

## Keep Winter Park Beautiful & Sustainable Advisory Board



**December 19, 2017 at 11:45 AM**

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

### **1: Administrative**

#### **a. Approval of Minutes**

November 28 2017 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

December 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

Report from each board member on their progress

#### **d. Finance**

Status Report from Finance

#### **e. Guest Speaker**

**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:**

January 19, 2018

Appeals and Assistance

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"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.**

**November 28, 2017**  
**11:45am**

**MINUTES**

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**Present:** Ben Ellis, Stephen Pategas, Bruce Thomas, Ellen Wolfson, Nora Miller

**Absent:** Mary Dipboye, Natalie Hellman, Sally Miller

**City of Winter Park Staff:** Kris Stenger, Building and Sustainability Manager; Vanessa Balta Cook, Building & Sustainability Planner; John Nico and Agnieszka Tarnawska, Sustainability & Permitting Assistants

**Guests:** Bryan Erickson, WastePro; Jeff Stanford, WastePro; Jody Lazar, WP Library; Jim Morley, Resident

**CALL TO ORDER:** Ch. Ellis called the meeting to order at 11:46 a.m.

**1. ADMINISTRATIVE ITEMS**

**Approval of Minutes**

Ellen W. made a motion to approve October 17, 2017 minutes. Stephen P. seconded the motion. Minutes were approved as presented.

**Citizen Comments:**

Resident Jim M., interested in learning more about the KWPB&S Advisory Board introduced himself.

**Staff Report:**

Staff report was emailed to board members. During Bryan E.'s presentation Kris S. provided a quick overview of staff's meeting with EcoPreserve, Solid Waste Management and Resource Lifecycle Solutions, who have completed recycling studies and programs for several airports (e.g., Orlando International Airport, Dallas/Fort Worth). Preliminary proposal suggested a cost of \$66,000 to look at both commercial and residential waste, with residential being about \$38,000. Following Bryan E.'s presentation Ellen W. inquired how the new "yes/nope" flyers will be implemented and suggested that board members could take a stack and pass them out in their neighborhoods, as well as be replicated in the WP Observer. Stephen P. added that they could be handed out at the farmers markets at the WPB Calladium Sales booth, Earth Day, etc. Kris S. reported that he is working with WP communications to see if we can work with the Orlando Magic and their mascot Stuff to do recycling PSAs. Nora M. asked if schools have recycling in classrooms, Kris S. explained that the City had purchased recycling bins for Winter Park High School but that working with OCPS has been difficult. John N. added that it has also been difficult to help private schools implement recycling programs (e.g., St. Margaret Mary). Ellen W. reported that Lakemont Elementary School has a group of 5<sup>th</sup> graders collecting recyclables and taking them out to the dumpsters and discussed the potential of working with these students to post signage in classrooms like the "yes/nope" flyer, participating in Earth Day, and KWPB Green School Grant. Vanessa B.C. will be sending out a doodle poll to confirm the board's early January availability for the joint KWPBS&UAB meeting on solar. Kris S. reported that the RFP for \$250K for installation of solar on water treatment facilities or other city facilities should be posted soon. Kris S. also reviewed updates on conducting a GHG Inventory and the potential for partnering with Orlando. Vanessa B.C. reported the city's Sol-Smart Application for Designation should be submitted by the end of the week. Working with the WP Planning Department to update the Land Development Code to clearly state solar by right language, the City will now be applying for Silver, rather than Bronze, designation. She also reviewed

the city's new Solar page and the different Sol-Smart criteria met through the page. Staff would greatly appreciate any comments, edits, and updates for the page. Vanessa also provided a brief overview of upcoming watershed cleanup dates, farm tour dates, bikeshare updates, UAB's examination of EV chargers, expanding recycling program into city facilities and parks, backyard composter request program. John N. provided a recap of information learned at the most recent Rollins Committee on Environmental & Sustainable Issues, staff will continue to participate in these monthly meetings. Jody L. and John N. reported on the Don't Pitch It Fix It Event. Have discussed a DPI-FI booth at Earth Day (e.g., focusing on bikes) where the next DPI-FI can be advertised. John N. provided an update on the cigarette buttlers to be placed along Center Street, working on getting approval business owners. Staff provided a quick overview of the 2018 FDOT-KABA proposal and partnership with Track Shack to implement cup-free racing for the WP Race for the Trees and other WP races.

## 2. ACTION

None.

## 3. INFORMATIONAL

### a. Green Minute

Bruce T. shared how much solar panels have improved over the last few years, previously panels were 175W, the latest panel is 365W.

John N. shared that when he goes to Publix that he asks the bagpeople to switch from saying "plastic or paper" to "paper to plastic".

Stephen P. shared that at his home he has a bin in his kitchen for items that will be recycled at Publix (e.g., plastic bags, Styrofoam, etc.). After dropping his items, he will then use the bin to carry his groceries home.

### b. KWPB – Status Report KWPB&S

Stephen P. reported that the next WP Blooms Meeting will be next Tuesday. Hannibal Square Heritage Center will be giving a presentation on what they are currently working on. The upcoming Winter Park Bloom Meetings will have previous AIB judging sites present on their latest happenings. Stephen P. is also working on the AIB Evaluation, it should be ready by February.

### c. Sustainability Action Plan

*Report from Board Members:*

-Nora M.: Familiarizing herself with SAP priorities, WastePro recycling, and zero waste initiative.

-Ellen W: Exploring ways of pushing Lakemont Elementary along further, interested in the zero waste and partnering with Nora M. Also, has been working on updating the Sponsorship Brochure Packet and engaging new sponsors. Sally M. suggested a campaign with schools where a different item is targeted for recycling (e.g., crayons) each month. Stephen P. suggested the collection could be done at Earth Day.

-Stephen P. will be working with Richard Castle and WastePro on recycling programming for Earth Day (e.g. recycling-related scavenger hunt), as well as the Orwin Manor pilot recycling education program.

### d. Finance

Staff provided draft budget in agenda packet, looking for feedback from board. Nora M. requested clarification on need for GHG Inventory. Kris S. explained that we have been using the county's inventory in our SAP reporting, in the SAP we had set GHG emission of 25% by 2020 from 2012 baseline. For 2020, would mean doing inventory in 2022. Do we want to do an inventory prior to this to get a sense of if we are on track since Orange County will no longer be doing an inventory.

Ben E. that in regard to how the city is changing, are there particular things that are impacting GHG emission that our funds should be used for (e.g., increasing renewables in City's energy portfolio), as opposed to using funding for a GHG inventory. Kris S. suggested that we invite Brittany Sellers and/or Orange County to discuss what is involved in the inventory, where are they seeing major changes, and what are the potential things we can do. Board requested they come in to provide them with this information to help inform how the budget will be applied to meeting GHG emission goals.

**e. Report from Waste Pro**

Bryan Erickson and Jeff Stanford, regional fleet specialists for WastePro, discussed contamination and how the Fleetmind Project (service verification program using RFID technology) may be used to better understand contamination and increase recycling. Discussion included description of contamination and how it is calculated at the Orange County Materials Recovery Facility (MRF). At the MRF a visual inspection of the truck (e.g., rear loader-hopper) is used to determine the contamination rate. A more thorough contamination analysis may be possible, however there would be an additional cost for this. Bryan E. can request quotes for this service if the Board is interested. He is working on getting the contamination rate data into Fleetmind, it will take them about a month or so to have this information ready for review. The few loads he has reviewed so far hovered at about 20% contamination rate. In regard to looking at contamination by specific areas, the lowest unit of analysis will be "per route", approximately 1,500 homes (max weight per truck is about 2,200 lbs), using Fleetmind. To learn more at the neighborhood-level (e.g., Orwin Manor, ~200 homes), an in-person survey/inspection is recommended. For example, WastePro and KWPB volunteers could visually inspect the route on a pick up day, going house by house, before pick up, inspecting the contents of recycling containers to establish a contamination rate. Staff and board requested more information on load rejection rate at the MRF. Bryan E. said he will try to look further into this. Jeff S. briefly mentioned items that are items contributing to contamination include plastic bags and bubble wrap and other items that jam up the machine and force the machines to be shut down. Ellen W. expressed concern on confusion regarding what is recyclable and how to communicate updates to what may now be recyclable that wasn't in the past. Kris S. explained that when they when the City was working on the Recycle Across America labels, they reached out directly to the MRF, asking them what items they were accepting at the time. Nora M. suggested a utility bill insert reminding residents that no plastic bags are allowed in the recyclables container. Kris S. explained we have done this in the past and can do it again, however, there is a cost associated with this route. Other routes that have been used in the past and can be used again (perhaps at a lesser cost) include a piece in the Winter Park Observer, WP Update, Lakes Newsletter, and WP Social Media. Bruce T. asked if contamination is available by weight, allowing for routes to compete against each other (let homeowners know what route they are on and contamination rate over time). Bryan E. mentioned that WastePro does have a recycling facility in Ocala and that the board is welcome to arrange a tour in the future if they are interested. Jeff S. mentioned there is a video of the facility that he is happy to send us (VABC sent 12/11/17).

**4. NEW BUSINESS**

- a. **Agenda Requests/Announcements/Action Items:** Stephen P. requested staff send board WastePro Franchise Agreement (VABC sent 11/30/17). Ellen W. requested staff provide a list of this past year's donors and the potential donors list created previously (VABC sent 11/29/17). Bruce T. requested the deadline for sponsor logos for Earth Day t-shirts. Raymond Randall, recycling expert from WasteManagement will be speaking at December board meeting. Next board meeting, board members should be prepared to share some goals, responsibilities and resources on the priorities they discussed.

**5. ADJOURNMENT**

**a. Action Items**

**b. Evaluate Meeting**

- What worked:
- What didn't work:

Stephen P. made a motion to adjourn at 1:15 p.m., seconded by Ellen W. Next meeting Tuesday, December 19<sup>th</sup>, 11:45am at City Hall.

Respectfully submitted,

Vanessa A. Balta Cook  
Recording Secretary

## December 2017 STAFF REPORT

Focus Area	Topic	Status Update	Next Steps
Buildings, Energy, and Water	Bulk Purchase of Solar Energy	<ul style="list-style-type: none"> <li>➤ The WP Electric Utility is exploring the possibility of a bulk purchase of solar energy from an energy provider—this could be used to power city facilities (e.g., library) or community solar</li> </ul>	<ul style="list-style-type: none"> <li>➤ Follow up with Electric Utility/UAB</li> </ul>
	Central Florida Battle of the Buildings (BOTB)	<ul style="list-style-type: none"> <li>➤ Current competition ends December 31<sup>st</sup>, can update data in ESPM until end of January; awards ceremony in March 2018</li> <li>➤ WP Registered : First Congregation Church, St. John Lutheran Church, WP Library, First GREEN Bank, Olive Garden, Valencia College &amp; 16 city facilities; 10/9 VABC reached out to participants to see if they need any additional assistance</li> </ul>	<ul style="list-style-type: none"> <li>➤ Share city building ESPM profiles with CFEEA by end of January</li> <li>➤ Think about sectors to target for 2018 competition</li> </ul>
	Community Solar	<ul style="list-style-type: none"> <li>➤ \$250K in FY 2018 budget for solar approved; Purchasing working on RFP</li> </ul>	<ul style="list-style-type: none"> <li>➤ Review received proposals</li> </ul>
	Energy Audit of Azalea Lane Recreation Center	<ul style="list-style-type: none"> <li>➤ Kris S. discussed with Hanson</li> </ul>	<ul style="list-style-type: none"> <li>➤ Provide Hanson with ESPM Profile</li> <li>➤ Review recommendations</li> </ul>
	Energy Audit of City Hall by 15lightyears	<ul style="list-style-type: none"> <li>➤ Final recommendations being prepared by 15lightyears</li> </ul>	<ul style="list-style-type: none"> <li>➤ Review recommendations</li> </ul>
	EnergyStar Portfolio Manager	<ul style="list-style-type: none"> <li>➤ Staff has updated energy and water usage data for all 16 facilities registered in CFBOTB</li> </ul>	<ul style="list-style-type: none"> <li>➤ Update facility profiles for 16 facilities</li> <li>➤ Update energy and water usage data as needed</li> </ul>
	GHG Inventory	<ul style="list-style-type: none"> <li>➤ 8/13/17 VHB estimated a GHG inventory (municipal ops and community scale) at \$25K</li> <li>➤ Orange County has funded annual GHG inventories in the past, however, this may change in the future</li> </ul>	<ul style="list-style-type: none"> <li>➤ Continue discussion with Orange County and City of Orlando on partnering for future regional GHG inventory</li> </ul>
	PACE	<ul style="list-style-type: none"> <li>➤ Number of Applications to Date: 4; Projects Funded 2</li> <li>➤ Received brochures from 3 out of 4 providers.</li> <li>➤ Information available on city website (BEW), new Solar page, and in energy audit kits</li> </ul>	



## December 2017 STAFF REPORT

	Residential Energy Audits/WP Electric Utility Conservation Program	<ul style="list-style-type: none"> <li>➤ FY 17-18 will be funded at \$50,000.</li> <li>➤ Website has been updated with audit request form and rebate forms are now available online.</li> <li>➤ Received 11 requests in first month of FY 17-18</li> </ul>	<ul style="list-style-type: none"> <li>➤ Analyze City rebate program, consider low-income 100%, bids, commercial kits in lieu of audit?</li> <li>➤ Promote Audits through City's Social Media</li> </ul>
	SolSmart	<ul style="list-style-type: none"> <li>➤ SolSmart Silver Designation application was submitted 12/4/17.               <ul style="list-style-type: none"> <li>➤ Solar Landing Page viewable at:  <a href="https://cityofwinterpark.org/departments/building-permitting-services/sustainability-program/buildings-energy-water/solar/">https://cityofwinterpark.org/departments/building-permitting-services/sustainability-program/buildings-energy-water/solar/</a></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Incorporate board recs for website</li> </ul>
	Utilities Advisory Board	<ul style="list-style-type: none"> <li>➤ Highlights from 11/8 Meeting               <ul style="list-style-type: none"> <li>○ Requested staff provide more information on EV charging station users (local v. outsiders usage)</li> <li>○ Kris S. discussed potential of creating an EV Plan</li> <li>○ UAB received UAB/KWPB&amp;S Joint Meeting Agenda, thinking after Jan 1 for this meeting</li> <li>○ Potential of bulk purchase of solar at lower than current rate being explored by Electric Utility</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Next UAB Meeting: TBD (normally the 4<sup>th</sup> Wednesday of the month at 12PM at Public Safety Building).</li> </ul>
	UAB/KWPBS Joint Meeting on Solar	<ul style="list-style-type: none"> <li>➤ Vanessa sent out Doodle Poll to KWPB&amp;S Advisory Board</li> </ul>	<ul style="list-style-type: none"> <li>➤ Confirm UAB availability</li> </ul>
Community Engagement & Green Economy	Exotic Snail Roundups (community groups)	<ul style="list-style-type: none"> <li>➤ Dayo Scuba, <i>postponed to March 2018</i></li> </ul>	<ul style="list-style-type: none"> <li>➤ None scheduled for the remainder of 2017</li> <li>➤ Route pop-up community group requests to Lakes</li> </ul>
	Exotic Snail Roundups at Lake Knowles (Open to the public)	<ul style="list-style-type: none"> <li>➤ Total lbs of snails &amp; eggs collected (community groups and public) in 2017: 535 lbs</li> </ul>	<ul style="list-style-type: none"> <li>➤ Set 2018 Dates (usually done later in the year)</li> </ul>
	Rollins Committee on Environmental	<ul style="list-style-type: none"> <li>➤ Staff attended December meeting</li> </ul>	<ul style="list-style-type: none"> <li>➤ Participate in monthly meetings</li> </ul>

## December 2017 STAFF REPORT

	& Sustainable Issues		
	Volunteer Outreach	➤ Looking for contacts for WP schools (please forward to staff)	
	Watershed Cleanups (community groups)		<ul style="list-style-type: none"> <li>➤ None scheduled for the remainder of 2017</li> <li>➤ Route pop-up community group requests to Lakes</li> </ul>
	Watershed Cleanups (Open to the public)	<ul style="list-style-type: none"> <li>➤ Total tons of litter collected in 2017: 1.8 tons</li> <li>➤ 2018 Dates set               <ul style="list-style-type: none"> <li>○ 1/27; 4/7; 7/7; 10/20</li> </ul> </li> <li>➤ Posted to City Calendar, EventBrite and Volunteer Match</li> </ul>	<ul style="list-style-type: none"> <li>➤ Send 2018 Calendar flyer to WP schools (electronic and print formats)</li> </ul>
Local Food & Agriculture	Community Gardens	➤ Researching potential locations for community gardens	<ul style="list-style-type: none"> <li>➤ Determine location for donated tower garden, and set-up</li> </ul>
	Good Food Central Florida	<ul style="list-style-type: none"> <li>➤ John N. attended November meeting               <ul style="list-style-type: none"> <li>○ Farm Tour: Invitation in the works for Farm tour, hoping to invite state and city government representatives</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Participate in meetings and subcommittees</li> <li>➤ Farm Tour currently in planning stages, SAVE THE DATE: Feb. 2, 2018</li> </ul>
	WP Farmers Market SNAP Program	➤ Requested status report from Gaby L.	
Mobility and Urban Form	BikeShare	<ul style="list-style-type: none"> <li>➤ Remains on TABs list of priorities for 2018.</li> <li>➤ 10/25/17 TAB staff requested a proposal for a bikeshare station at Sunrail Station from Juice Bikes.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Review proposal.</li> </ul>
	Electric Charging Stations	<ul style="list-style-type: none"> <li>➤ 6 EV Chargers received. Installation in progress.</li> <li>➤ UAB has requested demographic information on EV charging station users.</li> <li>➤ Looking into creating an EV Plan for the city.</li> </ul>	

## December 2017 STAFF REPORT

	Transportation Advisory Board	<ul style="list-style-type: none"> <li>➤ Highlights from 11/14/17 Mtg:               <ul style="list-style-type: none"> <li>○ CRA provided brief overview of Kimley-Horn Downtown Park Strategy (<a href="https://cityofwinterpark.org/residents/parking/">https://cityofwinterpark.org/residents/parking/</a>)                   <ul style="list-style-type: none"> <li>▪ Post-commission presentation, likely to focus on upgrading existing ticketing technology, updating parking code, and a graduated fine structure</li> </ul> </li> <li>○ Tim Eagen, City's Environmental Resource Manager presented conceptual plan for Howell Creek Board                   <ul style="list-style-type: none"> <li>▪ City successfully acquired adjacent parcels, DEP funds to be used for ecological restoration, environmental education program (e.g., interpretive signage), and trail system</li> </ul> </li> <li>○ Reviewed priorities list, projects increasing bike/ped connectivity, ideally separated/protected routes, given higher priority</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Next Meeting: December 12, 8:30am, Public Safety Building</li> </ul>
Natural Resources & Systems	Green Building Standards for Tree Removal	<ul style="list-style-type: none"> <li>➤ Provided Urban Forestry with language to amend existing code to require the use of green building standards when tree will be removed</li> <li>➤ Under review by city attorney, delayed by Hurricane Irma</li> </ul>	
	Lakes Advisory Board	<ul style="list-style-type: none"> <li>➤ Highlights from 11/14 Mtg:               <ul style="list-style-type: none"> <li>○ Installed first trail sign at Dinky Dock for Watershed Trail in partnership with Rollins College</li> <li>○ Email registry for lakefront residents for Lake Notifications now available at <a href="https://cityofwinterpark.org/departments/public-works/lakes/">https://cityofwinterpark.org/departments/public-works/lakes/</a></li> <li>○ 2018 Watershed Cleanup Dates have been set</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Next Meeting: Tuesday, December 12<sup>th</sup>, 12pm, Public Safety Building</li> </ul>
Local Government Operations	Electric Fleet	<ul style="list-style-type: none"> <li>➤ City's Building &amp; Permitting Department received its first fully electric vehicle; being used by building official and other building staff</li> </ul>	<ul style="list-style-type: none"> <li>➤ Wrap vehicle</li> </ul>
	Employee Outreach	<ul style="list-style-type: none"> <li>➤ Providing monthly presentations at the City's New Employee Orientations on SAP; invited ReThink Your Commute to speak at Orientation</li> <li>➤ Participating in monthly WP Employee Committee meeting</li> </ul>	<ul style="list-style-type: none"> <li>➤ Work with HR to help make WP a Best Workplaces for Commuters candidate</li> </ul>
	Recycling	<ul style="list-style-type: none"> <li>➤ Office visits have been conducted at Public Works Compound and Public Safety Building to determine needs.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Meet with custodial staff/facilities staff</li> </ul>

## December 2017 STAFF REPORT

		<ul style="list-style-type: none"> <li>➤ Parks staff has provided staff with a list of their needs for their facilities</li> <li>➤ Provided Public Works and Public Safety with labels and bins</li> </ul>	<ul style="list-style-type: none"> <li>➤ Work with WastePro to place dumpsters/roll-carts at city facilities and parks</li> </ul>
Waste Diversion & Recycling	Bottle filling stations	<ul style="list-style-type: none"> <li>➤ Purchased, received 6 drinking fountain/bottle filling station</li> <li>➤ Installations in process</li> </ul>	<ul style="list-style-type: none"> <li>➤ Installed: Cady Way Park and Howell Preserve Park</li> <li>➤ To be installed: Phelps Park, Dinky Dock, Azalea Lane, and Ward Park.</li> </ul>
	Beyond34	<ul style="list-style-type: none"> <li>➤ Staff attended Beyond 34 Orlando Region Recycling Optimization Workshop: <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></li> </ul>	<ul style="list-style-type: none"> <li>➤ Attend follow-up meetings: Dates TBD</li> </ul>
	Cigarette waste disposal	<ul style="list-style-type: none"> <li>➤ Side mounted ash urns along Park Avenue have been installed.</li> <li>➤ Smoking stations for Center Street to be installed-working on securing agreement from owners with City Attorney and installation with City Engineering Dept.</li> </ul>	
	Composters	<ul style="list-style-type: none"> <li>➤ Composters requested by</li> </ul>	<ul style="list-style-type: none"> <li>➤ Promote on Social Media, Next Door</li> <li>➤ Once all remaining composters have been distributed, send out survey to recipients to estimate their usage/waste diversion</li> </ul>
	Don't Pitch It, Fix It	<ul style="list-style-type: none"> <li>➤ Spoke with Orange County, their DPI-FI is scheduled for April 21<sup>st</sup> 2018 at Blanchard Park YMCA, 12-4pm</li> <li>➤ Deciding if we will do a bike-focused DPI-FI at Earth Day and then DPI-FI the week after</li> </ul>	<ul style="list-style-type: none"> <li>➤ Set 2018 Dates (potential dates: April 15 @ Earth Day in the Park, April 21<sup>st</sup> or April 22<sup>nd</sup> @ Library)</li> </ul>
	EcoPreserve	<ul style="list-style-type: none"> <li>➤ Met with EcoPreserve and Hanson to discuss waste study opportunities</li> </ul>	<ul style="list-style-type: none"> <li>➤ Receive and review EcoPreserve's proposal</li> </ul>
	Electronics Waste Collection	<ul style="list-style-type: none"> <li>➤ Scheduled for November 18<sup>th</sup>; 8am-Noon at Howell Branch</li> </ul>	

## December 2017 STAFF REPORT

	Household Hazardous Waste and E-Waste	<ul style="list-style-type: none"> <li>➤ Updated webpage with information on Seminole and Orange County drop-off locations and events</li> </ul>	<ul style="list-style-type: none"> <li>➤ Check to see if WastePro and A1 Assets are available to do HHW &amp; E-Waste Event April, 28<sup>th</sup></li> <li>➤ Advertise date in WP mailing and website</li> </ul>
	Recycle Across America Labeling	<ul style="list-style-type: none"> <li>➤ Provide to interested businesses and private schools (OCPS schools received labels-Bank of America sponsor)</li> <li>➤ Meeting with RAA and KOB on 12/20</li> </ul>	<ul style="list-style-type: none"> <li>➤ Reach out to private schools</li> <li>➤ Reach out to local businesses</li> </ul>
	RFID/Service Verification Program – WastePro	<ul style="list-style-type: none"> <li>➤ Bryan E. presented at the October meeting, hopes that by mid-next year system will be running at 90% accuracy. Real-time online verification program is active.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Work with WastePro on pilot project-targeted contamination reduction education.</li> </ul>
	Track Shack Orlando Race Waste Reduction	<ul style="list-style-type: none"> <li>➤ Included partnership and ultraspouts, hydrapouches, and coolers for cup-free racing (e.g., Run for the Trees) in FDOT-KABA Proposal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Work with Track Shack to implement at Race for the Trees</li> </ul>
	Waste Haulers Reports	<ul style="list-style-type: none"> <li>➤ Contacting registered haulers for monthly/annual reports</li> </ul>	<ul style="list-style-type: none"> <li>➤ Compile data for analysis</li> </ul>
	WastePro Disposal Report	<ul style="list-style-type: none"> <li>➤ Receiving Quarterly Disposal/Recycle Diversion Report</li> </ul>	<ul style="list-style-type: none"> <li>➤ Compile data for analysis</li> </ul>
AIB	2017 Evaluation Report Recommendations	<ul style="list-style-type: none"> <li>➤ Updated website with 2017 Community Profile and 2017 Evaluation Report</li> <li>➤ Contacted Chamber re: recommendation to add “best landscape vignette” category to Ovation Awards</li> <li>➤ WP Blooms upcoming meeting dates: 2/6, 3/6, 4/3, 5/1, 6/5, 7/10</li> </ul>	<ul style="list-style-type: none"> <li>➤ Continue reviewing and implementing evaluation report’s recommendations where feasible</li> </ul>
Events	Earth Day	<ul style="list-style-type: none"> <li>➤ 10/6/17 Met with Dan from CMG-Orlando; provided date: April 15, 2018 11am-3pm</li> <li>➤ Started reaching out to 2017 participants, several past participants have confirmed</li> </ul>	<ul style="list-style-type: none"> <li>➤ Schedule next meeting for January</li> <li>➤ Reach out to 2017 participants</li> </ul>

## December 2017 STAFF REPORT

Fundraising	Dance Lessons	➤ Lessons currently in session	➤ Advertise 2018 dates on website
	Sponsorships	➤ New sponsorship packet printed and available online	➤ Board member fundraising; reach out to 2017 sponsors ➤ <b>Deadline for receiving sponsor logos: Last week of February</b>
	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	
Grants	FDOT KABA	➤ FY 2016/2017 (\$15K) Final Report submitted. ➤ FY 2017/2018 Proposal (\$16K grant) submitted.	➤ Draft and Submit 17/18 Proposal
	Healthy Central Florida \$2,500 Minigrant	➤ Submitted proposal for WP Meatless Monday Campaign	➤ Winners will be notified the week of December 11 <sup>th</sup> .
KAB	Affiliate Requirements	➤ Fulfilled, Received Letter of "Good Standing" 11/7/18.	
SAP	2017 Annual Report	➤ Begin updating	➤ Present Draft to Board in January, Finalize Draft in February ➤ Present report to commission in March