



City Commission Regular Meeting Minutes

May 22, 2024 at 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Sheila DeCiccio, Commissioners Marty Sullivan, Craig Russell, Kris Cruzada and Todd Weaver; City Manager Randy Knight; Assistant City Manager Michelle del Valle; City Attorney Kurt Ardaman and Deputy City Clerk Kim Breland.

1. Meeting Called to Order

The meeting was called to order at 3:30 p.m.

2. Invocation - Peter Moore, Director of Strategic Programs and Budget

3. Pledge of Allegiance

4. Approval of Agenda

Motion made by Commissioner Sullivan to approve the agenda, seconded by Commissioner Cruzada. Motion carried unanimously with a 5-0 vote.

5. Mayor's Report

- a. Presentation of "Best of Show" Art from 2024 Winter Park Sidewalk Art Festival

Members of the Winter Park Art Festival Committee, Sally Leslie, Hal Downing, and Pam Steward, presented the 2024 Best of Show, a painting of Matheson Hammock Park by artist Ernan Rodriguez.

- b. Proclamation - National Public Works Week

Mayor DeCiccio read and presented a proclamation recognizing the week of May 19, 2024 as National Public Works Week. Director of Public Works and Transportation Charles Ramdatt introduced Public Works staff and the department's responsibilities.

6. City Manager's Report

- a. Presentation - 20th Anniversary of the official City Seal

Director of Communications Clarissa Howard gave a presentation on the background of the creation of the city seal in recognition of the 20th anniversary of its adoption as the official city seal. Winter Park History Museum Executive Director Christy Grieger provided a brief history of the peacocks brought to Winter Park by Hugh McKean and inspired the city seal. Mrs. Howard introduced the Communications Department staff and presented gifts to celebrate the anniversary.

b. Holiday Decorations

Executive Director of the Park Avenue District Carina Sexton gave a presentation on the vision for the 2024 holiday events to enhance the downtown district and experience. Tracey Liffey, Design Committee Chair, spoke about the intent to create a magical and memorable experience and reviewed the timeline to purchase decorations. She asked the city for \$100k plus an additional \$100k, which the District would match with sponsorship or donations.

Commissioner Sullivan suggested the city match what is raised by the District, the reverse of the proposal. Ms. Liffey said she feels confident they will raise \$100K due to commitments already received, and agreed to Commissioner Sullivan's suggestion. Commissioner Russell supported the reverse match.

Commissioner Cruzada asked about budget allocation. Director of OMB Peter Moore said the Commission has the discretion to allocate funding. Mr. Knight said the commission could allocate \$50k from the general fund contingency funds tonight, so funds are available to match donations until the Community Redevelopment Agency meeting to approve the remaining \$50k which could be held prior to the Commission meeting on June 12th. Approved by consensus.

7. City Attorney's Report

Mr. Ardaman reported on County Commission Bonilla's request for a charter amendment to require the county commission's approval of any voluntary annexation, which will be discussed in an Orange County Commission work session. This will impact any future annexations by the city. However, Commissioner Bonilla did indicate that she would exempt any properties part of a joint city planning area agreement. He suggested obtaining information Orange County staff and presenting that information to city staff and then scheduling a work session. Mr. Ardaman added that it could be on the November ballot.

8. Non-Action Items

- a. Annual Board Appointments
Commissioner Russell
Mayor DeCiccio

Appointments made by Commissioner Russell and Mayor DeCiccio were displayed :

- Board of Adjustments: Aimee Hitchner (Commissioner), Frank Pruitt and Jeannie Renaud (Mayor)
- Code Compliance Board: Doug Bond (Commissioner), Carlos Diaz Arguelles, Paul Mandelkern and Wayne Johnson (Mayor)
- Community Redevelopment Advisory Board: Lindsay Eriksson (Commissioner); Michael Perelman, Pragasen Ramiah, Chauvet Paige (Mayor)
- Construction Board of Adjustments and Appeals: Morgan Bellows (Commissioner); Carmen Dominguez, Tony Apfelbeck (Mayor)

- Economic Development Advisory Board: Roda Carter (Commissioner); Kevin McClanahan, Lauren Zimmerman, Phil Anderson (Mayor)
- Historic Preservation Board: Kelsey Wolfe (Commissioner); Fay Pappas, John Skofield, Kim Burst (Mayor)
- Keep Winter Park Beautiful & Sustainable Advisory Board: Becky Distad (Commissioner); Sam Stark, Zeina Matar-Ghantous (Mayor)
- Lake Killarney Board: Brian King(Commissioner); Carolyn Minear, David Dickerson, Ellen Hencken (Mayor)
- Lakes & Waterways Board: Clark Sprinkel (Commissioner); David March, Ed Webman, Matt Johnson (Mayor)
- Orange Avenue Overland Appearance Review: Ray Waugh (Commissioner);
- Parks & Recreation Advisory Board: Lawrence Lyman (Commissioner); Ellen Wolfson, Ginny Enstad, Tom Sims (Mayor)
- Public Art Advisory Board: Austin Reeves (Commissioner); Danny Humphress, Laura Burst, Lisa Tinker Marsh
- Transportation Advisory Board: Andrew Irvin, Kenneth Lineberger, Peter Gottfried (Mayor)
- Tree Preservation Board: Jill Bendick (Commissioner); Ernesto Brovelli, Kim Ashby, Steve Carras (Mayor)
- Utilities Advisory Board: Michael Poole (Commissioner); Paul Smith (Mayor)
- Winter Pines Golf Course Advisory Board: Mark Hitchner (Commissioner); Matt Hurst, Nancy Freeman, Rosemary Maisenholder (Mayor)

Commissioner Sullivan reported the appointment of Kelly Price to the Tree Preservation Board.

b. Board Appointments - Design Guidelines Ad-Hoc Committee

Commissioner Russell reported the appointment of Emily Williams.

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

Taken after Item 11c.

10. Consent Agenda

- a. Approve the minutes of the regular meeting, May 8, 2024
- b. Approve the following formal solicitations:
 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. 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. 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.

Motion made by Commissioner Weaver to approve the Consent Agenda amending the May 8th minutes to correct the motion to approve Options B and D to state that he voted no and the motion carried with a 4-1 vote, seconded by Mayor DeCiccio. Motion carried unanimously with a 5-0 vote.

11. Action Items Requiring Discussion

- a. Board Appointments:
 - Winter Park Firefighters' Pension Board
 - Winter Park Police Officers' Pension Board
 - Winter Park Housing Authority Board

Motion made by Mayor DeCiccio to appoint Glen Salow to the Police Officers' Pension Board, seconded by Commissioner Weaver. Motion carried unanimously with a 5-0 vote.

Consensus was to appoint Celia Clark to the Winter Park Housing Authority Board.

- b. Discussion on RFQ for an Urban Design Advisor

Mayor DeCiccio spoke about the importance of maintaining the compatibility and charm of Winter Park and the need to develop design guidelines for new development and repurposing of old buildings in the areas of Park Avenue, Hannibal Square and Orange Avenue. In a prior meeting, the Commission agreed to address and consider retaining an architectural firm on an as-needed basis to assist in the development of guidelines.

Phil Anderson, 1621 Roundelay Lane, spoke about historic architecture and said there are no rules to continue or encourage historic architecture. A design architect would help to draft rules to encourage development of notable corridors in accordance with the city's vision and also help to smooth the approval process. After discussion, consensus was to issue an RFQ for an urban design advisor.

- c. Art Mural Concept for Chain of Lake Canals

Director of Communications Clarissa Howard presented the proposal to create murals in lake canals underneath portions of bridges. The Public Art Advisory Board is requesting direction from the Commission on whether to move forward. Public Art Advisory Board member Elizabeth Ingram provided details on the concept and asked for support for the board to move forward and bring back a full report with artist ideas. Mrs. Howard outlined the potential costs and use of public art dedicated funding.

Commissioner Weaver opposed the murals due to the amount and expense of maintenance. Mrs. Ingram said the board has received guidance on the process, from preparation to maintenance. Commissioner Cruzada expressed concern about damage from boats when the water level rises.

Commissioner Russell liked the idea but agreed with Commissioner Weaver. He suggested seasonal murals. Mrs. Howard said that idea could be added to the RFP for call for artists.

Commissioner Sullivan said he would like to see the canals cleaned up periodically and feels the artwork would degrade the enjoyment and value of the natural environment. Commissioner Weaver suggested a mural at MLK Park. Mrs. Howard said other art projects are being explored.

Walker Petty, 915 N. Kentucky Avenue property owner, spoke about lack of affordable housing and proposed using public funds to beautify some of the lower income residential areas to revitalize areas and to encourage the return of low-earning artists who can engage, create and preserve that aspect of the city. He asked that the city also consider variances and fees.

Gigi Papa, 1440 Hibiscus Avenue, spoke against the RFQ for an urban designer as she feels it can be managed by staff and because there was no discussion on the cost. She feels resident input is needed.

Stephanie Breski, 640 Berwick Drive, said she feels an urban architect is necessary at this time. She loved the hometown feel of holiday decorations.

Motion made by Commissioner Russell to pursue the exploration of art murals on the chain of lakes. Motion failed for lack of second.

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

Chris Cortez, Executive Director for Blue Bamboo Center for the Arts, with Jeff Flowers, Board Chairman and Executive Director of Performing Arts Matter, explained the purpose of their organization and the impact of the economy on their and other organizations. He requested permission to present a proposal for use of the old library for performing arts. Mr. Flowers explained their intent to revitalize the property and to bring music back to the youth that he feels has been lost over the years.

A recess was held from 5:17 to 5:30 p.m.

12. Public Hearings: Quasi-Judicial Matters

a. Request of Verax Florida, LLC:

- 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.

Attorney Ardaman read the ordinances by title. A simultaneous public hearing was held.

Senior Planner John Harbilas reviewed the requests and conditions of approval recommended by the Planning and Zoning Board:

1. Property will grant to the City an access easement across the parking lot in line with the entrance/exit curb cut, to ensure cross access to adjacent properties is available for future redevelopment to the west.
2. A covered bus stop and trash receptacle to be provided by the applicant, at the Lynx stop on Fairbanks Ave, which falls within the property frontage.
3. Where approvable by FDOT and the City, canopy trees will be planted along the public rights-of-way. In instances where canopy trees do not work, Japanese blueberry shall be the replacement.
4. Property will provide a sidewalk easement to the City for the improvements along Fairbanks Ave. and Clay St. frontages that are within private property.
5. An 8-foot tall brick privacy wall with 9-foot tall columns, and precast concrete cap, will be provided along the Karolina Avenue frontage. The wall shall be setback a minimum of 12 feet, and have understory trees, shrubs, and plantings between the wall and the public right-of-way.
6. Any tenants of the building must comply with the City's noise ordinance, including no outdoor speakers or live entertainment.

Staff responded to questions and comments. Director of Planning and Zoning Allison McGillis said the Fire Marshal has reviewed the plans and did not have concerns about emergency access. She noted that these properties are zoned R-2, which are not single-family. Mr. Harbilas stated that there is an easement to allow access to the cell tower. He explained the brick wall along the west boundary is six feet, but the commission could add a condition requiring the wall to be eight feet. Mrs. McGillis said the City Attorney has advised that rezoning from residential zoning requires a supermajority approval.

Applicant David Lamb, Lamb and Company, addressed comments about access to the cell tower and revisions to the wall and landscaping to address residents' concerns. He and Joel Stetzer, project architect, responded to questions.

Motion made by Commissioner Weaver to approve the annexation ordinance, seconded by Commissioner Sullivan.

Motion made by Commissioner Weaver to approve the conditional use, seconded by Commissioner Sullivan.

Motion made by Commissioner Sullivan to approve future land use and zoning ordinances, seconded by Commissioner DeCiccio.

There were no public comments.

Upon a roll call vote on the motion to approve the annexation ordinance, Commissioners Sullivan, Russell, Cruzada and Weaver and Mayor DeCiccio voted yes. Motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the motion to approve the future land use ordinance, Commissioners Sullivan, Russell, Cruzada and Mayor DeCiccio voted yes. Commissioner Weaver voted no. Motion carried with a 4-1 vote.

Upon a roll call vote on the motion to approve the zoning ordinance, Commissioners Sullivan, Russell, Cruzada and Mayor DeCiccio voted yes. Commissioner Weaver voted no. Motion carried with a 4-1 vote.

Upon a roll call vote on the motion to approve the conditional use, Commissioners Sullivan, Russell, Cruzada and Weaver and Mayor DeCiccio voted yes. Motion carried unanimously with a 5-0 vote.

b. Request of Z Properties for:

- 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.

Attorney Ardaman read the ordinance by title. A simultaneous public hearing was held.

City Planning Consultant Jeff Briggs reviewed the request that comes with a recommendation from the Historic Preservation Board for historic designation of the existing home. The current owners are offering to designate the home if the property can be split into two lots. Mr. Briggs showed plans/renderings of the existing home and proposed lot and one-story home. He explained the comp plan policy and zoning code which prohibits the split of lakefront lots except when homes built prior to 1950 receive historic designation. He noted lakefront lot zoning is R-1AAA, and therefore the new lot requires rezoning to R-1AA because it will not be a lakefront lot. The Planning and Zoning Board recommended approval with two conditions: that the new home on the non-lakefront lot be limited to one story no more than 17 feet roof to peak and the home install and maintain a bamboo screen 18 feet in height with three feet spacing at the time of planting on the eastern property line of the adjacent lakefront home at 1250 N. Park Avenue.

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

Attorney Ardaman read Resolution 2284-24 by title. **Motion made by Commissioner Weaver to approve the resolution, seconded by Commissioner Russell. There were no public comments. Upon a roll call vote, Commissioners Sullivan, Russell,**

Cruzada and Weaver and Mayor DeCiccio voted yes. Motion carried unanimously with a 5-0 vote

- 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)

Director of Planning and Zoning Allison McGillis reviewed this conditional use request to construct a three-story building on the property at 111 S. Knowles Avenue. Staff has determined the three-story building is compatible with the surrounding area and the architecture is compatible with CBD facade guidelines. The Planning and Zoning Board recommended approval with the condition that the proposed tenant and any future tenants comply with the city's noise ordinance, including no outdoor speakers or live entertainment on the patios.

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

13. Public Hearings: Non Quasi-Judicial Matters

- 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.

Attorney Ardaman read the resolution by title.

City Planning Consultant Jeff Briggs reviewed the request to designate the property at 1601 Berkshire to the Winter Park Registry of Historic Places. The Historic Preservation Board recommended approval.

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

14. City Commission Reports

Commissioner Sullivan—

- Noted that June is National Pride Month and the Winter Park Pride projects that provide community programs and activities for LGBTQ youth. He encouraged residents to support these projects by displaying the Winter Park Pride Project flag that are available at the Chamber of Commerce and other Winter Park businesses. The Chamber is hosting a Good Morning Winter Park event on June 7th at 8:45 a.m. featuring WP Pride Project founder and president Thor Faulk.

Commissioner Russell —

- Thanked the Winter Park school principals and for their efforts this school year.

- Reminded everyone that registration is open for the summer camp at the community center
- Thanked Public Works staff for repairing the lights at the crosswalk at Valencia College and MLK park.
- Asked for that discussion on annexations be placed on the next agenda. He said he is looking for cost/benefit analysis for Winter Park Pines and feels it would be beneficial to look at it again.
Commission members recalled previous discussions of Winter Park Pines annexation which showed more cost than benefit due to the cost of infrastructure improvements and to potentially purchase the electric utility in that area and the need for additional police and fire personnel and facilities, and recalled discussions on annexations of the West Fairbanks area and also north side of Fairbanks which may be considered after Orange County completes the stormwater improvements.

Commissioner Cruzada

- Spoke about concerns by Park West Condominium residents about the West Meadow restrooms and the potential for an increasing homeless population in the park. They have been made aware of the city's input in the design to address their concerns and that new state laws that address overnight camping in public parks, although the residents may reach out to other commission members to express their concerns.

Commissioner Weaver-

- Recalled previous discussions about the redevelopment of small lots to widen the Venetian canal to allow boats to pass each other. Mr. Knight said staff has redesigned a bypass and are creating a budget to purchase and develop the property that will be part of upcoming budget discussions.

Mayor DeCiccio –

- Request a future work session on billboards in light of recent requests to add a billboard at I-4 and Fairbanks in exchange for removing others around the city. Approved by consensus.
- Asked Commissioner Sullivan to attend the next MetroPlan Orlando meeting in her absence
- Encouraged participation in the city's many summer programs at the Library.

15. Summary of Meeting Actions

- Accepted Best of Show from the 2024 Sidewalk Art Festival.
- Proclaimed the week of May 17th as National Public Works week.
- Received presentation on the 20th anniversary of the City Seal.
- Approved funding for holiday decorations: \$50k general fund contingency for matching funds. Scheduled a Community Redevelop Agency meeting for June 12 to allocate CRA funds toward match.
- Reported board appointments.
- Approved the Consent Agenda with amendment to May 8th minutes.

- Made appointments to the Police Officers Pension board and Winter Park Housing Authority.
- Approved issuing RFQ for urban design advisor.
- Denied concept for murals for Chain of Lakes canal underpasses.
- Approved requests relating to 1820 and 1840 Karolina Avenue (Verax).
- Approved requests for rezoning, subdivision and historic designation of property at 1290 N. Park Avenue.
- Approved conditional use request for property at 111 N. Knowles Avenue.
- Approved resolution designating 1601 Berkshire as a historic property.
- Staff to schedule a work session to discuss billboard requests.

16. Adjournment

The meeting was adjourned at 6:43 p.m.



Mayor Sheila DeCiccio

ATTEST:



City Clerk Rene Cranis