



Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting

Agenda

October 17, 2023 @ 11:45 AM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings/ and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

-
- 1. Call to Order**
 - 2. Consent Agenda**
 - a. Approve the minutes of regular meeting September 19, 2023 1 minute
 - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 - 4. Action Items**
 - a. Review Bus Stop Advertisement Funding 10 Minutes
 - 5. Non-Action Items**
 - 6. Staff Updates**
 - a. Feasibility Study Update 2 Minutes
 - b. Zero Waste Update 2 Minutes
 - c. Grant Updates 5 Minutes
 - d. Awards 3 Minutes
 - e. Green Schools Grant Program 5 Minutes
 - f. Upcoming Events 5 Minutes
 - 7. Board Comments**
 - a. Green Minutes 2 Minutes
 - b. New Business/Announcements 2 Minutes
 - 8. Upcoming Agenda Items**
 - a. Discussion of Upcoming Agenda Items 2 Minutes
 - 9. Adjournment**



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item

item type

Consent Agenda

meeting date

October 17, 2023

prepared by

Tatia Ghviniashvili, Board Coordinator

approved by

Tatia Ghviniashvili, Board Coordinator

subject

Approve the minutes of regular meeting September 19, 2023

motion | recommendation

background

strategic objectives

alternatives | other considerations

fiscal impact

attachments

1. Draft Minutes



Keep Winter Park Beautiful & Sustainable Advisory Board Meeting Minutes

September 19, 2023 at 11:45 a.m.

City Hall, Commission Chambers
401 S. Park Avenue | Winter Park, Florida

Present

Ben Ellis, Becky Distad, Stephen Pategas and Mark Yonker; Virtually: Kay Hudson.

Absent

Laura Gustafson-Hullinger and John Page.

Staff Present

Director of Natural Resources & Sustainability Gloria Eby; Sustainability Manager Sara Miller; Sustainability Specialist Mia Brady; Natural Resources & Sustainability Administrative Coordinator Victoria Tabor; Event Manager Johnny Miller; Virtually: Board Coordinator Tatia Ghviniashvili.

1) Call to Order

The meeting was called to order at 11:53 a.m.

2) Consent Agenda

- a. Approve minutes of the regular meeting August 15, 2023

Motion made by Mark Yonker to approve the minutes as presented; seconded by Becky Distad. Motion carried unanimously with a 4-0 vote.

3) Public Comments (for items not on the agenda):

There were none.

4) Action Items

- a. Increasing green school grant funding and project deliverable requirements for 2023-2024 school year

Staff presented project deliverables and background information, highlighting the purpose of the grant which is to support schools in their efforts to achieve sustainability goals and beautify their campus while engaging/educating students K-12 on practicing sustainability.

Staff recommendation is to increase total grant funding to \$5,000.00 for the 2023-2024 school year and change submission requirements. The floor opened for discussion and the board asked clarifying questions.

Motion made by Mark Yorker to approve the increase in grant funding along with changing submission requirements of the 2023-2024 school year; seconded by Becky Distad. Motion carried unanimously with a 4-0 vote.

5) Non-Action Items

a. Lisa Peary - 15 Lightyears Efficiency Study Results

Jackie Ersch from 15 Lightyears gave a presentation on the energy audit report and its findings on 24 city facilities. The findings will be released to the board and the public. She spoke in detail about the report, highlighting that the goal was to pin-point specific areas for improvement with respect to energy consumption and performance for each facility. Observations were made, and data was collected, which then was analyzed against similar building types in the United States.

The findings were presented, along with their respective recommendations. Some recommendations included changes in interior/exterior lighting, HVAC control optimization, plumbing retrofits, etc. The floor opened for discussion and the board asked questions pertaining to the report results.

6) Staff Updates

a. Staff Updates

Keep Winter Park Beautiful & Sustainable has been awarded the President Circle Recognition Award for 2022-2023 from Keep America Beautiful. Will provide the award at the next meeting.

Staff also noted that the Utilities Advisory Board will be choosing EV charging rates at their upcoming meeting, and an update will be provided on the decision made. A proclamation is being awarded at the September 27 City Commission meeting regarding Energy Efficiency Day.

Pertaining to a discussion held at a previous meeting, a street signage audit has been completed, and a Request for Proposal (RFP) process is in the works to update the signs that are in poor condition.

Dan D'Alessandro, Director of Electric Utility, provided an update on street lighting, highlighting that once the project of undergrounding transformers is complete, staff will go through the city to work on streetlighting and add Dark Sky fixtures. A discussion followed.

b. Zero Waste Update

A brief update on multi-family recycling was provided, with staff noting that they are waiting for communication from WastePro on upcoming steps.

Four additional restaurants will be participating in the Food Waste Diversion Program on Center Street starting in October. Over 33,000 pounds of organic waste has been diverted from landfill with very limited contamination.

The Fix It, Don't Pitch It event was a success, with 79 attendees and 70 successful repairs. Staff estimates that around 155 pounds of waste was diverted at a value of around \$5,300.00.

c. Feasibility Study Update

Staff noted that draft reports are under review on the next set of deliverables that have been received from Quanta Technology. The Integrated Resource Planner role has been filled, and the individual will be working under Mr. D'Alessandro in Electric Utility.

d. Grant Update

Staff was unable to apply for the Energy Efficiency and Conservation Block Grant (EECBG) due to vetoed funding from the State. In relation to the Keep America Beautiful (KAB) Grant, a tree planting and cleanup are scheduled on October 13. Staff is scheduled for a webinar regarding the United States Environmental Protection Agency (EPA) Grant, which will be greenhouse gas reduction related. Staff has yet to hear if funding was received from the Charging and Fueling Infrastructure (CFI) Grant.

e. Upcoming Events

Staff updated the board on all upcoming events, along with dates/times (found in the agenda packet). A brief discussion followed.

7) Board Comments

a. Green Minutes

Mr. Pategas shared an article about the best ways to reduce emissions and common misconceptions. The link for the article will be sent to the board following the meeting.

Ms. Brady noted that she attended the Orange County Public Schools Green School Banquet and was awarded a certificate on behalf of the Keep Winter Park Beautiful & Sustainable Board for their sponsorship and support of the program.

b. New Business / Announcement

None were discussed.

8) Upcoming Agenda Items

a. Discussion for Upcoming Agenda Items

The November meeting was moved to November 14 at 10:30 a.m.

9) Adjournment

Motion made by Mark Yonker to adjourn the meeting; seconded by Stephen Pategas. Motion carried unanimously with a 4-0 vote.

The meeting adjourned at 12:48 p.m.

Minutes approved by the board on _____.

/s/ Tatia Ghviniashvili, Board Coordinator



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item

item type

Action Items

meeting date

October 17, 2023

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Review Bus Stop Advertisement Funding

motion | recommendation

Staff recommends increasing bus stop advertisement funding from the current \$500 annually to \$1,000. The funding will continue to support KWPB projects and programs.

background

1. The purpose of the bus stop advertisements is to help support KWPB programing. This funding source helps with purchasing supplies for community volunteer and educational events.
2. This fundraiser is currently on our "Support KWPB" website, along with our other fundraising opportunities (ballroom dancing lessons, memorial bricks, and community partner sponsorships).
3. The Sustainability Division is looking into purchasing "yout ad here" interim bus stop ads to gain traction for this fundraiser and bring awareness to the opportunity for local businesses to advertise.

strategic objectives

alternatives | other considerations

fiscal impact

attachments

1. From Theresa - SPECS - 2023

\$500 per year + \$100 one-time fee for initial sign creation

image area is 44"x10"

Illustrator EPS file : all fonts converted to outlines with all images placed @ 100% @ 300 dpi & rasterized
OR hi res JPG @ 300 dpi @ 44"x10"



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item

item type

Staff Updates

meeting date

October 17, 2023

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Feasibility Study Update

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

None



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item

item type

Staff Updates

meeting date

October 17, 2023

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Zero Waste Update

motion | recommendation

background

- Multi-Family Home Recycling
- Food Waste Diversion on Center Street

strategic objectives

alternatives | other considerations

fiscal impact

attachments

None



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approved by

Victoria Tabor, Administrative Coordinator II

subject

Grant Updates

motion | recommendation

background

- EECBG Grant
- KAB Grant
- EPA Grant
- CFI Grant
- FDEP Vulnerability Assessment

strategic objectives

alternatives | other considerations

fiscal impact

attachments

None



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item

item type

Staff Updates

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approved by

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subject

Awards

motion | recommendation

background

strategic objectives

alternatives | other considerations

fiscal impact

attachments

1. KeepWinterParkBeautiful_PC_2022
2. KeepWinterParkBeautiful_PC_2023



PRESENTED TO

Keep Winter Park Beautiful
City of Winter Park

This award recognizes the standards of excellence
achieved by your affiliate in 2022.



A handwritten signature in black ink, reading "Jennifer Lawson".

Jennifer Lawson
President and CEO
Keep America Beautiful



PRESENTED TO

Keep Winter Park Beautiful

This award recognizes the standards of excellence achieved by your affiliate in 2023.



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Jennifer Lawson
President and CEO
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subject

Green Schools Grant Program

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

1. KWPB Green Schools Grant Flyer

green schools GRANTS

» Grants are awarded for sustainability projects that support the objectives of the [Winter Park Sustainability Action Plan](#), focusing on one or more of the following categories:



Buildings, Energy & Water



Mobility & Urban Form



Community Engagement & Green Economy



Natural Systems & Resources



Local Food & Agriculture



Waste Diversion & Recycling

» Open to public & private schools serving Winter Park students.

» Recognition at [Annual Earth Day Block Party](#).

get a
green
GRANT
today!



\$5,000 grant funds available!

grant proposals deadline

friday 12.29.2023 by 5 p.m.
to kwpb@cityofwinterpark.org



questions @
407.599.3479



scan or apply @
cityofwinterpark.org/greenschools

proudly brought
to you by



sustainability
division



Keep Winter Park

Beautiful & Sustainable
Advisory Board

agenda item

item type

Staff Updates

meeting date

October 17, 2023

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Upcoming Events

motion | recommendation**background**

- Lake Baldwin Cleanup - 10/28 9 a.m. @ Lake Baldwin Dog Park
- Lakes Virginia, Mizell, & Midget DOCK Party - 10/21 9 a.m. @ Dinky Dock
- Pumpkin Compost Drop-off - 11/4 10 a.m. @ Rollins Softball Field MLK Park
- Florida Friendly Landscaping Workshop - 11/9 5 p.m. @ Winter Park Library
- Household Hazardous Waste Dropoff - 11/11 8 a.m. @ Cady Way
- Invasive Species Removal - 11/18 9 a.m. @ Mead Gardens

strategic objectives**alternatives | other considerations****fiscal impact****attachments**

1. KWPB Watershed Cleanup Lake Baldwin Park Flyer
2. Dock Party Lakes Virginia Midget Mizell SMG ND

3. Pumpkin Compost Drop-off
4. HHWD Flyer

KWPB VOLUNTEER 2023 watershed cleanups

wa•ter•shed
/'wôdər SHed 'wädər SHed/

an area or ridge of land that separates waters flowing to different rivers, basins, or seas; includes the neighborhood surrounding a smaller body of water such as a lake

lake baldwin park cleanup

**saturday
february 18**

9-11 a.m.

@ 2000 s. lakemont ave.
[meet here for supplies]

**volunteers
needed to**

**clean-up litter
within watershed**

[including surrounding neighborhood]

**to sign up
contact**

407.599.3364

kwpb@cityofwinterpark.org

cityofwinterpark.org/kwpb

snack & water provided

[please remember to bring your own reusable bottle to fill up]

walking, biking & carpooling encouraged

Delivering Our City Knowledge

DOCK *party*

saturday 10.21 *from* 9-11 a.m.

Dinky Dock Park *at* 410 Ollie Avenue



questions & more info
407.599.3463

Pumpkin' Dumpin' Dropoff

compost your pumpkins & jack-o'-lanterns



Saturday
11.04
10 a.m.-noon



parking lot next to Rollins Softball field
W. Comstock Ave. Winter Park, FL 32789



why compost your pumpkin?

to help keep organic waste out of the landfill.
the pumpkins will be collected by a local organic
waste hauler & composted at their site.

for Winter Park residents **ONLY**
[must bring proof of residency]



questions? **407.599.3479** or **sustainability@cityofwinterpark.org**

sustainability
division 

HHWD+

household hazardous waste dropoff

Saturday **November 11** 2023
8 a.m. to noon

Cady Way Park @ 2525 Cady Way

household items [service provided by Waste Pro®]

- » fertilizers & pesticides
- » antifreeze
- » propane tanks
- » household chemicals
- » tires [4 max.]
- » gasoline
- » paint thinners
- » pool chemicals
- » used engine oil
- » oil-based paint [wet or dry]
- » wet latex paint [dried can be disposed of with your regular household trash]
- » non-alkaline batteries
[regular alkaline batteries can be disposed of in your regular household trash]

e-waste [service provided by A1 Assets, Inc.]

- » computers
- » televisions
- » VCRs
- » FAX machines
- » DVD players
- » CD players
- » stereos

shoes [service provided by Recycle Sneaker Project]

+NEW!

textiles [service provided by American Textile Recycling Service]

- » clothing
- » purses
- » belts
- » hats
- » home textiles [towels | bed linens | curtains | small accent rugs | decorative pillows]

helpful tips

- » Bring proof of city residency. [driver's license or utility bill statement]
- » Keep all hazardous waste materials in original containers with original labeling. [unknown items will NOT be accepted]
- » This drop off is residential only. No contractors, please.
- » Drugs & prescription meds go to the Public Safety Facility.
[@ 500 N. Virginia Ave. | 8 a.m. to 5 p.m. | Monday through Friday]



Keep Winter Park
Beautiful & Sustainable
Advisory Board

agenda item

item type

Board Comments

meeting date

October 17, 2023

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Green Minutes

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

None



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agenda item

item type

Board Comments

meeting date

October 17, 2023

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

New Business/Announcements

motion | recommendation

background

strategic objectives

alternatives | other considerations

fiscal impact

attachments

None



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item

item type

Upcoming Agenda Items

meeting date

October 17, 2023

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Discussion of Upcoming Agenda Items

motion | recommendation

background

strategic objectives

alternatives | other considerations

fiscal impact

attachments

None