



# City Commission Regular Meeting

## Agenda

**August 13, 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/](http://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.

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- 1. Meeting Called to Order**
  - 2. Invocation - Pastor Mark Tutschulte, Action Church**
  - 3. Pledge of Allegiance**
  - 4. Approval of Agenda**
  - 5. Mayor's Report**
  - 6. Citizen Budget Comments**
  - 7. City Manager's Report**
    - a. Presentation: Winter Park Library 10 minutes
    - b. FY 2026 Budget Presentation - Electric Utility 20 minutes
    - c. Orange County Redistricting Update 10 minutes
  - 8. City Attorney's Report**
  - 9. Non-Action Items**
  - 10. 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.)
  - 11. Consent Agenda**
    - a. Approve the minutes of the regular meeting, July 23, 2025. 1 minute
    - b. Approve the minutes of the work session, July 24, 2025 1 minute
    - c. Approve the following final award recommendations: 1 minute
      1. ITN7-25 – Janitorial Services (REBID); Following negotiations, Procurement and staff recommend awarding a contract to Kings Service Solutions for a not-to-exceed amount of \$675,000 per year and American Facility Services for a not-to-exceed amount of \$315,000 per year. Contract Term: 5-year initial term with two 3-year renewal options
      2. RFP5-25 - Design, Install, Configure & Maintain Audio Visual Systems; Following negotiations, Procurement and staff recommend awarding a contract to BCI Integrated Solutions. Contract Term: 1-year initial term with four 1-year renewal options; Not to Exceed:

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\$200,000

d. Approve the following piggyback contracts:

1 minute

1. Applied Aquatic Management, Inc. - Florida Fish and Wildlife Conservation Commission #21352 - Aquatic Plant Control Services; For contracted services to support aquatic vegetation management throughout the City's lakes and waterways. Contract Term: Through August 9, 2028; Not to Exceed: \$225,000
2. Tank Wizards Inc. - Pasco County #18-014-LW - Fuel Tank Cleaning, Treatment & Testing Services; For contracted services to assist staff and support City ongoing operations. Contract Term: Through February 19, 2028; Not to Exceed: \$200,000
3. Ten-8 Fire Equipment Company - NPPGov League of Oregon Cities #PS20240 - Purchase of Fire Truck; For the acquisition of a new fire truck scheduled for replacement. Contract Term: Through May 27, 2026. Amount: \$1,140,000
4. Top Line Recreation, Inc. - St. Johns County School District #2022-16 - Playground Equipment, Shade Structure, Surfacing & Related Products & Services; Requesting additional funding to continue supporting the enhancement and maintenance of City playgrounds. Contract Term: Through September 10, 2025; Not to Exceed: \$500,000
5. CDW Government - Sourcewell #121923-CDW - Technology Products and Services; Requesting additional funding to support City operations and technology objectives. Contract Term: Through February 27, 2028; Not to Exceed: \$800,000
6. Duval Ford, LLC - Florida Sheriffs Association #FSA23-VEH21.0 - Heavy Trucks & Buses; Requesting additional funding for the acquisition of a new vehicle to support City operations. Contract Term: Through September 30, 2025; Amount: \$200,000

e. Approve the following contracts:

1 minute

1. IFB22-22 - Lafleur Nurseries & Garden Center, LLC - Landscape and Tree Installation; For contracted services to support City staff with landscape enhancements. Contract Term: Through August 29, 2026; Not to Exceed: \$400,000
2. RFP14-23 - Tetra Tech - Emergency Debris Monitoring Services; For contracted services to support City staff and operations during emergency response and recovery efforts. Contract Term: Through December 31, 2026; Not to Exceed: \$150,000
3. RFP15-23 - Ceres Environmental Services, Inc. - Emergency Debris Management Services; For contracted services to support City staff and operations during emergency response and recovery efforts.

Contract Term: Through December 31, 2026; Not to Exceed:  
\$400,000

- f. Approve the following request to waive the procurement process: 1 minute
  - 1. RFP13-20 - Credit Bureau Systems, Inc. - EMS Billing Services; Requesting approval to waive the formal procurement process and extend the current agreement for one (1) additional year, through October 19, 2026, to align with the existing three-year hardware agreement currently in its second year. Not to Exceed: \$175,000
- g. Authorize staff to negotiate the following: 1 minute
  - 1. RFP5-25 - Design, Install, Configure & Maintain Audio Visual Systems; Authorization for Procurement and staff to enter into negotiations with the third top-ranked vendor based on the selection committee's recommendation: Teer Audio Visual. Final Award recommendation will be brought back to the City Commission for approval upon completion of negotiations.

## 12. Action Items Requiring Discussion

- a. Approval of the Interlocal Agreement for Dispatching Services between the City of Winter Park and the City of Maitland 5 minutes
- b. Approval of Orange County Tourist Development Tax (TDT) Grant Funding Agreement for Winter Park Playhouse 30 minutes
- c. Seven Oaks Park Invitation to Negotiate 15 minutes

## 13. Public Hearings: Quasi-Judicial Matters

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

## 14. Public Hearings: Non Quasi-Judicial Matters

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

- a. Ordinance - Amending Chapter 58, "Land Development Code", Article III, "Zoning" Section 58-71 "General Provisions for Residential Zoning Districts" and Section 58-84 "General Provisions For Non-Residential Zoning Districts" to update regulations and address private pickleball courts, and adding a new Section 58-98 to address the restrictions of Section 28 of Chapter 2025-190, Florida Statutes. (1st Reading) 20 minutes
- b. Ordinance - Amending Chapter 58 "Land Development Code", Article 15 minutes

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III, "Zoning Regulations" Subsection 58-76 "Commercial (C-3) District" so as to add provisions relating to the South of Fairbanks Avenue (SOFA) District as outlined in the Comprehensive Plan. (1st Reading)

- c. Ordinance - Authorizing the lease of 711 Orange Avenue to Winter Park Playhouse, Inc. (1st Reading) 10 minutes

**15. City Commission Reports**

**16. Summary of Meeting Actions**

**17. Adjournment**