Present: Bruce Thomas, Stephen Pategas, Sally Miller, Mary Dipboye, Ellen Wolfson, Ben Ellis

Absent: Bill Heagey

City of Winter Park Staff: Kris Stenger, Building & Sustainability Manager, Abby Gulden, Permitting and Sustainability Coordinator

Guests: Jody Lazar, Winter Park Library
Chris Castro, City of Orlando

CALL TO ORDER: Chair Thomas called the meeting to order at 11:45 a.m.

1. ADMINISTRATIVE ITEMS

Approval of Minutes
Chair Thomas asked for approval of the January 17, 2017, minutes, S. Pategas moved to approve the minutes as presented; E. Wolfson seconded the motion; motion carried unanimously.

Citizen Comments:
None

Staff Report:
Staff report was emailed to board members. Staff responded to questions. Discussion and update on status of PACE in Winter Park and Orange County. Overview of new Waste Contractor registration and reporting procedures. The Sustainability Action Plan workshop will occur within the regular scheduled meeting in January, along with a Benchmarking and Disclosure overview from Chris Castro of Orlando’s sustainability office.

2. ACTION

3. INFORMATIONAL

a. Green Minute
S. Miller updated the board regarding the Winter Park Home Energy Audit and her experience as a participant

b. Benchmarking and Disclosure in Orlando
Overview and discussion regarding the history, structure, and rollout of the Benchmarking and Disclosure policy in the City of Orlando. Presentation from Chris Castro, Sustainability Director for the City of Orlando.
c. **KWPB – Status Report KWPB&S**

Status Report from KWPB&S - Mr. Pategas reported that the Winter Park Blooms committee is in the planning phase in anticipation of the 2017 judging schedule. Previous judging recommendations have been reviewed and several chosen for implementation. Caladium sales will occur at the WP Farmers Market from March 4 – April 29th.

KWPB&S Sponsorship – Ms. Gulden reviewed the sponsorship program. She responded to questions. The Board discussed potential sponsors and Board contacting them. Chm. Thomas assigned companies to each board member for sponsorship outreach. A deadline for sponsor engagement of March 1 was set in order to facilitate logos on advertisement and t-shirts.

d. **Sustainability Action Plan**

Ms. Gulden reviewed the draft annual report and outline of 2017 action items for presentation to the City Commission in 2017.

e. **Finance**

Continued review and discussion of 2017 budget items, with special regards to Recycling Education budget. It was determined that more review is needed and there will be no action taken at this time.

4. **NEW BUSINESS**

a. **Agenda Requests/Announcements/Action Items**

5. **ADJOURNMENT**

a. **Action Items**

b. **Evaluate Meeting**

- What worked:
- What didn’t work:

Staff will review possible meeting options.

Chm. Thomas adjourned the meeting at 1:03 p.m. Next meeting February 21, 11:45am at City Hall

Respectfully submitted,

Abby Gulden
Recording Secretary