



CITY OF WINTER GARDEN

OFFICE OF THE CITY CLERK

251 W. PLANT STREET

WINTER GARDEN, FL 34787

TEL: (407) 656-4111 Ext. 2254 • FAX (407) 656-4952

REGULAR MEETING MINUTES

CITY COMMISSION

October 13, 2005

A **REGULAR MEETING** of the Winter Garden City Commission was called to order by Mayor Quesinberry at 6:30 p.m. at Tanner Hall, 29 W. Garden Avenue, Winter Garden, Florida. The invocation and Pledge of Allegiance were given.

Present: Mayor Pro Tem Theo Graham, Commissioners Rod Reynolds, Mildred Dixon, and Carol Nichols

Absent: Mayor Jack Quesinberry

Also Present: City Manager Mike Bollhoefer, City Clerk Kathy Golden, City Attorney Frank Bedell, Assistant to the City Manager Marshall Robertson, City Planner Mark Cechman, Utilities Director Fernand Tiblier, Police Chief George Brennan, Recreation Director Jay Conn, Trailer City Manager Johnny Clark, Building Official Willie Herbert, Finance Director Brian Strobeck, Deputy Fire Chief Tom Berrios, Information Technology Director Bob Reilly, Public Works Director Bob Smith, Senior Planner Kelly Randall, West Orange Times reporter Michael Laval and Orlando Sentinel reporter Sandra Mathers

1. **APPROVAL OF MINUTES**

Motion by Commissioner Nichols to approve the regular meeting minutes of September 7, 2005 as submitted. Seconded by Commissioner Dixon and carried unanimously 4-0.

2. **FIRST READING OF PROPOSED ORDINANCES**

A. **Ordinance 05-46:** AMENDING CHAPTER 94 ENTITLED NATURAL RESOURCE PROTECTION BY INCLUDING SECTION 94-132.5 ENTITLED "WETLAND BUFFER REQUIREMENTS"; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE

City Attorney Bedell read Ordinance 05-46 by title only. Mayor Pro Tem Graham inquired about Section 2 New Development that includes a "minimum of 15 feet". City Planner Cechman replied that the wetlands do not follow a predefined line whereas the back of a row of houses usually does. Therefore, language was included that will allow the developer to maintain an average buffer but in some cases where the wetlands might dip in, it can go down to 15 feet. **Motion by Commissioner Dixon to approve Ordinance 05-46 and to schedule the second reading and public hearing on**

November 10, 2005. Seconded by Commissioner Nichols and carried unanimously 4-0.

- B. **Ordinance 05-55:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING ORDINANCE 04-78; ELIMINATING THE REQUIREMENT THAT MOBILE HOMES PURCHASED BY THE CITY MUST BE REMOVED FROM THE PARK OR EXCHANGED FOR ANOTHER MOBILE HOME WITHIN THE PARK; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

City Attorney Bedell read Ordinance 05-55 by title only. Commissioner Reynolds stated that he conducted a very positive meeting last night with residents of Trailer City and they are unanimously in favor of welcoming some displaced residents of Waveland, Mississippi. He commended Commissioner Nichols for originating the idea. As mentioned at the last Commission meeting, in order for this to occur, additional items need to be addressed. One is the approval by Trailer City residents and adopting an amendment to the density reduction Ordinance. He sees this as a key opportunity to address the park closing requirement in possibly five years and to get some input from departments as to whether the 80-trailer reduction count is a necessity for emergency vehicle access. Commissioner Reynolds stated he would motion to amend the Trailer City Density Reduction Ordinance to accommodate Waveland, MS residents in Trailer City, address the possible closure in five years and re-examine the required trailer count. Commissioner Reynolds challenged the other three Districts to house additional families. Commissioner Dixon stated her District 3 would be happy to welcome Waveland residents if they had enough places to put the people because they already have people looking for homes. She is sure they would otherwise be welcomed. The Trailer City Ordinance was to be addressed in 2007 and it is not 2007 for her to be talking about her decision in the future. She was not aware that there were seven empty trailers and she has heard the Trailer City residents first voted against Commissioner Nichol's suggestion and now she hears they are in favor of allowing hurricane-displaced residents in. She wants to know if it is lawful to allow them to stay in Trailer City. Mayor Pro Tem Graham clarified that there were in fact two separate meetings; one was referred to in the newspaper, which was held prior to the one conducted last night. Once the residents knew the details, they voted 100 percent in favor of accepting people from Waveland. The current Ordinance will not allow Waveland residents to live in Trailer City because the City is supposed to move the trailers within 60 days of purchase. To live in Trailer City you have to own the trailer so they must be given the title, must be 55 or older, and must pass a financial background check. City Manager Bollhoefer explained that the proposed changes are to two clauses: that they must be removed or exchanged and if exchanged, the prior mobile home must be moved. The Commission can donate the trailer for a nominal token amount for tracking the accounting record. Commissioner Nichols responded that this is the first time she has heard about donating the trailers. Mr. Bollhoefer stated that the disposal clause allows the Commission to select the method. Commissioner Nichols stated that it sounds like a wonderful idea and Commissioner Reynolds has a good point about changing the fact you are offering them a home that they are going to have to leave in a couple of years. Commissioner Dixon asked why the residents have to be from Waveland. Mayor Pro Tem Graham responded that, as he understands it after speaking with the City Manager, the City Commission adopted the Town of Waveland and he believes they should stick with that plan. Commissioner

Dixon stated that it just needs to be made part of the record that the residents will be from Waveland and not just displaced people. Commissioner Nichols stated that initially it was very nebulous and nothing was firm. Waveland residents had not been discussed, people owning the trailers was not discussed but to live for a time with the option to purchase at the end was and it had to be first discussed with Trailer City residents. Mr. Bollhoefer stated that two actions are being discussed: one is the ordinance, and the other is how to dispose of or sell the mobile homes. Commissioner Nichols asked what about someone buying a trailer, for whatever token amount, and after a year they put it up for sale. Mayor Pro Tem Graham stated that he was going to bring this same subject up, because the transfer deed should include they cannot sell it for a gain. If they sell the trailer, the City should be able to take the trailer back at the same price that they bought it for from the City. Mr. Bollhoefer stated that some mobile homes have been exchanged and staff has found that the rules of Chapter 723 make it difficult to have a first right of refusal for mobile homes. Therefore, the deed includes a statement that if the person sells the mobile home, at that point they would have to pay a certain amount of the market value for the extra money they make on it to the City, which works well.

Commissioner Reynolds recommended removing Section 4-B and amending Section 4-I by ending it with the word "reached". Mayor Pro Tem Graham suggested removing Section 4-I completely and that will take the cloud off of closing Trailer City and future Commissioners can do what ever they want. He believes it would make the majority in the City happy, not just Trailer City. Mr. Bollhoefer stated that Section 4-A would also need to be changed by removing "zoning" because zoning is how the figure 80 was arrived at and will make it agree with Section 4-B. Commissioner Dixon stated that she wants the City out of the trailer business as quickly as we can. Mayor Pro Tem Graham clarified that the reduction issue came up under the prior City Manager because he said we were breaking our own Fire Code but the City created the violations and he believes it should be cleared up as much as possible. Commissioner Nichols stated that the homes that are there now are grandfathered under the code in which they were installed. Changing the code cannot be applied retroactively just as if someone living in a block home that cannot be within 50 feet now would not have to be moved if it were applied retroactively. The State Fire Marshall has even admitted this. She agrees with looking at whether or not the reduction number is correct. She also believes the ordinance is missing who will pay for removing the trailers. Mayor Pro Tem Graham stated that he feels that if the City created the problem, the City should pay for the removal. Commissioner Nichols stated that Trailer City was in compliance with the Code back in 1994. The problem occurred when management was transferred to the City, which allowed them to get to be closer together.

Motion by Commissioner Reynolds to amend Ordinance 05-55 Section 4-A by removing "zoning and"; removing Section 4-B; and removing Section 4-I, with the second reading and public hearing being scheduled for November 10, 2005. Seconded by Commissioner Dixon and carried unanimously 4-0.

Mayor Pro Tem Graham stated that he would like to suggest that Trailer City be inspected for compliance with the State Fire Code regulations and not the City's because

the City's is more stringent by using 15 feet instead of 10 that the State uses. The City Attorney may recommend amending the City Code in order to be able to accomplish his suggestion. Commissioner Dixon asked if the fire code regulation were changed, would it be changed for all mobile homes. Mayor Pro Tem Graham responded that if the City Code was changed, then the others would also have to abide by the amended Code. Mr. Bollhoefer suggested letting staff look at the codes and bring back the information.

Commissioner Nichols asked if the motion included the original proposed changes. Mr. Bollhoefer responded that the vote would include the originally proposed changes and the additional proposed amendments. Commissioner Nichols asked if the posted closure sign would come down. Mr. Bollhoefer responded that if this ordinance is passed, the Commission has to next direct staff to change the prospectus and submit it to the state. The sign as posted reflects what is in the prospectus. After the ordinance is adopted, the signed can be removed, but the prospectus change has to approved and forwarded to the state. Commissioner Nichols stated that a new prospectus is not enforceable.

Mayor Pro Tem Graham stated that he understands that there are six City-owned trailers that could be sold to families and the other four really need to be removed, and he asked the Commission to approve this action. **Motion by Commissioner Dixon to approve keeping six trailers for residents from Waveland, Mississippi and removing the remaining City-owned dilapidated trailers. Seconded by Commissioner Reynolds and carried unanimously 4-0.**

3. **SECOND READING AND PUBLIC HEARING OF PROPOSED ORDINANCES**

- A. **Ordinance 05-42:** AMENDING THE FUTURE LAND USE MAP OF THE CITY OF WINTER GARDEN'S COMPREHENSIVE PLAN BY CHANGING THE FUTURE LAND USE DESIGNATION OF PROPERTY LOCATED AT 124 SOUTH HIGHLAND AVENUE FROM RESIDENTIAL NEIGHBORHOOD COMMERCIAL TO COMMERCIAL; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Bedell read Ordinance 05-42 by title only. Mayor Pro Tem Graham opened the public hearing.

Catharin West, 190 S. Highland Avenue, Winter Garden, Florida stated her concerns and gave an example of how bad the traffic was at a recent high school parade whereby she could not easily get in and out of her driveway. City Manager Bollhoefer stated this location is for a new city hall and he would not anticipate too much traffic because traffic will come in off Plant Street and use Highland, but it will increase traffic somewhat. This is the first time in many years they had the homecoming parade and it was a learning experience that will be improved upon. Hearing or seeing no others, the public hearing was closed.

Motion by Commissioner Dixon to approve Ordinance 05-42. Seconded by Commissioner Nichols and carried unanimously 4-0.

- B. **Ordinance 05-43:** REZONING APPROXIMATELY 1.8 ACRES LOCATED AT 124 SOUTH HIGHLAND AVENUE AND 302 WEST PLANT STREET, WINTER

GARDEN, FLORIDA AND MORE SPECIFICALLY DESCRIBED HEREIN FROM CITY R-NC TO CITY C-1; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Bedell read Ordinance 05-43 by title only. Mayor Pro Tem Graham opened the public hearing. Hearing or seeing none, the public hearing was closed. **Motion by Commissioner Dixon to approve Ordinance 05-43. Seconded by Commissioner Nichols and carried unanimously 4-0.**

- C. **Ordinance 05-45:** AMENDING SECTION 118-134 OF THE WINTER GARDEN CODE OF ORDINANCES RELATING TO EXPIRATION DATES FOR VARIANCES; AMENDING SECTION 118-102 OF THE WINTER GARDEN CODE OF ORDINANCES RELATING TO TIME LIMITS FOR SPECIAL EXCEPTIONS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE
City Attorney Bedell read Ordinance 05-45 by title only. Mayor Pro Tem Graham opened the public hearing. Hearing or seeing none, the public hearing was closed. **Motion by Commissioner Dixon to approve Ordinance 05-45. Seconded by Commissioner Nichols and carried unanimously 4-0.**

- D. **Ordinance 05-47:** ESTABLISHING DIVISION 9 OF ARTICLE VI OF CHAPTER 118 ENTITLED "ENVIRONMENTAL PROTECTION OF DEVELOPING PROPERTIES"; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE
City Attorney Bedell read Ordinance 05-47 by title only. Mayor Pro Tem Graham opened the public hearing. Hearing or seeing none, the public hearing was closed. **Motion by Commissioner Nichols to approve Ordinance 05-47. Seconded by Commissioner Dixon.** City Planner Cechman stated that the ordinance will require that a biologist will check vacant areas for endangered or threatened species and if any are found, they have to submit a proposed plan for protecting the species. For developed properties, they would be required to provide the City with an audit referencing the first paragraph on page 2. Mayor Pro Tem Graham asked why would there be any mitigation allowed for PUDs. Mr. Cechman replied that the Wekiva legislation is going to be coming before the Commission and one of the things they are looking for is the aquifer recharge for cluster development through the PUD process to serve environmental and habitat areas to keep them in a reserve state. Mayor Pro Tem Graham stated that he has brought this up before, that building more houses on small pieces of property is covering more land than having fewer houses. Mitigation is letting more houses be built and he has never been in favor of a five-foot setback. Houses or pavement is covering up the recharge area and the state is looking at us running out of water. Mr. Cechman stated that mitigation for wetlands is very costly and developers have done a good job of staying away from wetlands. They will eventually have to do a good job of staying away from uplands because of the Wekiva recharge requirements. City Manager Bollhoefer stated that the reason he believes cluster development is included in mitigation is because you put your housing in a smaller area with a few more houses, but it allows you to have a larger wildlife area next to it. The Commission would still have complete control over the PUDs. **Motion carried unanimously 4-0.**

E. **Ordinance 05-48:** AMENDING SECTION 118-70 OF THE WINTER GARDEN CODE OF ORDINANCES RELATING TO PROCEDURES FOR SITE PLAN APPROVALS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE

City Attorney Bedell read Ordinance 05-48 by title only. Mayor Pro Tem Graham opened the public hearing. **Motion by Commissioner Reynolds to table Ordinance 05-48 for further review of site plan approval procedures prior to a site plan being presented to the Commission for approval.** He believes some changes can be made to significantly improve the process and to take this action now is premature. Commissioner Dixon asked for a response from staff. City Manager Bollhoefer asked for specifics as to what staff should be looking at. Commissioner Reynolds stated that staff should study other citizen awareness programs as far as developments. The mall process was a prime example of a classic train wreck that happens with the structure we currently have. A lot of that could have been avoided if we would have had that type of program in place to allow the citizens to give their input in the initial stages before it got to the Planning and Zoning Board. In a lot of towns, site plans are not even reviewed by the City Council unless there is an issue that the builders and the directly impacted citizens cannot resolve. It streamlines the entire process and if we could get comfortable enough with what our codes were and how we developed the review, we may even be able to eliminate the Planning and Zoning Board. This has been done in other cities. Mr. Bollhoefer stated that it has been done but it is very rare and is usually in cities that are built out. Commissioner Reynolds stated they have Land Management Boards and some cities don't even have zoning regulations any more. Mr. Bollhoefer stated they have a form of it but do not call it zoning. They are generally cities that are small and more built out where it is easier to manage. City Planner Cechman pointed out that the Fowler Grove project had 30 meetings with citizens before it came before the Commission. **Seconded by Commissioner Nichols and carried unanimously 4-0.** Mr. Bollhoefer stated staff will bring back an analysis to the City Commission.

4. **REGULAR BUSINESS**

A. **Request for sponsorship by West Orange High School Concert Choir**

Choir member Sofia Troncoso stated that their choir program is a gem in the community and they are the number one choir in the nation. She is proud to be a part of such a successful choir and is here to request a \$1,000 sponsorship for their trip to Virginia and a trip next April to Italy to compete in a worldwide competition. Each student has to provide \$2,500. Mayor Pro Tem Graham stated that the request is for an advertisement that is very inexpensive. Ms. Troncoso stated that she is asking for a \$1,000 donation. City Clerk Golden shared that the next agenda will include a donation application for the same choir and she could put them both on the same agenda to meet the application requirement. It was the **consensus of the Commission to postpone this item until the meeting of October 27, 2005.**

B. **Request for approval to conduct an open-air sales event by Webb's Antique Mall, 13373 W. Colonial, in the adjacent parking lot October 29 and 30, 2005**

Marcie Webb stated that her request is for permission to conduct an open-air sale and they have provided required insurance information and property owner permission. They

conducted one sale last year and would like to hold another sale this year. **Motion by Commissioner Dixon to approve the request as submitted. Seconded by Commissioner Nichols and carried unanimously 4-0.**

C. **Recommendation to approve State of Florida Department of Transportation Emergency Relief Program Agreement**

City Manager Bollhoefer stated that this is a form to apply for a relief program because FEMA will not reimburse the City for debris removal on federal roads. The City has to apply to a separate agency to be reimbursed at 100 percent of our cost. **Motion by Commissioner Dixon to approve the agreement as submitted. Seconded by Commissioner Nichols and carried unanimously 4-0.**

D. **Recommendation to approve a development agreement with Encore Construction**

City Manager Bollhoefer stated that when Encore was building their project, they were required to pay their fair share on a turn lane on East Crown Point Road and this agreement memorializes the agreement. **Motion by Commissioner Dixon to approve the agreement as submitted. Seconded by Commissioner Nichols and carried unanimously 4-0.**

5. **MATTERS FROM CITIZENS**

Tim Adams, 5530 Pendleton Drive, Suite "A" Orlando, Florida stated that he is in favor of what the City of Winter Garden is doing to provide mobile home housing to hurricane residents from Mississippi, and he encouraged the City to keep the same spirit when it comes to people in the local area. The City of Winter Garden has a great opportunity to provide housing for people of all economic levels and more should be done for those with incomes less than \$40,000. Encouraging all housing agencies to work with the City would be beneficial. Commissioner Dixon asked Mr. Adams to state his organization. Mr. Adams replied that he was elected, countywide, to serve on soil and water issues with the St. Johns Water Management District.

Barbara Dudley, 3 Holly Drive, Winter Garden, Florida stated her appreciation of the all the hard work being done for the city.

James Balderrama, 14315 Hampshire Bay Circle, Winter Garden, Florida stated that there is still a "yes" mall sign posted on the corner of Ninth and Plant Streets. Stated that Fowler has promised the City \$400,000 for parks and he asked where, when and how will District 4 get a park or even a school, as the City Manager has previously mentioned needing a middle school needs to be addressed before the developers take up all the land. He requested that a building moratorium be implemented until the park and school situation is straightened out, and there is a better grasp on traffic. County Road 535 south of State Road 50 is currently facing traffic nightmares and speeding is a problem. He requested more police enforcement and noted that there are several bus stops in the area. He would like to see the plans for the roads before the mall goes in and he would really like to see Winter Garden set an example and build the roads first.

Bob Cole, 24 Temple Drive, Winter Garden, Florida thanked the City Commission for their earlier decision to invite displaced people into Trailer City and suggested that the Commission not hamstring the new residents into doing improvements of their own, that the reverter clause could to be written to encourage them to make improvements. The Commission may also want to consider a “chest” or donations for improvements to the homes.

6. **MATTERS FROM CITY ATTORNEY** – Frank Bedell had no items.

7. **MATTERS FROM CITY MANAGER**

Addressed the transfer of ownership of City-owned mobile homes, which would include establishing the market value at the time of transfer and if the resident makes improvements, they would only pay the City the original established market value and the resident could keep anything over and above that market value.

Advised the Commission that four tickets were purchased for the Health Central Gala and they have asked who will be attending. Mayor Pro Tem Graham stated he and his wife would attend and if no other Commissioner was going to attend, he would invite two guests. It was the **consensus** of the Commission that **Mayor Pro Tem Graham would use all four tickets.**

Reported that the hurricane relief event netted approximately \$20,000, it had no reportable incidents, and was well attended. All the volunteers and City staff did a great job. Commissioner Reynolds stated that he thinks we have demonstrated that we can conduct similar events without it being an issue and he hopes we can see more as the time goes on. Mr. Bollhoefer stated that the events that work well will be considered for “keeper” events in the future.

Announced that the Fire Chief and his assistant were in Waveland, Mississippi and they are in need of a lot of help. Therefore, he suggested donating self-contained breathing apparatus equipment that has been replaced with new equipment, to either Waveland or any other area in need of the equipment, which is worth about \$10,000 and was going to be sold. It was the **consensus** of the Commission **to approve the donation as recommended.** Mr. Bollhoefer stated that the City also has an old 1986 fire truck worth approximately \$15,000 that could be first offered to Waveland residents. Commissioner Reynolds stated that the Police Chief has indicated a reluctance to donate the truck because it is used as a back up. Mr. Bollhoefer stated that a new fire truck is coming in so there would be a backup. Deputy Chief Berrios stated that if the new truck were ordered by the end of this month, it would take about eight months to get it. Mr. Bollhoefer asked if donating this truck now would cause any problems. Mr. Berrios replied that they are currently running with one backup and they have not had any problems and recommend donating the fire truck. It was the **consensus** of the Commission **to approve the donation as recommended.**

The West Orange County Culture Keepers submitted a letter requesting the use of Tanner Hall at no charge for their awards ceremony next March. Mayor Pro Tem stated that they need to finalize their date with the Recreation Department as quickly as they can to ensure

the date they want. It was the **consensus** of the Commission to **approve of the West Orange County Culture Keepers using Tanner Hall at no charge**. Commissioner Nichols inquired about their insurance coverage. Mr. Bollhoefer responded that they will either provide proof of insurance or purchase the insurance, but their request did not include assistance with the insurance.

Mr. Bollhoefer provided the City Commission with an analysis of Trailer City drainage improvements. There were three dynamics identified for consideration in the analysis and those included water running off mobile homes, water running off carports, sheeting across the property and erosion underneath the ground. As he mentioned during the budget process, it was not included and if the City Commission approves the \$21,600, staff will address the funds at interim budget. **Motion by Commissioner Reynolds to approve \$21,600 for Trailer City drainage improvements. Seconded by Commissioner Nichols and carried unanimously 4-0.**

Mr. Bollhoefer addressed an old item relating to the Dillard Street Elementary School that in order to ensure the building of an adequate road, the City Commission agreed to pay for the access driveway. The City has already paid \$35,000 and now they are asking for additional funds for the full cost of the road. Additionally, the City promised the residents of Courtlea Oaks that there would be landscaping along the road to create a buffer between the school and their subdivision, which is estimated to cost \$10,000. Public Works Director Smith stated that the remaining driveway funds have been budgeted as a carry over item and that the City is just waiting for the deed from Orange County. The only item not budgeted is the landscaping. **Motion by Commissioner Reynolds to approve \$10,000 for landscaping the Dillard Street School driveway. Seconded by Commissioner Dixon and carried unanimously 4-0.**

Mr. Bollhoefer advised that staff would like to produce a quarterly newsletter again to better inform our residents. The approximate annual cost is \$15,000, which is not included in the budget. The majority of the cost is for postage but if it could be included with utility bills, it could cost less. Commissioner Reynolds stated that he had the newsletter already on his list of items and he agrees. Mayor Pro Tem Graham stated that he made the suggestion when it started and all of sudden it quit but he thought it was a good tool to get people updated about their City. Commissioner Nichols requested that it also be made available online. It was the **consensus** of the Commission to **approve moving forward with the City newsletter and to bring the amount back as part of the mid-year budget process.**

Mr. Bollhoefer stated that he would also like to create a Customer Service Center in the City Hall reception area to better respond to questions by the public and he suggested making it a two person station that will also work on the newsletter, pamphlets, and help customers by following and tracking their issue through the system to get their issue resolved. Mayor Pro Tem Graham asked how much the new position would cost. Mr. Bollhoefer responded that salary and benefits would be approximately \$30-35,000 a year with a salary of approximately \$22-25,000. **Motion by Commissioner Dixon to approve a new customer service position at City Hall. Seconded by Commissioner Reynolds and carried 4-0.**

Mr. Bollhoefer recommended rescheduling the regular meeting of November 24, 2005 that is normally cancelled for the Thanksgiving holiday but he is requesting that it be rescheduled to November 22, 2005 because there are so many items coming up. **Motion by Commissioner Dixon to approve changing the regular meeting of November 24, 2005 to Tuesday, November 22, 2005. Seconded by Commissioner Nichols and carried unanimously 4-0.**

8. MATTERS FROM MAYOR PRO TEM AND COMMISSIONERS

Commissioner Reynolds

Stated that the City of Winter Garden needs to give serious consideration to establishing a purchasing agent position to centralize the buying process, especially after the last budget discussion regarding miscellaneous expense items that add up to a significant amount. He believes the person could negotiate contracts more effectively and control expenses. He thinks the position would pay for itself very rapidly. We could also add a centralized buying catalog on a web site and use a buying card for department head purchases and there would be a tracking of expenses. For a city our size, he thinks we are way past due for someone to coordinate the buying and negotiating of contracts for the city. Mr. Bollhoefer responded that this issue has been looked at each year and generally, when a purchasing agent is added, there is some savings, but it definitely slows down the whole purchasing process. He has been trying to hold off as long as possible and he would like to hold off one more year to re-evaluate it. He believes that the lost productivity would really cost more than the money saved with a purchase agent. Commissioner Reynolds stated that he understands that a purchasing agent can negotiate an on line buying catalog with purchases being made from a desk and studies have shown it is actually more efficient. Not everything has to go through a requisition system. The City can even get a rebate back from those they negotiate with. It does not have to be paperwork intensive. Mr. Bollhoefer stated that he has also read and seen the system and sometimes it works well and sometimes it doesn't. He would like at least to take a closer look to see how it would fit into the organization before the next step is taken. Several department heads hired from other municipalities and organizations have stated that one of our strongest points in Winter Garden is our decentralized purchasing system. He will take a look at the possibility and report back as part of the interim budget process. Commissioner Reynolds stated that he agrees with a study being done to evaluate the possibility with a review at the interim budget.

Commissioner Nichols

Stated that she enjoys being able to pay her utility bill on line and others in Trailer City have asked her if there is any way they can pay their rent on line. Mr. Bollhoefer responded that the software is so expensive for so few accounts that it is hard to say the benefit outweighs the cost, but he will look at it.

Mayor Pro Tem Graham

Announced that he has heard that the residents of Trailer City have given a donation to the Salvation Army and he commended them for doing so.

The meeting adjourned at 8:27 p.m. to a Charter Review Workshop immediately following and to a regular meeting on October 27, 2005 at 6:30 p.m.

