TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE

REGULAR MEETING AGENDA

WEDNESDAY, MAY 21, 2025 - 5:15 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 Wednesday, October 30, 2024 Tuscawilla Lighting & Beautification District Advisory Committee Regular Meeting Minutes
2025 02 19 TLBD Regular Meeting Minutes.pdf

PUBLIC HEARINGS AGENDA

REGULAR AGENDA

500. Quarterly Fiscal Year to Date Expenditure Details
TLBD YTD 04.30.25.pdf

501. Update on Tuscawilla Lighting and Beautification District Projects

502. Budget 2026 and Beyond, Rate Study Discussion.

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

TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE AGENDA | MAY 21, 2025 REGULAR MEETING

TITLE

Approval of the Wednesday, October 30, 2024 Tuscawilla Lighting & Beautification District Advisory Committee Regular Meeting Minutes

SUMMARY

FUNDING SOURCE

RECOMMENDATION

Staff recommends the Board approve the meeting minutes from the October 30, 2024 Tuscawilla Lighting & Beautification District Advisory Committee Regular Meeting as presented.

CITY OF WINTER SPRINGS, FLORIDA
MINUTES
TUSCAWILLA LIGHTING AND BEAUTIFICATION DISTRICT ADVISORY COMMITTEE
REGULAR MEETING
FEBRUARY 19, 2025

CALL TO ORDER
Chairperson Terri Bivona called to order the Wednesday, February 19, 2025 Regular Meeting of the Tuscawilla Lighting and Beautification District Advisory Committee at 5:15 p.m. in the Commission Chambers of the Municipal Building (City Hall, 1126 East State Road 434, Winter Springs, Florida 32708).

Roll Call:
Chairperson Terri Bivona, present
Vice-Chairperson Ellen Paul, absent
Committee Member Dennis Jones, present
Committee Member Denise Ritchey, present
Assistant City Clerk Tristin Tarrant, present

Also present:
Mrs. Holly Queen, Director, Finance Department
Mr. Kevin Maddox, Landscape Manager, Urban Beautification

A moment of silence was followed by the Pledge of Allegiance.

No changes were made to the Agenda.

REGULAR AGENDA – PART I

502) Election for Chairperson of the Tuscawilla Lighting and Beautification District Advisory Committee for Calendar Year 2025.

Chairperson Bivona opened nominations.

COMMITTEE MEMBER JONES NOMINATED TERRI BIVONA. SECONDED BY COMMITTEE MEMBER RITCHEY. NOMINATION WAS ACCEPTED

VOTE: BIVIONA (AYE); JONES (AYE); RITCHEY (AYE)
MOTION CARRIED 3-0.

503) Election for Vice-Chairperson of the Tuscawilla Lighting and Beautification District Advisory Committee for Calendar Year 2025.

Chairperson Bivona opened nominations.

COMMITTEE MEMBER JONES NOMINATED ELLEN PAUL. SECONDED BY COMMITTEE MEMBER RITCHEY.

VOTE: BIVIONA (AYE); JONES (AYE); RITCHEY (AYE)
MOTION CARRIED 3-0.

AWARDS AND PRESENTATIONS

100. Not Used

INFORMATIONAL AGENDA
200. Not Used

PUBLIC INPUT
Chairperson Bivona opened Public Input.
No one addressed the committee
Chairperson Bivona closed Public Input.

CONSENT AGENDA
300) Approval of the Minutes from the October 30, 2024 Tuscawilla Lighting and Beautification District Advisory Committee Regular Meeting

"I MOVE THAT WE ACCEPT THE MINUTES." MOTION BY VICE-CHAIRPERSON PAUL. SECONDED BY COMMITTEE MEMBER JONES. DISCUSSION.

VOTE: BIVONA (AYE); JONES (AYE); RITCHEY (AYE)
MOTION PASSED. 3-0

PUBLIC HEARINGS AGENDA
400. Not Used

REGULAR AGENDA – PART II
500) Quarterly Fiscal Year-To-Date Expenditure Details

Mrs. Holly Queen, Finance Director, presented the financial report through January 31, 2025. She highlighted specific funds such as the fountains, landscaping, and signage and walls. Discussion ensued on potential Duke Energy rate increases, to which staff responded that they were unsure but would look into it and discussed the city's increase in irrigation costs. It was confirmed to be included in the current figures.

Mrs. Queen mentioned that she is working on the assessment district rate study and suggested the possibility of a special meeting if the timing doesn't align with the next regular meeting in May. She explained that if the assessment review is not completed by July 1, they would base everything on the current assessment and adjust later if necessary. The committee expressed concerns about future needs, such as fountain repairs, brick wall maintenance, and automation for the water system. Mrs. Queen assured the committee that these items would be considered in the rate study process.

501) Update on Tuscawilla Lighting and Beautification District Projects

Mr. Maddox, Landscape and Arbor Manager, provided an update on the new landscape contract relaying the price remains the same as the current contract and Nature's Coast being the recommended contractor.

Mr. Maddox moved to the current projects starting with the south fountain. A new filter has been installed to resolve this issue at no additional cost. Landscaping around the south fountain is in progress; however, full mature landscaping restoration may be delayed due to budget constraints. For the north fountain, issues with vault flooding and pump damage have

been identified. A new vault will be installed, and pumps will be replaced to match those in the South Fountain. Work is expected to be completed within two weeks, pending the arrival of parts.

Discussion ensued regarding the allocation of funds between the main entrance landscaping and other areas like Tuscarora Road. Committee members expressed concerns about the appearance of certain areas and suggested potential quick fixes, such as adding flowers to brick walls. Mr. Maddox agreed to explore options for improving the appearance of specific areas within budget constraints.

Further discussion ensued on the light pole refurbishment by Duke Energy and monument fixing being temporarily delayed due to focus on fountain repairs. Discussed moved to the increase of the assessment to address budget shortfalls and complete necessary projects. Mrs. Queen confirmed that this process is underway, and that the committee will be involved in determining priorities for future expenditures.

PUBLIC INPUT
Chairperson Bivona opened Public Input.
No one addressed the Committee.
Chairperson Bivona closed Public Input

ADJOURNMENT

Chairperson Bivona adjourned the Regular Meeting at 5:43 p.m.

RESPECTFULLY SUBMITTED:

_____
TRISTIN TARRANT
ASSISTANT CITY CLERK

NOTE: These Minutes were approved at the _____, 2025 Tuscawilla Lighting and Beautification District Advisory Committee.

REGULAR AGENDA ITEM 500

TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE AGENDA | MAY 21, 2025 REGULAR MEETING

TITLE

Quarterly Fiscal Year to Date Expenditure Details

SUMMARY

FUNDING SOURCE

RECOMMENDATION

No action required.

TLBD Maintenance Fund

Quarterly Meeting - MAY 21, 2025

Select Expense Accounts

10/1/2024 - 04/25/2025

Account/Vendor	Date	Amount	Description
Fountains	**Budget**	**$20,536**	
Nuwave Concrete	12.03.2024	$310	Nov South Fountain Maint. (partial month)
	12.06.2024	$620	Dec South Fountain Maint.
	12.16.2024	$998	install concrete wall & anchors
	01.28.2025	$620	Jan South Fountain Maint
	03.07.2025	$620	Mar South Fountain Maint
	03.18.2025	$887	nozzles and seal kits
	04.07.2025	$620	Apr South Fountain Maint
Economy Pool	01.13.2025	$750	Oct South Fountain Maint
	YTD Expense Total	**$5,425**	
	Encumbered	**$330**	
	End Balance	**$14,781**	
Grounds	**Budget**	**$159,467**	
Nature's Care	10.15.2024	$7,192	Oct Landscaping
	11.07.2024	$7,192	Nov Landscaping
	12.03.2024	$7,192	Dec Landscaping
	12.16.2024	$1,820	Annuals
	01.15.2025	$7,192	Jan Landscaping
	02.10.2025	$7,192	Feb Landscaping
	02.24.2025	$3,810	repair landscaping at fountain
	03.04.2025	$31,580	Fertilizer
	03.04.2025	$18,982	Fungicide
	03.26.2025	$7,192	Mar Landscaping
	04.29.2025	$7,722	Apr Landscaping
A Budget Tree	01.09.2025	$2,480	tree removal on WSB
	01.13.2025	$540	fertilizer
	03.19.2025	$1,860	tree removal on WSB @ Northern Way
	04.21.2025	$540	fertilizer
Lowe's	01.09.2025	$13	supplies
Siteone	10.29.2024	$406	irrigation supplies
	11.13.2024	$81	irrigation supplies
	01.09.2025	$106	irrigation supplies
	01.30.2025	$33	irrigation supplies
	02.24.2025	$178	irrigation supplies
	04.21.2025	$163	irrigation supplies
	YTD Expense Total	**$113,468**	
	Encumbered	**$42,549**	
	End Balance	**$3,449**	
Signs/Walls	**Budget**	**$500**	
M&M Flags	10.29.2024	$458	American Flags
	YTD Expense Total	**$458**	
	Encumbered	**$0**	
	End Balance	**$42**	
Contract Admin	**Budget**	**$46,840**	
NBS	04.14.2025	$1,375	Special Assessment Services
NBS	04.14.2025	$1,375	Special Assessment Services
	YTD Expense Total	**$2,750**	

	Encumbered	**$25,485**	
	End Balance	**$18,605**	
Utilities	**Budget**	**$74,340**	
Seminole County (irrigation)	11.12.2024	$34	Oct Howell Creek/Deer Run
	12.10.2024	$34	Nov Howell Creek/Deer Run
	01.08.2025	$34	Dec Howell Creek/Deer Run
	02.19.2025	$37	Jan Howell Creek/Deer Run
	04.01.2025	$40	Feb Howell Creek/Deer Run
	04.14.2025	$38	Mar Howell Creek/Deer Run
City of Winter Springs (irrigation)	10.08.2024	$965	Seneca-Shetland-Dyson-Medians 21, 22, 23-Fountain
	10.15.2024	$819	Vistawilla/Planter L&R TLBD, Tuscora/434, WSB/Tuska, Tusk/Trotwood
	11.12.2024	$456	Seneca-Shetland-Dyson-Medians 21, 22, 23-Fountain
	11.19.2024	$539	Vistawilla/Planter L&R TLBD, Tuscora/434, WSB/Tuska, Tusk/Trotwood
	12.10.2024	$1,741	Seneca-Shetland-Dyson-Medians 21, 22, 23-Fountain
	12.17.2024	$535	Vistawilla/Planter L&R TLBD, Tuscora/434, WSB/Tuska, Tusk/Trotwood
	01.14.2025	$2,733	Seneca-Shetland-Dyson-Medians 21, 22, 23-Fountain
	01.21.2025	$2,183	Vistawilla/Planter L&R TLBD, Tuscora/434, WSB/Tuska, Tusk/Trotwood
	02.18.2025	$1,186	Vistawilla/Planter L&R TLBD, Tuscora/434, WSB/Tuska, Tusk/Trotwood
	02.11.2025	$433	Seneca-Shetland-Dyson-Medians 21, 22, 23-Fountain
	03.11.2025	$1,747	Seneca-Shetland-Dyson-Medians 21, 22, 23-Fountain
	03.18.2025	$1,028.64	Vistawilla/Planter L&R TLBD, Tuscora/434, WSB/Tuska, Tusk/Trotwood
	04.08.2025	$2,851.76	Seneca-Shetland-Dyson-Medians 21, 22, 23-Fountain
	04.15.2025	$1,109.84	Vistawilla/Planter L&R TLBD, Tuscora/434, WSB/Tuska, Tusk/Trotwood
Duke Energy	11.19.2024	$205	Low voltage entrance lighting-October
	11.27.2024	$637	Low voltage entrance lighting-October
	12.03.2024	$32	Low voltage entrance lighting-October
	12.17.2024	$269	Low voltage entrance lighting-November
	12.27.2024	$743	Low voltage entrance lighting-November
	01.15.2025	$240	Low voltage entrance lighting-December
	01.28.2025	$347	Low voltage entrance lighting-December
	02.26.2025	$736	Low voltage entrance lighting - January
	03.21.2025	$239	Low voltage entrance lighting - February
	03.31.2025	$549	Low voltage entrance lighting - February
	04.17.2025	$879	Low voltage entrance lighting - March
	YTD Expense Total	**$23,420**	
	Encumbered		
	End Balance	**$50,920**	
Streetlights	**Budget**	**$243,396**	
Duke Energy	11.27.2024	$18,817	October streetlights
	12.27.2024	$18,807	November streetlights
	01.28.2025	$18,196	December streetlights
	02.26.2025	$18,196	January streetlights
	03.31.2025	$18,491	February streetlights
	04.17.2025	$18,491	March streetlights
	YTD Expense Total	**$110,999**	
	Encumbered	**$0**	
	End Balance	**$132,397**	

REGULAR AGENDA ITEM 502

TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE AGENDA | MAY 21, 2025 REGULAR MEETING

TITLE

Budget 2026 and Beyond, Rate Study Discussion.

SUMMARY

FUNDING SOURCE

RECOMMENDATION

Discuss potential items to incorporate into rate study.