CITY COMMISSION
AGENDA
CITY HALL COMMISSION CHAMBERS
300 W. Plant Street
Winter Garden, Florida

REGULAR MEETING May 23, 2019 6:30 p.m.

CALL TO ORDER
Determination of a Quorum
Opening Invocation and Pledge of Allegiance

1. APPROVAL OF MINUTES
   Regular Meeting Minutes – May 9, 2019

2. FIRST READING AND PUBLIC HEARING OF PROPOSED ORDINANCES
   A. Ordinance 19-23: AN ORDINANCE OF THE CITY COMMISSION AMENDING CHAPTER 90
      OF THE CITY OF WINTER GARDEN CODE OF ORDINANCES TO PROVIDE FOR COORDINATION
      WITH THE FLORIDA BUILDING CODE (FBC) REGARDING PERMITTING, CONSTRUCTION AND
      STANDARDS RELATING TO FLOODS; PROVIDING FOR INTENT AND APPLICABILITY;
      PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE with the second
      reading and public hearing June 13, 2019 – Assistant City Manager – Public Services
      Williams

   B. Ordinance 19-24: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA,
      AMENDING THE CITY OF WINTER GARDEN FISCAL YEAR 2018-2019 BUDGET; PROVIDING
      FOR SEVERABILITY AND AN EFFECTIVE DATE with the second reading and public hearing
      June 13, 2019 – Finance Director Zielonka

3. SECOND READING AND PUBLIC HEARING OF PROPOSED ORDINANCE
      GARDEN, FLORIDA VACATING A PORTION OF THE PLAT DEDICATED DRAINAGE AND UTILITY
      EASEMENTS OVER LOTS 11 AND 12, WINTER GARDEN COMMERCE CENTER PHASE 1,
      ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 72, PAGE 133 OF THE
      PUBLIC RECORDS OF ORANGE COUNTY (LOCATED AT 710 AND 720 GARDEN COMMERCE
      PARKWAY, WINTER GARDEN, FLORIDA) OWNED BY MM & M PM, LLC AS MORE
      PARTICULARLY DESCRIBED HEREIN; PROVIDING FOR AN EFFECTIVE DATE AND RECORDING
      (Maddox Electric) - Community Development Director Pash
4. **REGULAR BUSINESS**
   A. Recommendation to approve SITE PLAN for 710 and 720 Garden Commerce Parkway (Maddox Electric), subject to conditions – Community Development Director Pash
   B. Recommendation to approve Binding Lot Agreement for 710 and 720 Garden Commerce Parkway (Maddox Electric) – Community Development Director Pash
   C. BOARD APPOINTMENTS: Planning and Zoning Board – Community Development Directory Pash
   D. BOARD APPOINTMENTS: Canvassing Board – 4 Members – City Clerk Grimmage

5. **MATTERS FROM PUBLIC** *(Limited to 3 minutes per speaker)*

6. **MATTERS FROM CITY ATTORNEY** – Kurt Ardaman

7. **MATTERS FROM CITY MANAGER** – Mike Bollhoefer

8. **MATTERS FROM MAYOR AND COMMISSIONERS**

**ADJOURN** to a Regular Meeting on Thursday, **June 13, 2019** at 6:30 p.m. in City Hall Commission Chambers, 300 W. Plant Street, 1st floor

**NOTICES:**
In accordance with Florida Statutes 286.0105, if any person decides to appeal any decision made by said body with respect to any matter considered at such meeting, he/she will need a record of the proceedings and, for that purpose, he/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. The City of Winter Garden does not prepare or provide such record.

Any opening invocation or observance of a moment of silence that is offered before the official start of the City Commission meeting shall be the voluntary offering of a single City Commissioner which shall be offered on a rotating basis. The views or beliefs expressed by the voluntary invocation speaker have not been previously reviewed or approved by the entirety of the City Commission or City staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Commission meeting are invited to stand during the invocation or moment of silence and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in or rise for any invocation or moment of silence that is offered or to rise for or recite the Pledge of Allegiance. You may remain seated within the City Commission Chambers or exit the City Commission Chambers and return upon completion of the invocation or moment of silence and Pledge of Allegiance if you do not wish to participate in or witness same.

Those needing assistance to participate in any of these proceedings should contact the City Clerk’s Office at least 48 hours in advance of the meeting (407) 656-4111 x2297.

Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained at the meeting from the Information Technology Department (407) 656-4111 x5455.
REGULAR MEETING of the Winter Garden City Commission was called to order by Mayor Rees at 6:30 p.m. at City Hall, 300 West Plant Street, Winter Garden, Florida. An Opening Invocation and Pledge of Allegiance were given.

Present: Mayor John Rees and Commissioners
Lisa Bennett – District 1  
Bob Buchanan – District 2  
Mark A. Maciel – District 3  
Colin Sharman – District 4  

Also Present: City Manager Mike Bollhoefer, City Attorney A. Kurt Ardaman, City Clerk Angee Grimmage, Assistant City Manager of Administrative Services Frank Gilbert, Assistant City Manager of Public Services Jon Williams, Community Development Director Stephen Pash, Economic Development Director Tanja Gerhartz, Finance Director Laura Zielonka, Fire Chief Matt McGrew and Police Chief Stephen Graham

1. APPROVAL OF MINUTES
   Motion by Commissioner Buchanan to approve regular meeting minutes of April 25, 2019 as submitted. Seconded by Commissioner Maciel and carried unanimously 5-0.

2. PRESENTATIONS
   A. OATH OF OFFICE – NEW OFFICERS
      Police Chief Graham introduced and gave the oath of office to new officers Christopher Addington, Jacob Gilzen, and Cameron Peterson.
   B. PROCLAMATION 19-05: Proclaiming Drinking Water Week was read and presented by Mayor Rees and the City Commission.
   C. PROCLAMATION 19-07: Proclaiming Apraxia Awareness Day was read and presented by Mayor Rees and the City Commission.

3. FIRST READING AND PUBLIC HEARING OF PROPOSED ORDINANCES
   A. Ordinance 19-19: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS APPROXIMATELY 3.70 +/- ACRES OF LAND GENERALLY LOCATED AT 1061, 1063, AND 1065 TILDENVILLE SCHOOL ROAD ON THE SOUTHEAST CORNER OF TILDENVILLE SCHOOL ROAD AND THE WEST ORANGE TRAIL FROM LOW DENSITY RESIDENTIAL TO COMMERCIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
   B. Ordinance 19-20: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, REZONING CERTAIN REAL PROPERTY GENERALLY DESCRIBED AS APPROXIMATELY 3.70 +/- ACRES OF LAND GENERALLY LOCATED AT 1061, 1063, AND 1065 TILDENVILLE SCHOOL ROAD ON THE SOUTHEAST CORNER OF TILDENVILLE SCHOOL ROAD AND THE
C. **Ordinance 19-21:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, REZONING CERTAIN REAL PROPERTY GENERALLY DESCRIBED AS APPROXIMATELY 0.58 +/- ACRES OF LAND GENERALLY LOCATED AT 8 N HIGHLAND AVENUE ON THE NORTHWEST CORNER OF N HIGHLAND AVENUE AND W PLANT STREET, FROM R-2 (RESIDENTIAL) TO PCD (PLANNED COMMERCIAL DEVELOPMENT); PROVIDING FOR CERTAIN PCD REQUIREMENTS AND DESCRIBING THE DEVELOPMENT AS THE PACKING PLANT PCD; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 19-19, 19-20, and 19-21 by title only. Staff requested postponement of these items to a date uncertain.

**Motion by Commissioner Buchanan to postpone Ordinances 19-19, 19-20, and 19-21 to a date uncertain. Seconded by Commissioner Bennett and carried unanimously 5-0.**

D. **Ordinance 19-22:** AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA VACATING A PORTION OF THE PLAT DEDICATED DRAINAGE AND UTILITY EASEMENTS OVER LOTS 11 AND 12, WINTER GARDEN COMMERCE CENTER PHASE 1, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 72, PAGE 133 OF THE PUBLIC RECORDS OF ORANGE COUNTY (LOCATED AT 710 AND 720 GARDEN COMMERCE PARKWAY, WINTER GARDEN, FLORIDA) OWNED BY MM & M PM, LLC AS MORE PARTICULARLY DESCRIBED HEREIN; PROVIDING FOR AN EFFECTIVE DATE AND RECORDING (Maddox Electric)

City Attorney Ardaman read Ordinance 19-22 by title only. Community Development Director Pash stated that this is a request to vacate the five-foot drainage and utility easement. It is located along the side yard between lots 11 and 12 of the Winter Garden Commerce Center. The owners are requesting vacation of these easements so they can combine the two lots and build one building on the combined property. He noted that this has been submitted for a site plan review which is currently being reviewed by the Development Review Committee (DRC). This item will come before the City Commission when it is ready. Staff recommends approval of Ordinance 19-22.

Mayor Rees opened the public hearing; hearing and seeing none, he closed the public hearing.

**Motion by Commissioner Maciel to approve Ordinance 19-22 with a second reading and public hearing May 23, 2019. Seconded by Commissioner Buchanan and carried unanimously 5-0.**
4. **REGULAR BUSINESS**

**A. Recommendation to approve RFP rankings and award contract to T-N-T Metal Buildings Inc. for the construction of a Metal Storage Building for the Public Services Complex in the amount of $67,925.00**

Fleet and Facilities Division Manager Caines stated that this year’s budget includes the funding for a metal storage building for the Public Services Complex. He noted that at the completion of the Request for Proposal (RFP) bid process, three proposals had been received for this building. Staff has reviewed the proposals and ranked them on the basis of criteria contained in the RFP. He noted that T-N-T Metal Buildings, Inc. received the highest ranking and was also the low bidder at $67,925. Staff recommends approval of the rankings and awarding the contract to T-N-T Metal Buildings, Inc.

**Motion by Commissioner Buchanan to approve RFP rankings and award contract to T-N-T Metal Buildings, Inc. for the construction of a Metal Storage Building for the Public Services Complex in the amount of $67,925.00. Seconded by Commissioner Bennett and carried unanimously 5-0.**

**B. Recommendation to approve final plat and Right-of-Way Maintenance Agreement for Sanctuary at Twin Waters located at 16846, 17000, 17166 Marsh Road**

Community Development Director Pash stated that this is the final plat and right-of-way maintenance agreement for the Sanctuary at Twin Waters subdivision. He noted that the final plat establishes 108 single-family lots. These are consistent with the UVPUD ordinance. He stated that the right-of-way maintenance agreement allows for landscaping as well as irrigation within the right-of-ways and requires it be maintained by the homeowner’s association. Staff recommends approval of the final plat as well as the right-of-way maintenance agreement.

**Motion by Commissioner Maciel to approve final plat and right-of-way maintenance agreement for Sanctuary at Twin Waters located at 16846, 17000, 17166 Marsh Road. Seconded by Commissioner Sharman and carried unanimously 5-0.**

**C. Recommendation to approve site plan for 43 1st Street (VMGC Office), subject to conditions**

Community Development Director Pash stated that this is a site plan review for property located at 43 1st Street. The owners are requesting to build a new 3,200 square foot office building with associated site improvements. He noted that the proposed development is consistent with the City’s comprehensive plan and the approved PCD zoning ordinance. This has been reviewed and approved by the Development Review Committee. Staff recommends approval, subject to conditions as stated in the DRC report.

Mayor Rees noted that this is a nice building that will be great for that area.
Motion by Commissioner Sharman to approve site plan for 43 1st Street (VMGC Office), subject to conditions. Seconded by Commissioner Bennett and carried unanimously 5-0.

D. Recommendation to approve site plan for 1200 E. Plant Street (West Orange Healthcare District), subject to conditions
Community Development Director Pash stated that this is a site plan review for property located at 1200 E. Plant Street. He noted that the applicant is requesting approval to build a 13,661 square foot office building. This building will house the West Orange Healthcare District and other offices. He noted that this development is consistent with the approved zoning ordinance as well as the Plant Street Overlay. These plans have been reviewed and approved by the Development Review Committee (DRC). Staff recommends approval, subject to conditions as attached in the DRC report.

Mayor Rees noted that he had concerns with and inquired about the building setback from the street. Mr. Pash responded that on Plant Street there is a 12-foot sidewalk and this building has been pushed up to the road on purpose as required through this development. There is a landscape easement along the front as well, and then the sidewalk is directly in front; it was noted as being 19 and one half.

Motion by Commissioner Maciel to approve site plan for 1200 E. Plant Street (West Orange Healthcare District), subject to conditions. Seconded by Commissioner Buchanan and Sharman, simultaneously, and carried unanimously 5-0.

City Manager Bollhoefer recognized the designer of the building for a great job and noted that this is the beginning of the redevelopment of East Plant Street.

E. Recommendation to approve Eighth Amendment to Agreement for Emergency Ambulance Transportation Services with American Medical Response (AMR)
City Manager Bollhoefer stated that this is the standard transport that the City has for ambulance service. He noted that the City is getting prepared to take over the service. This contract provides for a 90-day notification when the City is ready to take over this function. He also noted that the City is in the process of completing an RFP for the building of the fire station. Staff recommends approval.

Commissioner Sharman noted that this is a much needed fire station which is off of Marsh Road.

City Manager Bollhoefer confirmed with Fire Chief McGrew that this service will be provided before the station is ready.
Motion by Commissioner Sharman to approve Eighth Amendment to Agreement for Emergency Ambulance Transportation Services with American Medical Response (AMR). Seconded by Commissioner Buchanan and carried unanimously 5-0.

F. Resolution 19-03: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, REGARDING CITY COMMISSIONER OFFERING OF A CEREMONIAL, OPENING INVOCATION OR THE OBSERVANCE OF A MOMENT OF SILENCE AND RECITATION OF THE PLEDGE OF ALLEGIANCE AT COMMISSION MEETINGS PRIOR TO OFFICIAL POLICYMAKING OR LEGISLATIVE FUNCTIONS ON A ROTATING BASIS; ADOPTING A POLICY OF NON-COMPULSION AND NON-EXCLUSION OF THOSE IN ATTENDANCE; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE

City Manager Bollhoefer gave a brief history of the City’s prayer [invocation] policy and noted that this issue started with the Town of Greece versus Galloway [United States Supreme Court] decision. He noted that the decision had been misinterpreted and informed that the decision actually defended the right for the legislative bodies to have prayer before meetings. He shared that staff and the City’s Attorney reviewed the policy for modification. Mr. Bollhoefer gave a brief five-point description of the Greece versus Galloway decision; expressing that it upheld the right of legislative bodies to have prayer. He also shared that America has a long history of prayers before meetings, including all of the Constitutional meetings as well as Congressional meetings. Mr. Bollhoefer then recognized City Attorney Ardaman to describe some of the modifications made for the City’s policy.

City Attorney Ardaman stated that this resolution presents an alternative to the City Commission; noting that the existing resolution is constitutional. This proposed resolution also being constitutional, provides a slightly different framework. He noted that there are some constraints imposed by the United States Supreme Court with respect to opening ceremonies. He first noted that prayer should be at the opening of the meeting and prior to the conduct of business. Secondly, he noted that the invocation should not denigrate nonbelievers or religious minorities. Thirdly, he noted it should not threaten damnation, should not preach conversion, and the invocation should reflect ideals relating to peace for the nation, wisdom for the lawmakers, and justice for the people. It must not direct the public to participate in the prayer, single out dissidents for opprobrium, or indicate that their decisions might be influenced by a person’s acquiescence in the prayer opportunity. He reiterated a previously cited statement made by City Manager Bollhoefer that states just because one may be offended by the prayer does not in and of itself events coercion. Mr. Ardaman noted that the current and proposed resolutions for opening ceremony both meet these criteria.

City Manager Bollhoefer noted the alternatives offered to the City Commission with this resolution of doing a prayer, a moment of silence, or offering their turn for prayer over
to another City Commissioner. He stated that this is also fair to all the City Commissioners who may have different beliefs.

Mayor Rees noted that this is not a public hearing but offered the opportunity to the public for comment.

The following people addressed the City Commission by reading statements and/or expressing their viewpoints on this issue:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jocelyn Williamson</td>
<td>Post Office Box Provided</td>
<td>Oviedo, Florida</td>
</tr>
<tr>
<td>Choice Edwards</td>
<td>2062 Dobson Circle</td>
<td>Clermont, Florida</td>
</tr>
<tr>
<td>Marilyn Sprechman</td>
<td>2251 Wolf Road</td>
<td>Orlando, Florida</td>
</tr>
<tr>
<td>Michael Farese</td>
<td>516 N. Main Street</td>
<td>Winter Garden, Florida</td>
</tr>
<tr>
<td>Chris Ogden</td>
<td>8000 Canyon Lake Circle</td>
<td>Orlando, Florida</td>
</tr>
<tr>
<td>Kathleen Richardson</td>
<td>220 N. Highland Avenue</td>
<td>Winter Garden, Florida</td>
</tr>
<tr>
<td>David Williamson</td>
<td>Post Office Box Provided</td>
<td>Oviedo, Florida</td>
</tr>
<tr>
<td>Tim Grosshans</td>
<td>741 Lake Cove Pointe Circle</td>
<td>Winter Garden, Florida</td>
</tr>
<tr>
<td>Lindsey Bridges</td>
<td>106 Shady Oak Lane</td>
<td>Oviedo, Florida</td>
</tr>
<tr>
<td>Tracy Dugger</td>
<td>159 Lakeview Reserve Blvd</td>
<td>Winter Garden, Florida</td>
</tr>
<tr>
<td>James L. Hall</td>
<td>375 Grove Court</td>
<td>Winter Garden, Florida</td>
</tr>
<tr>
<td>Rusty Belcher</td>
<td>315 W. Tilden Street</td>
<td>Winter Garden, Florida</td>
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Mayor Rees closed the hearing of public comment.

**Mayor Rees** noted that he will always view the invocation as being for the City Commission. It is a request for guidance, wisdom, and knowledge to make the decisions that are in the best interest of our community. He expressed that his thought is that all of the City Commissioners have this in their heart. He emphasized that we are not excluding anyone and reiterated that they are wanting to make the best decisions for the City.

**Commissioner Buchanan** noted that he was glad to hear Mayor Rees’ comments. He stated that he has struggled with the definition of prayer and shared some of his past experiences and his journey as it relates to religion and prayer. He reminded that he initially voted for a moment of silence at the onset of this entire issue. He expressed that he still thinks that this is a personal matter.

**Commissioner Sharman** inquired as to why the policy was now being changed; noting that the current policy works. He shared that he has been struggling with the timing of this issue and noted long conversations he had with Mr. Richardson and Pastor Tim of First Baptist Church. He expressed that inclusivity of everyone is needed and making our current policy more inclusive even adds the City Commissioners. He feels that this
item should be postponed and indicated that he would vote in opposition if it goes forward in tonight’s meeting. He emphasized that he thinks our current policy is fine. Commissioner Sharman addressed past statements he had made regarding allowing everyone an opportunity. He expressed that this has gotten out of character for Winter Garden and we need to be inclusive of everyone that is here. He stated that it may be true that 80 percent of the invokers will be Christian as this is our population and there will be others that give other denominational prayers; that’s fair and inclusive. He stated that these are his thoughts on this; either postpone this item or vote it down.

Commissioner Bennett stated that this could be postponed if there is the thought that more discussion is needed, but she feels that the way this resolution is written is more inclusive because it offers the choice for a moment of silence. She expressed that we should uphold our tradition as in the Greece versus Galloway decision as decided by the Supreme Court.

Commissioner Maciel inquired of City Attorney Ardaman as to where the inclusiveness comes into play in this issue; whether is reflects the demographics in the City or whether a constitutional inclusiveness that should be considered. City Attorney Ardaman responded that the Supreme Court opinions addressed a lot of it from different factors as he had mentioned earlier. He stated that the Mayor rightly stated that the purpose of the prayer is for the City Commission; the elected officials for the rest of the City of Winter Garden. The primary purpose is for guidance for yourself, not for those in attendance and not for the public. He noted that depending upon what mechanism is chosen for an opening ceremony will dictate what you should and should not do. Mr. Ardaman stated that the policy to be considered tonight in the resolution meets those constitutional requirements. He expounded on some of the Supreme Court opinions and there was discussion on those cases.

Commissioner Maciel noted that he echoes the comments of some of the other Commissioners and would prefer to postpone this item for additional discussion.

Motion by Commissioner Sharman to postpone. Motion failed for lack of a second.

Motion by Commissioner Bennett to approve Resolution 19-03. Seconded by Commissioner Buchanan and carried 4-1; Commissioner Sharman opposed.

G. CHARTER REVIEW COMMITTEE DISCUSSION
Mayor Rees and the City Commissioners named their (2) appointments as follows:

Mayor Rees  District 5 – Ed McKinney  Phil Cross
Commissioner Sharman  District 4 – Steve Ambielli  Doug Bartow
Commissioner Maciel  District 3 – Mildred Lord  Ron Mueller
Commissioner Buchanan  District 2 – Christopher Lee  Larry Cappleman
Commissioner Bennett  District 1 – Derek Blakeslee  Andrea “Andy” Davis
Motion by Commissioner Buchanan to approve the Charter Review Committee appointments. Seconded by Commissioner Bennett and carried unanimously 5-0.

5. MATTERS FROM PUBLIC

David Williamson, P.O. Box 621123, Oviedo, Florida voiced concerns regarding the adopted invocation policy and suggested changes.

Randa Black, 241 W Sybelia Avenue, Maitland, Florida spoke in favor of a moment of silence and suggested changes regarding invocations.

Joan Cleary, 15842 Citrus Grove Loop, Winter Garden, Florida expressed her appreciation for the City Commission’s leadership and thanked them for her being allowed to give a secular invocation. Ms. Cleary voiced her concerns regarding inclusivity for people of Winter Garden.

6. MATTERS FROM CITY ATTORNEY – There were no items.

7. MATTERS FROM CITY MANAGER

Traffic Light – at CR 535 Stoneybrook and State Road 429

City Manager Bollhoefer noted an issue at the traffic light at County Road 535 in the Stoneybrook area near State Road 429. He informed that someone jammed the pedestrian bottom and it stuck; thus altering the traffic light. He shared information on the repairs as well as manual adjustments made to the lights. He stated that the study may still be brought back to the City Commission, but at this point the $38,000 would need to be justified and as of right now it is not needed.

Commissioner Sharman shared his appreciation regarding this issue and noted that it is also on the behalf of the citizens who are also glad that this light is now working.

City Manager Bollhoefer also noted that directional signs would be added near the roundabout at Windermere Roberson.

8. MATTERS FROM MAYOR AND COMMISSIONERS – There were no items.

The meeting adjourned at 7:56 p.m.

ATTEST: 

APPROVED:

___________________________    ________________________________
City Clerk Angee Grimmage, CMC   Mayor John Rees
From: Jon Williams, Assistant City Manager – Public Services

Via: Mike Bollhoefer, City Manager

Date: May 16, 2019    Meeting Date: May 23, 2019

Subject: Code Amendment - Chapter 90 “Floods” Ordinance No. 19-23.

Issue: The City is proposing to amend Chapter 90 “Floods” to provide coordination with the Florida Building Code (FBC) regarding permitting, construction and standards relating to floods.

Discussion: The City was accepted for participation in the National Flood Insurance Program in 1978. In order to continue to meet the requirements of the National Flood Insurance Program and the Florida Building Code it's necessary to amend the code to establish minimum requirements for safeguarding the public health, safety, general welfare and to minimize public and private losses due to flooding in FEMA designated flood hazard areas.

Recommended Action:

Staff recommends approval of Ordinance 19-23 with the second reading and adoption scheduled for the June 13, 2019 City Commission meeting.

Attachments/References:

Exhibit “A” – Amended Chapter 90
ORDINANCE NO. 19-23

AN ORDINANCE BY THE CITY COMMISSION AMENDING CHAPTER 90 OF THE CITY OF WINTER GARDEN CODE OF ORDINANCES TO PROVIDE FOR COORDINATION WITH THE FLORIDA BUILDING CODE (FBC) REGARDING PERMITTING, CONSTRUCTION AND STANDARDS RELATING TO FLOODS; PROVIDING FOR INTENT AND APPLICABILITY; PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of Florida has, in Chapter 166, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of the City of Winter Garden and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare; and

WHEREAS, the City of Winter Garden was accepted for participation in the National Flood Insurance Program on September 29, 1978, and the City Commission desires to continue to meet the requirements of Title 44 of the Code of Federal Regulations, Sections 59 and 60, necessary for such participation; and

WHEREAS, Chapter 553, Florida Statutes, was adopted by the Florida Legislature to provide a mechanism for the uniform adoption, updating, amendment, interpretation and enforcement of a state building code, called the Florida Building Code; and

WHEREAS, the City Commission has determined that it is in the public interest to adopt the proposed floodplain management regulations that are coordinated with the Florida Building Code.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of Winter Garden that the following floodplain management regulations are hereby adopted.

SECTION 1. RECITALS.

The foregoing whereas clauses are incorporated herein by reference and made a part hereof through this reference.

SECTION 2. This ordinance specifically repeals and replaces the following ordinance(s) and regulation(s): City of Winter Garden Code of Ordinances Chapter 90, entitled “Floods.”
CHAPTER 90 - FLOODS

ARTICLE I. - IN GENERAL

DIVISION 1. - GENERALLY

Sec. 90-1. - Title.

These regulations shall be known as the Floodplain Management Ordinance of the City of Winter Garden, hereinafter referred to as “this ordinance.”

Sec. 90-2. - Scope.

The provisions of this ordinance shall apply to all development that is wholly within or partially within any flood hazard area, including but not limited to the subdivision of land; filling, grading, and other site improvements and utility installations; construction, alteration, remodeling, enlargement, improvement, replacement, repair, relocation or demolition of buildings, structures, and facilities that are exempt from the Florida Building Code; placement, installation, or replacement of manufactured homes and manufactured buildings; installation or replacement of tanks; placement of recreational vehicles; installation of swimming pools; and any other development.

Sec. 90-3. - Intent.

The purposes of this ordinance and the flood load and flood resistant construction requirements of the Florida Building Code are to establish minimum requirements to safeguard the public health, safety, and general welfare and to minimize public and private losses due to flooding through regulation of development in flood hazard areas to:

1. Minimize unnecessary disruption of commerce, access and public service during times of flooding;
2. Require the use of appropriate construction practices in order to prevent or minimize future flood damage;
3. Manage filling, grading, dredging, mining, paving, excavation, drilling operations, storage of equipment or materials, and other development which may increase flood damage or erosion potential;
4. Manage the alteration of flood hazard areas, watercourses, and shorelines to minimize the impact of development on the natural and beneficial functions of the floodplain;
5. Minimize damage to public and private facilities and utilities;
6. Help maintain a stable tax base by providing for the sound use and development of flood hazard areas;
7. Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events; and
8. Meet the requirements of the National Flood Insurance Program for community participation as set forth in the Title 44 Code of Federal Regulations, Section 59.22.
Sec. 90-4. - Coordination with the *Florida Building Code*.

This ordinance is intended to be administered and enforced in conjunction with the *Florida Building Code*. Where cited, ASCE 24 refers to the edition of the standard that is referenced by the *Florida Building Code*.

Sec. 90-5. - Warning.

The degree of flood protection required by this ordinance and the *Florida Building Code*, as amended by the city, is considered the minimum reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside of mapped special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage. The flood hazard areas and base flood elevations contained in the Flood Insurance Study and shown on Flood Insurance Rate Maps and the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60 may be revised by the Federal Emergency Management Agency, requiring the city to revise these regulations to remain eligible for participation in the National Flood Insurance Program. No guaranty of vested use, existing use, or future use is implied or expressed by compliance with this ordinance.

Sec. 90-6. - Disclaimer of Liability.

This ordinance shall not create liability on the part of the city or by any officer or employee thereof for any flood damage that results from reliance on this ordinance or any administrative decision lawfully made thereunder.

Secs. 90-7—90-25. - Reserved.

**DIVISION 2. - APPLICABILITY**

Sec. 90-26. General.

Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

Sec. 90-27. - Areas to which this ordinance applies.

This ordinance shall apply to all flood hazard areas within the city, as established in Section 90-28 of this ordinance.

Sec. 90-28. - Basis for establishing flood hazard areas.

The Flood Insurance Study for Orange County, Florida and Incorporated Areas dated June 20, 2018, and all subsequent amendments and revisions, and the accompanying Flood Insurance Rate Maps (FIRM), and all subsequent amendments and revisions to such maps, are adopted by reference as a part of this ordinance and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file at City Hall, 300 W. Plant Street, Winter Garden, Florida 34787.
Sec. 90-29. - Submission of additional data to establish flood hazard areas.

To establish flood hazard areas and base flood elevations, pursuant to Article I, Division 5 of this ordinance the Floodplain Administrator may require submission of additional data. Where field surveyed topography prepared by a Florida licensed professional surveyor or digital topography accepted by the community indicates that ground elevations:

(1) Are below the closest applicable base flood elevation, even in areas not delineated as a special flood hazard area on a FIRM, the area shall be considered as flood hazard area and subject to the requirements of this ordinance and, as applicable, the requirements of the Florida Building Code.

(2) Are above the closest applicable base flood elevation, the area shall be regulated as special flood hazard area unless the applicant obtains a Letter of Map Change that removes the area from the special flood hazard area.

Sec. 90-30. - Abrogation and greater restrictions.

This ordinance supersedes any ordinance in effect for management of development in flood hazard areas. However, it is not intended to repeal or abrogate any existing ordinances including but not limited to land development regulations, zoning ordinances, stormwater management regulations, or the Florida Building Code. In the event of a conflict between this ordinance and any other ordinance, the more restrictive shall govern. This ordinance shall not impair any deed restriction, covenant or easement, but any land that is subject to such interests shall also be governed by this ordinance.

Sec. 90-31. - Interpretation.

In the interpretation and application of this ordinance, all provisions shall be:

(1) Considered as minimum requirements;

(2) Liberally construed in favor of the governing body; and

(3) Deemed neither to limit nor repeal any other powers granted under state statutes.

Sec. 90-32. - Warning and disclaimer of liability.

The degree of flood protection required by this article is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. This article does not imply that land outside the areas of special flood hazard or uses permitted within such areas will be free from flooding or flood damages. This article shall not create liability on the part of the city or by any officer or employee thereof for any flood damages that result from reliance on this article or any administrative decision lawfully made thereunder.

Secs. 90-33—90-39. - Reserved.
DIVISION 3. - DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR

Sec. 90-40. - Designation.

The City Manager is designated as the Floodplain Administrator. The Floodplain Administrator may delegate performance of certain duties to other employees.

Sec. 90-41. - General.

The Floodplain Administrator is authorized and directed to administer and enforce the provisions of this ordinance. The Floodplain Administrator shall have the authority to render interpretations of this ordinance consistent with the intent and purpose of this ordinance and may establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies, and procedures shall not have the effect of waiving requirements specifically provided in this ordinance without the granting of a variance pursuant to Article I, Division 7 of this ordinance.

Sec. 90-42. - Applications and permits.

The Floodplain Administrator, in coordination with other pertinent offices of the city, shall:

(1) Review applications and plans to determine whether proposed new development will be located in flood hazard areas;
(2) Review applications for modification of any existing development in flood hazard areas for compliance with the requirements of this ordinance;
(3) Interpret flood hazard area boundaries where such interpretation is necessary to determine the exact location of boundaries; a person contesting the determination shall have the opportunity to appeal the interpretation;
(4) Provide available flood elevation and flood hazard information;
(5) Determine whether additional flood hazard data shall be obtained from other sources or shall be developed by an applicant;
(6) Review applications to determine whether proposed development will be reasonably safe from flooding;
(7) Issue floodplain development permits or approvals for development other than buildings and structures that are subject to the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code, when compliance with this ordinance is demonstrated, or disapprove the same in the event of noncompliance; and
(8) Coordinate with and provide comments to the Building Official to assure that applications, plan reviews, and inspections for buildings and structures in flood hazard areas comply with the applicable provisions of this ordinance.

Sec. 90-43. - Substantial improvement and substantial damage determinations.

For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:
(1) Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;

(2) Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;

(3) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and

(4) Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the Florida Building Code and this ordinance is required.

Sec. 90-44. - Modifications of the strict application of the requirements of the Florida Building Code.

The Floodplain Administrator shall review requests submitted to the Building Official that seek approval to modify the strict application of the flood load and flood resistant construction requirements of the Florida Building Code to determine whether such requests require the granting of a variance pursuant to Article I, Division 7 of this ordinance.

Sec. 90-45. - Notices and orders.

The Floodplain Administrator shall coordinate with appropriate local agencies for the issuance of all necessary notices or orders to ensure compliance with this ordinance.

Sec. 90-46. - Inspections.

The Floodplain Administrator shall make the required inspections as specified in Article I, Division 6 of this ordinance for development that is not subject to the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code. The Floodplain Administrator shall inspect flood hazard areas to determine if development is undertaken without issuance of a permit.

Sec. 90-47. - Other duties of the Floodplain Administrator.

The Floodplain Administrator shall have other duties, including but not limited to:

(1) Establish, in coordination with the Building Official, procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 90-43 of this ordinance;

(2) Require that applicants proposing alteration of a watercourse notify adjacent communities and the Florida Division of Emergency Management, State Floodplain Management Office, and submit copies of such notifications to the Federal Emergency Management Agency (FEMA);

(3) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps if the analyses propose to change base flood elevations, flood
hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available;

(4) Review required design certifications and documentation of elevations specified by this ordinance and the Florida Building Code to determine that such certifications and documentations are complete; and

(5) Notify the Federal Emergency Management Agency when the corporate boundaries of the City are modified.

Sec. 90-48. - Floodplain management records.

Regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of this ordinance and the flood resistant construction requirements of the Florida Building Code, including Flood Insurance Rate Maps; Letters of Map Change; records of issuance of permits and denial of permits; determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required design certifications and documentation of elevations specified by the Florida Building Code and this ordinance; notifications to adjacent communities, FEMA, and the state related to alterations of watercourses; assurances that the flood carrying capacity of altered watercourses will be maintained; documentation related to appeals and variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to this ordinance and the flood resistant construction requirements of the Florida Building Code. These records shall be available for public inspection at City Hall, 300 W. Plant Street, Winter Garden, Florida 34787.

Sec. 90-49. - Reserved.

DIVISION 4. - PERMITS

Sec. 90-50. - Permits required.

Any owner or owner’s authorized agent (hereinafter “applicant”) who intends to undertake any development activity within the scope of this ordinance, including buildings, structures and facilities exempt from the Florida Building Code, which is wholly within or partially within any flood hazard area shall first make application to the Floodplain Administrator, and the Building Official if applicable, and shall obtain the required permit(s) and approval(s). No such permit or approval shall be issued until compliance with the requirements of this ordinance and all other applicable codes and regulations has been satisfied.

Sec. 90-51. - Floodplain development permits or approvals.

Floodplain development permits or approvals shall be issued pursuant to this ordinance for any development activities not subject to the requirements of the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

Sec. 90-52. - Buildings, structures and facilities exempt from the Florida Building Code.
Pursuant to the requirements of federal regulation for participation in the National Flood Insurance Program (44 C.F.R. Sections 59 and 60), floodplain development permits or approvals shall be required for the following buildings, structures and facilities that are exempt from the Florida Building Code and any further exemptions provided by law, which are subject to the requirements of this ordinance:

1. Railroads and ancillary facilities associated with the railroad.
2. Nonresidential farm buildings on farms, as provided in section 604.50, F.S.
3. Temporary buildings or sheds used exclusively for construction purposes.
4. Mobile or modular structures used as temporary offices.
5. Those structures or facilities of electric utilities, as defined in section 366.02, F.S., which are directly involved in the generation, transmission, or distribution of electricity.
6. Chickees constructed by the Miccosukee Tribe of Indians of Florida or the Seminole Tribe of Florida. As used in this paragraph, the term “chickee” means an open-sided wooden hut that has a thatched roof of palm or palmetto or other traditional materials, and that does not incorporate any electrical, plumbing, or other non-wood features.
7. Family mausoleums not exceeding 250 square feet in area which are prefabricated and assembled on site or preassembled and delivered on site and have walls, roofs, and a floor constructed of granite, marble, or reinforced concrete.
8. Temporary housing provided by the Department of Corrections to any prisoner in the state correctional system.
9. Structures identified in section 553.73(10)(k), F.S., are not exempt from the Florida Building Code if such structures are located in flood hazard areas established on Flood Insurance Rate Maps

Sec. 90-53. - Application for a permit or approval.

To obtain a floodplain development permit or approval the applicant shall first file an application in writing on a form furnished by the city. The information provided shall:

1. Identify and describe the development to be covered by the permit or approval.
2. Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
3. Indicate the use and occupancy for which the proposed development is intended.
4. Be accompanied by a site plan or construction documents as specified in Article I, Division 5 of this ordinance.
5. State the valuation of the proposed work.
6. Be signed by the applicant or the applicant's authorized agent.
7. Give such other data and information as required by the Floodplain Administrator.

Sec. 90-54. - Validity of permit or approval.

The issuance of a floodplain development permit or approval pursuant to this ordinance
shall not be construed to be a permit for, or approval of, any violation of this ordinance, the Florida Building Codes, or any other ordinance of this community. The issuance of permits based on submitted applications, construction documents, and information shall not prevent the Floodplain Administrator from requiring the correction of errors and omissions.

Sec. 90-55. - Expiration.

A floodplain development permit or approval shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions for periods of not more than 180 days each shall be requested in writing and justifiable cause shall be demonstrated.

Sec. 90-56. - Suspension or revocation.

The Floodplain Administrator is authorized to suspend or revoke a floodplain development permit or approval if the permit was issued in error, on the basis of incorrect, inaccurate or incomplete information, or in violation of this ordinance or any other ordinance, regulation or requirement of the city.

Sec. 90-57. - Other permits required. Floodplain development permits and building permits shall include a condition that all other applicable state or federal permits be obtained before commencement of the permitted development, including but not limited to the following:

1. The St. Johns River Water Management District; section 373.036, F.S.
2. Florida Department of Health for onsite sewage treatment and disposal systems; section 381.0065, F.S. and Chapter 64E-6, F.A.C.
3. Florida Department of Environmental Protection for activities subject to the Joint Coastal Permit; section 161.055, F.S.
4. Florida Department of Environmental Protection for activities that affect wetlands and alter surface water flows, in conjunction with the U.S. Army Corps of Engineers; Section 404 of the Clean Water Act.
5. Federal permits and approvals.

Secs. 90-58—90-59. - Reserved.

DIVISION 5. - SITE PLANS AND CONSTRUCTION DOCUMENTS

Sec. 90-60. - Information for development in flood hazard areas.

The site plan or construction documents for any development subject to the requirements of this ordinance shall be drawn to scale and shall include, as applicable to the proposed development:

1. Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations if necessary for review of the proposed development.
2. Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 90-61(2) or (3) of
this ordinance.

(3) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and the base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 90-61(1) of this ordinance.

(4) Location of the proposed activity and proposed structures, and locations of existing buildings and structures.

(5) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.

(6) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose.

(7) Existing and proposed alignment of any proposed alteration of a watercourse.

The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by this ordinance but that are not required to be prepared by a registered design professional if it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance with this ordinance.

Sec. 90-61. - Information in flood hazard areas without base flood elevations (approximate Zone A).

Where flood hazard areas are delineated on the FIRM and base flood elevation data have not been provided, the Floodplain Administrator shall:

(1) Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices.

(2) Obtain, review, and provide to applicants base flood elevation and floodway data available from a federal or state agency or other source or require the applicant to obtain and use base flood elevation and floodway data available from a federal or state agency or other source.

(3) Where base flood elevation and floodway data are not available from another source, where the available data are deemed by the Floodplain Administrator to not reasonably reflect flooding conditions, or where the available data are known to be scientifically or technically incorrect or otherwise inadequate:

(a) Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices; or

(b) Specify that the base flood elevation is two (2) feet above the highest adjacent grade at the location of the development, provided there is no evidence indicating flood depths have been or may be greater than two (2) feet.

(4) Where the base flood elevation data are to be used to support a Letter of Map Change from FEMA, advise the applicant that the analyses shall be prepared by a Florida licensed engineer in a format required by FEMA, and that it shall be the responsibility of the applicant to satisfy the submittal requirements and pay the processing fees.
Sec. 90-62. - Additional analyses and certifications.

As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a Florida licensed engineer for submission with the site plan and construction documents:

(1) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 90-63 of this ordinance and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.

(2) For development activities proposed to be located in a riverine flood hazard area for which base flood elevations are included in the Flood Insurance Study or on the FIRM and floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments, will not increase the base flood elevation more than one (1) foot at any point within the community. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.

(3) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained in a manner which preserves the channel's flood-carrying capacity; the applicant shall submit the analysis to FEMA as specified in Section 90-63 of this ordinance.

Sec. 90-63. - Submission of additional data.

When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a Florida licensed engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

Secs. 90-64—90-69. - Reserved.
DIVISION 6. - INSPECTIONS

Sec. 90-70. - General.

Development for which a floodplain development permit or approval is required shall be subject to inspection.

Sec. 90-71. - Development other than buildings and structures.

The Floodplain Administrator shall inspect all development to determine compliance with the requirements of this ordinance and the conditions of issued floodplain development permits or approvals.

Sec. 90-72. - Buildings, structures and facilities exempt from the Florida Building Code.

The Floodplain Administrator shall inspect buildings, structures and facilities exempt from the Florida Building Code to determine compliance with the requirements of this ordinance and the conditions of issued floodplain development permits or approvals.

Sec. 90-73. - Buildings, structures and facilities exempt from the Florida Building Code, lowest floor inspection.

Upon placement of the lowest floor, including basement, and prior to further vertical construction, the owner of a building, structure or facility exempt from the Florida Building Code, or the owner’s authorized agent, shall submit to the Floodplain Administrator:

(1) If a design flood elevation was used to determine the required elevation of the lowest floor, the certification of elevation of the lowest floor prepared and sealed by a Florida licensed professional surveyor; or

(2) If the elevation used to determine the required elevation of the lowest floor was determined in accordance with Section 90-61(3) (b) of this ordinance, the documentation of height of the lowest floor above highest adjacent grade, prepared by the owner or the owner’s authorized agent.

Sec. 90-74. - Buildings, structures and facilities exempt from the Florida Building Code, final inspection.

As part of the final inspection, the owner or owner’s authorized agent shall submit to the Floodplain Administrator a final certification of elevation of the lowest floor or final documentation of the height of the lowest floor above the highest adjacent grade; such certifications and documentations shall be prepared as specified in Section 90-73 of this ordinance.

Sec. 90-75. - Manufactured homes.

The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of this ordinance and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted to the Floodplain Administrator.

Secs. 90-76—90-79. - Reserved.
DIVISION 7. - VARIANCES AND APPEALS

Sec. 90-80. - General.

The Planning and Zoning Board shall hear and decide on requests for appeals and requests for variances from the strict application of this ordinance. Pursuant to section 553.73(5), F.S., the Planning and Zoning Board shall hear and decide on requests for appeals and requests for variances from the strict application of the flood resistant construction requirements of the Florida Building Code.

Sec. 90-81. - Appeals.

The Planning and Zoning Board shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the administration and enforcement of this ordinance. Any person aggrieved by the decision may appeal such decision to the Circuit Court, as provided by Florida Statutes.

Sec. 90-82. - Limitations on authority to grant variances.

The Planning and Zoning Board shall base its decisions on variances on technical justifications submitted by applicants, the considerations for issuance in Section 90-86 of this ordinance, the conditions of issuance set forth in Section 90-87 of this ordinance, and the comments and recommendations of the Floodplain Administrator and the Building Official. The Planning and Zoning Board has the right to attach such conditions as it deems necessary to further the purposes and objectives of this ordinance.

Sec. 90-83. - Restrictions in floodways.

A variance shall not be issued for any proposed development in a floodway if any increase in base flood elevations would result, as evidenced by the applicable analyses and certifications required in Section 90-62 of this ordinance.

Sec. 90-84. - Historic buildings.

A variance is authorized to be issued for the repair, improvement, or rehabilitation of a historic building that is determined eligible for the exception to the flood resistant construction requirements of the Florida Building Code, Existing Building, Chapter 12 Historic Buildings, upon a determination that the proposed repair, improvement, or rehabilitation will not preclude the building’s continued designation as a historic building and the variance is the minimum necessary to preserve the historic character and design of the building. If the proposed work precludes the building’s continued designation as a historic building, a variance shall not be granted and the building and any repair, improvement, and rehabilitation shall be subject to the requirements of the Florida Building Code.

Sec. 90-85. - Functionally dependent uses.

A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use, as defined in this ordinance, provided the variance meets the requirements of Section 90-83, is the minimum necessary considering the flood hazard, and all due consideration has been given to use of methods and materials that minimize flood damage during occurrence of the base flood.
Sec. 90-86. - Considerations for issuance of variances.

In reviewing requests for variances, the Planning and Zoning Board shall consider all technical evaluations, all relevant factors, all other applicable provisions of the Florida Building Code, this ordinance, and the following:

1. The danger that materials and debris may be swept onto other lands resulting in further injury or damage;
2. The danger to life and property due to flooding or erosion damage;
3. The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners;
4. The importance of the services provided by the proposed development to the community;
5. The availability of alternate locations for the proposed development that are subject to lower risk of flooding or erosion;
6. The compatibility of the proposed development with existing and anticipated development;
7. The relationship of the proposed development to the comprehensive plan and floodplain management program for the area;
8. The safety of access to the property in times of flooding for ordinary and emergency vehicles;
9. The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and
10. The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets and bridges.

Sec. 90-87. - Conditions for issuance of variances.

Variances shall be issued only upon:

1. Submission by the applicant, of a showing of good and sufficient cause that the unique characteristics of the size, configuration, or topography of the site limit compliance with any provision of this ordinance or the required elevation standards;
2. Determination by the Planning and Zoning Board that:
   (a) Failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable; increased costs to satisfy the requirements or inconvenience do not constitute hardship;
   (b) The granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws and ordinances; and
   (c) The variance is the minimum necessary, considering the flood hazard, to afford relief;
3. Receipt of a signed statement by the applicant that the variance, if granted, shall be recorded in the Office of the Clerk of the Court in such a manner that it appears in the
chain of title of the affected parcel of land; and

(4) If the request is for a variance to allow construction of the lowest floor of a new building, or substantial improvement of a building, below the required elevation, a copy in the record of a written notice from the Floodplain Administrator to the applicant for the variance, specifying the difference between the base flood elevation and the proposed elevation of the lowest floor, stating that the cost of federal flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation (up to amounts as high as $25 for $100 of insurance coverage), and stating that construction below the base flood elevation increases risks to life and property.

Secs. 90-88—90-89. - Reserved.

DIVISION 8. VIOLATIONS

Sec. 90-90. - Violations.

Any development that is not within the scope of the Florida Building Code but that is regulated by this ordinance that is performed without an issued permit, that is in conflict with an issued permit, or that does not fully comply with this ordinance, shall be deemed a violation of this ordinance. A building or structure without the documentation of elevation of the lowest floor, other required design certifications, or other evidence of compliance required by this ordinance or the Florida Building Code is presumed to be a violation until such time as that documentation is provided.

Sec. 90-91. - Authority.

For development that is not within the scope of the Florida Building Code but that is regulated by this ordinance and that is determined to be a violation, the Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of the property involved, to the owner’s agent, or to the person or persons performing the work.

Sec. 90-92. - Unlawful continuance.

Violation of the provisions of this article or failure to comply with any of its requirements, including violation of conditions and safeguards established in connection with grants of variance or special exceptions, shall be punishable for a noncriminal violation pursuant to section 1-15 of this Code. Any person who violates this article or fails to comply with any of its requirements shall, upon adjudication therefore, be fined not more than $500.00, and in addition, shall pay all costs and expenses, including attorney’s fees and costs, involved in the case. Each day such violation continues shall be considered a separate offense. Nothing herein contained shall prevent the floodplain administrator from taking such other lawful actions as are necessary to prevent or remedy any violation.

Secs. 90-93—90-99. - Reserved.
ARTICLE II. - DEFINITIONS

DIVISION 1. - GENERAL

Sec. 90-100. - Scope.

Unless otherwise expressly stated, the following words and terms shall, for the purposes of this ordinance, have the meanings shown in this section.

Sec. 90-101. - Terms defined in the Florida Building Code.

Where terms are not defined in this ordinance and are defined in the Florida Building Code, such terms shall have the meanings ascribed to them in that code.

Sec. 90-102. - Terms not defined.

Where terms are not defined in this ordinance or the Florida Building Code, such terms shall have ordinarily accepted meanings such as the context implies.

Secs. 90-103—90-108. - Reserved.

DIVISION 2. - DEFINITIONS

Sec. 90-109. – Definitions.

Alteration of a watercourse. A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

Appeal. A request for a review of the Floodplain Administrator’s interpretation of any provision of this ordinance.

ASCE 24. A standard titled Flood Resistant Design and Construction that is referenced by the Florida Building Code. ASCE 24 is developed and published by the American Society of Civil Engineers, Reston, VA.

Base flood. A flood having a 1-percent chance of being equaled or exceeded in any given year. [Also defined in FBC, B, Section 202.] The base flood is commonly referred to as the "100-year flood" or the “1-percent-annual chance flood.”

Base flood elevation. The elevation of the base flood, including wave height, relative to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD) or other datum specified on the Flood Insurance Rate Map (FIRM). [Also defined in FBC, B, Section 202.]

Basement. The portion of a building having its floor subgrade (below ground level) on all sides. [Also defined in FBC, B, Section 202; see “Basement (for flood loads)”.

Design flood. The flood associated with the greater of the following two areas: [Also defined in FBC, B, Section 202.]
(1) Area with a floodplain subject to a 1-percent or greater chance of flooding in any year; or
(2) Area designated as a flood hazard area on the community’s flood hazard map, or otherwise legally designated.

**Design flood elevation.** The elevation of the “design flood,” including wave height, relative to the datum specified on the community’s legally designated flood hazard map. In areas designated as Zone AO, the design flood elevation shall be the elevation of the highest existing grade of the building’s perimeter plus the depth number (in feet) specified on the flood hazard map. In areas designated as Zone AO where the depth number is not specified on the map, the depth number shall be taken as being equal to 2 feet. [Also defined in FBC, B, Section 202.]

**Development.** Any man-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of equipment or materials, mining, dredging, filling, grading, paving, excavations, drilling operations or any other land disturbing activities.

**Encroachment.** The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

**Existing building and existing structure.** Any buildings and structures for which the “start of construction” commenced before September 29, 1978. [Also defined in FBC, B, Section 202.]

**Existing manufactured home park or subdivision.** A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before September 29, 1978.

**Expansion to an existing manufactured home park or subdivision.** The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

**Federal Emergency Management Agency (FEMA).** The federal agency that, in addition to carrying out other functions, administers the National Flood Insurance Program.

**Flood or flooding.** A general and temporary condition of partial or complete inundation of normally dry land from: [Also defined in FBC, B, Section 202.]

1. The overflow of inland or tidal waters.
2. The unusual and rapid accumulation or runoff of surface waters from any source.

**Flood damage-resistant materials.** Any construction material capable of withstanding direct and prolonged contact with floodwaters without sustaining any damage that requires more than cosmetic repair. [Also defined in FBC, B, Section 202.]

**Flood hazard area.** The greater of the following two areas: [Also defined in FBC, B, Section 202.]

1. The area within a floodplain subject to a 1-percent or greater chance of flooding in any year.
(2) The area designated as a flood hazard area on the community’s flood hazard map, or otherwise legally designated.

**Flood Insurance Rate Map (FIRM).** The official map of the community on which the Federal Emergency Management Agency has delineated both special flood hazard areas and the risk premium zones applicable to the community. [Also defined in FBC, B, Section 202.]

**Flood Insurance Study (FIS).** The official report provided by the Federal Emergency Management Agency that contains the Flood Insurance Rate Map, the Flood Boundary and Floodway Map (if applicable), the water surface elevations of the base flood, and supporting technical data. [Also defined in FBC, B, Section 202.]

**Floodplain Administrator.** The office or position designated and charged with the administration and enforcement of this ordinance (may be referred to as the Floodplain Manager).

**Floodplain development permit or approval.** An official document or certificate issued by the community, or other evidence of approval or concurrence, which authorizes performance of specific development activities that are located in flood hazard areas and that are determined to be compliant with this ordinance.

**Floodway.** The channel of a river or other riverine watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot. [Also defined in FBC, B, Section 202.]

**Floodway encroachment analysis.** An engineering analysis of the impact that a proposed encroachment into a floodway is expected to have on the floodway boundaries and base flood elevations; the evaluation shall be prepared by a qualified Florida licensed engineer using standard engineering methods and models.

**Florida Building Code.** The family of codes adopted by the Florida Building Commission, including: Florida Building Code, Building; Florida Building Code, Residential; Florida Building Code, Existing Building; Florida Building Code, Mechanical; Florida Building Code, Plumbing; Florida Building Code, Fuel Gas.

**Functionally dependent use.** A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities; the term does not include long-term storage or related manufacturing facilities.

**Highest adjacent grade.** The highest natural elevation of the ground surface prior to construction next to the proposed walls or foundation of a structure.

**Historic structure.** Any structure that is determined eligible for the exception to the flood hazard area requirements of the Florida Building Code, Existing Building, Chapter 12 Historic Buildings.

**Letter of Map Change (LOMC).** An official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include: Letter of Map Amendment (LOMA): An amendment based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific
property, portion of a property, or structure is not located in a special flood hazard area.

Letter of Map Revision (LOMR): A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.

Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the base flood elevation and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the community’s floodplain management regulations.

Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed flood protection project or other project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

Light-duty truck. As defined in 40 C.F.R. 86.082-2, any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of 45 square feet or less, which is:

1. Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or
2. Designed primarily for transportation of persons and has a capacity of more than 12 persons; or
3. Available with special features enabling off-street or off-highway operation and use.

Lowest floor. The lowest floor of the lowest enclosed area of a building or structure, including basement, but excluding any unfinished or flood-resistant enclosure, other than a basement, usable solely for vehicle parking, building access or limited storage provided that such enclosure is not built so as to render the structure in violation of the non-elevation requirements of the Florida Building Code or ASCE 24. [Also defined in FBC, B, Section 202.]

Manufactured home. A structure, transportable in one or more sections, which is eight (8) feet or more in width and greater than four hundred (400) square feet, and which is built on a permanent, integral chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle" or "park trailer." [Also defined in 15C-1.0101, F.A.C.]

Manufactured home park or subdivision. A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Market value. The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in this ordinance, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value may be established by a qualified independent appraiser, Actual Cash Value (replacement cost depreciated for age and quality of construction), or tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser.

New construction. For the purposes of administration of this ordinance and the flood resistant construction requirements of the Florida Building Code, structures for which the “start of construction” commenced on or after September 29, 1978 and includes any subsequent
improvements to such structures.

**New manufactured home park or subdivision.** A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after September 29, 1978.

**Park trailer.** A transportable unit which has a body width not exceeding fourteen (14) feet and which is built on a single chassis and is designed to provide seasonal or temporary living quarters when connected to utilities necessary for operation of installed fixtures and appliances. [Defined in section 320.01, F.S.]

**Recreational vehicle.** A vehicle, including a park trailer, which is: [see in section 320.01, F.S.)

1. Built on a single chassis;
2. Four hundred (400) square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light-duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

**Special flood hazard area.** An area in the floodplain subject to a 1 percent or greater chance of flooding in any given year. Special flood hazard areas are shown on FIRMs as Zone A, AO, A1-A30, AE, A99, AH, V1-V30, VE or V. [Also defined in FBC, B Section 202.]

**Start of construction.** The date of issuance of permits for new construction and substantial improvements, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement is within 180 days of the date of the issuance. The actual start of construction means either the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns.

Permanent construction does not include land preparation (such as clearing, grading, or filling), the installation of streets or walkways, excavation for a basement, footings, piers, or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main buildings. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Also defined in FBC, B Section 202.]

**Substantial damage.** Damage of any origin sustained by a building or structure whereby the cost of restoring the building or structure to its before-damaged condition would equal or exceed 50 percent of the market value of the building or structure before the damage occurred. [Also defined in FBC, B Section 202.]

**Substantial improvement.** Any repair, reconstruction, rehabilitation, addition, or other improvement of a building or structure, the cost of which equals or exceeds 50 percent of the market value of the building or structure before the improvement or repair is started. If the structure has incurred "substantial damage," any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either: [Also
defined in FBC, B, Section 202.]

(1) Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions.

(2) Any alteration of a historic structure provided the alteration will not preclude the structure's continued designation as a historic structure. [See Instructions and Notes]

**Variance.** A grant of relief from the requirements of this ordinance, or the flood resistant construction requirements of the *Florida Building Code*, which permits construction in a manner that would not otherwise be permitted by this ordinance or the *Florida Building Code*.

**Watercourse.** A river, creek, stream, channel or other topographic feature in, on, through, or over which water flows at least periodically.

**ARTICLE III. - FLOOD RESISTANT DEVELOPMENT**

**DIVISION 1. - BUILDINGS AND STRUCTURES**

**Sec. 90-110. - Design and construction of buildings, structures and facilities exempt from the *Florida Building Code*.**

Pursuant to Section 90-52 of this ordinance, buildings, structures, and facilities that are exempt from the *Florida Building Code*, including substantial improvement or repair of substantial damage of such buildings, structures and facilities, shall be designed and constructed in accordance with the flood load and flood resistant construction requirements of ASCE 24. Structures exempt from the *Florida Building Code* that are not walled and roofed buildings shall comply with the requirements of Article III, Division 7 of this ordinance.

**Secs. 90-111—90-119. - Reserved.**

**DIVISION 2. - SUBDIVISIONS**

**Sec. 90-120. - Minimum requirements.**

Subdivision proposals, including proposals for manufactured home parks and subdivisions, shall be reviewed to determine that:

(1) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;

(2) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and

(3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.

**Sec. 90-121. - Subdivision plats.**

Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:
(1) Delineation of flood hazard areas, floodway boundaries and flood zones, and design flood elevations, as appropriate, shall be shown on preliminary plats;

(2) Where the subdivision has more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM, the base flood elevations determined in accordance with Section 90-61 of this ordinance; and

(3) Compliance with the site improvement and utilities requirements of Article III, Division 3 of this ordinance.

Secs. 90-122—90-129. - Reserved.

DIVISION 3. - SITE IMPROVEMENTS, UTILITIES AND LIMITATIONS

Sec. 90-130. - Minimum requirements.

All proposed new development shall be reviewed to determine that:

(1) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;

(2) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and

(3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.

Sec. 90-131. - Sanitary sewage facilities.

All new and replacement sanitary sewage facilities, private sewage treatment plants (including all pumping stations and collector systems), and on-site waste disposal systems shall be designed in accordance with the standards for onsite sewage treatment and disposal systems in Chapter 64E-6, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the facilities and discharge from the facilities into flood waters, and impairment of the facilities and systems.

Sec. 90-132. - Water supply facilities.

All new and replacement water supply facilities shall be designed in accordance with the water well construction standards in Chapter 62-532.500, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the systems.

Sec. 90-133. - Limitations on sites in regulatory floodways.

No development, including but not limited to site improvements, and land disturbing activity involving fill or regrading, shall be authorized in the regulatory floodway unless the floodway encroachment analysis required in Section 90-62 of this ordinance demonstrates that the proposed development or land disturbing activity will not result in any increase in the base flood elevation.

Sec. 90-134. - Limitations on placement of fill.
Subject to the limitations of this ordinance, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwaters, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, if intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the *Florida Building Code*.

Secs. 90-135—90-139. - Reserved.

DIVISION 4. - MANUFACTURED HOMES

Sec. 90-140. - General.

All manufactured homes installed in flood hazard areas shall be installed by an installer that is licensed pursuant to section 320.8249, F.S., and shall comply with the requirements of Chapter 15C-1, F.A.C. and the requirements of this ordinance.

Sec. 90-141. - Limitations on installation in floodways.

New installations of manufactured homes shall not be permitted in floodways.

Sec. 90-142. - Foundations.

All new manufactured homes and replacement manufactured homes installed in flood hazard areas shall be installed on permanent, reinforced foundations that are designed in accordance with the foundation requirements of the *Florida Building Code Residential Section R322.2* and this ordinance. Foundations for manufactured homes subject to Section 90-146 of this ordinance are permitted to be reinforced piers or other foundation elements of at least equivalent strength.

Sec. 90-143. - Anchoring.

All new manufactured homes and replacement manufactured homes shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse or lateral movement. Methods of anchoring include, but are not limited to, use of over-the-top or frame ties to ground anchors. This anchoring requirement is in addition to applicable state and local anchoring requirements for wind resistance.

Sec. 90-144. - Elevation.

Manufactured homes that are placed, replaced, or substantially improved shall comply with Section 90-145 or 90-146 of this ordinance, as applicable.

Sec. 90-145. - General elevation requirement.

Unless subject to the requirements of Section 90-146 of this ordinance, all manufactured homes that are placed, replaced, or substantially improved on sites located: (a) outside of a manufactured home park or subdivision; (b) in a new manufactured home park or subdivision; (c) in an expansion to an existing manufactured home park or subdivision; or (d) in an existing manufactured home park or subdivision upon which a manufactured home has incurred
"substantial damage" as the result of a flood, shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code, Residential Section R322.2 (Zone A).

Sec. 90-146. - Elevation requirement for certain existing manufactured home parks and subdivisions.

Manufactured homes that are not subject to Section 90-145 of this ordinance, including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home park or subdivision, unless on a site where substantial damage as result of flooding has occurred, shall be elevated such that either the:

(1) Bottom of the frame of the manufactured home is at or above the elevation required in the Florida Building Code, Residential Section R322.2 (Zone A); or

(2) Bottom of the frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than 48 inches in height above grade.

Sec. 90-147. - Enclosures.

Enclosed areas below elevated manufactured homes shall comply with the requirements of the Florida Building Code, Residential Section R322.2 for such enclosed areas.

Sec. 90-148. - Utility equipment.

Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities, shall comply with the requirements of the Florida Building Code, Residential Section R32.

Sec. 90-149. - Reserved.

DIVISION 5. - RECREATIONAL VEHICLES AND PARK TRAILERS

Sec. 90-150. - Temporary placement.

Recreational vehicles and park trailers placed temporarily in flood hazard areas shall:

(1) Be on the site for fewer than 180 consecutive days; or

(2) Be fully licensed and ready for highway use, which means the recreational vehicle or park model is on wheels or jacking system, is attached to the site only by quick-disconnect type utilities and security devices, and has no permanent attachments such as additions, rooms, stairs, decks and porches.

Sec. 90-151. - Permanent placement. Recreational vehicles and park trailers that do not meet the limitations in Section 90-150 of this ordinance for temporary placement shall meet the requirements of Article III, Division 4 of this ordinance for manufactured homes.

Secs. 90-152—90-159. - Reserved.
DIVISION 6. - TANKS

Sec. 90-160. - Underground tanks.

Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty.

Sec. 90-161. - Above-ground tanks, not elevated.

Above-ground tanks that do not meet the elevation requirements of Section 90-162 of this ordinance shall be permitted in flood hazard areas provided the tanks are anchored or otherwise designed and constructed to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty and the effects of flood-borne debris.

Sec. 90-162. - Above-ground tanks, elevated.

Above-ground tanks in flood hazard areas shall be attached to and elevated to or above the design flood elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area.

Sec. 90-163. - Tank inlets and vents.

Tank inlets, fill openings, outlets and vents shall be:

1. At or above the design flood elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and
2. Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

Secs. 90-164—90-169. - Reserved.

DIVISION 7. - OTHER DEVELOPMENT

Sec. 90-170. - General requirements for other development.

All development, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in this ordinance or the Florida Building Code, shall:

1. Be located and constructed to minimize flood damage;
2. Meet the limitations of Section 90-133 of this ordinance if located in a regulated floodway;
3. Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the design flood;
4. Be constructed of flood damage-resistant materials; and
5. Have mechanical, plumbing, and electrical systems above the design flood elevation or meet the requirements of ASCE 24, except that minimum electric service required to address life safety and electric code requirements is permitted below the design flood.
elevation provided it conforms to the provisions of the electrical part of building code for wet locations.

Sec. 90-171. - Fences in regulated floodways.

Fences in regulated floodways that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of Section 90-133 of this ordinance.

Sec. 90-172. - Retaining walls, sidewalks and driveways in regulated floodways.

Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of Section 90-133 of this ordinance.

Sec. 90-173. - Roads and watercourse crossings in regulated floodways.

Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways shall meet the limitations of Section 90-133 of this ordinance. Alteration of a watercourse that is part of a road or watercourse crossing shall meet the requirements of Section 90-62 of this ordinance.

SECTION 3. APPLICABILITY.
For the purposes of jurisdictional applicability, this ordinance shall apply in the City of Winter Garden. This ordinance shall apply to all applications for development, including building permit applications and subdivision proposals, submitted on or after the effective date of this ordinance.

SECTION 4. CODIFICATION.
It is the intent of the City Commission that the provisions of this ordinance shall become and be made a part of the City of Winter Garden Code of Ordinances, and that the sections of this ordinance may be re-numbered or re-lettered and the word “ordinance” may be changed to “section,” “article,” “regulation,” or such other appropriate word or phrase in order to accomplish such intention.

SECTION 5. SEVERABILITY.
If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared.
SECTION 6. EFFECTIVE DATE.

This ordinance shall become effective upon adoption at its second reading.


SECOND READING AND PUBLIC HEARING: ____________________, 2019

ADOPTED this ____ day of ______________, 2019, by the City Commission of the City of Winter Garden, Florida.

APPROVED:

___________________________________
John Rees, Mayor/Commissioner

ATTEST:

____________________________
Angela Grimmage, City Clerk
THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Laura Zielonka, Finance Director
Via: Michael Bollhoefer, City Manager
Date: May 17, 2019
Meeting Date: May 23, 2019
Subject: Interim Budget Ordinance 19-24

Issue: Amending the 2018-2019 budget for mid-year adjustments. The interim budget is used as part of the budget process to account for changes that have occurred since the original budget was passed.

Recommended action:

Motion to approve Ordinance 19-24, amending the fiscal year 2018-2019 budget for mid-year with second hearing and adoption on June 13, 2019.
ORDINANCE 19-24

AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING THE CITY OF WINTER GARDEN FISCAL YEAR 2018-2019 BUDGET; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on September 27, 2018, the City Commission of the City of Winter Garden, Florida, adopted Ordinance 18-32 appropriating and allocating all revenue and funds of the City of Winter Garden, Florida for the tax year beginning October 1, 2018 and ending September 30, 2019;

WHEREAS, the City Commission has decided to amend the City of Winter Garden, Florida Budget for the tax year beginning October 1, 2018 and ending September 30, 2019 to provide for interim adjustments;

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: That the sum of $4,469,303 to be appropriated as follows:

REVENUES

<table>
<thead>
<tr>
<th>Fund</th>
<th>Appropriation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Option Gas Tax Fund</td>
<td>$50,000</td>
</tr>
<tr>
<td>Transportation Impact Fee-General Fund</td>
<td>58,927</td>
</tr>
<tr>
<td>Utility Operating Fund</td>
<td>1,716,613</td>
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<tr>
<td>Utilities Renewal &amp; Replacement</td>
<td>1,650,000</td>
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<tr>
<td>Stormwater Fund</td>
<td>348,713</td>
</tr>
<tr>
<td>Solid Waste Fund</td>
<td>645,050</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$4,469,303</strong></td>
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EXPENDITURES

<table>
<thead>
<tr>
<th>Fund</th>
<th>Expenditure</th>
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</thead>
<tbody>
<tr>
<td>Local Option Gas Tax Fund</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4,469,303</strong></td>
</tr>
</tbody>
</table>

SECTION 2: Detail for the aforementioned totals is attached as Exhibit 1, which shall be incorporated in the Ordinance. Should any portion of this Ordinance be held invalid, then such portions as are not declared to be invalid shall remain in full force and effect.
SECTION 3: This Ordinance shall become effective upon its adoption at the second reading and public hearing.

READ FIRST TIME: ____________________

READ SECOND TIME AND PUBLIC HEARING HELD: ________________

APPROVED: ____________________________

Mayor/Commissioner John Rees

ATTEST: ______________________________

Angela Grimmage, City Clerk
EXHIBIT #1
ORDINANCE 19-24

City of Winter Garden
Interim Budget
FYE 2019
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<tr>
<td>Special Revenue Funds</td>
<td>Local Option Gas Tax Fund</td>
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<td>Transportation Impact Fee Fund</td>
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<td>Stormwater Fund</td>
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<tr>
<td></td>
<td>Solid Waste Fund</td>
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</table>

Ordinance 19-24
### Account Number  Description  2018 Actual  2019 Current Budget  2019 Budget Adjustments  2019 Proposed Amended Budget

#### Revenues

**Executive**

001-0213-399.99-99  Use of Fund Balance  -  -  -  -

**Balance Revenues and Expenditures**

**Total Revenues**  

#### Expenditures

**Executive**

001-0213-512.61-00  Land  44,415  116,107  242,500  358,607

848 E Plant St can’t coordination of environmental cleanup  2,500

Purchase property located at 902 Avalon Rd  240,000  (Commission Approved at 3/28/19 meeting)

001-0213-512.82-00  Aids to Private Organizations  94,300  101,800  50,000  151,800

*Heritage Foundation - Historical Survey*

(Commission Approved at 4/25/19 meeting)

**Police**

001-0521-521.12 to 22-00  Personnel Costs  6,333,114  7,318,777  (305,187)  7,013,590

Due to Police Officer vacancies

**Fire**

001-0621-620.12 to 22-00  Personnel Costs  4,127,823  6,017,734  (309,976)  5,707,758

Due to timing of hiring for SAFER

**Roads**

001-0741-541.31-01  Professional Services  -  300  38,000  38,300

*Traffic Light Study at 535 & Stoneybrook*

(Commission Approved at 4/25/19 meeting)

001-0741-541.34-01  Contractual Services  256,194  199,223  150,000  349,223

*Additional funding for sidewalk repair/replacement*

*Additional funding for sidewalk grinding*

001-0741-541.63-00  Improvements  187,638  2,880,640  150,000  3,030,640

*South Dillard Street Engineering Services*

150,000

001-0741-541.64-00  Machinery and Equipment  -  8,353  10,000  18,353

*Purchase Used Bucket Truck from City of Orlando*

10,000

**Parks and Recreation**

001-0775/872-572.12 to 23-0  Personnel Costs  1,421,510  1,595,027  (111,741)  1,483,286

Due to vacant Athletic Field Specialist & Supervisor positions

001-0775-572.46-10  Improvement Other Than Buildings  64,965  31,650  37,000  68,650

*Replacement UV Lights at Fountain (PN 17013)*

37,000

001-0775-572.63-00  Improvement Other Than Buildings  807,591  3,518,305  49,404  3,567,709

**Northside Sr Field on Smith Street fencing**  5,490

**Veterans Park Tennis Court Windscrean**  5,267

**Resod at Braddock Park Soccer Fields**  38,647

**Total Expenditures**  

$ -
## City of Winter Garden
### Interim Budget
#### Local Option Gas Tax Fund

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2019 Adjustments</th>
<th>2019 Proposed Amended Budget</th>
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**Revenues**

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<th>50,000</th>
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**Expenditures**

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<th>SR50 Signalized intersections (7 total)</th>
<th>30,000</th>
<th>Tremaine (Boyd to Main) change in scope of project</th>
<th>20,000</th>
</tr>
</thead>
</table>

**Total Expenditures**

$50,000
## General Transportation Impact Fee Fund

**Account Number**

<table>
<thead>
<tr>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2019 Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
</tr>
</thead>
</table>

### Revenues

**Streets**


**Balance Revenues and Expenditures**

- **Total Revenues**: $58,927

### Expenditures

**Streets**

- 174-0741-541.61-00 Land: $58,927

**Purchase of 0.30-acre parcel located at 275 Center St**

- (Commission Approved at 12/13/18 meeting)

**Purchase of property located at E Crown Point Road and Fullers Cross Road**

- (Commission Approved at 3/14/19 meeting)

**Total Expenditures**: $58,927
## City of Winter Garden
### Interim Budget
#### Utility Operating Fund

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Current Budget</th>
<th>2019 Proposed Budget</th>
<th>2019 Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>410-2116-399.99-99</td>
<td>Use of Fund Balance</td>
<td>- 9,812,587</td>
<td>1,716,613</td>
<td>11,529,200</td>
</tr>
</tbody>
</table>

**Total Revenues**

$1,716,613

### Expenditures

#### Water

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Current Budget</th>
<th>2019 Proposed Budget</th>
<th>2019 Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>410-2113-581.91-00</td>
<td>Interfund transfer out to fund 412</td>
<td>-</td>
<td>1,650,000</td>
<td>1,650,000</td>
</tr>
</tbody>
</table>

#### Water Distribution

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Current Budget</th>
<th>2019 Proposed Budget</th>
<th>2019 Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>410-2126-533.63-00</td>
<td>Improvements other than building</td>
<td>- 1,452,936</td>
<td>139,600</td>
<td>1,592,536</td>
</tr>
<tr>
<td>McAllister Landing (McKey Groves) actual costs</td>
<td>139,600</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

#### Wastewater

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Current Budget</th>
<th>2019 Proposed Budget</th>
<th>2019 Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>410-2117-535.63-00</td>
<td>Improvements other than building</td>
<td>- 830,500</td>
<td>(72,987)</td>
<td>757,513</td>
</tr>
<tr>
<td>McAllister Landing (McKey Groves) actual costs</td>
<td>(72,987)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equilization tank cover</td>
<td>(100,000)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spare Blower Motor</td>
<td>22,396</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roots 624-RAM-J Blower, 10&quot; flange</td>
<td>27,253</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment for Mechanical Bar Screen</td>
<td>22,625</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repairs at WWTP</td>
<td>27,726</td>
<td></td>
<td></td>
<td></td>
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</table>

**Total Expenditures**

$1,716,613
<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
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</thead>
<tbody>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>412-2116-399.99-99</td>
<td>Inter-Fund Transfer In</td>
<td>-</td>
<td>-</td>
<td>1,650,000</td>
<td>1,650,000</td>
</tr>
<tr>
<td></td>
<td>Total Revenues</td>
<td></td>
<td></td>
<td></td>
<td>$1,650,000</td>
</tr>
<tr>
<td>Expenditures</td>
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<tr>
<td>412-2126-533.63-00</td>
<td>Improvements other than building</td>
<td>-</td>
<td>-</td>
<td>550,000</td>
<td>550,000</td>
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<tr>
<td>9th Street (Regal Pointe to Plant)</td>
<td>(Commission Approved at 4/25/19 Meeting)</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
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<tr>
<td>412-2127-535.63-00</td>
<td>Improvements other than building</td>
<td></td>
<td></td>
<td>1,100,000</td>
<td>1,100,000</td>
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<tr>
<td>9th Street (Regal Pointe to Plant)</td>
<td>(Commission Approved at 4/25/19 Meeting)</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td></td>
<td>Total Expenditure</td>
<td></td>
<td></td>
<td></td>
<td>$1,650,000</td>
</tr>
</tbody>
</table>
### Stormwater Fund

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2019 Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>420-2618-399.99-99</td>
<td>Use of Fund Balance</td>
<td></td>
<td>369,566</td>
<td>348,713</td>
<td>718,279</td>
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</table>

**Total Revenues**

$348,713

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2019 Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>420-2618-538.44-00</td>
<td>Equipment Rentals</td>
<td>6,093</td>
<td>1,657</td>
<td>39,500</td>
<td>41,157</td>
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</table>

*Heavy equipment rentals for canal & outflow maintenance*

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2019 Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>420-2618-538.63-00</td>
<td>Improvements other than bldg</td>
<td>-</td>
<td>1,874,566</td>
<td>309,213</td>
<td>2,183,779</td>
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</table>

**Total Expenditures**

$348,713
## City of Winter Garden
### Interim Budget
#### Solid Waste Fund

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2018 Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
</tr>
</thead>
</table>

**Total Revenues**

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2018 Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>430-3134-534.34-08</td>
<td>Temp Labor (Increase due to route additions (recycle &amp; yard waste))</td>
<td>255,567</td>
<td>150,776</td>
<td>105,000</td>
<td>255,776</td>
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<tr>
<td>430-3134-534.46-03</td>
<td>Repairs/Maint Svc - Vehicles</td>
<td>629,257</td>
<td>316,834</td>
<td>310,000</td>
<td>626,834</td>
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<tr>
<td>430-3134-534.64-00</td>
<td>Equipment New Mack Front Load Commercial Solid Waste Truck (Comission Approved at 6/14/18 meeting)</td>
<td>-</td>
<td>323,015</td>
<td>230,050</td>
<td>553,065</td>
</tr>
<tr>
<td></td>
<td>*Ordered in FY18 and delivered in FY19</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Lubrication System (Comission Approved at 6/14/18 meeting)</td>
<td></td>
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<tr>
<td></td>
<td>*Ordered in FY18 and delivered in FY19</td>
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</tr>
</tbody>
</table>

**Total Expenditures**

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2018 Actual</th>
<th>2019 Current Budget</th>
<th>2018 Budget Adjustments</th>
<th>2019 Proposed Amended Budget</th>
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<tbody>
<tr>
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</tbody>
</table>

**Total Revenues**

$ 645,050
From: Steve Pash, Community Development Director
Via: City Manager Mike Bollhoefer
Date: May 16, 2019  Meeting Date: May 23, 2019

Subject: 710 and 720 Garden Commerce Parkway
MADDOX ELECTRIC Easement Vacation
Ordinance 19-22
PARCEL ID# 24-22-27-9385-00-120 & 24-22-27-9385-00-110

Issue: The applicant is requesting to vacate an easement for the purpose of combining two lots.

Discussion:
The applicant is requesting to vacate an easement currently encumbering Lot 11 and Lot 12 in the Winter Garden Commerce Center. The owner plans on combining these two lots through agreement at the adoption hearing of this easement vacation ordinance and build warehouse/office.

Recommended Action:
Staff Recommends approval and adoption of Ordinance 19-22.

Attachment(s)/References:
Location Map
Ordinance 19-22
Survey
ORDINANCE 19-22

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA VACATING A PORTION OF THE PLAT DEDICATED DRAINAGE AND UTILITY EASEMENTS OVER LOTS 11 AND 12, WINTER GARDEN COMMERCE CENTER PHASE 1, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 72, PAGE 133 OF THE PUBLIC RECORDS OF ORANGE COUNTY (LOCATED AT 710 AND 720 GARDEN COMMERCE PARKWAY, WINTER GARDEN, FLORIDA) OWNED BY MM & M PM, LLC AS MORE PARTICULARLY DESCRIBED HEREIN; PROVIDING FOR AN EFFECTIVE DATE AND RECORDING.

WHEREAS, MM & M PM, LLC (the "Owner") is the fee simple owner of two lots located at 710 and 720 Garden Commerce Parkway, Winter Garden, Florida, which are legally described as Lots 11 and 12, Winter Garden Commerce Center Phase 1, according to the plat thereof, as recorded in Plat Book 72, Page 133, of the Public Records of Orange County, Florida; a copy of the survey of said lots is attached hereto as Exhibit "A" for reference (the "Lots"); and

WHEREAS, the Proposed Vacated Easements are graphically depicted on Exhibit “A”;

WHEREAS, the petition to vacate the Proposed Vacated Easements was duly presented to the City Commission at a regular meeting; and

WHEREAS, it appears that the Owner is the fee simple owner of all of the above described residential lots and the vacation of the Proposed Vacated Easements, will not affect the distribution of utility services to the public and public drainage needs; and

WHEREAS, the Winter Garden Commerce Center Owners Association, Inc. has consented to the vacation of the Proposed Vacated Easements; and

WHEREAS, the City has received letters of no objection to the vacation of the Proposed Vacated Easements, from Duke Energy, Charter Spectrum, Lake Apopka Natural Gas, AT&T, Winter Garden Commerce Center Owners Association, and the City of Winter Garden Staff; and

WHEREAS, it appears that all ad valorem taxes due and owing on said Lots have been paid, that due and proper notice of the Owner’s easement vacation request has been given as required by law, and proof of publication of said notice has been received by the City; and

WHEREAS, the City of Winter Garden is vested with home rule authority pursuant to Article VII, Section 2 of the Constitution of the State of Florida and Chapter 166, Florida Statutes, as well as the provisions of the City Charter and other law and therefore the City has the authority to vacate easements dedicated to the City and public.

NOW THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, AS FOLLOWS:

SECTION 1: Recitals. The above recitals are true and accurate and are incorporated
SECTION 2: Easement Vacation — Drainage and Utility Easements. The drainage and utility easements depicted on Exhibit “A; located at 710 and 720 Garden Commerce Parkway, Winter Garden, Florida, which are legally described as Lots 11 and 12, Winter Garden Commerce Center Phase 1, according to the plat thereof, as recorded in Plat Book 72, Pages 133, of the Public Records of Orange County, Florida, is hereby vacated and annulled. The other easements dedicated on the plat over, under and through the Lots shall continue to exist.

SECTION 3: Effective Date. This Ordinance shall take effect immediately.

SECTION 4: Recording. A certified copy of this Ordinance shall be recorded in the public records of Orange County, Florida by the City Clerk.


ADOPTED this _____ day of _____________, 2019, by the City Commission of the City of Winter Garden, Florida.

APPROVED:

____________________________________
JOHN REES, Mayor/Commissioner

ATTEST:

____________________________________
City Clerk
LEGAL DESCRIPTION FOR EASEMENT TO BE VACATED:

THAT PART OF LOTS 11 AND 12, WINTER GARDEN COMMERCE CENTER PHASE 1, ACCORDING TO THE
PLAT THEREOF AS RECORDED IN PLAT BOOK 72, PAGE 133, PUBLIC RECORDS OF ORANGE COUNTY,
FLORIDA, BEING DESCRIBED AS FOLLOW;

THE NORTH 5.00 FEET OF LOT 11 LESS THE WEST 5.00 FEET AND THE EAST 10.00' THEREOF, BEING A
5.00 FOOT DRAINAGE AND UTILITY EASEMENT AND THE SOUTH 5.00 FEET OF LOT 12 LESS THE WEST
5.00 FEET AND THE EAST 10.00' THEREOF, BEING A 5.00 FOOT DRAINAGE AND UTILITY EASEMENT.
From: Steve Pash, Community Development Director
Via: City Manager Mike Bollhoefer
Date: May 16, 2019  Meeting Date: May 23, 2019

Subject: 710 and 720 Garden Commerce Parkway
MADDOX ELECTRIC Easement Vacation
Ordinance 19-22
PARCEL ID# 24-22-27-9385-00-120 & 24-22-27-9385-00-110

Issue: The applicant is requesting Site Plan approval for a single-story warehouse/office building with associated site improvements on a property located on Garden Commerce Parkway.

Discussion:
The subject property is a 3.03 +/- acre parcel that is zoned PID (Planned Industrial Development). The applicant is requesting site plan approval to allow the construction of a new 25,863 sq. ft. single story warehouse/office building. The proposed project also includes associated site elements such as sidewalks, parking areas, and landscaping.

Recommended Action:
Staff recommends approval of the proposed Site Plan subject to the conditions of the DRC staff report dated March 16, 2019, the approval of the easement vacation, and the lot combination agreement. Development of the property with a single-story warehouse/office building is consistent with the City’s Comprehensive Plan & with the property’s PID zoning requirements.

Attachment(s)/References:
Location Map
DRC Comments
Site Plan and Elevations
LOCATION MAP

710 and 720 Garden Commerce Pkwy
TO: STEVE PASH, COMMUNITY DEVELOPMENT DIRECTOR  
FROM: DEVELOPMENT REVIEW COMMITTEE  
DATE: May 16, 2019  
SUBJECT: Maddox Electric – 710 & 720 Garden Commerce Parkway  
SITE PLAN REVIEW – 3rd Review

Pursuant to your request, we have reviewed the revised site plan stamped received by Planning on 5/07/19 for compliance with the City’s stormwater and site requirements. This plan proposes one 25,863 s.f. office/warehouse building with associated parking, stormwater and utility improvements. This was submitted in response to our comments dated 4/08/19 and DRC meeting of 4/24/19 where it was referred to staff review only.

ENGINEERING COMMENTS

We again recommend approval of the site plan, subject to approval by all other departments, and the following conditions and comments:

1. The proposed improvements (i.e. building, etc.) straddles a common lot line that has a 5’ drainage and utility easement on both lots (10’ total width). The easements will need to be vacated prior to final plan approval along with a binding lot agreement for the aggregation of the two platted lots. Response states this is in progress and shall be completed prior to issuance of Certificate of Occupancy.

2. The “opaque wall” and other improvements (i.e. parking; curbs; etc.) shall be constructed outside of any easement, including wall footers (as shown).

3. The gravel parking area will be allowed, provided it is a minimum 6” thick.

4. The City does not recommend limerock base due to high groundwater conditions. Soil cement or crushed concrete are recommended. The City will not maintain any portion of the private parking lot or driveways.

5. There is an existing 6” underdrain along Garden Center Parkway that is shown. All public improvements, including adjacent sidewalks, pavement, utilities, storm lines, underdrain, or curbs, will be checked at final inspection. Any damaged, broken or cracked sections shall be replaced by the developer prior to issuance of certificate of occupancy.

6. Plan sheets call out Class III RCP. If HDPE is substituted for RCP, the Engineer shall provide the City with a signed/sealed letter stating that he consents to this substitution and has made the necessary adjustments to the plans and specs to accommodate HDPE. If HDPE pipe is being specified it shall meet all City material and installation requirements as specified in the City’s Standards & Specifications including Class I bedding, HP polypropylene pipe, laser profiling, installation per ASTM D2321, etc. (see under on-line forms on website).

7. Point of Service for fire line has been shown on the plans, with note stating that any work downstream of the Point of Service shall be performed by a licensed Fire Sprinkler Contractor. Water and sewer impact fees shall be paid prior to approval of site plan and City execution of FDEP permits. Review and approval by Fire Department required.
8. All on-site utilities shall be privately owned and maintained. 100% of all required water and sewer impact fees shall be paid prior to City execution of FDEP permits or issuance of site or building permits. Meter sizes shall be provided for review by the Utilities Department for verification of impact fees at time of Building Permit application. Final plans will not be approved for construction until utility impact fees have been paid and FDEP permits or exemptions have been issued.

9. All irrigation shall be designed to be connected to existing reclaimed water mains. Any irrigation lines within City R/W shall be purple in color. All points of connection to reclaimed water mains shall have appropriate meters, backflow preventors, etc. All irrigation mains within the City’s R/W under the pavement shall be encased within a sleeve.

10. Any new water, sewer, or irrigation connections are required to pay utility impact fees, to be paid prior to issuance of site or building permits or execution of FDEP permits. Assuming a ¾” potable meter and 1” irrigation meter the following impact fees will be due:

<table>
<thead>
<tr>
<th>Service</th>
<th>Quantity</th>
<th>Impact Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>¾” Potable water</td>
<td>1 ea.</td>
<td>$1,086.00</td>
</tr>
<tr>
<td>Wastewater for ¾” meter</td>
<td>1 ea.</td>
<td>$1,767.00</td>
</tr>
<tr>
<td>1” Irrigation meter</td>
<td>1 ea.</td>
<td>$2,715.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,568.00</strong></td>
</tr>
</tbody>
</table>

( does not include connection/installation fee)

11. Landscaping shall not encroach on required sight lines at intersections or driveways. Design Engineer has provided certification that sight distance requirements are being met.

12. No trees may be planted over or within 5 feet of any utility lines. Only sod or shrubs may be planted over utility lines.

13. All dumpsters shall be enclosed and shall provide Verify with Public Services Solid Waste that they have approved the dumpster location and dimensions. Response states this has been verified.

14. Permit modification from SJRWMD is required; Exemptions from FDEP for water and wastewater are acknowledged. FDEP NPDES is required prior to construction.

**FIRE SAFETY COMMENTS**

15. Any commercial building over 6000 Sq. Ft shall be provided with a Fire Sprinkler System and a monitored Fire Alarm System. Lock Box shall be no higher than 7’ from finish floor and shall be monitored by the Fire Alarm System or Burglar Alarm System.

16. Fire Department Connections shall be a minimum of 40 ft. off the building. Fire Hydrants shall be no more than 150 ft. away from Fire Dept. Connections. Both FDC’s and hydrants shall be on the same side of the road or driveway.

17. FDC’s shall be stand-alone off the backflow.

18. Fire Lanes shall be established around Fire Dept. Connections.

19. Where Point of Service is established by the engineer of record, a CD in PDF format shall be required to be submitted to the building department for fire permitting purposes by licensed underground contractors with a Class V license.

20. If this commercial facility will have automatic gates that will be closed after hours, a Click-2-
Enter device is **highly recommended.**

**STANDARD GENERAL CONDITIONS**

21. The Owner is responsible for meeting all provisions of ADA and Florida Accessibility Code.

22. All work shall conform to City of Winter Garden standards and specifications.

23. Fencing, shall meet all City requirements for height, type, etc. Chain link fencing, if used, shall be vinyl coated per Code.

24. The City of Winter Garden will inspect private site improvements only to the extent that they connect to City owned/maintained systems (roadways, drainage, utilities, etc.). It is the responsibility of the Owner and Design Engineer to ensure that privately owned and maintained systems are constructed to the intended specifications. The City is not responsible for the operation and maintenance of privately owned systems, to include, but not be limited to, roadways, parking lots, drainage, stormwater ponds or on-site utilities.

25. The Contractor is responsible for the notification, location and protection of all utilities that may exist within the project limits.

26. No fill or runoff will be allowed to discharge onto adjacent properties; existing drainage patterns shall not be altered. The applicant should note that if approval is granted, the City of Winter Garden is not granting rights or easements for drainage from, or onto, property owned by others. Obtaining permission, easements or other approvals that may be required to drain onto private property is the Owner/Developer's responsibility. Should the flow of stormwater runoff from, or onto adjacent properties be unreasonable or cause problems, the City will not be responsible and any corrective measures required will be the responsibility of the Owner. Site construction shall adhere to the City of Winter Garden erosion and sediment control requirements as contained in Chapter 106 - Stormwater. If approval is granted by the City of Winter Garden, it does not waive any permits that may be required by federal, state, regional, county, municipal or other agencies that may have jurisdiction.

27. After final plan approval, a preconstruction meeting will be required prior to any commencement of construction. The applicant shall provide an erosion control and street lighting plan at the preconstruction meeting and shall pay all engineering review and inspection fees prior to construction. Inspection fees in the amount of **2.25%** of the cost of all site improvements shall be paid prior to issuance of the building permit.

Additional comments may be generated at subsequent reviews. Please review this information and contact our office if you have any questions. Thank you.

**END OF MEMORANDUM**
THE CITY OF WINTER GARDEN
CITY COMMISSION AGENDA ITEM

From: Steve Pash, Community Development Director
Via: City Manager Mike Bollhoefer
Date: May 2, 2019  Meeting Date: May 9, 2019
Subject: 710 and 720 Garden Commerce Parkway
MADDOX ELECTRIC Easement Vacation
Ordinance 19-22
PARCEL ID# 24-22-27-9385-00-120 & 24-22-27-9385-00-110

Issue: The applicant is requesting to combine both lots into a single lot.

Discussion:
The applicant is requesting to combine Lot 11 and Lot 12 in the Winter Garden Commerce Center. The owner plans on combining these two lots through agreement and build a warehouse/office.

Recommended Action:
Staff Recommends approval of lot combination agreement.

Attachment(s)/References:
Location Map
Lot Combination Agreement
Survey
LOCATION MAP

710 and 720 Garden Commerce Pkwy
BINDING LOT COMBINATION AGREEMENT

THIS BINDING LOT COMBINATION AGREEMENT (this “Agreement”) is made and entered into on this 28th day of March 2019, by and between MM & M PM, LLC, a Florida profit corporation, whose address is 2220 County Rd 210 West, Suite 108, PMB 408, St. Johns, FL 32259 (the “Owner”), and the City of Winter Garden, a Florida municipal corporation, whose address is 300 West Plant Street, Winter Garden, FL 34787 (the “City”),

WITNESSETH

WHEREAS, the Owner is the fee simple owner of two platted lots adjacent to each other located within the corporate limits of the City of Winter Garden, County of Orange, State of Florida and legally described to wit:

LOTS 11 AND 12, WINTER GARDEN COMMERCE CENTER PHASE 1, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 72, PAGES 133 AND 134, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

herein the “Property;” and

WHEREAS, the Owner desires to develop the Property as a single building site in service of a single principal use; and

WHEREAS, for reasons of land development code compliance, including concerning setbacks requirements and other requirements of the City of Winter Garden Code of Ordinances (“City Code”) and for good principals of planning and engineering, the Owner is required to permanently combine the two adjacent lots (making up the Property described above) into one legal parcel of property, and

WHEREAS, the Property shall at all times be held and remain as a single, integral parcel and shall not be subdivided, sold or otherwise disposed of in lesser constituent parcels; and

WHEREAS, this Agreement allows the interior lot setback requirements (existing between Lots 11 and 12, PB 72, PG 133 and 134) to be disregarded so that the Property may be developed as a single building site in service of a single principal use in compliance with the City Code; and
WHEREAS, this Agreement is a condition of City approval for site plan and lot combination to allow the development of the Property as requested by the Owner.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, and other good and valuable consideration given each to the other, the receipt and sufficiency of which is hereby acknowledged, the Owner and the City agree as follows:

1. RECITALS. The recitals contained above are true and correct and are incorporated herein as part of this Agreement.

2. LOT COMBINATION. The Property shall therefore be retained in single ownership, and shall remain as a single, integral parcel, and shall not be subdivided, severed, sold, leased, encumbered, or otherwise disposed of in lesser constituent parcels. So long as the Property complies with this requirement, the interior lot setback requirements of the City Code shall not apply, and any applicable setback requirements shall be established from the building site perimeter of the Property. Any sale, subdivision, lease or other disposal of the Property in violation of this Agreement shall be null, void and of no legal effect whatsoever.

3. BINDING NATURE OF THIS AGREEMENT. This Agreement shall be binding upon the successors, heirs, executors, administrators, and assigns of the Owner, and shall be a covenant running with the Property and this Agreement shall not be terminated unless the City agrees in writing to such termination. Said Agreement shall inure to the benefit of and be enforceable by all parties and persons claiming under them. The parties further agree that this Agreement is intended to and shall so bind future use and development of the Property and shall survive any conveyance by the Owner to any other party or purchaser and shall not merge into any contract, sale or deed, and shall remain in effect despite any separate conveyance of the individual lots merged by this Agreement.

4. JOINDER AND CONSENT. Simultaneously with the execution of this Agreement, the Owner hereby agrees to obtain any necessary Joinder and Consent to this Agreement from any superior interest, right, title, mortgage, lien, or encumbrance to the Property and record the same in the public records of Orange County, Florida concurrently with the recording of this Agreement. The Joinder and Consent shall subordinate the particular interest to this Agreement. A violation of this provision by Owner shall be a material default of this Agreement.

5. ENFORCEMENT. The Owner hereby covenants and agrees that this Agreement is enforceable through injunctive relief since monetary damages would be insufficient to redress a violation of this Agreement. Further, in the event Owner violates this Agreement, such violation as constitute a violation of the City Code and conditions of development orders, which the City may prosecute as through code enforcement proceedings or through other remedies afforded by law.

6. EFFECTIVE. This Agreement is to take effect immediately upon its execution.
7. INTERPRETATION. The headings contained in this Agreement are for reference purposes only and will not affect in any way the meaning or interpretation of this Agreement.

8. MISCELLANEOUS.

a. This Agreement constitutes the entire agreement between the parties with respect to the specific matters contained herein and supersedes all previous discussion, understandings, and agreements. Amendment to or waivers of the provisions herein shall be made by the parties in writing. No other agreements, written or oral, regarding the subject matter this Agreement shall be deemed to exist or to bind either party hereto.

b. If any sentence, phrase, paragraph, provision or portion of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed an independent provision and such holding shall not affect the validity of the remaining parties hereto.

c. This Agreement shall, at Owner's expense, be recorded in the Public Records of Orange County, Florida.

d. Owner hereby acknowledges that it has freely voluntarily entered into this Agreement and that it has had the benefit or both given the opportunity to receive the advice independent legal counsel for all negotiations in connection with this Agreement.

e. In the event it shall be necessary for the City to bring suit to enforce this Agreement on account of any breach of this Agreement by the Owner, the prevailing party shall be entitled to attorneys' fees and litigation costs against the non-prevailing party at both trial and appellate levels.

f. Nothing in this Agreement shall constitute or be deemed to constitute or require the City to issue any approval by the City for any rezoning, Comprehensive Plan amendment, variance, special exception, site plan, construction plan preliminary subdivision plan, final subdivision plan, building permit, grading, stormwater drainage, engineering, or any other land use or development order or permit.

9. CONTROLLING LAWS.

a. This Agreement and the provisions contained herein shall be construed, controlled, and interpreted according to the laws of the
State of Florida, and all duly adopted ordinances, regulations, and policies of the City of Winter Garden now in effect and those hereinafter adopted.

b. The location for the settlement of any and all claims, controversies or disputes, arising out of or relating to this Agreement, or any breach hereof, shall be in Orange County, Florida.

c. The Owner agrees to comply with all applicable federal, state and local laws, ordinances, rules and regulations pertaining to the Property subject to this Agreement.

IN WITNESS WHEREOF, the parties have caused these presents to be duly executed as of the day and year first written above.

WITNESSES:

Owner

MM & M PM, LLC

James R. Maddox, Vice President

(Signature)

(Print Name)

STATE OF FLORIDA
COUNTY OF ORANGE

The foregoing instrument was acknowledged before me this 28 day of March 2019 by James R. Maddox as Vice President of MM & M PM, LLC

(Signature of Notary Public - State of Florida)

LINDA JAMES
EXPIRES: July 17, 2019

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known OR Produced Identification

Type of Identification Produced
WITNESSES: 

(Signature) 

(Print Name) 

(Signature) 

(Print Name) 

CITY OF WINTER GARDEN 

Michael Bollhoefer, City Manager 

STATE OF FLORIDA 
COUNTY OF ORANGE 

The foregoing instrument was acknowledged before me this ________ day of 2019 by Michael Bollhoefer as City Manager of the City of Winter Garden. 

(Signature of Notary Public - State of Florida) 

(Print, Type, or Stamp Commissioned Name of Notary Public) 

Personally Known _________ OR Produced Identification______________ 

Type of Identification Produced______________________________

Page 5 of 5
Planning and Zoning Board Appointments

One member of the Planning and Zoning Board resigned because they moved out of town.

The member that resigned was from District 3. There are currently two members that live in District 1, two members that live in District 2, one remaining member from District 3, and one member from District 4.

Motion to appoint one member to serve a 3-year term effective June, 2019.
BOARD APPOINTMENT INTEREST FORM

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY’S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.

FEEL FREE TO ATTACH A RESUME.

DATE: November 1, 2017

VERIFIED INTEREST ON: 6-21-2018

LAST NAME: Butler

FAMILY NAME: First: Jack

MIDDLE: Allison

HOME ADDRESS: 15349 Oak Apple Ct, Winter Garden, FL 34787

OFFICE ADDRESS: 150 N. Lakeshore Dr., Ocoee, FL 34761

HOME PHONE: n.a.

CELL PHONE: 407-717-0247

WORK PHONE: 407-554-7063

FAX #: 407-905-3151

CURRENT EMPLOYER: City of Ocoee

POSITION: Director of Support Services

EDUCATION: HIGH SCHOOL GRADUATE: Yes No

UNDERGRADUATE COLLEGE DEGREE IN: Business Systems

ADVANCED COLLEGE DEGREE IN: Engineering

OTHER: Grad Cert in Supervisory Management

PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT:

More than 20 years in local government development review and economic development; AICP certification; licensed residential building contractor.

COMMUNITY INVOLVEMENT: Past president Sunshine Bimmers Chapter BMW CCA; Neighborhood Assoc. Board Member

INTERESTS/ACTIVITIES: Woodworking, landscaping

WHY DO YOU DESIRE TO SERVE ON THIS/THOSE BOARDS?

NAME ANY BUSINESS, PROFESSIONAL, CIVIC OR FRATERNAL ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND THE DATES OF MEMBERSHIP:

URISA (past president); GIS Certification Institute (past president); ICMA; FCCMA; Sigma Xi; Mensa (see resume for details)

ARE YOU A RESIDENT OF WINTER GARDEN? [ ] Yes [ ] No

If [Yes], CONTINUOUS RESIDENT SINCE? [ ] Yes [ ] No

If [Yes], CONTINUOUS RESIDENT SINCE? [ ] June 2, 2016

ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? [ ] Yes [ ] No

If [Yes], WHICH CITY DISTRICT? [ ] 2

ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? [ ] Yes [ ] No

If [Yes], PLEASE STATE NAME OF BOARD:

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? [ ] Yes [ ] No

If [Yes], PLEASE STATE NAME OF BOARD:

REFERENCES:

Hon. Rosemary Wilsen, Commissioner, City of Ocoee, 407-948-2155

Dr. Kenneth Duerer, Ph.D., Professor Emeritus, Portland State University, 425-985-9562

Which board(s) are you interested in serving on?

[ ] Code Enforcement Board

[ ] Planning & Zoning Board

[ ] Community Redevelopment Agency

[ ] Community Redevelopment Advisory Board - Circle all that apply to you within the CRA:  Reside / Own / Operate a Business / Other

[ ] General Employees Pension Board

[ ] Fire/Pension Board

[ ] Architectural Review and Historic Preservation Board

Circle all that apply to you: Architect / Licensed General Contractor / WG Heritage Foundation Board Member / Own Commercial Property in the Historic District / Own Commercial Property in the Historic District & Reside in the City / Reside in the City

[ ] Election Canvasing Board

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DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK’S OFFICE AT 407-656-4111 Ext. 2254

THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY.

Print Form

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If [Yes], CONTINUOUS RESIDENT SINCE? [ ] Yes [ ] No

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If [Yes], WHICH CITY DISTRICT? [ ] 2

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If [Yes], PLEASE STATE NAME OF BOARD:

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? [ ] Yes [ ] No

If [Yes], PLEASE STATE NAME OF BOARD:

REFERENCES:

Hon. Rosemary Wilsen, Commissioner, City of Ocoee, 407-948-2155

Dr. Kenneth Duerer, Ph.D., Professor Emeritus, Portland State University, 425-985-9562

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DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK’S OFFICE AT 407-656-4111 Ext. 2254

THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY.
Jack Allison Butler, Jr.

15349 Oak Apple Court, Winter Garden, Florida 34787 407-717-0247 abutler@mpzero.com

Recent Employment Positions Held

Multiple Positions, City of Ocoee, FL, 2006-Present—
- **Director of Support Services** (2012-Present): Manage code enforcement, capital construction, telecommunications, community relations, parades and other special events, Ocoee TV, GIS, media contacts, and information systems. Design and supervise construction of public facilities; e.g., $9 million City Hall; $4.4 million Lakeshore Center, multiple utility system extensions, $4.2 million Lakefront Park, history museum, TV station, and fire station. Serve as emergency management lead contact. Act as city manager during his absences and work directly with elected officials. Conduct special projects for city manager; e.g., explore fire service fee options, buy/sell real estate, and write Mayor’s speeches.
- **Capital Improvement Program Manager**, (2006-12): Develop and manage the City’s $50 million capital investment program, including all budget and financial management aspects. Apply for and manage major state and federal grants; more than $4 million awarded. Create and implement a new financial management process for capital expenditures. Lead historic preservation efforts in concert with the Parks & Recreation Department. *Note:* Employment in 2006-2008 was under contract.

Managing Member, Butler & Butler, LLC (self-employed), Orlando, FL, 2001-Present —
Provide management consulting services to government agencies throughout the USA and Canada, often through a prime contractor; d.b.a., MilePost Zero. Example projects include:
- Columnist on professional practice policy, *xyHt* magazine (continuing).
- Conduct performance evaluation of Longwood, FL development permitting operations.
- Write books on transportation GIS (Esri Press), human resource management (URISA Press), and geography (EFFE Press).
- Develop comprehensive plans for Florida local governments (mostly coastal areas).
- Visiting Professor, University of Florida, Technology Transfer Center.
- Develop and teach local government training sessions throughout North America.
- Manage multi-jurisdiction project for the Liberty Consolidated Planning Commission (Coastal Georgia) to develop a new county property map and other GIS data products.
- Serve as Orange County (Florida) GIS Director under 1-year contract.

GIS Director, Hamilton County, Chattanooga, TN, 1997-2001—
- Create and direct new entrepreneurial regional planning and engineering GIS agency serving Hamilton County, 10 cities, 7 utility districts, joint E-911 center, local planning agencies, FEMA, GAO, TVA, several non-governmental organizations, and private-sector firms.
- Design and implement one of the highest quality GIS mapping systems in USA.
- Build foundation for and deploy the initial implementation of the 311 system.
- Manage subdivision development review and plat recording processes.
- Create and manage high-tech economic development initiatives, one of which eventually led to the decision by Volkswagen AG to build a new assembly plant in the county.
- Lead multi-partner initiative that resulted in Chattanooga becoming “The Gigabit City” and a new technology center being created at the University of Tennessee at Chattanooga.

Multiple Positions, Florida Department of Transportation, Tallahassee, FL, 1986 to 1997—
• **Internal Consultant for Program Improvement**, Office of Information Systems (1993-1995): provide leadership to adopt information technology at the enterprise level as a means of improving bridge, safety, and pavement management activities. Craft the agency’s GIS strategic plan.

• **Manager of Transportation Statistics Office** (1988-1993): direct federal and state planning programs and lead creation of the first statewide GIS map. Provide policy and technical guidance on project design parameters statewide. Manage Highway Performance Monitoring System and Traffic Monitoring programs for internal use and federal reporting. Provide testimony to state legislative committees. Secure and manage major federal grants and research programs.

• **Manager of System Support Section** (1986-88): significantly improve the Work Program Administration System managing $20 billion in capital investments, craft annual budget, and report on agency performance to Florida Legislature.

**Previous Employment Positions Held**

**Utility Systems/Communications Engineer (Engineering Economist), Florida Public Service Commission, Tallahassee, FL** – Drafted major utility operating rules adopted by the Commission that resulted in significant reductions in electric power rates. Developed a new energy conservation program evaluation mechanism, created and delivered technical education programs on advanced topics, and wrote speeches for commissioners.

**Assistant Director, Clarke County Department of Transportation, Athens, GA** – Managed the City/County division responsible for traffic signal control, traffic counts, traffic studies, and public works projects. Conducted crash analyses and prepared court exhibits for criminal prosecutions. Acquired rights of way under Georgia and federal rules. With funding by the Governor’s Office of Highway Safety, developed first traffic crash analysis and signal warrant analysis software and the first distributed computing crash reporting system. Also authored an award-winning national standard for traffic signal timing.

**Senior Developer, Northeast Georgia Area Planning & Development Commission, Athens, GA** – Provide policy leadership to member local governments in the areas of community redevelopment, comprehensive planning, zoning, subdivision regulation, industrial site promotion, economic development, workforce education, solid waste management, water and sewer utilities, historic preservation, facility design, and capital planning. Beginning when I was only 20 years old, I conducted public hearings, testified before legislative bodies, and drafted numerous local ordinances.

**Degrees and Certifications**

• **Master of Engineering**, University of Colorado Denver, 2005.

• **Certificate in Supervisory Management**, Certified Public Manager Program, Florida State University, 1998.

• **Bachelor of Business Administration** in Business Systems (Honors), University of Georgia, 1974. Governor’s Intern, Georgia Mountains RDC, Gainesville, GA. First two years at Georgia Institute of Technology.

• **Certified Planner**, American Institute of Certified Planners, No. 103372.

• **Certified Project Management Professional**, Project Management Institute, No. 1975750.

• **Certified Contractor**, State of Florida, License No. CRC1328041.

• **Certified Emergency Number Professional**, National Emergency Number Association (inactive).


• **Certified GIS Professional**, GIS Certification Institute; Certificate No. 188 (inactive).

• Technical qualifications and exam requirements met for **ICMA Credentialed Manager** designation; CAO appointment needed for award.
Honors and Awards

- **Volunteer of the Year Award**, 2016, South Atlantic Region, BMW Car Club of America.
- **Police Chief’s Special Service Award**, 2015, City of Ocoee.
- **Barbara Hirsch Special Service Award**, 2013, Urban & Regional Information Systems Association (URISA).
- **Leadership Award**, 2005, URISA.
- **Service Award**, 2003, URISA.
- **Davis Productivity Award**, 1992, TaxWatch Florida.
- **Best Technical Paper Award**, 1982, Southern Section, Institute of Transportation Engineers.

Professional Affiliations

- **International City/County Management Association** (full member)
- **Florida City and County Management Association** (full member)
- **Project Management Institute**
- **American Society for Public Administration**
- **American Planning Association** and **American Institute of Certified Planners**
- **Center for Internet Security, Multi-state Information Sharing & Analysis Center**
  - **Urban & Regional Information Systems Association (URISA)**: President (2012-13), Board of Directors (2006-09 and 2011-2014), and workshop developer/instructor
- **Sigma Xi, the scientific research society**: elected to membership by FSU Physics Department in 1995
- **Chaîne des Rôtisseurs**: inducted February 2016: Chevalier
- **American Association for State and Local History**
- **National and Florida Trusts for Historic Preservation**
- **National Academies of Science**: Panel member, research project NCHRP 17-26 (created the *Highway Safety Manual*); Investigator for NCHRP 20-27(3) project; reviewer and instructor of *Highway Capacity Manual*.
- **Association of Traffic Safety Information Professionals**: fellow; charter member.
- **National Consortium for Remote Sensing in Transportation for Disaster Assessment, Safety, and Hazards**: Oversight Committee chairman for NASA project (2000-03).
- **Institute of Transportation Engineers (ITE)** (1979-2003); Director of Traffic Operations Division (1991-93); Chair of Signal Clearance Interval Committee (1982-85).
BOARDs & COMMITtees APPLiCATION

THANK YOU FOR YOUR INTEREST IN SERVING - VOLUNTEERS LIKE YOU ARE ESSENTIAL TO A RESPONSIVE GOVERNMENT

NAME: Chiquita P. Camacho


PHONE: 321-689-4884 ALTERNATE: 

EMAIL: thegoodlifeorlando@gmail.com OCCUPATION: Captain / Assistant Manager

U.S. CITIZEN? ☑ YES ☐ NO REGISTERED VOTER? ☑ YES ☐ NO

CITY RESIDENT? ☑ YES ☐ NO CITY EMPLOYEE ☑ YES ☐ NO

PRIOR BOARD(S) SERVED? Current HOA Board Treasurer / Secretary - Covington Chase WG

REFERENCE(S): Upon Request LICENSE/CERTIFICATION(S): Assisted Living Administrator

EDUCATION/EXPERIENCE: 12+ years Government Managerial exp., Education: Masters Public Administration

ADDITIONAL CONSIDERATIONS: I'm an experienced leader w/ 20+ years in government as a public servant. I have a passion to get involved, share my knowledge & experience to help grow and develop my city and community.

PLEASE CHECK ALL THAT APPLY - SEE WEBSITE OR CITY CODE FOR DETAILS

☑ Architectural Review & Historic Preservation ☑ Election Canvassing Board

☑ Charter Review Committee ☐ General Pension Board*

☑ Code Enforcement Board* ☑ Planning & Zoning Board*

☑ Community Redevelopment Agency Advisory Board* ☐ Winter Garden Police & Firefighter Pension Board*

PLEASE NOTE:
• (*) MEMBERS SERVING THESE BOARDS REQUIRED TO FILE ANNUAL FINANCIAL DISCLOSURE
• THIS FORM BECOMES A PUBLIC RECORD ONCE SUBMITTED TO THE CITY CLERK'S OFFICE

QUESTIONS?
CONTACT - CITY CLERK'S OFFICE - 407-656-4111 Ext. 2297
E-MAIL: CITYCLERK@CWGDN.COM

APPLICATIONS KEPT ON FILE FOR ONE YEAR AND SUBMITTED FOR CONSIDERATION AS BOARD VACANCIES OCCUR

RECEIVED
APR 25 2019
CITY CLERK
BOARD APPOINTMENT INTEREST FORM

Thank you for your interest in serving on one of the City's boards/committees. Volunteers like you are essential to ensuring that your City Government is responsive to the needs of the community. Please help us place you on the most appropriate committee by completing this questionnaire.

Feel free to attach a resume.

Date: 8/6/18

Last Name: Coleman
First: Linette
Middle: M.

Verified Interest On:

Home Address: 1453 Sunridge Blvd
Office Address: (Retired)

Home Phone: 407-614-4854
Cell Phone: 305/532-8858

Work Phone: 
Fax #: 

Current Employer: 
Position: 
Length:

Education: High School Graduate [ ] Yes [ ] No

Undergraduate College Degree In: Early Childhood Edu

Advanced College Degree In: Doctorate in Education
Other: 

Please state your experience, interests or elements of your history that you think qualify you for appointment:
- Served as labor negotiator for 5 labor unions on Mgmt.
- Voter registration, economic development
- Strong desire to get involved in my community
- Delta Sigma Theta Inc., Sorority New Beginnings (Help for Homeless)

Are you a resident of Winter Garden? [ ] Yes [ ] No
Are you a registered voter of Orange County? [ ] Yes [ ] No
Are you currently serving on any other boards? [ ] Yes [ ] No
If yes, please state name of board:

Have you ever served on a government board? [ ] Yes [ ] No
If yes, please state name of board:

Transportation Board (MDC), Richmond-Pennie Optimist Board, Trustee

References:

Dr. Claudius Carnegie
786-299-1865
305-542-5863

Which board(s) are you interested in:

[ ] Code Enforcement Board
[ ] Planning & Zoning Board
[ ] Community Redevelopment Agency
[ ] Community Redevelopment Advisory Board - Circle all that apply to you within the CRA: Reside / Own / Operate a Business / Other
[ ] General Employees Pension Board
[ ] Fire/Fire Police Pension Board
[ ] Architectural Review and Historic Preservation Board
Circle all that apply to you: Architect / Licensed General Contractor / WG Heritage Foundation Board Member / Own Commercial Property in the Historic District / Own Commercial Property in the Historic District & Reside in the City / Reside in the City
[ ] Election Canvassing Board

Please Note: Members serving on boards with an asterisk (*) are required to file an annual financial disclosure form with the Orange County Supervisor of Elections office on or before July 1st of each year. Applicants for board appointment are reminded of the provisions of the Florida Statutes as applicable to conflicts of interest. All board applications are kept on file for one year and are submitted to the City Commission whenever a vacancy occurs. Updated information should be submitted and may be requested at any time.

Direct interest form and questions to the City Clerk’s office at 407-656-4111 Ext. 2254

Thank you for your interest in serving your community.

Board Appointment Interest Form 06-10

WINTER GARDEN • A charming little city with a juicy past.
NAME: Nancy Conicella

HOME ADDRESS: 878 Rhett St., Winter Garden, FL 34787

PHONE: 412-496-1120 (mobile) ALTERNATE: 407-244-8224 (work)

EMAIL: nconicella@carltonfields.com OCCUPATION: Attorney

U.S. CITIZEN? ☑ YES ☐ NO REGISTERED VOTER? ☑ YES ☐ NO
CITY RESIDENT? ☑ YES ☐ NO CITY EMPLOYEE ☐ YES ☑ NO

PRIOR BOARD(S) SERVED?

REFERENCE(S): Dan DeCubellis: 407-244-8228 LICENSE/CERTIFICATION(S): Florida Bar

EDUCATION/EXPERIENCE:
University of Florida Levin College of Law Graduate, with Honors; 3 years of work experience in real estate, land use and development

ADDITIONAL CONSIDERATIONS:
As a proud Winter Garden resident with a passion for planning and development, I hope to use my knowledge and skill set to serve our wonderful community. My experience as an attorney in this industry has enhanced my ability to empathetically see all sides of an issue and to achieve collaborative solutions. I am a dedicated servant and thoughtful listener, and I hope to use those skills to ensure that our City—while achieving sustainable development—remains a place where its residents and employees want to be.

PLEASE CHECK ALL THAT APPLY - SEE WEBSITE OR CITY CODE FOR DETAILS

☑ Architectural Review & Historic Preservation (as City Resident)
☐ Election Canvassing Board

☑ Charter Review Committee
☐ General Pension Board*

☑ Code Enforcement Board*
☑ Planning & Zoning Board*

☑ Community Redevelopment Agency Advisory Board* (as City Resident)
☐ Winter Garden Police & Firefighter Pension Board*

PLEASE NOTE:
• (*) Members serving these boards required to file annual financial disclosure
• This form becomes a public record once submitted to the City Clerk’s Office

QUESTIONS?
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E-MAIL: CITYCLERK@CWGDN.COM

APPLICATIONS KEPT ON FILE FOR ONE YEAR AND SUBMITTED FOR CONSIDERATION AS BOARD VACANCIES OCCUR
BOARDS & COMMITTEES APPLICATION

THANK YOU FOR YOUR INTEREST IN SERVING - VOLUNTEERS LIKE YOU ARE ESSENTIAL TO A RESPONSIVE GOVERNMENT

NAME: Joseph P. Dunn Jr.

HOME ADDRESS: 525 Lake Cove Pointe Circle

PHONE: 352-433-6975

EMAIL: joendanita@gmail.com

U.S. CITIZEN? □ YES □ NO

CITY RESIDENT? □ YES □ NO

REGISTERED VOTER? □ YES □ NO

CITY EMPLOYEE □ YES □ NO

OCCUPATION: Retired Aerospace Exec

PRIOR BOARD(S) SERVED?

REFERENCE(S): Steve Pash

LICENSE/CERTIFICATION(S)

EDUCATION/EXPERIENCE: MBA; 25 years as aerospace executive with Lockheed

ADDITIONAL CONSIDERATIONS: Martin; Board Member for local arts and environmental organizations

SEE ATTACHED

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CONTACT - CITY CLERK’S OFFICE - 407-656-4111 Ext. 2297
E-MAIL: CITYCLERK@CWGDN.COM

APPLICATIONS KEPT ON FILE FOR ONE YEAR AND SUBMITTED FOR CONSIDERATION AS BOARD VACANCIES OCCUR

RECEIVED
MAY 10, 2019
CITY CLERK

For office use only:
Joseph P. Dunn, Jr.
Retired
Vice President, Business Development
Lockheed Martin Corporation

Biography

Joseph Dunn retired from Lockheed Martin in 2009 at age 55. With more than 25 years of Business Development experience, he has successfully performed in leadership roles in five different Lockheed Martin Operating Companies and three different Business Areas, as well as two overseas assignments. He was a certified Level 4 Capture Manager (the highest level at Lockheed Martin) and held a Top Secret DOD clearance.

Since his retirement, Joe has provided consulting to Lockheed Martin, CDI Corporation, and DynCorp in strategy, capture management, and mentoring Business Development professionals.

Joe’s last role for Lockheed Martin Enterprise Solutions & Services was as Vice President, NASA IT Requirements. He was the Capture Executive for a Corporate Focus Program: NASA’s $5B IT Infrastructure Integration Program (I3P).

Immediately prior to that assignment, Joe was Vice President, International Market Development of Lockheed Martin Information Systems & Global Services in London, England. He was responsible for all International Business Development for an $11B Business Area.

Before that assignment, Joe was Vice President, Horizontal Integration of Lockheed Martin Information & Technology Services in Cherry Hill, New Jersey. He coordinated all International Business Development and was responsible for enhancing IT and Technical Services collaboration efforts throughout the Corporation.

Previously, Joe was Vice President, Business Development of Lockheed Martin Mission Systems. He was accountable for all business development activities, including strategic development, marketing, and sales. During his three year tenure, the company grew from $750M to $1.2B.

Prior to his Mission Systems’ assignment, Joe was Director, Business Development for Lockheed Martin’s Systems Integration Business Area at Corporate Headquarters in Bethesda, MD where he coordinated the business development activities of 11 companies in a $9B enterprise.

From August 1996 until September 1998, Joe resided in London and was responsible for the Corporation’s Business Development activities in Norway, Sweden, Denmark and Finland.

Throughout his career with Lockheed Martin, Joe’s diverse product/technology background included information technology, surface ship and submarine electronics systems, aircraft electronics, simulation and training systems, automated support equipment, C4ISR, missiles, and engineering services.

Joe earned his undergraduate degree from the University of New Mexico (1978) and a MBA from the University of Baltimore (1982).

He currently resides in Winter Garden, FL with his wife, Danita.
NAME: Scott Kimbrell

HOME ADDRESS: 230 N. Dillard Street

PHONE: 407.702.3753

EMAIL: skimbrell@cfl.rr.com

U.S. CITIZEN? [✓] YES [ ] NO
CITY RESIDENT? [✓] YES [ ] NO
REGISTERED VOTER? [✓] YES [ ] NO

CITY EMPLOYEE [ ] YES [✓] NO

PRIOR BOARD(S) SERVED? Board of Adjustments for Ocoee

REFERENCE(S): Steve Pash, Cathy Sills (Ocoee)

LICENSE/CERTIFICATION(S)

EDUCATION/EXPERIENCE:
BS Architectural Design and Building Construction, over 30 years in commercial construction
past member of National and local AIA Chapters, Association of Builders and Contractors, Winter Park and Orlando Chamber of Commerce, Florida Education Facilities Planners Association, Florida Aviation Business Association, Ocoee BDA Scout Troop 198 & Pack 217 (11 years of scouting), Junior Achievement advisor for seven years.

ADDITIONAL CONSIDERATIONS

PLEASE CHECK ALL THAT APPLY - SEE WEBSITE OR CITY CODE FOR DETAILS

[✓] Architectural Review & Historic Preservation
[ ] General Pension Board*
[ ] Election Canvassing Board
[ ] Charter Review Committee
[ ] Winter Garden Police & Firefighter Pension Board*
[ ] Code Enforcement Board*
[✓] Planning & Zoning Board*
[ ] Community Redevelopment Agency Advisory Board*

PLEASE NOTE:
• (*) MEMBERS SERVING THESE BOARDS REQUIRED TO FILE ANNUAL FINANCIAL DISCLOSURE
• THIS FORM BECOMES A PUBLIC RECORD ONCE SUBMITTED TO THE CITY CLERK’S OFFICE

QUESTIONS?
CONTACT - CITY CLERK’S OFFICE - 407-656-4111 Ext. 2297
E-MAIL: CITYCLERK@CWGDN.COM

APPLICATIONS KEPT ON FILE FOR ONE YEAR AND SUBMITTED FOR CONSIDERATION AS BOARD VACANCIES OCCUR

For office use only:

RECEIVED
APR 26 2019
CITY CLERK
# BOARD APPOINTMENT INTEREST FORM

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY’S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.

FEEL FREE TO ATTACH A RESUME.

DATE: 09/27/2018

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>Rodrigues</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST</td>
<td>Eliza</td>
</tr>
<tr>
<td>MIDDLE</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HOME ADDRESS</th>
<th>1407 Portmoor Way Winter Garden, FL 34787</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFFICE ADDRESS</td>
<td></td>
</tr>
<tr>
<td>HOME PHONE</td>
<td></td>
</tr>
<tr>
<td>EMAIL</td>
<td><a href="mailto:ealmeida55@gmail.com">ealmeida55@gmail.com</a></td>
</tr>
<tr>
<td>CELL PHONE</td>
<td>914-522-7445</td>
</tr>
<tr>
<td>WORK PHONE</td>
<td></td>
</tr>
<tr>
<td>FAX #</td>
<td></td>
</tr>
</tbody>
</table>

| CURRENT EMPLOYER | Rollins College                      |
| POSITION         | Assistant Director International Students & Scholar Services |
| EDUCATION        | High School Graduate  Yes No | Undergraduate College Degree in: International Culture & Studies |

| ADVANCED COLLEGE DEGREE IN | Masters of Business Administration Other |

| PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT: |
| I have work experience in real estate, so I'm interested in community redevelopment and planning/zoning. I also have a passion for history and historic preservation so I am interested in that board as well. |

| COMMUNITY INVOLVEMENT | On the Decorating Committee at my community Stoneybrook West |
| INTERESTS/ACTIVITIES | Bike riding, being outdoors, traveling internationally |

| WHY DO YOU DESIRE TO SERVE ON THIS/THOSE BOARDS? | I am a new resident to Winter Garden as of Nov. 2017 and have a big interest in the NAFSA Association of International Educators member since 2012 |

| NAFSA Association of International Educators member since 2012 |

| ARE YOU A RESIDENT OF WINTER GARDEN? | Yes No |
| ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? | Yes No |
| ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? | Yes No |

| HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? | Yes No |

| REFERENCES: |
| Jenifer Ruby 551-655-0426 |

| WHICH BOARD(S) ARE YOU INTERESTED? |
| CODE ENFORCEMENT BOARD |
| PLANNING & ZONING BOARD |
| COMMUNITY REDEVELOPMENT AGENCY |
| COMMUNITY REDEVELOPMENT ADVISORY BOARD - CIRCLE ALL THAT APPLY TO YOU WITHIN THE CRA: RESIDE / OWN / OPERATE A BUSINESS / OTHER |
| GENERAL EMPLOYEES PENSION BOARD |
| FIRE/POLICE PENSION BOARD |
| ARCHITECTURAL REVIEW & HISTORIC PRESERVATION BOARD |
| ELECTION CANVASSING BOARD |

| PLEASE NOTE: Members serving on boards with an asterisk (*) are required to file an annual financial disclosure form with the Orange County Supervisor of Elections office on or before July 1st of each year. Applicants for board appointment are reminded of the provisions of the Florida Statutes as applicable to conflicts of interest. All board applications are kept on file for one year and are submitted to the City Commission whenever a vacancy occurs. Updated information should be submitted and may be requested at any time. |

| DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK’S OFFICE AT 407-656-4111 Ext. 2254 |
| THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY. |

| WINTER GARDEN • A charming little city with a juicy past. |

| REC'D 6-28-2018 |
ELISA RODRIGUES, MBA
1407 Portmoor Way
Winter Garden, FL 34787
914.522.7445 • ealmeida55@gmail.com

SUMMARY
Results oriented professional with a high level of global experience. A project leader focused on process improvement. Engages with and educates diverse audiences on procedures while complying with federal and state regulations. Successfully overcomes challenges by implementing strategic efficiencies, managing timelines and overseeing budgets.

PROFESSIONAL EXPERIENCE

ROLLINS COLLEGE, Winter Park, FL
March 2015 – Present

Assistant Director of International Student & Scholar Services – Designated School Official (DSO)
Direct an international population of over 280 on immigration, while ensuring that they remain compliant with visa regulations.
• Provide strategic solutions to complex immigration cases and maintain records complying with US Immigration and Customs Enforcement, Department of State, and Internal Revenue Service standards.
• Develop relationships with external network to keep engaged with ever changing regulations to provide high quality service to clients.
• Advise international students on cultural transition, career paths, and academic goals.
• Prepare and analyze daily, weekly and quarterly reports for management and government review.
• Develop and present integrative training models to diverse audiences, while educating and engaging, resulting in minimal adverse actions.

KEISER UNIVERSITY, Orlando, FL
July 2013 – March 2015

Financial Aid Officer
Analyzed data to determine client’s financial capability while ensuring accuracy and compliance with federal tax laws.
• Prepared financial package for clients based off their financial eligibility and delivered the information in a simple and clear manner.
• Performed internal audits to certify compliance with federal regulations and organizational policy using in depth knowledge of the filing of tax returns.
• Reported, prepared and analyzed financial records acting as liaison between the University and the Department of Veterans Affairs.

STEVENS INSTITUTE OF TECHNOLOGY, Hoboken, NJ
Sept 2011 – June 2013

Assistant Director of International Student & Scholar Services, (Aug 2012-June 2013)
Processed immigration documents and advised over 2,000+ international students and professors on visa regulations, university procedures while working closely with the admissions department to reach the University’s revenue goals.
• Served as main point of contact for international clients, while ensuring a 24-48 hour turnaround time for issuance of Form I-20s, email responses and voice mail inquiries.
• Actively evaluated the effectiveness of materials and webinars; updated and created new materials to keep abreast of government regulations.
• Hired, trained and supervised staff members. Created and implemented a training curriculum for all new staff members in the office.

Student Employment Coordinator Interim, (April 2012-Aug 2012)
Hired and on-boarded employees in Virtual Edge ADP and maintained employment records per state and federal regulations. Created and analyzed payroll reports for ongoing Human Resources needs.
• Led the payroll frequency project to improve billing efficiency. Created and conducted personnel training on the new functional changes in ADP.
• Developed and implemented a pre-employment SOP to decrease errors and ensure compliance with US labor laws.
• Created and led training program for new hires modifying presentation as needed to meet specific audiences skill levels.

Student Service Counselor, (Sept 2011-April 2012)
Provided customer support, regarding tuition/fees, financial aid, billing and registrar.
• Processed and verified bill payments from clients, external vendors and internal departments, which included checks, wire transfers and corporate payments.
INTERNATIONAL, New York, NY

International Admissions Coordinator
Recruited students and maintained consistent contact with applicants and international agents throughout the enrollment process ensuring all academic, compliance, and visa requirements were met prior to the program start.
• Organized and led orientation for 50-200+ incoming students every week while presenting on immigration and American culture.

EDUCATION

Master of Business Administration, December 2017
ROLLINS COLLEGE, Winter Park Florida
G.P.A 3.84 / 4.00

Bachelor of Arts; International and Cultural Studies, Minor; French, May 2010
UNIVERSITY OF TAMPA, Tampa Florida
Honors UT Dean’s Scholarship, Dean’s List

UNIVERSIDAD COMPLUTENSE DE MADRID, Madrid, Spain
Study abroad, Fall Semester 2009

MBA CONSULTING PROJECTS

Albin Polasek Museum, Winter Park, FL
Jan 2017 – May 2017
Member of team that created a five-year strategic plan for the Albin Polasek Museum on how to generate revenue for their newly acquired venue rental property. This included a marketing plan, research and recommendations on search engine optimization, and a financial forecasting model.

IGNESTERRA, Santiago, Chile
June 2017 – Nov 2017
Member of team that created a strategic plan for IGNESTERRA, Chilean company that manufactures wood products for the home industry, on how to enter the US millwork market. Targeted wholesale distributors and homebuilders within the residential construction industry.

COMPUTER SKILLS / ADDITIONAL INFORMATION

Computer Skills: SEVIS, Banner, Virtual Edge ADP, Cascade Server
• Expert in MS Office Suite, Word, Excel, PowerPoint
• Intermediate in MS Access

Languages: Fluent Spanish, intermediate French and Portuguese

Professional Association: NAFSA, Association of International Educators, member since Sept. 2012
• Facilitated the F-1 Student Advising for Beginners training session through NAFSA for a group of 35 external colleagues working in the international education field – February 2017
BOARD APPOINTMENT INTEREST FORM

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY’S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.

FEEL FREE TO ATTACH A RESUME.

DATE: 3/15/2018

LAST NAME: Schmidt
FIRST: Jenelle
MIDDLE: 

HOME ADDRESS: 15625 Boggy Oak Circle Winter Garden, FL 34787
OFFICE ADDRESS: 2953 Clayton Heritage Way Maitland, FL 32751

HOME PHONE: 
CELL PHONE: 321-246-2584
WORK PHONE: 407-629-9242
FAX #: 
LENGTH: 

EMIAL: Jenelle@GreaterOrlandoBA.com

CURRENT EMPLOYER: Greater Orlando Builders Association

POSITION: Government and Industry Relations Advisor

EDUCATION: High School Graduate yes □ no Undergraduate College Degree in: AS in Building Construction Tech

ADVANCED COLLEGE DEGREE IN: BS Civil Eng Tech 2019 AS in Drafting & Design Tech

PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT:

I have almost 20 years in the various fields of construction. My passion stems from childhood as I grew up on a new home construction site in rural Mississippi. I am deeply involved in the Winter Garden community with Project 429.

COMMUNITY INVOLVEMENT: Project 429 - spread kindness/anti-bully collation approved by OCPS and LCPS

INTERESTS/ACTIVITIES: Community, Lobbying, Activist

WHY DO YOU DESIRE TO SERVE ON THIS/THOSE BOARDS? Government and construction are two of my passions.

NAME ANY BUSINESS, PROFESSIONAL, CIVIL OR NATIONAL ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND THE DATES OF MEMBERSHIP:

Greater Orlando Builders Association, Project 429 - Cofounder, National Association of Professional Women and Habitat for Human

ARE YOU A RESIDENT OF WINTER GARDEN? □ yes □ no If yes, continuous resident since? 2018

ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? □ yes □ no Which City District? DISTRICT 4

ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? □ yes □ no If yes, please state name of board:

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? □ yes □ no If yes, please state name of board:

I sat on the Development Review Committee as the Development Coordinator for the PW Department for the City of Altamonte

REFERENCES:

Gary Showe - 407-929-2231 - retired from Orange County Development Engineering
Leslie Hurst 917-599-6161 - developer

WHICH BOARD(s) ARE YOU INTERESTED IN?

□ Code Enforcement Board
□ Planning & Zoning Board
□ Community Redevelopment Agency
□ Community Redevelopment Advisory Board - Circle all that apply to you within the CRA: reside / own / operate a business / other
□ General Employees Pension Board
□ Fire/Police Pension Board
□ Architectural Review and Historic Preservation Board

Circle all that apply to you: Architect / Licensed General Contractor / WG Heritage Foundation Board Member / Own Commercial Property in the Historic District / Own Commercial Property in the Historic District & Reside in the City / Reside in the City

□ Election Canvassing Board

PLEASE NOTE: MEMBERS SERVING ON BOARDS WITH AN ASTERISK (*) ARE REQUIRED TO FILE AN ANNUAL FINANCIAL DISCLOSURE FORM WITH THE ORANGE COUNTY SUPERVISOR OF ELECTIONS OFFICE ON OR BEFORE JULY 1ST OF EACH YEAR. APPLICANTS FOR BOARD APPOINTMENT ARE REMINDED OF THE PROVISIONS OF THE FLORIDA STATUTES AS APPLICABLE TO CONFLICTS OF INTEREST. ALL BOARD APPLICATIONS ARE KEPT ON FILE FOR ONE YEAR AND ARE SUBMITTED TO THE CITY COMMISSION WHENEVER A VACANCY OCCURS. UPDATED INFORMATION SHOULD BE SUBMITTED AND MAY BE REQUESTED AT ANY TIME.

DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK’S OFFICE AT 407-656-4111 EXT. 2254

THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY.

Board Appointment Interest Form 06-10

WINTER GARDEN • A charming little city with a juicy past.
BOARD APPOINTMENT INTEREST FORM

Thank you for your interest in serving on one of the City's boards/committees. Volunteers like you are essential to ensuring that your City Government is responsive to the needs of the community. Please help us place you on the most appropriate committee by completing this questionnaire.

Feel free to attach a resume.

DATE: May 31, 2017

LAST NAME: Smith
FIRST: Ben
MIDDLE: 

HOME ADDRESS: 884 Bending Oak Trl., Winter Garden, FL 34787

OFFICE ADDRESS: 

PHONE: 

CELL PHONE: 407 371-2529

EMAIL: bamsmith@cit.rc.com

CURRENT EMPLOYER: Retired

POSITION: 

EDUCATION: High School Graduate   ☐ Yes ☐ No  Undergraduate College Degree in: Business Administration

ADVANCED COLLEGE DEGREE IN: 

PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT:

I am retired from Walgreens. I was a Human Resource Manager. I worked with a large variety of individuals to solve problems and improve their lives. I worked with both city, state and federal governments on various employment grants. I also have experience in EEOC as it relates to both state and federal laws.

COMMUNITY INVOLVEMENT: I have experience in fund raising actives to support local charities.

INTERESTS/ACTIVITIES: Local government, photography, theater.

WHY DO YOU DESIRE TO SERVE ON THIS/THOSE BOARDS? To help my community grow and improve.

NAME ANY BUSINESS, PROFESSIONAL, CIVIC OR FRATERNAL ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND THE DATES OF MEMBERSHIP: I am on our community HOA. My son is Governor Elect for Kiwanis for the state of Fl and I assist him when called upon.

ARE YOU A RESIDENT OF WINTER GARDEN? ☐ Yes ☐ No If yes, continuous resident since? 2008

ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? ☐ Yes ☐ No Which City District? ☐ Yes ☐ No

ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? ☐ Yes ☐ No If yes, please state name of board:

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? ☐ Yes ☐ No If yes, please state name of board:

AFFILIATION:

WHICH BOARD(S) ARE YOU INTERESTED IN?

☐ Code Enforcement Board
☐ Planning & Zoning Board
☐ Community Redevelopment Agency
☐ Community Redevelopment Advisory Board - circle all that apply to you within the CRA: Reside / Own / Operate A Business / Other
☐ General Employees Pension Board
☐ Fire/Pension Board
☐ Architectural Review and Historic Preservation Board

Circle all that apply to you: Architect/Licensed General Contractor/WG Heritage Foundation Board Member/Own Commercial Property in the Historic District/Own Commercial Property in the Historic District & Reside in the City / Reside in the City

Election canvassing Board

PLEASE NOTE: Members serving on boards with an asterisk (*) are required to file an annual financial disclosure form with the Orange County Supervisor of Elections office on or before July 1st of each year. Applicants for board appointment are reminded of the provisions of the Florida Statutes as applicable to conflicts of interest. All board applications are kept on file for one year and are submitted to the City Commission whenever a vacancy occurs. Updated information should be submitted and may be requested at any time.

DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK'S OFFICE AT 407-656-4111 Ext. 2254

Thank you for your interest in serving your community.

Board Appointment Interest Form 06-10

Winter Garden • A charming little city with a juicy past.
BOARD(S) OF INTEREST

- Architectural Review & Historic Preservation
- General Employees Pension Board
- Code Enforcement Board*
- Community Redevelopment Agency Advisory Board*
- Planning & Zoning Board
- Police & Firefighter Pension Board
- Election Canvassing Board

PENDING FOR SUBMISSION AND CONSIDERATION BY THE CITY COMMISSION

PLEASE NOTE:
- All volunteers must adhere to Florida State statutes as applicable to conflicts of interest
- This application will be submitted to the City Commission for consideration
- (*)& Members serving on these boards are required to file an annual financial disclosure
- This form becomes a public record once submitted to the City Clerk's Office

APPLICATIONS ARE KEPT ON FILE FOR ONE YEAR AND SUBMITTED FOR CONSIDERATION AS BOARD VACANCIES OCCUR
BOARDS & COMMITTEES APPLICATION

THANK YOU FOR YOUR INTEREST IN SERVING - VOLUNTEERS LIKE YOU ARE ESSENTIAL TO A RESPONSIVE GOVERNMENT

NAME: James M Weisbecker

HOME ADDRESS: 239 East Newell Street

PHONE: 407 928 2422

EMAIL: j_m_weisbecker@me.com

U.S. CITIZEN? ○ YES ○ NO

CITY RESIDENT? ○ YES ○ NO

REGISTERED VOTER? ○ YES ○ NO

CITY EMPLOYEE ○ YES ○ NO

OCCUPATION: Lighting Designer

PRIOR BOARD(S) SERVED? none

REFERENCE(S): n/a

LICENSE/CERTIFICATION(S): n/a

EDUCATION/EXPERIENCE: BFA Rutgers University ; 20+ Years Working at Disney

ADDITIONAL CONSIDERATIONS

PLEASE CHECK ALL THAT APPLY - SEE WEBSITE OR CITY CODE FOR DETAILS

☑ Architectural Review & Historic Preservation

☑ Charter Review Committee

☐ Code Enforcement Board*

☐ Community Redevelopment Agency Advisory Board*

☐ Planning & Zoning Board*

☐ Election Canvassing Board

☐ General Pension Board*

☐ Winter Garden Police & Firefighter Pension Board*

PLEASE NOTE:
• (*) MEMBERS SERVING THESE BOARDS REQUIRED TO FILE ANNUAL FINANCIAL DISCLOSURE
• THIS FORM BECOMES A PUBLIC RECORD ONCE SUBMITTED TO THE CITY CLERK’S OFFICE

QUESTIONS?
CONTACT - CITY CLERK’S OFFICE - 407-656-4111 Ext. 2297
E-MAIL: CITYCLERK@CWGDN.COM

APPLICATIONS KEPT ON FILE FOR ONE YEAR AND SUBMITTED FOR CONSIDERATION AS BOARD VACANCIES OCCUR

FOR OFFICE USE ONLY:

RECEIVED
APR 29 2019
CITY CLERK
James M. Weisbecker  
239 East Newell Street, Winter Garden, Florida 34787  
407 – 928 – 2422 (cell)  
James.M.Weisbecker@Disney.com

Objective
Obtain a management position within Creative Entertainment at the Walt Disney World Company where I can leverage my technical experience, artistic creativity, team building skills and analytical problem solving to create amazing storied experiences for our guests!

Skills

<table>
<thead>
<tr>
<th>Lighting &amp; Show Design</th>
<th>Budget Conscious</th>
<th>Project Organization</th>
<th>Concept Development</th>
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</thead>
<tbody>
<tr>
<td>Timeline Oriented</td>
<td>Personnel Strategies</td>
<td>Event Construction</td>
<td>Sketching &amp; Artistry</td>
</tr>
</tbody>
</table>

Experience

Lighting Designer  
Walt Disney World Parks and Resorts, Creative Entertainment  
Lake Buena Vista, Florida  
2006 - present
- Produce creative lighting designs for the Walt Disney Company (Walt Disney World Theme Parks, ESPN, Disney Cruise Lines and Disney’s Event Group).
- Contact and Manage 3rd party Vendors to create quotes and business agreements with lighting in mind.
- Lead comprehensive teams to achieve design objectives and obtain final show element goals.
- Adhere to strict budgets while providing workable solutions to the programs or show needs.
- Mentor and provide visible leadership to 500 + entertainment technicians at WDW.

Freelance Lighting Designer  
Orlando, Florida  
1996 - present
- Create Lighting designs for multiple client driven shows including but not limited to: corporate events, galas, spectacles, new facility reveals and large scale festivals.

Production Event Planner  
Walt Disney World - Epcot, Magic Kingdom and Disney Event Group  
Lake Buena Vista, Florida  
2002 - 2006
- Managed teams and supervised installations for entertainment events, conventions and permanent venues while assisting with budgeting and procurement.
- Organized all lighting purchases for Magic Kingdom and Epcot through the Capital Process of Procurement.
- Oversaw the reallocation of lighting equipment from multiple properties, ensuring the majority of usable assets were recycled into inventories, venues and shows.

Entertainment Lighting Technician  
Walt Disney World - Magic Kingdom, Disney Event Group Show Team & Pleasure Island  
Lake Buena Vista, Florida  
1998 - 2002
- Run lighting for live shows in theme parks, for conventions in corporate environments, clubs and large scale events.

Notaft and Associates, Inc.  
Atlantic City, New Jersey  
1995 - 1999
- Scenic and lighting designer and part of the production install crew for industry shows and gala events in Atlantic City Casinos.

Education

Bachelors of Fine Arts in Theatrical Set and Lighting Design  
Graduated May of 1998
Mason Gross School of the Arts: Rutgers University, New Brunswick, New Jersey
NAME: Mark Hide

HOME ADDRESS: 12457 Westfield Lakes Circle, Winter Garden, FL, 34787

PHONE: 407-832 7332

EMAIL: mark@clocktowerrealty.net

U.S. CITIZEN? □ YES □ NO

REGISTERED VOTER? □ YES □ NO

CITY RESIDENT? □ YES □ NO

CITY EMPLOYEE? □ YES □ NO

OCCUPATION: Real Estate Broker/Managing Partner of Clock Tower Realty

PRIOR BOARD(S) YOU SERVED? N/A

REFERENCE(S): Mark Maciel & Ryan Hrinicker

LICENSE/CERTIFICATION(S): Real Estate Broker - BK3054189

EDUCATION/EXPERIENCE: College Degree in Marketing / 15 years full time real estate in Winter Garden

ADDITIONAL CONSIDERATIONS: 14 year Winter Garden resident who is passionate about historic downtown Winter Garden and looking to give back some time & experience to our community.

BOARD(S) OF INTEREST

Thank you for your interest in serving on one of the City’s Board/Committees. Volunteers like you are essential to ensuring that your City Government is responsive to the needs of the community.

PLEASE CHECK ALL THAT APPLY - SEE WEBSITE FOR DESCRIPTIONS

☐ Architectural Review & Historic Preservation

☐ General Employees Pension Board

☐ Police & Firefighter Pension Board

☐ Code Enforcement Board*

☐ Community Redevelopment Agency Advisory Board*

☐ Planning & Zoning Board

☐ Election Canvassing Board

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- This application will be submitted to the City Commission for consideration.
- (*) Members serving on these boards are required to file an annual financial disclosure.
- This form becomes a public record once submitted to the City Clerk’s Office.

QUESTIONS?
Contact - City Clerk’s Office - 407-656-4111 Ext. 2297
E-mail: cityclerk@cwgdni.com

Applications are kept on file for one year and submitted for consideration as board vacancies occur.
THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Angee Grimmage, City Clerk
Via: Mike Bollhoefer, City Manager
Date: May 17, 2019 Meeting Date: May 23, 2019
Subject: Board Appointments – Election Canvassing Board
Issue: (4) Members required for appointment to Canvass 2020 General Election

Discussion:
The 2020 General Election for the City will be run in conjunction with the Presidential Primary Election which is canvassed by the Orange County Supervisor of Elections. Although this may result in a limited function for the City’s canvassing board, members will still be needed in the official duties of certification for the City’s election results. Therefore, (4) board members are needed to fill vacant seats on the City’s Election Canvassing Board.

Recommended Action:

Staff recommends appointment of (2) Regular members and (2) Alternate members for the Election Canvassing Board for a total of (4) board member appointments.

Attachment(s)/References:

Board interest Applications
BOARD APPOINTMENT INTEREST FORM

Thank you for your interest in serving on one of the City’s boards/committees. Volunteers like you are essential to ensuring that your City Government is responsive to the needs of the community. Please help us place you on the most appropriate committee by completing this questionnaire.

Feel free to attach a resume.

Date: 8/25/18  
Last Name: Coleman  
First Name: Linette  
Middle Initial: M

Home Address: 14253 Sunridge Blvd  
Office Address: (Belvedere)  
Home Phone: 407-619-9454  
Cell Phone: 405-567-8658  
Work Phone:  
Fax #:  
Email: Irmony.007@gmail.com  
Current Employer: N/A  
Position: Retired  
Education: High School Graduate  
Advanced College Degree in: Doctorate in Education

Please state your experience, interests or elements of your history that you think qualify you for appointment:

Retired school administrator, Chair of Board for Optimist Athletics. Served as labor negotiator for 5 labor unions in Miight. Voter registration, economic development.

Community Involvement:  
Interests/Activities:  
Why do you desire to serve on this/these boards?: Strong desire to get involved in my community

Are you a resident of Winter Garden?  
Are you a registered voter of Orange County?  
Are you currently serving on any other boards?  
If yes, please state name of board:  

Have you ever served on a government board?  
If yes, please state name of board:  

REFERENCES:  
Dr. Claudius Carnegie 786-209-1855  
305-542-5682

Which board(s) are you interested in?  

- Code Enforcement Board  
- Planning & Zoning Board  
- Community Redevelopment Agency  
- Community Redevelopment Advisory Board  
- General Employees Pension Board  
- Fire/Police Pension Board  
- Architectural Review and Historic Preservation Board  
- Election canvassing Board

PLEASE NOTE: Members serving on boards with an asterisk (*) are required to file an annual financial disclosure form with the Orange County Supervisor of Elections office on or before July 1st of each year. Applicants for board appointment are reminded of the provisions of the Florida Statutes as applicable to conflicts of interest. All board applications are kept on file for one year and are submitted to the City Commission whenever a vacancy occurs. Updated information should be submitted and may be requested at any time.

Direct interest form and questions to the City Clerk’s office at 407-656-4111 Ext. 2254

Thank you for your interest in serving your community.

Board Appointment Interest Form 06-10

WINTER GARDEN • A charming little city with a juicy past.
BOARDS & COMMITTEES APPLICATION

Thank you for your interest in serving. Volunteers like you are essential to a responsive government.

NAME: Chiquita P. Camacho


PHONE: 321-689-4884

EMAIL: thegoodlifeorlando@gmail.com

OCCUPATION: Captain / Assistant Manager

U.S. CITIZEN? ☑ YES ☐ NO
CITY RESIDENT? ☑ YES ☐ NO
REGISTERED VOTER? ☑ YES ☐ NO
CITY EMPLOYEE ☐ YES ☑ NO

PRIOR BOARD(S) SERVED: Current HOA Board Treasurer / Secretary - Covington Chase WG

REFERENCE(S): Upon Request

LICENSE/CERTIFICATION(S): Assisted Living Administrator

EDUCATION/EXPERIENCE: 12+ years Government Managerial exp., Education: Masters Public Administration

I'm an experienced leader w/ 20+ years in government as a public servant. I have a passion to get involved, share my knowledge & experience to help grow and develop my city and community.

ADDITIONAL CONSIDERATIONS

PLEASE CHECK ALL THAT APPLY - SEE WEBSITE OR CITY CODE FOR DETAILS

☑ Architectural Review & Historic Preservation
☑ Charter Review Committee
☑ Code Enforcement Board*
☑ Community Redevelopment Agency Advisory Board*
☑ Election Canvassing Board
☑ Planning & Zoning Board*
☐ General Pension Board*
☐ Winter Garden Police & Firefighter Pension Board*

PLEASE NOTE:

(*) Members serving these boards required to file annual financial disclosure

This form becomes a public record once submitted to the city clerk’s office.

QUESTIONS?

Contact - City Clerk's Office - 407-656-4111 Ext. 2297
E-mail: CityClerk@CWGDN.com

APPLICATIONS KEPT ON FILE FOR ONE YEAR AND SUBMITTED FOR CONSIDERATION AS BOARD VACANCIES OCCUR

For office use only:

RECEIVED
APR 25 2019

CITY CLERK
BOARD APPOINTMENT INTEREST FORM

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY’S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.

FEEL FREE TO ATTACH A RESUME.

DATE: 11-13-2018

LAST NAME: Dennis
FIRST: Stefan
MIDDLE: Lee

HOME ADDRESS: 99 W. Plant St Winter Garden, FL 34787

OFFICE ADDRESS:  

HOME PHONE: 
CELL PHONE: 407-970-6737
WORK PHONE: 
FAX #: 
LENGTH:

EMAIL: stefandennis@gmail.com

CURRENT EMPLOYER: Adam's Road Ministry

POSITION: Communications Administrator

EDUCATION: High School Graduate: YES NO Undergraduate College Degree in: Communications

ADVANCED COLLEGE DEGREE IN: 

PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT:

COMMUNITY INVOLVEMENT: I attend most city commission meetings. Volunteer for various events (ie VA events, etc) City development, zoning, elections, communicating the city's efforts to improve development & bur

INTERESTS/ACTIVITIES: Why do you desire to serve on this/these boards? I love Winter Garden and have a desire to work with the city to improve/help red

ADAM'S ROAD (NON-PROFIT MINISTRY WG LOCAL) 2009-PRESENT

ARE YOU A RESIDENT OF WINTER GARDEN? YES NO If yes, continuous resident since? March 2009

ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? YES NO Which City District? District 1

ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? YES NO If yes, please state name of board:

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? YES NO If yes, please state name of board:

REFERENCS:
Micael Wilder (owner/manager Edgewater Hotel) 321-945-9066, WG Commissioner Lisa Bennett (friend/helped significantly with her campaign) 321-948-9296

WHICH BOARD(S) ARE YOU INTERESTED IN?

- CODE ENFORCEMENT BOARD
- PLANNING & ZONING BOARD
- COMMUNITY REDEVELOPMENT AGENCY
- COMMUNITY REDEVELOPMENT ADVISORY BOARD - CIRCLE ALL THAT APPLY TO YOU WITHIN THE CRA: Reside / Own / Operate a Business / Other
- GENERAL EMPLOYEES PENSION BOARD
- FIRE/POLICE PENSION BOARD
- ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD
  - CIRCLE ALL THAT APPLY TO YOU: Architect/Licensed General Contractor / WG Heritage Foundation Board Member / Own Commercial Property in the Historic District / Own Commercial Property in the Historic District & Reside in the City / Reside in the City
- ELECTION CANVASSING BOARD

PLEASE NOTE: MEMBERS SERVING ON BOARDS WITH AN ASTERISK (*) ARE REQUIRED TO FILE AN ANNUAL FINANCIAL DISCLOSURE FORM WITH THE ORANGE COUNTY SUPERVISOR OF ELECTIONS OFFICE ON OR BEFORE JULY 1ST OF EACH YEAR. APPLICANTS FOR BOARD APPOINTMENT ARE REMINDED OF THE PROVISIONS OF THE FLORIDA STATUTES AS APPLICABLE TO CONFLICTS OF INTEREST. ALL BOARD APPLICATIONS ARE KEPT ON FILE FOR ONE YEAR AND ARE SUBMITTED TO THE CITY COMMISSION WHENEVER A VACANCY OCCURS. UPDATED INFORMATION SHOULD BE SUBMITTED AND MAY BE REQUESTED AT ANY TIME.

DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK'S OFFICE AT 407-656-4111 EXT. 2254

THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY.
Stefan Dennis

99 W. Plant St. Winter Garden FL 34787 407-970-6737 stefandennis@ymail.com

Professional Summary
Motivated customer service & communications specialist with over six years call-center experience with sales included in a fast-paced, team-based environment.

Skills
- PC/Mac proficient with Linux experience
- Excel proficient (financial), MS works proficient
- Creative problem solver
- Exceptional Communications Skills (15+ years professionally)
- Have been studying FINRA Series 7, 63 Test Prep materials
- Able to read market stats, stock charts and have studied day-trading techniques.

Work History

Communications Administrator & Booking Agent, 04/2009 to Current
Adam's Road - Winter Garden, FL
Communications and booking for Adam's Road, a non-profit Christian ministry and band. Duties include booking, promotion, communications of details for events and all other duties applicable to those activities as required.

Historical Preservation & Maintenance 4/2009 to Current
Edgewater Hotel - Winter Garden, FL
Assist in all repairs, restoration, maintenance and general duties as applicable in the upkeep of the hotel, as well as guest service tasks as required.

Vacation Sales Associate, 3/2016 to 1/2017
Wyndham Vacation Ownership - Orlando, FL
Inbound phone sales position renting timeshare properties. Advanced sales, communication and marketing skills were necessary. I sold $900k worth of rentals in nine months, which fast-tracked me into a supervisor role that I declined to focus on Adam's Road Communications.

Student 2008-2009

Processor, 09/2003 to 08/2007
ADP - Salt Lake City, UT
Worked as a benefits agent for enrollment, customer service in ADP's SLC call center.

Education
High School Diploma: 2000
Riverton High School - Riverton, UT

Salt Lake Community College - Communications
**BOARD APPOINTMENT INTEREST FORM**

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY’S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.

FEEL FREE TO ATTACH A RESUME.

**Date:** May 31, 2018

<table>
<thead>
<tr>
<th>LAST NAME:</th>
<th>Welsh</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST:</td>
<td>Daniel</td>
</tr>
<tr>
<td>MIDDLE:</td>
<td>P.</td>
</tr>
</tbody>
</table>

**Home Address:**
1058 Huntspoint St, Winter Garden, FL, 34787

**Office Address:**

**Home Phone:** 321-239-8853  
**Cell Phone:** 321-239-8853  
**Work Phone:** 321-239-8853

**Email:** dandanjw@gmail.com

**Current Employer:** Retired from Walt Disney World after 32 years

**Position:** Project Engineer, - Hide and Show Engineering

**Education:**
- High School Graduate: Yes  
- Undergraduate College Degree in: Mechanical Engineering

**Advanced College Degree in:** Business Administration (MBA)

**Community Involvement:**
- HOA Board  
- FIRST Robotics UCF Volunteer  
- Give Kids the World volunteer  
- Friends of Lake Apopka  
- Gardening, home improvement, maintain rental property

**Why do you desire to serve on this/these boards?** Contribute to the community.

**Are you a resident of Winter Garden?** Yes  
**Are you a registered voter of Orange County?** Yes  
**Are you currently serving on any other boards?** Yes  
**Which City District?** 2

**Have you ever served on a government board?** Yes  

**References:**
- Wayne Scantling, Owner and President Lamarr Construction LLC, Orlando.  
- Greg Hale, VP and Chief Safety Officer Walt Disney Company.  
- Bob Buchanan, District 2 Commissioner

**Which board(s) are you interested?**
- Code Enforcement Board
- Planning & Zoning Board
- Community Redevelopment Agency
- Community Redevelopment Advisory Board - Circle all that apply to you within the CRA: Reside / Own / Operate a Business / Other
- General Employees Pension Board
- Fire/Police Pension Board
- Architectural Review and Historic Preservation Board
- Circle all that apply to you: Architect / Licensed General Contractor / WG Heritage Foundation Board Member / Own Commercial Property in the Historic District / Own Commercial Property in the Historic District & Reside in the City / Reside in the City

**Election Canvassing Board:** 3/29/2019

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Thank you for your interest in serving your community.

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