

**The CITY OF WINTER PARK
KEEP WINTER PARK BEAUTIFUL AND SUSTAINABLE**

**Regular Meeting
City Hall
401 Park Ave. S.**

April 9, 2015

MINUTES

Present: Bruce Thomas, Cathy Blanton, Steve DiClemente, Raymond Randall, Julie Tensfeldt, Michael Poole, Mary Dipboye, Chele Hipp (telephone)

Absent: Fred Kosiewski, Stephen Pategas, Mark Roush

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

Guests

Nancy Miles – Library Task Force
Pat Schoknecht – Rollins College

CALL TO ORDER. Mr. Stenger called the meeting to order at 5:47 p.m. At the time the meeting started no quorum was present. Approval of minutes will be delayed until quorum is achieved.

ADMINISTRATIVE ITEMS

Mr. Stenger reported that he has informed City management that the Board desire to maintain the same number of members.

Staff Report: Staff report was emailed to board members. Ms. Gulden announced that the Garden Club voted to donate \$1,000 to the Green Schools Grants program. Staff will send a thank you note.

Earth Day 2015:

Ms. Gulden updated the Board on Earth Day plans and activities. She presented a production schedule and event map. Ms. Gulden reported that more volunteers are needed and encouraged everyone to volunteer. She also reported on the to-date budget, explaining that sponsorships were less than hoped and the cost to KWPB&S would be approximately \$25,000. Ms. Gulden responded to questions.

Mr. Poole arrived 5:50

Approval of Minutes

Chm. Poole asked for approval of the minutes for March 12, 2015. Mr. DiClemente made a motion to approve the minutes as revised; Mr. Randall seconded the motion; motion carried unanimously.

Chair's Report

Mr. Poole reported that the Board currently has 5 vacancies (4 reg., 1 alt.) and would like Board members to actively seek out potential board members and encourage them to submit applications. The application deadline is April 13, 2015. The Board discussed potential members.

Citizen Comments

Ms. Miles, Library Task Force, introduced herself and explained that the task force is visiting City Boards to gather input on the new library site.

Action:

Mr. Stenger reported that staff is looking to create a new position in the Sustainability Div. He is looking for support from the Board for that action before taking it to other Boards for approval and possible funding. He explained the various duties the position would perform and possible funding sources. Ms. Tensfeldt, made a motion to approve the new intern position, seconded by Ms. Dipboye motion carried unanimously.

Green Minute:

Ms. Dipboye reported that she will be attending an inter-faith climate conference in Orlando this weekend. Everyone is welcome to attend.

Mr. Randall reminded the Board that the Lake Virginia clean-up is this Saturday.

Library Task Force

Mr. Stenger explained that the Library Task Force was formed to look at a new site for the library. Currently they are looking at 3 sites:

- Existing library location
- City Hall
- MLK Park

ACI, an architectural design firm, was hired to create some diagrams to make sure the proposed sites would work for the anticipated square footage and to create an estimated budget for each site. He explained that from a sustainability action plan stand point there are some things that he would like to see included. Chm. Poole commented that he would like to see something that graded each site as to the pluses and minuses of sustainability. Mr. Stenger announced that community forums are going to be held and he will provide meeting information once it is confirmed. Mr. Stenger will provide a copy of the list created by Ms. Hipp.

Subcommittee ReportsKWPB:

Ms. Blanton reported that the committee discussed the American in Bloom event. Plans are complete and accommodations have been secured, the event will take place May 4 and 5.

Winter Park Blooms:Sustainability Action Plan (SAP).

Ms. Tensfeldt reported that the committee has reviewed the rest of their project list and the next step is to finalize the actions and prioritize the list. They will bring the results to the Board at the next meeting for agreement and comments. She also had a good meeting with Ms. Gulden and Ms. Howard regarding KWPB&S marketing. Ms. Tensfeldt reported that Ms. Schoknecht talked to an instructor at Rollins and developing a marketing plan will be included in the class.

Ms. Tensfeldt is requesting feedback on two items tonight. First, the objectives and goals of marketing plan. Currently they have three, educate the community, acquire support from the community, and change people's behavior. The Board discussed various marketing approaches, the need to be able to measure results, and that the plan is long term. Second, prioritizing target audiences for the marketing team. The committee has recognized three audiences, City employees, City Commission, Mayor, City Boards and City partners, City residents and City visitors. The Board provided feedback.

Finance:

Mr. Stenger reported that the Finance Committee met and Peter Moore, City Budget Manger, attended. They discussed reducing the number of funds and consolidating everything so it is simpler to understand. A brief background was provided on how the money built up and the transition from a \$150,000 budget in the General Fund in 2007 to nothing now. Discussion will be ongoing on raising capital and looking at expenses.

NEW BUSINESSAgenda Requests &/or Announcements

Ms. Hipp asked a question regarding recycling and a discrepancy in what Waste Pro will take and what Orange County can recycle. She wants to know where the items that are not acceptable to Orange County are being taken. Staff will research and report at the May meeting.

Evaluate Meeting

- What worked: It was an efficient meeting.
- What didn't work: none

Chm. Poole suggested starting the May meeting early at 5:30 to hold the Earth Day review. Board agreed. Mr. Stenger will schedule a workshop to discuss the Library.

ADJOURNMENT

Chm. Poole adjourned the meeting at 6:45 p.m. Next meeting is May 14, 2015, 5:45 a.m., City Hall

Respectfully submitted,

Debbie Wilkerson