



CITY OF WINTER GARDEN

City Commission and COMMUNITY REDEVELOPMENT AGENCY BUDGET WORKSHOP REGULAR MEETING MINUTES

August 24, 2023

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
Commissioner District 1 - Lisa L. Bennett
Commissioner District 2 - Ron Mueller
Commissioner District 3 - Mark A. Maciel
Commissioner District 4 - Colin Sharman

Also Present:

City Manager Jon C. Williams
City Attorney A. Kurt Ardaman
City Clerk Angee Grimmage

BUDGET WORKSHOP

1. **BUDGET WORKSHOP: FISCAL YEAR 2023/2024**

A budget workshop and PowerPoint presentation highlighting some budgeted items were given by City Manager Jon C. Williams and Finance Director Laura Zielonka (See attached – **Exhibit A**).

City Manager Jon C. Williams began by noting his pleasure in presenting the proposed operating budget for the City of Winter Garden for Fiscal Year 2023/2024. He noted that the budget is balanced, includes over 49.8 million in capital expenditures over all funds, and maintains a 31 percent fund balance in the general fund, which is consistent with the City's fund balance goals. He then recognized Finance Director Laura Zielonka to give a PowerPoint presentation of the budget details.

Ms. Zielonka pointed out that this presentation is a highlight of the proposed 2023/2024 budget for the City Commission review and consideration. She noted the actual budget hearings would be held on September 14th and 28th. Ms. Zielonka highlighted some of the City's proposed budget revenues and expenditures. She addressed the general fund budget, ad valorem tax revenue, half-cent sales tax revenue, and State revenue sharing revenue. Also highlighted were grants and contributions, items in the proposed expense budget, noting inflationary effects such as increased costs for materials, equipment and contractual services. She noted a proposed adjustment for wage inflation, and the addition of Full Time Employees (FTEs). Ms. Zielonka also highlighted personnel and operating expenses, Citywide staffing, new positions, vacancies, and labor strategies in order for the City to maintain its services. She noted that the City of Winter Garden being one of the lowest in comparison to its sister municipalities in FTEs per thousand.

Ms. Zielonka addressed other areas in the category of the general fund division, which included capital projects, Parks Capital, Fire capital, Police equipment, and Fleet and Facilities. Also addressed were streets fund projects, Roads and local option gas tax funds, road projects. Ms. Zielonka addressed enterprise funds related to public services, noting utility operating revenues, stormwater funds, and solid waste funds.

City Manager Williams addressed some of the larger projects that would be focused on in Fiscal Year 2024. He addressed Tucker Ranch Health & Wellness Park concepts, design plans. He addressed East Winter Garden revitalization, budget and plans. Mr. Williams also highlighted the Orange County stormwater improvements, plans for the West Orange Boys and Girls Club, 10th and Center Streets, Dyson's Plaza. He also spoke of another priority, which is the traffic management program and efforts related to monitoring, enforcement and control.

Mr. Williams reiterated that the next steps would be the budget hearings on September 14, 2023, and September 28, 2023. He recognized and commended Finance Director Laura Zielonka, City staff, and the department directors for their efforts in putting together this proposed budget.

Mayor Rees commended staff for doing a great job with the budget and its presentation. He requested that the City Commission submit their questions to the City Manager so that all questions could be compiled and addressed without duplication.

Commissioner Mueller commended staff on the proposed budget, noted that it addressed the City as a whole, and suggested to the City Commission that an award be granted to City Manager Jon C. Williams for his management and leadership. City Manager Williams expressed his appreciation for the thought and consideration, but respectfully declined, noting an included increase for staff in the proposed budget and acknowledged that the efforts were not his alone. Discussion ensued and noted that this would be taken into consideration.

REGULAR MEETING

2. APPROVAL OF MINUTES

Motion by Commissioner Maciel to approve regular meeting minutes of August 10, 2023. Seconded by Commissioner Bennett and carried unanimously 5-0.

3. PRESENTATION

A. **Proclamation 23-05**: Proclaiming West Orange Healthy Selfie Day was read and presented by Mayor Rees and the City Commission. Lesa Boettcher, Chief Operating Officer for the Foundation for a Healthier West Orange, accepted the proclamation, thanked the City Commission and shared information on some of the related activities.

4. **REGULAR BUSINESS**

A. **Recommendation to approve Agreement for Construction Manager At Risk (CMAR) Services for Permanent Fire Station 21 to McCree Design Builders, Inc.**

City Engineer Jim Monahan stated that the method of construction for the permanent Fire Station 21 located on Marsh Road is Construction Manager at Risk (CMAR). City Staff has selected McCree Design Builders, Inc. to perform these construction services along with the Engineer, Bentley Architects & Engineers, Inc. The work proposals for the CMAR Team will be brought to the Commission at a later date. Staff recommend approval.

Mayor Rees inquired of use of the plans for the last fire station the City built. There was discussion that this company designed those plans, and City Manager Williams noted that this station would be a different size and use.

Motion by Commissioner Sharman to approve Agreement for Construction Manager At Risk (CMAR) Services for Permanent Fire Station 21 to McCree Design Builders, Inc. Seconded by Commissioner Maciel and carried unanimously 5-0.

B. **Recommendation to approve FINAL PLAT for 13460 Lake Butler Boulevard (Winter Garden Cemetery Re-Plat)**

Planning Director Kelly Carson stated that this is a request for approval of the Winter Garden Cemetery re-plat and gave the location. She noted that this re-plat is a City request, which includes 137 cemetery blocks, internal streets and columbarium vaults. Staff has reviewed the application and recommends approval of the cemetery re-plat, subject to conditions.

Mayor Rees inquired and there was discussion on how long this would be thought to last as he read that 80 percent of funerals are now cremations. Ms. Carson gave information regarding the cemetery's current open spaces.

Motion by Commissioner Sharman to approve FINAL PLAT for 13460 Lake Butler Boulevard (Winter Garden Cemetery Re-Plat). Seconded by Commissioner Bennett and carried unanimously 5-0.

C. **Recommendation to approve SITE PLAN for 1504 Avalon Road, subject to conditions**

Planning Director Kelly Carson stated that this is a request for site plan approval for property located at 1504 Avalon Road. She noted the proposed site plan improvements, it being consistent with the future land use designation and planned commercial development (PCD) zoning regulations. Staff recommends approval of the site plan, subject to conditions.

Commissioner Mueller disclosed discussions with the applicant regarding their proposed plans.

Commissioner Maciel disclosed receiving a message and inquired if there were issues. Ms. Carson noted that there was phone discussion regarding potential changes to the end-user on the corner and this having been resolved as it was only discussion.

Commissioner Sharman disclosed discussions with the applicant regarding their proposed plans.

Commissioner Bennett inquired if there were a change, would it need to come back before the City Commission for consideration. Ms. Carson noted that it would need to go back through the entire process, which she described.

Motion by Commissioner Sharman to approve SITE PLAN for 1504 Avalon Road, subject to conditions. Seconded by Commissioner Mueller and carried unanimously 5-0.

D. Recommendation to approve SPECIAL EVENT – Sigma Cycling Consultant Charity Bike Tour at Veterans Park on Saturday, September 16, 2023 from 7:00 a.m. to 1:00 p.m.

Planning Director Kelly Carson stated that this is a special event request by Sigma Cycling Consultant to hold their annual Tour De Garden biking event on Saturday, September 16, 2023 from 7:00 a.m. to 1:00 p.m. She noted that this is the third year for the event and described the biking route. Ms. Carson noted that there would be no road closure and the proceeds would be donated to a non-profit organization. Staff has reviewed the application and recommend approval.

Motion by Commissioner Mueller to approve the Sigma Cycling Consultant Charity Bike Tour SPECIAL EVENT at Veterans Park on Saturday, September 16, 2023, from 7:00 a.m. to 1:00 p.m. Seconded by Commissioner Bennett and carried unanimously 5-0.

E. BOARD APPOINTMENTS: Planning and Zoning Board

Planning Director Kelly Carson stated that a vacancy has recently opened on the Planning and Zoning Board due to a member from District 4 resigning. She described the current board composition and recommended an appointment from District 2 or District 4. *This item was postponed until the next meeting.*

Dispensed as the City Commission and convened as the Community Redevelopment Agency (CRA) at 7:08 p.m.

Members Present: CRA Chairman John Rees and CRA Members Colin Sharman, Mark A. Maciel, Lisa L. Bennett, Ron Mueller, CRA Advisory Board Member Larry Cappleman and Orange County Appointee Charlie Mae Wilder

F. Recommendation to approve Murray Design Group to develop East Winter Garden Streetscape Conceptual Redesign Plan in the amount of \$65,540

Economic Development Director Marc Hutchinson stated that this item is the East Winter Garden Streetscape Conceptual Redesign Plan Proposal Agreement. He noted that staff selected and recommended, to the CRA Advisory Board, the Murray Design Group, a Landscape Architecture consultant, to perform conceptual redesign services for three targeted street locations in the East Winter Garden neighborhood. He described the plan design area and some of the redesign elements. Staff recommends approval of the contract proposal in the amount of \$65,540.

CRA Member Larry Cappleman noted that the CRA Advisory board was presented with the information provided by staff, they discussed the presented items and unanimously agreed with the strong recommendation for this contractor.

Motion by CRA Cappleman to approve Murray Design Group to develop East Winter Garden Streetscape Conceptual Redesign Plan in the amount of \$65,540. Seconded by CRA Member Charlie Mae Wilder and carried unanimously 7-0.

Adjourned as the Community Redevelopment Agency and reconvened as the City Commission at 7:11 p.m.

5. **MATTERS FROM PUBLIC**

Joseph Richardson, 220 N. Highland avenue, Winter Garden, Florida, voiced concerns regarding comments made at the last meeting regarding newly implemented media rules. He voiced comments regarding “wokeism”, noted that he identifies as what the majority knows as woke, and read a definition of the term.

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

7. **MATTERS FROM CITY MANAGER** – There were no items.

8. **MATTERS FROM MAYOR AND COMMISSIONERS**

Commissioner Maciel inquired of the status of timeframes for Dyson’s Plaza. City Manager Williams described some of the items in process such as the negotiation of the grant agreement, access, easements, parking agreements, and draft agreements and resolve of concerns with the Dyson family. Also discussed was the architectural designs, contractors, estimates and funding. Commissioner Maciel inquired of the streetscape timeframe. Economic Development Director Marc Hutchinson responded that this would be one and a half years to two years, conservatively. Also discussed was the right-of-way, landscape, utilities in an effort to accomplish the spaces needed and already owned by the City. There was discussion on the progress, the legacy funding, the process for certain improvements and delays in government procurement.

