



City Commission Regular Meeting

Agenda

September 24, 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. Cultural Partner Presentation**
 - a. Casa Feliz - Executive Director, Betsy Rogers Owens 5 minutes
- 5. Approval of Agenda**
- 6. Mayor's Report**
 - a. Introduction of Sheila Rankin, CEO AdventHealth Winter Park 5 minutes
 - b. Report: Winter Park Chamber of Commerce upcoming events. 5 minutes
 - c. Recognition of State Representative David Smith - Check Presentation 5 minutes
- 7. City Manager's Report**
 - a. FY 26 Q1 Meeting Schedule 1 minute
- 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, September 10, 2025 1 minute
 - b. Approve the minutes of the work session, September 11, 2025. 1 minute
 - c. Approve the following formal solicitations: 1 minute
 1. RFP12-25 - External Auditing Services; Authorization for Procurement and City staff to enter into negotiations and award the top-ranked firm based on the selection committee's recommendation: Forvis Mazars, LLP
 - d. Approve the following piggyback contracts: 1 minute

1. Odyssey Manufacturing Company - City of St. Augustine #24052 - Sodium Hypochlorite Supply; For the purchase of sodium hypochlorite to support the Water & Wastewater Department operations. Contract Term: Through September 30, 2027; Not to Exceed: \$880,000
2. Core & Main, LP - City of Boynton Beach #WH22-047 - Annual Supply of Pipe Fittings and Accessories; For the purchase of pipe fittings and related accessories to support warehouse inventory and department operations. Contract Term: Through October 4, 2026; Not to Exceed: \$2,000,000

e. Approve the following contracts:

1 minute

1. FY19-10 - Advanced Compatible Solutions, Inc. - Fire Alarm System & Monitoring; For contracted services to continue maintaining and monitoring fire alarm systems across all City facilities. Contract Term: Through October 1, 2026; Not to Exceed: \$125,000
2. RFP22-23 - High Performance Sports Management, Inc. - Tennis Programming & Instructional Services; For contracted services to continue supporting the City's successful tennis program. Contract Term: Through October 10, 2026; Not to Exceed: \$575,000
3. MetLife - Group PPO Dental Benefits; For services to provide continued dental insurance coverage for City staff. Contract Term: Through September 30, 2026; Not to Exceed: \$433,000
4. New York Life - Life, AD&D and Disability Insurance; For services to provide continued life, accidental death & dismemberment, and disability insurance coverage for City staff. Contract Term: Through September 30, 2026; Not to Exceed: \$255,000
5. Cigna Health and Life Insurance Company - Medical Insurance Stop Loss & Administration; For services to provide continued medical insurance coverage for City staff. Contract Term: Through September 30, 2026; Not to Exceed: \$1,710,000
6. Mitrastech Trakstar, Inc. - Trakstar Perform; For contracted services for City staff to track and evaluate employees' performance; Contract Term: Through September 30, 2028; Not to Exceed: \$40,960
7. FY20-8 - ESRI, Inc. - Utility Network & Security Management Software; For contracted software services that support the City's utility network operations and enhance system security management. Contract Term: Through October 1, 2026; Not to Exceed: \$85,000
8. FY20-44 - CenturyLink Communications, Inc. - ISDN PRI Services for City Hall & Public Safety; For contracted telecommunications services that support critical phone and communication systems at

City facilities. Contract Term: Through October 1, 2026; Not to Exceed: \$135,000

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| f. | Approve HIDTA Grant-Pass through Funding for FY 2026 in the amount of \$107,201 | 1 minute |
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1. HIDTA Purchase Orders

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| g. | Cancel second meetings in November and December due to holidays | 1 minute |
| h. | Budget Amendment - FY25 - Golf and Tennis | 1 minute |

12. Action Items Requiring Discussion

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| a. | Authorization of Negotiations for Professional Services Related to Feasibility Analysis of the Proposal, by City of Winter Park Residents, for the Heritage - Market Trail Project | 15 minutes |
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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.)

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| a. | Fee Schedule Effective October 1, 2025 | 10 minutes |
| b. | Ordinance 3356-25 - Amending Chapter 22 "Buildings and Building Regulations" to implement amendments to Florida Statute 553.899 related to milestone inspections and repairs; Providing for enforcement through the Code Compliance Board (2nd Reading) | 5 minutes |
| c. | Resolution 2306-25 - Supporting Orange County Redistricting Map 1A | 10 minutes |

15. Millage Rate and Budget Public Hearing | 5:00 p.m. or soon thereafter

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| a. | Ordinance 3354-25 - Adopting millage rates for FY 2026 budget (2nd reading) | 5 minutes |
| b. | Ordinance 3355-25 - Adopting the FY 2026 budget (2nd reading) | 10 minutes |

16. City Commission Reports

17. Summary of Meeting Actions

18. Adjournment