



# City Commission Regular Meeting Minutes

**May 14, 2025 at 3:30 PM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

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

### **1. Meeting Called to Order**

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

### **2. Invocation – City Manager Randy Knight**

### **3. Pledge of Allegiance**

### **4. Approval of Agenda**

**Motion made by Commissioner Cruzada to approve the agenda, seconded by Commissioner Russell. The motion carried unanimously by a 5-0 vote.**

### **5. Mayor's Report**

#### **a. Proclamation for Historic Preservation Month**

Mayor DeCiccio presented a proclamation for recognizing May as Historic Preservation Month to Director of Planning and Zoning Allison McGillis, who recognized Historic Preservation Board members and city staff.

Mayor DeCiccio reported the appointment of Carolyn Fennell to the Public Art Advisory Board to fill the vacancy created by the resignation of Drew Henner

Orange County Commissioner Kelly Simrad spoke about the Vision 2050 Comprehensive Land Use Plan with Orange County zoning changes that may impact the city and encouraged the city to provide input prior to June hearings. County-wide redistricting is in process which may impact Winter Park voters. Mayor DeCiccio spoke about the impact of zoning changes on traffic and neighborhoods.

### **6. City Manager's Report**

Mr. Knight stated that Austin's Coffee lease expires 8/31/2025 and the city, with the assistance of a real estate broker, has identified 27 potential locations based on Austin's criteria. Currently, the city is waiting for their response regarding the proposed locations. He clarified the inaccurate information being posted on social media.

## **7. City Attorney's Report**

Attorney Langley reported that the complaint filed regarding a recent Historic Preservation Board action was dismissed by the State Commission on Ethics due to lack of legal sufficiency, i.e. no ethics laws were violated, and there is no further investigation at this time.

## **8. Non-Action Items**

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

Gigi Papa, 1440 Hibiscus Avenue, reminded everyone about National Police Week.

The following spoke in support of Austin's Coffee:

Verity Grace Rabin, 1242 Nebraska Street, Winter Park

Jade Newman, Rollins student, 1000 Holt Avenue

Liam Gray, 1201 Oxford Road, Maitland

Newn Wave, Azalea Park

Sophia Nguyen, 8019 Crush Pepper Avenue, Orlando

Aloe Bellochi, 4725 Walden Circle, Orlando

Jordan Spence, 3224 Mattson Drive, Orlando

Cheyenne Wickershon, 9440 Emily Loop, Winter Park

Jazlyn Viera, 3062 Whisper Lake Lane, Winter Park

Desiree Miller, 159 Sun Valley Way, Morris Plains, New Jersey

Leo O'Brien, 4046 Lower Union Road, Orlando

Aiden Bernstein, 1000 Holt Avenue, Winter Park

Nikki Romanilles, 9303 Nelson Park Circle, Orlando

Aaron Lewis, Forward for Orange, 20 N. Orange Avenue, Orlando

Haley Graves, 936 Aragon Avenue, Winter Park

Roman Bonilla, 1647 E. Colonial Drive, Orlando

Lacey Quinn, Boardwalk Drive, Orlando (submitted petitions)

Erin Lorenger, 12100 Sterling University Lane, Orlando

Kendall Rivera, 2829 S. Brown Avenue, Orlando

Sara Miller, 1721 Walker Avenue, Winter Park

A recess was held from 6:08 to 6:21 p.m.

## **10. Consent Agenda**

- a. Approve the minutes of the regular meeting, April 23, 2025.
- b. Approve the minutes of the executive session, April 23, 2025
- c. Approve the following formal solicitations:
  1. Air Mechanical & Service Corp. - IFB4-25 - HVAC Installation, Repair, & Replacement REBID, not to exceed \$500,000.
  2. Climate Control Mechanical Services, Inc. - IFB4-25 - HVAC Installation, Repair, & Replacement REBID, not to exceed \$500,000.
  3. Irvine Mechanical - IFB4-25 - HVAC Installation, Repair & Replacement REBID, not to exceed \$500,000.

- d. Approve the following piggyback contracts:
  - 1. Chuck Robinson Concrete and Bobcat - Seminole County Contract #RFP-604273-22/LNF - Aquatic Maintenance Services and Dredging - Renewal; for services as needed during the term of the agreement through May 30, 2026, not to exceed \$750,000.
  - 2. Amazon.com Services LLC - OMNIA partners of Prince William County Public Schools, VA Contract #R-TC-17006 - Online Marketplace for the Purchase of Products and Services; for goods on an as-needed basis during the term of the agreement through January 18, 2026, not to exceed \$350,000.
  - 3. Zabatt Engine Systems, Inc. - Sourcewell Contract #092222-CMM - Electrical Energy Power Generation Equipment; additional funds for the purchase and installation of generators during the term of the agreement through November 22, 2026, not to exceed: \$500,000.
- e. Approve the following contracts:
  - 1. IFB9-24 - PowerGrid Distribution Services, LLC - Overhead to Underground Electric Conversion - Renewal; for services on an as-needed basis during the term of the agreement through May 13, 2026, not to exceed \$2,000,000.
  - 2. RFQ6-23 - Singhofen & Associates, Inc. - Professional Stormwater Management Engineering Services - Renewal; for services on an as-needed basis during the term of the agreement through May 2, 2026.
  - 3. RFQ7-23 - NV5, Inc. - Geotechnical & Environmental Consulting Services - Renewal; for services on an as-needed basis during the term of the agreement through April 27, 2026.
  - 4. RFQ20-24 - Vision Urban, LLC - Urban Design Advisor; Task Order for Phase 1 of the Park Avenue Refresh Project, not to exceed \$289,550.
  - 5. RFQ8-23 - Redevelopment Management Associates, LLC - General Planning Services - Renewal; for services on an as-needed basis during the term of the agreement through May 22, 2026.
  - 6. RFQ8-23 - GAI Consultants Southeast, Inc. - General Planning Services - Renewal; for services on an as-needed basis during the term of the agreement through May 21, 2026.
  - 7. RFQ8-23 - Inspire Placemaking Collective, Inc. - General Planning Services - Renewal; for services on an as-needed basis through May 20, 2026.
  - 8. RFQ7-23 - Pond & Company, Inc. - Geotechnical & Environmental Consulting Services - Renewal; for services on an as-needed basis through May 09, 2026.
- f. Final plat approval for the Allen Trovillion's Addition to Winter Park Replat, located along Palmetto Avenue between Harmon Avenue and Cypress Avenue.

Commissioner Lindsey asked to remove Items 10.d.2 10.e.1-3 and 5-8 for clarification. City staff provided information on the contract for undergrounding electric utility and explained procurement policy and procedures on piggy-back contracts, professional services contracts and task orders, which come back to the commission for approval for specific projects under those contracts. There were no public comments.

**Motion made by Commissioner Sullivan to approve the Consent Agenda, seconded by Commissioner Cruzada. The motion carried unanimously by a 5-0 vote.**

## **11. Action Items Requiring Discussion**

### **a. Winter Park Benefit Shop Lease**

Mayor DeCiccio thanked the volunteers who work at the Benefit Shop and for their charitable work and funding. She provided the background of the Benefit Shop, leases and locations. Attorney Langley spoke about previous leases, explaining leases were for a specific location and ended as the shop was relocated. This lease, specific to this location, supersedes previous leases.

Mayor DeCiccio said opposed the long term lease and proposed a two-year lease with no automatic renewal, a 90-day right-to-terminate clause for both parties, \$1 annual rent, the city is responsible for cleaning, maintenance and payment of utilities, the Benefit Shop pays for insurance after the first year, the lease terminates if the shop closes for 90 consecutive days, and there is no guaranteed replacement location.

Members of the commission spoke positively about the Benefit Shop's service to the community and proposed a shorter term. Commissioner Lindsey supported an initial three-year lease, Commissioner Cruzada an initial five-year term with two, two- or three-year renewals, and Commissioner Sullivan a five-year initial term. Commissioner Russell agreed with Mayor DeCiccio. Also discussed was a provision to prohibit subletting to other non-profits for fundraising, the provision stating the city would make a good faith effort to find another location if the lease is terminated early, and a statement of the Benefit Shop's intended purpose to operate as a volunteer non-profit charity by reselling household goods and clothing.

The following spoke in support of the Benefit Shop:

Nikki Kern, 1602 Alabama Drive. (five-year lease)

Jackie Steele, 982 Fern Avenue, volunteer. (long-term lease)

Louise Roy, 2311 Loch Lomond Drive, volunteer

Deborah Kirkwood, 1699 Joeline Court, on behalf of the Woman's Club of Winter Park (add history of Benefit Shop)

Debbie Glaser, 1219 Arlington Place, Vice-President/co-manager of the Benefit Shop

Lee Glaser, 1219 Arlington Place

**Motion made by Commissioner Lindsey to amend the provisions of lease: an initial three-year term, add Mayor DeCiccio's proposed changes, retain the red-line language in Section 3 relating to good faith, add the Benefit Shop's purpose in Section 6, and add the history.**

Mayor DeCiccio opposed adding the history due to the extensive research needed to accurately document the history. **Commissioner Lindsey amended his motion to delete the history.**

Further discussion was held on the length of the lease and renewals and binding future commissions. Mr. Langley clarified that the Benefit Shop would have to request a new lease before the initial lease term expires, at which time the terms could be renegotiated. He added that this lease requires adoption of an ordinance with first reading in the next meeting.

**Mayor DeCiccio seconded the motion, revised to exclude historic language. Upon a roll call vote, Commissioners Sullivan, Russell and Lindsey and Mayor DeCiccio voted yes. Commissioner Cruzada voted no. The motion carried by a 4-1 vote.**

## **12. Public Hearings: Quasi-Judicial Matters**

- a. Ordinance amending Chapter 58, Article VIII, Historic Preservation, concerning the process and procedures for certificates of review subject to public notice and public hearing, and penalties for unauthorized significant alterations or demolitions. (1st reading) Tabled on March 12, 2025.

Attorney Langley read the ordinance by title. Director of Planning and Zoning Allison McGillis summarized the proposed changes in two versions, both with the same changes, with one exception. Version One, recommended by the Historic Preservation Board (HPB), excludes monetary contributions and Version Two includes monetary contributions for unauthorized alternations or demolitions.

Commissioner Sullivan supported Version Two but increasing the maximum monetary contribution from 30% to 60% of building value. Commissioners Russell, Cruzada and Lindsey and Mayor DeCiccio supported Version One.

John Skofield, 658 Vitoria Avenue and Sally Flynn, 1400 Highland Avenue, supported Version One.

Paige Vietor, 325 Vitoria Avenue, spoke about communication efforts to residents in historic districts and the lack of maintenance of historic rental properties.

Lisa Clayton, 940 Old England Avenue, asked about repairs to her historic home. Mrs. McGillis said repairs do not require approval by the Historic Preservation Board.

Commissioner Russell read a letter from a former HPB member on its original purpose and the impact of policies on neighborhoods and property values. He suggested a review of historical designation criteria.

**Motion made by Commissioner Russell to adopt Version One ordinance, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Russell, Cruzada, and Lindsey and Mayor DeCiccio voted yes. Commissioner Sullivan voted no. The motion carried by a 4-1 vote.**

- b. Ordinance Amending Boating Regulations (1st reading)

Attorney Langley read the ordinance by title. Director of Natural Resources and Sustainability Gloria Eby reviewed the proposed regulations for the operation of motorized and non-motorized boats which require approval by the Florida Wildlife

Commission and regulations declaring no-wake zones in emergencies. She noted that the Lakes and Waterways Board recommended "state of local emergency..." in Section 114-67 be changed to specify Orange County.

Commissioner Lindsey suggested the following changes: under definitions, better define operator and operate so they are similar, remove language relating to Lessee under the definition of owner, increase fines to cover city costs to a minimum of \$100 with increase to \$150 for lack of payment within 15 days, and leaving in the boating speed limits and language requiring two persons in the boat when towing another person.

Mrs. Eby explained the city's enforcement limitations due to FWC's regulations. The city can put informational signs about speed limits, but they cannot be enforced. Police Chief Tim Volkerson said enforcement is based on State Statutes, not city code.

**Motion made by Commissioner Lindsey to table the ordinance to the next meeting, seconded by Mayor DeCiccio.**

Mrs. Eby stressed that if this ordinance is not adopted, the Police Department cannot enforce violations or implement emergency procedures. Mr. Langley said these changes can be accomplished without tabling and if there are additional changes, this could be tabled at second reading.

**Mayor DeCiccio withdrew her second to the motion to table. Motion made by Commissioner Lindsey to approve the ordinance on first reading subject to the ability to amendments presented at second reading, seconded by Commissioner Sullivan.** There were no public comments. **Upon a roll call vote, Commissioners Sullivan, Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously by a 5-0 vote.**

### **13. Public Hearings: Non-Quasi-Judicial Matters**

### **14. City Commission Reports**

Commissioner Russell -

- Urged drivers to be aware of students due to early dismissal at the end of the school year.
- The WPHS art show at Capen House is tomorrow.
- Thanked staff for their work on pickleball courts and on summer programs.

Commissioner Cruzada -

- Reported board appointments: Christopher Morrison to the Board of Adjustments, reappointment of Melissa Blaney to the Code Compliance Board, Rhett Delaney to the Historic Preservation Board, Brian Canin to the OAO Architectural Review Board and Vashon Sarkisian to the Planning and Zoning Board.

Commissioner Lindsey -

- Thanked Historic Preservation Board members for their work on the board.

Mayor DeCiccio -

- Showed photos of streets damaged by construction trucks asked whether the city could recoup repair costs. She suggested taking pictures before and after construction and requiring repair by those who cause damage. Staff will review and report back.
- Reported request to provide recycling of plastics for Park Avenue merchants. To be reviewed by staff.
- She has received complaints about electric scooters and bikes on sidewalks and suggested signs be installed as part of the Park Avenue Refresh project.
- Park Avenue merchants have requested increased patrols from 8-12 p.m. on Park Avenue.

## **15. Summary of Meeting Actions**

- Designated May as Historic Preservation Month.
- Mayor DeCiccio appointed Carolyn Fennel to the Public Art Advisory Board.
- Received update on lease for Austin's Coffee.
- Received report on the Commission on Ethics complaint regarding Historic Preservation Board action.
- Approved the Consent Agenda.
- Approved terms for lease by the Winter Park Benefit Shop with an ordinance authorizing the lease on the next agenda.
- Received an update from Orange County Commissioner Kelly Semrad on Vision 2050, zoning changes, and redistricting.
- Approved version one of the historic preservation ordinance on first reading.
- Approved boating regulation ordinance with amendments on first reading.
- Commissioner Cruzada reported several board appointments.
- Staff to research and report back on repair of roads damaged by contractors.
- Install signage for Park Avenue prohibiting electric scooters and bicycles and provide additional patrols on Park Avenue.

## **16. Adjournment**

The meeting adjourned at 7:51 p.m.

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Mayor Sheila DeCiccio

ATTEST:

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City Clerk Rene Cranis