

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

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

June 12, 2014

MEETING MINUTES

Members Present: Mary Dipboye (chair), Stephen Pategas (vice chair), Mark Roush, Michael Poole, Carol Shank, Bruce Thomas, Julie Tensfeldt, Cathy Blanton, John Tapp, Steven DiClemente, Pat Schoknecht, Joseph Robillard and Laura Walda

Members Absent: Chele Hipp, Raymond Randall, and Fred Kosiewski

Guests: Matt Daniels, Nicole UCF Students.

City of Winter Park Staff: Kris Stenger, Asst. Director, Building, Permitting & Sustainability Abby Gulden, Sustainability Coordinator.

CALL TO ORDER: Chair Mary Dipboye called the June 12, 2014, meeting to order at 5:45 p.m.

1. Administrative Items

Introductions: Ms. Dipboye asked members and guests to introduce themselves and share a little about their sustainability passion.

Approval of Minutes: Chm Dipboye asked for approval of the minutes from the May 8, 2014, regular meeting. Ms. Schoknecht moved to approve as revised, seconded by Mr. Poole, motion carried 11-0.

Chair's Report – Ms. Dipboye commented that the big goal is the approval and implementation of the Sustainability Action Plan.
(Joseph Robillard and Laura Walda arrived 5:50 pm)

Election of Chairman and Vice-Chairman: Mr. Pategas nominated Mr. Michael Poole for the position of Chairman, seconded by Ms. Tensfeldt, motion carried unanimously by a vote of 13-0. Ms. Schoknecht nominated Mr. Steven Pategas the position of Vice-Chairman, seconded by Ms. Walda, motion carried unanimously by a vote of 13-0.

Staff Report –

Sustainability Staffing - Mr. Stenger updated the Board on the following projects to staff is working on:

- Sustainability Workshop scheduled for June 24, 2014
- Adding sustainability to the Chamber of Commerce Leadership Program
- Working with Ms. Schoknecht to get a bio-digester
- Applying for Georgetown Energy prize.
- Starting a community solar farm, so residents will have the opportunity to purchase green power.
- Working with the Pedestrian/Bicycle Board to implement a Bike Share Program in Winter Park, piggy backing of the City of Orlando program.
- Will be attending the Keep Florida Beautiful conference.
- Presentation to the Historical Preservation Board explaining how they could provide input on sustainability. Coordinating with America in Bloom and the possibility of implementing a sustainability component in the City's demolition permits.

Mr. Poole suggested holding an orientation for new board members. He will coordinate with staff.

(New board members were excused to attend City Board orientation 6:00 pm)

SAP Survey/Public Forum Workshop – Ms. Gulden updated the Board on the workshop held to discuss the public forum. She reported that the following goals were developed at the meeting, get public feedback, educate the public, receive comments from residents, and get increased buy in from residents. Ms. Gulden summarized the structure of the meeting developed to accomplish these goals. She also outlined the incentives added for completing the survey or attending the meeting and their positive impact.

Mr. Pategas moved to approve a \$1,000.00 budget to fund the Sustainability Public Forum and promotion of same, seconded by Ms. Walda; motion carried unanimously 9-0.

Mr. Stenger discussed Board responsibilities at the public forum. Ms. Gulden will send out an email regarding volunteer sign up. Discussion ensued regarding other aspects of the event including food/beverage, computer set-up, and raffles.

Earth Day 2015 Planning Meeting – Ms. Gulden updated the Board on the discussion held at the brainstorming session, May 28, 2014. Discussed was the option of hiring an event coordinator who can develop Earth Day into a Winter Park signature event while continuing to include presentations of Green Schools Grant, Arbor Day Tree Giveaway and awareness and support of SAP / Sustainability in Winter Park. Ms. Gulden discussed the scope of work for an event coordinator and the value of such a position. This would not be a staff position but someone hired through the City's purchasing policy. The budget for this type of event would be about \$40,000, inclusive. Discussion ensued regarding budget, risk of using existing funds, sponsorship opportunities, current state of funds, Waste Pro funds and other ways to raise funds. After discussion the Board consensus was to move forward with creating an Earth Day signature event with a budget to help facilitate that event.

2. Action

Finance –Mr. Stenger presented items to be included in the budget; no action will be taken at this time. However, he did request approval to purchase magnetic name tags for the Board. Ms. Walda move to spend up to \$300 to purchase magnetic name tags, seconded by Ms. Schoknecht moving carried unanimously 13-0.

3. Informational

Green Minute – Carol Shank

Ms. Shank contacted Orange County Public School who told her about a company, Terracycle, who recycles difficult items. Items can be recycled into playground equipment, benches for or receive cash. This company has donated \$3,000,000 to charity since its inception in 2011. Mr. Pategas suggested including information about the company in the Green School Grants.

Winter Park in Bloom – Steven Pategas

Mr. Pategas announced that he will be leaving soon to judge other cities for the America in Bloom competition.

Monthly Workshops w/ OC Ext Service

The last workshop was “Fruits and Vegetables” on May 24, 2014. Ms. Gulden spoke to Orange County Extension regarding additional workshops. The board discussed ways to increase participation.

5. The Board thanked Mary Dipboye for her time, efforts and leadership the previous year.

Upcoming Meetings

July 10, 2014 @ 5:45 -- regular meeting

Adjourn The Chair adjourned the meeting at 7:10 p.m.

Documents:

Financial report –Budget & account

Sustainability Action Plan

Minutes – June 12, 2014

Work Plan – April 10, 2014