



Keep Winter Park Beautiful & Sustainable Advisory Board Minutes

November 15th, 2022, at 11:45 a.m.

Commission Chamber
401 S Park Ave, Winter Park

Present

KWPB&S: Stephen Pategas, Catherine (Kay) Hudson, Carey Bond, Ben Ellis, Rishona S Teres

City Staff: Sara Miller; Sustainability Manager, Mia Brady; Sustainability Specialist, Johnny Miller; Event Manager, Victoria Tabor; Admin Coordinator/Recording Secretary, Gloria Eby; Director of Natural Resources & Sustainability Department

Guest: Mikayla Miller; Community Outreach Librarian - Winter Park Library

(1) Call to Order

Meeting called to order by Kay Hudson at 11:43 AM.

(2) Consent Agenda

Kay Hudson had a concern about the board's involvement with the Green Schools Grant Projects, which she read in the meeting minutes and asked for clarification on.

Stephen Pategas motioned to approve the October Meeting Minutes. Rishona Teres seconded and the motion passed.

(3) Public Comment

Mikayla Miller provided results from the 2022 season of the seed library. The full and permanent seed library display is located on the East entrance of the Library, located next to the automatic release handler, giving it a lot of traction. Although the display doesn't have any seeds, it does have a sustainability component with information about gardening and crops. The Fall 2022 season launched on September 1st with basil, pepper, broccoli, bush beans, tomato, collards, cilantro, cucumber, rosemary, and thyme. The majority of the seeds were distributed by the 23rd of September. The only two seeds that weren't gone by that date were the collards and cilantro, but they were out by 5th of October. They might consider not offering those seeds those next year. For community outreach, they planted a tea garden at the Community Center with basil, thyme, sweet peppers, and mint. The Winter Park Library also went to Backyard Biodiversity Day and Growvember at Mead Botanical Gardens. In house they helped about 2,480 people and out of house they helped 212 local people and roughly 30 kids get seeds. The library's next season is December 1st, they will grow arugula, brussel sprouts, broccoli, eggplant, tomatoes, zucchini, cilantro, thyme, parsley, and snap peas. Based on their new survey, which they just got up and running, they found that people heard of them either through walking by the display or through a friend or family. 1/3 of the people who got seeds didn't have library cards, meaning they brought people into the library with this program. The most popular crops were sweet pepper and basil. Overall, also everyone who took the survey gave them a 5/5, meaning it was a very positive experience overall and there were no remarks about how they could improve.

(4) Staff Updates

Sara Miller provided a Quanta update. The City of Winter Park has submitted their data to Quanta and they are now reviewing it. There have been two meetings with them so far, to formulate a timeline and review

data from the city. The next meeting is a workshop with staff on Thursday, November 17th where they will present the data, their findings, and what they think is feasible for solar in Winter Park. They are pleased with how much data staff gave them and the board will receive an update in January.

Sara Miller provided updates about the energy efficiency study, which 15 Lightyears will conduct. They are going to audit the least efficient buildings. There isn't a set start date yet, but it should be in the next few weeks. Kay Hudson asks for clarification on this study and Gloria Eby explained that to look at energy usage in city-wide buildings the study will target the top 70% high consuming buildings and produce a list of recommendations for improvement.

The SAP updates are complete and were attached to the agenda packet. The PowerPoint for the Commission Workshop is being finalized this week and the workshop itself is on December 15th, 2022 from 1- 3 PM. It was originally supposed to be on October 27th but was delayed. Kay Hudson asked if there are any specific areas on the SAP that the staff need support from the board with, and Gloria Eby said adopting the entirety of it. Gloria emphasized that showing the City Commission that the KWPB&S board supports the SAP will be a big help to getting it passed.

Sara Miller provided updates on the Election Sign Recycling Program. The dates for collection are November 9th - November 20th. Kay Hudson expressed disappointment in how the momentum for sign recycling had slowed down, especially after the hurricane. She felt that there were less signs than in the past. Gloria Eby suggested that a group of volunteers should go around and collect signs from major roadways to help assist in the recycling effort. Gloria also told Kay and the board that code enforcement has been disposing the signs in the recycling bins. Sara stated that, for next election in two years, she hopes to expand the program by seeking more help from local non-profits. Stephen Pategas asks if there are any service groups that could partner with the city on this to help collect the signs. Kay reiterated that one of the League's goals is get the government entities to take on the project instead of relying on volunteers. There are currently 7 collection sites. Stephen asked about reaching out to the candidates ahead of time so they can get the word out. Sara responded that this had been discussed in meetings but it was never fully implemented. Staff were able to get in touch with the communications team for the Supervisor of Elections office to inform them about the program and information was posted on their website. Kay informed the board that the plastic signs are actually being "re-pelletized" polypropylene in order to be create something different, as opposed to just being burned and melted down. PureCycle is the new vendor because they are creating a circular economy, offsetting their emissions, and aligning with the SAP goals. For the primary elections, 6,080 pounds was collected, coming from 18,000 signs being recycled.

The Sustainability division helped host the first "low waste" Employee Appreciation Lunch with O-town compost. They diverted over 42 pounds of food waste and there was under 10 pounds of trash produced overall from the event. Sara Miller wants to continue waste reduction at all city events and start mandating policies and procedures for event management. Kay Hudson shared that in the future she would like the city to try to use number 5 plastics so that they can be recycled. Stephen Pategas asks if the department website is up-to-date with recycling information on what is recyclable in the Orlando area. Gloria Eby informed him that it is current and provides a guide for residents to see what is recyclable in their homes. Sara wants to call Waste Management and get more recycling information. They have a facility in Cocoa Beach and are focusing more on the shape of the item rather than the recycling number. Sara shared that the staff tries to promote reduction, reuse, and recycling at events, emphasizing zero waste.

Mia Brady shared the 2022 Green School Grant submissions with the board. This included the Methodist School for Early Education's new recycling receptacles and composter, Winter Park Presbyterian Preschool's nature center, The Parke House's gardening education, Winter Park High School's campus beautification project, and Trinity Prep's garden.

(5) Non-Action Items

Backyard Chicken Ordinance is being brought for approval to the next Commission Meeting. It was delayed from the last meeting due to Tropical Storm Nicole. Gloria Eby explained the pilot program was established in 2020 and Johnny Miller followed up with the people who were given the permits as well as their neighbors. The program had very positive feedback. Now, staff is looking to make this a full ordinance and a part of the

city code. The ordinance is attached in the agenda packet and there are strike throughs where the “pilot” sections will be edited. Based on feedback, seeking permission from adjacent neighbors to obtain the permit was prohibitive. Stephen Pategas brought to the attention of the board that they were not sent the full ordinance, as he saw a different version on Municode, and full sections are missing from this version. Stephen also mentioned the problem with requiring neighbors to agree and Johnny told the board that he had asked them for feedback before the residents who have coops. Carey Bond asked if anyone had been deterred from participating in the program because of a neighbor. Johnny responded that this had not been an issue and the only person who had not been issues a permit, but that was due to their house being remodeled. Gloria provided clarification on Stephen’s question about the ordinance, stating that on Section 18-18 was being amended, which is the section that the board received. Stephen clarified that in the past, changes had been made to the ordinance during the City Commission meeting and he felt that the board should be able to comment on those changes and make suggestions. One change he did not agree with is the required location of the chicken coop, which is strictly behind the house. Because every yard is different, there was a suggestion to allow coops in the side yard as long as there is a minimum setback distance. Gloria assumes this is to keep the chickens as far away from adjacent neighbors as possible. Stephen also suggested raising the maximum height of the coop from 6 feet to 8 feet so people can walk in them conformably or raise them higher. The Board supported these amendments to the ordinance and want to see this program be easily assessable to residents. Sara Miller says that once the adjustments and revisions are made, staff will push this program out to the community and she thinks it will be popular because of Winter Park’s demand for local food. Kay Hudson asked how the board could expedite the adoption of the permanent ordinance and Gloria replied that their support will be helpful when it goes in front of the City Commission. Stephen motioned to amend the ordinance header to add section 5, chapter 58 to the amendment process and to amend 11-1 to revise “rear or side yards” and strike “behind the rear of the home” and revise the last sentence, “or any side yard”, only striking the “front yard”. Stephen also motioned to change the height maximum from 6 to 8 feet. Rishona Teres seconded and the motion passed. Finally, Stephen motioned for the board to approve the recommended strikethroughs and additions to the ordinance amendments that were presented. Rishona seconded and the motion passed.

Sara Miller asked the board if they would like to meet in December, as the meeting date is scheduled for December 20th, the week of Christmas. Sara asked if board members would be available this week or if this meeting should be cancelled. Because the Sustainability Action Plan Workshop will have passed, Kay Hudson suggested that the KWPB&S board members attend that meeting in lieu of having a regular December meeting. Showing support as a board will be important for the Commission workshop. Stephen Pategas made a motion to skip the December 2022 meeting and Carey Bond seconded, and the motion passed. Sara reminded everyone that the next meeting will be on January 17th, 2023.

(6) Action Items

The board needs to decide how much money they are going to allocate to the 2023 Green School Grant Fund. Sara Miller shared that one of the key indicators on the Sustainability Action Plan is to increase this fund. Staff are using the OCPS Green Schools program as a guide, as their grants are more substantial money than ours. KWPB&S Board gave around \$2,000 last year for all six grants and the Staff wants to see that increased. Sara asked the board what amount they would be comfortable with putting into this fund. The funds for the chosen projects are awarded in February, meaning this decision needs to be made soon. Kay Hudson clarified that the award amount is to facilitate the school’s project, rather than congratulating the schools for what they have achieved. Gloria Eby affirmed this. There have been no official applications received, yet residents have emailed to inquire about the process. Mia Brady shared that the biggest question received has been how much money is going to be allocated to the projects. Mia asked the board whether they would want to give less grant awards with more money, or increase the funds to give more grants with more money overall. Gloria explained how the past year had gone due to staffing changes and a budget of \$2,890, which is divided evenly among the six applicants. Staff would like to see more money in the budget for this program, which is now a goal in the Sustainability Action Plan. Carey Bond asked further questions about the application process and Gloria responded that the schools have to create a budget for their proposed project when they apply. Rishona S Teres also reminded the board that they had planned to raise the funds when they gave money to OCPS’s Green Schools Grant. Staff would like to raise the minimum amount to \$3,500 a year in available award funds as, from the years of 2017-2020, the amount was \$3,300. Carey asked about the usual amount that schools are asking for on their project, and Gloria answered that it depends on the project. Kay

Hudson raised the concern that it is difficult to structure a grant program where there is so much discrepancy and differences in projects and need amount. Stephen Pategas questioned if there is a set range of award funds and how we could communicate this to the schools ahead of time. He then suggested upping the total amount to \$5000. Sara clarified that she wants this program to be competitive and help the schools create their own Sustainability Action Plans from their projects. Kay suggested adding awards that are not just monetary, but that highlight the effectiveness of the projects or the school's SAPs. This would be in addition to the grant and could be recognized at Earth Day for the previous year's projects. The schools could highlight their projects with displays on poster boards.

Stephen Pategas motions for the Board to contribute \$5,000 to the Green Schools Grant Program and Carey Bond seconded. The motions passed.

(7) Public Hearings

No Public Hearings.

(8) Board Comments and Green Minute

Stephen Pategas shares with the board to not bag your leaves, but rather use them for mulch. Use them for the composter or to be in your yard, do not throw them away.

Mia Brady shared that there will be a story-time kids clean up on November 19th. The Sustainability Division is partnering with a local children's author, Jesse Johnson, who's book has an environmental focus. He will read his stories to the kids, who will then participate in a litter clean up around MLK park, which has a lot of trash from the recent storms. This event is aligning with Keep America Beautiful Recycle Day.

Johnny Miller discusses the Tuba Christmas event on December 17th which will have Sustainability and KWPB tables. Sara Miller shared that they will have zero-waste gift wrapping examples with information about how to have a zero-waste holiday. They will also have solar-powered Christmas lights on display. The event is from 11 AM - 2 PM. Kay Hudson asked how the board could help, and Johnny asked them to spread the word about the event.

Gloria Eby shared that the department would be attending a sustainability fair at Rollins College coming up on Thursday November 17th at 5 PM. Kay shared that the previous staff would call on members of the board to participate in different events and that the current staff should too.

(9) Adjournment

Stephen Pategas made a motion to adjourn and Carey Bond seconded. Meeting adjourned at 1:15 PM.

Minutes approved the board on mm/dd/yyyy.
/s/ Recording Secretary Victoria Tabor