City Commission and
Community Redevelopment Agency
REGULAR MEETING MINUTES
November 13, 2025

A **Regular Meeting** of the City of Winter Garden City Commission was called to order by Mayor Rees at 6:31 p.m. at City Hall, 300 West Plant Street, Winter Garden, Florida. An opening invocation and pledge of allegiance were given.

Present:
Mayor John Rees
Commissioner District 2 - Iliana R. Jones
Commissioner District 3 - Chloe Johnson
Commissioner District 4 - Colin Sharman

Also Present:
City Manager - Jon C. Williams
City Attorney - A. Kurt Ardaman
City Clerk - Angela J. Grimmage

Absent:
Commissioner District 1 - Lisa L. Bennett

1. Approval of Minutes

A. Regular Meeting Minutes - October 23, 2025

Motion by Commissioner Johnson to approve the regular meeting minutes of October 23, 2025, as submitted. Seconded by Commissioner Jones and carried unanimously 3-0.

Commissioner Sharman arrived at this point in the meeting at 6:34 p.m.

Regular Business Item 3.A. was heard at this point in the meeting.

2. First Reading and Public Hearing of Proposed Ordinances

A. **ORDINANCE 25-36:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING CHAPTER 78, ARTICLE II, WATER AND SANITARY SEWER SYSTEMS OF THE CITY OF WINTER GARDEN CODE OF ORDINANCES BY AMENDING SECTION 78-59 TO MODIFY WATER AND WASTEWATER IMPACT FEE AMOUNTS, ADOPT METHODOLOGY FOR WATER AND WASTEWATER IMPACT FEES AND OTHER RELATED AMENDMENTS; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION AND AN EFFECTIVE DATE

City Attorney Ardaman read Ordinance 25-36 by title only. Assistant City Manager of Public Services Stephen Pash stated that this ordinance amends Chapter 78 to increase water, wastewater, and irrigation impact fees. He noted that these fees were last updated in 2011. He surmised that they probably should have been increased on a yearly basis but noted this was not in the City code at that time. Furthermore, Mr. Pash stated that, as mentioned in the previous workshop, staff believe that we have an extraordinary circumstance with major cost increases as seen with state mandates, and the substantial growth in the City. He also indicated that the state requires the City meet nutrient pollution reductions and build more facilities for reclaimed water. He noted that these fees would be used to help fund those projects. Staff recommended approval.

There was discussion on incremental fee implementation, this ordinance locking in an increase for four years without the ability to increase fees during that time, and this being the worse inflation. It was reiterated that fees had not increased since 2011.

Mayor Rees opened the public hearing; hearing and seeing none, he closed the public hearing.

Motion by Commissioner Sharman to approve Ordinance 25-36, due to extraordinary circumstances, with the second reading and public hearing scheduled for December 11, 2025. Seconded by Commissioner Johnson and carried unanimously 4-0.

B. **ORDINANCE 25-37:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 15.99 ± ACRES LOCATED AT 530, 550, 570, 590, 610, and 630 EAST CROWN POINT ROAD GENERALLY LOCATED NORTH OF CROWN PARK CIRCLE, WEST OF EAST CROWN POINT ROAD, SOUTH OF CROWN POINT CROSS ROAD, AND EAST OF SUSAN B BRITT COURT FROM C-2 (ARTERIAL COMMERCIAL DISTRICT) TO PCD (PLANNED COMMERCIAL DEVELOPMENT); PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinance 25-37 by title only. Planning Director Kelly Carson described the applicant’s plan to rezone the property and noted its size and location. She spoke of proposed buildings, site improvements, and landscaping for the property. Staff reviewed the application and recommended approval.

Mayor Rees opened the public hearing.

Kathryn Zalesky, 1357 Hunterman Lane, Winter Garden, Florida, spoke against the rezoning of this area, noting that there are open and available spaces elsewhere. She would love to see something developed there but does not see a need for additional industrial or warehouse spaces.

Mayor Rees, hearing and seeing no other requests for comment, closed the public hearing and recognized Planning Director Kelly Carson to address Ms. Zalesky’s concerns regarding the use of this space.

Ms. Carson responded by noting that should this space be used for commercial uses, the traffic would be greater. She explained that there would be storage of products, offices, and people going in and out on a day-to-day basis. She described the intent is to create a transitional state in keeping with the area.

Commissioner Sharman inquired about the current commercial zoning and asked Ms. Carson if she would explain the potential uses of that space with its current zoning.

Ms. Carson responded that any range of commercial uses could go in this location, such as restaurant, professional office, personal services and retail, except those needing a special exception.

There was discussion about the renderings in the agenda packet, the location in relation to State Road 429, and the light industrial type of use being appropriate and the best use for that area.

Motion by Commissioner Jones to approve Ordinance 25-37 with the second reading and public hearing scheduled for December 11, 2025. Seconded by Commissioner Johnson and carried unanimously 4-0.

C. **ORDINANCE 25-38:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING CHAPTER 118, ZONING, ARTICLE II, DIVISION 4 TO ADD A NEW SECTION 118-136 TO ESTABLISH REGULATIONS AND PROCEDURES FOR CERTIFIED RECOVERY RESIDENCES, INCLUDING A PROCESS FOR 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

City Attorney Ardaman read Ordinance 25-38 by title only. Planning Director Kelly Carson stated that Ordinance 25-38 would amend Chapter 118 of the City Code and add a new section for establishing regulations and procedures for certified recovery residences, to be consistent with State law. Staff recommended approval.

There was discussion on the consequences if this State mandate was not followed. City Attorney Ardaman responded that a complainant would then have an opportunity to say that the City is not in compliance with State law, which would refer back to the Fair Housing Act and the American with Disabilities Act (ADA) for those standards. The State expressing its authority and local governments knowing what is best for its residents was also discussed.

Mayor Rees opened the public hearing; hearing and seeing none, he closed the public hearing.

Motion by Commissioner Sharman to approve Ordinance 25-38 with the second reading and public hearing scheduled for December 11, 2025. Seconded by Commissioner Johnson and carried unanimously 4-0.

D. **ORDINANCE 26-04:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING ORDINANCE 25-33, THE CITY OF WINTER GARDEN FISCAL YEAR 2025-2026 BUDGET TO CARRY FORWARD PRIOR YEAR APPROPRIATIONS; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

City Attorney Ardaman read Ordinance 26-04 by title and an excerpt from section one noting revenues with matching expenditures. Finance Director Zielonka stated that this ordinance amends the current year budget to carry forward prior year appropriations not billed in the last fiscal year, allowing the City to continue those projects. Staff recommended approval.

Mayor Rees opened the public hearing; hearing and seeing none, he closed the public hearing.

Motion by Commissioner Jones to approve Ordinance 26-04 with the second reading and public hearing scheduled for December 11, 2025. Seconded by Commissioner Johnson and carried unanimously 4-0.

3. Regular Business

A. Recommendation to approve Retirement of Canine Dak and award custody to Joe Thompson
This item was heard earlier in the meeting after Item 1.A.

Police Chief Steve Graham stated that Canine Dak, after working for six years, has reached a point where he must be medically retired as determined by the veterinarian. He noted that Dak's handler Officer Joe Thompson requests to keep Dak as a pet and would assume all responsibility for Dak's care and maintenance. Staff recommended approval.

Motion by Commissioner Sharman to approve the retirement of Canine Dak and award custody to Joe Thompson. Seconded by Commissioner Johnson and carried unanimously 4-0.

Mayor Rees voiced appreciation for Dak's service.

B. <u>Recommendation to approve purchase order with Brightview for landscaping and irrigation along Marsh Road with an additional three months of tree watering in the amount of $222,785.88</u>

City Engineer Jim Monahan stated that this is the final portion of the Marsh Road project; traffic-calming measures and widening are complete. He indicated that this item is for landscaping and irrigation and described the location for installation. Staff recommended approval of the purchase order with Brightview for landscaping and irrigation along Marsh Road in the amount of $195,195.81 with an additional $27,590.07 for an additional three months of tree watering for a total amount of $222,785.88.

There was discussion on irrigation, costs for additional tree watering, trees eventually becoming self-sustainable, and limited availability of irrigation to some areas.

Motion by Commissioner Sharman to approve a purchase order with Brightview for landscaping and irrigation along Marsh Road with an additional three months of tree watering in the amount of $222,785.88. Seconded by Commissioner Johnson and carried unanimously 4-0.

C. <u>Recommendation to approve a purchase order to T D Thomson Construction Inc for Roper Drive Stormwater improvements in the amount of $241,381.80, which includes a 10 percent contingency</u>

City Engineer Jim Monahan stated that this request is to waive the formal procurement process and approve a purchase order to T.D. Thomson Construction Inc. for the installation of storm piping on Roper Drive. He noted that the City has completed the demolition of 141 Roper Drive and now intends to install two new storm structures and piping to Dr. Bradford Park to alleviate the pressure in the pipe and direct the runoff to another location. Furthermore, he stated that staff recommend approving the purchase order to TD Thomson for the Roper Drive stormwater improvements in the amount of $241,381.80, which includes a 10% contingency.

Commissioner Jones inquired about the runoff water and its collection location. Mr. Monahan explained the process, indicating a main trunkline and smaller lines, their connections, runoff, and an added pipe as a solution. The surface above the piping forms to create a swale directing any bypassed runoff overland to the drainage ditch.

Motion by Commissioner Jones to approve a purchase order to T D Thomson Construction Inc for Roper Drive Stormwater improvements in the amount of $241,381.80, which includes a ten percent contingency. Seconded by Commissioner Johnson and carried unanimously 4-0.

D. Recommendation to approve hiring Process Control Services, LLC to install a new VTScada system for the Palmetto Water Treatment Plant in the amount of $123,515.69

Assistant City Manager of Public Services Stephen Pash stated that, unfortunately, on August 28, 2025, the Palmetto Water Treatment plant was struck by lightning causing substantial damage. He noted staff efforts towards having everything repaired but noted one of the largest problems being the computer system and software severely damaged. He indicated that these items are being presented to the insurance company, the item being brought before the City Commission if the cost of repair is not entirely covered. He reminded that this is the software that has allowed for zero issues at the plant.

Motion by Commissioner Sharman to approve hiring Process Control Services LLC to install the new VTScada system for the Palmetto Water Treatment Plant in the amount of $123,515.69. Seconded by Commissioner Johnson and carried unanimously 4-0.

E. Recommendation to approve renewal of CrowdStrike Falcon Complete and CrowdStrike SIEM Licensing Agreement in the amount of $109,999.99

Information Technology Director David Livingston stated that the CrowdStrike Falcon Complete and SIEM Licensing Agreement are due for renewal. He noted that renewing would allow the City to continue utilizing the CrowdStrike Falcon Complete as well as other information security related software and services. He noted the cost and stated that it is included in this year's fiscal budget. Staff recommended approval.

Commissioner Jones expressed that there is a need for this item, having herself been a victim in the case of a cyber-hijacking.

Motion by Commissioner Jones to approve renewal of CrowdStrike Falcon Complete and CrowdStrike SIEM Licensing Agreement in the amount of $109,999.99. Seconded by Commissioner Sharman and carried unanimously 4-0.

Dispensed as the City Commission and convened as the Community Redevelopment Agency (CRA) at 7:06 p.m.

Members Present:
CRA Chairman John Rees and CRA Members Iliana R. Jones, Chloe Johnson, Colin Sharman and CRA Advisory Board Member Larry Cappleman, and Orange County Appointee Charlie Mae Wilder

Members Absent:
CRA Members Lisa L. Bennett

F. Recommendation to approve and authorize the City Manager execute a Change Order for the Dysons Plaza Shell Construction for the 3-phase electrical connection and canopy awning installation in the amount of $58,054.59

Economic Development Director Marc Hutchinson stated that the Dysons Plaza Shell construction is 94% completed with two remaining items, the undergrounding of a 3-phase electrical connection including a transformer and the installation of a canopy awning. He noted that the original construction estimates did not include these items. He indicated that the 3-phase electric power connection would be provided by Duke Energy at a cost of $43,755.59. Furthermore, he noted that there were three quotes obtained regarding the aluminum canopy awning installation and Awnings Direct, LLC. was selected as the lowest and most suitable bidder at a cost of $14,299 for a total combined cost of the change order is in the amount of $58,054.59.

CRA Member Larry Cappleman noted that the Community Redevelopment Agency Advisory Board (CRAAB) met to discuss this item. Not all members agreed with this solution due to these being items missed in the original quote. He noted the board discussed possible scenarios of recouping costs and legal fees involved and voted 5 to 2 in favor.

Motion by CRA Member Charlie Mae Wilder to approve and authorize the City Manager to execute a Change Order for the Dysons Plaza Shell Construction for the 3-phase electrical connection and canopy awning installation in the amount of $58,054.59. Seconded by CRA Member Larry Cappleman and carried unanimously 6-0.

Dispensed as the Community Redevelopment Agency (CRA) and reconvened as the City Commission at 7:11 p.m.

G. Recommendation to approve SPECIAL EVENT - Small Business Saturday - November 29, 2025

Economic Development Director Marc Hutchinson stated that the Small Business Saturday event is promoted nationwide to encourage shopping at local mom-and-pop businesses. He noted the event activities, location and times in the downtown Winter Garden on Saturday, November 29, 2025. Staff recommended approval.

Motion by Commissioner Johnson to approve the special event Small Business Saturday on November 29, 2025. Seconded by Commissioner Sharman and carried unanimously 4-0.

H. Recommendation to approve SPECIAL EVENT and waive application fee for the 2026 Annual "Spring Fever in the Garden" by Bloom and Grow Garden Society, April 11, 2026, and Sunday, April 12, 2026

Planning Director Kelly Carson stated that the Bloom and Grow Garden Society requests approval to hold their annual "Spring Fever in the Garden" event in Downtown Winter Garden on Saturday, April 11, 2026, and Sunday, April 12, 2026. She spoke of event times, activities, locations, vendors and amplified music throughout the downtown and waiver of the application fee. Staff recommended approval.

Motion by Commissioner Jones to approve a special event and waive the application fee for the 2026 Annual "Spring Fever in the Garden" by Bloom and Grow Garden Society, April 11, 2026, and Sunday, April 12, 2026. Seconded by Commissioner Johnson and carried unanimously 4-0.

City Manager Jon C. Williams requested approval of the annual special event and waiver of the application fees for Chanukah in Winter Garden by Chabad of Winter Garden on December 14, 2025, from 6:00 p.m. to 8:30 p.m.

Motion by Johnson to approve a special event and waive the application fee for Chanukah in Winter Garden by Chabad of Winter Garden on December 14, 2025, from 6:00 p.m. to 8:30 p.m. Seconded by Commissioner Sharman and carried unanimously 4-0.

4. Matters From Public

Edwin Morales, 951 Copenhagen Way, Winter Garden, Florida, addressed concerns of flooding in the Sterling Pointe subdivision. He gave a history of issues, the effects of new construction, rain, debris, water accumulation and stormwater drainage issues. He also mentioned fence replacements due to mold, unlevel pavement, mosquitoes and medical issues. He spoke of letters he sent to governmental agencies addressing the issue with no resolve.

Mr. Morales was directed to a staff member regarding his concerns and Mayor Rees stated that they would address the matter.

Sterling Pointe Homeowner's Association representatives Natasha Frost, Reginald Dorsett, and Greg Carrero, voiced concerns regarding the need for road repaving, issues of flooding and a potentially hazardous ditch adjacent to the community.

5. Matters From City Attorney - There were no items.

6. Matters From City Manager

A. Historic East Winter Garden Neighborhood Project Update

City Manager Jon C. Williams recognized Economic Development Director Marc Hutchinson to provide an update on the progress of the Historic East Winter Garden Neighborhood project.

Economic Development Director Marc Hutchinson gave a PowerPoint presentation regarding Dyson's Plaza Commercial Revitalization and the Legacy Home Rehabilitation pilot program. He spoke of the partnership between the City of Winter Garden, the Community Redevelopment Agency, and Orange County. He showed before and after pictures of commercial improvements, a garbage receptacle, and spoke of the remaining work. He updated the City Commission on the Legacy Home Rehabilitation pilot program, noting collaborations between the City of Winter Garden, One Winter Garden, the Community Redevelopment Agency, and Rebuilding Together of Greater Florida. He mentioned application activity, four Legacy pilot approved homes, displayed before and after pictures, and noted the next steps of upcoming activities, such as completion of the pilot homes, documentation of lessons learned and implementation of those lessons for a full program launch.

Mayor Rees commended Mr. Hutchinson on the progress and the update presentation.

City Manager Jon C. Williams spoke of the President signing the American Relief Act of 2025 into law, which he states included $88 billion in disaster supplement funding for water and wastewater facilities impacted by Hurricanes Helen and Milton, as well as the wildfires of Hawaii. He noted that, through the efforts of staff Steve Pash, Laura Zielonka, Robert Heaviside and Jim Monahan, the City was able to submit an SRF request for inclusion and was approved for an award amount of more than $19 million, which provides for 50 percent of that amount to be forgiven while the remaining amount would be a zero percent loan. Furthermore, Mr. Williams noted that previous discussions when starting efforts in the wastewater expansion project included the City seeking grant funding. He expressed that he was pleased to report that, as of today, the City has received a total of $39.4 million in grant funding for the wastewater treatment plant. He again commended staff for their efforts in bringing the cost of this construction project down by seeking grant funding.

City Manager Jon C. Williams wished everyone a happy, healthy, and safe Thanksgiving.

7. Matters From Mayor and Commissioners

Commissioner Iliana R. Jones thanked the City staff for all their work, the first responders, and wished everyone a wonderful and blessed Thanksgiving.

Commissioner Chloe Johnson expressed that the staff does amazing work. She encouraged them to continue and wished everyone a very happy holiday season.

Commissioner Colin Sharman stated that the most important commodity that we have is time, and he thanked staff for their time and efforts.

Mayor John Rees mentioned the recent Veteran's Day, encouraged everyone to thank our Veterans whenever they see them. He noted the City Manager's recent birthday and wished everyone a Happy Thanksgiving.

8. Adjourn

The meeting adjourned at 7:39 p.m.

APPROVED:

/S/

Mayor John Rees

ATTEST:

/S/

City Clerk Angela J. Grimmage