



# CITY OF WINTER GARDEN

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## CITY COMMISSION BUDGET HEARINGS AND REGULAR MEETING MINUTES

September 13, 2018

**BUDGET HEARINGS** and **REGULAR MEETING** of the City of Winter Garden City Commission were 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, Information Technology Director Chad Morrill, Police Chief Stephen Graham, and Fire Chief Matt McGrew

### **BUDGET HEARINGS**

#### 1. **FIRST READING AND PUBLIC HEARINGS TO ADOPT PROPOSED BUDGETS AND MILLAGE RATE FOR FISCAL YEAR 2018/2019**

- A. **Ordinance 18-29:** AN ORDINANCE LEVYING TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2018, AND ENDING ON SEPTEMBER 30, 2019

City Attorney Ardaman read Ordinance 18-29 by title and stated that the City Commission of the City of Winter Garden hereby adopts, establishes and levies a millage rate for ad valorem taxation of real and tangible personal property within the City of Winter Garden for the Fiscal Year beginning October 1, 2018, and ending on September 30, 2019, at the rate of 4.5000 mills (\$4.5000 for every \$1,000 of assessed valuation) upon the assessed valuation of property within the corporate limits of the City of Winter Garden, Florida. This millage rate is greater than the rolled back rate of 4.0163 mills by 12.04 percent.

City Manager Bollhoefer gave a PowerPoint presentation (*See attached – Exhibit A*). He explained that at the last meeting it was mentioned that staff would make a recommendation to increase the millage rate by .25. He explained the reasoning behind the decision for an increase being that the State of Florida is looking to implement an amendment allowing for an additional \$25,000 homestead exemption. This would cost the City to lose approximately \$750,000 in revenue.

Mr. Bollhoefer shared that the City's main focus is always quality first and noted that the City's millage rate has been 4.25 for the last 8 years. He addressed pressures the City will face in the upcoming year and efforts that will be necessary to retain quality employees. He addressed maintaining a certain quality of life in the City, a focus on greenspaces, parks, aging infrastructure such as public and private roads, and also a growth of three percent in population. He also addressed an unfunded mandate from the State of Florida requiring the placement of Police Officers in all schools. He expressed that even with the change, the City of Winter Garden will still be one of the lowest tax cities. He indicated that the City has the lowest employee-to-resident ratio of any city in the area. The goal is to be a top quality city while still maintaining a low tax rate; which is not always easy to do. Planned projects for the roads, needed repairs and landscape of medians for this year was also addressed.

Mr. Bollhoefer summarized by expressing that staff feels this increase will be essential especially with the State reducing revenues and maintaining the City's ability to continue providing the same level of services.

Commissioner Buchanan spoke of an issue on the news regarding road improvement from State Road 50 to the turnpike and the CR 545 area. He inquired as to why improvements would not be taken all the way down to the school. Mr. Bollhoefer responded noting that he recently attended a meeting where this was one of the biggest complaints. The worst part of that road is where people get on and off; backing up the intersection traffic flow. He noted that current plans only address that portion; this improvement is probably 10 years away and is not yet funded. However, the entire road may possibly be reviewed in the long term, but it is a long way out.

Commissioner Bennett commented that the school resource officers are unfortunately not a luxury but a necessity. She feels that this alone would warrant the millage rate increase. There was discussion on the State's mandate of having the resource officers in every school was made without any thought as to how it would be funded.

Mayor Rees indicated that he has read through the entire budget and noted that there is always something that can be cut out, but you give up services when you do. He feels that the budget was well put together and is good and manageable.

Mayor Rees opened the public hearing.

Troy Knight, 1527 Hawkesbury Court, Winter Garden, Florida, inquired that if the homestead exemption, which is on the November election ballot, does not pass, will the millage rate be dropped back. City Bollhoefer responded that he has reviewed this issue and it is likely that this will pass, but in the event that it does not, this issue will

come back to the City Commission the next year for decision of allocating the funds elsewhere for another purpose or rolling the millage back.

Mayor Rees closed the public hearing.

**Motion by Commissioner Buchanan to approve Ordinance 18-29 with a second reading and public hearing scheduled for September 27, 2018. Seconded by Commissioner Maciel and carried unanimously 5-0.**

- B. **Ordinance 18-30**: AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2018, AND ENDING ON SEPTEMBER 30, 2019

City Attorney Ardaman read Ordinance 18-30 by title and the following excerpt: It is anticipated that there will be available for use and disbursement from the general funds of said City, revenue in the following amounts:

Collection of Ad Valorem	\$14,531,796
Revenue other than Ad Valorem	<u>24,431,511</u>
TOTAL REVENUES AVAILABLE FOR EXPENDITURES	\$38,963,307

Finance Director Zielonka stated that this Ordinance allocates the revenues available for expenditures and noted that this information has been detailed in the budget book.

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

**Motion by Commissioner Maciel to approve Ordinance 18-30 with the second reading and public hearing scheduled for September 27, 2018. Seconded by Commissioner Buchanan and carried unanimously 5-0.**

- C. **Ordinance 18-31**: AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2018, AND ENDING ON SEPTEMBER 30, 2019

City Attorney Ardaman read Ordinance 18-31 by title and an excerpt stating whereas it is anticipated that it will be available for use and disbursement from the CRA funds of the City, revenue in the following amounts:

Collection of Ad Valorem	\$ 497,593
Revenue other than Ad Valorem	<u>530,257</u>
TOTAL REVENUES AVAILABLE FOR EXPENDITURES	\$1,027,850

Finance Director Zielonka stated that this is a balanced budget and noted that staff has placed the available CRA revenues into a discretionary capital account and will be disbursed as needed as projects are brought back to the CRA for review.

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

**Motion by Commissioner Bennett to approve Ordinance 18-31 with a second reading and public hearing scheduled for September 27, 2018. Seconded by Commissioner Maciel and carried unanimously 5-0.**

- D. **Ordinance 18-32**: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, AUTHORIZING THE APPROPRIATIONS OF CITY FUNDS FOR FISCAL YEAR 2018-19 IN ACCORDANCE WITH ARTICLE 3 SECTION 30 (5) OF THE CITY CHARTER OF THE CITY OF WINTER GARDEN, FLORIDA, AND FLORIDA STATUTE 166.241 FOR THE PURPOSE OF FULFILLING THE FINANCIAL OBLIGATIONS OF THE CITY

City Attorney Ardaman read Ordinance 18-32 by title only. Finance Director Zielonka stated that this Ordinance authorizes the appropriations as outlined in the budget book.

Commissioner Bennett thanked staff for answering all of her questions and Mayor Rees commented on how public accounting is very different.

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

**Motion by Commissioner Bennett to approve Ordinance 18-32 with a second reading and public hearing scheduled for September 27, 2018. Seconded by Commissioner Buchanan and carried unanimously 5-0.**

Mayor Rees commented that City staff did a great job on this budget and expressed that we all take this seriously as they are also taxpayers. He expressed that the funds spent in our communities are well spent and appreciates the City Manager and City Staff for being such good stewards of our finances.

## **REGULAR MEETING**

### **2. APPROVAL OF MINUTES**

**Motion by Commissioner Sharman to approve regular meeting minutes of August 23, 2018 as submitted. Seconded by Commissioner Maciel and carried unanimously 5-0.**

3. **OATH OF OFFICE for New Police Chief Stephen Graham** was administered by City Clerk Grimmage.

4. **PRESENTATION**

- A. **Proclamation 18-05:** Proclaiming the West Orange Healthy Selfie Day was presented by Mayor Rees and the City Commission to representatives from the West Orange Healthcare District. Representative Kyle Martin explained some of the upcoming events and activities associated with this project.

5. **FIRST READING AND PUBLIC HEARING OF PROPOSED ORDINANCE**

- A. **Ordinance 18-35:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA VACATING THE DEDICATION AND RESERVATION OF ROADS AND PARKS FOR A PORTION OF THE WINTER GARDEN CEMETERY PLATS RECORDED IN PLAT BOOK S, PAGES 2 THROUGH 4 AND PLAT BOOK U, PAGE 19 THROUGH 20 PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA AND APPROVING SUCH AREAS FOR USE AS CEMETERY LOTS AND OTHER CEMETERY PURPOSES; AMENDING SECTION 26-33 OF ARTICLE II OF CHAPTER 26 OF THE WINTER GARDEN CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR RECORDING; CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinance 18-35 by title only. Assistant City Manager of Public Services Williams stated that Ordinance 18-35 is an amendment to Section 26-33 of the Code of Ordinances to unencumbered lots. He noted that this is along with the vacation of a portion of the previous dedication and reservation of parks and roads for use as cemetery lots if approved. This ordinance will create an additional 437 ground spaces. Staff recommends approval.

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

**Motion by Commissioner Sharman to approve Ordinance 18-35 with a second reading and public hearing scheduled for September 27, 2018. Seconded by Commission Bennett and carried unanimously 5-0.**

6. **REGULAR BUSINESS**

- A. Recommendation to approve and ratify Building Permit Inspection and Plan Review Services Agreement with Bureau Veritas North America, Inc. previously executed by the City Manager and authorize the City Manager to exceed the \$49,999.99 spending limit Community Development Director Pash stated that due to the amount of construction activity, the City has been using outside assistance with inspection services. He noted that the City has an existing contract with Bureau Veritas North America, Inc. for \$49,999. He stated that staff recommends approving an extension to this contract for

an additional \$100,000. He indicated that all this would be funded through the Building Department and would not impact the City's general funds.

Commissioner Bennett sought clarification and there was discussion on this item being an amendment to a prior approval of an agreement for these services.

**Motion by Commissioner Sharman to approve and ratify Building Permit Inspection and Plan Review Services Agreement with Bureau Veritas North America, Inc. previously executed by the City Manager and authorize the City Manager to exceed the \$49,999.99 spending limit for an additional \$100,000. Seconded by Commissioner Maciel and carried unanimously 5-0.**

*(Item 6.C was heard at this point in the meeting)*

- B. Recommendation to approve upcoming special events: Classic Car Show (Clinchfield 800 Engine) – September 14-15, 2018, September Sidewalk Sale – September 27-29, 2018, The Creative City Project – Saturday, October 6, 2018

Community Development Director Pash stated that there are several special events coming up. He shared that CSX is bringing a renovated historic engine this weekend that will be displayed on their tracks by the Railroad Museum. He noted that part of this event includes closing Tremaine Street from Boyd Street to Main Street.

Mr. Pash announced that the City is proposing a City-sponsored sidewalk sale for the stores downtown. He noted that this will include tents and tables to be located on the sidewalks; still allowing accessibility, with only a few parking spaces closed but the majority will still be left open.

Mr. Pash stated that on Saturday, October 6, the Creative City Project requests use of the sidewalks in front of City Hall for an interactive events design for children and adults. This event to be held at the same time as the Farmer's Market.

Staff recommends approval of all the special events.

**Motion by Commission Sharman to approve upcoming special events: Classic Car Show (Clinchfield 800 Engine) – September 14-15, 2018, September Sidewalk Sale – September 27-29, 2018, The Creative City Project – Saturday, October 6, 2018. Seconded by Commissioner Maciel and carried unanimously 5-0.**

- C. **Resolution 18-05:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, ADOPTING A DOWNTOWN GOLF CART DISTRICT PURSUANT TO § 74-4 OF THE CITY OF WINTER GARDEN CODE OF ORDINANCES; IDENTIFYING STREETS UPON WHICH GOLF CARTS MAY BE OPERATED; PROVIDING FOR SIGNAGE; AND PROVIDING FOR AN EFFECTIVE DATE

Community Development Director Pash stated that the homeowner's association in the Traditions subdivision has approached the City and asked that their roads be added to the golf cart area. He noted that in review of the road systems between the Traditions subdivision and that of the Timber Creek Pines it was determined that it is best to add both. Staff recommends approval of Resolution 18-05.

Commissioner Bennett sought to clarify that this is approval for inside of the neighborhood streets. Mr. Pash responded, correct; it then connects to roads already approved.

**Motion by Commissioner Buchanan to approve Resolution 18-05. Seconded by Commissioner Bennett and carried unanimously 5-0.**

*(Item 6.B was heard at this point in the meeting)*

D. Appointment to General Employees' Pension Board for expiring 2-year term of Theo Graham

City Clerk Grimmage noted that this is an expiring seat for Mr. Theo Graham who has expressed interest in remaining on the General Employees' Pension Board. She noted that other interest applications were included for the City Commission's consideration.

**Motion by Commissioner Buchanan to appoint Theo Graham to the General Employees' Pension Board for a 2-year term. Seconded by Commissioner Maciel and carried unanimously 5-0.**

7. **MATTERS FROM PUBLIC**

Charles A. King, 1663 Christopher Street, Winter Garden, Florida requested that the City Commission consider renaming some of the numbered streets in honor of some of his community heroes that he remembered while growing up in Winter Garden. He also addressed the need for a transit bus to come to East Bay Street for some of the older citizens who would find it difficult to walk all the way to Story Road, especially in certain climates.

Mayor Rees requested a copy of the list of names; which Mr. King provided.

Commissioner Maciel suggested that Mr. King's name also be added to the list as he was first African American police officer in Winter Garden in the 1960s.

City Manager Bollhoefer informed the City Commission of the difficulties involved with the renaming of streets, noting that all official documents would have to be changed. He offered that it would be better to consider those names when naming new parks and new streets. There was discussion on the effects of changing street names, and the possibilities

of naming new development streets and buildings. Commissioner Maciel informed Mr. King that the City would keep him involved in these efforts, noting that there will be reviews of the master plan in East Winter Garden and community meetings.

Joseph Richardson, 220 N. Highland Avenue, Winter Garden, Florida addressed past comments, questions, and petitions he has made to the City Commission regarding invocations and the choosing of invocators.

8. **MATTERS FROM CITY ATTORNEY** – There were no items.

9. **MATTERS FROM CITY MANAGER**

Rain and Storm water issues

City Manager Bollhoefer addressed rain and water issues that the entire City is experiencing. He named some of the locations and informed the City Commission that this is also an entire state issue. He noted that the City is working hard to address the issues both short and long term.

City Charitable Contributions and Grants

City Manager Bollhoefer addressed the issue of the City working with local charitable groups in the past. He indicated that some of the charities attention and work is drifting away from Winter Garden and focusing on other areas. He wanted to be sure that the taxpayer funds are used to benefit the City of Winter Garden and its communities. He suggested a new method for issuing these grants being that the recipients submit a form showing their financials, their benefit to the City the previous year, and their future benefit or contributions to the City.

10. **MATTERS FROM MAYOR AND COMMISSIONERS**

**Commissioner Sharman** addressed the significant amounts of recent rains and issues of flooding; noting that most of the newer neighborhoods fared well. He inquired with the City Manager of any area issues on Tuesday. **City Manager Bollhoefer** noted that he had only heard about it the day of the City Commission meeting and spoke of the newer neighborhoods and their storm water systems. He noted that the older communities were built without stormwater systems and they have been retrofitted; which makes it difficult. He shared that once the destination ponds and lakes are full there is nowhere else for the water to go. He expressed that staff still does want to be made aware of any issues so that they can be addressed. There was discussion on District 1 being the most vulnerable. Commissioner Bennett shared that the citizens in her District have indicated that they are grateful for the City's responses to their past issues.

**Commissioner Buchanan** shared some history of the City's water and lake issues and noted that he would definitely not want a hurricane to come through at a time like this. He expressed his sentiments for those in North Carolina, Virginia and Northern Georgia who are currently experiencing Hurricane Florence.

Commissioner Buchanan thanked staff for their help in assisting one of the citizens in his district and expressed that she feels a lot better now. City Manager Bollhoefer noted that she now has a noise issue with the pump that is in her backyard, but the City is looking for a long term solution.

Commissioner Buchanan thanked Finance Director Zielonka and her staff for the budget and noted that they did a great job. He also noted that he thinks the City is financially stable for the next couple years. He shared that he does not think the increase will be enough and added that he loves the services provided by the City of Winter Garden and does not want to lose any of them.

**Commissioner Bennett** shared a compliment given to the City from a resident who was thankful for the sandbags.

**Mayor Rees** shared that a thank you card was sent to Community Development Director Pash by a resident, who is a widow and has a physical handicap, who called looking for sandbags. Mayor Rees noted that the City typically only issues sandbags in preparation for hurricanes. He shared that the resident left the message for Mr. Pash and a day or so later, Larry Jefferson and Mark Richey came to her house and asked if they could place the sandbags wherever she wanted them. Mayor Rees expressed that this is appreciated and he asked that those sentiments be passed on to those employees and to also tell them thank you.

Mayor Rees noted that this past week the City had two other events: The Leukemia, Lymphoma Society, child hood cancer was presented with a proclamation. He also noted that Habitat for Humanity dedicated a house for a young lady with three young children. He said that it is so nice in our community that so many people get out and work and dedicate both time and money to this; he expressed that we are blessed to have them in our community.

The meeting adjourned at 7:29 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_/S/\_\_\_\_\_  
City Clerk Angee Grimmage, CMC

\_\_\_\_\_/S/\_\_\_\_\_  
Mayor John Rees