City Commission
Regular Meeting Minutes

December 10, 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

2. Invocation - Pastor Preston Free - Encounter Christian Church

3. Pledge of Allegiance

4. Approval of Agenda

Mayor DeCiccio noted that item 13c has been tabled to February 25, 2026, at the request of the applicant. Commissioner Lindsey asked to remove Items 10.c.1 and 10.e.1 from the Consent Agenda.

Motion made by Commissioner Russell to approve the agenda, excluding Items 10.c.1 and 10.e.1, seconded by Commissioner Sullivan. The motion carried unanimously with a 5-0 vote.

Mr. Knight provided additional information on Consent Agenda Item 10.c.1 regarding the additional parking at MLK Park and Item 10.e.1 regarding the contract for architectural services under which projects would be approved separately.

Motion made by Commissioner Lindsey to approve Consent Agenda Items 10.c.1 and 10.e.1, seconded by Commissioner Cruzada. The motion carried unanimously with a 5-0 vote.

5. Mayor's Report

a. Mayor Kevin McCann - City of Winter Springs

City of Winter Springs Mayor Kevin McCann, as a Tri- County League of Cities Board member, extended an invitation to increase involvement in the League and partner with Seminole and Osceola County in common interests. He spoke about the Tri-County League efforts regarding the pending legislation to reduce or dissolve property taxes.

b. Winter Park High School Girl's Volleyball Team Recognition

Mayor DeCiccio recognized the volleyball team for their second state championship. Coach Gibson expressed her pride in the team members.

6. City Manager's Report

a. Splash, Float, Swim Program Annual Impact Report

Director of Parks and Recreation Jason Seeley provided the history of the Splash, Float, Swim program. Michael Dively, 1210 Raintree Place, gave a presentation on the program. He expressed his goal to provide free lessons to children ages 3–12. Mr. Seely said current funding will support expansion of the program to 3–4-year-old children.

b. Park Avenue Refresh Phase 1 Update

Director of Communications Clarissa Howard gave a presentation on the progress and plans for this project. Alex Stringfellow, Stringfellow Planning & Design, provided information on tasks to install design elements and construction schedule and presented considerations for Phase 2 which will begin in 2027.

Mr. Knight reported the following:

- AdventHealth University Service Day was held recently to clean up Howell Branch Preserve and Mead Gardens. He thanked the volunteers and city staff for their work in collecting trash and removing invasive vines.
- The city was awarded $19m from the State Revolving Fund, half of which is a loan which will ultimately be forgiven, and the remaining loan will be paid over 20 years at zero percent interest. Funds will be used to implement an integrated wastewater system upgrade. He thanked staff for their efforts in securing this funding.
- Landscaping work at Lee Road will begin soon.

7. City Attorney's Report

8. Non-Action Items

9. Public Comments | Heard after Item 11c

Mark Butner, 325 W. Welbourne Avenue, representing Douglas Grand residents, spoke in opposition to the location of the electric transformer at the Rollins faculty housing project under construction and suggested it be relocated to the rear of the building. He submitted a petition requesting the relocation of the transformer.

Michael Dick, 100 S. Virginia Avenue, said he feels the location is noncompliant with city code and showed drawings indicating that the transformer does not meet sidewalk setback requirements. City staff has proposed to rotate the transformer, but he suggested moving it closer to the building, to a corner of the property or the parking area. He asked that the city discontinue installation of the transformer to allow time for the commission to consider their request.

Terry Hotard, 200 Carolina Avenue, spoke about electrical equipment placement and clearance and supported moving the transformer to the parking lot.

David Lamm, Lamm & Company Partners, project construction manager, showed images indicating the scale of the transformer as compared to the building length and photos of transformers in other locations. He requested allowing the transformer to be rotated as proposed by staff and add screening.

Mr. Knight noted that rotating the unit 180 degrees and the addition of landscaping would meet city code.

Commissioner Lindsey suggested that the city should review transformer locations as part of development approval process.

Orange County District 5 Commissioner Kelly Semrad gave an update on projects of interest, funding opportunities for projects, and the need for continued education regarding the coyote population.

10. Consent Agenda

a. Approve the minutes of the regular meeting, November 12, 2025.
b. Approve the minutes of the work session, November 13, 2025.
c. Approve the following formal solicitations:
   1. IFB26-3 - Winter Park Library and Event Center Parking Lot Expansion; Recommending award to Frymyer Construction & Development, Inc. Project Term: Five (5) months; Amount: $293,203.50
   2. RFQ17-25 - Professional Electrical Underground Design and Engineering Services (Rebid); Authorization for Procurement and City staff to enter into negotiations and award the top-ranked firm based on the selection committee's recommendation: KCI Technologies, Inc.
   3. RFP18-25 - Financial Advisory Services; Authorization for Procurement and City staff to enter into negotiations and award the top-ranked firm based on the selection committee's recommendation: PFM Financial Advisors, LLC
d. Approve the following piggyback contracts:
   1. Traffic Logix Corporation - Sourcewell #042225-LGX - Safety and Traffic Management Equipment with Related Products; For the purchase of traffic equipment and related products to support Public Works operations. Contract Term: Through June 27, 2029; Not to Exceed: $650,000
   2. Ovation Construction Company, Inc. - BuyBoard #783-25 - Job Ordering Contract for Trades; For construction services for the Park Avenue Refresh and Fire Training Facility projects. Contract Term: Through September 30, 2027; Not to Exceed: $4,000,000
   3. Musco Lighting, Inc. - Sourcewell #041123-MSL - Sports Lighting Solutions; Requesting additional funds for enhancements to the lighting at the Cady Way pickleball courts. Contract Term: Through June 16, 2027; Not to Exceed: $275,000
   4. TSI Disaster Recovery, LLC - Florida Department of Environmental Protection (FDEP) #SL005 - DEP Waterway Debris; Requesting additional funds supported by NRCS grant revenue related to Hurricane Milton. Contract Term: Through August 1, 2026; Not to Exceed: $800,000
   5. Hill Manufacturing Company - Kentucky Educational Development Corporation (KEDC) #10100169-CLS2022.002 - Custodial Equipment, Supplies & Services; For the purchase of custodial supplies and related services supporting City operations. Contract Term: Through December 31, 2026; Not to Exceed: $150,000

e. Approve the following contracts:
    1. RFQ30-22 - Dix.Hite + Partners, Inc. - Professional Landscape Architectural Services; For professional consulting services to support city staff with active and potential future projects. Contract Term: Through December 12, 2026
f. Approve the following purchases:
    1. Sternberg Lanterns - Standardized Original Equipment Manufacturer (OEM) provider for the FDOT Streetlights. Not to Exceed: $1,500,000
    2. Core & Main, LP - Meter Data Management Software-as-a-Service (SaaS). Not to Exceed: $136,000
    3. Xylem Water Solutions U.S.A., Inc. - Standardized Original Equipment Manufacturer (OEM) provider for Flygt pumps and products. Not to Exceed: $1,350,000

Motion made by Commissioner Lindsey to approve the Consent Agenda, excluding Items 10.c.1 and 10.e.1 approved under Approval of the Agenda, seconded by Commissioner Russell. The motion carried unanimously with a 5-0 vote.

11. Action Items Requiring Discussion

a. Request from property owner for reduction of Code Enforcement fines and established liens-2661 Via Tuscany, Winter Park, Florida

Director of Building and Permitting Services Gary Hiatt reviewed the request for reduction in code enforcement fines and the timeline of the construction project, inspections and violations. He noted the fines of approximately $330k are reflective of the ongoing and long-standing violations. Attorney Ardaman and staff responded to questions regarding liens, the ability to collect, and manner of notification to the owner and/or contractor.

Cesar Celis, representing Developer and Builder Group, requested elimination of the fines. He explained that delays were caused by COVID and Hurricane Ian and that insurance claims were denied. He said he did not receive notification from the city of project status, violations and fines or notice of code hearings.

Mr. Hiatt said the Code Compliance Board confirmed that proper notice was given.

Jose Patino, 181 Sabal Palm Place, Longwood, explained the issues with the architect that caused delays and inability to obtain the Certificate of Occupancy. He asked that the city reduce the fines.

Members of the Commission discussed the calculation and amount of fines, city costs, and whether to grant a full waiver or partial reduction. There were no public comments.

Motion made by Commissioner Russell to deny the request to reduce the fines, seconded by Commissioner Lindsey. The motion carried unanimously with a 5-0 vote.

b. Billboard Swap

City Manager Knight reviewed the provisions of the Memorandum of Understanding (MOU) between Clear Channel Outdoor, The Lamar Company and Outfront Media for the removal of billboards within the city. While the city is not a party to the MOU, Commission action will be needed to facilitate some of the terms of the MOU. Clear Channel has advised that while it is not financially feasible for them to remove billboard on 17-92 at Gay Road, they will agree to convert the digital side to new technology to reduce light pollution. Meredith McKenna, Clear Channel Outdoor, confirmed the billboards will have light directional technology where needed.

Mr. Knight explained the ordinance to approve the property swaps could be on a January meeting agenda and first reading of the annexation ordinances would begin in January and be forwarded to Orange County for approval prior to second reading.

There were no public comments. **Motion made by Mayor DeCiccio to approve the MOU and direct staff to start the process of implementation with each of the billboard companies. seconded by Commissioner Cruzada. The motion carried unanimously with a 5-0 vote.**

c. Civil Service Board appointments

Motion made by Commissioner Cruzada to approve the reappointment of Ansley Butts to the Civil Service Board, seconded by Mayor DeCiccio. The motion carried unanimously with a 5-0 vote.

Motion made by Mayor DeCiccio to approve the reappointment of Stephen Stutzer to the Civil Service Board, seconded by Commissioner Cruzada. The motion carried unanimously with a 5-0 vote.

12. Public Hearings: Quasi-Judicial Matters

a. RESOLUTION 2309-25 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE PROPERTY LOCATED AT 275 NORTH CAPEN AVENUE, WINTER PARK, FLORIDA AS A HISTORIC RESOURCE ON THE WINTER PARK REGISTER OF HISTORIC PLACES.

Attorney Ardaman read the ordinance by title. Planning and Zoning Director Allison McGillis presented this request, which received a positive recommendation from the Historic Preservation Board. Members of the commission spoke about the home's historical significance.

The following spoke in favor of this request:
Michelle Talbert, daughter of property owner Dr. James Talbert.
Shannon St. John, 1100 S. Orlando Avenue, Maitland
Linda Fay Washington, 321 N. Capen Avenue

Motion made by Commissioner Sullivan to adopt Resolution 2309-25, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Sullivan, Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously with a 5-0 vote.

13. Public Hearings: Non-Quasi-Judicial Matters

a. ORDINANCE 3360-25 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58, LAND DEVELOPMENT CODE, ARTICLE III, "ZONING," TO CREATE A NEW SECTION 58-98 TO ESTABLISH REGULATIONS AND PROCEDURES FOR CERTIFIED RECOVERY RESIDENCES REQUESTING REASONABLE ACCOMMODATION AS REQUIRED BY CHAPTER 2025-182, LAWS OF FLORIDA; PROVIDING FOR DEFINITIONS; PROVIDING FOR A REASONABLE ACCOMMODATION PROCESS IN ACCORDANCE WITH FEDERAL AND STATE LAW; PROVIDING FOR APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND DEADLINES; PROVIDING FOR REVOCATION AND REINSTATEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE. (2nd Reading)

Attorney Ardaman read the ordinance by title. There were no public comments.

Motion made by Mayor DeCiccio to adopt Ordinance 3360-25, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Sullivan, Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously with a 5-0 vote.

b. ORDINANCE 3361-25 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE"; REVISING ARTICLE III, "ZONING," SECTION 58-64, "NONCONFORMING LOTS, NONCONFORMING USES, AND NONCONFORMING STRUCTURES," TO UPDATE REGULATIONS RELATING TO STRUCTURAL RENOVATION AND VALUATION THRESHOLDS; AND AMENDING ARTICLE V, "ENVIRONMENTAL PROTECTION REGULATIONS," DIVISION 1, "STORMWATER MANAGEMENT," TO REVISE PERFORMANCE STANDARDS FOR NEW DEVELOPMENT AND REDEVELOPMENT, ESTABLISH A STORMWATER UTILITY FEE IN LIEU OPTION FOR SMALL SITES, AND UPDATE TECHNICAL AND DESIGN STANDARDS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE. (2nd Reading)

Attorney Ardaman read the ordinance by title. There were no public comments.

Motion made by Mayor DeCiccio to adopt Ordinance 3361-25, seconded by Commissioner Cruzada. Upon a roll call vote, Commissioners Sullivan, Russell, Cruzada and Lindsey and Mayor DeCiccio voted yes. The motion carried unanimously with a 5-0 vote.

c. Ordinance - Request of Tara Tedrow to amend Chapter 58 "Land Development Code" Article, I, "Comprehensive Plan" so as to add a new policy within the text of the Future Land Use Element to permit the subdivision or lot split of lakefront property that meets specific criteria, which will impact 1020 Palmer Avenue. **At the request of the applicant, this item has been tabled until February 25, 2026.**

14. City Commission Reports

Mayor DeCiccio -
- Thanked staff for their work on holiday events.
- Read an email commending staff on their service to visitors to the holiday events.
- Announced the designation of a Mayor and Commission office at city hall.
- Received complaints about electric scooters. Commissioner Russell reported on the proposed legislation to regulate e-scooters and e-bikes. He would like a community meeting to educate residents on use of e-bikes and scooters. A video will be released next week.
- Suggested adding an additional slide at next year's holiday event due to its popularity and extended wait times.
- Wished everyone happy holidays.

Commissioner Sullivan -
- Commended Water and Wastewater Utility staff for relocating meters that were damaged repeatedly.

Commissioner Russell -
- Spoke about a planned community meeting regarding e-scooter and e-bike safety, school participation, and training about safe operation.
- Asked for a pedestrian signal at the crosswalk on Glenridge Way. Staff to investigate.
- Thanked Michael Dively for his support of the Splash, Float, Swim Program.

Commissioner Cruzada -
- Appointed Melissa Valley to the Lake Killarney Board.
- Appointed Jeffrey Grant to the Construction Board of Adjustments and Appeals.
- Thanked staff for their work replacing curbs on Golfside Drive.

Commissioner Lindsey -
- Congratulated Commissioner Russell and Commissioner-elect Ingram.
- Congratulated City Clerk Rene Cranis on receiving the Master Municipal Clerk designation.
- Expressed appreciation to the Chamber and city staff for successful holiday events.
- Thanked Mr. Knight for solving issues for residents.
- Asked that information about the city's use of property tax revenue be included in the next newsletter.

15. Summary of Meeting Actions

- Received presentation by Winter Springs Mayor McCann.
- Recognized WPHS Girls' Volleyball Team.
- Received presentation on the Splash, Float, Swim Program.
- Received update on the Park Avenue Refresh project.
- Acknowledged volunteers and staff who participated in the Advent Health University Service Day.

- Reported receipt of $19m to fund water and wastewater infrastructure improvements.
- Approved the Consent Agenda.
- Denied request for reduction of code compliance fines.
- Authorized staff to proceed with actions to facilitate the MOU for billboard swap.
- Reappointed Ansley Butts and Stephen Stutzer to the Civil Service Board.
- Adopted Resolution designating 275 N. Capen Avenue tio the historic register.
- Adopted Ordinance 3260-25 creating regulations for certified recovery residences.
- Adopted Ordinance 3261-25 updating regulations for non-conforming lots and structures and for environmental protection.
- Staff to develop a process for approving transformer locations.
- Staff to look at crosswalks on Glenridge.
- Commissioner Cruzada reported appointments to Lake Killarney Board and Construction Board of Adjustments and Appeals.
- Add a second slide for next year's holiday events.

16. Adjournment

The meeting adjourned at 6:47 p.m.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis