



VETERAN AND VETERAN FAMILY ADVISORY COMMITTEE

REGULAR MEETING AGENDA

THURSDAY, OCTOBER 8, 2026 - 5:30 PM
CITY HALL - COMMISSION CHAMBERS
1126 EAST STATE ROAD 434, WINTER SPRINGS, FLORIDA

CALL TO ORDER

Roll Call

Invocation

Pledge of Allegiance

Agenda Changes

AWARDS AND PRESENTATIONS

INFORMATIONAL AGENDA

PUBLIC INPUT

Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.

CONSENT AGENDA

300. Approval of the Minutes: Thursday, July 9, 2026 Veteran and Veteran Family Advisory Committee Regular Meeting Minutes

[2026 07 09 Veteran and Veteran Family Regular Meeting Minutes.pdf](#)

PUBLIC HEARINGS AGENDA

Pursuant to F.S. § 286.0115, if the mayor or any city commissioner receives and/or sends ex parte communications regarding any application filed with the city, the mayor or any city commissioner must publicly disclose such communications before or during the hearing at which a vote is taken on the quasi-judicial matter, so that persons who have opinions contrary to those expressed in the ex parte communications are given a reasonable opportunity to refute or respond to the communications.

REGULAR AGENDA

500. Discussion of addition to annual Memorial Day Event
501. Update on 2026 Veterans Day Event
502. Newsletter Item Ideas: November - January 2027
503. Review of the Tentative Meeting Schedule for Calendar Year 2027

REPORTS

PUBLIC INPUT

Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.

ADJOURNMENT

PUBLIC NOTICE

This is a Public Meeting, and the public is invited to attend and this Agenda is subject to change. Please be advised that one (1) or more Members of any of the City's Advisory Boards and Committees may be in attendance at this Meeting, and may participate in discussions.

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City of Winter Springs at (407) 327-1800 "at least 48 hours prior to meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26 *Florida Statutes*.

"If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need 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" - per Section 286.0105 *Florida Statutes*.



CONSENT AGENDA ITEM 300

VETERAN AND VETERAN FAMILY ADVISORY COMMITTEE AGENDA |
OCTOBER 8, 2026 REGULAR MEETING

TITLE

Approval of the Minutes: Thursday, July 9, 2026 Veteran and Veteran Family Advisory Committee Regular Meeting Minutes

SUMMARY

FUNDING SOURCE

RECOMMENDATION

Staff recommends approval of the July 9, 2026 Veteran and Veteran Family Advisory Committee Regular Meeting Minutes as presented.



VETERAN AND VETERAN FAMILY ADVISORY COMMITTEE

*REGULAR MEETING MINUTES
JULY 9, 2026*

CITY HALL – COMMISSION CHAMBERS
CITY OF WINTER SPRINGS, FLORIDA

CALL TO ORDER

Chairperson Paul Dillman called to order the Thursday, July 9, 2026 Veteran and Veteran Family Advisory Committee Regular Meeting at 5:30 p.m. in the Commission Chambers of the Municipal Building (City Hall, 1126 East State Road 434, Winter Springs, Florida 32708).

Roll Call:

Chairperson Paul Dillman, present
Vice Chairperson Scott Sims, present
Committee Member Laurel Ross, present
Committee Member Robert Miller, present
Committee Member Gus Douglas, present
Committee Member Margo Orf, absent
Interim City Clerk Tristin Tarrant, present

Also present:

Mr. Brian Dunigan, Director of Administrative Services and Operations

Committee Member Miller led the invocation followed by the Pledge of Allegiance.

Chairperson Dillman asked if there were any changes to the agenda. Committee Member Laurel Ross requested adding an item to get updates on the upcoming Veterans Day event, the Banner Program update, committee calendar and meeting dates, and the addition of Hometown Hero plaques to the Veterans Monument. [Added as an add-on after 501]

AWARDS AND PRESENTATIONS

100. Not Used

INFORMATIONAL AGENDA

200. Not Used

PUBLIC INPUT

Chairperson Dillman opened Public Input.

No one addressed the Committee

Chairperson Dillman closed Public Input.

CONSENT AGENDA

300) Approval of the January 8, 2026, Veteran and Veteran Family Advisory Committee Regular Meeting Minutes

Committee Member Ross asked the clerk if the resignation of a previous member needed to be included since it took place at the same meeting. Interim City Clerk Tarrant answered that the notice was only needed administratively.

ALL IN FAVOR OF APPROVING THE MINUTES [FROM JANUARY 8, 2026]. MOTION BY CHAIRPERSON DILLMAN. ALL IN FAVOR BY VOCAL VOTE. NO OPPOSITION WAS EXPRESSED OR VOICED. MOTION PASSED WITH UNANIMOUS VERBAL CONSENT.

PUBLIC HEARINGS AGENDA

400. Not Used

REGULAR AGENDA

500) Recommendation for 2026 Hometown Hero

The committee reviewed all three (3) nominations received for the 2026 Hometown Hero designation: Lieutenant Colonel Chad Buehring (posthumous), State House Representative David Smith, and Army Veteran Erik Brown. After discussion, the committee agreed that it was appropriate to recommend two honorees, similar to previous years.

ALL IN FAVOR OF ADDING [LIEUTENANT] COLONEL [CHAD] BUEHRING AS THE POSTHUMOUS [2026 HOMETOWN HERO] WAS MADE BY CHAIRPERSON DILLMAN. ALL IN FAVOR BY VOCAL VOTE. NO OPPOSITION WAS EXPRESSED OR VOICED. MOTION PASSED WITH UNANIMOUS VERBAL CONSENT.

MOTION TO NOMINATE COLONEL [DAVID] SMITH AS THE SECOND [2026 HOMETOWN HERO]. MOTION MADE BY COMMITTEE MEMBER BOB MILLER. SECONDED BY VICE CHAIRPERSON SCOTT SIMS. ALL IN FAVOR BY VOCAL VOTE. NO OPPOSITION WAS EXPRESSED OR VOICED. MOTION PASSED WITH UNANIMOUS VERBAL CONSENT.

501) Newsletter Items: August - October 2026

Chairperson Dillman opened the item and Committee Member Laurel Ross recommended the following newsletter content: for August, National Purple Heart Day on August 7th; for September, VFW Patriot Day Remembrance on September 11th to encourage community attendance; and for October, the focus on National Day of the Deployed on October 26th, with an additional mention of General Casimir Pulaski Memorial Day of American Cavalry.

502) ADD-ON: Board Requested Updates

Committee Member Ross opened and started by noting the need for a designated committee liaison for the annual Veterans Day event to coordinate with the city. Chairperson Dillman volunteered to serve in that role.

Discussion ensued onto the banner project for an update from staff. Operations Director Dunigan reported that banners are still on display at the time of the meeting and that current participants will be contacted before the end of the month regarding renewal. The program remains open for new submissions, with an established deadline of October 1st annually.

Operations Director Dunigan confirmed the September newsletter should include a reminder about the submission deadline.

Committee Member Ross asked for an update on the Hometown Hero Veteran's Monument plaque project. Operations Director Dunigan confirmed that plaques recognizing previous Hometown Heroes will be installed at the Veterans Monument prior to Veterans Day 2026. Deputy City Clerk Tarrant reviewed the future meeting dates for the committee as October 8, 2026 and January 14, 2027.

Chairperson Dillman noted that the committee had previously discussed establishing a Memorial Day ceremony for the City of Winter Springs. The committee determined that a formal motion was needed to advance this to the City Commission for consideration.

MOTION TO RECOMMEND THE CITY COMMISSION CONSIDER HAVING A MEMORIAL DAY CEREMONY FOR THE CITY OF WINTER SPRINGS. MADE BY CHAIRPERSON DILLMAN. SECONDED BY COMMITTEE MEMBER DOUGLAS. ALL IN FAVOR BY VOCAL VOTE. NO OPPOSITION WAS EXPRESSED OR VOICED. MOTION PASSED WITH UNANIMOUS VERBAL CONSENT.

Operations Director Dunigan confirmed that staff will facilitate presenting this recommendation to the City Commission at one of the August commission meetings, and that Interim City Clerk Tarrant will notify the board of the applicable meeting date. If approved by the commission, the committee will convene in October to develop a specific vision and framework for the event, potentially in partnership with the local Veteran of Foreign Wars (VFW) Post.

REPORTS

None

PUBLIC INPUT

*Chairperson Dillman opened Public Input.
No one addressed the Committee
Chairperson Dillman closed Public Input.*

ADJOURNMENT

Chairperson Dillman adjourned the Regular Meeting at 6:03 p.m.

RESPECTFULLY SUBMITTED:

TRISTIN TARRANT
INTERIM CITY CLERK

NOTE: These Minutes were approved at the _____, 2026 Veteran and Veteran Family Advisory Committee.



REGULAR AGENDA ITEM 500

VETERAN AND VETERAN FAMILY ADVISORY COMMITTEE AGENDA |
OCTOBER 8, 2026 REGULAR MEETING

TITLE

Discussion of addition to annual Memorial Day Event

SUMMARY

At the August 10, 2026 City Commission Meeting, a request from the committee was presented to the City Commission for consideration and direction of adding an annual Memorial Day event. Commission then directed staff to begin initial discussions with the Committee and provide an update to the Commission by January 1, 2027.

The City Commission additionally requested the Committee determine the financial logistics of the event, consider coordinating with existing local organizations and surrounding cities, as well as solicit input from first responders to determine the feasibility of an event in either 2027 or 2028.

FUNDING SOURCE

RECOMMENDATION



REGULAR AGENDA ITEM 501

VETERAN AND VETERAN FAMILY ADVISORY COMMITTEE AGENDA |
OCTOBER 8, 2026 REGULAR MEETING

TITLE

Update on 2026 Veterans Day Event

SUMMARY

City staff will be providing a brief presentation to the Veterans and Veterans Family Advisory Committee on planning efforts pertaining to the 2026 Veterans Day Tribute event.

FUNDING SOURCE

N/A

RECOMMENDATION

City staff is recommending the committee review the information presented.



REGULAR AGENDA ITEM 502

VETERAN AND VETERAN FAMILY ADVISORY COMMITTEE AGENDA |
OCTOBER 8, 2026 REGULAR MEETING

TITLE

Newsletter Item Ideas: November - January 2027

SUMMARY

At a pervious Veteran and Veteran Family Advisory Committee Regular Meetings the Committee requested a standing item for suggesting items to the upcoming newsletters for the City.

FUNDING SOURCE

RECOMMENDATION

Staff recommends the Committee have a discussion on protentional items for the next upcoming Newsletters and submit information to staff to be included.



REGULAR AGENDA ITEM 503

VETERAN AND VETERAN FAMILY ADVISORY COMMITTEE AGENDA |
OCTOBER 8, 2026 REGULAR MEETING

TITLE

Review of the Tentative Meeting Schedule for Calendar Year 2027

SUMMARY

Please find and review the below tentatively scheduled meeting dates for calendar year 2027:

- January 14th, 2027 at 5:30 PM
- April 8th, 2027 at 5:30 PM
- July 8th, 2027 at 5:30 PM
- October 14th, 2027 at 5:30 PM

FUNDING SOURCE

RECOMMENDATION

Staff requests the Committee review the 2027 meeting dates provided.