

## Keep Winter Park Beautiful & Sustainable Advisory Board



**October 30, 2018 at 11:45 AM**

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

### **1: Administrative**

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

September 18 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

October 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

Priorities

BEW-5 Residential Potable Water Average Annual Usage

CEGE-2: Recognized Green Businesses

WDR-1: Waste Diverted from Landfill

-update from David Daly and Carol Lindsey

-Board review of Recycling Questions sent by Mary D.

#### **d. Finance**

Status Report from Finance

**e. Waste Assessment Proposal**

Jessica Wright from ecoPreserve will be available for questions.

**f. Winter Park Observer Contract and Ad Sample**

**g. Corkcicle KWPB&S Mock-up**

**h. Tinker Report**

**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:**

November 20, 2018, December 18, 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 ADVISORY BOARD**

Regular Meeting  
City Hall, 401 Park Ave. S.

September 18, 2018  
11:45am

**MINUTES**

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**Present:** David Daley (by phone), Mary Dipboye, Ben Ellis, Nora Miller, Stephen Pategas, Ellen Wolfson

**Absent:** Bruce Thomas

**City of Winter Park Staff:** David Zusi, Water and Wastewater Utilities Director; Kris Stenger, Building and Sustainability Manager; Vanessa Balta Cook, Building & Sustainability Planner; Agnieszka Tarnawska, Sustainability and Permitting Assistant

**Guests:** Jody Lazar, Winter Park Public Library

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

**1. ADMINISTRATIVE ITEMS**

**Approval of Minutes**

Stephen P. made a motion to approve August 21, 2018 Meeting minutes. Ellen W. seconded the motion. Minutes were approved as presented.

**Citizen Comments:**

Jody L. mentioned that the Don't Pitch It, Fix It event held on September 15, 2018 at the WP Community Center went really well.

**Staff Report:**

Staff report was emailed to board members. Kris S. provided status update on WastePro RFID issue and ReCollect soft launch. Vice Ch. Wolfson underscored the importance of finding ways to promote this effectively to our residents (e.g., at Earth Day and upcoming events), staff will be meeting with Communications to plan public launch around America Recycles Day (November 15). Nora M. mentioned that she was unable to find "strawberry container" in "What Goes Where?" update: staff added this as an alternate searchable phrase for "plastic clam shell container." Vanessa B.C. provided a brief status report on the Don't Pitch It, Fix It event and Greenhouse Gas Inventory.

**2. ACTION**

**a. Renewables Commitment**

Motion made by Mary D. remove Renewable Commitment discussion from the table, seconded by Stephen P., motion carried unanimously by a vote of 5-0.

**3. INFORMATIONAL**

**a. Green Minute**

Mary D. mentioned that she has found someone at the Mayflower who is very interested in starting recycling at their facility; update: staff met with representatives on 10/3.

**b. KWPB – Status Report KWPB&S**

Stephen P. distributed a summary of last meeting's discussion on the America In Bloom Evaluation

Form's Environmental Efforts Criteria. He asked that everyone send any additional information that may help inform the 2019 Community Profile and AIB judges' tour.

**c. Sustainability Action Plan**

*Renewables Commitment*

Ch. Ellis opened the discussion. Mary D. suggested that there may not be enough support for passing the commitment and requested that the topic be removed from the table, with the possibility of reintroducing it at a later time.

*SAP PRIORITIES*

*WDR-1: Waste Diversion & Recycling, Waste Diverted from Landfill*

David D. provided a brief status report. The read-ahead document was sent to the board 9/5 and 10/10. Resident Carol Lindsey and David D. will present on the topics of plastic straws and plastic pollution at the October meeting.

*BEW-5; Buildings, Energy and Water, Residential Potable Water Average Annual Usage*

Ch. Ellis opened discussion on next steps. Stephen P. prioritized promotion of the Weather Based Smart Controller Rebate Program and reviewing of landscape ordinance that is currently under review for revision by Urban Forestry (Dru Dennison), staff will look further into this and forward information to Stephen P./board. Staff will send out Smart Controller Rebate Program information to Sustainability E-list (1,000+ users). V. Chair Ellen W. suggested that the Observer would be a great place to help promote this rebate for the Water Utility, as well as the ReCollect tool. Staff will work with Communications to begin ads as soon as possible.

*CEGE-2: Community Engagement & Green Economy, Recognized Businesses*

Nora M. reported on the materials sent by staff. She found some overlap in regards to the Green Recognition and LEED and other green building certification programs. Discussion of whether a municipality/staff is able/should "certify" green businesses ensued. Stephen P. suggested the Winter Park Chamber should be invited into this conversation. Staff will contact Chamber. Vanessa B.C. mentioned that several Florida cities are considering green recognition programs that are focused on "plastic-free" establishments, providing recognition at various levels of commitment. Kris S. suggested an online portal that provided "green" ratings for businesses based on their commitments to green initiatives (e.g., Meatless Mondays, Recycling Program, Plastics, AIB, Chamber member), perhaps integrating into an existing database.

**d. Finance**

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

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

David Z. presented to the board on water savings associated with usage of Weather Based Smart Irrigation Controllers (WBSIC). The utility is currently providing a rebate (up to \$100) for utility customers that purchase a WBSIC, they are also looking at adding them to WI-FI accessible city facilities. More information on rebates can found at [cityofwinterpark.org/h2oconserve](http://cityofwinterpark.org/h2oconserve), under the Rebates tab. David Z. also presented on overall reductions in irrigation usage in the city, alternate sources of irrigation water being used by the city, conservation measures taken by the city, programs to help residents conserve water (e.g., free irrigation system audit and controller adjustment consultation, rebates for high efficiency washing machines and toilet upgrades), plans to provide citizens with more information on billing statements regarding their usage/conservation in the next year or so, the Solar RFP's goal to place solar on some of the city's water treatment plants, and the challenges related to determining the change in per capita water usage over time, and status of reclaimed water program.

**4. NEW BUSINESS**

- a. **Agenda Requests/Announcements/Action Items:** October meeting will include Waste Diversion & Recycling Committee Discussion led by David D. and Carol L., as well as staff updates on Observer ad and Tinker report.

## 5. ADJOURNMENT

### a. Action Items

### b. Evaluate Meeting

- What worked:
- What didn't work:

Stephen P. made a motion to adjourn at 1:02 p.m., seconded by Nora M. Next meeting Tuesday, October 30, 11:45am at City Hall.

Respectfully submitted,

Vanessa A. Balta Cook  
Recording Secretary

<b>BUILDINGS, ENERGY, AND WATER</b>		<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Residential Energy Audits Performed Annually (BEW-1)	2020: 150 audits 2030: 150 audits FY17/18: 74 audits			Work with Communications to continue promoting (e-blast, Observer?)
Residential Rebates Administered Annually (BEW-2)	2020: 100 rebates 2030: 100 rebates FY17/18: 13 rebates			Work with Communications to continue promoting (e-blast, Observer?)
Commercial Building Benchmarking (BEW-3)	2020: 100 buildings 2030: 500 buildings FY17/18: 6 buildings		10/8 VABC spoke with UCF Prof., hoping to recruit students in Spring 2019 to be trained in ESPM, recruit businesses and provide TA	Set up mtg/call with City of Orlando to learn more about their UCF Energy Specialist program
Percentage of WPEU energy portfolio from renewable and clean alternative sources (BEW-4)	2020: 40% 2030: 60% AR17: 21.8%		Starting in 2020, 10MW from FMPA, ~28%	Continue discussions with WPEU of increasing renewables
Residential Potable Water Average Annual Usage (BEW-5)	2020: 5% less (169.1MG) 2030: 15% less (151.3MG) AR17: 1.4% more (180.6MG)		Sept: W&WW Director presented at meeting; 10/5 sent WBSIC Rebate info to e-list	Continue to promote W&WWU water conservation programs (Nov e-blast, observer)
Community Wastewater (gallons) (BEW-6)	2020: 5% less (0.920MG) 2030: 15% less (0.823MG) AR17: 28% less 0.699MG			Continue to promote W&WWU water conservation programs (Nov e-blast, observer)
Percentage of Water from Reclaimed Sources (BEW-7)	2020: 5% more 2030: 15% more		Sept: Received status update from W&WW Director	
Percentage of buildings meeting CoWP green building standards (BEW-8)	2020: 25% new construction 2030: 50% new construction			Examine ways to codify standards
Residential Solar			Identifying ways to achieve SolSmart Gold; Permitting Fee for Solar changed from valuation based to flat fee (Tier 1: \$50, Tier 2: \$150)	Update new fees to related web and print materials
Utilities Advisory Board			October Meeting Cancelled, Present local EV incentives information at next meeting	Meetings: 4th Wed, 12pm, Public Safety Bldg.
Water Bottle Filling Station			October: Purchased and Installed station on 2nd floor of Welcome Center/Chamber	
<b>COMMUNITY ENGAGEMENT &amp; GREEN ECONOMY</b>		<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Citywide Carbon Footprint in GHG emissions (electric, transportation, solid waste) (CEGE-1)	2020: 25% less (297,806 MT CO2e) 2030: 50% less (198,538 MT CO2e) AR17: Not calculated		AY2017 GHG inventory nearly completed	Determine 2012 baseline using AY2017 method
Recognized Green Businesses (CEGE-2)	2020: 25% of businesses 2030: 50% of businesses AR17: 17 business (Fair Trade)		10/12 Staff reviewed/streamlined prev. program	Review suggested criteria with board
Residents taking the Sustainability Pledge (CEGE-3)	2020: 50% of residents 2030: 100% of residents AR17: In Development		Posted end of Jan18 To date:93	Promote monthly to e-list and at events (observer?)
Green School Grant Participants (CEGE-4)	2020: 50% of eligible schools 2030: 100% of eligible schools AR17: 4 schools		2018: 10 applicants, 8 recipients; grant reports received to date: 3 of 8	Post and promote 2019 application
KWPB Volunteer Events (CEGE-5)	2020: 12 events 2030: 12 events AR17:12 events		Beautification/Community Park Workdays: 4 Exotic Snail Removals: 4 Watershed Cleanups: 8 Estimated for AY2018: 16	Upcoming ESRs (8am-10am): 11/7, 12/8; Upcoming WCs (8am-11am): 1/5, 2/8 (Rollins SPARC), 4/6, 9/7, 11/9 Promote (observer?)
Community Outreach			10/11 VABC tabled at WPHS Volunteer Fair (~40 e-list sign ups)	12/1 VABC to table at OUC Orlando Marathon & 5K Race
Rollins Committee on Environmental & Sustainable Issues			October (10/18) meeting attended by JN	Continue participating in monthly meetings
Tinker Sustainability Education Program provided by WP EU			Spring 2018 enrollment (5th grade): 5 schools, 12 teachers, 333 students	Review report; Continue program; Expand?
<b>LOCAL FOOD &amp; AGRICULTURE</b>		<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Percentage of residents within 1/2 mile of local/healthful food assets (LFA-1)	2020: 50% 2030: 100% AR 2017: In Development		Rough map created with planning department indicates close to 2020 goal	Work with GIS office to map assets
Local Food Consumption Baseline (meals at home) (LFA-2)	2020: 40% 2030: 60% AR2017: In Development			

Good Food Central Florida Regional Food Policy Council		October (10/18) meeting attended by VABC, included tour of Ocoee High School's agriculture program	Continue participating in monthly meetings
Healthy Central Florida Health Innovation Fund Grant-WP Meatless Monday Recognition Program		Website and registration page posted, 2 cooking demonstrations held, 4 participating organizations	Plan additional demonstrations and continue to promote program with Communications (observer?)
<b>LOCAL GOVERNMENT OPERATIONS</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Local Government GHG Emissions (LGO-1)	2020: 20% less (9178 MT CO2e) 2030: 50% less (5737 MT CO2e) AR17: Not calculated	AY2017 GHG inventory nearly completed	Determine 2012 baseline using AY2017 method
Energy Usage (LGO-2)	2020: 10% less (10,938,409kWh) 2030: 25% less (9,115,341kWh) AR/FY2017: 16% less (10,192,574kWh)	AT updating energy and water usage of 25 municipal buildings on a regular basis	Continue updates, adding buildings as needed
Renewable Energy Production (LGO-3)	2020: 6.6% 2030: 11.6% AR2017: 0.07%	Oct: \$250K RFP proposals received for solar on municipal facilities	Review proposals
City Fleet Fuel Usage (LGO-4)	2020: 25% less (175,625gal unlead/diesel) 2030: 50% less (117,083gal unlead/diesel) AR2017: 3% more (241,846 gal unlead/diesel)	Building & Permitting Department has 1 EV, looking into replacing 4 vehicles with hybrid/EV	
Potable Water Usage (LGO-5)	2020: 25% less (37MG) 2030: 50% less (25MG) AY2017: 45% less 27 MG		
City Employees using transit, carpooling, cycling or walking to work (LGO-6)	2020: Increase 2030: Increase AR2017: In Development	Including ReThink Your Commute's Commuter Options Survey in Hire-on Package	Work with ReThink to on ReThink workshops & Best Workplaces for Commuters App.
Employee Outreach		Sharing sustainability goals and events at monthly meetings	Meetings: 3rd Wed., 9am, Chapman Room
Recycling at Municipal Facilities		JN conducting site visits of city parks/facilities with WastePro, inventory and ordering	Continue site visits
<b>MOBILITY &amp; URBAN FORM</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Vehicle Miles Traveled (MUF-1)	2020: 10% less 2030: 20% less AR17: In Development	Identified a proxy metric for GHG Inventory	Work with GIS office to calculate
Certified Green Neighborhood Development (MUF-2)	2020: 2 certified neighborhoods 2030: All redevelopments achieve green certification		Examine ways to codify standards
Electric Vehicle Charging Stations (MUF-3)	2020: more than 6 2030: more than 6 AR17: 6	Waiting on quotes for the installation of 5 charging stations (4 for the public, 1 municipal operations)	Examine local EV incentives
Walk Score (MUF-4)	2020: 70 2030: 80 AR2017:47	10/18: 43 (Car-Dependent)	
Transit Score (MUF-5)	2020 & 2030: No targets AR2017: In Development	10/18: 28 (Some Transit)	
Bike Score (MUF-6)	2020 & 2030: No targets AR2017: In Development	10/18: 54 (Bikeable)	
Transportation Advisory Board		October meeting inc. discussion of Vision Zero	Meetings: 1st Thurs., 8:30am, Commission Chambers
<b>NATURAL SYSTEMS &amp; RESOURCES</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Tree Canopy Coverage (NSR-1)	2020: 55% 2030: 60% AR2017: 52%		
Greenspace Coverage (NSR-2)	2020: 57% 2030: 60% AR2017:54%		
Greyspace (NSR-3)	2020:43% 2030: 40% AR2017:46%		
Lakes Water Quality-Visibility Depth (NSR-4)	2020: 2.5 meters 2030: 3 meters AR2017: 2 meters		
Residents living within a 1/2 mile of public greenspace NSR-5)	2020: 95% 2030: 95% AR2017: 97%		
Lakes Advisory Board		October meeting inc. discussion of streamling applications that meet code to not require board's approval	Meetings: 2nd Tues., 12pm, Public Safety Bldg



Storm Drain Marking Program		To date: 79 markers placed, cityofwinterpark.org/stormdrains	Continue to promote (e-blast, observer?)
<b>WASTE DIVERSION &amp; RECYCLING</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Waste diverted from landfill (WDR-1)	2020: 75% (state goal) 2030: 90% AR2017: 18%	Quote from Hansen/ecoPreserve provided to Board, will be available for Qs at Oct. Mtg.	Promote Refuse, Reduce, Reuse, Recycle (observer?, schools, events)
Total tons of solid waste generated (WDR-2)	2020: 10% less (10,435 tons) 2030: 25% less (8696 tons) AR2017: 15% less (9,794 tons)		
GHG emissions from solid waste (tons) (WDR-3)	2020: 40% less (23,999 tons of CO2) 2030: 75% less (10,311 tons of CO2) AR2017: 15% less (33,788 tons of CO2)		
Backyard Composter Program		Jun 2017-Jun2018: 106 composters distributed Composter Survey sent out, so far 35% response rate	Send final reminder for composter survey, close survey, analyze responses
Cigarette Litter Prevention		4 disposal stations to be installed along Center Street	Receive legal agreements and install
Commercial Food Waste Pilot		In discussions with City of Orlando, WastePro, Harvest Power	
Commercial Recycling Program		JN working with Chamber/Park Ave. Merchants and WastePro; JN receiving registered Haulers' reports on a monthly basis and quarterly WastePro reports	Create commercial recycling user guide for businesses
Don't Pitch It, Fix It! Community Repair Workshop		9/15, Community Center, increased # of fixes, increased # of volunteer fixers	Schedule next DPI-FI
E-Waste Collection Event-America Recycles Day		Nov 10, 9-12pm, City Hall Parking Lot, posted on City Calendar, ReCollect Calendar, E-list	Promote on Social
ReCollect		Working with Communications to brand and promote in November (Observer)	Promote on Social; Customize as needed
Regional Collaboration		Next Beyond34 meeting: 11/1, 2-5pm, OCEPD Next Quarterly Waste Managers meeting scheduled: 11/14, 9am, City of Maitland	
<b>AMERICA IN BLOOM</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
2019 Evaluation		Board member Stephen P. leading discussions with Board and WPB to update Community Profile	WPB Meetings (Chapman Room, 8:30am): 11/15, 12/4, 1/8, 2/5, 3/5, 4/2
<b>EVENTS</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
Earth Day in the Park		Date Set: Sat, Apr.13	Schedule mtg with Cox, Urban Forestry and Board Rep; Send Save the Date to last year's participants; Sponsorships
<b>KEEP AMERICA BEAUTIFUL AFFILIATION</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
2017/2018 KABA/FDOT Grant		Final Report Submitted; Responded to request for interested affiliates for 2018/2019 KABA/FDOT Grant	Apply for 2018/2019 KABA/FDOT Grant when application is posted.
<b>SUSTAINABILITY ACTION PLAN</b>	<b>Targets</b>	<b>Status Update</b>	<b>Next Steps</b>
2018 Annual Report			Send data requests and begin drafting