

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

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

**February 13, 2013**  
**5:30 pm**

**MEETING MINUTES**

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**Members Present:** Bob Robinson, Chair, Stephen Pategas, Vice Chair; Lucy Roberts, Brad James, John Rife, Martha McHenry, Mary Dipboye, Joseph Robillard, Laura Walda, Julia Tensfeldt, Raymond Randall, Kent Tse, Pat Schoknecht and Myriam Garzon

**Members Absent:** none

**City of Winter Park Staff:** Tim Maslow (Sustainability Coordinator), Debbie Wilkerson (Recording Secretary), Brendan O'Conner (Volunteer Coordinator)

**Guests:**

**CALL TO ORDER:** Chair Bob Robinson called the February 13, 2013, meeting to order at 5:30 p.m.

**1. Administrative Items**

**Approval of Minutes:**

Chm Robinson asked for approval of the minutes from the January 10, 2013, regular meeting. Motion by Mr. Pategas to approve the minutes as presented, seconded by Mr. Tse. The January 10, 2013 minutes were approved with the following comment. Debbie Wilkerson responded to an objection regarding the need to include in the minutes the time when a Board member leaves the meeting early, she stated that it is a requirement of meeting minutes but that she will confirm with the City Clerk. Motion carried unanimously by a vote of 14-0.

**2. Action Items**

**Taste of Winter Park:**

Ms. Walda reported that she spoke to one of the coordinator for the Taste of Winter Park event regarding KWPB&S members attending and assisting attendees in the proper way to dispose of their trash. They were very excited and are willing to provide a complementary ticket for Board members. This would allow board members to move among the crowd encouraging attendees in the proper disposal of trash. Event staff is discussing with Ronnie Moore, Parks Dept., what receptacles can be provided for proper disposal of the plastic products used at the event. Mr. Maslow will contact Waste Pro about providing more specific recycling containers. Discussion ensued regarding educating attendees, signage, and role of attending Board members.

**3. New Business**

**Sustainability Action Plan**

Mr. Maslow introduced for discussion the Sustainability Action Plan. He explained the value and goals of the action plan. Mr. Maslow commented that cities of all sizes are moving forward with sustainability action plans. He reviewed the categories included in the plan and discussed what he considers achievable goals for the City. He requested

that the Board review the plan and provide feedback on what is important to them. After their review and approval he would like to present a complete plan to the City Commission in time for some of the items to be included in the City's annual budget. Discussion ensued regarding City's budget timeline, date plan needs to be to the Commission, commonality in plan, staff vs. consultants, and ways to reduce cost. Motion by Ms. Roberts that the Sustainability Action Plan (SAP) is a priority of the KWPB&S Board and the Board devotes at least 15 minutes of each meeting discussing the SAP, seconded by Mr. Rife, motion carried unanimously 14-0.

**4. Chair Report:**

Chm. Robinson recognized members for updates.

**Earth Day Update:**

Mr. O'Connor presented a tentative schedule for Earth Day and Arbor Day Tree Giveaway on April 20, 2013. He also announced some of the activities planned including 3 workshops with online sign up, temporary public art in the park approved by the Parks Board, recognition of green schools, and the Earth Day website. The Board complimented Mr. O'Connor on his innovative and exciting Earth Day activities. Discussion ensued regarding recognizing green schools, what schools should be included, how schools should they be rewarded, the best avenue for contacting schools, and criteria for award.

Mr. O'Connor explained the history of an additional event he proposes to hold on the evening of April 19. The Winter Park event will be an Internet Baby Animal Festival. Enzian is interested in loaning us their outdoor movie screen and DailyCity.com will host the on-line submissions.

**America in Bloom (AIB) (Winter Park Blooms):**

Mr. Pategas reported that he sent an information letter to City Management, Mayor and Commissioners on the AIB program. To date he has received a letter of support from Commission Sprinkle.

Mr. Pategas announced there are 6 committee members. He introduced for discussion payment of the AIB application fee of \$1,100. After various options were discussed, motion made by Mr. James that the AIB application fee of \$1,100 would be paid by KWPB&S, seconded by Ms. Roberts. Motion carried unanimously with a vote of 14-0. Dr. Garzon, left 6:25.

**Landscape Ordinance Update**

Mr. Maslow reported that a special meeting to discuss revising the landscape ordinance was scheduled but due to conflicts had to be cancelled. He commented that he had discussions with Mr. Pategas, Mr. O'Connor and Mr. Rife regarding different issues that could be addressed in the landscape ordinance including water conservation, stormwater runoff, and growing your own food. Discussion ensued as to why the Board is looking at the ordinance, other cities ordinances, code enforcement vs. landscaping ordinances, development of language for an ordinance change, and communication with the City Commission including attending Coffee Talk, inviting them to Earth Day, quarterly updates, articles in city publications and presentations at Commission meetings.

**Fundraising Committee Update:**

Chm. Robinson shared his solicitation letter and requested input from the Board. The Board discussed creating a smaller sponsorship form that can be included with the letter and

putting the form on-line. They also discussed the need to share who they are contacting to avoid duplication.

**Parks Irrigation:**

Mr. Maslow informed the Board of the coordination with Parks and Water and Wastewater Utilities to reduce irrigation in parks using potable water. He reviewed the list of parks that are going to have alternative irrigation sources.

**Staff Reports**

**Volunteer Events** – Mr. O'Connor updated the Board on recent volunteer events.

This included the "Do Good Bus" event on Pennsylvania Ave. Mr. O'Connor explained how the "Do Good Bus" program works. The original location was revised at the shop owner's request. At the new location the volunteers installed benches, bike racks, trash cans, mulched landscaping, trimmed trees, and cleaned up. Volunteers were assisted by City staff from Facilities and Parks.

Mr. O'Connor reported on the scheduling of programs at the Farmer's Market KWPB&S table. He also reported on the possibility of KWPB&S running the Bike Valet at special events. Mr. O'Connor will be reporting on activities at the monthly Park and Rec Board meeting.

Mr. O'Connor presented pictures of Winter Park High School. He reported that he and Ms. Tensfeldt met with Winter Park High School to discuss updating the landscaping in their cafeteria and outdoor meeting areas. Discussion ensued regarding project funding, design, city donations, and cooperation with school groups. Mr. Pategas left 7:00 pm.

**Announcements**

Chm Robinson encouraged members to complete and return their Board evaluation forms. Chm Robinson welcomed new members Pat Schoknecht and Raymond Randall who provided information on themselves.

Mr. James announced that this would be his last meeting, he is moving to Atlanta.

**5. Adjournment**

Chm. Robinson adjourned the meeting at 7:09 p.m. Next meeting is March 14, 2013, 5:30 pm., at the Welcome Center, 151 West Lyman Avenue.

Respectfully submitted,

*Debbie Wilkerson*

Debbie Wilkerson  
Recording Secretary