



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.