



City Commission Regular Meeting

Agenda

May 22, 2024 @ 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings/ and include virtual meeting instructions.

assistance & appeals

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

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed 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).

please note

Times are projected and subject to change.

- 1. Meeting Called to Order**
- 2. Invocation - Peter Moore, Director of Strategic Programs and Budget**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
- 5. Mayor's Report**
 - a. Presentation of "Best of Show" Art from 2024 Winter Park Sidewalk Art Festival 10 minutes
 - b. Proclamation - National Public Works Week
- 6. City Manager's Report**
 - a. Presentation - 20th Anniversary of the official City Seal 5 minutes
 - b. Holiday Decorations
- 7. City Attorney's Report**
- 8. Non-Action Items**
 - a. Annual Board Appointments 5 minutes
Commissioner Russell
Mayor DeCiccio
 - b. Board Appointments - Design Guidelines Ad-Hoc Committee 5 minutes
- 9. Public Comments | 5 p.m. or soon thereafter**

(If the meeting ends earlier than 5 p.m., public comments will be at the end of the meeting. Three minutes are allowed for each speaker.)
- 10. Consent Agenda**
 - a. Approve the minutes of the regular meeting, May 8, 2024 1 minute
 - b. Approve the following formal solicitations: 1 minute
 1. A Budget Tree Service – RFP8-24 – Tree Pruning and Removal Services; Amount: \$700,000
 2. Branch Management Tree Care – RFP8-24 – Tree Pruning and Removal Services; Amount: \$100,000
 3. The Davey Tree Expert Company – RFP8-24 – Tree Pruning and

Removal Services; Amount: \$500,000

c. Approve the following piggyback contracts:

1 minute

1. Vortex Companies – TIPS Contract #20110401 - Pipe Bursting - Renewal; for services on an as-needed during the term of the agreement through January 31, 2027; Amount: \$500,000
2. Altec Industries, Inc. – Sourcewell Contract #110421-ATL – Public Utility Equipment with Related Accessories and Supplies; for goods and services on an as-needed basis during the term of the agreement through December 27, 2025; Amount: \$150,000
3. Southern Sewer Equipment Sales – Sourcewell Contract #101221-VAC – Sewer Vacuum, Hydro-Excavation, and Municipal Pumping Equipment with Related Accessories and Supplies; for goods and services on an as-needed basis during the term of the agreement through November 29, 2025; Amount: \$100,000
4. Wesco Turf Supply, Inc. – OMNIA Partners Contract #2023261 – Grounds Maintenance Equipment, Parts, Accessories, Supplies, Related Services and Equipment; for goods and services on an as-needed basis during the term of the agreement through March 31, 2029; Amount: \$100,000
5. Dobbs Equipment, LLC – Sourcewell Contract #011723-JDC – Heavy Construction Equipment; for goods and services on an as-needed basis during the term of the agreement through April 14, 2027; Amount: \$200,000
6. Alta Enterprises, LLC – Sourcewell Contract #011723-VCE – Heavy Construction Equipment; for goods and services on an as-needed basis during the term of the agreement through April 14, 2027; Amount: \$150,000
7. Environmental Products of Florida – Sourcewell Contract #101221-VTR – Sewer Vacuum; for goods and services on an as-needed basis during the term of the agreement through November 29, 2025; Amount: \$150,000
8. Vermont Systems – Seminole County Contract #RFP-602809-17BJC – Parks & Rec Division Business Management Software – Renewal; for services on an as-needed basis during the term of the agreement through September 30, 2029; Amount: \$80,000

d. Approve the following contracts:

1 minute

1. FY23-56 – Public Entity Services, LLC – Independent Contractor Agreement – Keri Martin – Amendment 1; for services on an as-needed basis during the term of the agreement through April 30, 2025; Amount: \$102,000
2. IFB23-22 – D&A Construction Group, Inc. – Continuing Concrete

- Services – Amendment 1; for services on an as-needed basis during the term of the agreement through June 1, 2025; Amount: \$350,000
3. RFQ27-21 – Toole Design Group, LLC – Continuing Urban Design Services – Amendment 2; for services on an as-needed basis during the term of the agreement through June 14, 2025
4. FY24-45 - SL-Serco - Project Management and Technical Support Services; six months from project kick-off date; Amount: \$97,500.

11. Action Items Requiring Discussion

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| a. Board Appointments:
Winter Park Firefighters' Pension Board
Winter Park Police Officers' Pension Board
Winter Park Housing Authority Board | 5 minutes |
| b. Discussion on RFQ for an Urban Design Advisor | 15 minutes |
| c. Art Mural Concept for Chain of Lake Canals | 10 minutes |

12. Public Hearings: Quasi-Judicial Matters

(Public participation and comment on these matters must be in-person.)

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|---|------------|
| a. Request of Verax Florida, LLC: | 30 minutes |
| <ul style="list-style-type: none"> • Ordinance 3293-24 - Annexing approximately 0.46 acres of real property located at 1820 and 1824 Karolina Avenue; redefining the city boundaries to give the City of Winter Park jurisdiction over said property. (1st reading) • Ordinance - Establishing Parking Lot Future Land Use on the annexed property at 1820 and 1824 Karolina Avenue and to indicate the annexation on the other maps within the Comprehensive Plan as well as to change the Future Land Use designation on the southeastern 1,000 square-feet of 1800 Karolina Avenue from Parking Lot to Commercial. (1st reading) • Ordinance - Establishing Parking Lot (PL) zoning on the annexed property at 1820 and 1824 Karolina Avenue as well as to change the zoning designation from Parking Lot (PL) to Commercial (C-3) on the southeastern 1,000 square-feet of 1800 Karolina Avenue.(1st reading) • Conditional Use approval to construct a two-story, 18,790 square-foot office building on the combined properties of 1801/1805 W. Fairbanks Avenue and 1800/1820/1824 Karolina Avenue. | |
| b. Request of Z Properties for: | 20 minutes |

- Subdivision or Lot Split approval to divide the south 12,680 square feet of 1290 N. Park Avenue as a separate lot from the remaining 16,380 square feet holding the existing home at 1290 N. Park Avenue, subject to the designation on the Winter Park Register of Historic Places.
- Ordinance - Change in Zoning Designation from Single Family (R-1AAA) District to the Single Family (R-1AA) District on the south 12,680 square feet of 1290 N. Park Avenue. (1st Reading)
- Resolution 2284-24 - designating the property located at 1290 N. Park Avenue as a Historic Resource on the Winter Park Register of Historic Places.

- c. Request of Z Properties Group, Inc. for Conditional Use approval to redevelop the site at 111 S. Knowles Avenue with a three-story, 11,280-square-foot building on property zoned Commercial (C-2). (1st Reading) 20 minutes

13. Public Hearings: Non Quasi-Judicial Matters

(Public participation and comment on these matters may be virtual or in-person.)

- a. Resolution 2285-24 - Request of Charles and Lucinda Helton to designate the property at 1601 Berkshire Avenue to the Winter Park Register of Historic Places. 5 minutes

14. City Commission Reports

15. Summary of Meeting Actions

16. Adjournment