

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

**Regular Meeting
Public Works
180 W Lyman Ave.**

Sept 12, 2013

MEETING MINUTES

Members Present: Stephen Pategas, Mary Dipboye, Raymond Randall, John Rife, Julia Tensfeldt, Pat Schoknecht, Joseph Robillard

Members Absent: Carol Kostick, Bob Robinson, Laura Walda, Michael Poole, Chele Hipp, Kent Tse

City of Winter Park Staff: Tim Maslow (Sustainability Coordinator)

Guests: Joseph England, PhD candidate @ USF

CALL TO ORDER: Chair Mary Dipboye called meeting the June 13, 2013, meeting to order at 5:35 p.m.

1. Administrative Items

Introductions: Joseph England was introduced.

Approval of Minutes: Minutes from August 8 will be available once Debbie Wilkerson, Recording Secretary, returns from leave.

Finance Report: Tim Maslow reported limited to no financial activity in the KWPB fund for the past month. Tim expects revenue from dance lessons and bench sales next month along with expenditures from two greenspace grant projects.

Tim also reported that there was a strong possibility the \$10,000 that was originally allocated toward the Cady Way Cycle Track would be not used for the project if the design could not provide adequate mobility for school buses and emergency vehicles. The City's Traffic Manager Butch Margraf was still working on the design.

2. Informational

Chair's Report:

Six Month Work Plan

Mary Dipboye reviewed 6 month work plan (Aug 23, 2013 version). The Board decided to make changes to the work plan. The Sustainability Action Plan (SAP) Building and Energy Category Team will hold a workshop on Sept 19 to prepare for a board workshop on Sept 26. The Workshop to discuss SAP Waste Diversion, Recycling Category was moved from Sept 26 to Oct 24. Earth Day topic had been scheduled for a workshop on Oct 24 but will be addressed in a regular meeting instead. Work Plan (Sept 12, 2013 version) includes these changes.

Green Minute

Ms. Dipboye noted that Board members will be called upon to explain the concept of sustainability to others as the Sustainability Action Plan becomes more visible. Also, the Board was considering an action item in the SAP which entailed asking residents to sign a "sustainability pledge". She announced that she would be adding a "Green Minute" to the agenda of regular meetings for the purpose of board members practicing and sharing their personal stories of how they are carrying out some of the tasks identified in the SAP section "Sustainable action you can take @ home!" (pg 37 Sept 10, 2013 version). Mary demonstrated a "Green Minute" by telling how she has been recycling over the past 15 years. She estimates that her household's "waste diversion rate" to be at least 70%.

Staff Report:

Bike Share

Mr. Maslow announced the Mayor was making alternative transportation options a priority for the next fiscal year and brought up ideas such as bike share and flex bus as specific options the city should look at. These options are in the Mobility and Urban Form category of the SAP and will be discussed between Public Works and Planning Departments in the very near future.

SAP Update

Tim Maslow reported the Community Engagement & Green Economy category was approved by the sub-committee. This was the focus at our last two workshops and we are scheduling a board vote for approval going forward.

You will notice some changes to the plan. I have added which Dept/Division will be taking the lead on each action. I have also added:

- Comprehensive Plan Supporting Policies
- LEED Neighborhood Development criteria relevant to each category.

This should communicate why using LEED ND is so important to achieving our goals stated in the plan on a neighborhood/district/campus scale.

Tim also reported he is close to getting a good estimate for our city's annual VMT (vehicle miles traveled) and that it is a big piece of the city's overall carbon footprint. Electric and solid waste is already calculated so this is the last major piece. Planning and Parks have our Sustainability Action Plan and have been reviewing it. Tim is still working on scheduling the following meetings to get feedback from the other departments. Dates are tentative.

September

1. City Mngt- Waste Diversion- need to line up goals with the next contract, also items related to Forestry
2. Planning- Mobility & Urban Form, Green Economy categories
3. Parks & Rec- Waste Diversion, Community Engagement, Local Food, Natural Resources & Systems categories
4. Communications-Community Engagement category

October

5. Electric Utility- Buildings, Energy
6. Water Utility- Buildings, Water
7. Building Dept-Buildings, Energy, Water category- Kris Stenger should be a big help, I worked with him at Orange County
8. Fleet (Local Gov Operations)
9. Lakes - Natural Resources and Systems, relates to water quality, stormwater

KWPB-Community Grants

Mr. Maslow reported that both revised grants have been added to city webpage http://cityofwinterpark.org/Pages/Government/Sustainability_Program/Keep_Winter_Park_Beautiful.aspx.

Temple Terrace grant request status

As of August 13, Randy Wittmann spoke with his neighbors and agreed they would take care of irrigation through non-potable water and on-going maintenance. The original grant amount requested was \$1,180 with a neighborhood match of \$1,820. Staff recommends approving the grant for the requested amount. The board allocated \$8,000 for the grants last year and we would still be under this amount. The median is within the city right of way at the end of a cul-de-sac, however, it is not a park recognized by the Parks Department and therefore will not be maintained by the Parks Department. Again, the neighbors have agreed to maintain it. Tim recommended approving the grant since it is technically publicly owned and accessible. The neighbors are also contributing their own funds to make it happen.

Intern

Tim Maslow reported Courtney Banker has completed her Summer Internship. Tim interviewed two candidates earlier this week and has selected Erin Josephitis. She is a Senior at Rollins and enrolled in the Environmental Studies program with a minor in Sustainable Development. Tim expects her to help with Fall Volunteer Events, coordinating our new Educational Workshops through Orange County/UF Extension and assisting with the development of the SAP.

Bike Valet

Julia Tensfeldt volunteered at the Bike Valet on Saturday September 7 and reported there were only 5 people who checked their bikes into the valet. Julia suggested providing more activities in conjunction with the valet to increase participation and encourage cyclists. Tim Maslow recommended discontinuing the Bike Valet at the Farmer's Market until new signage is procured, educational workshops were scheduled and focusing more on increasing permanent bike storage in downtown.

Winter Park in Bloom:

Stephen Petagus reported that the final report from the America In Bloom judges would arrive soon. He noted that the national America in Bloom convention would be in Orlando next week and that John Rife would be a speaker. More information will be covered in the workshop on Oct 17.

3. Action (approval requested)

Sustainability Action Plan

Mr. Maslow reviewed the objectives, goals, indicators, and action items for the Community

Engagement and Green Economy section of the SAP. Mr. Maslow reported that Kelly Greer of the Orange County Extension Office was available to provide classes related to Florida friendly lawn management a Winter Park venue. Mr. Maslow had provided a sample list of courses prior to the meeting. John Rife noted that other experts were available to provide classes on these subjects.

After discussion, a motion to adopt the action items was made by Julia Tensfeldt and seconded by Pat Schoknecht. Motion carried unanimously by a vote of 7-0.

Mr. Maslow will invite Ms. Greer to meet with the Community Engagement and Green Economy Team members (Julia Tenfeldt, Stephen Pategus, Michael Poole) to develop a schedule of educational workshops for Winter Park.

4. New Business

John Rife reported that John Rivers, a local restaurant owner, had leased an office in Winter Park and asked Mr. Rife about the feasibility of installing a rooftop garden. Mr. Rife noted that rooftop gardens were rare in this metro area. Tim Maslow reported the property owner should take advantage of the Green Roof rebate funds through the city's Electric Utility's Energy Conservation Audit and Rebate program and that it would be a good case study.

5. Adjournment

Meeting Evaluation

Members reported that the addition of the Green Minute was productive. Stephen Patgas noted that the Winter Park Public Library lends out power gauges so that residents can measure the electrical usage of various devices in their homes. Mr. Maslow offered to create a one page version of the sustainability pledge for use by board members when preparing to make their Green Minute presentations.

Mr. Maslow noted that the loss of the computer connection during the meeting was a problem. Everyone agreed that Debbie was missed.

Chm. Dipboye adjourned the meeting at 7:00 p.m. Next meetings are workshops on Sept 19, 2013, (time to be announced) and Sept 26, 2013 at noon and regular meeting October 10, 2013 5:30 pm., at the City Hall, 180 W Lyman Ave., Winter Park.

Respectfully submitted,

Tim Maslow
Sustainability Coordinator