



Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting

Agenda

March 15, 2022 @ 11:45 am

Virtual

welcome

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please note

Times are projected and subject to change.

-
1. **Call to Order**
 2. **Consent Agenda**
 - a. [Approved Minutes from January 18th, 2022 Meeting](#) 2 Minutes
 3. **Staff Updates**
 - a. [Election Sign Recycle Campaign](#) 10 Minutes
 - b. [Green House Gas Inventory](#) 10 Minutes
 - c. [Earth Day Event April 30th, 2022](#) 10 Minutes
 - d. [Beyond 34](#) 10 Minutes
 4. **Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 5. **Non-Action Items**
 6. **Action Items**
 - a. [Green Schools Awards](#) 5 Minutes
 7. **Board Comments**
 - a. [Green Minutes](#) 5 Minutes
 8. **Adjournment**



Keep Winter Park
Beautiful &
Sustainable
Advisory Board

agenda item

item type	Consent Agenda	meeting date	March 15, 2022
prepared by	Victoria Tabor	approved by	
board approval			
strategic objective			

subject

Approved Minutes from January 18th, 2022 Meeting

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[KWPBS Minutes February 15th 2022](#)



Keep Winter Park Beautiful and Sustainable Advisory Board Virtual Regular Meeting

Minutes

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

Present

KWPB&S Advisory Board Members: Ben Ellis, Catherine (Kay) Hudson, Stephen Pategas, Rosemary Salow

City of Winter Park Staff: Gloria Eby, Director; Sara Miller, Sustainability Program Manager; Justin Isler, Operations Manager; Craig O'Neil, Communications & Public Engagement Assistant Director; Johnny Miller, Special Events Manager

Guest: Terry Bryant, Winter Park resident; Kris Stenger, Former Sustainability Coordinator

Absent

Danielle Flipse, Lynne Bachrach, Carey Bond

1. CALL TO ORDER

Chair Ben E. called the meeting to order at 11:37 a.m.

2. CONSENT AGENDA

a. Approval of Minutes

Kay H. made a motion to approve the January 18th, 2022 minutes, seconded by Rosemary S. Minutes were approved as presented.

3. STAFF UPDATES

a. Staff Report

Staff report was emailed to board members. Gloria Eby introduced Sara Miller, the new Sustainability Program manager. Having worked in the local government and on various sustainability projects before, Sara is very knowledgeable in her new position. She is eager to be working with the City of Winter Park' Sustainability Program and she officially began working in this current position on February 14th, 2022.

Staff has been waiting to fill the Sustainability Program Coordinator once they fill the Sustainability Program manager. Now that Sara Miller has been hired as the Sustainability program manager, they are gearing up to find a pool of applicants to fill the Sustainability Program coordinator position. The Sustainability Program is currently working on having 2 full time positions, but they are waiting on approval from city management. That item is pending for review.

The focus of the Sustainability program has been staffing up. A lot of time and investment recently has been dedicated to interviewing applicants and filling vacant positions. Due to that, there is currently no Sustainability Action Plan status update.

The feasibility studies have been discussed internally to see the direction that needs to be taken. From there they will start the RFP process. Having Sara on board, it may make sense to in-house the energy audits for the buildings that need to be audited. Staff will audit city facilities first if they elect to do in-house audits as opposed to hiring a third-party company to do it. If staff does the audits in-house, they can save on cost, but if

they choose to hire a third-party company to do it, then they can save on time which can then be put into other parts of the SAP.

4. PUBLIC COMMENTS

Terry Bryant had recommended that the KWPB&S board rephrase their name to strike the word “Keep”. Terry believes that the issue of sustainability intersects with other parts of the WP community such as its art and heritage. Chair Ben E. thanked Terry for sharing her thoughts and opinions during the board meeting, and he informed her that the KWPB&S gets its name from the national organization “Keep America Beautiful”.

5. NON-ACTION ITEMS

None.

6. ACTION ITEMS

In the previous January 18th meeting, the KWPB&S board decided the recipients of the Green School Grant. During the transition of the Sustainability program, one school’s application- Trinity Preparatory School- had gotten lost in the shuffle. A representative from the Trinity Preparatory school reached out to staff about his application’s status, but there was no evidence that he had submitted it. The representative showed proof that he did in fact apply, so staff asked the board to give special permission to consider Trinity’s Preparatory School’s application. The board all agreed to review the application and board member Stephen P. moved to approve a \$550 grant to Trinity Preparatory School and Rosemary S. seconded. The board approved the motion as presented. Johnny Miller is delivering the check, acceptance letters, and other deliverables to the Green School Grant winners.

On February 3rd, there was a subcommittee meeting about the plan for Earth Day. Staff informed the board that the outcome of the subcommittee meeting was to combine the Earth Day event with the 29th annual Run for the Trees event. There is already an existing audience for the Run for the Trees event, which averages 1100-1200 people, and various community partners will be supporting this event, so it makes sense to combine the two ideas. The Run for the Trees event will kick off at 7:30AM and staff will be set up before then. The proposed subcommittee plans were supported by the board, and board member Kay H. motioned to move forward with the plan as presented and Rosemary S. seconded. The board approved the motion as presented.

It was brought to staff’s attention that KWPB&S typically runs an Earth Day advertisement in the Winter Park magazine. The deadline to do this would be March 1st. Staff asked the board to approve the creation of a concept for advertisement to run in the WP magazine. This way they can advertise for the upcoming Earth Day/Run for the Trees event. The board supported this idea and agreed to move forward with it.

The land development code already has a dark sky element written into it, so that any new development project has to comply with the ordinance. Justin Isler, from the Electric Utilities department, informed the board about the types of lights his department uses and how they replace them. They only buy and install LED fixtures that shine downward and not upwards.

6. BOARD COMMENTS

a. Green Minute

Newer staff members were informed about the purpose of a “green minute”. It allows the board to share different lessons with one another to promote sustainable education. Chair Ben E. talked to the board about the importance of native landscapes and the wildlife that supports it. A good idea would be to use native bird seeds to encourage what is natural.

7. ADJOURNMENT

Kay H. made a motion to adjourn at 1:01 p.m., seconded by Rosemary S. Next meeting is March 15th, 2022.



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item type Staff Updates	meeting date March 15, 2022
prepared by Victoria Tabor	approved by
board approval	
strategic objective	

subject

Election Sign Recycle Campaign

motion / recommendation

background

Kay brought to our attention on Monday February 28th, that a recycling initiative was created back in 2019 to help recycle election campaign signs correctly. She promptly gave Sara Miller the background information as well as steps to take to get this started again in time for the upcoming election on March 8th. Through the efforts of Kay, Sara, Public Works, and Parks Team combined we were able to have this initiative continue this year. Collection will run until Monday March 21st. The League of Women Voters will continue to come out periodically to help keep the crate bin organized and taped up for easy storage. We will store signs at public works in a dry covered area until next election in hopes that by the end of the election season we can partner with Orange County and City of Orlando to help with delivery to NuCycle Energy .Please see attached flyers of location and pictures of crate. The digital poster was shared on March 8th. Please share flyer to anyone on your contact list that is in need of this information. Friendly reminder when printing the 2up flyer PDF make sure actual size is selected vs. fit to paper so that they print & cut correctly. Posters are 11x17 (not 8.5x11).

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Election Sign Drop Off Poster](#)

DROP OFF



ELECTION SIGNS & STANDS

NOW THRU MONDAY
MARCH 22

Fire Station 64

@ 1439 Howell Branch Road

please separate

plastic from metal

**HELP PREVENT ADDING
MORE TO THE LANDFILL**

metal stands will be recycled by a local processor | plastic signs will be converted to NuCycle Enviro Fuelcubes

questions & info sustainability@cityofwinterpark.org



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Green House Gas Inventory

motion / recommendation

background

Sara met with Agnieszka to review her Green House Gas Inventories starting in 2014. She is a great help to the City of Winter Park's Sustainability Team as Sara learns how to input the data needed as well as understand and continue to report these GHG Inventories. For review, a greenhouse gas inventory is a list of emission sources and the associated emissions quantified using standardized methods. This helps us see where our risks or concerns are regarding emissions such as city vehicles, purchased goods and services, and/or events just to give examples. The hope is that Sara and/or the Sustainability Coordinator will be able to complete this each year BUT if time does not allow, Agnieszka offered to work as a consultant as needed to complete this for us. Payment and contract has no been discussed at this time. Timeline for Sara is these next 4 months.

alternatives / other considerations

fiscal impact



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subject

Earth Day Event April 30th, 2022

motion / recommendation

background

Earth Day Event is still being finalized with flyers being available to share by March 11th. Flyers were sent to board via email this morning for members to share with community. Attached is what is being distributed in Winter Park Magazine. Please see attached map of race from Track Shack. We have the following city and green partners participating:

City Tents:

1. Keep Winter Park Beautiful – clean ups, volunteer sign up, giveaways
2. Sustainability – promote energy rebates, sustainability plan, composting 101, games, giveaways
3. Transportation – EV, bike routes, sun-rail (To be determined...)
4. Lakes – Lakes Education, Native Aquatic Vegetation, Programs
5. Forestry – Arbor Permits, Tree Trimming, Benefits of Trees, Tree Giveaway
6. Library – Story Bike

Number	Community Partner/Vendor	Activity	Confirmed
1	Ideas For Us/ Fleet Farming	Kids Educational Activity	No
2	Florida Native Plant Society	Wildflower/ Plant Sales	Yes
3	Rollins College	Kids Educational Activity, Info on Sustainability Action on Campus	Yes

4	UF/IFAS Orange County	Compost Demonstration; if they can't do the demonstration, I can do a demonstration at the sustainability table	Pending. Called 3/1/22 and said they would get back to me by next week.
5	Zoo Mom	Animal Education	No
6	Waste Pro	Recycling 101	Yes
7	Solar United Neighbors – Winter Park Solar Co-op	Solar, Solar Co-op Information	Yes
8	League of Woman's Voters	Voting Registration, Awareness of local sustainability/ environmental issues/ elections	Yes
9	Center for Health & Wellness	Yoga / Meditation/ Booths on their side of street	Yes
10	GoodFills	Vendor – ZeroWaste Products	Yes
11	Track Shack	Recycle Shoe Program / Race Vendor / Track Shack is assisting in the collecting and distributing of the reusable cups for the race and properly removing any trash the race creates	Yes
12	Volo Foundation	Giveaways, Eco Action Events, Community Involvement	No
13	Kona Ice	Vendor – FREE Shaved ICE	Yes

[alternatives / other considerations](#)

[fiscal impact](#)

ATTACHMENTS:

[KWPB&S WP Mag Ad](#)

ATTACHMENTS:

[Run for the Trees 5K Race Map](#)

PREREGISTER FOR 2022 **run** for the **trees**



race starts @
7:30 a.m.

register to run/walk @
**trackshack.com/
event/108**



TWO EVENTS **SATURDAY** **APRIL 30 2022**

Ward Park @ 250 Perth Lane
& across the street @ the
Center for Health & Wellbeing

AND JOIN US FOR



7:30 to 11:30 a.m.

FREE for all ages

arbor day **tree giveaway**

compliments of the
Urban Forestry Division

- **sustainable city efforts**
- **green partners**
- **sustainable giveaways**
- **FREE Kona Ice®**



complete schedule of events @
**cityofwinterpark.org/11/
earthday**





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Beyond 34

motion / recommendation

background

Exciting news! Recycling in Central Florida is making some movement for the better!

Back in 2018, [Beyond 34](#) was launched by the U.S. Chamber of Commerce Foundation. This was the start of a huge movement in Central Florida to start asking the hard question of "How do we get beyond the national average of 34% diversion rate of plastics. This multi-stakeholder initiative led by the U.S. Chamber of Commerce Foundation, is aimed at advancing the circular economy in cities and regions across the U.S. by providing a [scalable model](#) to identify and implement high-impact waste solutions tailored to local needs. Orlando was picked to be the pilot city of the project even though this immediately became a regional project. At that time, Sara was the Recycling Fellow that helped facilitate the many meetings that occurred , one being the City of Winter Park's Downtown Core Recycling Project.

Another project that was just as important was the renovation and upgrades to the Material's Recovery Facility in Orange County that is no longer functioning. Because of this, the last 5 or so years our waste haulers have been forced to send recycling to transfer stations where the recycling is shipped south, east, west, or even north to other solid waste and recycling centers where it can be sorted and sold into the supply chain. This has been an issue due to high contamination rates all over Central Florida.

Contamination is looked at even more now as a very large issue because of China cutting the USA off from shipping our excess plastics/ trash to them. The impact of this, is that we have a lot that is not being recycled unfortunately.

BUT there is hope, we have made large movement here at the city to ban single use plastic. And now that we have a Sustainability Program Manager and soon Sustainability Coordinator, we can really focus in on our recycling and waste management here at the city. We can also continue working on the Downtown Core Recycling issues. Beyond 34 will be back in action this April and Sara has been asked to present the project results on behalf of the City of Winter Park. The results of this project was a clearer understanding of the space issues involved with recycling on Center Street as well as the education and signage needed for these businesses to keep the recycle stream clean. Cardboard was the major win as currently that is the number one clean recycled material. Funds for this project is also an issues and something to look at as we revisit this project in the future. I attached Vanessa's Facilitator Guide which gives a good background as well as next steps to work off of.

alternatives / other considerations

fiscal impact



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Green Schools Awards

motion / recommendation

background

Photo opportunities and acknowledgments to Awarded Green Schools from KWPB&S Advisory Board.

alternatives / other considerations

fiscal impact



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subject

Green Minutes

motion / recommendation

background

alternatives / other considerations

fiscal impact