

# **SEMINOLE COUNTY, FLORIDA**

*COUNTY SERVICES BUILDING  
1101 EAST FIRST STREET  
SANFORD, FLORIDA  
32771-1468*



## **Meeting Minutes**

**Tuesday, January 13, 2026**  
**9:30 AM**

**BCC Chambers**

**Board of County Commissioners**

**I. CALL TO ORDER**

**Present:** Chairman Andria Herr  
Vice Chairman Amy Lockhart  
Commissioner Bob Dallari  
Commissioner Jay Zembower  
Commissioner Lee Constantine

Additional Attendees: County Attorney Kate Latorre, County Manager Darren Gray, Clerk of Court and Comptroller Grant Maloy, and Deputy Clerks Chariti Guevara and Kyla Farrell.

**II. INVOCATION & PLEDGE OF ALLEGIANCE**

Pastor Ron Williams, Palmetto Ave Baptist Church, gave the Invocation and led the Pledge of Allegiance.

**III. AWARDS, PRESENTATIONS AND PROCLAMATIONS**

1. Proclamation proclaiming Sergeant Jerry Jordan, United States Marine Corps as Seminole County's January Veteran of the Month. (Sergeant Jerry Jordan, United States Marine Corps) [2025-1129](#)

Motion by Commissioner Zembower, seconded by Commissioner Dallari, to adopt a Proclamation proclaiming Sergeant Jerry Jordan, United States Marine Corps, as Seminole County's January Veteran of the Month.

Districts 1, 2, 3, 4, and 5 voted AYE.

2. Recognition of Eric Moore for Winning the Florida Association of Counties January Calendar Photo Contest ..end [2026-0032](#)

Commissioner Constantine presented Dr. Moore with a plaque from the Florida Association of Counties in recognition of winning the January Calendar Photo Contest.

3. Resolution honoring the Lake Mary High School football team for winning the 2025 7A Florida State championship [2026-0035](#)

Motion by Vice Chairman Lockhart, seconded by Commissioner Dallari, to adopt appropriate Resolution #2026-R-1 honoring the Lake Mary High School football team for winning the 2025 7A Florida State championship.

Districts 1, 2, 3, 4, and 5 voted AYE.

4. Resolution honoring the Oviedo High School girls volleyball team for winning the 2025 6A Florida State championship [2026-0034](#)

Motion by Commissioner Dallari, seconded by Commissioner Zembower, to adopt appropriate Resolution #2026-R-2 honoring the Oviedo High School girls volleyball team for winning the 2025 6A Florida State championship.

Districts 1, 2, 3, 4, and 5 voted AYE.

**IV. CONSENT AGENDA – PUBLIC PARTICIPATION**

With regard to public participation, no one spoke and public input was closed.

Motion by Commissioner Zembower, seconded by Vice Chairman Lockhart, to approve Constitutional Officers Consent Agenda Item 5 and County Manager's Consent Agenda Items 6 through 18.

Districts 1, 2, 3, 4, and 5 voted AYE.

**Constitutional Officers – Consent Agenda (Item No. 5.)**

5. Expenditure Approval Lists dated November 26 and December 3, 10, and 17, 2025; Payroll Approval Lists dated December 4 and 18, 2025; and BCC Official Minutes dated November 18, 2025. (Jenny Spencer, CPA, MAcc, CGFO, and CFE, Director - Comptroller's Office) [2026-0029](#)

**County Manager's Consent Agenda (Items No. 6 - 18)****County Manager's Office**

6. Approve and authorize the Chairman to execute the negotiated Collective Bargaining Agreement between Seminole County and the Bargaining Unit Local 3254 for Battalion Chiefs/B Unit. Countywide (Tricia Johnson, Deputy County Manager) [2026-0004](#)

7. Approve and authorize the Chairman to execute a Proclamation proclaiming January 18 - January 24, 2026 as National CRNA Week in Seminole County, Florida (Michael Tran, MSN, CRNA, APRN) [2026-0033](#)

8. Approve and authorize the Chairman to execute a Settlement Agreement and Mutual Release between Seminole County, CIC Construction Group USA, LLC, and Schenkel & Shultz, Inc. for the Fire Station #39 project. (Kristian Swenson - County Manager's Office) [2026-0040](#)

**County Attorney's Office**

9. Approve and authorize the Chairman to execute a Resolution of the Board of County Commissioners of Seminole County, Florida, approving, solely for the limited purposes of Section 147(f) of the Internal Revenue Code, the expenditure of the proceeds of the Osceola County Housing Finance Authority ("OCHFA") not to exceed \$27,500,000 of its Revenue Bond Series (San Jose Apartment Project) for the purpose of providing funds to finance a multifamily residential rental project (121 residential units) located in Seminole County at 2353 Winter Woods Blvd., Winter Park, Florida 32792, as further described in the Resolution; and providing an effective date. (Kate Latorre, County Attorney) [2026-0013](#)

Resolution #2026-R-3

**Administrative Services**

10. Award IFB-5122-25/MSM Fire Department Janitorial Supplies to Cypress [2026-0001](#)

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Supply, Inc. Longwood, FL at an estimated annual amount of \$105,000.00 and authorize the Purchasing and Contracts Division to execute the Agreement. Countywide (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Fire

11. Approve ranking and authorize staff to negotiate the Management Fee and Pre-Construction Services Fee in accordance with Section 287.055, Florida Statutes, the Consultants Competitive Negotiations Act, and authorize the Purchasing and Contracts Division to execute one (1) Agreement, and Work Order No. 1 for Pre-Construction Services under PS-6780-25/LNF - Construction Manager at Risk (CMAR) for Seminole County Medical Examiner's Office. Countywide (Stephen Koontz, Administrative Services Deputy Director) Requesting Department/Division - Fleet and Facilities [2026-0016](#)

12. Approve Amendment #1 to RFP-604939-25/LAS- Term Contract for Boombah Sports Complex Artificial Turf Field Replacement to Astro Turf Corporation, Dalton, GA. and authorize the Purchasing and Contracts Division to execute the amendment and approve and authorize the Chairman to execute a Resolution implementing the Budget Amendment Request (BAR) #26-015 in the Tourism Parks 1, 2, 3 Cent Fund and the Tourism Sports 4&6 Cent Fund to transfer \$7,585,253 from reserves. (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Parks and Recreation [2026-0021](#)  
Resolution #2026-R-4

13. Waive the procurement process and authorize Sole Source Procurement SS-5118-25/GCM - E-Warrants to Cloud Gavel, LLC, Baton Rouge, LA; authorize the Purchasing and Contracts Division to issue Purchase Orders; and approve and authorize the Chairman to execute a Resolution implementing the Budget Amendment Request (BAR) #26-010 in the amount of \$80,000.00 to appropriate an interfund transfer from General Fund Reserves to the Court Support Technology Fee Fund. (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Information Technology [2025-985](#)  
Resolution #2026-R-5

14. Approve and authorize the Chairman to execute a Purchase Agreement related to Project Parcel #1-906 for a drainage easement necessary for the Midway Drainage Improvement Project (75 ± SF) between Ferina Edwards and Seminole County for \$1,530.00, as full settlement and any other claim for compensation from which Seminole County might be obligated to pay relating to the parcel. District5 - Herr (Stephen Koontz, Administrative Services Deputy Director) Requesting Department - Public Works [2025-1156](#)

## Management and Budget

15. Approve and authorize the Chairman to execute a Resolution [2026-0022](#)

implementing Budget Amendment (BAR) # 26-016 in the 2001 and 2014 Infrastructure Sales Tax Funds to transfer funding in the amount of \$2,218,510 of existing budget for the Deleon Street Drainage Improvement Project. District2 (Timothy Jecks, Management & Budget Director) Requesting Department - Public Works

Resolution #2026-R-6

16. Approve and authorize the Chairman to execute a Resolution [2026-0023](#) implementing Budget Amendment Request (BAR) #26-013 in the Major Projects Fund to appropriate funding in the amount of \$190,000, from reserves, to replace the Uninterruptible Power Supply (UPS) at the Seminole County Clerk of Court Records Center, and for additional funding required to replace the Distributed Antenna System (DAS) in the Jail and Criminal Justice Center. Countywide (Timothy Jecks, Management & Budget Director) Requesting Department - Emergency Management

Resolution #2026-R-7

### **Office of Economic Development and Tourism**

17. Approve and authorize the Chairman to execute a Resolution recognizing the importance of Team Orlando and the PEO STRI for the Modeling, Simulation & Training (MS&T) industry in Seminole County. Countywide (Gui Cunha, Economic Development & Tourism Director)

Resolution #2026-R-8

### **Parks and Recreation**

18. Approve and authorize the Chairman to execute the Second Amendment [2026-0030](#) to the Facilities Use Agreement between Seminole County and Flock Fitness, LLC to provide additional recreational fitness programs to Seminole County residents. Countywide (Rick Durr, Parks and Recreation Director)

### **V. REGULAR AGENDA**

19. SCOUT Update (Kristian Swenson, Assistant County Manager) [2026-0051](#)  
Mr. Swenson addressed the Board and presented the item as outlined in the agenda backup. The presentation was followed by Board comments and a few questions.

20. Website Redesign Project Update (Chris Patton, Communications Director) [2026-0052](#)  
Mr. Patton addressed the Board and presented the item as outlined in the agenda backup. The presentation was followed by Board comments.

### **VI. WORKSESSION**

21. Work Session - Basin Study - Lake Monroe and Big/Little Econlockhatchee (Joe LoFaso, Chief Design Engineer) [2025-947](#)

Public Works Director John Slot and Mr. LoFaso addressed the Board and presented the item as outlined in the agenda backup. Staff's requested action is for Board approval for acceptance into service of the Basin Studies for Lake Monroe (Lockhart Smith Canal) and Big and Little Econlockhatchee, as recommended by staff.

With regard to public comment, no one spoke and public input was closed.

Motion by Commissioner Zembower, seconded by Vice Chairman Lockhart, to approve.

Districts 1, 2, 3, 4, and 5 voted AYE.

**Recess BCC Meeting Until 1:30 P.M.**

Chairman Herr recessed the meeting at 11:20 a.m.

**Reconvene Meeting at 1:30 P.M.**

Chairman Herr reconvened the meeting at 1:30 p.m., with all Commissioners and other Officials, with the exception of Clerk Maloy and Deputy Clerk Chariti Guevara who was replaced by Deputy Clerk Kyla Farrell, who were present at the opening session.

**VII. PUBLIC HEARING AGENDA**

**Accept Proofs of Publication**

Motion by Commissioner Dallari, seconded by Vice Chairman Lockhart, to authorize the filing of the proofs of publication for this meeting's scheduled public hearings into the Official Record.

Districts 1, 2, 3, 4, and 5 voted AYE.

**Ex Parte Disclosure**

All districts reported no ex parte.

**Public Hearings - Quasi - Judicial**

22. Marsden Building PD Rezone- Consider a Rezone from C-2 (General Commercial) to PD (Planned Development) for a proposed office and warehouse building on approximately 0.47 acres, located on the southeast corner of Division Street and Wells Avenue; (Z2025-07); (Daniel Marsden, Applicant). District4 - Lockhart (Kaitlyn Apgar, Senior Planner)

[2025-1141](#)

Ms. Apgar addressed the Board and presented the item as outlined in the agenda memorandum. She noted staff recommends approval.

Johnny Herbert, Civil Engineer, on behalf of the applicant, addressed the Board and advised he was available for any questions.

With regard to public participation, no one spoke and public input was closed.

Motion by Vice Chairman Lockhart, seconded by Commissioner Zembower, to adopt

Ordinance #2026-1 enacting a rezone from C-2 (General Commercial) to PD (Planned Development) for a proposed office and warehouse building on approximately 0.47 acres, located on the southeast corner of Division Street and Wells Avenue; (Z2025-07); Daniel Marsden, Applicant; as described in the proof of publication.

Districts 1, 2, 3, 4, and 5 voted AYE.

23. Vantage Bank Special Exception - Consider a Special Exception to allow the use of a bank in the OP (Office) zoning district on approximately 1.52 acres, located on the corner of SR 434, and East of Lake Brantley Dr; BS# 2025-12 (Vanessa Johnson - Vantage Properties, LLC, Applicant) District3 - Constantine (Annie Sillaway, Principal Planner)

Ms. Sillaway addressed the Board and presented the item as outlined in the agenda memorandum. She advised staff recommends approval.

Greg Nowak, Vantage Properties, addressed the Board and stated he is available for any questions.

With regard to public participation, no one spoke and public input was closed.

Motion by Commissioner Constantine, seconded by Commissioner Zembower, to approve a Special Exception to allow the use of a bank in the OP (Office) zoning district on approximately 1.52 acres, located on the corner of SR 434, and East of Lake Brantley Dr; BS# 2025-12; Vanessa Johnson, Vantage Properties, LLC; Applicant; as described in the proof of publication.

Districts 1, 2, 3, ,4 and 5 voted AYE.

### **Public Hearings - Legislative**

24. FY 2025/26 Grant and Project Carryforward Budget Amendment [2026-0005](#)  
Resolution - Approve and authorize the Chairman to execute a Resolution implementing Budget Amendment Request (BAR) #26-008 in the amount of \$516,686,432 to carryforward available balances for existing projects, grants, associated revenues, and assigned FY2025/26 Beginning Fund Balances. Countywide (Timothy Jecks, Management and Budget Director)

Mr. Jecks addressed the Board and presented the item as outlined in the agenda memorandum.

With regard to public participation, no one spoke and public input was closed.

Motion by Commissioner Zembower, seconded by Commissioner Dallari, to adopt appropriate Resolution #2026-R-9 implementing Budget Amendment Request (BAR) #26-008 in the amount of \$516,686,432 to carryforward available balances for existing projects, grants, associated revenues, and assigned FY2025/26 Beginning Fund Balances; as described in the proof of publication.

Districts 1, 2, 3, 4, and 5 voted AYE.

**IIX. COUNTY ATTORNEY'S REPORT**

Ms. Latorre advised she has no report.

**IX. COUNTY MANAGER'S REPORT AND STAFF PRESENTATIONS**

Mr. Gray invited Chief Matt Kinley, Fire Department, to address the Board. Chief Kinley announced the Fire Department's ACE accreditation. Mr. Gray advised they will be opening Fire Station #39 soon and briefly discussed the ribbon cutting.

**X. BOARD APPOINTMENTS**

Motion by Commissioner Zembower, seconded by Commissioner Dallari, to approve Board Appointment Agenda Items 25 - 29.

Districts 1, 2, 3, 4, and 5 voted AYE.

25.	Approval of At-Large Board Appointment	<a href="#"><u>2026-0050</u></a>
26.	Approval of Regional Board Appointment	<a href="#"><u>2026-0039</u></a>
27.	Approval of the District 3 Board Appointments	<a href="#"><u>2026-0057</u></a>
28.	Approval of District 4 Board Appointment	<a href="#"><u>2026-0037</u></a>
29.	Approval of District 5 Board Appointment	<a href="#"><u>2026-0038</u></a>

**XI. DISTRICT COMMISSIONER REPORTS****District 2 - Commissioner Zembower**

Commissioner Zembower announced recent and upcoming meetings and events. He discussed a situation where the Fire Department helped children out of a locked car parked at a dance studio. The Commissioner stated he has a request for the Commissioners to write some letters on behalf of Honor Flight Central Florida. He'll circulate that to the Commissioners' offices so they'll have all the details on that. Regarding the 2026 property and casualty insurance renewal detail, he thanked staff for saving the taxpayers almost \$400,000 on the renewal.

**District 3 - Commissioner Constantine**

Commissioner Constantine announced recent and upcoming events and meetings.

**District 4 - Commissioner Lockhart**

Vice Chairman Lockhart discussed the recent Rosenwald Community Project and Moleaer meetings. She suggested there is potential of some type of pilot project to better manage water-quality issues with Moleaer. She noted the upcoming Florida Association of Counties Legislative Days. The Vice Chairman advised they received a resignation letter from Tyler Winnick on the Historic Commission, and she will be looking for a replacement on that board.

**District 1 - Commissioner Dallari**

Commissioner Dallari announced the MLK Day parade in Oviedo will have a different route this year and thanked staff for all of their hard work during the ECNL games.

**District 5 - Chairman Herr**

Chairman Herr discussed recent events and meetings. Regarding the Airport, she reported OEP hired Burns and McDonald to do a mock review of a perspective economic development selection process for the Airport. The outcome will be a site readiness report, and it will better able the Airport to prep for future opportunities. She thought it was remarkably interesting and something they may want to consider in the future.

**XII. CHAIRMAN'S REPORT**

Chairman Herr advised her office is picking up the mail. It gets picked up everyday. Mail that is labeled for an individual Commissioner is delivered to the individual Commissioner unopened. Mail that comes in to the Board is handled accordingly. She noted occasionally somebody will grab all of it, and then her office misses the Submissions process. So that is her update on mail.

The Chairman stated she had a preliminary prep for the upcoming budget sessions with Mr. Gray. She would like to send a letter to the Constitutional Officers prepping for what the Board expects in terms of the budget this year. That draft will be shared with the Commission Offices. The concept behind it is that instead of being disappointed that the information didn't come in the way the Board expected it, they can set the expectations up front so they can maybe shorten the process and make it a little less painful. Creating a new order of operation may be beneficial.

She gave a shout-out to Animal Services who helped her recently with an adoption.

Lastly, she noted a large document sent out by Property Appraiser David Johnson. They will be seeing a handout that will be timed with the State of the County.

**Communications and/or Reports as Received from the Chairman's Office**

1. 12/12/2025 Letter of support for FDOT (CFRC Bridge)
2. 12/12/2025 Rezone letter from J.R. Kroll
3. 01/06/2026 City of Oviedo Public Notice

**XIII. PUBLIC COMMENT (Items not Related to the Agenda)**

Chris Petersen, Fortify, addressed the Board and updated the Board on the Supreme Court decision regarding the FPFA (Florida PACE Funding Agency) and several of the Counties and Tax Collectors around the state. Document was received and filed.

Vice Chairman Lockhart asked Ms. Latorre if she had any feedback to Mr. Petersen's comments. Ms. Latorre stated she is familiar with the court case he just covered and takes no issue with his summary of it. Her only comment and response would be that her office is not representing the Tax Collector in those cases; he has retained outside counsel for anything PACE related. It doesn't involve this Board making a decision at this point.

**XIV. ADJOURN BCC MEETING**

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 2:11 p.m., this same date.

**APPROVED by the BCC:**

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Chairman

Date

**ATTEST:**

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Clerk of Court and Comptroller  
AS Clerk to the BCC