City Commission Regular Meeting Minutes

August 13, 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 Kurt Ardaman and City Clerk Rene Cranis.

1. Meeting Called to Order

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

2. Invocation - Pastor Mark Tutschulte, Action Church

3. Pledge of Allegiance

4. Approval of Agenda

Motion made by Commissioner Lindsey to approve the agenda, tabling Item 12a to receive additional information, seconded by Commissioner Sullivan. Motion carried by a 3-2 vote. Mayor DeCiccio and Commissioner Cruzada voted no.

5. Mayor's Report

Mayor DeCiccio reported the appointment of Tom Mould to the Keep Winter Park Beautiful and Sustainable Advisory Board to fill the unexpired term of Sam Stark.

6. Citizen Budget Comments

Newt Kinlund, 280 Stirling Avenue, requested the city repair the Stirling Bridge. Assistant Director of Public Works and Transportation Don Marcotte said construction is scheduled to begin early next year.

7. City Manager's Report

Barry Carson, retiring employee, expressed his gratitude for the opportunity to serve the city.

a. Presentation: Winter Park Library

Winter Park Library Executive Director Melissa Schneider provided statistics on Library visits and reviewed accomplishments and goals. She and city staff responded to questions regarding the recent audit, budget, transparency, literacy programs, and grant opportunities.

b. FY 2026 Budget Presentation - Electric Utility

Director of Electric Utility Jamie England reviewed rate comparison, accomplishments, spending and goals and responded to questions about undergrounding.

c. Orange County Redistricting Update

Mr. Knight gave an update on the proposed redistricting maps, three of which meet the criteria agreed to by the Commission (to be combined with similar surrounding communities and interests) although the current maps will likely be revised.

Commissioner Sullivan said he feels the city could have a significant impact on the environmental protection and development of eastern Orange County and should be in the district that extends to the eastern boundary. Discussion followed on the impact of redistricting and the importance of protecting the interests of the city and its residents with no change to the criteria previously agreed to by the commission.

Mr. Knight gave an update on DOGE requests and the status of Library and Events Center construction issues.

8. City Attorney's Report

9. Non-Action Items

10. Public Comments

Jonathan Blount, 51 Jefferson Street, Orlando, spoke about the statue at MLK Park and feels it has been negatively received by the community.

Gigi Papa, 1440 Hibiscus Avenue, encouraged the Library to increase communication about its volunteer opportunities and interaction with Winter Park residents.

A recess was held from 4;59 to 5:12 p.m.

11. Consent Agenda

a. Approve the minutes of the regular meeting, July 23, 2025.
b. Approve the minutes of the work session, July 24, 2025
c. Approve the following final award recommendations:
   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: $200,000
d. Approve the following piggyback contracts:
   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. 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. 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. 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.

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.**

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

By motion under Approval of Agenda, this item was tabled to August 27, 2025.

b. Approval of Orange County Tourist Development Tax (TDT) Grant Funding Agreement for Winter Park Playhouse

Mr. Knight presented the grant agreement and responded to questions. The grant requires a 25-year lease with a provision that the city could bring in another organization to continue operations if the Winter Park Playhouse cannot fulfill its obligations. Commissioner Lindsey suggested a provision in the lease that requires certification of compliance with performance measurements.

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

Mr. Ardaman noted the need to add on Page 5, any exceptions to the title, if any.

Winter Park Playhouse Executive Director Heather Alexander expressed appreciation for their support and gave an update on improvements. She noted that they have an executive board and a succession plan for its continued operation.

The following spoke in support of Winter Park Playhouse:
Judith Marlowe, 695 French Avenue
Roger Blauvelt, 1755 E. Adams Drive Maitland
Monica Titus, 1018 Neuse Avenue, Orlando
Deborah Kirkwood, 1699 Joeline Court
Mark Adams, Winter Park Playhouse architect
Betsy Briley, 5956 Milford Haven Place, Orlando
Sally Flynn, 1400 Highland Road
Patrick Brandt, 332 N. Magnolia Avenue

Upon a voice vote, the motion carried unanimously by a 5-0 vote.

c. Seven Oaks Park Invitation to Negotiate

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

13. Public Hearings: Quasi-Judicial Matters

14. Public Hearings: Non-Quasi-Judicial Matters

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)

Attorney Ardaman read the ordinance by title. Director of Planning and Zoning Allison McGillis reviewed the provisions of the ordinance to update the code and to comply with new legislation and building requirements. The ordinance also regulates setbacks for pickleball courts and limits use to 8 a.m. to 8 p.m. daily. Discussion followed.

Motion made by Commissioner Russell to approve the ordinance, seconded by Mayor DeCiccio. (withdrawn)

Nathalie Pilovetsky, 2133 Lake Drive, and Sally Flynn, 1400 Highland Road, spoke about the noise level of pickleball play which will adversely impact neighbors.

Discussion followed on how to regulate pickleball courts and tabling all or parts of the ordinance to allow for additional consideration of regulations. Mr. Knight noted that the existing regulations would apply, which require a ten-foot setback.

Motion made by Commissioner Lindsey to amend the ordinance requiring a residential setback of 150 feet, seconded by Commissioner Cruzada. Commissioner Russell withdrew his motion.

Commissioner Lindsey revised his motion to approve the ordinance with the amendment to require a 150-foot setback for residential, seconded by Commissioner Cruzada, 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.

b. Ordinance - Amending Chapter 58 "Land Development Code", Article 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)

Attorney Ardaman read the ordinance by title. Mrs. McGillis reviewed the provisions for the new district to comply with the Comprehensive Plan policies. There were no public comments

Motion made by Commissioner Russell to approve the ordinance, seconded by Commissioner Cruzada. 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.

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

Attorney Ardaman advised that Section 7 will need to be updated to add the amount the Playhouse needs to raise before requesting a bridge loan from the city to meet the fundraising requirement of $1.6M. The Playhouse attorney has suggested the amount of $1M. The Playhouse has indicated they have received donations and commitments for $1.4M, although some of those funds have been used for improvements. The loan repayment terms must be approved by the commission and paid from Playhouse funds. Mr. Ardaman read the ordinance by title. To add a reporting requirement for performance standards, he suggested adding Subparagraph 5g, "Each year of the initial term and any extension term, the Playhouse shall provide a written report to the city detailing the Playhouse's actions and compliance with the performance standards listed in this Section commencing one year from the issuance of certificate of completion from the city."

Motion made by Commissioner Cruzada to approve the ordinance and lease, adding the reporting requirement and $1M in Paragraph 7, seconded by Commissioner Lindsey.

Gigi Papa, 1440 Hibiscus Avenue, opposed lease amount of $1/year.

Heather Alexander clarified that they have raised over $1m and that they have spent some funds for improvements which are applicable to $1.6m requirement.

Mr. Ardaman advised the revised lease agreement will be provided to Orange County Commission for approval.

Patrick Brandt, legal counsel for the Playhouse, agreed to the revisions to the lease and requested approval of the bridge loan in time for second reading. Mr. Ardaman suggested that Mr. Brandt submit his request so it can be considered at second reading.

Upon a roll call vote, Commissioners Sullivan, Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes.

15. City Commission Reports

Commissioner Russell

- Asked to invite Winter Park school principals to a commission meeting to introduce themselves and speak about goals and engagement. Winter Park High School principal be at the August 27th meeting.

Commissioner Cruzada

- Reported the appointment of Kathy Chonody to the Keep Winter Park Beautiful and Sustainable Advisory Board.

Commissioner Lindsey-

- Supported Commissioner Russell's request.
- Encouraged people to visit the Polasek Museum.

- Suggested that arts and culture organizations be invited to give a presentation on their organization in commission meetings.
- Stated that resident Maria Bryant will be singing Amazing Grace, in lieu of the invocation, and also singing the Star-Spangled Banner in the August 27th meeting and asked for support to continue on an intermittent basis. Approved by consensus.

16. Summary of Meeting Actions

- Tom Mould was appointed to the Keep Winter Beautiful and Sustainable Advisory Board.
- Received resident comments about the Stirling Bridge improvements.
- Received Presentation from Winter Park Library.
- Received update on redistricting.
- Approved the Consent Agenda.
- Tabled the interlocal agreement with the City of Maitland for dispatching.
- Approved the TDT funding agreement.
- Approved ITN for Seven Oaks Park.
- Approved LDC increasing pickleball court setback.
- Approved ordinance establishing SOFA district zoning regulations.
- Approved ordinance for Playhouse lease with revisions.
- Received presentation about Department of Electric Utility budget.
- Approved inviting school principals to commission meetings.
- Approved practice to invite arts and culture partners to meetings.
- Kathy Chonody was appointed to the Keep Winter Park Beautiful Sustainable Advisory Board.

17. Adjournment

The meeting adjourned at 7:22 p.m.

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Mayor Sheila DeCiccio

ATTEST:

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City Clerk Rene Cranis