City Commission
Regular Meeting Minutes

October 11, 2023 at 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Phil Anderson, Commissioners Marty Sullivan, Sheila DeCiccio, Kris Cruzada, Todd Weaver, City Manager Randy Knight; Assistant City Manager Michelle del Valle; City Attorney Kurt Ardaman and City Clerk Rene Cranis.

Absent

1. Meeting Called to Order

Mayor Anderson called the meeting to order at 3:30 p.m.

2. Invocation

a. Reverend Stuart Shelby, All Saints Episcopal Church

3. Pledge of Allegiance

4. Approval of Agenda

Mayor Anderson said public comments will be heard at the end of the meeting given the short agenda. **Motion made by Mayor Anderson to approve the agenda; seconded by Commissioner Weaver. Motion carried unanimously with a 5-0 vote.**

5. Mayor's Report

a. Proclamation - Cyber Security Awareness Month

Mayor Anderson read a proclamation declaring October Cyber Security Awareness Month and presented it to IT Department Director Parsram Rajaram who spoke about the importance of cybersecurity and provided strategies for increasing security.

6. City Manager's Report

a. Presentation by Chamber of Commerce:
Recognition as National 3 Chamber of the Year
Prosperity Scorecard Update
Chamber Legislative Priorities

Chamber of Commerce CEO Betsy Gardner Eckbert shared that the Chamber was named Top 3 Chamber of the Year by the Association of Chamber of Commerce Executives (ACCE), She spoke about Prosperity Scorecard opportunities (sustainability) and challenges (stagnating population and attainable housing crisis) and potential solutions to address these challenges through public/private/independent leadership. She outlined the Chamber's legislative priorities (eliminating parking minimums, implementing sustainability incentives), Commissioner Sullivan suggested staff work with the Chamber to jointly present these priorities to the Orange County delegation on November 29th.

Mr. Knight advised that the Tree Preservation Board Work Session has been changed to reflect a forum of the Winter Park Land Trust and language will be added to the event flyer stating that two or more members of the Tree Preservation Board and/or the City Commission will attend and may participate.

7. City Attorney's Report

Attorney Ardaman gave an update on the OAO litigation and answered questions. The trial is set for the week of Thanksgiving and Mr. Knight will attend. There are no plans to call members of the commission or staff as witnesses, although the plaintiff could call witnesses depending on the judge's rulings on motions.

8. Non-Action Items

a. Appointment of Melissa Blaney to Code Compliance Board - Commissioner Cruzada

Commissioner Cruzada reported the appointment of Melissa Blaney to the Code Compliance Board.

10. Consent Agenda

a. Approve the minutes of the regular meeting, September 27, 2023

b. Approve the minutes of the subcommittee meeting, September 28, 2023.

c. Approve the following piggyback contracts:

1. Cubix, Inc. - OUC Contract #5050-OQ - Floor Covering - Carpet Cleaning; For services on an as-needed basis during the term of the Agreement through December 14, 2024; Amount: $175,000

2. Action Target, Inc. - GSA Contract #GS-07F-0482Y - Law Enforcement and Security Equipment Supplies and Services; For goods and services on an as-needed basis during the term of the Agreement through July 17, 2027; Amount: $80,000
3. Municipal Emergency Services - Lake County Contract #22-730G - Fire Equipment, Supplies, and Services; For goods and services on an as-needed basis during the term of the Agreement through July 31, 2025; Amount: $25,000
4. Hawkins, Inc. - Tohopekaliga Water Authority Contract #IFB-23-083 - Supply and Delivery of Hydrofluosilic Acid; For goods on an as-needed basis during the term of the Agreement through May 31, 2024; Amount: $80,000
5. Verizon Wireless - State of Florida Contract #DMS-19/20-006C - Mobile Communication Services; For goods and services on an as-needed basis during the term of the Agreement through August 24, 2026.

d. Approve the following contracts:

1. Allcrete, Inc. - IFB23-22 - Continuing Concrete Services - Amendment 1; For services on an as-needed basis during the term of the Agreement through October 7, 2024; Amount: $750,000
2. KMF Architects - RFQ31-22 - Professional Architectural Services; Task Order for Fire Training Center design services; Amount: $167,167.44
3. Matheson Tri-Gas, Inc. - IFB16-21 - Purchase and Delivery of Liquid Oxygen - Amendment 3; For goods on an as-needed basis during the term of the Agreement through January 11, 2025; Amount: $250,000
4. AGH Management, LLC - IFB5-22 - Athletic Field Maintenance and Laserfield Leveling; For services on an as-needed basis during the term of the Agreement through May 2, 2024; Amount: $100,000

e. Approve ARPA Funding Allocations - Downtown WiFi Node Upgrades

Mayor Anderson asked to remove Item d.2. **Motion made by Mayor Anderson to approve the Consent Agenda except Item d.2; seconded by Commissioner DeCiccio.**

Mayor Anderson asked that the conceptual plan for the entire property showing the location of the training facility and future fire station come before the commission. Agreed to by consensus.

Mayor Anderson revised his motion to include Item d.2; accepted by Commissioner DeCiccio. Motion carried unanimously with a 5-0 vote.

11. Action Items Requiring Discussion

a. Howell Branch Preserve Trail Project - Florida Department of Environmental Protection Grant

Mr. Knight provided the background on the purchase of property for Howell Branch Preserve at a significantly lower cost than the original estimate, which resulted in savings in grant funds and city funds. Since that time, staff has been working with the state to reallocate the savings towards a trail and other projects. He explained the restrictions on use of those funds and reported on the trail project which was reduced, partly due to resident opposition. Staff is recommending rejecting the remaining grant funds, discontinuing the trail project and using the city savings to improve the park and put a trail around the retention pond area. He responded to questions about the availability of grant funding and discussion followed on the use of the property. A conceptual design will be presented to the commission for approval along with project funding. The trail designs were displayed and discussed.

Motion made by Commissioner Weaver to approve staff's recommendation; seconded by Commissioner DeCiccio. Motion carried unanimously with a 5-0 vote.

b. City Manager's Annual Evaluation

Mayor Anderson explained the evaluation components and process, which included individual meetings with Mr. Knight. Ms. del Valle said a motion is needed to determine a pay increase. The performance increase for general employees for FY 24 is 2.5%.

Motion made by Commissioner DeCiccio to approve an increase of 2.5%; seconded by Mayor Anderson.

Mayor Anderson spoke about initiatives led by Mr. Knight. Commissioner DeCiccio noted that Mr. Knight did not take a pay increase during COVID. Staff responded to questions regarding Mr. Knight's current salary and salaries of area city managers.. Ms. del Valle said 2.5% would increase his salary to approximately $252k.Commissioner Weaver expressed his appreciation for Mr. Knight's leadership. There were no public comments. **Motion carried unanimously with a 5-0 vote.**

12. Public Hearings: Quasi-Judicial Matters

13. Public Hearings: Non Quasi-Judicial Matters

a. Ordinance - Amending the FY23 Adopted Budget (1st reading)

Director of Budget and Strategic Programs Peter Moore advised that this is a compilation of amendments approved throughout the year which must be adopted by ordinance. Attorney Ardaman read the ordinance by title.

Motion made by Commissioner Sullivan to approve the ordinance; seconded by Commissioner Weaver. There were no public comments. **Upon a roll call vote, Commissioners Sullivan, DeCiccio, Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote.**

9. Public Comments | 5 p.m. or soon thereafter

Mayor Anderson asked Linda Walker, who raised questions in the previous Commission meeting, if she had met with staff. Mrs. Walker said she has spoken with staff.

Charley Williams, 2021 Temple Drive, spoke about the calculation of park land, which he feels should not include cemeteries, golf courses, lake surface and wilderness areas. He suggested the formula be adjusted to better reflect useable and meaningful park space.

14. City Commission Reports

Commissioner DeCiccio -

- Addressed improvements to 426 and said residents have asked for bricks on speed bumps. Mr. Knight said $1.8m has been budgeted in future years.
- Expressed concern about the potential for sinkholes in Park and asked for a new study to determine the likelihood of future sink holes in light of new construction at an estimated cost between $40 and $50k Mayor Anderson asked if this could be added to the scope of the basin study. Director of Public Works and Transportation Charles Ramdatt said he feels it would be premature to conduct a sinkhole study until stormwater studies are further along. After discussion, staff will provide the report from the initial sinkhole that occurred in the 1980s and the geotechnical report done for the library and event center, and a report will be provided in the next meeting.

Commissioner Weaver -

- Reminded everyone of the Historical Museum's Trivia Night on October 20th at the Winter Park Racquet Club at 6:00.

15. Summary of Meeting Actions

- Proclaimed the month of October as Cybersecurity Awareness Month.
- Recognized Chamber of Commerce's award of Top 3 Chamber and received presentation on its Prosperity Scorecard and legislative priorities (Staff to coordinate with the Chamber to present priorities to the Orange County delegation in November)
- Received Commissioner Cruzada's appointment to the Code Compliance Board.
- Approved the Consent Agenda with direction to present the conceptual plan of the fire training facility and fire station to the commission. Repurpose funds, bring back conceptual plan
- Approved staff's recommendation on repurposing of grant funds for Howell Branch Preserve with presentation of revised plans to Commission.
- Approved pay increase for City Manager.
- Approved Ordinance amending FY 23 budget.
- Staff to provide prior report on sink hole study (1980s) and geotechnical study for the library and events center.

16. Adjournment

The meeting was adjourned at 4:52 p.m.

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Mayor Phillip M. Anderson

ATTEST:

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City Clerk Rene Cranis