

# agenda

## Keep Winter Park Beautiful & Sustainable Advisory Board



**February 20, 2018 at 11:45 AM**

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

### **1: Administrative**

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

January 16 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

February Staff Report

Pending Items

Seed2Source, Tinker, REI Sponsorship

### **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

### **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:**

March 20, 2018

March 12-Special Work Session: Orlando's GHG Inventory-  
Brittany Sellers

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.**

**January 16, 2018  
11:50am**

**MINUTES**

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**Present:** Mary Dipboye, Ben Ellis, Natalie Hellman, Sally Miller, Bruce Thomas

**Absent:** Nora Miller, Stephen Pategas, Ellen Wolfson

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

**Guests:** Curtis Ostrodka, VHB; Jody Lazar, WP Library

**CALL TO ORDER:** Ch. Ellis called the meeting to order at 11:50 a.m.

**1. ADMINISTRATIVE ITEMS**

**Approval of Minutes**

Sally M. made a motion to approve December 19, 2017 minutes. Mary D. seconded the motion. Minutes were approved as presented.

**Citizen Comments:**

Curtis O. from VHB invited the community to participate in the City of Orlando's final Green Works public workshop informing the Green Works Community Sustainability Plan 2018 update. The workshop will take place, Thursday, February 1<sup>st</sup> from 6pm-8pm, at East End Market, carpooling is highly recommended because of venue's limited parking. 1/26/18 VABC emailed workshop details to board. Jody L. from the WP Library will be hosting a volunteer fair on Friday, January 26<sup>th</sup>; shared that she celebrated Martin Luther King Day at Unity Heritage Festival at Shady Park.

**Staff Report:**

Staff report was emailed to board members. Vanessa B. C. and Mary D. finalizing the agenda and date for Energy Saving 101 for Faith-Based Organizations community workshop, Vanessa B.C. to create invitation. Tentatively scheduled for Thursday, February 22<sup>nd</sup> from 6pm to 7:30pm at the WP Civic Center (1/23/18 UPDATE: Workshop will be held Monday, February 19<sup>th</sup>, 6pm-7:30pm, WP Civic Center, VABC sent invitation to local churches, Board Members to follow up (e.g., Bruce T.-FCC; Ben E.-WP Methodist). Ch. Ellis recommended light refreshments be provided; staff to coordinate. Vanessa B.C. reported that staff has yet to see any updates regarding 2018 CFBOTB. Vanessa B.C. also reported: SolSmart Silver Designation Application submitted (1/16/18 UPDATE: City has received Silver Designation); Utilities Advisory Board Joint Meeting tentatively set for March 2<sup>nd</sup> from 12pm to 1:30pm, pending discussion with UAB at 1/24/17 board meeting, Ch. Ellis will try to attend the meeting. Mary D. opened a discussion on a greater commitment to renewable energy than what is suggested in the SAP, providing examples of the cities of Orlando and St. Pete and others. Sally M. and Bruce T. suggested it would be great for the City of Winter Park to be a leader on this, Ch. Ellis cautioned that suggested goals should be attainable (e.g., unlike recycling goal set by the state that has not moved beyond 34). Board would like to have more information on who is 100% renewable energy and how they are achieving this (e.g., Atlanta, GA; Burlington, VT). Vanessa B.C. reported that UAB has on several occasions discussed the potential of increasing renewables portfolio and suggested it might be useful to have Deidre McNab or another solar expert present to the UAB. Vanessa B.C. opened a

discussion on waste to energy counting toward percentage of renewable energy portfolio. Mary D. stressed that customer-owned solar generated (approximately 50 systems throughout the city; net going on the grid) should be counting toward that number. Staff will follow-up with Delsia Margraf, manager of the City's Utility Services Department. Ch. Ellis reminded the board that a representative from Rollins College would start joining the monthly meetings starting in February. The Board requested for clarification on the SNAP program's usage data—is there demographic data associated with it? (1/19/18 UPDATE: VABC emailed Gabby's responses to the board's questions).

## 2. ACTION

None.

## 3. INFORMATIONAL

### a. Green Minute

Mary D. shared that the East Orange County Solar-Co-op is open, will end April 15<sup>th</sup>. Sign up and information is available at [solarunitedneighbors.org/orangecounty](http://solarunitedneighbors.org/orangecounty). It is a short window so anyone interested should sign up. There is no obligation to sign a contract. Sally M. requested staff see if this can included in the next city newsletter (1/17/18 Clarissa, Director of WP Communications, said she include this information in the March-May issue).

### b. KWPB – Status Report KWPB&S

#### *Earth Day in the Park/Sponsorships*

Bruce reported Earth Day in the Park planning is underway, most recent meeting on January 10<sup>th</sup> went well. Finding sponsors by the end of the February is the major priority. Board reviewed sponsor contact list and assigned board members for follow-up, priority is to contact last year's sponsors first. Board requested that Water and Waste Water Utility booth have cooking oil recycling program containers, as well as Police Department booth provide information on drug disposal be present at Earth Day (UPDATE: VABC confirmed both departments will do this). Sally M. suggested a city-related booth section (UPDATE: Event Planners confirmed they will incorporate this suggestion into the tent layout). Board considered potential of purchasing the winner of the Polacek Open Air competition to be given as a prize for the volunteer of the year. Board suggested the \$100 People's Choice Award provided last year should be given again this year with no increase at this time. And recommended consideration of providing the volunteer of the year with something in addition the certificate of appreciation. Mary D. and Bruce T. will be organizing the EV Display. Staff continuing to explore possibility of having Stuff the Magic Dragon at Earth Day in the Park. The next Earth Day planning group meeting will be scheduled for the beginning of March.

*Confirmed Participants* (updated 1/26/18): Bike Rodeo, Crealde School of Art, Orange County Environmental Protection Division, Ferran Services, Full Circle Yoga, Hannibal Square Heritage Center, IDEAS For Us and Fleet Farming, Keep Winter Park Beautiful, Polasek Museum & Sculpture Gardens, Rethink Your Commute/SunRail, Rollins Sustainability Program, WP GIS/Public Works Bike Valet, WP Lakes, WP Library, WP Parks & Recreation, WP Police, WP Sustainability Program, WP Transportation Advisory Board, WP Urban Forestry, WP Water Utility

### c. Sustainability Action Plan

Vanessa B.C. reported that the 2017 SAP Annual Report is being drafted, staff is waiting on data from several departments to finalize and have ready for the board's review. Staff hopes to have a draft ready for the board's review and approval by the end of the month/February. Sally M. suggested that the update be posted in the e-newsletter and that Sustainability be linked on the City's homepage or on the Residents drop-down list (1/17/18 UPDATE: Sustainability Page is now linked under Residents Tab; it is also listed under Quick Info and can be reached by searching for "Sustainability" in the main page's search bar.)

**d. Finance**

None.

**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:

Ben E. made a motion to adjourn at 1:12 p.m., seconded by Bruce T. Next meeting Tuesday, February 20<sup>th</sup>, 11:45am at City Hall.

Respectfully submitted,

Vanessa A. Balta Cook  
Recording Secretary

## February 2018 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>➤ Details of FMPA/OUC multi-site solar project (150-225 total MW; projected commercial operation: Spring 2020; developer: NextEra Florida Renewables; kWh purchased at a fixed energy price for 20 years) were presented to Utilities Advisory Board on 1/24 (presentation created by Jerry, consultant for WP Electric Utility). Presentation recommended UAB approve WP participation, allow management discretion to select participation amount not to exceed up to 15MW, and allow discretion to negotiate necessary FMPA agreement. UAB discussion arrived at being more comfortable with 10MW and the following passed motion “The UAB recommends that the city should formally express its interest in participating in the project and authorized the electric utility to enter into details discussions. Any binding contractual commitment would require further consideration by the commission”.</li> <li>➤ 30% tariffs on imported solar panel is impacting the projected timeline for implementation</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>➤ 2017/2018 WP Registered : First Congregation Church, St. John Lutheran Church, WP Library, First GREEN Bank, Olive Garden, Valencia College &amp; 16 city facilities</li> <li>➤ 2018 registration has yet to be opened.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Think about sectors to target for 2018 competition</li> </ul>
	Energy Audit of Azalea Lane Recreation Center	<ul style="list-style-type: none"> <li>➤ Kris S. discussed with Hanson; they have access to ESPM profile</li> </ul>	<ul style="list-style-type: none"> <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>
	Energy Conservation 101 workshop for Faith-	<ul style="list-style-type: none"> <li>➤ Scheduled for February 19<sup>th</sup>, 6pm, Civic Center</li> <li>➤ 1/23 sent invitation and church contact list to Board</li> </ul>	

## February 2018 STAFF REPORT

	Based Organizations		
	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> <li>➤ Working on conducting site visits to update City facilities' profiles</li> </ul>	<ul style="list-style-type: none"> <li>➤ Update energy and water usage data as needed</li> </ul>
	GHG Inventory	<ul style="list-style-type: none"> <li>➤ Presentation by Brittany Sellers, Sustainability Project Manager from Green Works Orlando <b>rescheduled to Monday, March 12, 11:30am, Chapman Room</b>; will discuss GHG inventory, trends, and recommendations</li> <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 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>➤ Information available on city website (BEW), new Solar page, and in energy audit kits</li> </ul>	<ul style="list-style-type: none"> <li>➤ Explore possibility of PACE providers' workshop series-May: Building Safety Month</li> </ul>
	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> </ul>	<ul style="list-style-type: none"> <li>➤ Analyze City rebate program, consider low-income 100%, bids</li> <li>➤ Promote Audits through City's Social Media</li> </ul>
	Solar at City Facilities	<ul style="list-style-type: none"> <li>➤ \$250K in FY 2018 budget for solar approved; RFP in progress</li> </ul>	<ul style="list-style-type: none"> <li>➤ Review received proposals</li> </ul>
	SolSmart	<ul style="list-style-type: none"> <li>➤ SolSmart Silver Designation received 1/16/2018</li> <li>➤ Requested Press Release from Communications</li> <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>	<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 1/24 Meeting               <ul style="list-style-type: none"> <li>○ RFP for installing panels at Water Treatment Plant underway</li> <li>○ Water Bromate level sampling missed in October by water utility, residents will be receiving a notice; readings are consistently below the</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Next UAB Meeting: February 28<sup>th</sup> (4<sup>th</sup> Wednesday of the month at 12PM at Public Safety Building).</li> </ul>



## February 2018 STAFF REPORT

		<p>maximum contaminant level, notice must be given when a sampling is missed per FDEP.</p> <ul style="list-style-type: none"> <li>○ UAB would like to be briefed by Dan D. re: solar opportunities and/or OUC before meeting with KWPB&amp;S AB. Joint Meeting tentatively set for Friday, March 2<sup>nd</sup>, subject to change.</li> </ul>	
	UAB/KWPBS Joint Meeting on Solar	<ul style="list-style-type: none"> <li>➤ Tentatively set to Friday, March 2<sup>nd</sup>, 12-1:30pm, subject to change, Beary Room, Public Safety Building.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Confirm UAB participation</li> </ul>
Community Engagement & Green Economy	Beautification Mini-Park Workdays	<ul style="list-style-type: none"> <li>➤ Working with Winter Park Blooms and Parks &amp; Rec to schedule first workday for end of March in mini-parks</li> </ul>	<ul style="list-style-type: none"> <li>➤ Advertise on Eventbrite, sustainability e-list, city calendar, volunteer match</li> </ul>
	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>➤ 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>
	HOA Invited Speakers-Green Oaks Neighborhood	<ul style="list-style-type: none"> <li>➤ 1/25 KS and VABC presented 2017 SAP highlights and answered residents questions</li> </ul>	
	Rollins Committee on Environmental & Sustainable Issues	<ul style="list-style-type: none"> <li>➤ Staff attended February Meeting           <ul style="list-style-type: none"> <li>○ Highlights from 2/2 meeting minutes:               <ul style="list-style-type: none"> <li>▪ Creating new signage that identifies most common items that are recyclable and not recyclable (e.g., Starbucks cups); Looking at Waste Connections as potential hauler (say disposable bags ok, goes from Sanford Transfer Station to Miami MRF); urban farm community workday potential; Earth Month activities (E-waste</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Participate in monthly meetings, Next Meeting: March 2<sup>nd</sup> (Van Houten Conference Room, Olin Library, 2-3pm; upcoming: March 30, April 27)</li> </ul>

## February 2018 STAFF REPORT

		drive, watershed walk; discussion panel; WP Earth Day in the Park); painting fest	
	Rollins Radio Station Roundtable	➤ 2/7 Sustainability Team guests on A Dialogues with Voice, full interview available on <a href="http://greenmindsthinkalike.podbean.com">greenmindsthinkalike.podbean.com</a>	
	Volunteer Outreach	➤ Looking for contacts for WP schools (please forward to staff)	
	Watershed Cleanups (community groups)	<ul style="list-style-type: none"> <li>➤ 2/10: Winter Park High School Student Council; 15 students/teachers</li> <li>➤ October TBD: Do Good Date Night</li> </ul>	➤ Route pop-up community group requests to Lakes
	Watershed Cleanups (Open to the public)	<ul style="list-style-type: none"> <li>➤ 1/27 Lake Maitland Cleanup; 76 volunteers, 310lbs of litter</li> <li>➤ 2018 Dates               <ul style="list-style-type: none"> <li>○ 4/7; 7/7; 10/20</li> </ul> </li> <li>➤ Posted to City Calendar, EventBrite and Volunteer Match</li> </ul>	➤ Send Great American Cleanup (March/April) flyer to Sustainability E-list; March 1 will be on digital screen on Park Ave.
Local Food & Agriculture	Community Gardens	➤ Researching potential locations for community gardens	➤ Determine location for donated tower garden, and set-up
	Good Food Central Florida	<ul style="list-style-type: none"> <li>➤ VABC and WP Senior Planner Allison McGillis attended 2018 Central Food System Tour               <ul style="list-style-type: none"> <li>○ Tour highlights:                   <ul style="list-style-type: none"> <li>▪ Long &amp; Scott Farms (26216 County Road 448A, Mt Dora FL 32757) tour</li> <li>▪ Lecture by UF's Dr. Pierce Jones on "creating a master plan for your community that includes agriculture"</li> <li>▪ Visit to Edible Education Experience (30 E Evans St. Orlando, FL)</li> <li>▪ Fleet Farming Farmlettes in Audubon Park</li> <li>▪ Work by Rob Greenfield, Food Waste Artist/activist <a href="http://robgreenfield.tv/foodwaste/">http://robgreenfield.tv/foodwaste/</a></li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Participate in meetings and subcommittees</li> <li>➤ Participate in Food System Tour (VABC will work registration table)</li> </ul>

## February 2018 STAFF REPORT

	Senior Food Harvest Event	<ul style="list-style-type: none"> <li>➤ Staff part of planning and tabled 2/6/18 Table Sixty(senior food insecurity alliance-WPHF, AARP, Second Harvest)</li> <li>➤ 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</li> </ul>	<ul style="list-style-type: none"> <li>➤ Participate in upcoming planning meetings and future events</li> </ul>
	WP Farmers Market SNAP Program	<ul style="list-style-type: none"> <li>➤ Gabby's status report emailed to board 1/16/18</li> </ul>	
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> </ul>	<ul style="list-style-type: none"> <li>➤ Look into the development of an EV Plan</li> </ul>
	Transportation Advisory Board	<ul style="list-style-type: none"> <li>➤ Highlights from 1/11/18 Mtg:             <ul style="list-style-type: none"> <li>○ TAB working on Sidewalk Policy and Mobility Plan</li> <li>○ Bike to Work Day scheduled for Wednesday March 7 (rain date Mar.8); gather at 3:30pm, group ride at 4pm, starting at Garfield Avenue behind Central Park main stage; after party at 5pm at Park Social (358 N. Park Ave); registration available at <a href="http://healthycentralflorida.org">healthycentralflorida.org</a></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Next Meeting: Tuesday, February 13<sup>th</sup> (8:30am, Public Safety Building; 2<sup>nd</sup> Tuesday of the month)</li> <li>○ Send Bike to Work poster to Sustainability e-list</li> <li>○ Work with HR and ReThink to encourage city employees to participate in Bike to Work</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 1/9 Mtg; February meeting cancelled:             <ul style="list-style-type: none"> <li>○ VABC working with Amy Giannotti, Lakes Division Manager, to begin Storm Drain Marking Program; new self-directed volunteer opportunity</li> <li>○ Email registry for lakefront residents for Lake Notifications available at <a href="https://cityofwinterpark.org/departments/public-works/lakes/">https://cityofwinterpark.org/departments/public-works/lakes/</a></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Next Meeting: Tuesday, March 13<sup>th</sup>, 12pm, Public Safety Building</li> </ul>

## February 2018 STAFF REPORT

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</li> <li>➤ Participating in monthly WP Employee Committee meeting</li> </ul>	<ul style="list-style-type: none"> <li>➤ Work with HR and ReThink Your Commute 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> <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> <li>➤ Staff met with Richard Castle to request roll-carts and dumpsters for city facilities and parks</li> </ul>	<ul style="list-style-type: none"> <li>➤ Meet with custodial staff/facilities staff</li> <li>➤ Provide education for employees through e-tv and e-mails once recycling infrastructure in place at Public Safety, Public Works</li> <li>➤ Follow-up with RC/WastePro</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 progress</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> <li>➤ 2/21 KS and VABC will attend Regional Cities meeting to discuss regional recycling issues</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-legal agreements have been sent to property</li> </ul>	<ul style="list-style-type: none"> <li>➤ Work with Engineering Department and Property Owners to install</li> </ul>
	Composters	<ul style="list-style-type: none"> <li>➤ Receiving online requests</li> <li>➤ Composters are being distributed on a monthly basis</li> <li>➤ Composters purchased under 2017/2018 FDOT KABA award received 2/8</li> </ul>	<ul style="list-style-type: none"> <li>➤ Once all remaining composters have been distributed, send out survey</li> </ul>

## February 2018 STAFF REPORT

			to recipients to estimate their usage/waste diversion
	Don't Pitch It, Fix It	<ul style="list-style-type: none"> <li>➤ Date set: April 21<sup>st</sup> 2018/ Winter Park: Winter Park Library 1pm-4pm; Orange County: Blanchard Park YMCA, 10am-1pm</li> <li>➤ Bike-focused DPI-FI at Earth Day and then DPI-FI the week after</li> </ul>	<ul style="list-style-type: none"> <li>➤ Promote on Social Media</li> <li>➤ Send to Sustainability E- List</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>
	Household Hazardous Waste and E-Waste	<ul style="list-style-type: none"> <li>➤ Date Set for HHW &amp; E-Waste Event: Saturday, April 28, 8am to Noon, Public Works Compound, 1409 Howell Branch Road</li> </ul>	<ul style="list-style-type: none"> <li>➤ Promote on WP print and electronic outlets</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: Discussed PSAs available thru contract and add-on stickers that identify common items that are not recyclable</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>
	Seminole County Transfer Station and Landfill Visit	<ul style="list-style-type: none"> <li>➤ Sustainability staff visited Seminole County Transfer Station (Longwood) and Landfill (Geneva) with City of Orlando Solid Waste Division</li> </ul>	<ul style="list-style-type: none"> <li>➤ Explore commercial organics collection potential collaboration with City of Orlando</li> </ul>
	Track Shack Orlando Race Waste Reduction	<ul style="list-style-type: none"> <li>➤ Ordered ultraspouts, and hydrapouches, for cup-free racing (e.g., Run for the Trees; April 28; 7:30am)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Order coolers</li> <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>

## February 2018 STAFF REPORT

	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> <li>➤ Volunteer Appreciation Event schedule for April 26<sup>th</sup>, 6-8pm, WP Country Club</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>➤ Event planners following up with 2017 participants</li> <li>➤ VABC receiving invoices</li> <li>➤ Website copy provided to webmaster</li> <li>➤ Confirmed Participants (updated 1/26/18): Bike Rodeo, Crealde School of Art, Orange County Environmental Protection Division, Ferran Services, Full Circle Yoga, Hannibal Square Heritage Center, IDEAS For Us and Fleet Farming, Keep Winter Park Beautiful, Lakemont Elementary, Polasek Museum &amp; Sculpture Gardens, Rethink Your Commute/SunRail, Rollins Sustainability Program, WP GIS/Public Works Bike Valet, WP Lakes, WP Library, WP Parks &amp; Recreation, WP Police, WP Sustainability Program, WP Transportation Advisory Board, WP Urban Forestry, WP Water Utility</li> </ul>	<ul style="list-style-type: none"> <li>➤ Schedule meeting for beginning of March</li> </ul>
Fundraising	Dance Lessons	<ul style="list-style-type: none"> <li>➤ Link to instructor’s website on the About KWPB&amp;S webpage</li> <li>➤ Added 2018 sessions to City Calendar</li> </ul>	
	Sponsorships	<ul style="list-style-type: none"> <li>➤ New sponsorship packet printed and available online</li> <li>➤ Sponsor Contact List updated</li> <li>➤ Board members reaching out to their assigned organizations</li> <li>➤ 2018 Sponsors (as of 2/9) Panera (Silver-\$1K); Winter Park Garden Club (Silver-\$1K); Massey (\$500); Phil Kean Designs (\$250).</li> </ul>	<ul style="list-style-type: none"> <li>➤ Board member fundraising; reach out to 2017 sponsors</li> <li>➤ <b>Deadline for receiving sponsor logos: February 27</b></li> </ul>
	Utility “Round Up” Program	<ul style="list-style-type: none"> <li>➤ 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</li> </ul>	
Grants	FDOT KABA	<ul style="list-style-type: none"> <li>➤ FY 2016/2017 (\$15K) Final Report submitted.</li> <li>➤ FY 2017/2018 Proposal (\$16K grant) submitted.</li> </ul>	

## February 2018 STAFF REPORT

	Healthy Central Florida \$2,500 Minigrant	<ul style="list-style-type: none"> <li>➤ Awarded Grant for WP Meatless Monday Campaign</li> <li>➤ 2/2 received MOU, forward to Procurement for signature</li> </ul>	<ul style="list-style-type: none"> <li>➤ Submit MOU, timeline by 2/12</li> <li>➤ Develop WP Meatless Monday Campaign webpage</li> </ul>
KAB	Affiliate Requirements	<ul style="list-style-type: none"> <li>➤ Fulfilled, Received Letter of "Good Standing" 11/7/18.</li> </ul>	
SAP	2017 Annual Report	<ul style="list-style-type: none"> <li>➤ Draft sent to Board 2/9/18</li> </ul>	<ul style="list-style-type: none"> <li>➤ Incorporate Board comments/edits</li> <li>➤ Present report to commission in March</li> </ul>