



Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting Minutes

August 19, 2025 at 11:45 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Becky Distad, John Page, Terry Hotard, Susy Scarlatos

Absent

Zeina Matar-Ghantous

Staff Present

Director of Natural Resources & Sustainability Gloria Eby, Sustainability Specialist Nicole Marshall, Administrative Coordinator Victoria Tabor

1. Call to Order

The meeting was called to order at 11:45 am.

2. Approval of Minutes

- a. Minutes of July 15, 2025

**Motion made by Mr. Hotard to approve the minutes, seconded by Mr. Page.
Motion carried unanimously with a 4-0 vote.**

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

4. Action Items

- a. OCPS Green Schools Recognition Program (GSRP) Fund Request

David Klawitter, the sustainability manager at Orange County Public Schools, presented the Green School fund request. He explained that the Green School program is held annually for all schools to participate in sustainability activities. Each year, a recognition banquet is held for the previous school year, and community members, supporters, and groups are reached out to for sponsorship for the banquet and the upcoming school year.

Motion made by Mr. Hotard to approve \$1000; seconded by Mr. Page. The motion carried unanimously by a 4-0 vote.

5. Non-Action Items

6. Staff Updates

- a. Natural Resources & Sustainability

Community Needs Assessment

The door-to-door canvassing has been well received.

Green Event Initiative

The Green Event Initiative did not receive the composting consortium grant for which an application was submitted several months prior. This grant was intended to facilitate the implementation of composting at the Farmers' Market. Discussions are ongoing with O-Town Compost and Parks Department. The team is awaiting the activation of Asana software program to support green event initiatives. Additionally, staff has recently submitted an event application for the Electric Avenue EV Car Show in September.

Green School Grant

Starting October 1st, the 2026 Green School Grant program will launch, separate from OPCS Greens Schools. For the 2025 award recipients, reporting is due in September. Those who choose to participate will present their deliverables at the October board meeting. Ms. Distad has requested a discussion to increase funding for the Green School Grant program.

b. Upcoming Events

Ms. Marshall presented the upcoming events listed in the packet:

Fix It! Don't Pitch It - September 6th 8 am @ Community Center

Paddle Board Clean-up - September 13th 9 am @ Lake Maitland

Electric Ave EV Car Show - September 27th 9 am @ Central Park

Ballroom Dance Lessons - Monday Nights @ Community Center

Community Needs Assessment Survey Canvassing

7. Board Comments

a. Green Minutes

b. New Business/Announcements

Mr. Hotard urged the board to prioritize the maintenance and painting of the green utility boxes. He noted that a utility company is installing AT&T fiber throughout the city in the right-of-way, using machines that damage yards. Unfortunately, there's no compensation for repairing these yards, which can cost homeowners hundreds or even thousands of dollars. He mentioned that employee Jim Struckmeyer is responsible for working with these contractors. With the board's approval, Ms. Eby will provide an update on the list of identified boxes and when they will be retrofitted. The city requires a permit from the utility company for directional drilling, which Jim Struckmeyer reviews. If there's non-compliance, the city will step in.

8. Upcoming Agenda Items

a. Discussion of Upcoming Agenda Items

Ms. Distad received approval to review the Green Schools Grant budget. The group discussed the photography contest cards and how to distribute them. Ms. Marshall mentioned that the card reader was just approved, so the cards can be sold at upcoming events and online soon. The current set of cards will be sold before the new set is printed.

9. Adjournment

The meeting adjourned at 12:09 p.m.

Approved by the board on September 16, 2025
/s/ Bahiyah Layton, Board Coordinator