

Keep Winter Park Beautiful & Sustainable Advisory Board



November 20, 2018 at 11:45 AM

Chapman Room / City Hall
401 Park Ave S. / Winter Park, Florida

1: Administrative

a. Approval of Minutes

October 30 2018 Minutes

b. Citizen Comments

Limited to 3 minutes per person

c. Staff Report

Emailed monthly along with agenda and minutes. This time may be used to request more information on individual items

November Staff Report

2: Action

a. ecoPreserve Waste Composition Study Proposal

3: Informational

a. Green Minute

Share a personal story about sustainability

b. KWPB - Status report KWPB

Status Report from KWPB

c. Sustainability Action Plan

Status Report from SAP

Priorities

BEW-5 Residential Potable Water Average Annual Usage

CEGE-2: Recognized Green Businesses

WDR-1: Waste Diverted from Landfill

Earth Day - Saturday April 13

Board Representative Needed - 1st planning meeting Nov. 20th at
2pm

d. Finance

Status Report from Finance

4: New Business

a. Agenda Requests and/or announcements

5: Adjourn

a. Action Items:

Review action Items identified during meeting.

b. Evaluate Meeting:

What worked? Didn't work?

c. Next Meetings:

December 18 2018

Appeals and Assistance

"If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need 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)

"Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours in advance of the meeting."

Meeting Protocol

The protocol described below is used to conduct an orderly meeting of the Keep Winter Park Beautiful and Sustainable Advisory Board. It is the Chair's option to follow or deviate from these guidelines during any meeting of the Board.

- Agenda item is brought up by Chair;
- Chair recognizes the staff for department input;

- Staff will present the item and state department recommendation if appropriate;

- The staff or Board Chair may recognize the individual or group requesting the action and present the opportunity to address the Board and present the details of their request. This presentation should be brief (3-5 minutes)

- The Chair will recognize the Board members and provide an opportunity for questions from the item sponsor or department staff;

- The Chair will entertain any motion from the Board regarding the agenda item;

- Once the item has been motioned and received a second, the Chair will ask if there is any public comment about the issue. (Public comment comes before the Board discusses the motion.) Public comment will be held to 3 minutes each;

- The public comments are closed by the Chair once all citizens who wish to speak have been given an opportunity;

- The Chair will recognize the Board members for discussion of the motion. Any Board member may address a question to the sponsor, to the department staff or to a citizen if appropriate;

- Once there is no further discussion, or if the Question has been called (debated and voted affirmative), then the Chair will request the Board moves to a vote.

**THE CITY OF WINTER PARK
KEEP WINTER PARK BEAUTIFUL AND SUSTAINABLE ADVISORY BOARD**

Regular Meeting
City Hall, 401 Park Ave. S.

October 30, 2018
11:45am

MINUTES

Present: David Daly, Mary Dipboye, Ben Ellis, Nora Miller, Stephen Pategas, Bruce Thomas, Ellen Wolfson

Absent: None.

City of Winter Park Staff: Kris Stenger, Building and Sustainability Manager; Vanessa Balta Cook, Building & Sustainability Planner; Agnieszka Tarnawska and John Nico, Sustainability and Permitting Assistants

Guests: Jessica Wright and Alexa Stone, ecoPreserve; Ann Francis, Rollins College; Carol Lindsey, Resident; Sunny Daley, Resident; Jan Johnson, Mayflower Resident

CALL TO ORDER: Ch. Ellis called the meeting to order at 11:45 a.m.

1. ADMINISTRATIVE ITEMS

Approval of Minutes

Ellen W. made a motion to approve September 18, 2018 Meeting minutes. Mary D. seconded the motion. Minutes were approved as presented.

Citizen Comments:

None.

Staff Report:

Staff report was emailed to board members. Staff reviewed ReCollect online app, to be promoted as “Think Twice: Don’t Waste It WP”, residents can set reminder for their collection days, view their calendar, learn what goes where, and learn about upcoming waste related events. Link: cityofwinterpark.org/think-twice

2. ACTION

a. Green Business Recognition Program

Motion made by Stephen P. to work with the Winter Park Chamber of Commerce to develop a strategy on the use of plastic straws at Winter Park businesses and to work with the City (e.g., Parks Board) to develop a strategy on their use in Winter Park public spaces (e.g., parks, events), seconded by David D., motion carried unanimously by a vote of 6-0.

b. Winter Park Observer Ad

Motion made by Ellen W. to approve artwork for Winter Park Observer Ad, seconded by Stephen P., motion carried unanimously by a vote of 6-0.

3. INFORMATIONAL

a. Green Minute

None.

b. KWPB – Status Report KWPB&S

None.

c. Sustainability Action Plan

Update from Board Member David Daley and Resident Carol Lindsey

David D. provided a summary of the methodology for the brief that was presented to the board. Resident Carol Lindsey provide a brief presentation on the brief, items covered included the environmental impacts of straw pollution, examples of companies and governments banning straws and reducing straws, and alternatives for Winter Park. Ch. Ellis thanked David D. and Carol L. for their work on this topic and opened the discussion to the board. Board members discussed different restaurants and locations that they have seen that are voluntarily not offering straws in Winter Park. One business has a tablecard that promotes the restaurants efforts to eliminate plastic straws. Mayflower resident Jan J. mentioned that taking away straws was a relatively easy process at the Mayflower that only required staff to not automatically place straws drinks. Straws are still available upon request. She also shared that paper straws some had purchased on Amazon.com were individually wrapped in plastic. Ann F. shared that at Rollins Sodexo has stopped providing straws altogether and that they have not received much push back at all. They have purchased paper straws from Lollicup to provide for those students who request a straw. They also have purchased reusable metal straws students can purchase. Kris S. mentioned that he has started conversations with the Winter Park Chamber in regard to a green business recognition program that would include criteria such as straw reduction. This would be a voluntary program/initiative with a scorecard that would have varying levels of commitment in the various SAP categories. Vice Ch. Wolfson suggested Full Sail University might be a good place to contact to produce some videos on these topics to help create awareness. The board agreed that a voluntary initiative on straws would help lay the foundation for having further discussions that might require commission oversight (e.g., regulation of public property-sidewalk café seating, parks-events). Kris S. said he could speak with the Parks Board about restricting straws at events, Stephen P. suggested that restricting the use of straws in parks could also help reduce litter and recycling contamination. Ellen W. suggested that one of the upcoming observer ads could challenge businesses to participate in the program.

d. Finance

None.

e. Guest Speaker: Jessica Wright, ecoPreserve

Jessica Wright, Resource Lifecycle Subject Matter Expert from ecoPreserve, presented and provided answers to the board on their waste composition study proposal. Her presentation included discussion of China impacts, contamination, composition study roadmap (notify residents, review, ID, document materials from 200 homes in 4 different socioeconomic groups, plan to use combination of ecoPreserve staff and volunteers, hope to learn what the education needs and gaps in service are for each area, report will be provided to staff/board), and findings/opportunities from previous projects (e.g., Orlando International Airport). Board member David D. requested a work-breakdown structure from Jessica, as well as more information on how retirement communities might be engaged through this process.

f. Winter Park Observer Ad Sample

Staff shared mockup of Winter Park Observer ad with the Board which will feature the Smart Irrigation Controller Rebate and Think Twice-Don't Waste It WP promotion, first ad will appear November 9, 2018.

g. Corkcicle KWPB&S Mock-up

Vice Ch. Wolfson requested mock-up with KWPB&S spelled out.

h. Tinker Report

Report provided to board for review.

4. NEW BUSINESS

- a. **Agenda Requests/Announcements/Action Items:** Stephen P. mentioned that the Winter Park Landscape Ordinance is being revised, he has spoken with the City's Arborist Dru Dennison to ensure that he is able to review the ordinance before it goes to P&Z. Stephen P. stated this is one of the City's strongest tools for saving water (e.g., irrigation).

5. ADJOURNMENT

a. Action Items

b. Evaluate Meeting

- What worked:
- What didn't work:

Stephen P. made a motion to adjourn at 1:07 p.m., seconded by David D. Next meeting Tuesday, November 20, 11:45am at City Hall.

Respectfully submitted,

Vanessa A. Balta Cook
Recording Secretary

BUILDINGS, ENERGY, AND WATER	Targets	Status Update	Next Steps
Residential Energy Audits Performed Annually (BEW-1)	2020: 150 audits 2030: 150 audits FY17/18: 74 audits		Work with Communications to continue promoting; e-blast; Observer-May, Jun.
Residential Rebates Administered Annually (BEW-2)	2020: 100 rebates 2030: 100 rebates FY17/18: 13 rebates		Work with Communications to continue promoting; e-blast; Observer-May, Jun.
Commercial Building Benchmarking (BEW-3)	2020: 100 buildings 2030: 500 buildings FY17/18: 6 buildings	10/8 VABC spoke with UCF Prof., hoping to recruit students in Spring 2019 to be trained in ESPM, recruit businesses and provide TA	Set up mtg/call with City of Orlando to learn more about their UCF Energy Specialist program
Percentage of WPEU energy portfolio from renewable and clean alternative sources (BEW-4)	2020: 40% 2030: 60% AR17: 21.8%	Starting in 2020, 10MW from FMPA, ~28%	Continue discussions with WPEU of increasing renewables
Residential Potable Water Average Annual Usage (BEW-5)	2020: 5% less (169.1MG) 2030: 15% less (151.3MG) AR17: 1.4% more (180.6MG)	Sept: W&WW Director presented at meeting; 10/5 sent WBSIC Rebate info to e-list; 11/9 promoted in Observer ad	Continue to promote W&WWU water conservation programs (Nov e-blast, observer)
Community Wastewater (gallons) (BEW-6)	2020: 5% less (0.920MG) 2030: 15% less (0.823MG) AR17: 28% less 0.699MG		Continue to promote W&WWU water conservation programs (Nov e-blast, observer)
Percentage of Water from Reclaimed Sources (BEW-7)	2020: 5% more 2030: 15% more	Sept: Received status update from W&WW Director	
Percentage of buildings meeting CoWP green building standards (BEW-8)	2020: 25% new construction 2030: 50% new construction		Examine ways to codify standards
Residential Solar		Identifying ways to achieve SolSmart Gold; Permitting Fee for Solar changed from valuation based to flat fee (Tier 1: \$50, Tier 2: \$150), web and print materials updated	
Utilities Advisory Board		October Meeting Cancelled, Present local EV incentives information at next meeting	Meetings: 4th Wed, 12pm, Public Safety Bldg.
Water Bottle Filling Station		October: Purchased and Installed station on 2nd floor of Welcome Center/Chamber	
COMMUNITY ENGAGEMENT & GREEN ECONOMY	Targets	Status Update	Next Steps
Citywide Carbon Footprint in GHG emissions (electric, transportation, solid waste) (CEGE-1)	2020: 25% less (297,806 MT CO2e) 2030: 50% less (198,538 MT CO2e) AR17: Not calculated	AY2017 GHG inventory nearly completed	Determine 2012 baseline using AY2017 method
Recognized Green Businesses (CEGE-2)	2020: 25% of businesses 2030: 50% of businesses AR17: 17 business (Fair Trade)	10/12 Staff reviewed/streamlined prev. program; Reviewed criteria with board in Oct. meeting	Develop program with Chamber; promote in Observer- Mar, Apr.?
Residents taking the Sustainability Pledge (CEGE-3)	2020: 50% of residents 2030: 100% of residents AR17: In Development	Posted end of Jan18 To date:93	Promote monthly to e-list and at events; Observer- December?
Green School Grant Participants (CEGE-4)	2020: 50% of eligible schools 2030: 100% of eligible schools AR17: 4 schools	2019 application updated to include deadline for certification; requested new application be posted to web; requested updated flyer	Send application to WP Schools; e-blast; Social Media; Observer- Jan.?
KWPB Volunteer Events (CEGE-5)	2020: 12 events 2030: 12 events AR17:12 events	Beautification/Community Park Workdays: 4 Exotic Snail Removals: 4 Watershed Cleanups: 8 Estimated for AY2018: 16	Upcoming ESRs (8am-10am): 11/7, 12/8; Upcoming WCs (8am-11am): 1/5, 2/8 (Rollins SPARC), 4/6, 9/7, 11/9 Promote in Observer- Feb?
Community Outreach		10/11 VABC tabled at WPHS Volunteer Fair (~40 e-list sign ups)	12/1 VABC to table at OUC Orlando Marathon & 5K Race
Rollins Committee on Environmental & Sustainable Issues		October (10/18) meeting attended by JN	Continue participating in monthly meetings
Tinker Sustainability Education Program provided by WP EU		Spring 2018 enrollment (5th grade): 5 schools, 12 teachers, 333 students; Proposals requested from Tinker for continuing 5th grade program and expanding program into WP MS and HS	Review proposals
LOCAL FOOD & AGRICULTURE	Targets	Status Update	Next Steps
Percentage of residents within 1/2 mile of local/healthful food assets (LFA-1)	2020: 50% 2030: 100% AR 2017: In Development	Rough map created with planning department indicates close to 2020 goal	Work with GIS office to map assets
Local Food Consumption Baseline (meals at home) (LFA-2)	2020: 40% 2030: 60% AR2017: In Development		

Good Food Central Florida Regional Food Policy Council		October (10/18) meeting attended by VABC, included tour of of Ocoee High School's agriculture program	Continue participating in monthly meetings
Healthy Central Florida Health Innovation Fund Grant-WP Meatless Monday Recognition Program		Website and registration page posted, 2 cooking demonstrations held, 4 participating organizations	Plan additional demonstrations in 2019 and continue to promote program with Communications; Observer- Feb?
LOCAL GOVERNMENT OPERATIONS	Targets	Status Update	Next Steps
Local Government GHG Emissions (LGO-1)	2020: 20% less (9178 MT CO2e) 2030: 50% less (5737 MT CO2e) AR17: Not calculated	AY2017 GHG inventory nearly completed	Determine 2012 baseline using AY2017 method
Energy Usage (LGO-2)	2020: 10% less (10,938,409kWh) 2030: 25% less (9,115,341kWh) AR/FY2017: 16% less (10,192,574kWh)	AT updating energy and water usage of 25 municipal buildings on a regular basis	Continue updates, adding buildings as needed
Renewable Energy Production (LGO-3)	2020: 6.6% 2030: 11.6% AR2017: 0.07%	Oct: \$250K RFP proposals received for solar on municipal facilities	Review proposals
City Fleet Fuel Usage (LGO-4)	2020: 25% less (175,625gal unlead/diesel) 2030: 50% less (117,083gal unlead/diesel) AR2017: 3% more (241,846 gal unlead/diesel)	Building & Permitting Department has 1 EV, looking into replacing 4 vehicles with hybrid/EV	
Potable Water Usage (LGO-5)	2020: 25% less (37MG) 2030: 50% less (25MG) AY2017: 45% less (27 MG)		
City Employees using transit, carpooling, cycling or walking to work (LGO-6)	2020: Increase 2030: Increase AR2017: In Development	Including ReThink Your Commute's Commuter Options Survey in Hire-on Package	Work with ReThink to on ReThink workshops & Best Workplaces for Commuters App.
Employee Outreach		Sharing sustainability goals and events at monthly meetings	Meetings: 3rd Wed., 9am, Chapman Room
Recycling at Municipal Facilities		JN conducting site visits of city parks/facilities with WastePro, inventory and ordering	Continue site visits
MOBILITY & URBAN FORM	Targets	Status Update	Next Steps
Vehicle Miles Traveled (MUF-1)	2020: 10% less 2030: 20% less AR17: In Development	Identified a proxy metric for GHG Inventory	Work with GIS office to calculate
Certified Green Neighborhood Development (MUF-2)	2020: 2 certified neighborhoods 2030: All redevelopments achieve green certification		Examine ways to codify standards
Electric Vehicle Charging Stations (MUF-3)	2020: more than 6 2030: more than 6 AR17: 6	Reviewed and selected proposal for installation of 5 charging stations (4 for the public, 1 municipal operations)	Examine local EV incentives and present to UAB
Walk Score (MUF-4)	2020: 70 2030: 80 AR2017:47	10/18: 43 (Car-Dependent)	
Transit Score (MUF-5)	2020 & 2030: No targets AR2017: In Development	10/18: 28 (Some Transit)	
Bike Score (MUF-6)	2020 & 2030: No targets AR2017: In Development	10/18: 54 (Bikeable)	
Transportation Advisory Board		November mtg. discussion included Chair/V.Chair election, request for Sunrail/LYNX update	Meetings: 1st Thurs., 8:30am, Commission Chambers
NATURAL SYSTEMS & RESOURCES	Targets	Status Update	Next Steps
Tree Canopy Coverage (NSR-1)	2020: 55% 2030: 60% AR2017: 52%		
Greenspace Coverage (NSR-2)	2020: 57% 2030: 60% AR2017:54%		
Greyspace (NSR-3)	2020:43% 2030: 40% AR2017:46%		
Lakes Water Quality-Visibility Depth (NSR-4)	2020: 2.5 meters 2030: 3 meters AR2017: 2 meters		
Residents living within a 1/2 mile of public greenspace (NSR-5)	2020: 95% 2030: 95% AR2017: 97%		
Lakes Advisory Board		October meeting inc. discussion of streamling applications that meet code to not require board's approval	Meetings: 2nd Tues., 12pm, Public Safety Bldg
Storm Drain Marking Program		To date: 79 markers placed, cityofwinterpark.org/stormdrains	Continue to promote (e-blast), Observer- Jun.?
WASTE DIVERSION & RECYCLING	Targets	Status Update	Next Steps
Waste diverted from landfill (WDR-1)	2020: 75% (state goal) 2030: 90% AR2017: 18%	ecoPreserve presented on proposal at Oct. Mtg.; added to Nov. agenda for a vote	

Total tons of solid waste generated (WDR-2)	2020: 10% less (10,435 tons) 2030: 25% less (8696 tons) AR2017: 15% less (9,794 tons)		
GHG emissions from solid waste (tons) (WDR-3)	2020: 40% less (23,999 tons of CO2) 2030: 75% less (10,311 tons of CO2) AR2017: 15% less (33,788 tons of CO2)		
Backyard Composter Program		Jun 2017-Jun2018: 106 composters distributed; Final reminder for composter survey sent; working with UF-IFAS Ext.-OC to offer quarterly composting workshops	Close survey, analyze responses; reserve venues for composting workshops (one to be at UFAS-IFAS Ext.-OC)
Cigarette Litter Prevention		4 disposal stations to be installed along Center Street	Receive legal agreements and install
Commercial Food Waste Pilot		In discussions with City of Orlando, WastePro, Harvest Power	
Commercial Recycling Program		JN working with Chamber/Park Ave. Merchants and WastePro; JN receiving registered Haulers' reports on a monthly basis and quarterly WastePro reports	Create commercial recycling user guide for businesses
Don't Pitch It, Fix It! Community Repair Workshop		9/15, Community Center, increased # of fixes, increased # of volunteer fixers	Schedule next DPI-FI
E-Waste Collection Event-America Recycles Day		Nov 10, 9-12pm, City Hall Parking Lot, posted on City Calendar, ReCollect Calendar, E-list	Promote on Social
ReCollect		Branded: Think Twice: Don't Waste it WP, cityofwinterpark.org/think-twice; 11/9 Promoted in Observer	Promote on Social; Customize as needed; Promote in Observer- Dec., Jan.,... ?
Regional Collaboration		11/1 Attended Beyond34 meeting, WP Downtown Commercial Recycling Program announced as an accepted proposal; Next Quarterly Waste Managers meeting scheduled: 11/14, 9am, City of Maitland	Work with consultants on Beyond34 proposal; continue attending regional meetings
AMERICA IN BLOOM	Targets	Status Update	Next Steps
2019 Evaluation		Board member Stephen P. leading discussions with Board and WPB to update Community Profile	WPB Meetings (Chapman Room, 8:30am): 11/15, 12/4, 1/8, 2/5, 3/5, 4/2
EVENTS	Targets	Status Update	Next Steps
Earth Day in the Park		Date Set: Sat, Apr.13; First meeting with Cox will be Tuesday, November 20th at 2pm	Send Save the Date to last year's participants; Sponsorships (deadline for Communications Dept.-Feb. 28); promote in Observer Mar., Apr.?
KEEP AMERICA BEAUTIFUL AFFILIATION	Targets	Status Update	Next Steps
2017/2018 KABA/FDOT Grant		Final Report Submitted; Responded to request for interested affiliates for 2018/2019 KABA/FDOT Grant	Apply for 2018/2019 KABA/FDOT Grant when application is posted.
SUSTAINABILITY ACTION PLAN	Targets	Status Update	Next Steps
2018 Annual Report			Send data requests and begin drafting