

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

**Regular Meeting  
City Hall  
401 S. Park Ave.  
Winter Park, FL**

**May 8, 2014**

**MEETING MINUTES**

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**Members Present:** Mary Dipboye (chair), Stephen Pategas (vice chair), Mark Roush, Chele Hipp, Michael Poole, Carol Kostick, and Pat Schoknecht

**Members Absent:** Joseph Robillard, Raymond Randall, Laura Walda

**Guests:** John Porter, Clean Footprint; Abby Gulden, Sustainability Manager, Orange County Convention Center

**City of Winter Park Staff:** Michelle del Valle, Asst. City Manager; Troy Attaway, Director, Public Works; Kris Stenger, Building Permitting & Sustainability Manager

**CALL TO ORDER:** Chair Mary Dipboye called the May 8, 2014, meeting to order at 5:45 p.m.

**1. Administrative Items**

**Introductions:** Ms. Dipboye recognized members and guests.

**Approval of Minutes:** Chm Dipboye asked for approval of the minutes from the April 10, 2014, regular meeting. Ms. Schoknecht moved to approve as presented, seconded by Ms. Hipp, motion carried 7-0.

**Chair's Report –** Ms. Dipboye commented that she didn't have anything to add to the report provided to Board members. She reminded the Board that elections for Chair and Vice Chair will be held at the June meeting and encouraged everyone to think about running. She explained that while she has enjoyed the past year as Chair, she will not be running for reelection.

### **Staff Report –**

**Sustainability Staffing** - Mr. Stenger introduced Ms. del Valle, Asst City Manager, who will provide an overview of the City's strategies for moving forward with sustainability staffing. Ms. del Valle updated the Board on where the City is currently including hiring a sustainability coordinator to work with Mr. Stenger. She complimented Mr. Stenger on his work ethic and reiterated that he is working closely with City Management on sustainability issues. Mr. Poole furnished an overview of his email and conversation with Randy Knight, City Manager regarding sustainability staffing. Mr. Stenger responded to a question regarding the Volunteer Coordinator position. He explained that at this time there are no plans to fill the position. Ms. del Valle further explained that a relationship is being developed between Mr. Stenger and Brenda Moody, Parks Dept., who has extensive experience in event organization and working with volunteers. This relationship will provide access to additional resources such as Parks staff and partners who work with Parks to provide volunteers. Ms. del Valle reiterated that sustainability's role in the City is changing and will need to be evaluated to make sure it is functioning at its best. The Board expressed their appreciation to Ms. del Valle for attending.

**Earth Day Update** –Ms. Dipboye requested the Board share their impressions of Earth Day, what worked, what didn't. Mr. Stenger announced that the date for Earth Day has already been selected; it will be the Saturday before Earth Day. Ms. Dipboye reported that she has received offers to help with the planning of the event and would like to schedule a workshop to discuss ideas for Earth Day 2015. A workshop will be scheduled after the new Sustainability Coordinator is hired.

**SAP Survey and Plan Update** – Mr. Stenger reviewed the City's communications tools to promote the SAP survey. The Board discussed additional methods to promote the survey.

**Finance** – Revenue and Expense Report was reviewed. Mr. Stenger provided charts showing KWPB&S funding from 2008 to today. Discussion ensued regarding how funding has changed over the years. Current available balance is \$85,000.

**Timeline** - Mr. Stenger presented a timeline that outlines on-going activities over the next 18 months as well as activities outlined in the SAP that we are looking at accomplish.

**KWPB&S Activities** – Ms. Dipboye asked the Board to discuss past activities and identify which ones to continue. The discussion expanded to ways to expand activities, and rewards for volunteers. It was decided that the membership fee of \$150 with Keep America Beautiful was previously approved.

(Pat Schoknecht left 6:45)

(Michael Poole left 6:55)

## **2. Action**

KWPB&S Budget 2014-2015 - Ms. Dipboye requested a draft budget for the next meeting

**3. Informational**

**Green Minute – Mark Roush**

Mr. Roush presented information on an environmental initiative currently in place at Walt Disney World. The company has been composting food scraps from restaurants and hotel banquet events. The compost is delivered to Harvest Power, who is building a plant in the Reedy Creek Improvement District. They take the organic waste and convert it into biogas and fertilizer. They also recycle cooking grease and oil. Mr. Stenger mentioned that the City of Orlando is starting collections of organics and he is talking to them to see if their collectors are willing to come to Winter Park. (Carol Kostick for June.)

**Winter Park in Bloom – Steven Pategas**

The America in Bloom judging was held Monday and Tuesday and went well.

**Monthly Workshops w/ OC Ext Service**

The workshop “Eight Ways to Save Energy” had 7 attendees. The next workshop is “Fruits and Vegetables” on May 24, 2014. The Board discussed ways to increase workshop visibility.

John Porter, CleanFootprint spoke on solar options.

**4. New Business**

Rollins Biodigester – Postponed until next month.

**5. Upcoming Meetings**

June 12, 2014 @ 5:45 -- regular meeting

**Adjourn** The Chair adjourned the meeting at 7:15 p.m.

**Documents:**

Financial report –Budget & account

Sustainability Action Plan

Minutes – April 10, 2014

Work Plan – April 10, 2014