



# CITY OF WINTER GARDEN

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## CITY COMMISSION REGULAR MEETING MINUTES

November 12, 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. An Opening Invocation and Pledge of Allegiance were given.

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

**Also Present:** City Manager Mike Bollhoefer, City Attorney Kurt Ardaman, City Clerk Kathy Golden, Assistant City Manager of Administrative Services Frank Gilbert, Assistant City Manager of Public Services Don Cochran, Community Development Director Ed Williams, Economic Development Director Tanja Gerhartz, Finance Director Laura Zielonka, Fire Chief Matt McGrew, Police Chief George Brennan, and Community Development Manager Stephen Pash

### 1. **APPROVAL OF MINUTES**

**Motion by Commissioner Makin to approve Joint State Road 429 City Commission meeting minutes with City of Ocoee September 15, 2015, Ethics Workshop minutes of October 22, 2015, and Regular Meeting minutes of October 22, 2015 as submitted. Seconded by Commissioner Sharman and carried unanimously 5-0.**

### 2. **OATH OF OFFICE AND INTRODUCTION OF NEW OFFICERS**

Police Chief Brennan introduced and administered the oath of office to new Police Officers Steven Edmonds and Gean Torres.

### 3. **FIRST READING AND PUBLIC HEARING OF PROPOSED ORDINANCE**

A. **ORDINANCE 15-70:** AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING SECTION 102-92 OF CHAPTER 102 OF THE CODE OF ORDINANCES OF THE CITY OF WINTER GARDEN TO PROVIDE A MORE RESTRICTIVE SPECIAL EXCEPTION PROCESS GRANTING AUTHORITY TO THE CITY COMMISSION TO PERFORM THE SPECIAL EXCEPTION REVIEW; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE

City Attorney Ardaman read Ordinance 15-70 by title only. Community Development Manager Pash stated that this ordinance changes the special exception requirements to be reviewed by the City Commission. Staff recommends approval.

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

**Motion by Commissioner Olszewski to approve Ordinance 15-70 with the second reading and public hearing being scheduled for December 10, 2015. Seconded by Commissioner Sharman and carried unanimously 5-0.**

4. **REGULAR BUSINESS**

A. **Recommendation to approve Easement Vacation for Walkers Grove Subdivision**

Community Development Manager Pash stated there is a 17 foot wide drainage easement on the south side of the Walkers Grove Development. He stated that they have requested a two foot vacation of this easement to allow the development of a little more of a backyard for the units on that side. Staff has reviewed this item and he noted there is a storm pipe located in the center of the 15 foot easement, which leaves plenty of room. Staff recommends approval of the vacation of easement. He also noted that the City has obtained letters of support from all of the utility companies.

Mayor Rees questioned whether there was enough room for maintenance and that there are no issues. Mr. Pash responded yes and described the area.

**Motion by Commissioner Buchanan to approve the easement vacation for Walkers Grove Subdivision as requested. Seconded by Commissioner Makin and carried unanimously 5-0.**

B. **Recommendation to approve an Interlocal Agreement for Police Dispatching Services for the Town of Windermere**

Deputy Police Chief Sullivan stated that the Town of Windermere would like to come on board with the City of Winter Garden for their dispatch services. He reminded the City Commission that we currently dispatch for Oakland and Ocoee. He noted that all the West Orange County municipalities would be on the same frequencies to communicate with each other.

Commissioner Makin asked when this would be in effect, stating that he knows what is in the budget and has seen the increase. City Manager Bollhoefer replied that this item should not have any effect on the budget because that increase in staff should be able to handle the additional load from Windermere.

**Motion by Commissioner Olszewski to approve an Interlocal Agreement for Police Dispatching Services for the Town of Windermere. Seconded by Commissioner Sharman and carried unanimously 5-0.**

C. **Recommendation to approve a Request For Proposal (RFP) for 109 S. Boyd Street**

Economic Development Director Gerhartz stated that this item is for 109 S. Boyd Street which is a City-owned property currently being used as a surface parking lot and part of it is vacant. She noted that once the parking garage is completed in the fall of 2016, this

surface parking lot will no longer be needed. She stated that the timing is good to solicit a private developer to construct a quality in-fill development on this site. She stated that staff would like to post the RFP in a local newspaper, on various websites, and send out to local developers. She noted that once the proposals have been received, staff will come back to the City Commission with a recommendation probably in early 2016. She also noted the survey, which was just received, will be included in the RFP packet. Mayor Rees asked the size of the property. Ms. Gerhartz shared it is approximately one-half acre.

Commissioner Buchanan asked about the existing parking to the north of Sobo's and whether or not it would be eliminated if a developer uses the entire area. City Manager Bollhoefer responded that there are three different options for dividing the land based on the proposals. Past ideas included retail on the first floor and living space on the second and third floors. With living space, you have to have one dedicated parking space for every unit and they would have to take the entire piece. If it becomes retail and office, they would not need that piece. The existing parking lot would go away and the green space may go away depending on the proposal submitted.

Mr. Bollhoefer shared that staff has been approached regarding some of it and other properties as well, which lead into a discussion on building heights and sizes, traffic impact, and maintaining the downtown character.

**Motion by Commissioner Buchanan to approve issuing a Request for Proposals for 109 S. Boyd Street. Seconded by Commissioner Makin and carried unanimously 5-0.**

D. **Recommendation to approve awarding contract to Southland Construction for Stoneybrook West Parkway turn lane extension**

City Manager Bollhoefer stated that this is part of the project that the City has pledged to do, which is to increase the right turn lane coming off of StoneyBrook Parkway. He stated staff would like to move forward and approve this contract to use the existing contractor.

Mr. Bollhoefer addressed e-mails from Mr. Elliott regarding the traffic in the area by stating staff has been working on some of his requests such as meeting with CFX who has added an additional warning sign on State Road 429. Also, cameras and a counter were placed on CR 535, and we are reviewing State Road 429 to see if there is any way to change the timing of the lights to ease the east/west backup. Mr. Bollhoefer shared that Mr. Elliott would like the City to change those lights now; but this cannot be done without a study to justify it, which he hopes will be done in 30 days.

Commissioner Sharman noted that there are additional things being done in this area; and there was discussion on additional options to be considered to alleviate traffic issues once these improvements have been made. Mr. Bollhoefer confirmed there is significant improvement under the bridge. Funding was also discussed.

Mayor Rees questioned if Southland has a capable workforce. Commissioner Makin expressed that he knows them and they are a really good road contractor that is really big. Mr. Bollhoefer assured the Commission that they have the capacity to handle this project.

Commissioner Sharman asked if anyone has seen the full improvements for this stretch of road underneath the State Road 429. He noted that he has seen it and thought it would be good for the City Commission to see. Mr. Bollhoefer stated he would bring it to the next meeting.

**Motion by Commissioner Sharman to approve awarding the contract to Southland Construction for Stoneybrook West Parkway for a turn lane extension as presented. Seconded by Commissioner Makin and carried unanimously 5-0.**

5. **MATTERS FROM PUBLIC**

Joseph Richardson, 220 N. Highland Avenue, Winter Garden, Florida, apologized to Commissioner Sharman, stating that he made comments at the last meeting based on information that he thought Commissioner Sharman had. Because he made those comments publicly he thought he should apologize publicly.

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

7. **MATTERS FROM CITY MANAGER**

• Car Show Solution

Mr. Bollhoefer stated that staff has been negotiating the Car Show and a solution has been found. The merchants have agreed that a quarterly Car Show; once in the Fall, Winter, Spring, and Summer would be best. He thinks this is a fair compromise that was at about 50/50 with the merchants who liked it and those that did not. Staff will actually work with them to minimize some of the issues that we had in the past.

• Dillard Street Project

Mr. Bollhoefer reminded the City Commission that the Dillard Street Project will be discussed here at City Hall on Monday, November 16<sup>th</sup> from 6:00 p.m. to 7:30 p.m.

• Announcements

Light Up Winter Garden on December 4<sup>th</sup> and Christmas Parade on December 5<sup>th</sup>  
Holiday Golf Cart Drive-In Movie on December 19<sup>th</sup>  
Deputy Police Chief Bill Sullivan is retiring on November 20<sup>th</sup>

Mayor Rees expressed that Deputy Police Chief Sullivan has been a great asset to our community and that he wishes him well in his retirement.

- Update on golf carts from Hyde Park to the Shopping Center  
Mr. Bollhoefer noted that staff is working on this issue. Residents are getting to the shopping center on a private road; all we need is for the owner of the shopping center to agree so a resolution can be brought back to the Commission.
- A. **Recommendation to cancel regular City Commission meetings of November 26, 2015 and December 24, 2015 for the holidays**

**Motion by Commissioner Buchanan to approve cancelling the regular City Commission meetings of November 26, 2015 and December 24, 2015 for the holidays. Seconded by Commissioner Sharman and carried unanimously 5-0.**

8. **MATTERS FROM MAYOR AND COMMISSIONERS**

Commissioner Sharman thanked Mr. Richardson for his apology. Commissioner Sharman congratulated the Boy Scouts for attending the meeting for their merit badge and thanked them for attending. He commented that sometimes these meetings can be a bit boring but they should have found the traffic improvements around the mall to be interesting as they drive this area with their families.

Commissioner Olszewski stated that the traffic question did come up during his question and answer session with the Boy Scouts. He thanked them for the good questions and being engaged.

Commissioner Olszewski thanked Deputy Police Chief Sullivan for his service to our community.

Commissioner Olszewski stated that he believes Winter Garden is making history for the first time as two Florida High School Football Playoff games are happening in Winter Garden at the same time; one at West Orange High School and one also at Foundation Academy, and wished them luck.

Commissioner Buchanan shared that he had the honor of speaking at the Health Central Park Veterans Day event.

Commissioner Buchanan announced that Mathew's Hope will be having a fundraiser Saturday night and there was discussion on who would be able to attend.

Commissioner Buchanan congratulated Deputy Police Chief Bill Sullivan on his retirement.

Commissioner Makin stated that Deputy Police Chief Bill Sullivan has been a great community servant and wished him well on his retirement.

Mayor Rees asked about how long the fence would be at the new parking garage site because he was of the opinion that this would not start until after the Bloom 'N Grow event. He questioned the timeframe of installing the infrastructure. Mr. Bollhoefer responded that he

believes that the fence will be there until just before Christmas. Staff will install decorations, clean it up and minimize it. He shared that the reason it is there is because they are moving major power lines. This is probably the most intricate and difficult work of the entire project because it is power lines, cable lines, water lines, and sewer lines.

Mayor Rees asked the completion date for the work on the building located at Plant Street and Dillard Street. Mr. Bollhoefer asked City Attorney Ardaman if he was sending a letter to their attorney to be sure that they are moving forward post haste. City Attorney Ardaman responded that they are moving forward and he believes that they are in compliance with the terms and conditions thus far. He thinks that they were waiting on an environment permit from one part of the development. There was discussion on the 90 day timeframe and it was noted that they have been given hard deadlines.

Mayor Rees thanked the Boy Scouts for attending the meeting.

The meeting adjourned at 7:10 p.m.

APPROVED:

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Mayor John Rees

ATTEST:

\_\_\_\_\_/S/\_\_\_\_\_  
City Clerk Kathy Golden, CMC