

Keep Winter Park Beautiful & Sustainable Advisory Board



December 18, 2018 at 11:45 AM

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

1: Administrative

a. Approval of Minutes

November 20 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

December Staff Report

2: Action

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

SAP PRIORITIES

BEW-5 Residential Potable Water Average Annual Usage

CEGE-2: Recognized Green Businesses

WDR-1: Waste Diverted from Landfill

d. Finance

Status Report from Finance

FY 2019 Budget Approval

e. Guest Speaker: Orange County Solid Waste Division

Jessica Kitt from Orange County Solid Waste Division will present on the County's recent waste audit pilot program.

f. Greenhouse Gas Emissions Inventory Update

Agnieszka Tarnawska will provide an update on the City's Greenhouse Gas Emissions Inventory.

g. Earth Day - Saturday April 13, 11am-3pm, WP Community Center & Shady Park

-Sponsorships (Deadline for Silver+ sponsors to be included in Earth Day Promo Items: Feb. 28)

h. January Observer Ad Content

i. 2019 Meeting Dates

3rd Tuesday, 11:45am, Chapman Room: 1/15, 2/19, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17

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:

January 15, 2019

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.

November 20, 2018
11:45am

MINUTES

Present: David Daly, Mary Dipboye, Ben Ellis, Stephen Pategas

Absent: Nora Miller, Bruce Thomas, Ellen Wolfson

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

Guests: Todd Weaver, Resident

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

1. ADMINISTRATIVE ITEMS

Approval of Minutes

Stephen P. made a motion to approve October 30, 2018 Meeting minutes. Mary D. seconded the motion. Minutes were approved as presented.

Citizen Comments:

Resident Todd Weaver asked where plastic recyclables are going if they are not going to China anymore. Kris S. responded that his understanding is that much of the plastics are now being routed to other countries (e.g., India) where there is likely an added cost for disposal and processing that may not have been present with China.

Staff Report:

Staff report was emailed to board members. Staff reviewed Winter Park Observer Ad content for December ad (12/7), both the ReCollect online app and the Sustainability Pledge will be featured in the December ad. The ReCollect ad will be reworked to incorporate holiday associated items and theme. Board member Mary D. asked if the ReCollect Observer ad could be reworked to be posted to social so she could re-post, staff will submit graphic request form. Mary D. mentioned that the League of Women Voters found a plastics recycler (PolyPro Industrial Recycling) that would take campaign signs, however, collection points would need to be designated, transportation to the vendor would also be needed. Kris S. suggested that the City might be able to be a drop site. Kris S. also provided a status update on the Solar RFP, the RFP will be revised and posted again to include energy usage information for the different sites, as well prioritization of best financing options. Vanessa B.C. reported that the GHG inventory for community-wide and municipal operations for 2017 is complete, Agnieszka T. is working on getting 2012 data. Agnieszka T. hopes to provide an update of findings during the December meeting.

2. ACTION

a. ecoPreserve Waste Composition Study Proposal

Board discussed ecoPreserve Waste Composition Study Proposal. Discussion included feasibility of in-house study, feasibility and risk issues related to ecoPreserve proposal, feasibility of submitting a request for proposal, and Orange County and City of Orlando Pilot Assessments. Motion made by David D. to begin to investigate waste assessment RFPs, to work Orange County and Orlando Solid

Waste Divisions to better understand lessons learned through their pilot programs, and to draft an RFP, seconded by Mary D., motion carried unanimously by a vote of 4-0. Motion made by David D. to reject proposal by ecoPreserve in favor of proceeding with an RFP, seconded by Stephen. P., motion carried unanimously by a vote of 4-0.

3. INFORMATIONAL

a. Green Minute

Mary D. shared about her visit to the Orange County Landfill for Orange County Recycles Day, the event included small van tours of the landfill and other activities. She also shared an NPR story on “zero waste” town in Japan recycling most of its trash.

David D. shared that he has reviewed Orlando’s Community Action Plan and their goals of eliminating single-use products, Kris S. said he can speak with the Parks board.

b. KWPB – Status Report KWPB&S

Stephen P. reviewed the environmental efforts section of the AIB evaluation with the board. Winter Park Blooms continues to work on building the community profile. If there are areas that you are able to provide more detail on, please share with staff so it can be forwarded to Stephen for the community profile.

c. Sustainability Action Plan

Priorities

BEW-5: Residential Potable Water Average Annual Usage

Staff will check in with Water Utility to see if they observed any upticks in rebate interest from 10/8 e-blast to e-list and 11/9 Winter Park Observer Ad.

CEGE-2: Recognized Green Businesses

Staff is reviewing Miami Beach Plastic Free program (mbrisingabove.com/climate-mitigation/plastic-free-miami-beach/), Keep Brevard Beautiful Litter Quitter Program (keepbrevardbeautiful.org/our-programs/litter-quitte/), among others, to help inform the Winter Park Green Business Recognition Program. Staff has also reached out to Rollins College to begin an internship program that would focus attention on the recognition program

WDR-1: Waste Diverted from Landfill

See waste audit proposal discussion.

d. Finance

Staff reviewed proposed FY19 budget (included in Nov. agenda packet) with board. Will be on December agenda for board approval.

e. Earth Day

Staff will be meeting with event planners (Cox) after today’s board meeting. Board member Bruce S. has volunteered to represent the board at upcoming Earth Day meetings. He is unable to make today’s meeting; staff will provide him with a meeting recap. Staff is considering moving the location of the event to Shady Park/Community Center so that there can be an opportunity to have educational workshops (e.g., cooking demonstration, UF-IFAS workshops), as well as be closer to a more residential area, while still being adjacent to merchants. Board discussion was overall very supportive of the move. Board member Stephen P. suggested more promotion of bike valet and encouraging attendants to ride their bikes to the event. Board member Mary D. suggested signage leading visitors from the Farmers Market to the event. The date of Earth Day 2019 is Saturday, April 13, 11am-3pm.

4. NEW BUSINESS

- a. **Agenda Requests/Announcements/Action Items:** Board requested Orange County be invited to present on their pilot project and requested FY19 budget be added to Dec. agenda.

5. ADJOURNMENT

a. Action Items

b. Evaluate Meeting

- What worked:
- What didn't work:

Stephen P. made a motion to adjourn at 1:05 p.m., seconded by David D. Next meeting Tuesday, December 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 for ESPM, 12/7 Staff met with Orlando re: their 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; 12/5 Reported 4 rebate requests since 10/5	Continue to promote W&WWU water conservation programs on website and to e-list
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 on website and to e-list
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		November Meeting discussion included electric rates and EV incentives. Tinker report provided to UAB members. December mtg. cancelled. Mtgs resume in Jan.	Meetings: 4th Wed, 12pm, Public Safety Bldg.
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 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)	11/29 Staff drafting application	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	mid-Nov: Posted application to cityofwinterpark.org/greenschools; sent to WP school contacts	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 WCs (8am-11am): 1/5, 2/8 (Rollins SPARC), 4/6, 9/7, 11/9 Promote in Observer- Feb?
Community Outreach		12/1 VABC tabled at OUC Orlando Marathon & 5K Race	
Rollins Committee on Environmental & Sustainable Issues		VABC attended Nov and Dec mtgs.	Continue participating in monthly meetings
Tinker Sustainability Education Program provided by WP EU		Spring 2018 enrollment (5th grade): 5 schools, 12 teachers, 333 students; Proposal received	Review proposal
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		November meeting attended by VABC at Orlando City Hall	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 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%	Nov: Solar on Municipal Facilities RFP to be reposted	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)	
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		Dec. mtg. discussion included CRA presentation on SunRail, Mobility Plan, and creation of Bike to Work Day committee	Next meeting, Jan 10. Then will resume to 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		November meeting inc. discussion of buoy locations in lakes; board asked about straw/single-use item initiatives	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%	Orange County Solid Waste Division invited to present at December meeting on Wase Audit Pilot Program	Residential Waste Audit RFP
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		2019 Intro to Composting Classes by UF/IFAS Orange County Ext. (new req. for free composter), 5:30-7pm: 2/12 (WP Library), 5/12 (UF/IFAS Ext. OC), 8/13 (WP Library), 11/12 (WP Library), Created EventBrite pages	Close survey, analyze responses; Request flyer from Communications and promote on Social
Cigarette Litter Prevention		2 disposal stations installed along Center Street	Install 2 remaining stations
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		Next event: Feb. 16; requested add to City Calendar, created Eventbrite page, updates sent to webmaster; added to ReCollect calendar	Submit GRF for flyer, promote on social
Household Hazardous Waste & E-Waste Drop off		March 30, 2019, 8am-12pm, City Operations (1409 Howell Branch Road)	Submit GRF for flyer, 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; 11/14 Quarterly Waste Managers meeting attended in Maitland; attended FL League of Cities Waste Symposium	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): 1/8, 2/5, 3/5, 4/2
EVENTS	Targets	Status Update	Next Steps
Earth Day in the Park		Save the Dates sent to last year's participants; Location updated on City Calendar	Create eventbrite, add to ReCollect calendar. Update website; 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.
SPONSORSHIPS	Targets	Status Update	Next Steps
	\$10,750 (2018 Sponsors & Bus Ad renewal); Communications Deadline for Silver+ donor logos to be on Earth Day Promo Items: Feb. 28	Mailing Sponsor Packet to 2018 Sponsors	Board to follow-up and reach out to potential sponsors
SUSTAINABILITY ACTION PLAN	Targets	Status Update	Next Steps
2018 Annual Report		Requesting FY and AY 2018 data from city departments	Draft report