



CITY OF WINTER GARDEN

CITY COMMISSION REGULAR MEETING MINUTES

February 26, 2015

A **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. A Moment of Silence and Pledge of Allegiance were given.

Present: Mayor John Rees, Commissioners Bob Buchanan, Kent Makin, and Colin Sharman

Absent: Commissioner Robert Olszewski

Also Present: City Manager Mike Bollhoefer, City Attorney Kurt Ardaman, City Clerk Kathy Golden, Assistant City Manager - Public Services Don Cochran, Assistant City Manager - Administrative Services Frank Gilbert, Community Development Director Ed Williams, Economic Development Director Tanja Gerhartz, Finance Director Laura Zielonka, Deputy Fire Chief Jose P. Gainza, Jr., Police Chief George Brennan, and Recreation Director Jay Conn

1. **APPROVAL OF MINUTES**

City Attorney Ardaman indicated a correction in two places on page two under Item 2. C.; the word “conforming” should be corrected to be “non-conforming”.

Motion by Commissioner Buchanan to approve the regular meeting minutes of February 12, 2015, with corrections as stated. Seconded by Commissioner Sharman and carried unanimously 4-0.

2. **SECOND READING AND PUBLIC HEARING OF PROPOSED ORDINANCE**

A. **Ordinance 15-21:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING CHAPTER 6 OF THE WINTER GARDEN CITY CODE; PROVIDING FOR THE DEFINITION OF PACKAGE SALE VENDOR; PROVIDING FOR PACKAGE SALE VENDOR DISTANCE REQUIREMENTS AND RESTRICTIONS; PROVIDING FOR METHOD OF MEASUREMENT OF DISTANCES; PROVIDING FOR EXEMPTIONS IN CERTAIN CIRCUMSTANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinance 15-21 by title only.

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

Commissioner Sharman noted that he received one e-mail from someone who felt that this ordinance was directed at them. He asked City Manager Bollhoefer if he had spoken

to them. Mr. Bollhoefer replied yes, this has been resolved as they were grandfathered in.

Motion by Commissioner Buchanan to adopt Ordinance 15-21. Seconded by Commissioner Sharman and carried unanimously 4-0.

3. **REGULAR BUSINESS**

A. **Recommendation to approve request for qualification rankings and awarding the Annual Construction Services Contract to Hudson Site Construction, LLC; Dale Beasley Construction, Company; and T. D. Thomson Construction Company**

Assistant City Manager-Public Services Cochran stated that staff is seeking approval of the rankings and contract for the Annual Construction Services Contract. He explained that this is for utility, stormwater, drainage, roadwork, and mostly small projects. He noted that none of these projects can be over \$200,000.

Mr. Cochran stated that four submitting contractors have been ranked; the top three contractors are recommended by staff for a contract. He described the need for having more than one, citing cases where there is additional work to be done or one contractor is unavailable. He stated staff is recommending that contracts be awarded to Hudson Site Construction, LLC; Dale Beasley Construction, Company; and T. D. Thomson Construction Company. They are the highest ranked on the list.

Motion by Commissioner Sharman to approve request for qualification rankings and awarding the Annual Construction Services Contract to Hudson Site Construction, LLC; Dale Beasley Construction, Company; and T. D. Thomson Construction Company. Seconded by Commissioner Makin and carried unanimously 4-0.

B. **Recommendation to approve request for qualification rankings and awarding Continuing Professional Engineering Services to Tetra Tech, Inc., Wantman Group, Inc., Reiss Engineering, Inc., and Neel-Schaffer, Inc.**

Assistant City Manager-Public Services Cochran stated that this is a request for approval for qualification rankings and award of Continuing Professional Engineering Services contracts. He shared that staff advertises every two to three years for requests for qualifications for engineering services. The renewal contract with existing contractors is what is currently being used. This was opened to new engineering firms that are looking for business from the City.

Mr. Cochran stated that these firms were ranked on their past performance, budgetary requirements, location of office, and workload. The four highest ranking firms were Tetra Tech, Inc., Wantman Group, Inc., Reiss Engineering, Inc., and Neel-Schaffer, Inc. He noted that Wantman Group, Inc. is a new firm located here in Winter Garden. These engineers will be doing work related to water, wastewater, stormwater, roadway, and traffic construction. All this work is based on as needed. Compensation is based on an hourly fee schedule.

Mayor Rees asked about the lower ranked number in the third column and if they meant that these companies have not performed work here in Winter Garden as opposed to the work not being satisfactory. Mr. Cochran replied yes, this ranking was done by a group of city staff. He explained the importance of consistency in the ranking by each member of the committee.

Motion by Commissioner Sharman to approve the qualification rankings and award Continuing Professional Engineering Services to Tetra Tech, Inc., Wantman Group, Inc., Reiss Engineering, Inc., and Neel-Schaffer, Inc. Seconded by Commissioner Buchanan and carried unanimously 4-0.

C. **Recommendation to approve request for qualification rankings and awarding contract to Tetra Tech Engineering, Inc., for the design and permitting of the 1 MG potable water ground storage tank and the 2 MG reuse water ground storage tank**

Assistant City Manager-Public Services Cochran stated this is a request for approval of the qualifications for the design and permitting of a million gallon potable water tank and a two million gallon reuse water tank. This will serve the southwest area of the City where there is new development. The City is committed to put in the water tanks for these subdivisions when needed. Staff wants to move forward with selecting an engineer and start the design.

Mr. Cochran stated that Tetra Engineering, Inc. was selected as the highest ranking engineering firm. Staff is requesting permission to award them this contract.

Commissioner Sharman asked if this tank will assist water pressure issues once the homes are built. Mr. Cochran replied that it is for storage and water pressure, but what will be an addition to the tank will be the high pressure pumping stations. These pumps will pull the water out and provide the residents with water pressure and flow.

Commissioner Buchanan asked how much it will increase. Bollhoefer responded on the pressure increase by stating that it is usually more related to the region that it will affect and it is really hard to measure until after installation. Mr. Cochran stated that the City's pressure runs somewhere in between 50 and 60 pounds per square inch. Commissioner Sharman stated that he and the City Manager have been called out to homes regarding low pressure. Mr. Cochran noted that the installation of reuse systems solved a lot of the problems for our residents in some subdivisions.

Motion by Commissioner Sharman to approve the qualification rankings and award the contract to Tetra Tech Engineering, Inc., for the design and permitting of the 1 MG potable water ground storage tank and the 2 MG reuse water ground storage tank. Seconded by Commissioner Makin and carried unanimously 4-0.

D. **Recommendation to approve final plat for Bradford Creek Phase II East Subdivision**

Community Development Director Williams stated the plat for Bradford Creek Phase II located on the east side of the road is being developed by Standard Pacific. The plat has

been reviewed by the Development Review Committee and other appropriate departments for compliance with our City Codes as well as conditions of approval that were placed on the planned development. Staff finds that it meets all the requirements as reflected on the plat; staff recommends approval.

Motion by Commissioner Buchanan to approve the final plat for Bradford Creek Phase II East Subdivision. Seconded by Commissioner Sharman and carried unanimously 4-0.

- E. **Resolution 15-01:** A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, DECLARING THE QUALIFYING RESULTS OF THE 2015 GENERAL ELECTION FOR DISTRICTS 2, 3 AND 4; AND THE CANDIDATES ELIGIBLE TO RUN FOR DISTRICT 4 TO BE HELD ON MARCH 10, 2015

City Clerk Golden stated that this resolution formalizes the results of the election qualifying period.

Motion by Commissioner Makin to adopt Resolution 15-01. Seconded by Commissioner Buchanan and carried unanimously 4-0.

4. **MATTERS FROM PUBLIC** - There were no items.
5. **MATTERS FROM CITY ATTORNEY** - There were no items.
6. **MATTERS FROM CITY MANAGER** - There were no items.

7. **MATTERS FROM MAYOR AND COMMISSIONERS**
Commissioner Buchanan stated that there were some great opportunities to get out and see what was going on in the City of Winter Garden this past weekend with SOBO Art Center exhibits. He noted that it was nice to see that they moved some of their exhibits into City Hall.

Mayor Rees echoed Commissioner Buchanan's statements and announced the Blues & BBQ event this Saturday from 4 p.m. to 10 p.m.

The meeting adjourned at 6:49 p.m.

APPROVED:

_____/S/_____
Mayor John Rees

ATTEST:

_____/S/_____
City Clerk Kathy Golden, CMC