



AGENDA
CITY COMMISSION AND
COMMUNITY REDEVELOPMENT AGENCY
CITY HALL COMMISSION CHAMBERS
300 W. Plant Street
Winter Garden, Florida

REGULAR MEETING

June 23, 2016

6:30 p.m.

CALL TO ORDER

Determination of a Quorum

Opening Invocation and Pledge of Allegiance

1. **APPROVAL OF MINUTES**

Regular Meeting Minutes of June 9, 2016

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

A. **Ordinance 16-35**: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING THE CITY OF WINTER GARDEN FISCAL YEAR 2015-2016 BUDGET; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE – Finance Director Zielonka

3. **FIRST AND FINAL READING WITH A PUBLIC HEARING OF PROPOSED RESOLUTION**

A. **Resolution 16-05**: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA NOTICING ITS INTENT TO USE THE UNIFORM METHOD FOR COLLECTION OF A NON-AD VALOREM SPECIAL ASSESSMENT FOR THE INITIAL REPAIR AND RESTORATION OF THE STORMWATER AND DRAINAGE MANAGEMENT INFRASTRUCTURE AND SYSTEMS AND DRIVE AREAS LOCATED ON, ABOUT, OR WITHIN THE BRANDY CREEK SUBDIVISION, LOTS 1 THROUGH 63, INCLUSIVE, AS RECORDED IN PLAT BOOK 38, PAGE 82 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA; THE LOT OWNERS' APPROVAL AND REQUEST FOR THE INITIAL REPAIR AND RESTORATION; STATING THE NEED FOR THE LEVY OF SUCH NON-AD VALOREM ASSESSMENT; PROVIDING A DESCRIPTION OF THE IMPROVEMENTS AND COSTS THEREOF; PROVIDING A DESCRIPTION OF THE REAL PROPERTY SUBJECT TO THE LEVY, NOTICE TO THE STATE AND COUNTY AS REQUIRED BY LAW; AND AN EFFECTIVE DATE – City Manager Bollhoefer

4. **REGULAR BUSINESS**

A. Recommendation to approve a special event at Plant Street Market Crooked Can Brewery located at 426 West Plant Street on Thursday, July 21, 2016 from 7 p.m. to 11 p.m. with conditions – Community Development Director Pash

Dispense as the City Commission and convene as the Community Redevelopment Agency

- B. Recommendation by the Community Redevelopment Agency Advisory Board to approve up to \$8,000 Façade Matching Grant for 100 W. Plant Street (Winter Garden Investment LLC) with conditions and authorize the City Manager to execute the agreement – City Planner Carson

Adjourn as the Community Redevelopment Agency and reconvene as the City Commission

- 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 July 14, 2016 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 that is offered before the official start of the Commission meeting shall be the voluntary offering of a private person, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Commission or the 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 opening invocation and to stand and recite the 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 any opening invocation that is offered or to participate in 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 opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance. (Reference Resolutions 15-04 and 16-02)

	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 x2254.		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.
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CITY OF WINTER GARDEN

CITY COMMISSION REGULAR MEETING MINUTES

June 9, 2016

A **REGULAR MEETING** of the Winter Garden City Commission was called to order by Mayor Pro-Tem Buchanan 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 Pro-Tem Bob Buchanan, Commissioners Kent Makin, Robert Olszewski and Colin Sharman

Absent: Mayor John Rees

Also Present: City Manager Mike Bollhoefer, Assistant City Attorney Dan Langley, City Clerk Kathy Golden, Assistant City Manager of Administrative Services Frank Gilbert, Community Development Director Steve Pash, Economic Development Director Tanja Gerhartz, Finance Director Laura Zielonka, Fire Chief Matt McGrew, IT Director Chad Morrill, and Police Chief George Brennan

1. **APPROVAL OF MINUTES**

Motion by Commissioner Makin to approve the regular meeting minutes of May 26, 2016 as submitted. Seconded by Commissioner Olszewski and carried unanimously 4-0.

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

A. **Ordinance 16-34:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY .193 ± ACRES LOCATED AT 622 VINELAND ROAD ON THE NORTHWEST CORNER OF W LAFAYETTE STREET AND STATE ROAD 535 OR VINELAND ROAD FROM R-2 RESIDENTIAL DISTRICT TO RNC RESIDENTIAL NEIGHBORHOOD COMMERCIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING 6722 VINELAND ROAD

Staff requested postponement of this item to a date uncertain noting that this ordinance must go before the Planning and Zoning Board and be re-advertised.

Mayor Pro-Tem Buchanan opened the public hearing; hearing and seeing none, he closed the public hearing.

Motion by Commissioner Sharman to postpone Ordinance 16-34 to a date uncertain. Seconded by Commissioner Makin and carried unanimously 4-0.

3. **REGULAR BUSINESS**

A. **Recommendation to approve a Site Plan for 13575 W. Colonial Drive at S. Dillard Street, subject to conditions**

Community Development Director Pash stated that this is the site plan for property generally located at the northwest corner of West Colonial Drive and Dillard Street. It includes the remaining portion to the West, except for the WaWa. It includes the roadways and infrastructure with storm, sewer, and water for all three remaining sites plus the Culver's Restaurant approved at the last meeting and their parking. Staff recommends approval subject to conditions as stated in the staff report.

Motion by Commissioner Olszewski to approve site plan for 13575 W. Colonial Drive at S. Dillard Street, subject to conditions. Seconded by Commissioner Sharman and carried unanimously 4-0.

B. **Appointments to the Code Enforcement Board for expiring terms of Marvin Vasquez and David Buckles for three-year terms**

Mayor Pro-Tem Buchanan requested clarification that those currently seated are eligible for additional terms and desire to be reappointed. City Clerk Golden responded yes.

Motion by Commissioner Makin to reappoint Marvin Vasquez and David Buckles to the Code Enforcement for an additional three year term. Seconded by Commissioner Sharman and carried unanimously 4-0.

C. **Appointments to the election Canvassing Board**

City Clerk Golden advised that the current Canvassing Board consists of four members with once vacancy. Current members have expressed their desire to be reappointed. There is one interest application on file. The City Clerk asked that the appointments made include their designated seat.

Motion by Commissioner Olszewski to appoint Rachel Saunders as second alternate, reappoint Andy Bruns as a regular member, reappoint Lee Douglas as a regular member, and reappoint Benjamin LaTorre as the first alternate to the election Canvassing Board. Seconded by Commissioner Makin 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**

- City Manager Bollhoefer stated that the initial work to fix Brandy Creek's stormwater issue will start next week. We do have a temporary agreement from them. He noted that in subsequent Commission meetings staff will bring back ordinances and such related to a special assessment.

- City Manager Bollhoefer stated that the curb work on Roper Road will begin in two to three weeks.

7. **MATTERS FROM MAYOR AND COMMISSIONERS**

Commissioner Sharman noted that this is the last week for Orange County schools and traffic will be lighter without the school buses.

Commissioner Olszewski shared that he and the City Clerk researched his record as City Commissioner and found that since he began serving on this Commission in 2012, about 99 percent of all of the votes he has made have been unanimous. He thinks that this is a testament to the work and congeniality they have here with Mayor Rees and the rest of the City Commissioners. He thanked his fellow Commissioners for their wonderful working relationship.

Commissioner Olszewski announced that this week, in accordance with State Law, he has officially resigned his seat as Winter Garden Commissioner for District 3 with the City Clerk and a copy to Governor Rick Scott, to be effective December 6, 2016. This is the date, hopefully, he will be sworn in as County Commissioner for District 1.

Mayor Pro-Tem Buchanan encouraged everyone to go and see the progress on the new parking garage. He noted that there has been not been anything mentioned against the parking or any traffic problems. It is going so smoothly and it is nice to watch it happen.

The meeting adjourned at 6:39 p.m.

APPROVED:

Mayor John Rees

ATTEST:

City Clerk Kathy Golden, CMC

THE CITY OF WINTER GARDEN
CITY COMMISSION AGENDA ITEM

From: Laura Zielonka, Finance Director

Via: Michael Bollhoefer, City Manager

Date: June 17, 2016

Meeting Date: June 23, 2016

Subject: Interim Budget Ordinance 16-35

Issue: Amending the 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 and to adjust for corrections in estimates used in the original budget.

Recommended action:

Motion to approve Ordinance 16-35, amending the fiscal year 2015-2016 budget for mid-year.

ORDINANCE 16-35

AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING THE CITY OF WINTER GARDEN FISCAL YEAR 2015-2016 BUDGET; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on September 24, 2015, the City Commission of the City of Winter Garden, Florida, adopted Ordinance 15-69 appropriating and allocating all revenue and funds of the City of Winter Garden, Florida for the tax year beginning October 1, 2015 and ending September 30, 2016;

WHEREAS, the City Commission has decided to amend the City of Winter Garden, Florida Budget for the tax year beginning October 1, 2015 and ending September 30, 2016 to provide for interim adjustments;

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

SECTION 1: That the sum of \$7,997,834 to be appropriated as follows:

REVENUES

General Fund	\$325,000
Law Enforcement Trust Fund	29,325
Law Enforcement Grants Fund	10,000
Local Option Gas Tax Fund	5,000
Police Impact Fee-General Fund	31,635
Utility Operating Fund	2,277,702
Utility Impact Fee Fund	2,049,943
Utility Renewal and Replacement Fund	3,075,000
Stormwater Fund	162,229
Solid Waste Fund	<u>32,000</u>
	\$7,997,834

EXPENDITURES

General Fund	\$325,000
Law Enforcement Trust Fund	29,325
Law Enforcement Grants Fund	10,000
Local Option Gas Tax Fund	5,000
Police Impact Fee-General Fund	31,635
Utility Operating Fund	2,277,702
Utility Impact Fee Fund	2,049,943
Utility Renewal and Replacement Fund	3,075,000
Stormwater Fund	162,229
Solid Waste Fund	<u>32,000</u>
	\$7,997,834

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 AND PUBLIC HEARING HELD: May 26, 2016

READ SECOND TIME AND PUBLIC HEARING HELD: June 23, 2016

APPROVED:

Mayor/Commissioner John Rees

ATTEST:

Kathy Golden, City Clerk

EXHIBIT #1
ORDINANCE 16-35

**City of Winter Garden
Interim Budget
FYE 2016**

**City of Winter Garden
Interim Budget
FYE 2016**

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City of Winter Garden
Interim Budget
General Fund

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
Executive					
001-0213-399.99-99	Use of Fund Balance	\$ -	\$ 575,486	<u>\$ 325,000</u>	\$ 900,486
<i>Balance Revenues and Expenditures</i>					
Total Revenues				<u>\$ 325,000</u>	
Expenditures					
Streets					
001-0741-541.49-04	Traffic Signal Maintenance	100,539	83,652	75,000	158,652
<i>Increase budget for traffic light maintenance/repairs from accidents</i>					
101-0741-541.63-00	Improvements other than building	21,443	603,556	<u>250,000</u>	853,556
<i>Bury power lines at Park and Plant</i>					
Total Expenditures				<u>\$ 325,000</u>	

**City of Winter Garden
Interim Budget
Law Enforcement Trust Fund**

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
121-1221-399.99-99	Use of Fund Balance	\$ -	\$ -	\$ 29,325	\$ 29,325
<i>To balance increase in budgeted revenues</i>					
Total Revenues				\$ 29,325	
Expenditures					
121-1221-521.34-01	Misc Contractual Services	10,000	10,000	4,000	14,000
<i>Upgrade and redesign the WGPLD website</i>					
121-1221-521.52-01	Misc Operating Supplies	4,140	-	3,100	3,100
<i>K-9 decoy boxes, table and outposts</i>					
121-1221-521.64-00	Equipment		3,500	8,585	12,085
<i>Delete 40 MM launcher</i>		<i>(3,500)</i>			
<i>Two (2) AED defibrillators</i>		<i>3,000</i>			
<i>Cellebrite cellphone software</i>		<i>9,085</i>			
121-1221-521.82-00	Aids to Private Organizations	6,000	3,500	(1,500)	2,000
<i>Victim Service Center</i>		<i>1,000</i>			
<i>Delete First Baptist Church</i>		<i>(2,500)</i>			
121-1421-521.52-01	Misc Operating Supplies		-	12,140	12,140
<i>Six (6) TEA IRF headsets @ \$940 each</i>		<i>5,640</i>			
<i>Chain-link fencing for K-9 training area</i>		<i>6,500</i>			
121-1421-521.64-00	Equipment	16,504	15,500	3,000	18,500
<i>Two (2) AED defibrillators</i>					
Total Expenditures				\$ 29,325	

City of Winter Garden
Interim Budget
Law Enforcement Grants Fund

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
122-0521-331.21-00	Federal Grants - Public Safety <i>FY15 Local Edward Byrne Memorial JAG Formula Grant Program</i>	\$ 18,374	\$ 22,818	<u>\$ 10,000</u>	\$ 32,818
Total Revenues				<u>\$ 10,000</u>	
Expenditures					
122-0521-521.52-01	Misc Operating Supplies	10,343	17,634	<u>10,000</u>	27,634
	<i>64TB of electronic evidence storage space</i>	<i>5,808</i>			
	<i>One (1) body-worn camera & docking station</i>	<i>4,192</i>			
Total Expenditures				<u>\$ 10,000</u>	

City of Winter Garden
Interim Budget
Local Option Gas Tax Fund

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
160-0741-399.99-99	Use of Fund Balance	\$ -	\$ 1,162,380	\$ 5,000	\$ 1,167,380
<i>To balance increase in budgeted expenditures</i>					
Total Revenues				\$ 5,000	5,000
Expenditures					
Streets					
160-0741-541.63-00	Improvements other than building	537,011	2,023,885	5,000	2,028,885
<i>Lakeview Reserve HOA Improvement (Commission Approved 3/24/16 meeting)</i>					
Total Expenditures				\$ 5,000	

**City of Winter Garden
Interim Budget
General Impact Fee Fund**

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
170-0521-399.99-99	Use of Fund Balance	\$ -	\$ 256,104	<u>\$ 31,635</u>	\$ 287,739
<i>To balance increase in budgeted revenues</i>					
Total Revenues				<u>\$ 31,635</u>	
Expenditures					
170-0521-521.64-00	Police Equipment	245,450	307,048	<u>31,635</u>	338,683
<i>Five (5) mobile radios for Police vehicles</i>					
Total Expenditures				<u>\$ 31,635</u>	

City of Winter Garden
Interim Budget
General Transportation Impact Fee Fund

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
Streets					
174-0741-399.99-99	Use of Fund Balance	\$ -	\$ 4,799,929	\$ -	\$ 4,799,929
Balance Revenues and Expenditures					
Total Revenues				\$ -	
Expenditures					
Streets					
174-0741-541.63-00	Improvements other than building	8,350,109	5,512,261	(113,434)	5,398,827
	<i>E Plant / E Crown Pt Turn Lanes</i>	<i>45,000</i>			
	<i>Hennis / Plant Traffic Signal</i>	<i>20,000</i>			
	<i>E Crown/ Crown Pt Cross Intersection (postpone)</i>	<i>(178,434)</i>			
174-0741-599.99-00	Carry Forward Fund Balance	-	-	113,434	113,434
Total Expenditures				\$ -	

City of Winter Garden
Interim Budget
Utilities Fund

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
410-2116-399.99-99	Use of Fund Balance		\$3,452,613	<u>\$ 2,277,702</u>	\$5,730,315
Total Revenues				<u>\$ 2,277,702</u>	
Expenditures					
Water					
410-2116-581.91-00	Inter-Fund Transfers Out <i>Inter-Fund transfer out to Fund 412 R&R</i>		3,508,894	3,075,000	6,583,894
Distribution					
410-2126-533.34-01	Miscellaneous contractual services <i>Meter Change Out project</i>	14,765	12,945	72,975	85,920
410-2126-533.52-01	Miscellaneous operating supplies <i>Meter Change Out project - based on 2085 meters</i>	628,627	462,500	629,670	1,092,170
410-2126-533.63-00	<i>Southwest Reuse Phase III- move to Fund 411</i>	58	1,760,234	<u>(1,499,943)</u>	260,291
Total Expenditures				<u>\$ 2,277,702</u>	

**City of Winter Garden
Interim Budget
Utility Impact Fees Fund**

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
411-2116-399.99-99	Use of Fund Balance		\$3,728,934	<u>\$ 2,049,943</u>	\$5,778,877
Total Revenues				<u>\$ 2,049,943</u>	
Expenditures					
411-2126-533.63-00	Improvements other than building	3,266,915	3,769,484	<u>2,049,943</u>	5,819,427
	<i>CR 545/Tilden Rd (Utilities)</i>	<i>550,000</i>			
	<i>Southwest Reuse Phase III - moved from Fund 410</i>	<i>1,499,943</i>			
Total Expenditures				<u>\$ 2,049,943</u>	

**City of Winter Garden
Interim Budget
Utility Renewal and Replacement Fund**

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
412-2116-399.99-99	Inter-Fund Transfer In		\$3,508,897	<u>\$ 3,075,000</u>	\$6,583,897
Total Revenues				<u>\$ 3,075,000</u>	
Expenditures					
412-2126-533.63-00	Improvements other than building	110,432	1,341,818	<u>3,075,000</u>	4,416,818
	<i>Park Av Stormwater Improvements (Utilities)</i>	<i>225,000</i>			-
	<i>Replace existing sewer force main under 9th Street</i>	<i>2,850,000</i>			
Total Expenditures				<u>\$ 3,075,000</u>	

**City of Winter Garden
Interim Budget
Stormwater**

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
420-2618-399.99-99	Use of Fund Balance		\$ 642,635	\$ 162,229	\$ 804,864
Total Revenues				\$ 162,229	
Expenditures					
420-2618-538.63-00	Improvements other than building	659,459	1,589,535	162,229	1,751,764
	<i>Park Ave Stormwater Improvements</i>	<i>20,000</i>			-
	<i>Brandy Creek Stormwater Repair</i>	<i>25,000</i>			
	<i>Karma Ave Stormwater Repair</i>	<i>20,527</i>			
	<i>Carter Rd Stormwater Replacement</i>	<i>86,702</i>			
	<i>Lakeview Reserve HOA Improvement (Commission Approved 3/24/16 meeting)</i>	<i>10,000</i>			
Total Expenditures				\$ 162,229	

City of Winter Garden
Interim Budget
Solid Waste

<u>Account Number</u>	<u>Description</u>	<u>2015 Actual</u>	<u>2016 Current Budget</u>	<u>Budget Adjustments</u>	<u>2016 Proposed Amended Budget</u>
Revenues					
430-3134-399.99-99	Use of Fund Balance		\$ -	<u>\$ 32,000</u>	\$ 32,000
Total Revenues				<u>\$ 32,000</u>	
Expenditures					
430-3134-534.44-00	Rental & Leases	-	2,500	<u>32,000</u>	34,500
<i>Truck rentals due to excessive repairs on route trucks</i>					-
Total Expenditures				<u>\$ 32,000</u>	

THE CITY OF WINTER GARDEN
CITY COMMISSION AGENDA ITEM

From: Laura Zielonka, Finance Director

Via: Michael Bollhoefer, City Manager

Date: June 17, 2016

Meeting Date: June 23, 2016

Subject: Resolution 16-05 Notice of Intent for Non-Ad Valorem Special Assessment

Issue: The City intends to improve the groundwater and drainage management infrastructure located within the Brandy Creek subdivision. The City will impose a non-ad valorem assessment to cover the resident's one-third share of the total costs of the project. The City is paying two thirds of the cost out of the stormwater fund. The City Commission agreed to this arrangement at a previous Commission meeting.

Recommended action:

Staff recommends approval of Resolution 16-05.

RESOLUTION 16-05

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA NOTICING ITS INTENT TO USE THE UNIFORM METHOD FOR COLLECTION OF A NON-AD VALOREM SPECIAL ASSESSMENT FOR THE INITIAL REPAIR AND RESTORATION OF THE STORMWATER AND DRAINAGE MANAGEMENT INFRASTRUCTURE AND SYSTEMS AND DRIVE AREAS LOCATED ON, ABOUT, OR WITHIN THE BRANDY CREEK SUBDIVISION, LOTS 1 THROUGH 63, INCLUSIVE, AS RECORDED IN PLAT BOOK 38, PAGE 82 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA; THE LOT OWNERS' APPROVAL AND REQUEST FOR THE INITIAL REPAIR AND RESTORATION; STATING THE NEED FOR THE LEVY OF SUCH NON-AD VALOREM ASSESSMENT; PROVIDING A DESCRIPTION OF THE IMPROVEMENTS AND COSTS THEREOF; PROVIDING A DESCRIPTION OF THE REAL PROPERTY SUBJECT TO THE LEVY, NOTICE TO THE STATE AND COUNTY AS REQUIRED BY LAW; AND AN EFFECTIVE DATE.

WHEREAS, the City of Winter Garden, Florida ("City") intends to improve the stormwater and drainage management infrastructure and systems and drive areas located on, about, or within the Brandy Creek subdivision, for which the City intends to impose a non-valorem assessment against lots within the Brandy Creek subdivision that are specially benefited by such initial repair and restoration; and

WHEREAS, the City is authorized pursuant to Article VIII, §2(b) of the Florida Constitution and sections 166.021 and 197.3632, Florida Statutes, to provide for drainage infrastructure and specially assess the lots within the Brandy Creek subdivision for the costs of infrastructure and improvements that will be of a special and peculiar benefit to the lots; and

WHEREAS, the Brandy Creek Homeowner's Association, Inc. ("Association") is that certain homeowners' association described in the Declaration of Covenants and Restrictions recorded at Official Records Book 5323, Page 393, Public Records of Orange County, Florida and any amendments and supplements thereto governing the Brandy Creek subdivision in Winter Garden, Orange County, Florida; and

WHEREAS, the plat for Brandy Creek subdivision, recorded in Plat Book 38, Page 82 of the Public Records of Orange County, Florida (“Plat”), dedicates to the City drainage easements in Tract “A” (Retention Area), Tract “C” (Conservation Area), and all other drainage easements. Pursuant to the Winter Garden Code of Ordinances and the Plat, the City has the right to access, maintain, repair, replace and otherwise care for easements and improvements located on common property, rights of way, and other areas within the Brandy Creek subdivision; and

WHEREAS, there is a drainage problem creating health and safety concerns to the residents and their guests within the Brandy Creek subdivision, including without limitation, groundwater and stormwater flowing onto, across and ponding in areas not designed or appropriate for such water, thus creating slippery conditions and health and safety concerns on and in common areas, rights of way and other areas within the subdivision and adversely affecting properties within the subdivision; thus there is a need to improve the stormwater and drainage management infrastructure and systems and drive areas located on, about, or within the Brandy Creek subdivision to mitigate the drainage problem and health and safety concerns; and

WHEREAS, more than seventy percent (70%) of the lot owners within the Brandy Creek subdivision signed a petition requesting the City move forward with the initial repair and restoration of the stormwater and drainage management infrastructure and systems and drive areas within the Brandy Creek subdivision; and

WHEREAS, the City and Association have evaluated and analyzed the problem and developed a design and work effort for the initial repair and restoration, which design and work effort (“Improvements”) and estimated costs therefore are generally described on the attached **Exhibit “1”**; and

WHEREAS, a special assessment will be lawfully approved and permitted pursuant to Florida law by the City Commission of the City of Winter Garden and imposed upon the owners and members located within Brandy Creek subdivision, which special assessment shall be equal to two-thirds (2/3) of the cost of the Improvements; and

WHEREAS, the City agrees to pay one-third (1/3) of the cost of the Improvements and the Association agrees to pay two-thirds (2/3) of the cost of the Improvements through a loan given to the Association by the City and repaid through the special assessment imposed upon on all lots of the Brandy Creek subdivision; and

WHEREAS, the City intends to use the uniform method for the levy, collection and enforcement of non-ad valorem special assessments, as authorized by § 197.3632, Florida

Statutes, as amended, to collect funds to construct the Improvements located within the Brandy Creek subdivision;

WHEREAS, the total estimated cost of the Improvements shall be apportioned over a period of up to twenty (20) years and collected annually and enforced in the same manner as provided for ad valorem taxes; and

WHEREAS, the City has duly published its intent to use the uniform method for collection of such special assessment in a newspaper of general circulation in Orange County weekly, for four consecutive weeks, preceding the hearing at which the City considered the adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA:

Section 1. Adoption of Representations. The foregoing “Whereas” clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part and constitute a material part of this Resolution.

Section 2. Authority. This Resolution is adopted in accordance with Section 197.3632(3)(a), Florida Statutes and under authority of Section 2(b), Article VIII of the Constitution of the State of Florida, Parts I and III of Chapter 166, Florida Statutes.

Section 3. Notice of Intent Pursuant to § 197.3632(3)(a), Fla. Stat. The City intends to use the uniform method for collection as described in § 197.3632, Florida Statutes, as amended from time to time, to recoup costs associated with the Improvements. Such costs shall be apportioned over a period of up to twenty (20) years, commencing in the year 2017 or as soon thereafter as is practicable, and shall be enforceable as a lien against all properties, including homestead property, as permitted pursuant to § 4, Art. X of the Florida Constitution.

Section 4. Determination of Necessity of Non-Ad Valorem Assessment. The City hereby determines that the levy of the non-ad valorem assessments is required to fund the Improvements, in which there is currently a drainage problem creating health and safety concerns within the Brandy Creek subdivision.

Section 5. Properties Subject to Non-Ad Valorem Assessment. The real properties subject to this non-ad valorem special assessment are those properties serviced and specially benefitted by the Improvements which properties are described in **Exhibit "2"** attached hereto and incorporated herein.

Section 6. Notice to State and County. Upon adoption, the City Clerk or his/her designee is hereby directed to send a copy of this Resolution by United States mail to the Florida Department of Revenue, the Orange County Tax Collector, and the Orange County Property Appraiser by **January 10, 2017**, or, if such time has passed and the City, Tax Collector, and Property Appraiser agree, **March 10, 2017**.

Section 7. Effective Date. This Resolution shall be effective immediately upon adoption.

ADOPTED at a Regular Meeting this ___day of _____, _____.

**CITY COMMISSION OF THE CITY OF
WINTER GARDEN, FLORIDA**

John Rees, Mayor/Commissioner

ATTEST:

Kathy Golden, City Clerk

Brandy Creek Cost Estimate to Remove and Replace the Existing Storm Sewer System

ITEM #	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Mobilization (5%)	1	LS	\$23,429.70	\$23,429.70
2	Engineering and Contingency	1	LS	\$46,859.40	\$46,859.40
3	Clearing and Grubbing (Including all Demolition of Sidewalk, Driveway, Curb, & Pavement Removal)	2,480	SY	\$10.00	\$24,800.00
4	Maintenance of Traffic	1	LS	\$2,500.00	\$2,500.00
5	Install Type F Curb	2,160	LF	\$13.00	\$28,080.00
6	Compacted Subgrade	2,000	SY	\$3.00	\$6,000.00
7	10" Base Material	2,000	SY	\$8.00	\$16,000.00
8	Type S-3 Asphaltic Concrete (2" Thick)	2,000	SY	\$9.00	\$18,000.00
9	*Remove and Replace Existing 15" Pipe with RCP	865	LF	\$55.00	\$47,575.00
10	*Remove and Replace Existing 18" Pipe with RCP	633	LF	\$68.00	\$43,044.00
11	*Remove and Replace Existing 24" Pipe with RCP	1,017	LF	\$75.00	\$76,275.00
12	*Remove and Replace Existing 30" Pipe with RCP	235	LF	\$90.00	\$21,150.00
13	*Remove and Replace Existing 36" Pipe with RCP	313	LF	\$120.00	\$37,560.00
14	*Remove and Replace Existing 42" Pipe with RCP	472	LF	\$130.00	\$61,360.00
15	Remove and Replace existing Underdrain (Type II) 6"	941	LF	\$20.00	\$18,820.00
16	System Dewatering (Includes Plugs)	1	LS	\$10,000.00	\$10,000.00
17	Utility Locates	1	LS	\$5,000.00	\$5,000.00
18	Replace Existing Sidewalk	460	SY	\$25.00	\$11,500.00
19	Replace Existing Driveway	476	SY	\$30.00	\$14,280.00
20	Remove and Reset Mailbox	23	EA	\$50.00	\$1,150.00
21	Irrigation Repair	1	LS	\$5,000.00	\$5,000.00
22	Stormsewer System Video	1	LS	\$15,000.00	\$15,000.00
23	Install New Sod	2,200	SY	\$2.50	\$5,500.00
TOTAL					\$538,883.10

* Price includes excavation, removal, and disposal of existing storm sewer pipe and installation of new RCP. Price includes all work and testing required to install new RCP.



EXHIBIT “2”

Lots 1 through 63, inclusive, of Brandy Creek, according to the plat thereof, as recorded in Plat Book 38, Page 82, of the Public Records of Orange County, Florida.

THE CITY OF WINTER GARDEN
CITY COMMISSION AGENDA ITEM

From: Steve Pash, Community Development Director

Via: City Manager, Mike Bollhoefer

Date: 06/16/2016

Meeting Date: 06/23/2016

Subject: 426 West Plant Street.
Crooked Can Brewery
PARCEL ID# 23-22-27-2888-05-021

Issue: Special Event approval for Plant Street Market to close South Central Avenue from Plant Street to Smith Street and have a stage with live entertainment.

Discussion:

The owner of the property has an event planning team that has been contracted to hold a private special event for up to 500 Microsoft employees on Thursday, July 21, 2016 from 7:00 PM to 11:00 PM. This event proposes to close South Central Avenue, have a stage with live music on the vacant property to the east, and would allow the consumption of alcohol on the closed street as well as the vacant lot that is currently used for parking.

Recommended Action:

Staff recommends approval of the event with conditions outlined in the attachment.

Attachment(s)/References:

Permit Application
Site Plan
Conditions of Approval



CITY OF WINTER GARDEN
PARKS & RECREATION DEPARTMENT
310 NORTH DILLARD STREET
WINTER GARDEN, FL 34787

PHONE: (407) 656-4155
WWW.WINTERGARDEN-FL.GOV

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charming little city
with a juicy past.**

Official Use Only

161284

Date Received: 5.20.15
Permit Fee Pd. on: _____ Init. _____

CITY OF WINTER GARDEN SPECIAL EVENT APPLICATION – PUBLIC PROPERTY

Per City Code Ch. 27, Art 1, Sec.3 "Special Events" are defined as any public assembly of 100 or more people in any park, sidewalk, alley, lake or other publically owned area. Completed applications should be submitted no less than 90 days prior to the first date of the proposed event. Events that require closure of any city street or are anticipated to have more than 500 people in attendance will require approval of the City Commission.

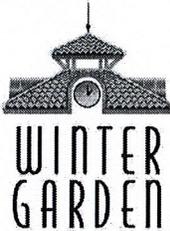
CONTACT/REPRESENTATIVE: Jennifer Farber PHONE # 954 736 7099
EMAIL: _____
EVENT LOCATION: Crooked Can Brewery + PSM PROPOSED DATES: July 21st
HOURS: 7-11 ESTIMATED DAILY ATTENDANCE 500
ORGANIZATION/GROUP: Microsoft NON PROFIT CORP. INDIV.
NAME OF EVENT Microsoft

ALT. PHONE:

PLEASE CHECK ALL OF THE FOLLOWING THAT APPLY:

- FESTIVAL
- EXHIBIT(S)
- CARNIVAL/CIRCUS/FAIR
- GENERAL MEETING
- PARADE
- BLOCK PARTY OR PICNIC
- SPORTING EVENT/COMPETITION
- WEDDING/RECEPTION
- REVIVAL
- OTHER: (EXPLAIN) _____

TYPE OF EVENT	EVENT DETAILS	EQUIPMENT AT EVENT
	ADMISSION CHARGE/TICKET SALES	<u>N/A</u> AMPLIFIED SPEAKING/MUSIC
	ALCOHOL SERVED ¹	HOURS OF: <u>7-11pm</u>
ALCOHOL SALES ² PORTABLE RESTROOMS FIREWORKS/PYROTECHNICS SPORTS EQUIPMENT FOOD VENDORS: # OF		<u>1</u>
STAGE/PROPS/PRODUCTION	MERCHANDISE VENDORS: # OF	<u>N/A</u> TENTS: #OF & SIZE <u>N/A</u>
	OPEN TO PUBLIC	<u>NO</u> TEMPORARY EVENT SIGNAGE
	STREET/SIDEWALK CLOSURE-	<u>YES</u> DUMPSTERS/RECEPTACLES
	HOURS OF: <u>12-12Am</u>	INFLATABLE DEVICES
CITY WATER USED	COOKING EQUIP. USED. EVENT HELD PREVIOUSLY	GAS
OTHER:		OPEN FLAME
		CITY ELECTRIC USED



CITY OF WINTER GARDEN
 PARKS & RECREATION DEPARTMENT
 310 NORTH DILLARD STREET
 WINTER GARDEN, FL 34787
 PHONE: (407) 656-4155
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WINTER GARDEN • A charming little city with a juicy past.

**CITY OF WINTER GARDEN
 SPECIAL EVENT POLICIES AND PROCEDURES**

FOOD VENDING

THE DEPT. OF BUSINESS AND PROFESSIONAL REGULATION OF THE STATE OF FLORIDA REQUIRES THAT YOU NOTIFY THEIR DIVISION OF HOTELS AND RESTAURANTS NO LATER THAN THREE DAYS PRIOR TO ANY TEMPORARY EVENT WHERE FOOD WILL BE SOLD. ALL FOOD VENDORS MUST MEET MINIMUM SAFETY AND SANITATION REQUIREMENTS AND PAY A TEMPORARY EVENT LICENSING FEE IF THEY DO NOT ALREADY HOLD AN ANNUAL LICENSE WITH THE STATE OF FLORIDA. THE DIVISION OF HOTELS AND RESTAURANTS CAN BE REACHED AT 850- 487-1395 OR VISIT http://www.myfloridalicense.com/dbpr/hr/licensing/GT_tempevents.html FOR MORE INFORMATION.

PLEASE NOTE THAT BEIRGARTENS OR ZONES WHERE ALCOHOL IS REQUESTED TO BE PERMITTED MUST BE CLEARLY IDENTIFIED ON THE EVENT SITE MAP.

EVIDENCE OF PROOF OF PERMITTING THROUGH THE STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION MUST BE PROVIDED TO CITY STAFF NO LATER THAN 30 DAYS PRIOR TO THE FIRST DAY OF THE PROPOSED EVENT.

PLEASE CAREFULLY REVIEW ALL OTHER POLICIES AND PROCEDURES ON PAGE 2 OF THIS APPLICATION

IN MOST INSTANCES EVENT INSURANCE WILL BE REQUIRED WITH GENERAL LIABILITY COVERAGE OF AT LEAST 1,000,000. CITY STAFF RESERVES THE RIGHT TO REQUEST INCREASED LIMITS DEEMED NECESSARY FOR CERTAIN HIGH-RISK ACTIVITIES. INDIVIDUALS, GROUPS WITHOUT INSURANCE, OR GROUPS THAT DO NOT PRODUCE AN APPROPRIATE CERTIFICATE OF INSURANCE TWO WEEKS PRIOR TO THE EVENT DATE WILL BE REQUIRED TO PURCHASE INDIVIDUAL EVENT POLICIES THROUGH THE CITY INSURANCE CARRIER AT LIMITS DEEMED NECESSARY BY CITY STAFF. PRICES FOR APPROPRIATE POLICIES ARE ESTABLISHED BY THE INSURANCE BROKER AND ARE NON-NEGOTIABLE. IF PROPER INSURANCE IS NOT OBTAINED OR PAID FOR AT LEAST TWO WEEKS PRIOR TO THE SCHEDULED EVENT, THE CITY RESERVES THE RIGHT TO CANCEL THE EVENT REQUEST.

PERMIT FEES

EVENTS WITH 100-249 PEOPLE IN ATTENDANCE: \$250.00

EVENTS WITH OVER 250 PEOPLE IN ATTENDANCE: \$1,000.00

ADDITIONAL FEES

OTHER FEES WILL BE ASSESSED IF DEEMED NECESSARY BY CERTAIN APPLICABLE DEPARTMENTS. ALTHOUGH NOT AN EXHAUSTIVE LIST, FEES MAY BE ASSESSED FOR POLICE OFFICERS, POLICE SUPERVISORS, FIRE PROTECTION, EMT PERSONNEL, STREET BARRICADING, ELECTRIC USAGE, MAINTENANCE STAFF, TRASH RECEPTACLES & COLLECTION, OR ANY OTHER STAFF DEEMED NECESSARY TO BE ON-SITE DURING EVENT HOURS, ETC. BONDS OF UP TO \$5,000,000 MAY BE REQUIRED AT THE DISCRETION OF CITY STAFF FOR EVENTS WITH ATTENDANCE OVER 500 PEOPLE AND EVENTS HOSTING CERTAIN HIGH-RISK ACTIVITIES. ALL FEES MUST BE PAID IN FULL IN AT LEAST TWO WEEKS PRIOR TO THE EVENT DATE TO AVOID CANCELLATION.

MISCELLANEOUS POLICIES

- EVENT ADVERTISING SHOULD NOT INCLUDE ANY REFERENCE OF ENDORSEMENT BY THE CITY OF WINTER GARDEN.
- ADMISSION FEES MAY NOT BE CHARGED FOR EVENTS TAKING PLACE ON PUBLIC PROPERTY.
- TEMPORARY EVENT SIGNAGE MUST MEET CITY CODE REQUIREMENTS. CONTACT W.G. CODE ENFORCEMENT FOR INFO.
- THERE ARE OTHER SPECIAL REQUIREMENTS FOR MOTION PHOTOGRAPHY PRODUCTION.
- THERE ARE SPECIAL REQUIREMENTS FOR FIREWORKS.
- ANY EVENT UTILIZING PLANT ST. AND EFFECTIVELY CLOSING THE WEST ORANGE TRAIL MUST NOTIFY ORANGE COUNTY PARKS AND RECREATION AT 407-654-1108.
- IF ANY PORTION OF A STATE ROAD IS TO BE CLOSED, A STATE D.O.T. REQUEST FORM MUST BE OBTAINED FROM THE WINTER GARDEN POLICE DEPT., COMPLETED AND RETURNED TO THE WGPD TO BE FILED WITH THE STATE OF FLORIDA. SUCH REQUESTS SHOULD BE SUBMITTED AT LEAST SIX WEEKS PRIOR TO THE EVENT DATE.

APPROVAL PROCESS

THE RECREATION, FIRE & POLICE DEPARTMENTS WILL REVIEW ALL REQUESTS AND FORWARD TO ADDITIONAL DEPARTMENTS AS NEEDED. YOU MAY BE CONTACTED TO PROVIDE FURTHER INFORMATION. YOU WILL BE NOTIFIED OF INITIAL APPROVAL, ADDITIONAL FEE REQUIREMENTS AND IF FURTHER COMMISSION APPROVAL WILL BE REQUIRED IN 2 TO 4 WEEKS.



WWW.WINTERGARDEN-FL.GOV

CITY OF WINTER GARDEN
PARKS & RECREATION DEPARTMENT
310 NORTH DILLARD STREET
WINTER GARDEN, FL 34787

PHONE: (407) 656-4155

PLEASE PROVIDE A GENERAL DESCRIPTION OF THE EVENT THAT INCLUDES ALL FEATURES BEING PROPOSED TO TAKE PLACE. ELABORATE ON ANY OF THE ABOVE CHECKED ITEMS IF NECESSARY: (USE BACK IF NECESSARY)

Microsoft is hosting a private event @ Crooked
can + Plant Street Market.

THE FOLLOWING SHOULD ACCOMPANY YOUR APPLICATION: (APPROVAL PROCESS WILL NOT BEGIN UNTIL THESE ARE SUBMITTED)

- COPY OF 501C-3 OR OTHER TAX EXEMPT STATUS CERTIFICATE (IF APPLICABLE)
- SITE PLAN INDICATING ALL AFFECTED AREAS, STREETS PROPOSING TO BE CLOSED, TEMPORARY POWER SOURCES TO BE INSTALLED, PORTABLE RESTROOM LOCATIONS, VENDOR PLACEMENT, PARADE ROUTE, ALCOHOL SERVING ZONES, OR ANY OTHER SIGNIFICANT FEATURES
- COPY OF APPLICANT'S INSURANCE CERTIFICATE NAMING THE CITY OF WINTER GARDEN AS ADDITIONALLY INSURED. (SEE NEXT PAGE FOR INDIVIDUALS AND GROUPS WITHOUT INSURANCE)
- SANITATION PLAN – PORTABLE RESTROOMS, TRASH COLLECTION AND RECEPTACLE PLAN, ETC.
- PARKING AND TRAFFIC PLAN - REROUTING TRAFFIC AROUND BLOCKED STREETS, PARKING FOR EVENT PATRONS, ETC.
- MEDICAL CARE - FIRST AID STATIONS, EMS SERVICES, AMBULANCE ON SITE, ETC.
- SECURITY - OFF-DUTY OFFICERS SCHEDULED, SECURITY SERVICE UTILIZED, # OF EVENT STAFF IN ATTENDANCE, ETC.

In consideration of permission to use, today and on all future dates, the property, facilities, staff, equipment and services of any facility owned, leased, rented, and/or used by the City, the applicant **does hereby release, waive, covenant not to sue, and discharge** the City from all liability, responsibility and claims for personal injury, accidents, loss, illnesses, death, and property damage or loss arising from, related to, or in any way connected to participation in any of the listed Activities, including use of the City's facilities, premises, and equipment.

The applicant also agrees to INDEMNIFY AND HOLD the City HARMLESS from any and all claims, disputes, actions, suits, procedures, costs, expenses, damages, injuries, and liabilities, including attorney's fees (both at the litigation and appellate levels), relating to or arising from applicant's involvement in any of the Activities, and to reimburse the City for any such fees, costs and expenses incurred by the City. Participant further expressly agrees that the foregoing waiver, assumption of risks, indemnification and hold harmless provisions of this document are intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and that if any portion thereof is held invalid or unenforceable, it is agreed that the balance shall remain and continue in full legal force and effect.

The undersigned has read these special event policies and procedures, waivers of liability, assumption of risks, and indemnity and hold harmless provisions, fully understands them, and **understands that applicant is giving up substantial rights, including applicant's right to sue**. The undersigned acknowledges that the undersigned is signing this document on behalf of the applicant freely and voluntarily, and **intends this, by the undersigned's signature, to be a complete and unconditional release of all liability and responsibility** on the part of the City to the greatest extent allowed by law. The undersigned further agree that no oral representations, statements or inducements apart from the foregoing written agreement have been made by the City, but if made, the undersigned has not, and will not, rely on such.

FOR OFFICE USE ONLY

REC.: _____ SCHEDULED FOR MEETING OF: _____

PD: _____

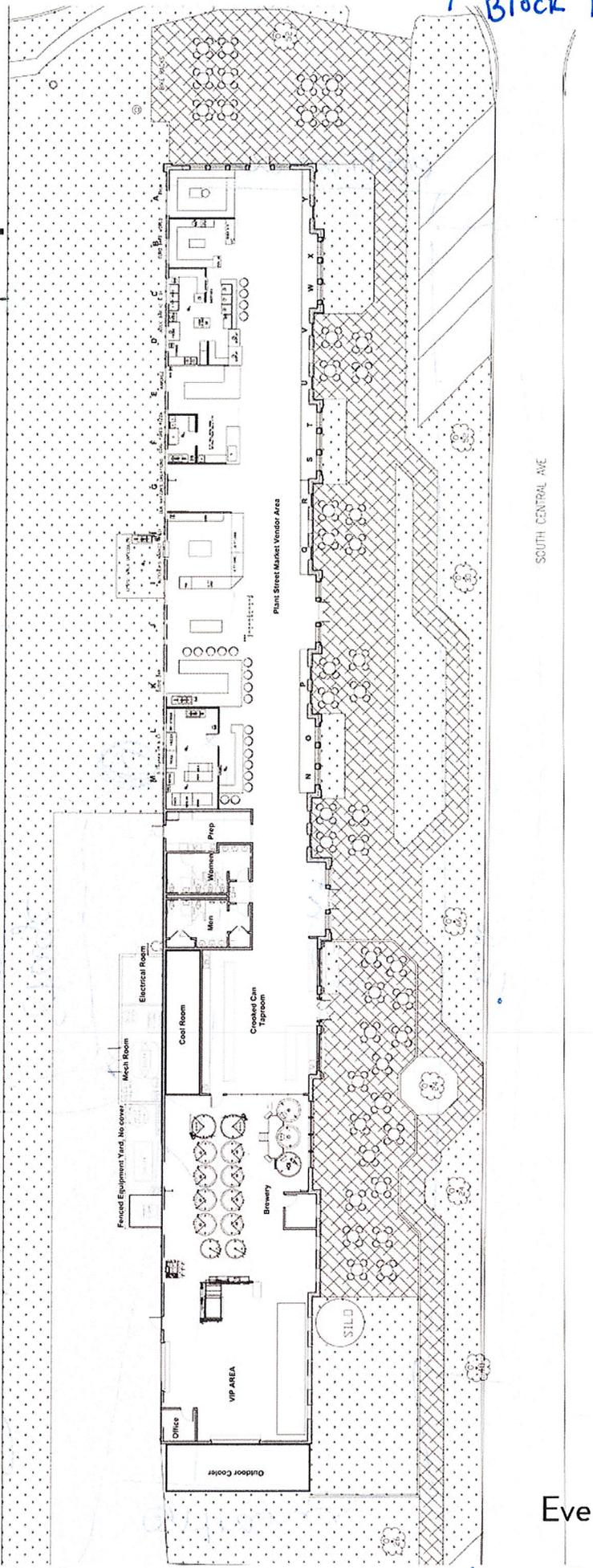
FIRE: _____

PS: _____ OTHER: _____



PLANT STREET

MARKET



SOUTH CENTRAL AVE

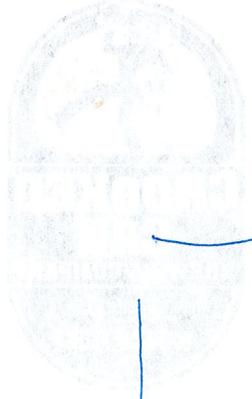
For Event Inquiries

Please Contact-

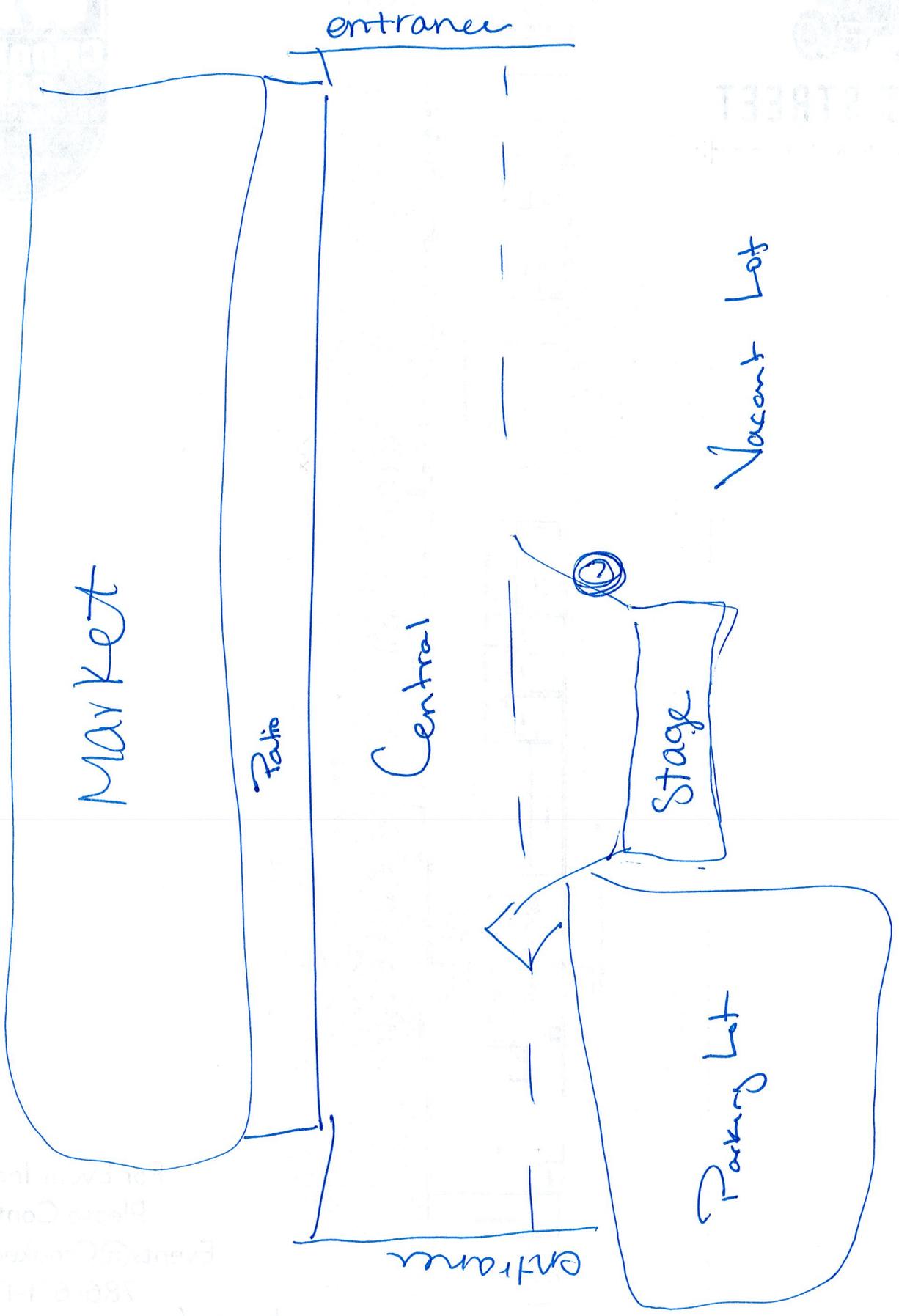
Events@CrookedCan.com

786-671-1748

Block



PLANNING STREET



1800 1111
Franklin & Co. Inc.
Please Contact
in Event Industry

WINTER GARDEN – SPECIAL EVENT CONDITIONS OF APPROVAL

Event: Crooked Can – Microsoft Event

Location: 426 West Plant Street.
Crooked Can Brewery
PARCEL ID# 23-22-27-2888-05-021

Date of Event: July 21, 2016 7:00 PM to 11:00 PM

Conditions of Approval:

- The location of any outdoor sales of alcohol needs to be approved by the City.
- No glass is allowed in the street, alcohol must be served in opaque cups.
- Barricade fencing shall contain signage at all entrances stating “no alcohol beyond this point”
- An off-duty police officer shall be at the event to ensure state and local laws are followed.
- No waivers from the noise ordinance are being granted as part of this approval, the event is subject to all conditions outlined in Chapter 38, Article IV of the City Code.
- The owner is responsible for supplying bathroom facilities to accommodate the 500 guests.
- The City of Winter Garden will provide barricades to close the road at 4:30 PM on July 21, 2016.
- Parking – this event cannot impact downtown parking. All buses and/or taxi cabs must be unloaded in a location that does not impact parking or traffic.



Community Development
Planning & Zoning

MAR 28 2016

Received By: _____
Project # _____

COMMUNITY DEVELOPMENT DEPARTMENT
300 WEST PLANT STREET
WINTER GARDEN, FLORIDA 34787

P: 407.656.4111
F: 407.654.1258
WWW.WINTERGARDEN-FL.GOV

BUSINESS FACADE MATCHING GRANT PROGRAM

COMMUNITY REDEVELOPMENT AGENCY (CRA)

PLEASE SUBMIT THIS COMPLETED APPLICATION ALONG WITH ANY SUPPORTING DOCUMENTATION TO THE PLANNING AND ZONING DIVISION OF THE COMMUNITY DEVELOPMENT DEPARTMENT. (AN INCOMPLETE FORM WILL CAUSE A DELAY IN PROCESSING.)

APPLICANT / BUSINESS INFORMATION:

NAME OF BUSINESS: Winter Garden Investments, Inc

ADDRESS: 100 W. Plant St.

CITY: Winter Garden STATE: FL ZIP: 34787

TELEPHONE: 407 724 1550 FACSIMILE: _____ EMAIL: PKFleck@AOL.COM

CONTACT NAME: Peter Fleck

FEDERAL IDENTIFICATION # _____
OR
SOCIAL SECURITY # _____ OTHER _____

(REQUIRED TO PERFORM DUE DILIGENCE)

CORPORATION NON-PROFIT
 SOLE PROPRIETORSHIP FOR-PROFIT
 PARTNERSHIP STATE OF INCORPORATION _____

PROJECT/SITE INFORMATION:

PROJECT NAME: Retail entrance on Boyd St

PROJECT ADDRESS: 100 West Plant, Boyd St

PROPERTY LOCATED IN HISTORIC DOWNTOWN DISTRICT OVERLAY: Yes No CONTRIBUTING STRUCTURE: Yes No

COUNTY PROPERTY APPRAISER TAX PARCEL ID NUMBER(S): _____

LEGAL DESCRIPTION: _____

DESCRIPTION OF PROPOSED EXTERIOR IMPROVEMENT (ATTACH PLANS IF AVAILABLE):

EXTERIOR IMPROVEMENTS (IN DETAIL EXPLAIN SCOPE OF WORK): Remove windows and add door and storefront window with awning

BID ESTIMATES FOR PROPOSED SCOPE OF WORK (Exterior Work Only):

APPLICANT MAY MAKE MULTIPLE COPIES OF THIS PAGE IF THE APPLICANT IS ACTING AS THEIR OWN GENERAL CONTRACTOR AND MORE THAN ONE TYPE OF WORK IS BEING PERFORMED. LIST EACH TYPE OF WORK SEPARATELY UNDER A BID ESTIMATE.

BID ESTIMATE #1	BID ESTIMATE #2
COMPANY NAME: <u>Sorenson Construction</u>	COMPANY NAME: <u>Fortress Marine Construction</u>
CONTACT NAME: <u>Bob Sorenson</u>	CONTACT NAME: <u>Peter Fleck</u>
CONTACT PHONE NUMBER: <u>407 905 8190</u>	CONTACT PHONE NUMBER: <u>407 724-1550</u>
CONTACT EMAIL: <u>BobtheBuilder@CFLRR.com</u>	CONTACT EMAIL: <u>PKFleck@AOL.COM</u>
BID AMOUNT FOR TOTAL WORK: <u>\$24,019.</u>	BID AMOUNT FOR TOTAL WORK: <u>\$22,700</u>

INVESTMENT VALUE OF WORK BEING PERFORMED BY APPLICANT: _____

VALUE OF INTERIOR IMPROVEMENTS: _____

VALUE OF EXTERIOR IMPROVEMENTS: _____

VALUE OF TOTAL IMPROVEMENTS: _____

SOURCE OF MATCHING FUNDS: _____

PROPERTY OWNER INFORMATION / AUTHORIZATION:

OWNER NAME: Winter Garden Investments Inc. / Peter Fleck *owner/ Managing*
 ADDRESS: 100 W. Plant
 CITY: Winter Garden STATE: FL ZIP: 34787
 TELEPHONE: 407 724 1550 FACSIMILE: _____ EMAIL: PKFleck@AOL.com
 I, Peter Fleck AS OWNER OF THE PROJECT PROPERTY I HEREBY PROVIDE AUTHORIZATION

TO THE APPLICANT TO REHABILITATE THE SAID PROPERTY AND THAT THE APPLICANT HAS THE AUTHORITY TO SIGN AND ENTER INTO AN AGREEMENT TO PERFORM THE REHABILITATION WORK ON THE PROPERTY.

OWNER ALSO HEREBY ACKNOWLEDGES THE FOLLOWING:

- OWNER HAS BEEN PROVIDED A COPY OF THE PROGRAM GUIDELINES, AND HAVE READ AND UNDERSTANDS THEM.
- OWNER AGREES TO THE CONDITIONS AND RESTRICTIONS OF THE CRA BUSINESS FAÇADE MATCHING GRANT PROGRAM.

[Signature]
OWNER'S SIGNATURE

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS 3 DAY OF March, 20 16 BY Peter Fleck, WHO DID NOT TAKE AN OATH.

PERSONALLY KNOWN OR;
 PRODUCED IDENTIFICATION / TYPE OF ID PRODUCED _____

Notary Seal



BARBIE H. SCHMIDT
MY COMMISSION # FF 234662
EXPIRES: May 26, 2019
Bonded Thru Budget Notary Services

[Signature]
SIGNATURE OF NOTARY

CERTIFICATION / SIGNATURE OF APPLICANT:

I, Peter Fleck CERTIFY THAT ALL INFORMATION IN THIS APPLICATION, AND ALL INFORMATION FURNISHED IN SUPPORT OF THIS APPLICATION, IS GIVEN FOR THE PURPOSE OF OBTAINING A 50/50 GRANT AND IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

IF THE APPLICANT IS NOT THE OWNER OF THE PROPERTY TO BE REHABILITATED OR, IF THE APPLICANT IS NOT THE SOLE OWNER OF THE PROPERTY, THE APPLICANT CERTIFIES THAT HE/SHE HAS THE AUTHORITY TO SIGN AND ENTER INTO AN AGREEMENT TO PERFORM THE REHABILITATION WORK ON THE PROPERTY.

SUCCESSFUL APPLICANTS IN THE CRA BUSINESS FAÇADE MATCHING GRANT PROGRAM ARE ENCOURAGED TO CONTRACT WITH LOCALLY OWNED BUSINESSES WHEN AVAILABLE FOR THE PURPOSES OF FULFILLING THIS GRANT.

VERIFICATION OF ANY INFORMATION CONTAINED IN THIS APPLICATION MAY BE OBTAINED ON BEHALF OF THE CRA FROM ANY AVAILABLE SOURCE.

APPLICANT ALSO HEREBY ACKNOWLEDGES THE FOLLOWING:

- APPLICANT HAS READ AND UNDERSTANDS THE PROGRAM GUIDELINES AND CRITERIA.
- APPLICANT MUST MEET ALL CITY REQUIREMENTS AND CODES.
- APPLICANT UNDERSTANDS THAT FINAL APPROVAL MUST COME FROM ALL CITY DEPARTMENTS AND BOARDS CONCERNED WITH ANY IMPROVEMENT.

[Signature]
APPLICANT'S SIGNATURE

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS 3 DAY OF March, 20 16 BY Peter Fleck, WHO DID NOT TAKE AN OATH.

PERSONALLY KNOWN OR;
 PRODUCED IDENTIFICATION / TYPE OF ID PRODUCED _____

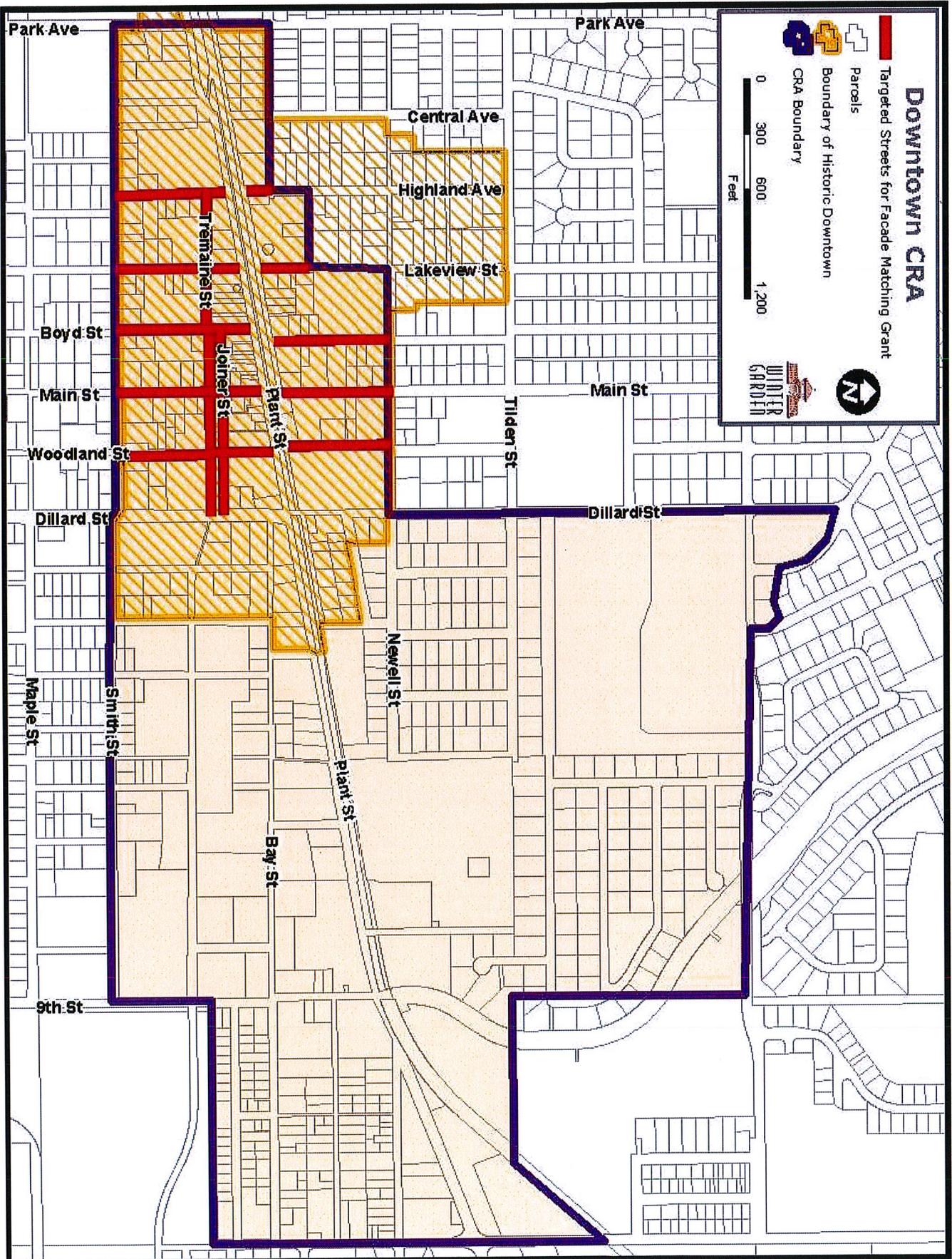
Notary Seal

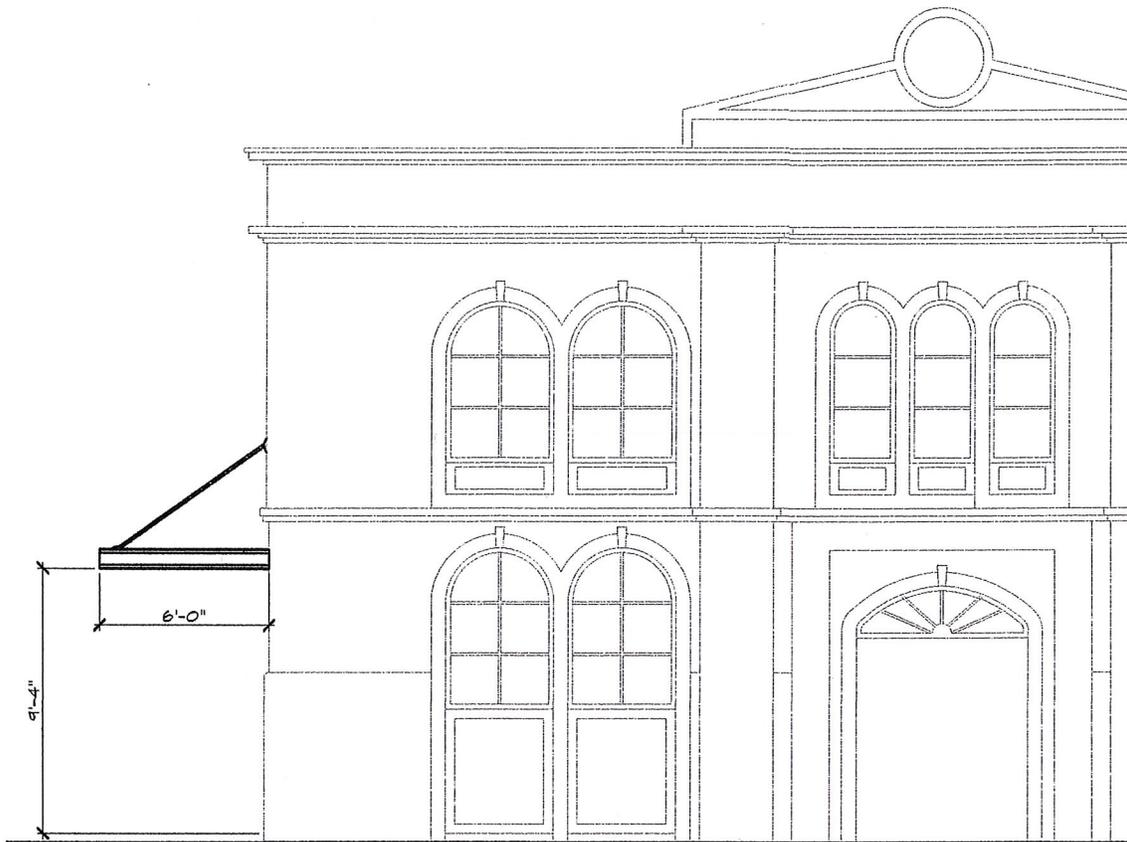


BARBIE H. SCHMIDT
MY COMMISSION # FF 234662
EXPIRES: May 26, 2019
Bonded Thru Budget Notary Services

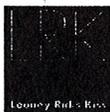
[Signature]
SIGNATURE OF NOTARY

FOR OFFICE USE ONLY		DATE STAMP
CRA SUBMISSION _____	CRA BFMGP- _____	
DATE	APPLICATION NUMBER	



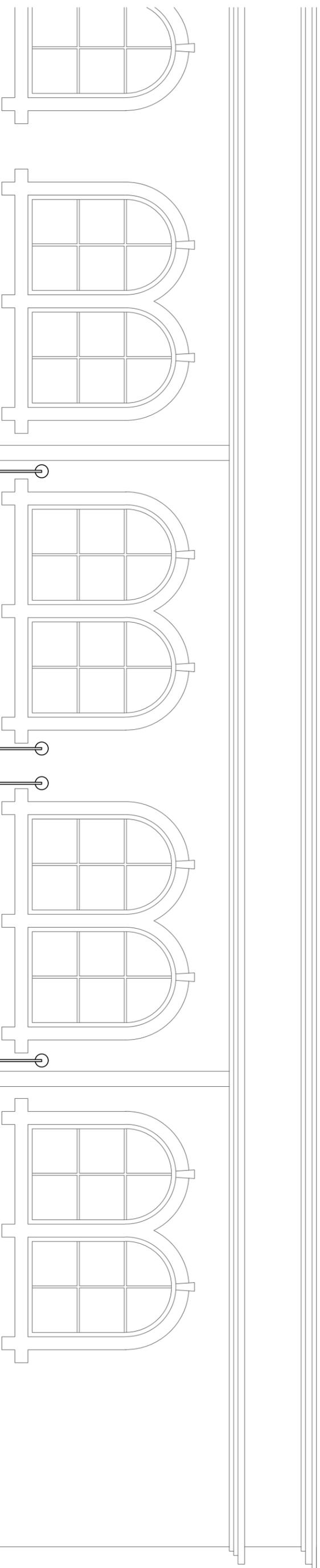


SOUTH BOYD ENTRY - FRONT ELEVATION
Scale: 1/4" = 1'-0"



100 West Plant Street
Winter Garden, Florida
January 14, 2016

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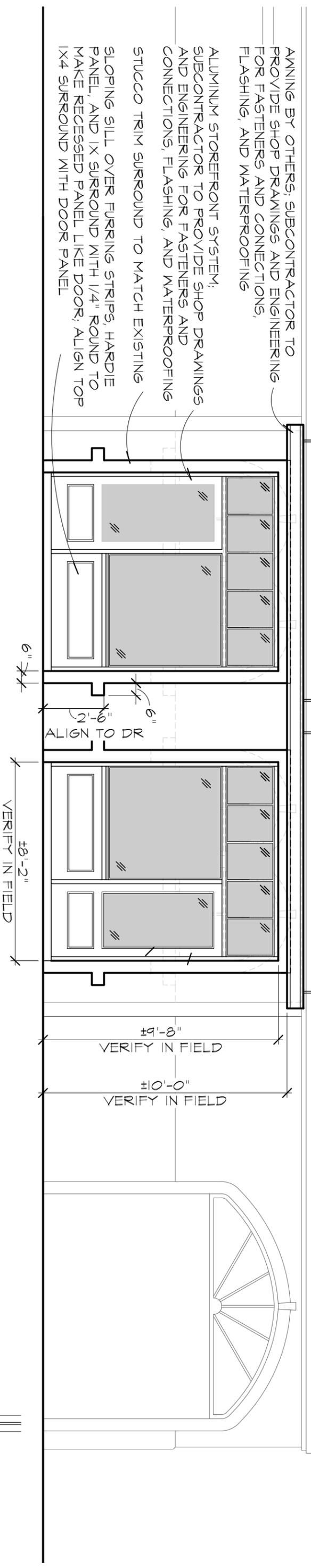


ANNING BY OTHERS; SUBCONTRACTOR TO PROVIDE SHOP DRAWINGS AND ENGINEERING FOR FASTENERS AND CONNECTIONS, FLASHING, AND WATERPROOFING

ALUMINUM STOREFRONT SYSTEM; SUBCONTRACTOR TO PROVIDE SHOP DRAWINGS AND ENGINEERING FOR FASTENERS AND CONNECTIONS, FLASHING, AND WATERPROOFING

STUCCO TRIM SURROUND TO MATCH EXISTING

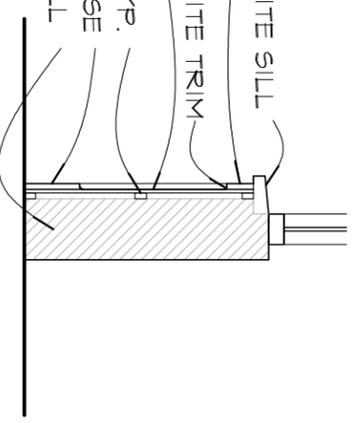
SLOPING SILL OVER FURRING STRIPS, HARDIE PANEL, AND 1X SURROUND WITH 1/4" ROUND TO MAKE RECESSED PANEL LIKE DOOR; ALIGN TOP 1X4 SURROUND WITH DOOR PANEL



3 SIDE ELEVATION

1/4" = 1'-0"

SLOPING COMPOSITE SILL
 1X4 SURROUND
 1/4" RND. COMPOSITE TRIM
 HARDIE PANEL
 FURRING STRIP, TYP.
 1X8 COMPOSITE BASE
 EXISTING CMU WALL



1 SECTION

1/2" = 1'-0"



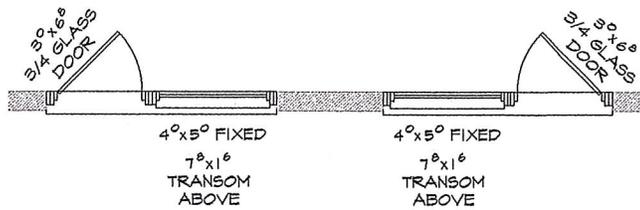
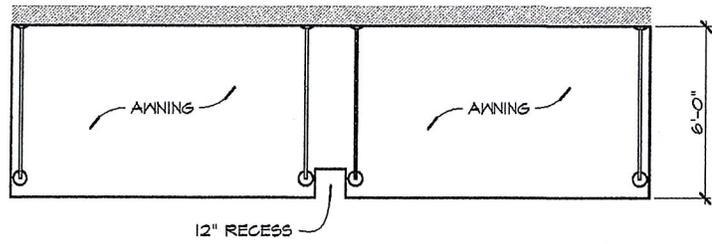
100 West Plant Street

Design Intent - C

Winter Garden, Florida

June 7, 2016

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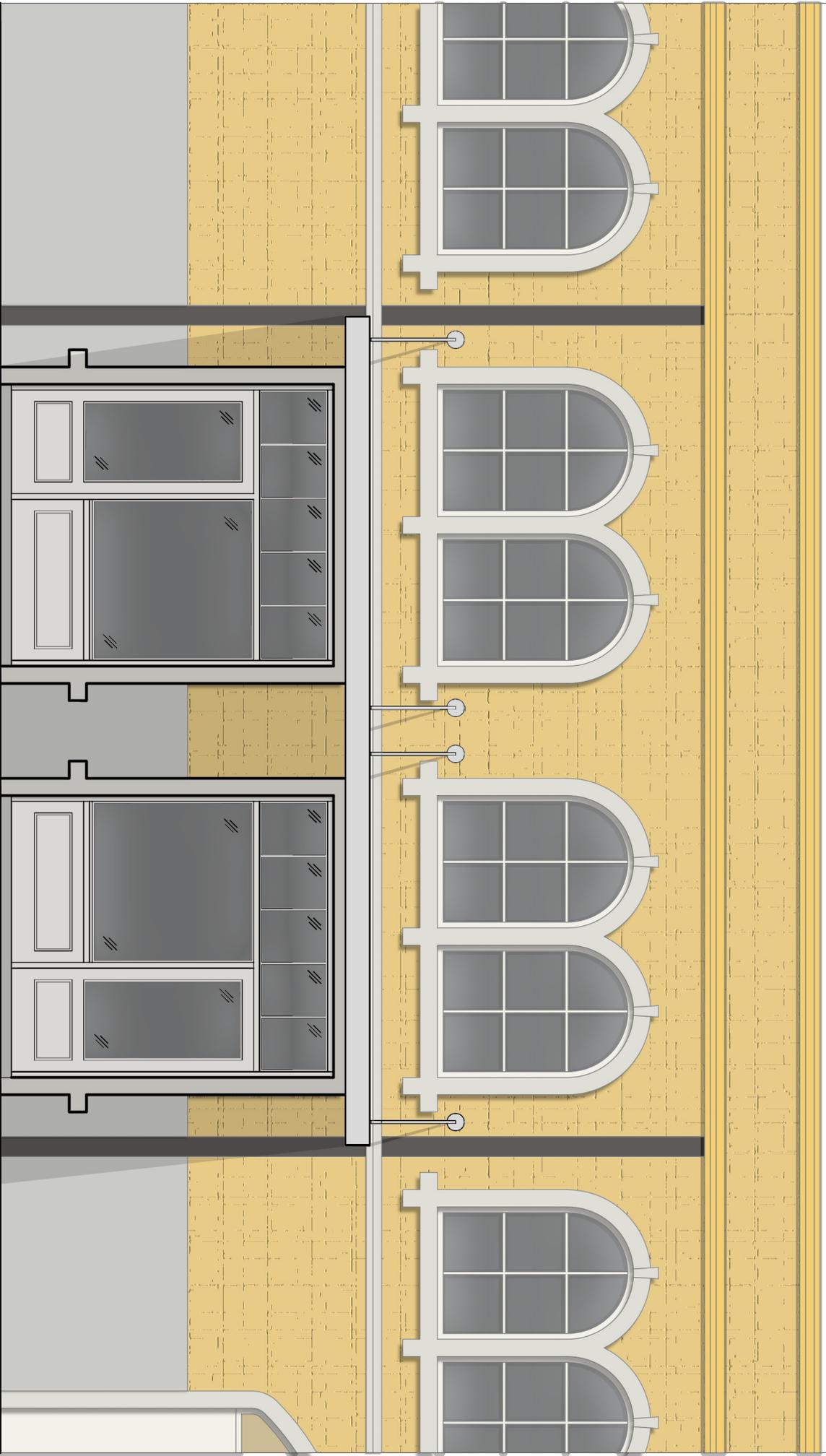


SOUTH BOYD ENTRY - SIDE ELEVATION 2
Scale: 1/4" = 1'-0"



100 West Plant Street
 Winter Garden, Florida
 January 14, 2016

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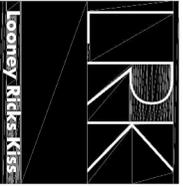


100 West Plant Street

Design Intent - C

Winter Garden, Florida

June 9, 2016



Tooney Ricks Kiss



SORENSEN
CONSTRUCTION

P.O. Box 623 - Gotha, FL 34734 - PH. (407) 905-8190 - Fax (407) 905-8159

Winter Garden Investments
100 West Plant Street
Winter Garden, FL. 34787

March 25, 2016

After reviewing your information and using our historical data, we are submitting a budget for your project of: Twenty Four Thousand and Nineteen Dollars.

We have attached the construction cost breakdown used to create this proposal for your review. Thank you for the opportunity to earn your business.

Sincerely,

Robert Sorenson

Robert E. Sorenson
President

For more information about Sorenson Construction, Inc. please visit our web site at www.sorensonconstruction.com



SORENSEN

CONSTRUCTION

P.O. Box 623 - Gotha, Fl. 34734 - Phone (407) 905-8190

CONSTRUCTION COST BREAKDOWN

Job Name: Plant Street

	<i>Price</i>	
Engineer	\$ 1,000.00	
Permitting	\$ 500.00	
Window Demolition	\$ 1,200.00	
New Store Front Windows	\$ 3,500.00	
Installation of Store Front	\$ 850.00	
Awning	\$ 4,000.00	
Installation of Awning	\$ 500.00	
Flashing	\$ 300.00	
Scupper System	\$ 800.00	
Stucco Repair	\$ 2,200.00	
Drywall Repair	\$ 2,000.00	
Trim Material	\$ 800.00	
Trim Labor	\$ 1,200.00	
Final clean (Int.)	\$ -	
Misc.	\$ 1,000.00	
Total	\$ 19,850.00	
Overhead (10%)	\$ 1,985	
Total Cost	\$ 21,835	
Profit (10%)	\$ 2,184	
Sell Price	\$ 24,019	



Fortress Marine Construction

Peter Fleck

100 west plant street, Winter Garden, Fla. 34787

(407) 909-0606 voice

CBC No: 1252836

www.fmc.build

DATE 3/11/16

Winter Garden Investments
100 West Plant Street
Winter Garden, Fl. 34787

Scope of work:

Remove Existing windows and cut 2 concrete and drywall holes to fit 8'Wx8.5H store front.

Install 2 store fronts per plan and repair stucco, drywall and trim.

Provide and install 1 - 6' x 20'+/- awning with bolted support rods through brick work and repair stucco and interior drywall.

Flash awning and install scupper system

All work to be permitted and plans to be sealed by a structural engineer.

Total \$22,700

Terms

Deposit \$10000

Mobilization \$ 6000

50% complete with site work \$ 6000

Balance at completion \$ 700

CUSTOMER: _____

VENDER: Fortress Marine Construction

SIGNATURE: _____

BY: _____

DATE: _____

DATE: _____



 **COPY**

CITY OF WINTER GARDEN
300 WEST PLANT STREET
WINTER GARDEN, FL 34787
P: 407.656.4111
WWW.WINTERGARDEN-FL.GOV

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

LOCAL BUSINESS TAX RECEIPT FOR CITY OF WINTER GARDEN

Business Name:	FLECK CONSTRUCTION INC	Location:	100 W PLANT ST
Receipt No:	16-00008409	Class:	SERVICES: MISCELLANEOUS
Tax/Add'tl Tax:	\$ 86.00 \$	Issue Date:	September 15, 2015
Late Penalty:	\$ 0.00	Expires:	September 30, 2016
Total Paid:	\$86.00	Restrictions:	MARINE DOCK CONSTRUCTION OFFICE ONLY
		Comments:	MUST COMPLY WITH LOCAL BUSINESS TAX REQUIREMENTS

FLECK CONSTRUCTION INC
FORTRESS MARINE CONSTRUCTION
100 W PLANT ST
WINTER GARDEN FL 34787

BUSINESS TAX RECEIPT MUST BE POSTED IN CONSPICUOUS PLACE AT ALL TIMES.

*****PLEASE NOTE THE TOP PORTION IS YOUR LOCAL BUSINESS TAX RECEIPT AND IS PAID THRU SEPTEMBER 30th OF NOTED YEAR ABOVE *****

1. Business Tax Year is from October 1st through September 30th. Tax fees are prorated after April 1st as a half-year fee.
2. All **new** commercial business tax **must** be inspected by the Fire Department to meet all applicable state and city code requirements. You will be contacted to make arrangements for your inspection.
3. An Orange County Business Tax must be paid **AFTER YOU HAVE BEEN ISSUED THE WINTER GARDEN BUSINESS TAX RECEIPT**. They are located at 201 S. Rosalind Ave, 2nd Floor, Orlando, FL (407) 836-5650.

MAPFRE | FLORIDA MAPFRE INSURANCE COMPANY OF FLORIDA

5959 BLUE LAGOON DR SUITE 400 MIAMI, FL 33126-2052

COMMON POLICY

RENEWAL DECLARATION

POLICY NO. CP-000403937-6/000

RENEWAL OF CP-000403937-5

ACCOUNT NUMBER: CP0403937

NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS

70375

WINTER GARDEN INVESTMENT LLC
37 N ORANGE AVE STE 760
ORLANDO FL 32801

HILLCREST AGENCY INC.
18500 US HWY 441
MOUNT DORA FL 32757-6726

POLICY PERIOD: From 02/08/2016 to 02/08/2017 12:01 A.M. AT THE INSURED'S MAILING ADDRESS

THE NAMED INSURED IS : LIMITED LIAB COMPANY **BUSINESS DESC :** LRO - MERCANTILE

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
COMMERCIAL PROPERTY	3,204
COMMERCIAL GENERAL LIABILITY	500
COMMERCIAL CRIME	NOT COVERED
COMMERCIAL INLAND MARINE	NOT COVERED
ESTIMATED TOTAL PREMIUM	\$3,704
FLORIDA E.M.P. & A. TRUST FUND SURCHARGE	4.00
FLORIDA CITIZENS 2005 HRA EMERGENCY ASSESSME	37.04
GRAND TOTAL	\$3,745.04

FORMS AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS

- IL0017 (11-98) IL0003 (07-02) IL0985 (01-15) CLPP (12/13) MAPTE (02/02) ILP001 01 04
- MAPGEN (12/02) MAPAR (03/04) MAPNAP (03/04) MAPOP (03/04) MAPVPR (03/04) MAPWBP (03/04)

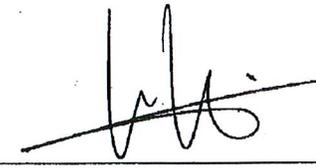
THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

FEB 17 2016

COUNTERSIGNED AT: MIAMI, FL

DATE: 02-11-16

BY:



AUTHORIZED REPRESENTATIVE

MAPFRE | FLORIDAMAPFRE INSURANCE COMPANY OF FLORIDA

5959 BLUE LAGOON DR SUITE 400 MIAMI, FL 33126-2052

COMMERCIAL PROPERTY

RENEWAL DECLARATION

POLICY NO. CP-000403937-6/000
RENEWAL OF CP-000403937-5

ACCOUNT NUMBER: CP0403937

NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS

70375

WINTER GARDEN INVESTMENT LLC
37 N ORANGE AVE STE 760
ORLANDO FL 32801

HILLCREST AGENCY INC.
18500 US HWY 441
MOUNT DORA FL 32757-6726

POLICY PERIOD: From 02/08/2016 to 02/08/2017 12:01 A.M. AT THE INSURED'S MAILING ADDRESS

PREM. NO. 1 BLDG. NO. 1

126 W PLANT STREET WINTER GARDEN FL 34787 ONE STORY JM BUILDING OCCUPIED BY A BAKERY AND CAFE

COVERAGES PROVIDED

INSURANCE AT THE DESCRIBED PREMISES APPLIES ONLY FOR COVERAGES FOR WHICH A LIMIT OF INSURANCE IS SHOWN

COVERAGE	CAUSE OF LOSS	DED \$	COINSURANCE	LIMIT OF INSURANCE \$
BUILDING	SPECIAL-Excl theft	1,000	90%	525,000 ✓
EQUIPMENT BREAKDOWN	MAPFRE EB 4/03	1,000	90%	525,000 ✓
IDENTITY RECOVERY COVERAGE	MAP IR 03 08	100	90%	25,000 ✓

OPTIONAL COVERAGES

BUILDING: REPLACEMENT COST ✓
PROT. SAFEGUARDS: P-9 Other Protective System SEE BELOW
WINDSTORM & HAIL DEDUCTIBLE: 2% ✓

MANUSCRIPT FORMS:

CP1420 (07-88) - ADDITIONAL PROPERTY NOT COVERED
OPEN BUILDINGS, AWNINGS, AND CANOPIES

MAPPEE (12/15) - EXTENSION ENDORSEMENT

TOTAL COMMERCIAL PROPERTY PREMIUM \$3,204

MAPFRE | FLORIDAMAPFRE INSURANCE COMPANY OF FLORIDA

5959 BLUE LAGOON DR SUITE 400 MIAMI, FL 33126-2052

COMMERCIAL PROPERTY

RENEWAL DECLARATION

POLICY NO. CP-000403937-6/000
RENEWAL OF CP-000403937-5

ACCOUNT NUMBER: CP0403937
NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS 70375

WINTER GARDEN INVESTMENT LLC
37 N ORANGE AVE STE 760
ORLANDO FL 32801

HILLCREST AGENCY INC.
18500 US HWY 441
MOUNT DORA FL 32757-6726

POLICY PERIOD: From 02/08/2016 to 02/08/2017 12:01 A.M. AT THE INSURED'S MAILING ADDRESS

MORTGAGE HOLDERS:

SEACOAST NATIONAL BANK ATIMA ISAOA
PO BOX 9012
STUART FL 34995

APPLY TO:

126 W PLANT STREET
WINTER GARDEN FL 34787

LOAN #:

TERRORISM EXCLUSION APPLIES - TERRORISM INSURANCE ACT REJECTED

The Exception Covering Certain Fire Losses applies to property located in the following state(s), if covered under the indicated Coverage Form, Coverage Part or Policy:

State(s)

FLORIDA

Coverage Form, Coverage Part or Policy

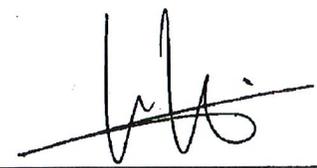
IL0953 01/08

FORMS AND ENDORSEMENTS
APPLYING TO COMMERCIAL PROPERTY COVERAGE PART AND MADE PART OF THIS POLICY AT TIME OF ISSUE:
✓ MAPM001P 01-03 ✓ FLPN005(12/15) ✓ CP0299 (11-85) ✓ IL0401 (01-10) ✓ CP0090 (07-88) ✓ CP0125 (07-08)
✓ IL0255 (01-10) ✓ IL0175 (09-07) ✓ IL0935 (07-02) ✓ CP0140 (07-06) ✓ CP0321 (06-07) ✓ IL0415 (04-98)
✓ CP0010 (06-07) ✓ CP1030 (06-07) ✓ CP1033 (06-95) ✓ MAPEB (04/03) ✓ MAP IR 03 08 ✓ CP1420 (07-88)
✓ MAPPEE (12/15) ✓ IL0953 (01-15)

THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

COUNTERSIGNED AT: MIAMI, FL

DATE: 02-11-16

BY: 
AUTHORIZED REPRESENTATIVE

MAPFRE | FLORIDAMAPFRE INSURANCE COMPANY OF FLORIDA

5959 BLUE LAGOON DR SUITE 400 MIAMI, FL 33126-2052
COMMERCIAL GENERAL LIABILITY
RENEWAL DECLARATION

POLICY NO. CP-000403937-6/000
RENEWAL OF CP-000403937-5

ACCOUNT NUMBER: CP0403937

NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS

70375

WINTER GARDEN INVESTMENT LLC
37 N ORANGE AVE STE 760
ORLANDO FL 32801

HILLCREST AGENCY INC.
18500 US HWY 441
MOUNT DORA FL 32757-6726

POLICY PERIOD: From 02/08/2016 to 02/08/2017 12:01 A.M. AT THE INSURED'S MAILING ADDRESS

FORMS AND ENDORSEMENTS

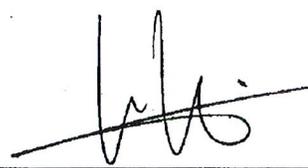
APPLYING TO COMMERCIAL GENERAL LIABILITY COVERAGE PART AND MADE PART OF THIS POLICY AT TIME OF ISSUE:

- MAPM001L 01-03 MAPASBCMP 0204 MAPSILCMP 0205 CPP001 06 03 CG2106 (05-14) IL0021 (09-08)
- CG0001 (12-07) CG2147 (12-07) CG2149 (09-99) CG0068 (05-09) CG0220 (03-12) MAPPLE (12/12)
- CG2146 (07-98) CG2160 (09-98) CG2144 (07-98) CG2151 (09-89) CG2167 (12-04) CG2173 (01-15)

THESE DECLARATIONS AND THE COMMON POLICY DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

COUNTERSIGNED AT: MIAMI, FL

DATE: 02-11-16

BY: 
AUTHORIZED REPRESENTATIVE

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above Winter Garden Investment LLC	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ P <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
	Address (number, street, and apt. or suite no.) 37 N Orange Avenue, Suite #760	Requester's name and address (optional)
	City, state, and ZIP code Orlando, FL 32801	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number									
Employer identification number									
2	5	-	1	9	0	1	8	7	5

Part II Certification

- Under penalties of perjury, I certify that:
- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
 - I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
 - I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶ 3/29/11
------------------	----------------------------	-----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

- Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:
- An individual who is a U.S. citizen or U.S. resident alien,
 - A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
 - An estate (other than a foreign estate), or
 - A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



**CRA Advisory Board
Facade Matching Grant Application**

STAFF REPORT

Property Information

CRA BFMGP-10

100 W. Plant Street

Business Owner

The Real Estate Collection and other tenants

Property Owner

Winter Garden Investment LLC

Project Description

The City has received a request from Winter Garden Investment LLC, to remove some existing windows and replace them with two storefronts along S. Boyd Street. The project will consist of installing a door, windows, kick plate and an awning. The two storefronts will be identical in function, size, and construction/architectural materials and details.

The new storefronts will add a new dimension to S. Boyd Street and create additional foot traffic and a positive street presence.

Project Budget

	<u>Estimate 1</u>	<u>Estimate 2</u>
Fees, Demo, Awning, New Storefront, Door, Stucco, Dry wall and Trim	\$24,019	\$22,700

"EXHIBIT A" SUBJECT PROPERTY

100 W. Plant St.



“EXHIBIT B”

EXISTING CONDITIONS

100 W. Plant Street

North Elevation



East Elevation/S. Boyd St.



South Elevation/Tremaine Street

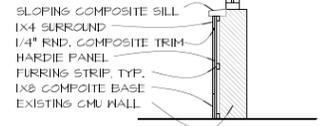


"EXHIBIT C" PROPOSED FACADE IMPROVEMENTS

100 W. Plant Street



3 SIDE ELEVATION
1/4" = 1'-0"



1 SECTION
1/2" = 1'-0"

LRK 100 West Plant Street
Design Intent - C
Winter Garden, Florida
June 7, 2016
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City Approvals

The applicant received administrative staff approval from the Architectural Review Board on June 9, 2016.

Further, 100 W. Plant Street is not a contributing structure within the historic district.

Recommendation

Recommend approving “a not to exceed” Facade Matching Grant of \$8,000 for eligible improvements and prepare an agreement to be executed. The following conditions apply:

- *The west side and back of the building must be painted a color that meets the ARHPB standards as part of the grant.*
- *The storefront and awning colors must be approved by the City and meet ARHPB standards.*
- *The two existing storefronts and doors along the east elevation must be painted a color that compliments the new storefronts.*

Attachments

Business Facade Matching Grant Program Application/Documentation

Existing and Proposed Storefront facing S. Boyd Street



100 West Plant Street
Design Intent - C
Winter Garden, Florida
June 9, 2016