



Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting

Agenda

November 5, 2025 @ 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

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"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. Approval of Minutes

- a. Minutes of September 16, 2025 1 Minute

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

4. Action Items

5. Non-Action Items

- a. Sustainability Action Plan 2023 Report Card Draft 10 Minutes
- b. OCPS Green School Awards 5 Minutes
- c. Green School Awards — Project Submittals 15 Minutes

6. Staff Updates

- a. Natural Resources & Sustainability 20 Minutes
 - Green Event Initiative
 - Utility Box Maintenance Update
 - Note Cards
 - Electric Ave EV Car Show Review
 - Winter Park Boat Parade – Saturday, December 13th @ Dinky Dock

- b. Upcoming Events 0 Minutes
 - Household Hazardous Waste Drop Off Event – Saturday, November 8th 8am @ Cady Way Park 2535 Cady Way
 - Lake Killarney Paddleboard Cleanup – Saturday, November 15th 8am @ Lake Killarney
 - Advent Health Day of Service – Tuesday, November 18th Multiple Locations
 - Co-Hosting w/ IDEAS Hive: Sorting It Out – Central FL Recycling Panel – Wednesday, December 3rd @ Center for Health & Wellbeing
 - Tuba Christmas – Saturday, December 13th @ Central Park

7. Board Comments

agenda

estimated time

-
- a. Green Minutes 5 Minutes
 - b. New Business/Announcements 5 Minutes

8. Upcoming Agenda Items

- a. Discussion of Upcoming Agenda Items 5 Minutes

9. Adjournment



Keep Winter Park
Beautiful &
Sustainable Advisory
Board

agenda item 2.a

item type

Approval of Minutes

meeting date

November 5, 2025

prepared by

approved by

subject

Minutes of September 16, 2025

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

1. KWPBS-min-2025-09-16 DRAFT NM edits



Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting Minutes

September 16, 2025 at 11:45 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Becky Distad, John Page, Zeina Matar-Ghantous, Terry Hotard, Susy Scarlatos, Tom Mould

Absent

Kathy Chonody

Staff Present

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

1. Call to Order

The meeting was called to order at 11:47 a.m.

2. Approval of Minutes

- a. Minutes of August 19, 2025

Motion made by Mr. Page to approve the minutes, seconded by Ms. Scarlatos. Motion carried unanimously with a 6-0 vote.

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

4. Action Items

- a. Select Chair and Vice Chair

Motion made by Mr. Page to nominate Becky Distad as Chair, seconded by Ms. Matar-Ghantous. Ms. Distad accepted. Agreed by consensus.

Motion made by Ms. Matar-Ghantous to nominate John Page as Vice-Chair, seconded by Mr. Hotard. Mr. Page accepted. Agreed by consensus.

- b. Green Schools Grant Budget 2026

Ms. Miller provided the background information regarding the Green Schools Grant program. The staff recommends maintaining the current budget allocation of \$5,000.

Motion made by Ms. Distad to leave the Green School Budget at \$5,000; seconded by Mr. Page.

Ms. Matar-Ghantous recommended increasing the budget due to the number of applications received last year. Ms. Eby explained that the KWPBS budget is funded by

fundraising efforts supporting all of the KWPBS events held throughout the year. With nominal increases, staff recommends keeping the Green Schools Grant at \$5000. Staff will provide more details on the schools and staff's recommendations before voting on applications and amounts.

The motion carried unanimously by a 6-0 vote.

5. Non-Action Items

a. Sustainability Action Plan 2023 Update

The projected data for the 2023 Sustainability Action Plan (SAP) was presented on an infographic, and staff requested the board to review the infographic format. Staff members clarified that the figures for 2024 are being formulated right now. Ms. Eby noted that the various disciplines within the SAP are depicted in the infographic. The board concurred that the graphics were aesthetically pleasing and discussed incorporating comparative data into the infographic, such as percentage changes, green upward arrows, red downward arrows, or plus-minus symbols. Staff will revise the document accordingly and present one or two versions at the upcoming meeting.

6. Staff Updates

Ms. Eby welcomed new board member Tom Mould from Rollins College, who provided an introduction and shared his background as an anthropologist and folklorist. He explained his work with the Freshwater Alliance, where he is tasked with collecting stories people have about their use of freshwater.

a. Natural Resources & Sustainability

Ms. Miller provided the following updates:

Community Needs Assessment surveys will remain open until September 30th for residents residing within the CRA.

The Green Event Initiative is currently in the process of implementing food diversion strategies at the farmers' market. A Green Events Checklist for our events manager and team is being developed for online use via Asana.

Utility Box Maintenance Update - Ms. Eby provided background on the initiative, which involves coordinated efforts between electric utilities, code enforcement, and facilities. A list of boxes and their conditions is being compiled using GIS, and she will update the board on the list's status at the next monthly meeting. Ms. Eby confirmed that maintenance funding for the boxes is included in the upcoming budget.

Mr. Hotard expressed initial concerns about the placement of utility boxes in the right-of-way and their compliance with the land development code. Ms. Eby explained that Jim Struckmeyer has the capabilities to ensure proper installation and that this issue may fall under the Utilities Advisory Board's guidance. She will also provide an update on this topic at the next meeting.

Utility Boring — Best Construction Practices

The Nature Note Cards are available for purchase on the website for \$20 per box of 12 cards. The winners of the previous photography contest are being sold first, and once sold out, we will update the cards with the latest contest winners. Additionally, the cards will be available at the EV car show.

The other KWPBS fundraisers are the memorial bricks and the ballroom dance classes. Electric Ave EV Car Show will take place on September 27th from 9:00 AM to 11:00 AM on Park Avenue, featuring numerous vendors and displaying a total of 34 vehicles. The section from Canton to Morse will be closed for the event.

b. Upcoming Events

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

Get Hooked! — October 4th 7 am @ MLK Pond

Household Hazardous Waste Drop-off — November 8th 8 am @ Cady Way Pool

Ballroom Dance Lessons — Monday Nights @ Community Center

7. Board Comments

Mr. Hotard inquired about the usage of the new charging stations on Morse and New York and whether there is a fee to use them. Ms. Eby clarified that once she receives the usage report, she will present it to the board. Users are charged for using the stations. The new charging stations are operated by a third party, and they apply a standard rate.

a. Green Minutes

Ms. Distad discussed her recent trip to Norway, highlighting the country's recycling efforts. She provided examples of the national recycling system, noting that Oslo recycles approximately 90% of their plastic bottles and cans. She explained the deposit and lottery systems, as well as programs for sports groups and schools. Furthermore, starting in 2027, the UK plans to implement a deposit system.

Mr. Page mentioned that in Japan, there is no trash. Public trash cans are absent, as people typically eat at restaurants or at home.

b. New Business/Announcements

8. Upcoming Agenda Items

a. Discussion of Upcoming Agenda Items

9. Adjournment

The meeting adjourned at 12:34 p.m.

Approved by the board on
/s/ Bahiyyah Layton, Board Coordinator



Keep Winter Park
Beautiful &
Sustainable Advisory
Board

agenda item 5.a

item type

Non-Action Items

meeting date

November 5, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Sustainability Action Plan 2023 Report Card Draft

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None



Keep Winter Park
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Board

agenda item 5.b

item type

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OCPS Green School Awards

motion | recommendation

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attachments

None



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agenda item 5.c

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Green School Awards — Project Submittals

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None



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item 6.a

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Staff Updates

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Natural Resources & Sustainability

- Green Event Initiative
- Utility Box Maintenance Update
- Note Cards
- Electric Ave EV Car Show Review
- Winter Park Boat Parade – Saturday, December 13th @ Dinky Dock

motion | recommendation

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1. KWPB&S PPT

KEEP WINTER PARK BEAUTIFUL & SUSTAINABLE MEETING

Wednesday, November 5, 2025



SAP Report Card

2025 Green School Awards



Dommerich Elementary – family garden day (tomato & basil giveaway)



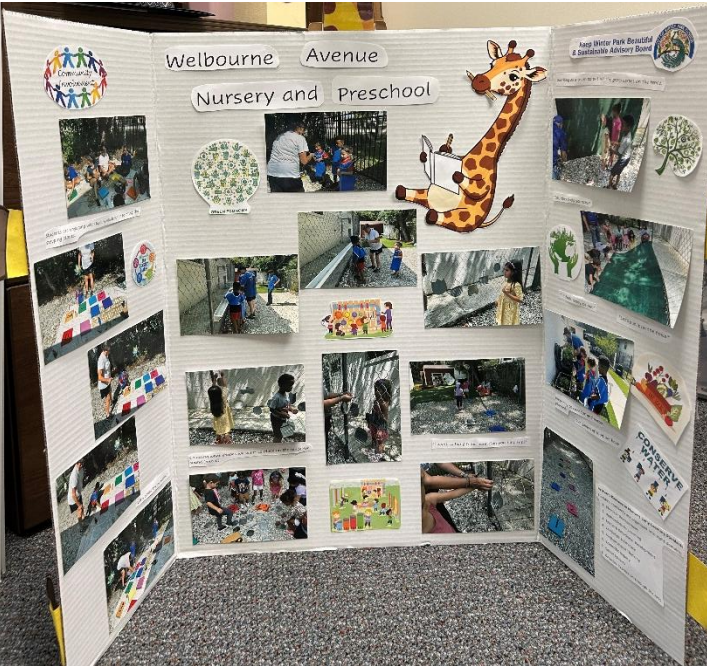
Audubon Park School – sustainability stories on stage



Edgewater High School – reduce, reuse, & recycle initiatives



Winter Park Day Nursery – composting education



Welbourne Avenue Nursery & Preschool – sensory garden



Rollins College – pollinator pots

2025 Green School Awards



All Saints School – wildlife adoption program

2025 Green School Awards



**Methodist School
For Early
Education –
recycled sound
garden**

2025 Green School Awards

**Park Maitland
South – food
forest**

PARK MAITLAND SOUTH

presents



our gARTen showcase

Special thanks to:

Park Maitland South

The City of Winter Park
Keep Winter Park Beautiful
School gARTen Ambassadors



GREEN EVENT INITIATIVE

- **Farmer's Market**
 - Review next steps with Parks & O-Town Compost
- **Special Events Form & Process**
 - Asana is still moving forward internally



UTILITY BOX MAINTENANCE UPDATE

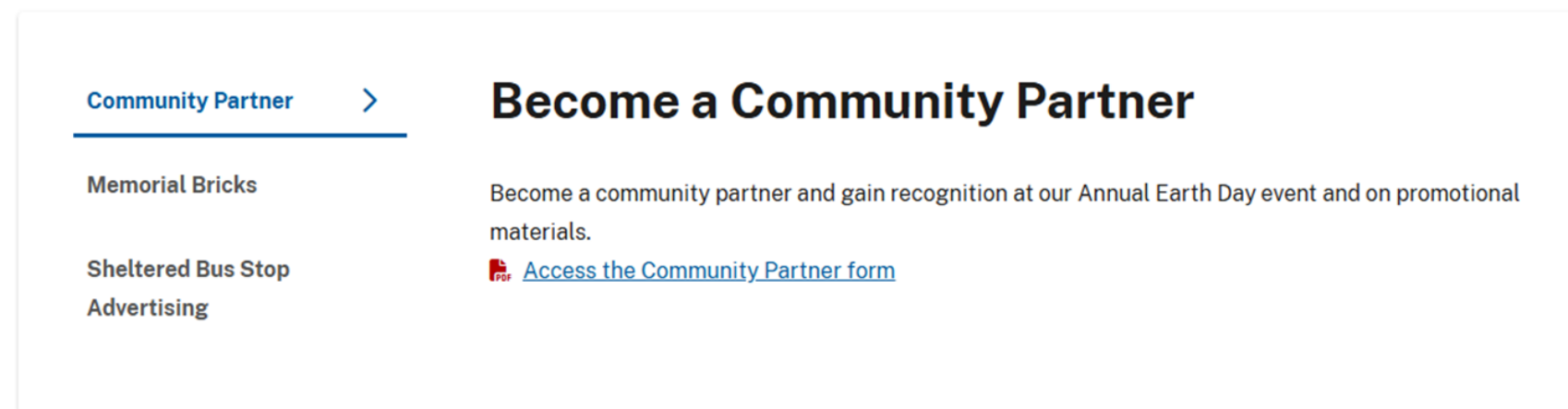
NATURE NOTE CARDS

Payment Set Up:

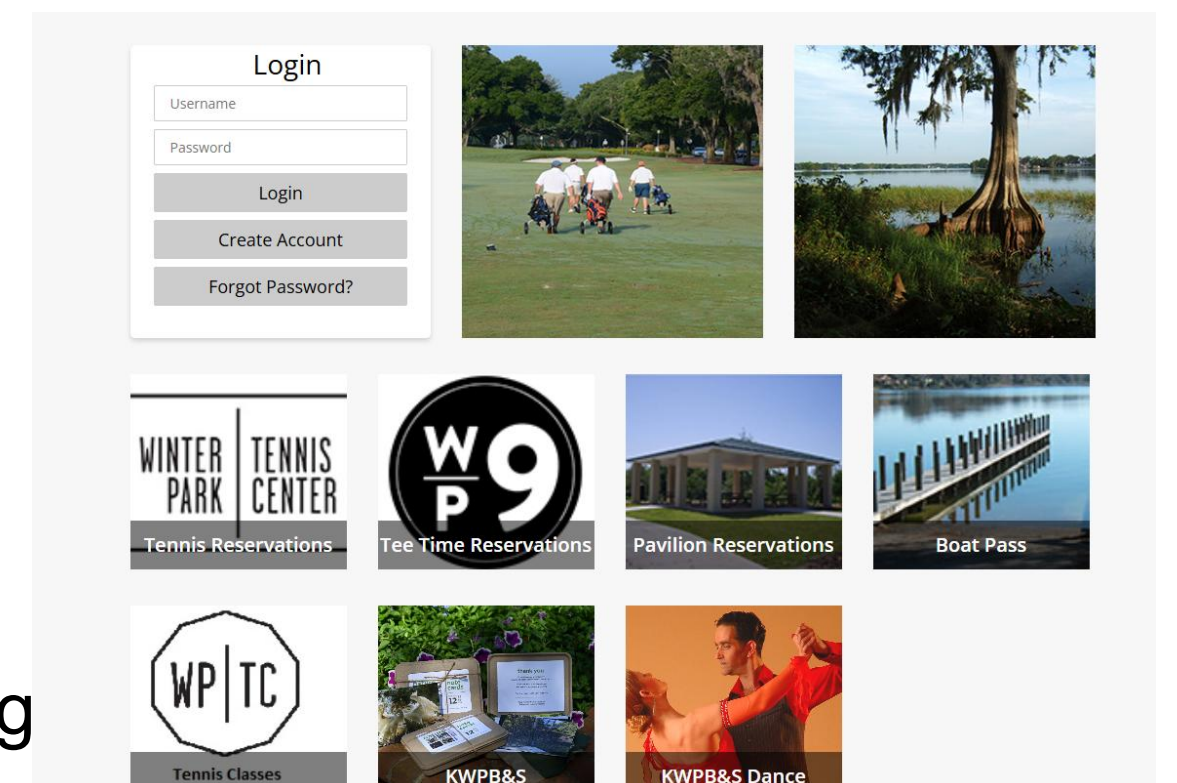
- KWPBS Accounting Complete
- PayTrac – linked to website complete.

Advertisement:

- Sustainability Newsletter, Social Media, & UB Insert/ WP Update
- Working with Communications to include on KWPBS Page



The screenshot shows a navigation menu with 'Community Partner' selected. Below the menu are links for 'Memorial Bricks', 'Sheltered Bus Stop Advertising', and 'Become a Community Partner'. The 'Become a Community Partner' section contains the text: 'Become a community partner and gain recognition at our Annual Earth Day event and on promotional materials.' and a link: 'Access the Community Partner form'.



The screenshot displays a grid of website features. On the left is a 'Login' form with fields for 'Username' and 'Password', and buttons for 'Login', 'Create Account', and 'Forgot Password?'. To the right are two landscape photos. Below these are seven reservation and service tiles: 'Tennis Reservations' (Winter Park Tennis Center logo), 'Tee Time Reservations' (WP9 logo), 'Pavilion Reservations' (pavilion image), 'Boat Pass' (boat image), 'Tennis Classes' (WP|TC logo), 'KWPBS' (laptop image), and 'KWPBS Dance' (dancer image).

- Events:
 - EV Car Show - Sept 27, 2025
 - \$20.00 donations to KWPBS Funding
- **Total Overall Cost = \$928.38**
- Amount spent in order to produce cards

Electric Ave EV Car Show Review



- 31 vehicles on display
- 20 community partners showcased
 - ~578 visitors
- Remarks from Vice Mayor Marty Sullivan and our sponsors – Optimus Energy Solutions, McLaren Orlando, and Cadillac
- Raffles all day long + a fun kids dance-off for safety helmets

**Save next year's date:
September 26, 2026!**



ChargePoint Usage Report: Level 3 Stations



Keep Winter Park Beautiful & Sustainable Advisory Board

agenda item 6.b

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Staff Updates

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approved by

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subject

Upcoming Events

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

None



Keep Winter Park
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agenda item 7.a

item type

Board Comments

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Victoria Tabor, Administrative Coordinator III

subject

Green Minutes

motion | recommendation

background

alternatives | other considerations

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attachments

None



Keep Winter Park
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agenda item 7.b

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Board Comments

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New Business/Announcements

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None



Keep Winter Park
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Board

agenda item 8.a

item type

Upcoming Agenda Items

meeting date

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Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Discussion of Upcoming Agenda Items

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None