

**CITY OF WINTER PARK**  
**KEEP WINTER PARK BEAUTIFUL AND SUSTAINABLE ADVISORY BOARD**

**Regular Meeting**  
**Welcome Center**  
**151 W. Lyman Ave**

**August 8, 2013**  
**5:30 pm**

**MEETING MINUTES**

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**Members Present:** Mary Dipboye, Chair, Stephen Pategas, Vice Chair, John Rife, Michael Poole, Julia Tensfeldt, Raymond Randall, Pat Schoknecht, Laura Walda, Joseph Robillard, Chelle Hipp

**Members Absent:** Bob Robinson, Kent Tse, Carol Kostick

**City of Winter Park Staff:** Tim Maslow (Sustainability Coordinator), Debbie Wilkerson (Recording Secretary)

**Guests:** Temple Grove Grant Applicants

**CALL TO ORDER:** Chair Mary Dipboye called the August 8, 2013, meeting to order at 5:30 p.m.

**1. Administrative Items**

**Approval of Minutes:**

There were no minutes to approve due to no quorum at the July 11, 2013 board meeting.

**Finance- Account balance and Budget-review and approve:**

Tim Maslow presented the board with the current account balance of \$113,000 for the KWPB fund. The report presented was created by the city's Finance Department. Mr. Maslow also presented the board with a revised FY2014 budget.

**2. Informational**

**Chair's Report**

Mary Dipboye provided the following update to the board.

**Six month work plan** (August 1, 2013 version) Our major challenge and opportunity will be making significant progress on the Sustainability Action Plan. It will be important for us to have a quorum at each meeting to keep on schedule. If successful, we should have the plan's seven sections approved by our board by the first quarter of 2014.

Tim will be sending an updated version of the Plan along with the other documents for the August 8 meeting. This update stems from the input of board members, city staff and other citizen advisory boards. Expect more updates as this plan is a work in progress.

**Earth Day 2012 & 2013** were well attended and helped to promote a "green culture" but required large amounts of staff time and financial resources beyond those budgeted. This Fall, we will explore options for either improving **Earth Day 2014** or replacing it with other programs.

## **Staff Report**

Mr. Maslow provided the following update to the board:

The **action plan** is taking shape and improving every day. Thanks to everyone for providing feedback and constructive criticism. I know this is dominating a lot of our time but we will look back on this process someday and be proud that we did it! I have added an **introduction** section that explains and defines what sustainability actually means to those unsure, describes the purpose of the plan and the many benefits it can provide the city if approved. The **updated Local Food & Ag and Community Engagement & Green Economy categories have been fine-tuned**. After being approved by this board I will take them to the other affected departments and boards for their input. Each category has some text that explains the purpose and benefits. Actions have been labeled policies, projects, or programs. Some of the policies are already existing, meaning the city approved them in the past. These “actions” help move our metrics closer toward our targets. You will also see a new Indicators page that will serve as a one page dashboard showing where we are today and where we want to be. I have received **feedback from our Traffic Manager and Ped Bike Board for Mobility & Urban Form. It was well received. Raymond and I are preparing to meet with City Management later this month.**

**A special thank you to Lucy and Stephen for providing recommendations for improving our Greenspace Grant Guidelines and Application along with solidifying the Green School Grants.** Once we approve these guidelines at this meeting we should be able to advertise them in the beginning of the new year for applications review in March and awards in April.

As you can see in the **budget**, I have adjusted it to be much more conservative. We are not receiving any funds from Stormwater for next fiscal year, however, we are able to utilize funds from our Waste Pro contract to increase recycling in public spaces and buildings. I am only allocating funds that I expect we will receive from dance lessons, bench , brick and bus stop advertising sales. If we receive grants or sponsorships then that is icing on the cake. The only sponsorship I have confirmed is \$3,000 from Rollins toward to Dinky Dock Public Orchard. This budget shouldn't tap into our cash reserve as much as it has in the past couple years. Our current balance is \$113,000. Forecasted revenue of about \$35,000 coming in and expenditures of \$34,000 going out.

Our **Intern Courtney Banker** is helping us plan and coordinate the **August 24 Volunteer Event**. Since the Cady Way Cycle Track project has been delayed, we will work with about 25 volunteers from Rollins College through **SPARC Day to improve an existing bike lane on Glenridge** between Lakemont and Winter Park Road close to Glenridge Middle School and Baldwin Park. I'm asking Whole Foods if they would like to sponsor the event. I encourage our board members to join us! We will also have a **litter cleanup along 17-92** in late September with help from the Rotary Club. Details to come. Pat will help set up for the **Bike Valet this Saturday morning at the Farmer's Market**, thank you Pat!

### **3. Action Items**

#### **6 Month Work Plan**

#### **Green Schools Grant Guidelines Revisions**

#### **SAP Local Food & Ag Category**

**SAP Community Engagement & Green Economy Category**

**4. New Business**

**Agenda Requests**

**5. Adjournment**

Chm. Dipboye adjourned the meeting at 7:15 p.m. Next meeting is September 12, 2013, 5:30 pm., at the Public Works Admin Building, 180 West Lyman Avenue.

Respectfully submitted,

Tim Maslow  
Sustainability Coordinator  
City of Winter Park