

WINTER HAVEN

The Chain of Lakes City

**REGULAR CITY COMMISSION MEETING
MONDAY, DECEMBER 11, 2023**

6:00 PM

Florida Citrus Building / Nora Mayo Hall
500 Third Street NW
Winter Haven, FL 33881

1. **CALL TO ORDER** - Bradley T. Dantzler, Mayor
2. **ROLL CALL** - Vanessa Castillo, MMC, City Clerk
3. **INVOCATION** - Dr. Steve Negley - First Presbyterian Church of Winter Haven
4. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk
5. **PRESENTATIONS**
 - 5.A. **International City Managers Association (ICMA) Recognition Award - Addie Javed, FCCMA**
Staff Contact: T. Michael Stavres, City Manager, mstavres@mywinterhaven.com
 - 5.B. **City University Class 2 Graduation - Katrina Hill, Public Affairs & Communication Director**
Staff Contact: Katrina Hill, Public Affairs & Communication Director, khill@mywinterhaven.com
 - 5.C. **Government Finance Officers Association (GFOA) Award of Excellence - T. Michael Stavres, City Manager**
Staff Contact: T. Michael Stavres, City Manager, mstavres@mywinterhaven.com
 - 5.D. **Excellence in Action Awards - T. Michael Stavres, City Manager**
Staff Contact: T. Michael Stavres, City Manager, mstavres@mywinterhaven.com
6. **DEVELOPMENTS OF NOTE**
7. **MINUTES**
8. **COMMENTS FROM THE AUDIENCE**
9. **ORDINANCE(S) - SECOND READING - PUBLIC HEARING**

- 9.A. O-23-60 - Administrative request to amend the Winter Haven Code of Ordinances, Chapter 21, Article II, Division 2 for the purpose of updating language for consistency with the adopted 2035 Winter Haven Comprehensive Plan**

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

[Summary - Ordinance O-23-60](#)
[O-23-60](#)

- 9.B. O-23-61 - Request by Champions Church, Inc. to amend Planned Unit Development Ordinance O-89-33 and to rezone a portion of a parcel from Commercial-Highway (C-3) zoning district to Planned Unit Development (PUD) zoning district. General Location- 1801 Havendale Boulevard**

Staff Contact: Sean Byers, Planning Manager, sbyers@mywinterhaven.com

[Summary - Ordinance O-23-61](#)
[O-23-61](#)
[Historical Development Potential of Champions Church Property](#)

- 9.C. O-23-62 - Administrative request to amend Planned Unit Development Ordinance O-20-45**

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

[Summary - Ordinance O-23-62](#)
[O-23-62](#)

- 9.D. O-23-63 - Amending Ordinance O-22-67 appropriating funds for the fiscal year ending September 30, 2023**

Staff Contact: CJ Scott, Chief Financial Officer, cjscott@mywinterhaven.com

[Summary - O-23-63](#)
[O-23-63](#)

10. CERTIFICATION OF ELECTION & SWEARING IN

- 10.A. Certification of the December 5, 2023, City of Winter Haven Special Run-Off Municipal Election for Commission Seat No. 5 (*NOTE: Documents will be uploaded following the Canvassing Board Meeting on December 8, at 10:00 a.m.)**

Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com

- 10.B. Swearing in of Newly Elected Commissioner - Frederick J. Murphy, Jr., City Attorney Seat 5 - (NOTE: Name to be determined after the December 5, 2023, Special Run-Off Election)**

Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com

- 10.C. Newly Sworn Commissioner Seated**

Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com

11. **CONSENT AGENDA**

11.A. Amendment No. 2 to Kimley-Horn Agreement for Logistics Parkway Extension, Design and Permitting, RFQ-22-27

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

[Summary - Amendment No. 2 Kimley-Horn Agreement for Logistics Parkway Extension - Design and Permitting Change Order #2 Authorization Form](#)
[Roadway Phasing Plan](#)

11.B. Rehabilitation and repair of North Clarifier at WWTP #3

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

[Summary - Rehabilitation and repair of North Clarifier at WWTP #3](#)
[WesTech - Moss Kelley InC, Sole Source Agreement](#)
[Proposal From MKI Services, Inc.](#)
[Technical Proposal from WesTech Engineering, Inc.](#)

11.C. Harmony Mast Lift Station, Change Order #1

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

[Summary-Harmony Master Lift Station, Change Order #1](#)
[Harmony Master Lift Station - Change Order #1.pdf](#)

11.D. ITB-24-03: Award of Cypresswood: Clubhouse Road, 8-inch Gravity Main Replacement Project to Marlin Construction Company, Inc. (Winter Garden, FL)

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

[Summary - Award of ITB-24-03 Cypresswood Gravity Sewer Replacement Summary.](#)
[ITB-24-03 Bid Tab Sheet](#)
[ITB-24-03 Cypresswood Gravity Main - Recommendation of Award](#)

11.E. Travel & Training Authorization: Florida City & County Managers Association (FCCMA) Winter Conference (Stavres & Carnevale)

Staff Contact: A J Nicholson, Assistant to the City Manager, anicholson@mywinterhaven.com

[Summary - Feb 2024 FCCMA Conference](#)

11.F. Purchase of Tyler Technologies Comprehensive Preparedness Cybersecurity Services, and Managed Detection and Response

Staff Contact: Hiep Nguyen, Smart City Officer, hnguyen@mywinterhaven.com

[Summary - Purchase of Cybersecurity Services from Tyler Technologies](#)
[Cybersecurity Bundle Application Suite Brochure](#)

[Cybersecurity Services Quote from Tyler Technologies](#)

11.G. Purchase of Nutanix Enterprise Cloud Server Platform from CDW-G (Vernon Hills, IL)

Staff Contact: Hiep Nguyen, Smart City Officer, hnguyen@mywinterhaven.com

[Summary - Purchase of Nutanix Enterprise Cloud Server Platform from CDW-G
Quote for Nutanix Cluster](#)

11.H. Approval of First Amendment to BigBelly Connect SX Services Agreement (Needham, MA)

Staff Contact: Hiep Nguyen, Smart City Officer, hnguyen@mywinterhaven.com

[Summary - First Amendment to BigBelly Connect SX Services Agreement
BigBelly First Amendment
2023 City Addendum
BigBelly Sole Source
BigBelly Brochure](#)

11.I. Richard's Fine Coffee Agreement - Amendment No 6

Staff Contact: Julie Adams, Director - Parks, Recreation, and Culture, jadams@mywinterhaven.com

[Summary - Richard's Fine Coffee Agreement - Amendment No 6
Tuttle's Richard's Fine Coffees Amendment No 6](#)

11.J. Vehicle Replacement for Parks Recreation & Culture Department

Staff Contact: Julie Adams, Director - Parks, Recreation, and Culture, jadams@mywinterhaven.com

[Summary - PRC Vehicle Purchases
Duval Fleet F-250 Crew Cab
Duval Fleet F-250 Utility
Step One Automotive F150 Crew Cab
Bozard Ford F150 XL Reg Cab 4X2 F1K Quote](#)

12. RESOLUTION(S)

12.A. R-23-63 - Adopting a Cybersecurity Framework to Comply with Section 282.3185, Florida Statutes

Staff Contact: Hiep Nguyen, Smart City Officer, hnguyen@mywinterhaven.com

[Summary R-23-63
Resolution R-23-63](#)

12.B. R-23-64 - No Thru Trucks, Central Avenue

Staff Contact: Brittany Hart, Interim Public Works Director, bhart@mywinterhaven.com

[Summary - Resolution R-23-64 No Thru Truck Traffic
Resolution R-23-64 No Thru Trucks](#)

12.C. R-23-65 - Florida Commerce G0073 Grant, Amendment #1

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

[Summary - Resolution R-23-65 Florida Commerce Grant Extension](#)
[Resolution R-23-65 Florida Commerce G0073 Grant, Amendment #1](#)
[Florida Commerce Grant G0073, Amendment #1](#)

12.D. R-23-66 - Florida Department of Transportation Grant Agreement, Amendment #1

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

[Summary - Resolution R-23-66 FDOT Grant Extension](#)
[Resolution R-23-66 Florida Department of Transportation Grant Agreement, Amendment #1](#)
[Florida Department of Transportation Grant G2F94, Amendment #1](#)

13. ORDINANCE(S) - FIRST READING

14. NEW BUSINESS

14.A. Agreement for Purchase and Sale of Real Property, BF1500, LLC

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

[Summary - Agreement for Purchase and Sale of Real Property with BF 1500 LLC](#)
[Agreement for Purchase and Sale of Real Property with BF 1500 LLC](#)
[BF 1500 LLC Land Purchase Agreement Acreage Map](#)

15. CITY COMMISSIONERS/LIAISON REPORTS

**15.A. Recommendation for Grant & Aid Application Review Committee (GAARC) Member -
Commissioner Tracy Mercer**

Staff Contact: T Michael Stavres, City Manager, mstavres@mywinterhaven.com

16. CITY ATTORNEY REPORT

16.A. PFAS Litigation and Settlement Agreements – Legal Services Agreement

Staff Contact: Frederick J. Murphy, Jr., Esquire, City Attorney, fjm@bosdun.com

[Summary - PFAS](#)
[Legal Services Agreement](#)

17. CITY MANAGER REPORT

17.A. City Manager's Quarterly Report

Staff Contact: T. Michael Stavres, City Manager, mstavres@mywinterhaven.com

18. **DEPUTY CITY MANAGER REPORT**
19. **CITY CLERK REPORT**
20. **EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA**
21. **ADJOURNMENT**

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.