

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

Regular Meeting  
City Hall, 401 Park Ave. S.

December 18, 2018  
11:45am

**MINUTES**

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**Present:** David Daly (by phone), Mary Dipboye, Ben Ellis, Nora Miller (by phone), Stephen Pategas, Bruce Thomas, Ellen Wolfson

**Absent:** None.

**City of Winter Park Staff:** Kris Stenger, Building and Sustainability Manager; Vanessa Balta Cook, Building & Sustainability Planner; Agnieszka Tarnawska, Sustainability and Permitting Assistant

**Guests:** Ann Francis, Rollins College; Jessica Kitt and Cindy Harpel, Orange County Solid Waste Division

**CALL TO ORDER:** Ch. Ellis called the meeting to order at 11:50 a.m.

## **1. ADMINISTRATIVE ITEMS**

### **Approval of Minutes**

Stephen P. made a motion to approve November 20, 2018 Meeting minutes. Mary D. seconded the motion. Minutes were approved as presented.

### **Citizen Comments:**

Ann Francis of Rollins College shared data on Rollins straw reduction program. Due to the ban that went into effect in August 2018, approximately 27,000 straws were not used by Rollins Dining Services.

### **Staff Report:**

Staff report was emailed to board members. Kris S. mentioned that he is tentatively scheduled to discuss single-use items (e.g., containers) reduction potential with Parks Advisory Board in February. Vanessa B.C. provided a brief update on Don't Pitch It, Fix It (scheduled for February 16<sup>th</sup>, community center)-still looking for fixers, please contact Jody, Watershed Cleanup scheduled for January 5<sup>th</sup>, meeting at Westminster WP)-need volunteers, New Rollins Intern starting in January-will be working primarily on Green Business Recognition Program development and launch, Annual Household Hazardous Waste Event has been scheduled for March 30<sup>th</sup> at City Operations (formerly known as Public Works Compound), and staff applied for and was awarded FY18/19 FDOT-KABA grant (\$16,000)-funding will be used to continue backyard composter program, hydrapouches for another cup-free race (Run for the Trees, 4/27), reusable straws for retirement facilities, and litter cleanup promotion and participant giveaways. Kris S. reported that staff had looked at ReCollect and Smart Irrigation Controller metrics (ReCollect website, Water Utility Rebate Requests) and did not see any discernible upticks from Observer ads. Stephen P. suggested that providing a coupon for the caladium sales, for example, might help create more of an incentive for usage and give a better idea of readers. Mary D. suggested targeting Smart Irrigation Controller promotion to high water users.

## **2. ACTION**

### **a. FY 2019 Budget**

Board reviewed proposed budget. Motion made by Stephen P. to approve proposed FY 2019 budget, seconded by Bruce T., motion carried unanimously by a vote of 5-0.

### 3. INFORMATIONAL

a. **Green Minute**

None.

b. **KWPB – Status Report KWPB&S**

None.

c. **Sustainability Action Plan**

*Priorities*

*BEW-5: Residential Potable Water Average Annual Usage*

*CEGE-2: Recognized Green Businesses*

*WDR-1: Waste Diverted from Landfill*

d. **Finance**

Staff and Board reviewed proposed budget. Motion made to approve proposed FY 2019 budget, passed unanimously by a vote of 5-0.

e. **Guest Speaker: Orange County Solid Waste Division**

Jessica Kitt and Cindy Harpel from Orange County Solid Waste Division presented on the County's recent Recycling Improvement Pilot program they completed earlier this year. Presentation included project goals, project methodology, primary findings, next steps, and Q&A. Detailed presentation slides were emailed to board following the meeting, as well as presenters' contact information for further questions.

f. **Greenhouse Gas Emissions Inventory Update**

Agnieszka Tarnawska, Sustainability Program Assistant, presented on the City's Greenhouse Gas Emissions Inventory. Presentation included inventory methodology, community scale and local government operations inventory for 2017, comparison to 2012 baseline, progress towards Sustainability Action Plan targets, and Q&A. Board discussion included how Solar RFP would impact inventory, transportation calculation methodology, how this information might be publicized (e.g., report card, Observer, annual report, UAB).

g. **Earth Day-Saturday, April 13, 11am-3pm, Shady Park**

Staff briefly reviewed Sponsorship contact list with board. Deadline for Silver+ sponsors to be included in Earth Promo items is February 28, 2019. Staff will email sponsor list to board, board members should reply to staff directly with the organizations they would like to follow-up with. Ellen W. mentioned a news piece she had seen on plogging (picking up litter while jogging) and suggested this might be an event the board might consider for Earth Day/Month and potential of working with Track Shack on an event like this in the future. Staff will discuss with Track Shack.

h. **January Observer Ad Content**

Staff will create calendar for board's review based on previous meetings' suggestions. January Ad will promote ReCollect and Sustainability Pledge. Stephen P. suggested Caladium sales coupon be provided in March promotion to coincide with March/April sales.

i. **2019 Meeting Dates**

Board agreed to continue to meeting on the 3rd Tuesday of each month, 11:45am, Chapman Room. 2019 dates: 1/15, 2/19, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17

#### **4. NEW BUSINESS**

- a. **Agenda Requests/Announcements/Action Items:** None.

#### **5. ADJOURNMENT**

##### **a. Action Items**

##### **b. Evaluate Meeting**

- What worked:
- What didn't work:

Mary D. made a motion to adjourn at 1:15 p.m., seconded by Ellen W. Next meeting Tuesday, January 15, 11:45am at City Hall.

Respectfully submitted,

Vanessa A. Balta Cook  
Recording Secretary