TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE

REGULAR MEETING AGENDA

WEDNESDAY, NOVEMBER 18, 2026 - 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 Minutes: Wednesday, August 19, 2026 Tuscawilla Lighting and Beautification District Advisory Committee Regular Meeting
2026 08 19 TLBD 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. Quarterly Fiscal Year to Date Expenditure Details
TLBD 09.30.2026.pdf

501. Discussion on North Fountain Refurbishment Scope

502. Review of the 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

TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE AGENDA | NOVEMBER 18, 2026 REGULAR MEETING

TITLE

Approval of the Minutes: Wednesday, August 19, 2026 Tuscawilla Lighting and Beautification District Advisory Committee Regular Meeting

SUMMARY

FUNDING SOURCE

RECOMMENDATION

Staff recommends the Committee review and approve the Wednesday, August 19, 2026 Tuscawilla Lighting and Beautification District Advisory Committee Regular Meeting minutes.

TUSCAWILLA LIGHTING AND BEAUTIFICATION DISTRICT ADVISORY COMMITTEE

REGULAR MEETING MINUTES
AUGUST 19, 2026

CITY HALL – COMMISSION CHAMBERS
CITY OF WINTER SPRINGS, FLORIDA

UNAPPROVED

CALL TO ORDER

Chairperson Terri Bivona called the Wednesday, August 19, 2026 Regular Meeting of the Tuscawilla Lighting and Beautification District Advisory Committee to order 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
Committee Member Cynthia "Cyndy" Miericke, present
Committee Member Rick Ziska, absent
Deputy City Clerk Tristin Tarrant, present
City Clerk Erin O'Donnell, present

Also present:
Mr. Brian Dunigan, Director, Administrative Services and Operations Department
Mr. Kevin Maddox, Landscape Manager, Urban Beautification
Ms. Holly Queen, Director, Finance Department

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

Director Dunigan requested the addition of two add-on items. A discussion on landscape enhancements and frost damage remediation for medians which will be noted as item 502 and a budget confirmation item from Finance Director Queen which will be noted as item 503. The Committee adopted the agenda with those changes.

REGULAR AGENDA – PART I

500. Election for Vice-Chairperson of the Tuscawilla Lighting and Beautification District Advisory Committee for the remainder of Calendar Year 2026.

Chairperson Bivona opened the nominations for Vice-Chairperson.

CHAIRPERSON BIVONA NOMINATED BOARD MEMBER RICK ZISKA. SECONDED BY COMMITTEE MEMBER MIERICKE. NOMINATION WAS ACCEPTED. NO OTHER NOMINATIONS WERE GIVEN. NO OBJECTION TO THE NOMINATION WAS GIVEN.

RICK ZISKA WAS ELECTED AS VICE-CHAIRPERSON FOR THE REMAINDER OF CALENDAR YEAR 2026

AWARDS AND PRESENTATIONS

100. Not Used

INFORMATIONAL AGENDA

200. Not Used

PUBLIC INPUT

Chairperson Bivona opened Public Input

Kurt Miericke, Winter Springs Resident, President of the Tuscawilla HOA, addressed the Committee and expressed that he was please with the committee. Mr. Miericke Complimented the work done on Tuscora. Mr. Miericke relayed the next Commission meeting the discussion of the assessment increase is taking place and expressed support for the increase. He additionally urged the members to be present at the meeting.

Chairperson Bivona closed Public Input

CONSENT AGENDA

300. Approval of the Minutes: Wednesday, May 20, 2026 Tuscawilla Lighting and Beautification District Advisory Committee Regular Meeting

MOTION TO APPROVE [THE MINUTES FROM MAY 20, 2026]. MOTION BY VICE-CHAIRPERSON ZISKA. SECONDED BY COMMITTEE MEMBER MIERICKE. DISCUSSION.

VOTE: BIVONA (AYE); ZISKA (AYE); MIERICKE (AYE)
MOTION CARRIED 3-0.

PUBLIC HEARINGS AGENDA

400. Not Used

REGULAR AGENDA – PART II

501. Quarterly Fiscal Year to Date Expenditure Details

Finance Director Holly Queen presented the detailed transaction report for the period October 1, 2025 through July 31, 2026. Overall expenditures were found to be in line with budget, with several accounts carrying remaining balances. The Committee was advised that unspent funds roll into fund balance at fiscal year-end on September 30, and that open purchase orders may be reappropriated via budget amendment into the following fiscal year.

Discussion continued on two fountain-related repair items and Landscape Manager Kevin Maddox confirmed that the south fountain motor replacement was covered under the manufacturer's warranty, with only labor costs being incurred by the district. A second repair at the same fountain, reflected in July, involved the waterfall side rather than another full motor replacement. Landscape Manager Maddox explained that the failed component was part of the pump assembly rather than the motor itself, and staff was able to reuse most of the existing pump components. The Committee concluded that the expenditure report appeared to be in order and no further concerns were raised under this item.

502. ADD-ON Discussion on Median Enhancements and Frost Damage Materials

Operations Director Dunigan presented photographic documentation of frost damage sustained throughout the assessment district during the January 2026 freeze. The damage was extensive, affecting plant material at approximately 20 locations including medians, monument features, and fountain areas. Staff presented two options for the Committee's consideration. The first option is processing with the previously planned landscape renovation on Medians 1, 2, 3, and 4, replacing severely aged, diseased, and frost-damaged material with cold-hardy, Florida-native or Florida-friendly species, with materials estimated not to exceed $20,000 and contracted labor not to exceed $25,000. The second option is to address the frost-damaged plant material district-wide across all affected

UNAPPROVED

medians and monument features, with city staff purchasing materials from wholesalers not to exceed $15,000 and contracted labor not to exceed $25,000.

The Committee reached consensus and agreed that addressing all frost damage district-wide, the second option, was preferable to a partial renovation of only four medians, as it would improve conditions across more locations visible to residents. It was also noted that replacement material would prioritize cold-hardy and mixed species to avoid over-reliance on any single plant and to reduce future freeze vulnerability. Landscape Manager Maddox noted that a plan was already underway to screen the south fountain's above-ground pump infrastructure with 15-gallon Podocarpus as a cold-hardy alternative.

MOTION TO REPLACE THE FROST DAMANGE [OPTION TWO]. MOTION BY VICE-CHAIRPERSON ZISKA. SECONDED BY CHAIRPERSON BIVONA. DISCUSSION.

VOTE: BIVONA (AYE); ZISKA (AYE); MIERICKE (AYE)
MOTION CARRIED 3-0.

503. ADD-ON Confirmation of 2027 Budget Items

Finance Director Queen presented an update to the FY 2027 budget model previously approved by the Committee in May 2026. A billing correction related to streetlight expenses was identified, resulting in a credit of approximately $90,000. Finance Director Queen sought confirmation that the Committee wished to maintain the previously approved $193 per parcel assessment rate and asked for direction on how to allocate the streetlight savings.

The Committee agreed that the savings should not be redirected to additional projects at this time, given the desire to preserve funds for the North Fountain Rehabilitation, which remains the district's highest-priority capital project. Members expressed concern that committing additional funds before receiving bids on the fountain could delay or compromise that project if costs exceed initial estimates. Director Dunigan and Landscape Manager Maddox noted that staff intends to combine the fountain rehabilitation scope with the Winter Springs Boulevard entrance lighting project, given their proximity, and will bring a formal project scope to the next meeting for the Committee's review prior to soliciting bids.

The Committee confirmed its direction to maintain the assessment rate for FY 2027 and to appropriate the streetlight savings to fund balance for future capital projects, prioritizing the fountain rehabilitation.

REPORTS

Chairperson Bivona inquired about the status of the main entrance lighting and other median projects, identified as remaining priority projects for the fiscal year. Landscape Manager Maddox confirmed these items are on the work plan and that quotes will be solicited from vendors based on a staff-prepared scope. Director Dunigan indicated that a similar process for the Tuscora project would be followed, with the goal of presenting proposals at the August 19, 2026 meeting and completing work before the end of September.

PUBLIC INPUT

Chairperson Bivona opened Public Input

Kurt Miericke, Winter Springs Resident, suggested and confirmed the Committee showed support and motioned for the increase of the assessment fee.

Chairperson Bivona closed Public Input

UNAPPROVED

Director Dunigan introduced the new City Clerk, Erin O'Donnell, and acknowledged the contributions of Deputy City Clerk Tarrant, who served in an interim capacity over the summer.

ADJOURNMENT

Chairperson Bivona adjourned the Regular Meeting of the Tuscawilla Lighting and Beautification District Advisory Committee at 6:01 p.m.

RESPECTFULLY SUBMITTED:

_____
TRISTIN TARRANT
DEPUTY CITY CLERK

NOTE: These Minutes were approved at the _____, 2026 Tuscawilla Lighting and Beautification District Advisory Committee Regular Meeting.

UNAPPROVED

REGULAR AGENDA ITEM 500

TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE AGENDA | NOVEMBER 18, 2026 REGULAR MEETING

TITLE

Quarterly Fiscal Year to Date Expenditure Details

SUMMARY

FUNDING SOURCE

RECOMMENDATION

TLBD Maintenance Fund
Quarterly Meeting - November 18, 2026
Select Expense Accounts
10/1/2025 - 09/30/2026

Account/Vendor		Date	Amount	Description
Fountains		**Budget**	**$21,496**	
	Nuwave Concrete	10.21.25	$620	Oct Fountain Maint.
		10.29.25	$620	Oct Fountain Maint.
		11.04.25	$1,240	Nov Fountain Maint.
		12.09.25	$1,240	Dec Fountain Maint.
		01.09.26	$1,240	Jan Fountain Maint.
		02.09.26	$1,240	Feb Fountain Maint.
		03.03.26	$1,240	Mar Fountain Maint.
		04.10.26	$1,240	Apr Fountain Maint.
		04.10.26	$627	South Fountain Motor
		05.05.26	$1,240	May Fountain Maint.
		06.08.26	$1,240	Jun Fountain Maint.
		07.02.26	$1,240	Jul Fountain Maint.
		07.14.26	$500	South Fountain Waterfall Motor
		08.03.26	$1,240	Aug Fountain Maint.
		09.08.26	$1,240	Sep Fountain Maint.
		09.15.26	$112	North Fountain - new lid & basket
		09.30.26	$2,183	Auto Water Leveler South Fountain
		YTD Expense Total	**$18,302**	
		Encumbered	**$0**	
		End Balance	**$3,194**	
Grounds		**Budget**	**$254,738**	
	Nature's Care	11.04.25	$7,722	October Landscaping
		11.04.25	$7,722	November Landscaping
		12.09.25	$7,722	December Landscaping
		01.06.26	$2,758	Install Carissa Holly in Median
		01.09.26	$7,722	January Landscaping
		01.13.26	$1,855	Annual Flowers
		02.09.26	$7,722	February Landscaping
		03.10.26	$7,722	March Landscaping
		07.07.26	$7,722	April Landscaping
		04.07.26	$949	Insecticide Application
		05.05.26	$7,722	May Landscaping
		06.02.26	$7,722	June Landscaping
		07.02.26	$7,722	July Landscaping
		08.11.26	$7,722	Aug Landscaping

		09.08.26	$7,722	Sep Landscaping
		09.15.26	$3,426	Fungicide & Pesticide Treatments
		09.22.26	$2,170	Flower Rotation
	Siteone	10.08.25	$40	irrigation supplies for repair
		10.21.25	$79	irrigation supplies for repair
		10.29.25	$214	irrigation supplies for repair
		11.04.25	$232	irrigation supplies for repair
		12.09.25	$279	irrigation supplies for repair
		12.16.25	$1,139	irrigation supplies for repair
		12.24.25	$36	irrigation supplies for repair
		01.26.26	$170	irrigation supplies for repair
		03.17.26	$71	irrigation supplies for repair
		04.07.26	$128	irrigation supplies for repair
		04.15.26	$48	irrigation supplies for repair
		06.08.26	$61	irrigation supplies for repair
		07.14.26	$22	irrigation supplies for repair
		08.11.26	$145	irrigation supplies for repair
		08.19.26	$219	irrigation supplies for repair
		09.22.26	$107	irrigation supplies for repair
	BrightArbor	08.03.26	$43,867	Tuscora Monument Enhancement & irrigation repair
	J&D Transfer Station	04.06.26	$400	Waste Disposal (deep freeze damage)
		YTD Expense Total	**$151,082**	
		Encumbered	**$0**	
		End Balance	**$103,656**	
Signs/Walls		**Budget**	**$500**	
	M&M Flags	08.19.26	$492	Flags
		YTD Expense Total	**$492**	
		Encumbered	**$0**	
		End Balance	**$8**	
Contract Admin		**Budget**	**$5,500**	
	NBS	01.26.26	$1,375	1st QTR Special Assessment Services
		04.10.26	$1,375	2nd QTR Special Assessment Services
		07.07.26	$1,375	3rd QTR Special Assessment Services
		09.30.26	$1,375	4th QTR Special Assessment Services
		YTD Expense Total	**$5,500**	
		Encumbered	**$0**	
		End Balance	**$0**	

Utilities		**Budget**	**$74,340**	
			$19,447	reverse manual accrual
	Seminole County (irrigation)	11.14.25	$34	October
		12.12.25	$38	November
		01.13.26	$37	December
		02.13.26	$35	January
		03.13.26	$34	February
		04.10.26	$34	March
		05.14.26	$34	April
		06.15.26	$34	May
		07.20.26	$34	June
		08.14.26	$34	July
		09.11.26	$34	August
		09.30.26	$34	September
	City of Winter Springs (irrigation)	10.14.25	$674	Vistawilla / Tuscora /WSB / Tuskawilla
		10.21.25	$1,192	Seneca / Shetland / WSB / Dyson
		11.12.25	$740	Vistawilla / Tuscora /WSB / Tuskawilla
		11.18.25	$2,252	Seneca / Shetland / WSB / Dyson
		12.09.25	$818	Vistawilla / Tuscora /WSB / Tuskawilla
		12.16.25	$2,147	Seneca / Shetland / WSB / Dyson
		01.13.26	$1,532	Vistawilla / Tuscora /WSB / Tuskawilla
		01.20.26	$1,697	Seneca / Shetland / WSB / Dyson
		02.10.26	$1,704	Vistawilla / Tuscora /WSB / Tuskawilla
		02.17.26	$1,323	Seneca / Shetland / WSB / Dyson
		03.10.26	$2,117	Vistawilla / Tuscora /WSB / Tuskawilla
		03.17.26	$1,174	Seneca / Shetland / WSB / Dyson
		04.14.26	$2,753	Vistawilla / Tuscora /WSB / Tuskawilla
		04.21.26	$1,026	Seneca / Shetland / WSB / Dyson
		05.12.26	$2,664	Vistawilla / Tuscora /WSB / Tuskawilla
		05.19.26	$1,261	Seneca / Shetland / WSB / Dyson
		06.09.26	$2,471	Vistawilla / Tuscora /WSB / Tuskawilla
		06.16.26	$644	Seneca / Shetland / WSB / Dyson
		07.14.26	$3,211	Vistawilla / Tuscora /WSB / Tuskawilla
		07.21.26	$1,223	Seneca / Shetland / WSB / Dyson
		08.11.26	$3,083	Vistawilla / Tuscora /WSB / Tuskawilla
		08.18.26	$1,430	Seneca / Shetland / WSB / Dyson
		09.08.26	$7,711	Vistawilla / Tuscora /WSB / Tuskawilla
		09.15.26	$1,333	Seneca / Shetland / WSB / Dyson
	Duke Energy	10.27.25	$953	Low voltage entrance lighting-Sept
		11.17.25	$32	Low voltage entrance lighting-October
		11.18.25	$234	Low voltage entrance lighting-October
		11.24.25	$1,459	Low voltage entrance lighting-October

		12.23.25	$267	Low voltage entrance lighting-November
		12.29.25	$1,901	Low voltage entrance lighting-November
		01.26.26	$276	Low voltage entrance lighting-December
		01.29.26	$2,059	Low voltage entrance lighting-December
		02.20.26	$267	Low voltage entrance lighting-January
		02.23.26	$1,666	Low voltage entrance lighting-January
		03.16.26	$263	Low voltage entrance lighting-February
		03.23.26	$1,846	Low voltage entrance lighting-February
		04.20.26	$265	Low voltage entrance lighting-March
		04.24.26	$1,304	Low voltage entrance lighting-March
		05.19.26	$263	Low voltage entrance lighting-April
		05.26.26	$1,137	Low voltage entrance lighting-April
		06.18.26	$229	Low voltage entrance lighting-May
		06.23.26	$1,148	Low voltage entrance lighting-May
		07.20.26	$229	Low voltage entrance lighting-June
		07.22.26	$1,520	Low voltage entrance lighting-June
		08.17.26	$264	Low voltage entrance lighting-July
		08.24.26	$1,712	Low voltage entrance lighting-July
		09.22.26	$1,888	Low voltage entrance lighting-Aug
		09.30.26	$266	Low voltage entrance lighting-Sept
		YTD Expense Total	**$48,598**	
		Encumbered	**$0**	
		End Balance	**$25,742**	
Streetlights		**Budget**	**$243,396**	
	Duke Energy	10.27.25	$12,551	September Streetlights
		11.24.25	$12,551	October Streetlights
		12.29.25	$12,551	November Streetlights
		01.20.26	$12,551	December Streetlights
		02.23.26	$12,551	January Streetlights
		03.24.26	$12,551	February Streetlights
		04.24.26	$12,551	March Streetlights
		05.26.26	$12,551	April Streetlights
		06.23.26	$12,551	May Streetlights
		07.27.26	$12,551	June Streetlights
		08.24.26	$12,551	July Streetlights
		09.28.26	$12,551	August Streetlights
		YTD Expense Total	**$150,607**	
		Encumbered	**$0**	
		End Balance	**$92,789**	

REGULAR AGENDA ITEM 501

TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE AGENDA | NOVEMBER 18, 2026 REGULAR MEETING

TITLE

Discussion on North Fountain Refurbishment Scope

SUMMARY

City staff is seeking direction from the committee on next steps for developing a formal scope for enhancements and refurbishments to main entrance at Tuskawilla Road and Winter Springs Blvd.

Anticipated pre bid expenses include obtaining engineered drawings for the north fountain, this expense totaled $10,750 in 2024. Additionally, should the committee choose to move forward with the refurbishment of the north fountain the engineer of record will need to verify that the geotechnical borings obtained in 2024 can still be used for the redesign.

Reconstruction of the new pump vault and replacement of existing pump and filtration infrastructure totaled $117,440 in 2024.

Reconstruction of the concrete basin of the south fountain cost $157,068 in 2024.

The TBLD assessment district received approximately $233,000 in reimbursements from insurance to cover the reconstruction of the basin, associated replumbing, and vault/pump repairs due to a catastrophic failure of the basin and vault infrastructure.

Additional enhancement opportunities in this area include relandscaping of the monument features on both the north and south fountains and updating the landscape lighting in this location.

FUNDING SOURCE

RECOMMENDATION

City staff is recommending the committee review the information presented by staff and provide further direction.

REGULAR AGENDA ITEM 502

TUSCAWILLA LIGHTING & BEAUTIFICATION DISTRICT ADVISORY COMMITTEE AGENDA | NOVEMBER 18, 2026 REGULAR MEETING

TITLE

Review of the Meeting Schedule for Calendar Year 2027

SUMMARY

The tentative 2027 dates are as follows (all starting at 5:15 PM):

- February 17, 2027
- May 19, 2027
- August 18, 2027
- November 17, 2027

The scheduling of Tuscawilla Lighting and Beautification Advisory Committee falls on every third Wednesday of February, May, August, and November.

FUNDING SOURCE

RECOMMENDATION

Review and confirm the Tuscawilla Lighting and Beautification Advisory Committee calendar year 2027 tentative meeting dates.