



City Commission Regular Meeting

Agenda

April 23, 2025 @ 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 - Pastor Ron Camblin, Aloma Church****3. Pledge of Allegiance****4. Approval of Agenda****5. Mayor's Report**

- a. Proclamation for Building Safety Month 5 minutes

6. City Manager's Report**7. City Attorney's Report****8. Non-Action Items**

- a. Annual Board Appointments 5 minutes
Commissioner Cruzada
Commissioner Lindsey

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, April 9, 2025
- b. Approve the minutes of the work session, April 10, 2025.
- c. Approve the following formal solicitations: 1 minute
 - 1. HDD of Florida - RFP2-25 - Underground Conduit/Pipe Installation;
Amount: \$3,000,000
- d. Approve the following contracts: 1 minute
 - 1. RFQ6-23 - Baxter & Woodman, Inc. - Professional Stormwater Management Engineering Services - Renewal; for services on an as-needed basis during the term of the agreement through April 24, 2026.

2. RFQ6-23 - Geosyntec Consultants - Professional Stormwater Management Engineering Services - Renewal; for services on an as-needed basis during the term of the agreement through April 25, 2026.
3. FY25-30 - Hylant Group, Inc. - Employee Benefit Agent of Record; for services during the term of the agreement through April 24, 2027, not to exceed \$185,000.
4. RFP8-24 - Branch Management Tree Care, Inc. - Tree Pruning and Removal Services - Renewal; for services on an as-needed basis during the term of the agreement through June 4, 2026, not to exceed \$125,000.
5. IFB9-24 - HDD of Florida - Overhead to Underground Electric Conversion - Renewal; for services on an as-needed basis during the term of the agreement through May 8, 2026, not to exceed \$6,000,000.
6. IFB11-23 - Lewis Outdoor Solutions - Landscape Maintenance for City Facilities - Renewal; for services on an as-needed basis during the term of the agreement through April 16, 2026, not to exceed \$275,000.

- e. Approval of terms to provide School Resource Officers to OCPs schools located in Winter Park through the 2026/27 school year. 1 minute

11. Action Items Requiring Discussion

- a. Board Appointments: 5 minutes
 Winter Park Firefighters' Pension Board
 Winter Park Police Officers' Pension Board
 Winter Park Housing Authority Board
- b. Park Avenue Refresh streetlight pole design and purchase approval 20 minutes

12. Public Hearings: Quasi-Judicial Matters

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

- a. Resolution 2294-25 - designating the property at 1051 Lake Bell Drive to the Winter Park Register of Historic Places. (Tabled January 8, 2025 at applicant's request.) **Withdrawn by applicant.** 10 minutes
- b. Request by Wieck Gilson Denis to individually designate their home at 1303 Canterbury Road, built in 1951, zoned R-1A, as a historic resource. 5 minutes

13. Public Hearings: Non Quasi-Judicial Matters

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

14. City Commission Reports

15. Summary of Meeting Actions

16. Adjournment



City Commission

agenda item 5.a

item type

Mayor's Report

meeting date

April 23, 2025

prepared by

Renata Minoga, Building and Permitting Manager

approved by

Kim Breland, Deputy City Clerk

subject

Proclamation for Building Safety Month

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None



City Commission

agenda item 8.a

item type

Non-Action Items

meeting date

April 23, 2025

prepared by**approved by**

Randy Knight, City Manager

subject

Annual Board Appointments
Commissioner Cruzada
Commissioner Lindsey

motion | recommendation**background**

Commissioners Cruzada and Lindsey will report their board appointments during the commission meeting. Attached are appointments reported as of publication of the agenda. An updated list will be available in the meeting.

alternatives | other considerations**fiscal impact****attachments**

1. 2025 Board Appointments

2025 Board Appointments

Board name	Cruzada	Lindsey
Board of Adjustments		Jim Fitch
Code Compliance Board		Kristen Matt
Community Redevelopment Advisory Board	Jay Trent (reappointment)	James Everett
Construction Board of Adjustments & Appeals		
Economic Development Advisory Board		Alan Chambers
Historic Preservation Board		Margie Bridges
Keep Winter Park Beautiful & Sustainable Advisory Board		Susy Scarlatos
Lake Killarney Board	Jason K. Ellison (reappointment)	Jeanne Wall
Lakes & Waterways Board		Matt Morgan
Orange Avenue Overlay Appearance Review Advisory Board		Wade Miller
Parks & Recreation Advisory Board	Leah Bonich (reappointment)	Lisa Tinker Marsh (reappointment)
Planning & Zoning Board		Michael Dick
Public Art Advisory Board	Peggy Bohl (reappointment)	Elizabeth Ingram (reappointment)
Transportation Advisory Board		Thomas Lochrane
Utilities Advisory Board		Todd Weaver
Winter Pines Golf Course Advisory Board	Sid Cash Jr. (reappointment)	Dr. Patti Dowling



City Commission

agenda item 10.a

item type

Consent Agenda

meeting date

April 23, 2025

prepared by**approved by**

Randy Knight, City Manager

subject

Approve the minutes of the regular meeting, April 9, 2025

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. Minutes 04-09-25



City Commission Regular Meeting Minutes

April 9, 2025 at 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Sheila DeCiccio (virtual), Commissioners Marty Sullivan, Craig Russell, Kris Cruzada and Warren Lindsey; City Manager Randy Knight; Assistant City Manager Michelle del Valle; City Attorney Kurt Ardaman and City Clerk Rene Cranis.

1. Meeting Called to Order

Mayor DeCiccio called the meeting to order at 3:32 p.m.

2. Invocation – City Manager Randy Knight

3. Pledge of Allegiance

4. Approval of Agenda

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

5. Selection of Vice Mayor

Mayor DeCiccio nominated Commissioner Sullivan as Vice-Mayor, seconded by Commissioner Cruzada and carried unanimously by a 5-0 vote.

6. Mayor's Report

- Appointed Commissioner Cruzada liaison to the Winter Park Library Board of Trustees. Approved by consensus.
- Recommended the appointment of David Moore to the Firefighters' Pension Board (term ends 2027). Approved by consensus.
- Gave an update on pending legislation and potential impacts on the city.
- Asked that the sign in front of city hall be repaired.

- a. Proclamation: Center for Independent Living "Purple Week"

Vice-Mayor Sullivan read a proclamation declaring Purple Week, April 21 - 25. Charlotte Leavitt, Operations Director of the Center for Independent Living, thanked the city for the proclamation and spoke about its services.

7. City Manager's Report

- a. FY 25 Q3 Commission Meetings and Work Sessions, April – June 2025

Consensus was to hold joint work sessions with the Utilities Advisory Board on May 15 and June 26 to discuss strategic plans for Electric Utility and Water and Wastewater Utility.

8. City Attorney's Report

- Requested an executive session to discuss litigation of a lawsuit filed by Jonathan Cole regarding the commission's determination that was a violation of a condition of approval regarding landscaping. The executive session will be April 23 at 2:45 p.m.
- Addressed the questions and comments raised regarding his opinion that the Chamber has not sublet or assigned its to Winter PAC, stating his position remains unchanged. He reported that the Chamber advised that transfer of funds between the Chamber and WinterPAC were not related to the lease or rental payment, and while no documentation was provided, he would follow up.
- Will provide an update on the ethics complaint against Historic Preservation Board.

9. Non-Action Items

- a. Presentation of Annual Comprehensive Financial Report for the fiscal year ended September 30, 2024

Finance Director Wes Hamil and Joel Knopp, Forvis Mazars, auditor, presented the report that showed clean audit with no significant issues.

10. Public Comments | Heard after Public Hearings

Gigi Papa, 1440 Hibiscus Avenue, spoke about accessory dwelling units (ADUs) for historic properties and the cost for code compliance staff to monitor ADUs.

11. Consent Agenda

- a. Approve the minutes of the regular meeting, March 26, 2025
- b. Approve the minutes of the work session, March 27, 2025
- c. Approve the following piggyback contracts:
 1. Ring Power Systems - Sourcewell Contract #092222-CAT - Electrical Energy Power Generation Equipment; additional funding for generator purchases and maintenance during the term of the agreement through November 22, 2026; Amount: \$1,500,000
 2. Cathcart Construction Company - Florida, LLC - City of Titusville Contract #CN24P020/LR - New Projects, Repair Replacement, and Maintenance Construction; for the Killarney Drive Drainage Improvement project; Amount: \$2,300,000
 3. Digital Concrete Imaging, Inc. dba Breakpoint Surveying and Underground - OUC Contract #PR 78747-1 OQ - Underground Line Locating; for services on an as-needed basis during the term of the agreement through December 16, 2027; Amount: \$500,000
- d. Approve the following contracts:
 1. FY23-56 - Public Entity Services, LLC - Independent Contractor Agreement - Keri Martin - Renewal; for services on an as-needed basis during the term of the agreement through April 30, 2026; Amount: \$102,000
- e. Final plat approval for the Olympia at Fairbanks Replat, located between Fairbanks Avenue and Kentucky Avenue.

Commissioner Lindsey asked to remove Item 11d. **Motion made by Commissioner Sullivan to approve the Consent Agenda except Item 11d, seconded by Commissioner Cruzada. Motion carried unanimously by a 5-0 vote.**

Mr. Knight clarified the intent of this contract (Item 11d). **Motion made by Commissioner Lindsey to approve Item 11d, seconded by Mayor DeCicco. Motion carried unanimously by a 5-0 vote.**

12. Action Items Requiring Discussion

a. Mobility Hub Agreement for Park Ave Refresh

Director of Communications Clarissa Howard presented the background and said Optimus will fund the mobility hub for a ten-year term at no cost to the city. Ben Pauluhn, President of Optimus, spoke about the project and responded to questions regarding e-bikes and e-scooters. Police Chief Tim Volkerson noted the intent of the charging stations near New York and Morse is to direct traffic away from Park Avenue.

Motion made by Commissioner Sullivan to approve the agreement, seconded by Commissioner Russell.

Gigi Papa, 1440 Hibiscus Avenue, said she feels this would bring more cars and bicycles to the area and create more parking issues. She urged more ride-share parking.

The motion carried unanimously by a 5-0 vote.

13. Public Hearings: Quasi-Judicial Matters

14. Public Hearings: Non-Quasi-Judicial Matters

- a. ORDINANCE 3333-25 AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 42 "ELECTIONS" OF THE CITY CODE TO REVISE QUALIFICATION DEADLINES AND PERIODS, MODIFY CANVASSING BOARD PROCEDURES, CLARIFY THE ROLE OF THE CITY CLERK IN ELECTION ADMINISTRATION, UPDATE CAMPAIGN FINANCE REPORTING REQUIREMENTS, REMOVE OBSOLETE REFERENCES, AND MAKE OTHER REVISIONS TO IMPROVE CLARITY, EFFICIENCY, AND CONSISTENCY IN ELECTION PROCEDURES; PROVIDING FOR SEVERABILITY, CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE. (2nd reading)

Attorney Ardaman read the ordinance by title. There were no public comments.

Motion made by Commissioner Russell to adopt the ordinance, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Sullivan, Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. Motion carried unanimously by a 5-0 vote.

15. City Commission Reports

Commissioner Sullivan -

- Shared information on tri-county projects and funding that was discussed at a meeting of Metroplan Orlando.

Commissioner Russell -

- Thanked the staff for the work on garden beds which will be installed at The Meadows apartments this weekend.
- Thanked Parks and Recreation staff and reminded that registration is open for the Parks and Recreation summer camp.

Commissioner Cruzada -

- Expressed an interest in working with Commissioner Russell as a co-sponsor of the Winter Park City Youth Council.

Commissioner Lindsey -

- Recognized staff's service and thanked Gloria Eby and Shannon Monahan, who recently obtained over \$3m in grants for city projects.
- Spoke about amendments to the historic preservation code and suggested delaying action on these changes for additional public meetings with public notice. Consensus was to place this on the next agenda for discussion.

16. Summary of Meeting Actions

- Selected Commissioner Sullivan as Vice Mayor
- Appointed Commissioner Cruzada as liaison to the Library Board of Trustees.
- Appointed David Moore to the Police Officers Pension Board.
- Reported on pending legislation.
- Revised the commission meeting schedule to hold two joint work sessions with UAB on Electric and Water and Wastewater strategic plans.
- Scheduled an Executive Session for April 23 at 2:45.
- Received report on Chamber lease issues.
- City Attorney will provide an update on the Historic Preservation Board ethics complaint.
- Approved the Consent Agenda.
- Approved the Mobility Hub Agreement.
- Adopted Ordinance amending the Elections Code.
- Place discussion of public notices and community meetings of historical preservation changes on the next agenda.

17. Adjournment

The meeting adjourned at 5:18 p.m.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis



City Commission

agenda item 10.b

item type

Consent Agenda

meeting date

April 23, 2025

prepared by**approved by**

Randy Knight, City Manager

subject

Approve the minutes of the work session, April 10, 2025.

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. Minutes 04-10-25



City Commission Work Session Minutes

April 10, 2025 at 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Sheila DeCiccio (virtual); Commissioners James Sullivan, Craig Russell, Kris Cruzada, and Warren Lindsey; City Manager Randy Knight; Assistant City Manager Michelle del Valle and City Clerk Rene Cranis.

Also Present

Director of Public Works and Transportation Charles Ramdatt, Assistant Director of Public Works Don Marcotte, Streets Manager Kory LeBuef, Street Supervisor Joe Newman, Senior Engineering Technician Benjamin Petersen, Engineer Shannon Monahan

1. Meeting Called to Order

Mayor DeCiccio called the work session to order at 3:30 p.m.

2. Discussion Item (s)

a. Street Sweeping Policy

Mr. Ramdatt gave a presentation on the purpose of street sweeping, its impact and statistics and outlined the sweeping schedule, practices and routes. He reviewed the terms of the new contract with United Sweeping including schedule changes, additional services, tracking and reports, and equipment and performance requirements. Public awareness initiatives are planned through various communication methods. He responded to questions on operations and discussion was held on citizen engagement and public awareness.

3. Adjournment

The work session adjourned at 4:21 p.m.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis



City Commission

agenda item 10.c

item type

Consent Agenda

meeting date

April 23, 2025

prepared by**approved by****subject**

Approve the following formal solicitations:

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None



City Commission

agenda item 10.c.1

item type

Consent Agenda

meeting date

April 23, 2025

prepared by

Rebecca Watt, Procurement Agent

approved by

Randy Knight, City Manager

subject

1. HDD of Florida - RFP2-25 - Underground Conduit/Pipe Installation; Amount: \$3,000,000

motion | recommendation

Commission approve item as presented and authorize Mayor to execute.

background

1. A formal solicitation was issued on January 13, 2025, with responses due on February 20, 2025. We received four (4) submittals. Staff evaluated and ranked the proposals and is recommending award to the top-ranked vendor.

alternatives | other considerations

N/A

fiscal impact

Total expenditures included in the following approved budgets:

1. Electric Utility Fund

attachments

None



City Commission

agenda item 10.d

item type

Consent Agenda

meeting date

April 23, 2025

prepared by**approved by****subject**

Approve the following contracts:

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None

**item type**

Consent Agenda

meeting date

April 23, 2025

prepared by

Rebecca Watt, Procurement Agent

approved by

Randy Knight, City Manager

subject

1. RFQ6-23 - Baxter & Woodman, Inc. - Professional Stormwater Management Engineering Services - Renewal; for services on an as-needed basis during the term of the agreement through April 24, 2026.
2. RFQ6-23 - Geosyntec Consultants - Professional Stormwater Management Engineering Services - Renewal; for services on an as-needed basis during the term of the agreement through April 25, 2026.
3. FY25-30 - Hylant Group, Inc. - Employee Benefit Agent of Record; for services during the term of the agreement through April 24, 2027, not to exceed \$185,000.
4. RFP8-24 - Branch Management Tree Care, Inc. - Tree Pruning and Removal Services - Renewal; for services on an as-needed basis during the term of the agreement through June 4, 2026, not to exceed \$125,000.
5. IFB9-24 - HDD of Florida - Overhead to Underground Electric Conversion - Renewal; for services on an as-needed basis during the term of the agreement through May 8, 2026, not to exceed \$6,000,000.
6. IFB11-23 - Lewis Outdoor Solutions - Landscape Maintenance for City Facilities - Renewal; for services on an as-needed basis during the term of the agreement through April 16, 2026, not to exceed \$275,000.

motion | recommendation

Commission approve items as presented and authorize Mayor to execute.

background

1. A formal solicitation was issued in FY23. This renewal represents the second of five allowable renewals under the terms of the original executed agreement.
2. A formal solicitation was issued in FY23. This renewal represents the second of five allowable renewals under the terms of the original executed agreement.
3. The vendor will continue providing employee benefit agent of record services in support

of the City's ongoing benefits program. These services include strategic guidance and assistance with administering employee health and welfare plans. The existing employee wellness clinic will remain in place with no changes under this continued engagement.

4. A formal solicitation was issued in FY24. This renewal represents the first of five allowable renewals under the terms of the original executed agreement.
5. A formal solicitation was issued in FY24. This renewal represents the first of five allowable renewals under the terms of the original executed agreement.
6. A formal solicitation was issued in FY23. This renewal represents the second of five allowable renewals under the terms of the original executed agreement.

alternatives | other considerations

N/A

fiscal impact

Total expenditures included in the following approved budgets:

1. Each task order will be brought to the City Commission with the funding source listed.
2. Each task order will be brought to the City Commission with the funding source listed.
3. Employee Insurance Fund
4. General Fund
5. Electric Utility Fund
6. General Fund

attachments

None

**item type**

Consent Agenda

meeting date

April 23, 2025

prepared by

Randy Knight, City Manager

approved by

Randy Knight, City Manager

subject

Approval of terms to provide School Resource Officers to OCPS schools located in Winter Park through the 2026/27 school year.

motion | recommendation

Authorized city manager to sign a contract extension with OCPS based upon the attached term sheet.

background

The City of Winter Park entered into a one-year agreement with OCPS to provide School Resource Officers (SRO) in all the public schools in Winter Park at a rate of \$72,000 per officer for the 2024/2025 school year. At the time of that agreement, the City of Winter Park, along with Apopka, Ocoee, Winter Garden and Windermere, were unable to come to terms for the 25/26 and 26/27 school years. The main sticking point was if or how the law enforcement agencies would share in any growth in the Safe Schools Allocations from the state in these future years. The state Safe Schools allocation covers about 60% of the OCPS School Safety Budget. The payments from OCPS to the agencies cover about the same percentage of the city's cost of providing an SRO (salary/benefits, uniforms, equipment and training). So both OCPS and the cities are subsidizing their programs with other revenues.

The agreed-upon terms provide for a base reimbursement of \$73,000 per SRO for 25/26 and \$75,000 per SRO for 26/27. It also provides formulas for OCPS and the law enforcement agencies to share any growth in the state Safe Schools Allocation, if any, in those years.

As of this writing, neither the Senate nor House budgets contain any growth in Safe School Allocation for 25/26. While that is subject to change, this would mean our reimbursement from OCPS for 25/26 would be \$73,000 per SRO (an increase of \$1,000 per SRO). The sharing formula is contained on the term sheet.

alternatives | other considerations

None

fiscal impact

The attached terms should help reduce the growth in the amount the City has to subsidize over time.

attachments

1. SRO agreed upon terms 4-16-25

Terms agreed to by all parties:

The rates described below apply to the school year beginning July 1, 2025, through June 30, 2026:

- A. For the 2025-2026 school year, SBOC agrees to reimburse the Law Enforcement Agency at a rate of \$73,000 per full time SRO for the 10-month school year at schools identified in “Exhibit A.” If SBOC receives an increase in the state-wide Safe Schools Allocation for the 2025-2026 school year, the increased funding, excluding any required charter school distribution shall be distributed as follows:
 - a. If the increase in the state-wide Safe Schools Allocation is between \$0 and \$20,000,000, the SBOC share of those monies (less the amount required to be allocated to Charter Schools) will be one hundred percent allocated to the Law Enforcement Agencies as an increase in rate for SRO services over the contracted rate for the 2024-2025 school year.
 - b. If the increase in the state-wide Safe Schools Allocation for the 2025-2026 school year is over \$20,000,000 but less than \$40,000,000, the SBOC share of the amount over \$20,000,000 but under \$40,000,000 (less the amount required to be allocated to Charter Schools) will be one hundred percent allocated to the SBOC.
 - c. If the increase in the state-wide Safe Schools Allocation for the 2025-2026 school year is over \$40,000,000, the SBOC share of all money after \$40,000,000 (less the amount required to be allocated to Charter Schools) will be shared equally as a fifty percent/fifty percent split.
- B. For the 2026-2027 school year, SBOC agrees to reimburse the Law Enforcement Agency at a rate of \$75,000 per full-time SRO for the 10-month school year at schools identified in “Exhibit C” or the amount from the 2025-2026 year as calculated in paragraph A above, whichever is greater.
 - a. If SBOC receives an increase in the state-wide Safe Schools Allocation for the 2026-2027 school year, sixty percent of the SBOC share of those monies (less the amount required to be allocated to Charter Schools) will be

allocated to the SBOC. Forty percent of the SBOC share of those monies (less the amount required to be allocated to Charter Schools) will be allocated to the Law Enforcement Agencies as an increase in rate for SRO services over the 2025-2026 rate as calculated in paragraph A above.

- b. If SBOC receives no increase in money from the Safe Schools Allocation or the 2025-2026 rate with allocation is less than \$75,000, then the Agency will receive \$75,000 per full-time SRO for the 10-month school year at schools identified in “Exhibit C” for the 2026-2027 school year.
- C. The allocation of state-wide Safe Schools Allocation increases to the SRO program mentioned in paragraphs A and B will be allocated amongst all law enforcement agencies providing SRO services equally based on the number of SRO positions the agency provides. (i.e. If there are 309.5 SRO positions, the amount of allocation will be divided by 309.5 and each SRO position will be increased by that amount).
- D. Legislative Mandates: If there are new state mandates required to be funded out of the Safe Schools Allocation, funds for those mandates will be allocated before the above percentage share takes place between the SBOC and all law enforcement agencies providing SROs to SBOC schools during the 2025-2026 and 2026-2027 school years. If funds are specifically allocated from the Safe Schools Allocation for these mandates, the SBOC will provide the law enforcement agency with a cost breakdown.

Either party may terminate this Agreement without cause upon one hundred eighty (180) days written notice to the other party. In the event of such a termination, the Law Enforcement Agency shall be paid on a pro rata basis for services rendered to the date of termination. Further, either party may immediately terminate this Agreement for cause upon giving written notice to the other party and a thirty (30) day opportunity to cure any material default.



City Commission

agenda item 11.a

item type

Action Items Requiring Discussion

meeting date

April 23, 2025

prepared by**approved by**

Randy Knight, City Manager

subject

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

motion | recommendation**background**

Appointments to the pension boards must be approved by vote of the Commission.

Michael Baldwin has expressed interest in continuing to serve on the Firefighters' Pension Board.

David Moore was appointed to the Police Officers' Pension Board at the April 9th Commission meeting to fill a vacancy for a term ending in 2025. Commission action is needed to reappoint him to a new term ending in 2027.

Chapter 427 of the Florida Statutes requires the City Commission to appoint members to the Winter Park Housing Authority Board. Executive Director Tarena Grant advised that Karen Jacobs would like to be reappointed.

alternatives | other considerations**fiscal impact****attachments**

None

**item type**

Action Items Requiring Discussion

meeting date

April 23, 2025

prepared by

Clarissa Howard, Director of Communications

approved by

Randy Knight, City Manager

subject

Park Avenue Refresh streetlight pole design and purchase approval

motion | recommendation

Approval of streetlight design and purchase

background

At the [February 26, 2025, City Commission meeting](#), approval was given for the [Park Ave Refresh](#) project design, which included the replacement of all streetlights in the project area: Park Avenue between Fairbanks and Webster avenues. This agenda item is seeking approval of the design and the funding for the new streetlights for the entire project with the ability to order the lights on an as-needed basis, depending on the phase of the project under construction.

The current streetlights are 26 years old, purchased in 1999 when Park Avenue was originally bricked. They are not only antiquated, they are also internally filled with a variety of unnecessary cords and tubing that have been used for many purposes over the years, have become unreliable in some areas, and use an outdated light fixture. Replacing all the streetlights with a new decorative, multi-channel and multi-use pole that is smart city compatible, and dark sky fixtures has substantial benefits:

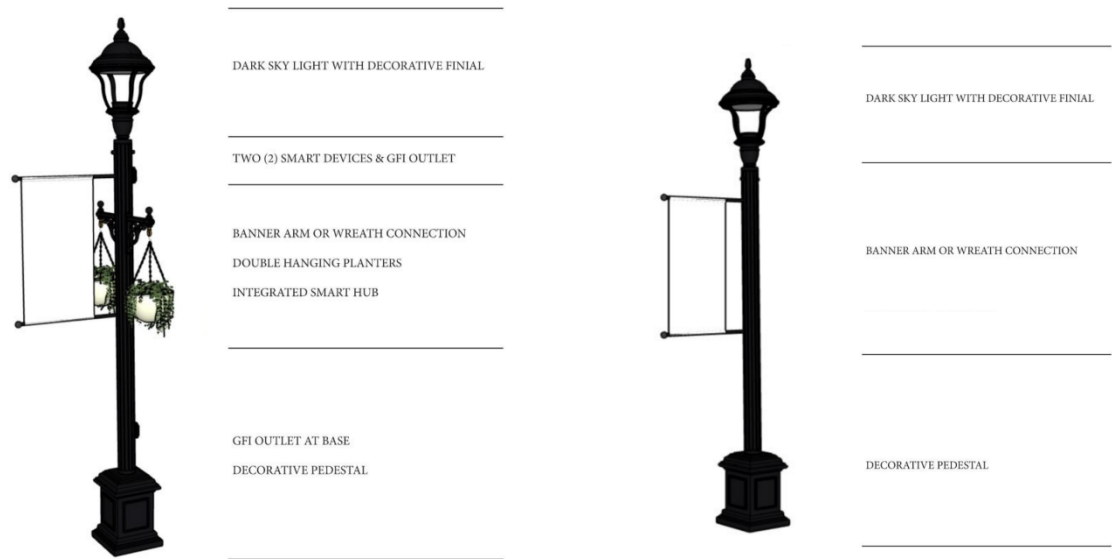
- Enhances the safety of Park Avenue by improving lighting and visibility.
- Reduces lighting impact to nearby residences and maximizes light array on the streets and sidewalks where it is needed and most impactful.
- Prevents light from escaping upward and outward, therefore reducing light pollution.
- Not only do the lights enhance aesthetics, they are also energy efficient, using LED bulbs that are more cost-efficient to operate.

The new pole design offers:

- Dark sky light with decorative finial
- Two smart device attachments (antenna, camera and/or speaker)
- GFI outlets at top of pole and at the base
- Banner arm or wreath connection
- Double hanging planters
- Integrated smart hub
- Decorative pedestal

An entirely new electrical plan will also be incorporated into the Park Avenue Refresh project which will reduce streetlight outages experienced in the past and provide a more efficient and reliable system to support electrical needs for events and holiday lighting.

Park Avenue Refresh - Lighting



alternatives | other considerations

Keep current streetlights and only replace as needed.

fiscal impact

Sternberg streetlight costs:

Unit Cost	Quantity	Total
\$9,310	~100	\$931,000

Payment of streetlights would be incurred during the associated phase:

Phase	Approx. # of streetlights	Approx. cost per phase
Phase 1	34	\$316,540
Phase 2	38	\$353,780
Phase 3	24	\$223,440

attachments

1. QUOTE - Updated Landreth - Sternberg streetlight poles
2. CONCEPT - Updated Landreth - Sternberg streetlight poles 04.17.25



Landreth Lighting, Inc
 2250 Lucien Way
 Suite 110
 Maitland FL 32751
 Phone: (407) 682-6255
 Fax:
 www.landrethinc.com
From: Bob Watson

Date: Apr 14, 2025

Project Park Ave Refresh - BOB'S DESIGN FILE
Location Winter Park
Quote LAND25-148213-1

To:
 City of Winter Park
 401 Park Avenue South
 WINTER PARK FL 32789-4386
 Phone: (407) 599-3315
 Fax: (407) 599-3448

For City of Winter Park
Bid Date Apr 14, 2025
Expires May 14, 2025
 Landscape Architect: Stringfellow

Remarks:

PLEASE VERIFY QUANTITIES

QTY	Type	MFG	Part	Price	UQ
100	CITY STD	STERN	SSP20756-PT-E350LED-UF-16L30T3-MDL018-FL/ 8213FP6-.250-EB-1.0-GFI LPIUC-WHK-DBA-18W-2- PA478PM-DIS-LPIUC-CL/BK	\$9,310.00	
Note			SSP20756:		
Note			Y0957 = E350/360LED MODIFIED WITH GFF FINIAL ON ROOF		
Note			Y2266 = CUSTOM LOGO ON ACCESS DOOR		
Note			Y2267 = ACCESS HOLE AND COVER PLATE		
Note			Y2268 = TWIST LOCK GFI RECEPTACLE		
Note			HOLD FOR RELEASE ORDERS: EXPIRE 6 MONTHS AFTER RECEIPT, MAY BE SUBJECT TO REQUOTE		
Note			- \$7,500 NET DISTRIBUTOR COST FOR FACTORY PRE-PAID TO A SINGLE LOCATION WITHIN THE 48 CONTIGUOUS		
Note			UNITED STATES.		
Note			- MULTIPLE SHIPMENTS AND/OR DELIVERY LOCATIONS ON ORDERS ARE SUBJECT TO ADDITIONAL FREIGHT		
Note			CHARGES TO BE BILLED TO CUSTOMER		
Note			CANCELLATION OF SALES ORDER: SUBJECT TO MINIMUM 50% CANCELLATION FEE.		
Note			ESTIMATED LEAD TIMES 16-18 WEEKS FROM RELEASED PO WITH APPROVED FACTORY SUBMITTALS		
Total:				\$931,000.00	

Notes:

Pricing is valid for 30 days given current market conditions.
 Future changes to global trade agreements, including those set for negotiation on April
 2nd, may require adjustments to this quote.



Landreth Lighting, Inc
2250 Lucien Way
Suite 110
Maitland FL 32751
Phone: (407) 682-6255
Fax:
www.landrethinc.com
From: Bob Watson

Date: Apr 14, 2025

Project Park Ave Refresh - BOB'S DESIGN FILE
Location Winter Park
Quote LAND25-148213-1

To:

City of Winter Park
401 Park Avenue South
WINTER PARK FL 32789-4386
Phone: (407) 599-3315
Fax: (407) 599-3448

For City of Winter Park

Bid Date Apr 14, 2025

Expires May 14, 2025

Landscape Architect: Stringfellow

After that date, prices will be subject to revision, including in the event of additional changes related to tariffs, government-imposed trade regulations, or other significant structural cost impacts beyond our control.

#####

FREIGHT INCLUDED

- * ALL FINISHES QUOTED FACTORY STANDARDS. VERIFY FINISHES BEFORE ORDERING.
- * VERIFY COUNTS AND VOLTAGES BEFORE ORDERING.
- * SUBJECT TO MANUFACTURERS PUBLISHED TERMS & CONDITIONS OF SALE.
- * NO SPARE LUMINAIRES, LAMPS, DRIVERS, BALLASTS, LENSES, OR MISCELLANEOUS ITEMS ARE INCLUDED UNLESS SPECIFICALLY NOTED.
- * ALL ITEMS ARE QUOTED AS STANDARD PRODUCTION ITEMS AND DO NOT INCLUDE ADDITIONAL PARTS, FITTINGS, STEMS, CABLES, OR OTHER ACCESSORIES UNLESS NOTED
- * NOT RESPONSIBLE FOR ANY MANUFACTURER PRICE INCREASES OR FREIGHT TERM CHANGES AFTER THE VALID QUOTATION DATE.
- * EXTENDED OR SPECIAL WARRANTIES ARE AN UPCHARGE AND ARE NOT INCLUDED UNLESS NOTED.

Terms and conditions of sale:

The equipment covered by this quote represents our interpretations of the requirements, given the information available to us. If actual equipment differs from quoted equipment, we reserve the right to revise our quote.

Pendant hung fixtures at factory standard OAH unless otherwise noted. Longer suspension may incur a cost adder.

Contractor to verify location of feed for wall mounted linears.

Prices firm for 30 days for shipment in 60 days.

Manufacturer's standard freight terms and conditions for sale apply.

EXTENDED/SPECIAL WARRANTIES ARE AN UPCHARGE AND NOT INCLUDED UNLESS NOTED.

No spare material is included unless noted.

Any deviation voids this quote.

Alternate Fixtures are not included in the total.

No surge suppression of any kind is included in this quotation unless otherwise noted.

In-line fusing is not included. Distributor is to supply fuse holders and fusing.

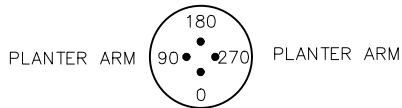
Dimming or dimmable fixtures not included unless otherwise noted.

ALL ORDERS MUST HAVE QUOTATION NUMBER REFERENCED.

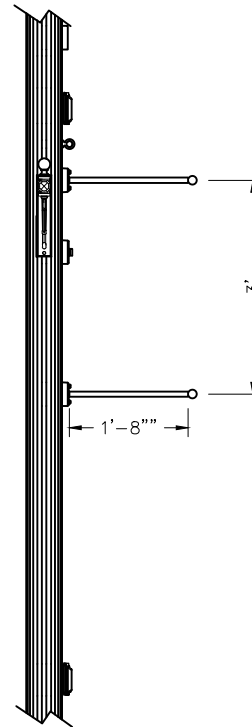
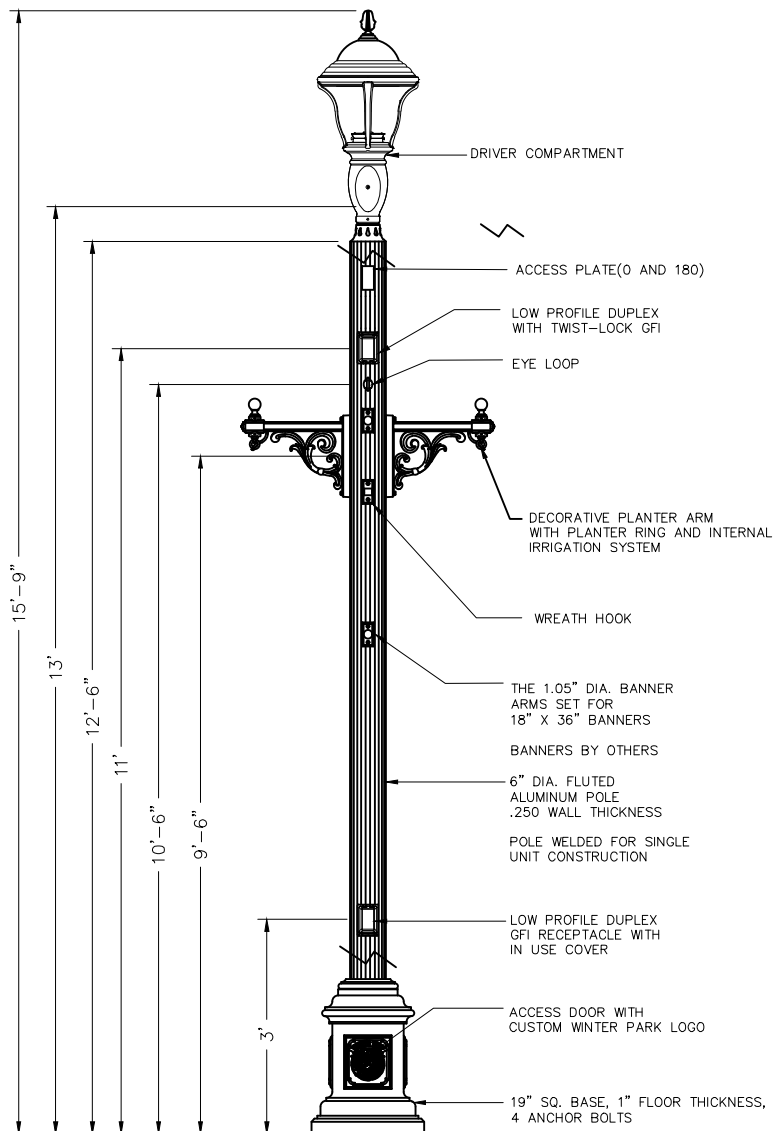
All quote requests received by Landreth, Inc. must identify the exact location of the project. If the project is located outside of Orange, Seminole, Lake, Marion, Osceola, Brevard, Volusia, and Flagler Counties of Florida without notification to Landreth, Inc. at the time of the quote request the quotation is void.

STREET SIDE
ACCESS PLATE

14" DIA. BC, DIAMOND PATTERN
(4) 3/4" X 18" BOLTS



STREET SIDE
ACCESS PLATE
ACCESS DOOR
EYE LOOP
DOUBLE BANNER ARM
(2) GFI LPIUC



DATE:	4/14/25	DRAWN:	MIR	CHECKED:	-	CATALOG NO:	SSP20756-PT-E350LED-UF-16L30T3-MDL018-FLJ8213FP6-250-EB-1.0-GFI LPIUC-WHK-DBA-18W-2-PA478PM-DIS-LPIUC-CLUBK
DRAWING NO:	CONCEPT			REVISION:	A	JOB NAME:	WINTER PARK, FL - PARK AVE
				LOCATION:			
				WINTER PARK, FL			
Sternberg							

REV	REVISIONS	DATE	RVSD
A	ORIGINAL		

**item type**

Public Hearings: Quasi-Judicial Matters

meeting date

April 23, 2025

prepared by

Jeffrey Briggs

approved by**subject**

Resolution 2294-25 - designating the property at 1051 Lake Bell Drive to the Winter Park Register of Historic Places. (Tabled January 8, 2025 at applicant's request.) **Withdrawn by applicant.**

motion | recommendation

The Historic Preservation Board recommends approval of this historic designation.

background

Mr. Todd Weaver (property owner) has voluntarily agreed to designate the property and home at 1051 Lake Bell Drive to the Winter Park Register of Historic Places. This home is an example of the mid-century modern architectural style as was popular when this home was built in 1957. This one-story, 3-bedroom, 2-bath home has 2,337 square feet of living area plus an accessory detached cottage in the rear of 515 square feet.

There can sometimes be mis-conceptions about what qualifies as a property that can be designated as historic. To many, the perception is that a home must be very old, such as from the 1920's-1940's. However, to qualify as historic, the building must only be over 50 years old, and this home is 67 years old. Another misconception is that the architectural styling must be unique or endangered. When one sees many other homes of similar mid-century modern architectural styling in a neighborhood, then the misconception is that such is not worthy of a historic preservation status.

This home is of mid-century modern architectural styling. Many of these low-sloped roof, one-story homes from the 1950s are what the City routinely sees for tear-downs and rebuilds. Especially in lakefront locations. What this historic designation will do is to maintain the scale and look of the original homes built in this neighborhood. At some point in the future when the redevelopment of this lakefront occurs, as it has on many other lakes in the City, this may be the only remnant home, providing a visual example of what the first homes on Lake Bell looked like. Otherwise, this 15,725 square foot lot could be redeveloped with a modern contemporary two-story 5,500 sq. ft. home.

The rear accessory cottage was a storage shed that had been converted to a small accessory living space. A historic designation allows a property owner, as an incentive for designation, to use such an accessory cottage as a rental unit (30-day minimum). It does not allow use as an AirB&B or VRBO vacation rental. One of the incentives in the Historic Preservation Code, provides for such a trade-off. If an owner agrees to never demolish and rebuild, (which would be for a much larger home) and the property owner is giving up that economic value of doubling the square footage of the house, then the compensation may be the use of an accessory dwelling unit. From the staff's perspective, this is a fair trade-off.

No one expects a home built 67 years ago to be frozen in time from the original construction. All homes undergo renovations, expansions, etc. that alter the look (such as new windows and doors) and size. The same for this home in that there have been expansions, garage enclosure and conversion of storage area to living space, that have occurred during those intervening years.

Often, a historic designation request comes with plans to further renovate and modernize the property and exterior appearance, after its historic designation. For example, the Mid-Century Modern architectural style home at 1500 Sunset Drive was approved with agreement on alterations and expansions. The question for the City Commission for 1051 Lake Bell Drive is the same as all other historic designation requests. Does the existing structure retain enough of the original architectural styling remains to reflect a predominate architectural styling from the era of the original construction in this neighborhood. The Historic Preservation Board has recommended approval based upon its conclusion that the home is qualified, and the designation will preserve the appearance and scale of the original homes in this neighborhood.

alternatives | other considerations

fiscal impact

attachments

1. Resolution_1051 Lake Bell Drive
2. Location Map
3. Street front picture
4. Front Picture
5. Rear View picture
6. Historic Designation application

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE PROPERTY LOCATED AT 1510 LAKE BELL DRIVE, WINTER PARK, FLORIDA AS A HISTORIC RESOURCE ON THE WINTER PARK REGISTER OF HISTORIC PLACES.

WHEREAS, there are located within the City of Winter Park historic sites, areas, structures, buildings, improvements and appurtenances, both public and private, both on individual properties and in groupings, that serve as reminders of past eras, events, and persons important in local, state and national history; or that provide significant examples of past architectural styles and development patterns and that constitute unique and irreplaceable assets to the City; and

WHEREAS, the City Commission recognizes that the sites and properties of historical, cultural, archaeological, aesthetic and architectural merit contribute to the public health, welfare, economic well being and quality of life of the citizens of Winter Park; and

WHEREAS, the Winter Park Historic Preservation Board has determined and recommended that the property at 1510 Lake Bell Drive with the existing home of mid-century modern architectural styling, built in 1957 is an example of the architecture popular during that period.

NOW, THEREFORE, be it resolved by the City Commission of the City of Winter Park, Florida that:

SECTION 1. That the City Commission of the City of Winter Park hereby designates 1510 Lake Bell Drive as a historic resource on the Winter Park Register of Historic Places.

SECTION 2. That the historic designation will permit the use of the detached accessory cottage as an accessory dwelling unit.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park held in City Hall, Winter Park on this _____ day of _____ 2024.

Sheila DeCiccio, Mayor

ATTEST:

Renee Cranis, City Clerk

OCPA Web Map

Florida Turnpike	Major Roads	Proposed Road	Block Line	Commercial/Institutional	Hydro	Golf Course
Interstate 4	Public Road	Brick Road	Lot Line	Governmental/Institutional/Misc	Waste Land	Lakes and Rivers
Toll Road	Gated Roads	Rail Road	Residential	Commercial/Industrial/Vacant Land	County Boundary	Building
Road Under Construction	Proposed SunRail	Agriculture	Agricultural Curtilage	Park	Hospital	











City of Winter Park
Planning & Zoning Department
401 Park Avenue, South
Winter Park, Florida 32789
407-599-3440

City of Winter Park Historic Designation Application

1. 1051 LAKE BELL DRIVE
Building address

TODD WEAVER SAME 4074966523
Owner's name(s) Address Telephone

TODDCWEAVER99@GMAIL.COM
E-mail Address

2. I, TODD C. WEAVER, as owner of the property described above, do hereby authorize the filing of this application for historic designation for that property.

Todd C. Weaver 11/15/24
Owner's Signature Date

Historic Preservation Board Office Use

Criteria for Designation

- ☐ A. Association with events that have made a significant contribution to the broad patterns of history including the local pattern of development; or
- ☐ B. Association with the lives of a person or persons significant in our past; or that
- ☐ C. Embodies the distinctive characteristics of a type, period, or method of construction or that represents the work of a master, or that possesses high artistic values or that represents a significant and distinguishable entity whose components may lack individual distinction; or
- ☐ D. Has yielded or are likely to yield information important in prehistory or history.

Legal description

Year built

Historic name of building (if any)

Historic district name (if any)

Date received: _____

HPC Meeting: _____

Case File No.: _____

Florida Master Site File No.: OR-

☐ Local Historic Landmark

☐ Local Historic Resource

**item type**

Public Hearings: Quasi-Judicial Matters

meeting date

April 23, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Randy Knight, City Manager

subject

Request by Wieck Gilson Denis to individually designate their home at 1303 Canterbury Road, built in 1951, zoned R-1A, as a historic resource.

motion | recommendation

Historic Preservation Board (HPB) recommendation is for approval.

background

The property owner, Wieck Gilson Denis, has voluntarily agreed to designate their home at 1303 Canterbury Road on the Winter Park Register of Historic Places. This home is located within the Orwin Manor neighborhood.

The home was constructed in 1951 and exemplifies the mid-century modern and minimal traditional architectural styles, contributing to the historical and architectural character of the Orwin Manor neighborhood. The structure exhibits hallmarks of its style, including a low-pitched roof, horizontal lines, and restrained ornamentation. Notable features include the unique round brick design next to the address number and its prominent corner-lot placement. The corner window banks and low-slung roof with moderate eaves are characteristic of the era. The garage and rear modifications appear compatible with the neighborhood and potentially reversible, ensuring the home's continued historical relevance.

Based on the city's Historic Preservation Ordinance, this property qualifies for historic designation. It embodies the distinctive characteristics of a mid-century modern/minimal traditional style and contributes to the broader Orwin Manor neighborhood. At the time of this report, the city has received one neighbor letter in opposition to this designation (attached).

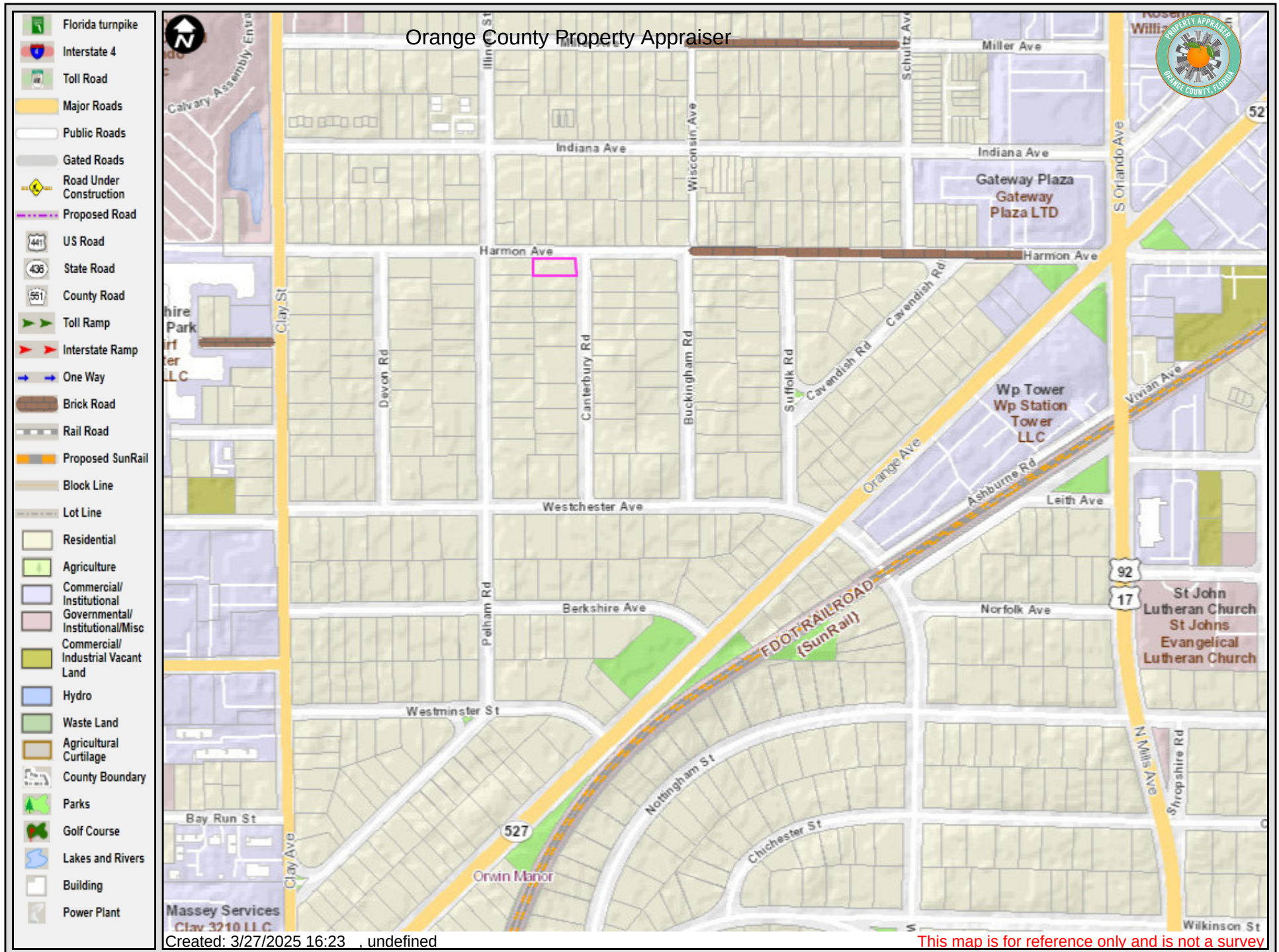
In conclusion, in this current residential market environment that emphasizes tear downs and rebuilds, this historic designation will ensure that the scale and character of one of the original Orwin Manor neighborhood homes remains in place. It is not that this home is of remarkable architecture, its' historical value is that it is emblematic of many homes constructed in Orwin Manor in the 1950's. While it has modern touches, the home retains its original architectural integrity. As such, it is qualified for listing on the Winter Park Register of Historic Places.

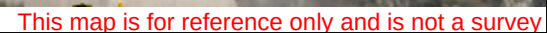
alternatives | other considerations

fiscal impact

attachments

1. Location Map
2. Aerial Map
3. Front View
4. Side view
5. Narrative Canterbury
6. [External] Historic Preservation Request for 1303 Canterbury Road, Winter Park, FL 32789









Narrative for Historical House Application: City of Winter Park, Florida

Address: 1303 Canterbury Rd, Winter Park, FL 32789-5507

Date of Construction: 1951

Applicant: WIECK GILSON DENIS – (407) 353-9353

Introduction

This application seeks to nominate the property located at 1303 Canterbury Rd, Winter Park, FL for inclusion on the Winter Park Historic Register. The house is a significant example of architectural and cultural heritage in Winter Park, contributing to the city's historical narrative and the community's identity. The structure holds importance not only for its architectural features but also for its connection to the historical development of Winter Park and the broader Central Florida region. By preserving this property, we will safeguard a valuable part of our past, honor the craftsmanship of the era, and maintain an essential piece of Winter Park's architectural landscape.

Historical Significance

The house at 1303 Canterbury Rd, Winter Park, FL was constructed in 1951, during a period of rapid growth and development in Winter Park, which was emerging as a key residential and cultural hub in Central Florida. Winter Park's early 20th-century architecture is a reflection of the city's prosperous development, driven by the arrival of the railroad, tourism, and the rise of prominent local families.

The architectural style of the house also reflects trends of the period, blending elements of wood and trims, bricks exterior and symmetrical facades, which was popular at the time and remains characteristic of Winter Park's historical built environment.

Architectural Significance

The house exhibits elements of wood and trims, bricks exterior and symmetrical facades which were popular in Winter Park during the early 20th century. These include distinct window shapes, decorative moldings, original materials, etc. The structure retains much of its original form, providing a tangible link to the past and showcasing the craftsmanship of the time.

The property also features a more organic walkable style compared to modern suburban, which add to the character of the site and serve as a visual reminder of Winter Park's early suburban development. Preservation of these elements will contribute to maintaining the historic context and integrity of the house, enhancing its value as a landmark in the city.

Cultural and Community Impact

Beyond its architectural and historical significance, this property represents a pivotal chapter in the development of Winter Park as a community. The house's construction aligns with the

growth of Winter Park as a destination for affluent families, visitors, and tourists who sought to escape the harsh northern winters.

The nomination of this property to the Winter Park Historic Register ensures that its connection to the city's roots is recognized and protected for future generations. The house serves as a tangible reminder of the community's growth from a small rural settlement to a thriving suburban city and reflects the cultural heritage of the people who made Winter Park their home.

Conclusion

By including this house on the Winter Park Historic Register, the City of Winter Park will be taking an important step toward preserving a vital piece of its past. The property not only contributes to the city's architectural and cultural heritage but also provides future generations with a sense of the community's evolution. We respectfully request that this property be recognized as a historic site and that the nomination be approved to ensure its continued preservation.

Attachments:

- Photographs of the property, including exterior and interior shots
- A site plan or map showing the property's location and context within Winter Park

Applicant Name: WIECK GILSON DENIS

Signature: _____

Date: 03/18/2025

This narrative framework can be customized with the specific details of the property and its historical context. It emphasizes both the architectural and cultural significance of the house, making the case for why it should be considered a vital piece of Winter Park's historical fabric.

From: treatyman@aol.com
To: [Allison McGillis](#); [Mary Bush](#)
Subject: [External] Historic Preservation Request for 1303 Canterbury Road, Winter Park, FL 32789
Date: Wednesday, March 26, 2025 10:36:45 AM

[This email is from an external source. Before clicking any links, hover over them to check the actual address. Avoid opening attachments from unknown senders.]

Dear Allison and Mary,

Understand the captioned residence is petitioning for historic preservation status within the City of Winter Park.

This residence has zero historic qualities and/or maintains zero credential to be designated a historic Winter Park property.

- 1) The house is a block construction 1950's tract house (built in 1951). This construction was common during this era. Hundreds of similar such homes are located throughout Winter Park proper.**
- 2) No significant architect designed this home. The home maintains no significant architectural features or style.**
- 3) No significant events occurred in the home. No significant individuals resided in this home. It's been used primarily as an income producing rental for decades.**
- 4) Please note this home has been renovated numerous times due to the beating the home has taken from renters. The most recent renovation involved turning the 1 car block garage into a room to increase the home's square living space.**
- 4) House has faced numerous Winter Park code violations due to the lack of maintenance and upkeep with the property and the the numerous transient rental tenants which have resided here.**

Simply enough, the house is a neighborhood eyesore. I have no idea as how how the home could ever meet the credentials your board uses to assess the historic residence designation. It's ludicrous. Ask you drive by the residence and look for yourself. Trust you'll agree with my comments.

Perhaps the owner is applying for this recognition to take advantage of any tax benefits.

Would ask my email be distributed to the Historic Preservation Board members reviewing this application (i.e., Aimee Spencer, Wade Miller, Kelsey Wolfe, Lee Rambeau, Fay Pappas, Kim Wood and John Skolfied).

All The Best,
Brian Lowe
1517 Harmon Avenue
Winter Park, FL 32789