutes

Mary D. made a motion to approve February 21, 2017, and March 21, 2017 minutes. Ellen W. seconded the motion. Minutes were approved as presented.

Citizen Comments:

Jody Lazar- updated board member's regarding rebranded "Don't pitch it fix it" May 13, 11am-3pm at the Winter Park Library. She is seeking volunteers for this event. Also mentioned were library participation in Earth Day and America in Bloom.

Staff Report:

Staff report was emailed to board members. Staff presented an Earth Day recap including budget, event components, lessons learned, and attendance.

2. ACTION

3. INFORMATIONAL

a. Green Minute

none

b. KWPB – Status Report KWPB&S

S. Pategas reviewed the itinerary and maps for the America in Bloom judging that will take place on April 24th and 25th. It was reported that caladium sales are doing very well.

c. Sustainability Action Plan

d. Finance

Included as part of staff report Earth Day discussion.

e. Water/Wastewater and Conservation

David Zusi with the Winter Park Utility led a discussion regarding current WP water and sustainability initiatives. Topics included the city's consumptive use permit, irrigation audits, reclaimed water, and water/wastewater plants. Long range sustainability goals were discussed.

4. NEW BUSINESS

- a. **Agenda Requests/Announcements/Action Items** : The board requests a tour of the Swoope Water treatment facility

5. ADJOURNMENT

a. Action Items

b. Evaluate Meeting

- What worked:
- What didn't work:

Mary Dipboye adjourned the meeting at 1:00 p.m. Next meeting April 18, 11:45am at City Hall

Respectfully submitted,

Abby Gulden
Recording Secretary



May 2017 STAFF REPORT

Focus Area	Topic	Status Update	Next Steps
Sustainability	Sustainability Action Plan	1. Annual Report Submitted to Mayor and Commissioners	
	Solid Waste Contract	Assessing options for provision of standardized labels to businesses and private schools. Public schools are being provided by OCPS and Bank of America	1. Beginning audit of routes and pilot for targeted contamination reduction education. Software training has begun, but it will be a while before the capabilities will be able to inform our activities
	Grants	1. Winter Park Health Foundation 2. 16/17 KAB/FDOT	1. Program launched and is already very successful! 2. includes projects for cigarette receptacle placement on center st, recycling center for businesses W Park Ave, water bottle filling station water fountain installation at Central Park and other city Parks and wide distribution of RAA labels
	WPHS	1. IDEAS4US chapter	Ongoing partnership on projects
	Bike Share	WP is piggybacking on City of Orlando contract. There has been some movement, but agreement has not been finalized	Locations have been chosen and are being coordinated by public works. Signage is being evaluated by Planning and Zoning and is currently main impediment to Sunrail station location, in addition to vendor ordinances for Central Park. Valencia has installed a station at the Winter Park campus.
	Household Hazardous Waste	Composters still available	Next event not yet scheduled, April 2018 expected
	Electric Vehicles	5 new one unit chargers are being purchased to be installed at select city locations	Sunrail chargepoint unit has been swapped out with public works, Researching feasibility of switching this unit out for better reporting proved it was financially unviable, and this was the best solution as public works was the least utilized location
	Solar	Community Solar- we have an action plan drafted to roll out a small scale	Evaluating programs and considering alternative structures or potential for going out to bid to reduce Kwh price



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		pilot	SolSmart application underway. http://www.seia.org/act-now/help-your-community-become-solsmart Estimated to achieve Bronze designation by mid 2017.
	WPE Conservation Program	FY 16-17 will be funded at \$50,000.	<ol style="list-style-type: none"> 1. Contracts with Ferran Services who provides services for energy audits. 2. Kits and LED coupons from millers hardware 3. Analysis of 2015 Toyota Together Green data is complete 4. Next step to analyze City rebate program in the same manner 5. Funds also being utilized to purchase more EV chargers for city property
	PACE	Working with Orange County Property Appraiser to roll out wide scale program 2017	Winter park: No. of applications to date: 4 Projects funded: 1 for \$13,134
	Food Policy Council/ Urban Agriculture	Abby has joined the Food Policy Council on Behalf of City of WP	Assigned to Chair Community Outreach/Education Subcommittee
	Organics collection	Composters have been purchased and pick up coupons valid on HHW day will be given away at April HHW day	
	Green Business Certification	Kilowatt Crackdown	CFEA is hosting a 2017 Kilowatt crackdown, and we will be encouraging WP participation. Ties into Benchmarking and Disclosure Policy goals
Beautification	America In Bloom	WP Blooms presented category award for overall impression-	AIB judging scheduled for April 25 and 26
	Volunteer Activities	\$10,000 from Lakes Dept for supplies, in return for Watershed cleanups and assistance with NPDES permit tracking. This funding has been secured for FY16-17	Volunteer T-shirts available <ol style="list-style-type: none"> 1. 2017 schedule- Lake Sue and Chelton – January 28 . 90 participants, 850 lbs of litter



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			<p>Lake Killarney – February 25 – Knights of Service – 100 students, 640 pounds of litter</p> <p>Lake Bell and Lake Wilderness- April 1 – 88 participants, 800 pounds of litter</p> <p>Lake Forest and Lake Grace –July 29 -</p> <p>Lake Midget and Lake Rose– October 7</p> <p>Lake Knowles- Invasive species removals (as needed)</p> <p>2. Continue supplies for groups</p>
	Outreach	Table @ Farmers Market on Saturdays in March and April	Community volunteer and board member- sell bricks, advertise KWPB and SAP, Earth Day, and WP Blooms. Selling caladium bulbs in March and April
Fundraising	Benches	Administered by Parks and Rec	
	Dance Lessons	Administered by KWPB	Increase advertisement
	Bricks	Administered by KWPB	Review for 2016- Increase advertisement
	Earth Day	2016 successful, within \$100 of breaking even. Project 2017 to be a money making year.	Strategy and subcommittee for 2017 needs to get started in August or September. Sponsorship and fundraising are KWPB board member responsibilities
	WP Garden Club		Has donated \$1000 for 2016-2017 Green School Grants.
	Community Solar		Potential Revenue Source similar to OUC where “green energy” would be purchased at a small premium. CIP project proposal has been submitted. Application submitted for SolSmart Community designation and intern
	Utility “Round Up” Program		Account holders could “round up” their bill to the nearest dollar and the change would go to energy efficiency projects, sustainability initiatives, and the conservation program



May 2017 STAFF REPORT

	General Fund		Request for Earth Day events funds is approved for 2016-2017 FY
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