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.

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Mayor Sheila DeCiccio

ATTEST:

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City Clerk Rene Cranis