



Keep Winter Park Beautiful & Sustainable Advisory Board Meeting

January 21, 2020

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

Agenda Items

1. Administrative

A. Approval of Minutes

December 17, 2019

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.

Composting bioplastic bags: Truly bag to Nature?: Agnieszka T.

2. Action

3. Informational

A. Green Minute

B. Winter Park Blooms

C. Sustainability Action Plan

SAP PRIORITIES - GOAL SETTING

BEW-5: Residential Potable Water Average Annual Usage

CEGE-2: Recognized Green Businesses

WDR-1: Waste Diverted from Landfill

D. Finance

E. Advertising (content for March Park Press and April WP Magazine)

F. 2020 Sponsorships

G. Earth Day

Agenda Items

4. New business

- A. Agenda Requests and/or announcements

5. Adjourn

- A. Action Items: Review action items identified during meeting.
- B. Evaluate Meeting: What worked? Didn't work?
- C. Next Meeting: February 18, 2020

appeals & assistance

"If a person decides to appeal any decision made by the Board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

"Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours in advance of the meeting."



Keep Winter Park Beautiful and Sustainable Advisory Board

Minutes

December 17, 2019 at 11:45 a.m.

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

Present

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

City of Winter Park Staff: Kris Stenger, Building & Sustainability Manager; Vanessa Balta Cook, Building & Sustainability Planner; Theresa Broman, Publications Design Coordinator; Stephanie Silva, Events & Marketing Coordinator

Guests: Suzannah Franklin, Blu on the Avenue and 310 Park South; Kate Lane, Lane Technology Systems; Brigitte Loper, REI Winter Park; Resident Dermot De Faoite; Commissioner Todd Weaver

Absent

None.

Meeting called to order

Vice Chair Ellen Wolfson called the meeting to order at 11:48 a.m.

1. ADMINISTRATIVE ITEMS

Green Business Recognition

Vice Chair Ellen W. and board welcomed and presented the following businesses with a certificate of recognition and window decal for their business' Green Business Recognition Program designation:

- 310 Park South and blu on the avenue; received by Suzannah Franklin, Marketing Manager (SILVER)
- Lane Technology Systems; received by Kate Lane, Vice President, COO (BRONZE)
- REI Co-Op WP; received by Brigitte Loper, Outdoor Programs & Outreach Market Coordinator (SILVER)

Approval of minutes

Motion made by Stephen P. to approve November 19, 2019 minutes. Carey B. seconded the motion. Minutes were approved as presented.

Citizen Comments

Resident Dermot De Faoite addressed the board and asked that the board consider making a 2020 goal of the board to be the City implementing a policy that would provide multifamily residents with recycling, either on-site or at a drop-off locations. Staff provided an update on the resident's request in December for starting a program at his multifamily complex. Staff will work with resident and WastePro to move a pilot program forward.

Staff Report

Staff report was emailed to board members. Vanessa B.C. announced that Keep Winter Park Beautiful applied and was selected for the Florida Department of Transportation Keep American Beautiful Affiliates Litter Control and Prevention Grant Program and will be awarded \$16,000. Funding will be used to support the City's backyard composter program, Great American Cleanup activities, Plastic bottle recycling at City-sponsored events, and reusable race cups for Run for the Trees. Kris S. provided an update on the installation of solar on water treatment plant, installation is underway, should be completed by mid-January. Nora M. asked about the addition of solar powered lighting along the chain of lakes for safety, staff suggested the question be brought to the Lakes Board. Board discussion included the potential negative impact of lights on flora and fauna. Mary D. asked about the Edyth Bush Charitable Foundation project and if there are energy efficiency strategies in the plan. Kris S. explained that the city's land development code currently does not have anything in it that would allow for enforcement of setting energy efficiency related requirements. He added that staff has provided the Natural Resources Manager with language to be considered for addition to the tree/landscape ordinance that would encourage Green Building Certification/standards in the city's land development code.

2. ACTIONS TAKEN

None.

3. INFORMATIONAL

Green Minute

Mary D. shared about her visit to Japan. She mentioned that the places she visited were remarkably clean, there were few visible public waste containers, and many households seemed to bring their items home to dispose of and sort.

Winter Park Blooms Committee

Stephen P. is working to set the dates for AIB judging. Will aim for the last week of April since staff will be attending Southeast Sustainability Directors Network Annual Meeting in Savannah GA the first week of May. He also provided a brief summary of his discussion with Tim Egan, City's Natural Resource Manager, regarding the landscape ordinance. Stephen P. also shared the City of Orlando's landscape review process, he has spoken with Orlando about sharing documentation if needed. Board discussed opportunities to integrate sustainability goals in the revised ordinance.

Sustainability Action Plan

BEW-5: Residential Potable Water Average Annual Usage

Stephen P. noted that this metric can be improved through irrigation ordinance revision. Nora M. suggested running promotional contest that would include a smart irrigation controller. It could also be included with an irrigation audit.

CEGE-2: Recognized Green Businesses

As of December meeting, 6 businesses have been recognized. Program launched in April 2019.

WDR-1: Waste Diverted from Landfill

Staff provided an update on WastePro Service Verification System. Staff should be gaining access by the end of the month and receiving training shortly thereafter. This will provide greater details on recycling participation.

Staff will create a per capita trend line graph for the past years of data for these BEW-5 and WDR-1.

Staff elaborated on basis of WDR-1 2020 goal (state goal).

Finance

None.

Earth Day Planning

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

2020 Sponsorships

Vice Chair Ellen W. asked if Vanessa B.C. could send out the first contact to 2019 sponsors and sponsor contact list from the previous year. Vanessa B.C. will copy in board member to follow up with previous sponsors. Board members should send feedback to staff so the contact list can be updated and staff can follow up.

Earth Day

Board briefly discussed speakers for Earth Day, will discuss further at a work session on January 14th at 2pm

4. NEW BUSINESS

Agenda Requests/Announcements/Action Items

Arrange Earth Day Planning work session.

5. ADJOURNMENT

Action Items

Bruce T. made a motion to adjourn at 1:21 p.m., seconded by Mary D. Next meeting Tuesday, January 21, 2020.

Evaluate Meeting

What Worked/What Didn't Work:

Respectfully submitted,

Vanessa Balta Cook
Recording Secretary

BUILDINGS, ENERGY, AND WATER	Targets	Status Update	Next Steps
Residential Energy Audits Performed Annually (BEW-1)	SAP 2012 Baseline: 152 audits 2020: 150 audits 2030: 150 audits AR 2018: 73 audits (FY18)	JAN-DEC 2019: 100 Audit Requests; Breakdown by Month: Jan: 9; Feb: 8; Mar: 6; Apr: 4; May: 9; Jun: 10; July: 10, Aug: 16, Sept: 7, Oct: 6, Nov: 5, Dec: 10 Included in March Utility Insert, May Observer Ad, June Sustainability E-Blast, Spring Tinker Program	Work with Communications to continue promoting in FY2020; submit GRF for SM graphics; e-blast
Residential Rebates Administered Annually (BEW-2)	SAP 2012 Baseline: 95 rebates 2020: 100 rebates 2030: 100 rebates AR 2018: 15 rebates (FY18)	JAN-DEC 2019: 28 rebate requests (DR:Duct Repair+IU Insulation Upgrade) Jan: 1DR, 1IU; Feb: 1DR, Mar: 1DR, 1IU; Apr:1DR, 2IU, May: 3DR, 2IU, Jun:2DR, 2IU, July:1IU, Aug: 2DR; Sep: 2DR, 3IU; Oct: 0; Nov: 2DR, 1IU; Dec: None Included in March Utility Insert, May Observer Ad, June Sustainability E-Blast, Tinker Program	Work with Communications to continue promoting in FY2020; submit GRF for SM graphics; e-blast
Commercial Building Benchmarking (BEW-3)	SAP 2012 Baseline: 0 buildings 2020: 100 buildings 2030: 500 buildings AR 2018: 31 facilities	UCF ESPM Training Program, Spring 2019 (All Fired Up, FCC, Park Plaza Hotel, Plante, Welbourne Ave Nursery, and WP Day Nursery), Fall 2019 Frutta Bowl, Phil Kean Desings, Tunj), Green Business Recognition Program (Starbucks Park Avenue, Alex and Ani, 310 Park South, Alex and Ani, Lane Technology Systems, REI)	Continue providing ESPM workshops and businesses' energy and water usage data
Percentage of WPEU energy portfolio from renewable and clean alternative sources (BEW-4)	SAP 2012 Baseline: 1.9% 2020: 40% 2030: 60% AR 2018: 23.9%	11/25/19 Commission Meeting: Approved participation in 2nd Solar FMPA Project (10MW) By 2023, 33% of power supply renewable.	Continue discussions with WPEU on increasing renewables in energy portfolio
Residential Potable Water Average Annual Usage (BEW-5)	SAP 2012 Baseline: 178.018 MG 2020: 5% less (169.1MG) 2030: 15% less (151.3MG) AR 2018: 172.5MG (2.9% less)	Sept '18: W&WW Director presented at meeting; 10/5 sent WBSIC Rebate info to e-list; 11/9 promoted in Nov. Observer ad; 12/5 Reported 4 rebate requests since 10/5; Included in Feb19 utility billing insert; Aug '19 W&WW Director provided update; will include water conservation rebate program in upcoming KWPB&S insert and advertising	Continue to promote W&WWU water conservation programs on website and to e-list; consider targetting promotions to high users; board recommendation on landscape ordinance
Community Wastewater (gallons) (BEW-6)	SAP 2012 Baseline: 0.968 MG 2020: 5% less (0.920MG) 2030: 15% less (0.823MG) AR 2017: 0.689MG (29% less)	August '19: Received status update from W&WW Director	Continue to promote W&WWU water conservation programs on website and to e-list; consider targetting promotions to high users
Percentage of Water from Reclaimed Sources (BEW-7)	SAP 2012 Baseline: In Development 2020: 5% more 2030: 15% more AR 2018: In Development	August '19: Received status update from W&WW Director	Continue to promote W&WWU water conservation programs on website and to e-list; consider targetting promotions
Percentage of buildings meeting CoWP green building standards (BEW-8)	SAP 2012 Baseline: 1% 2020: 25% new construction 2030: 50% new construction AR 2018:1%	Shared green building certification language for new tree/landscape ordinance with Parks	Examine ways to codify standards
Residential Solar		SolSmart Gold application submitted; Jan2020: provided additional documentation requested, waiting on response	
Utilities Advisory Board		December Mtg.: Discussion included Cost of Service study and reports from Electric, Water & Wastewater Utility and Finance	Next Meeting: January 22 12pm, Public Safety Bldg.(SUS. STAFF UNABLE TO ATTEND)
COMMUNITY ENGAGEMENT & GREEN ECONOMY	Targets	Status Update	Next Steps
Citywide Carbon Footprint in GHG emissions (electric, transportation, solid waste) (CEGE-1)	SAP 2012 Baseline (recalc): 417.28 ktCO ₂ e 2020: 25% less (312.96 ktCO ₂ e) 2030: 50% less (208.64 ktCO ₂ e) AR 2018: Will provide 2017 AT Calc: 351.02 ktCO ₂ e (15.9% less)	2012 Baseline and 2017 GHG Inventory calculated *Includes Scopes 1, 2, 3 Jul.2019: Submitted 2017 GHG data to Carbon Disclosure Project	Calculate 2018 inventory; explore ICLEI forecasting tool
Recognized Green Businesses (CEGE-2)	SAP 2012 Baseline: 0 businesses 2020: 25% of businesses 2030: 50% of businesses AR 2018: 17 business (Fair Trade)	Launched April 12, 2019 at Chamber and online Application and Details available at cityofwinterpark.org/greenbusiness Recognized- Jul 2019 SILVER: Starbucks Park Avenue; Aug 2019; DEC 2019- REI (SILVER), Lane Technology Solutions (BRONZE), 310 Park South (SILVER), blu on the avenue (SILVER) Included in May Observer Ad; reaching out to businesses in person and at Park Avenue Merchants Committee meetings; flyer included with 2020 Business Certificates	Rollins Bonner Program Intern to engage businesses in Spring 2020; promote online and in person, schedule first meet up; continue attending Park Avenue Merchants Committee meetings (last Friday of every other month)
Residents taking the Sustainability Pledge (CEGE-3)	SAP 2012 Baseline: 0 2020: 50% of residents 2030: 100% of residents AR 2018: 128 pledges	Included in Dec. Observer Ad, Jan, May, Aug, Nov e-blast; promoted at events	Promote to e-list and at events; Social, E-kiosks
Green School Grant Participants (CEGE-4)	SAP 2012 Baseline: 10 2020: 50% of eligible schools 2030: 100% of eligible schools AR 2018: 8 recipients	2019: Received 12 applications; 7 recipients selected: All Saints School, Audubon Park School, FCC, Rollins College, Park House Academy, WP Day Nursery, WP Presbyterian Church; all reports received and all schools have logged in to USGBC Green School Professional Certification; 2020 Application & Guidance at cityofwinterpark.org/greenschools	Promote 2020 Grant Program, receive applications by February 21st
KWPB Volunteer Events (CEGE-5)	SAP 2012 Baseline: 12 events 2020: 12 events 2030: 12 events AR 2018: 12 events	Registration available at cityofwinterpark.eventbrite.com 2020 Dates: 2/1 (Kraft Azalea Garden), 4/11 (MLK Park), 9/5 (Commissioner Weaver's), 11/7 (Lake Baldwin Park)	Promote via e-blast, social media, volunteer match, x2vol, eventbrite, city calendar

Rollins Bonner Leaders Program		September (2) and October (2) hosted interns. Will be matched with intern Spring 2020.	
Rollins Committee on Environmental & Sustainable Issues		Dec. Mtg: Discussion included speaker from Coke Florida, green cones composter station promotion, Earth Day planning and new sustainability space on campus	Continue participating in monthly meetings
Tinker Sustainability Education Program provided by WP EU		Received SY2018-2019 Report, shared report with UAB; Signed Agreement for SY 2019-2020 for 5th grade students and option to introduce in Middle School and High School if funds allow; 12/3 Sent Survey to 18.19 teachers	
UCF Energy Specialist Program		Spring 2020 session begins mid-Jan, students will engage/recruit businesses for ESPM/Green Business Recognition Program	Provide workshops for students throughout the Spring Semester
WP High School Eco-Club Engagement		11/12 Met with EcoClub and OCPS Sustainability Coordinator; 12/10 met with OCPS Sustainability Coordinator	Meet with OCPS and WPHS to discuss data availability for GHG inventory
LOCAL FOOD & AGRICULTURE	Targets	Status Update	Next Steps
Percentage of residents within 1/2 mile of local/healthful food assets (LFA-1)	SAP 2012 Baseline: In Development 2020: 50% 2030: 100% AR 2018: 43%	AR 2018 includes map of assets	Continue working with Planning Department on codifying opportunities for a sustainable food system
Local Food Consumption Baseline (meals at home) (LFA-2)	SAP 2012 Baseline: 21.8% local of all food purchases for at-home consumption (Orlando Urban Area) 2020: 40% 2030: 60% AR2018: In Development	Composter Survey included question about number of meals at home, will include some analysis of this question in AR 2018 (e.g., approx. 55% of survey respondents indicated they ate more than 14 meals per week at home); Metric currently not feasible to determine	
Good Food Central Florida Regional Food Policy Council		No 2020 dates have been posted yet	Continue participating in monthly meetings
Meatless Monday Recognition Program		Next Cooking Demo: February 17, 6pm-8pm, Publix Aprons Cooking School, open to residents and businesses	
Winter Park Farmers Market SNAP and Nutrition Incentives Program		Gabby Lothrop provided a summary of the program so far (February 2017-May 2019) to Parks and Sustainability Staff; presented findings at WPFM 40th Anniversary Celebration. Since inception, program has allowed for nearly \$50K in eligible sales, with at least \$24K being spent on Florida-grown produce.	
LOCAL GOVERNMENT OPERATIONS	Targets	Status Update	Next Steps
Local Government GHG Emissions (LGO-1) (electric, transportation, solid waste, wastewater)	SAP 2012 Baseline: 11,248 tCO2e 2020: 20% less (8,998 tCO2e) 2030: 50% less (5,624 tCO2e) AR 2018: Will provide 2017 AT Calc: 8,548 tCO2e (24% less)	2012 Baseline and 2017 GHG Inventory calculated Includes Scopes 1&2 only Jul.2019: Submitted 2017 GHG data to Carbon Disclosure Project, January 2020 receiving feedback on submission	Calculate 2018 inventory
Energy Usage (LGO-2)	SAP 2012 Baseline: 16,325 MWh 2020: 10% less (14,692.5 MWh) 2030: 25% less (12,243.7 MWh) AR2018: 16,154MWh (0.1% less)	Starting in the 2018 AR, the LGO-2 baseline and annual metric will include weather-normalized energy, where appropriate	Continue updates, adding buildings as needed
Renewable Energy Production (LGO-3)	SAP 2012 Baseline: Unknown 2020: 6.6% 2030: 11.6% AR 2018: 0.12%	Insufficient data to determine 2012 baseline, Includes Clean Footprint and WP Solar PV customers. Solar on Water Treatment Plant: To be installed by mid-January	Include Solar RFP for Water Treatment Plants in 2020 Metric calculation
City Fleet Fuel Usage (LGO-4)	SAP 2012 Baseline: Unleaded: 143,268gal Diesel: 83,142gal 2020: 25% less (U:107,451 gal, D:62,356 gal) 2030: 50% less (U:71,634 gal, 41,571 gal) AR 2018: Unleaded: 152,502 gal (6% more), Diesel: 75,579 gal (9% less)	Dec 2019/Jan 2020: Working with Finance/Fleet/Electrification Coalition to create proposal for commission for 5 EVs for City Fleet	
Potable Water Usage (LGO-5)	SAP 2012 Baseline: 49,543 MG 2020: 25% less (37MG) 2030: 50% less (25MG) AR 2018: 32.367 MG (35% less)		
City Employees using transit, carpooling, cycling or walking to work (LGO-6)	SAP 2012 Baseline: In Development 2020: Increase 2030: Increase AR2018: 3+	Including ReThink Your Commute's Commuter Options Survey in Hire-on Package	Work with ReThink on scheduling ReThink workshops & Best Workplaces for Commuters App.
Employee Outreach		Staff sharing sustainability goals and events at monthly meetings and on e-tvs; provided reusable cutlery at annual employee cookout	Meetings: 3rd Wed., 9am, Chapman Room
Recycling at Municipal Facilities		KS met with Owens Realty Service (facilities management company) to discuss increasing recycling at muni facilities	Conduct audits/site visit; create promotional campaign for employee TV and challenges
Recycling in Public Spaces - Central Park REFRESH proposal		AT presented Central Park/Park Avenue waste infrastructure inventory to CRA	Work with CRA on improvements/procurement
MOBILITY & URBAN FORM	Targets	Status Update	Next Steps
Vehicle Miles Traveled (MUF-1)	SAP 2012 Baseline: In Development 2020: 10% less 2030: 20% less AR2018: In Development	Currently not feasible to determine	
Certified Green Neighborhood Development (MUF-2)	SAP 2012 Baseline: 0 2020: 2 certified neighborhoods 2030: All redevelopments achieve green certification AR2018: 0		Examine ways to codify standards

Electric Vehicle Charging Stations (MUF-3)	SAP 2012 Baseline: 6 2020: more than 6 2030: more than 6 AR2019: 10	City currently manages 10 Level 2 stations available to the public: Howell Branch Preserve, Public Safety Building; Central Park North; Amtrak Station; Hannibal Square; City Hall; WP Tennis Center; Ward Park; Cady Way; and Lake Baldwin Park. Also manage 1 Level 2 Charging Station in front of the Electric Utility (1409 Howell Branch Road). There are roughly a dozen stations on private property. About 20 Level 2 or below EV charging stations throughout the city.	Maintain and replace stations as needed and as funding allows
Walk Score (MUF-4)	SAP 2012 Baseline: 55 2020: 70 2030: 80 AR2019:43	12/19: 43 (Car-Dependent)	
Transit Score (MUF-5)	SAP 2012 Baseline: In Development 2020 & 2030: No targets AR2019: 28	12/19: 28 (Some Transit)	
Bike Score (MUF-6)	SAP 2012 Baseline: In Development 2020 & 2030: No targets AR2019: 53	12/19: 53 (Bikeable)	
Electric Vehicle Ordinance		11/11 Presented to Commission at Work Session; received head nods to take back to P&Z and Commission in 2020	
Transportation Advisory Board		January Mtg.: Discussion included meeting change of date/time, board bike tour and Orange Avenue Overlay	Next meeting: 2nd Thurs., 8:00am, Commission Chambers
NATURAL SYSTEMS & RESOURCES	Targets	Status Update	Next Steps
Tree Canopy Coverage (NSR-1)	SAP 2012 Baseline: 55% 2020: 55% 2030: 60% AR2018: 51%		
Greenspace Coverage (NSR-2)	SAP 2012 Baseline: 57% 2020: 57% 2030: 60% AR2018:53%		
Greyspace (NSR-3)	SAP 2012 Baseline: 43% 2020:43% 2030: 40% AR2018:47%		
Lakes Water Quality-Visibility Depth (NSR-4)	SAP 2012 Baseline: 2 meters 2020: 2.5 meters 2030: 3 meters AR2018: 2.39 meters		
Residents living within a 1/2 mile of public greenspace NSR-5)	SAP 2012 Baseline: 95% 2020: 95% 2030: 95% AR2018: 98%	AR2018 includes map of public greenspace	
Lakes Advisory Board		December Mtg.: Discussion included Lakes Division group being split and moved under Streets and Parks (Natural Resources Management) and shoreline applications.	Meetings: 2nd Tues., 12pm, Public Safety Bldg
Storm Drain Marking Program		To date: 217 markers placed, cityofwinterpark.org/stormdrains	Continue to promote (e-blast), Request social media graphic
WASTE DIVERSION & RECYCLING	Targets	Status Update	Next Steps
Waste diverted from landfill (WDR-1)-Residential	SAP 2012 Baseline: 12% 2020: 75% (state goal) 2030: 90% AR2018: 15%	Starting in AR18, baseline and metric calculated the percentage of total waste generated in the household (Municipal Solid Waste, Yard Waste, Recyclables) that are recycled. Included acceptable recyclables/no plastic bags/thinktwice info in Dec. Utility insert, Jan. WP Magazine and Nov.+Jan. Park Press	Continue updating ReCollect/What Goes Where? tool; Awareness campaign (mailer), advertising
Total tons of solid waste generated (WDR-2)-Residential	SAP 2012 Baseline: 14,714 tons 2020: 10% less (10,435 tons) 2030: 25% less (8696 tons) AR2018: 14,664 (0.3% less)	Starting in AR18, baseline and metric is defined as the total waste (Municipal Solid Waste, Yard Waste, Recyclables) generated by households within the City Limits.	
GHG emissions from solid waste (tons) (WDR-3)-Residential	2012 (recalc): 5,335 tCO2e 2020: 40% less 2030: 75% less AR2018: 5,167 tCO2e (3% less)	Starting in AR18 WDR-3 is defined as the GHG emissions from waste generated and landfilled from households (Municipal Solid Waste and Yard Waste).	
Backyard Composter Program		Upcoming Classes: 1/14 (SOLD OUT-64 RSV/PS); 5/12, 9/8, 12/8; all classes held at Library except 5/12 class that will be held at UF/IFAS OC Education Center	Distribute composters at Ward Park within a week after classes
Beyond 34: Regional Collaboration		Working with Kessler on Center Street and Central Park Plan to increase recycling by businesses and visitors; working with Recycle Across America, City's Communication Department and CRA to create educational posters and postcards for businesses along	Work with Kessler and Beyond34 on plan; Continue attending regional meetings and calls
Cigarette Litter Prevention		Installed 2 cigarette disposal stations along Center Street	Install 2 remaining stations
Commercial Food Waste Pilot		11/21 Received quote from WastePro on hauling and disposal for Center Street	Further discuss with Utility Billing, WastePro, Businesses
Commercial Recycling Program		Selected as Beyond34 award recipient for study of Center Street/Commercial Recycling Program-Kessler Consulting; list of registered waste haulers available on website	Review Kessler Plan; Create guidance document for businesses on starting a recycling program
Don't Pitch It, Fix It! Community Repair Workshop		1/4 Event	Plan summer DPI-FI
Household Hazardous Waste & E-Waste Drop off		Next Event: Saturday, April 25, 8am-12pm, City Operations Complex	Post to e-list, promote on social

Multifamily Recycling Program		Preliminary research being conducted by Sustainability Intern for potential pilot program to be funded by The Recycling Partnership; Working with city staff and WastePro to pilot program	Create guidance document for MF on starting a recycling program
ReCollect		Branded: Think Twice: Don't Waste it WP, cityofwinterpark.org/think-twice; 11/9 Promoted in Observer in Dec. and Jan.; Promoted in Feb19 utility bill insert; promoted to sustainability e-list in Feb, Mar, May, Sept.; will be included in Dec. 2019 utility insert	Post to e-list, promote on social
Regional Collaboration		Quarterly Waste Managers: 11/13 Hosted by City of Apopka; Discussion included MRF RFP update, OC's print educational campaign with Recycling Partnership grant, next meeting (Feb. 12) will be hosted by Winter Park	Continue attending regional meetings
Single-Use Item Reduction		Staff met with Parks staff to discuss single serve item reduction at city facilities; Parks provided Parks Board with Orlando ordinance; 11/14 Staff met with Communications staff to discuss increasing recycling at City-sponsored events and styrofoam reduction at Spring Art Festival	Continue to work with Parks and Communications to create policy/procedures
AMERICA IN BLOOM/WINTER PARK BLOOMS	Targets	Status Update	Next Steps
2019 Evaluation		Evaluation Report sent to board	Review recommendations
Caladium Photo Contest		Winners announced on Winter Park Facebook page. To be added to digital kiosks. To be shared on Winter Park Public Library FB and displays. Prizes from Tim's Wine, Millers Hardware and Enzian distributed to winners.	
2020 Participation		12/2 Registered as 2020 participant; Set Judging Dates: April 27-28; Secured judges lodging with Alford Inn and Country Club for Volunteer Appreciation Event (4/28, 6pm)	Secure catering, work on recommendations
EVENTS	Targets	Status Update	Next Steps
Earth Day in the Park		Earth Day 2020 confirmed, Saturday April 18th, 10am-2pm, WP Community Center; Board Planning meetings: 11/13, 12/6; Meeting with Cox on 12/12; board meeting 1/14	Secure speakers, vendors, sponsors, community orgs; Order giveaways/supplies; Promote
KEEP AMERICA BEAUTIFUL AFFILIATION	Targets	Status Update	Next Steps
2019.20209 KABA/FDOT Grant		Applied and Awarded 19.20 FDOT KABA Grant (\$16K)- Backyard Composter Program, Cup-Free Race, Reusable straws for Schools, giveaways for Great American Cleanup, and radio advertising FDOT's Drive It Home Keep Our Paradise Litter Free campaign	Place orders, Submit Quarterly Reports to FDOT
SPONSORSHIPS	Targets	Status Update	Next Steps
KWPB Sponsorships	\$12,500 (2019 Sponsors & Bus Ad renewal)	Silver (\$1,000)-1. WPGC 2.Rollins Bronze (\$500)-1. Massey Green Sustainer (\$250): 1.DeCiccio & Associates, P.A. Total Sponsorships: \$1,750	Secure Sponsors by February 1st for promotional materials
SUSTAINABILITY ACTION PLAN	Targets	Status Update	Next Steps
2019 Annual Report		Requesting data from city and other agencies	