



# CITY OF WINTER GARDEN

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## City Commission and Community Redevelopment Agency REGULAR MEETING MINUTES

October 26, 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

1. **APPROVAL OF MINUTES**

**Motion by Commissioner Mueller to approve regular meeting minutes of October 12, 2023, as submitted. Seconded by Commissioner Maciel and carried unanimously 5-0.**

2. **PRESENTATION**

A. **Proclamation 23-08:** Proclaiming Week of the Family was read by Mayor Rees and presented by the City Commission to Victoria Laney, who thanked the City of Winter Garden.

3. **REGULAR BUSINESS**

A. **Recommendation to approve purchase and renewal of new 5-year contract with Axon Enterprises Inc. for body camera video system in the amount of \$124,783.39**

Police Chief Steve Graham stated that the City is approaching the end of a 5-year contract with Axon for body camera video and storage in the cloud. He noted that this is for the next five years in the amount of \$124,783.39 each year. Furthermore, he shared that this is a budgeted item and recommended approval.

There was discussion on the cost, the vendor currently being the only source for local Police departments, efforts made to obtain a discounted price, and management and storage of the data.

**Motion by Commissioner Sharman to approve purchase and renewal of new 5-year contract with Axon Enterprises Inc. for body camera video system in the amount of \$124,783.39. Seconded by Commissioner Bennett and carried unanimously 5-0.**

B. Recommendation to approve purchase of Fusus system video and data collaboration platform in the amount of \$80,000

Police Chief Steve Graham stated that this was also a budgeted approved item, which allows the gathering of data footage for the City, placing them all in one platform. He shared how this technology would also allow the public to share their cameras with the Fusus system, if approved. He shared potential uses of the system and noted that this would obligate the City for a 3-year term.

Commissioner Mueller commented on the technology and its uses, especially considering the current news of an incident in Maine and applauds the use of the new AI technology.

**Motion by Commissioner Mueller to approve purchase of Fusus system video and data collaboration platform in the amount of \$80,000. Seconded by Commissioner Sharman and carried unanimously 5-0.**

C. Recommendation to approve purchase of new 3D Terrestrial Laser Scanner from Riegl in the amount of \$70,000

Police Chief Steve Graham informed that this is a 3D laser scanner typically used for mapping crime scenes and especially in instances of serious injury and traffic homicides. He noted that the City currently does not have a functioning unit, is in dire need, and that this unit would come from Riegl, a local company. He informed that this one would be a loaner unit while the City has one on order. He also shared how it would cut the time of road closures during investigations.

**Motion by Commissioner Sharman to approve purchase of new 3D Terrestrial Laser Scanner from Riegl in the amount of \$70,000. Seconded by Commissioner Mueller and carried unanimously 5-0.**

D. Recommendation to approve Request for Proposal (RFP 2023-FN-0001) rankings and award the Enterprise Resource Planning (ERP) Software and Implementation to BS&A

Finance Director Laura Zielonka stated that the City requested proposals and received eight responses for an ERP software and implementation program. Based on the review of the proposals, the selection committee determined that the highest ranked proposal was submitted by BS&A. Staff recommended awarding the contract to BS&A and authorize the City Manager to enter contract negotiations.

Commissioner Maciel inquired if this was on the cloud. Ms. Zielonka responded yes; the City is moving from server to the cloud.

**Motion by Commissioner Maciel to approve Request for Proposal (RFP 2023-FN-0001) rankings and award the Enterprise Resource Planning (ERP) Software and**

**Implementation to BS&A. Seconded by Commissioner Sharman and carried unanimously 5-0.**

- E. Recommendation to approve SITE PLAN for 1207 Daniels Road (Verax at Daniels Road), subject to conditions.

Planning Director Kelly Carson stated that this is a request for site plan approval for property located at 1207 Daniels Road. She noted that the location was formerly a mobile home park. Furthermore, she described the proposed plans for development, which include four single-story medical office buildings and other associated improvements. Ms. Carson noted that this proposal is consistent with the property's commercial future land use designation and C-2 zoning requirements. Staff recommended approval of the site plan. Furthermore, Ms. Carson noted an additional item of the applicant's agreement to modify the northern access point to right in and right out, due to concerns raised about that entrance's proximity to the intersection at Colonial Drive.

There was discussion on how the access point would be installed, its height, its locale, and design for emergency vehicle access.

**Motion by Commissioner Maciel to approve SITE PLAN for 1207 Daniels Road (Verax at Daniels Road), subject to conditions. Seconded by Commissioner Sharman and carried unanimously 5-0.**

- F. Recommendation to approve Purchase Order with Fausnight Stripe and Line for pavement marking services in the amount of \$63,841.61

City Engineer Jim Monahan listed the pavement marking locations in need of replacement and referred to maps which showed the areas on roadways where the pavement markings would be refurbished. He described that the work would include new centerline and edge striping, directional arrows, stop bars, cross walks, and reflective pavement markers. Staff recommended approval of the purchase order with Fausnight Stripe and Line for pavement marking services in the amount of \$63,841.61.

**Motion by Commissioner Mueller to approve Purchase Order with Fausnight Stripe and Line for pavement marking services in the amount of \$63,841.61. Seconded by Commissioner Bennett and carried unanimously 5-0.**

- G. Recommendation to award Purchase Order to Dale Beasley Construction to replace piping and backflow preventors on Lift Station 23 in the amount of \$249,546.83

City Engineer Jim Monahan stated that the existing lift station piping at Lift Station 23 has two backflow preventors outside the wet well that need replacement. He spoke of the existing piping and the two backflows, which need replacement due to age and the corrosive environment of wastewater. Furthermore, he stated that Lift Station 23 is a

regional station and cannot be shut down and would need to be placed in bypass while the work is being completed. Staff recommends approval of awarding a purchase order to Dale Beasley Construction in the amount of \$249,546.83.

There was discussion on the PVC piping to be used, any related impacts to the residents on Crest Avenue, and chemicals used for the reduction of any odors.

**Motion by Commissioner Sharman to approve Purchase Order to Dale Beasley Construction to replace piping and backflow preventors on Lift Station 23 in the amount of \$249,546.83. Seconded by Commissioner Mueller and carried unanimously 5-0.**

- H. Recommendation to approve SPECIAL EVENT – Holiday Market at Downtown Winter Garden on Saturday, December 2, 2023, from 1:00 – 4:00 p.m.

Economic Development Director Marc Hutchinson stated that this is the second year for the downtown holiday market event. He described the event, merchants and vendor activities and their locations. Staff recommended approval.

**Motion by Commissioner Bennett to approve SPECIAL EVENT for Holiday Market at Downtown Winter Garden on Saturday, December 2, 2023, from 1:00 – 4:00 p.m. Seconded by Commissioner Mueller and carried unanimously 5-0.**

- I. Recommendation to approve SPECIAL EVENT – Small Business Saturday on November 25, 2023

Economic Development Director Marc Hutchinson explained that Small Business Saturday is promoted to encourage small mom and pop businesses throughout the nation. He described the event, the locations, activities, and times.

**Motion by Commissioner Bennett to approve the SPECIAL EVENT for Small Business Saturday on November 25, 2023. Seconded by Commissioner Maciel and carried unanimously 5-0.**

*Dispensed as the City Commission and convene as the Community Redevelopment Agency (CRA) at 6:48 p.m.*

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

- J. Recommendation to approve and authorize City Manager to execute an agreement with the Black Business Community Development Corporation to provide Housing

Rehabilitation Grant Administration and Construction Services in an amount not to exceed \$240,000

Economic Development Director Marc Hutchinson stated that the CRA budget fund has been committed to the legacy fund also known as the East Winter Garden Housing rehabilitation grant initiative. He noted that the City requested proposals, three were evaluated and ranked by the City's staff selection committee. Furthermore, he noted that the Black Business Community Development Corporation (BBCDC) prevailed as the most suitable responsible bidder for the required role of providing grant administration and construction management. The housing rehabilitation grant would provide 15 – 20 East Winter Garden homeowners internal and external housing improvements. Mr. Hutchinson noted that the Black Business Community Development Corporation proposal cost for grant administration and construction services is in an amount not to exceed \$240,000. Staff recommends approval.

CRA Member Cappleman spoke of hearing that the approval was unanimous by the CRA Advisory Board. He mentioned the use of some of the City's Legacy funding to later be used for some houses outside of the CRA, expressing that this would be rehabilitation without gentrification.

**Motion by CRA Member Larry Cappleman approve and authorize City Manager to execute an agreement with the Black Business Community Development Corporation to provide Housing Rehabilitation Grant Administration and Construction Services in an amount not to exceed \$240,000. Seconded by CRA Member Charlie Mae Wilder and carried unanimously 7-0.**

K. BOARD APPOINTMENT: Community Redevelopment Agency Advisory Board (CRAAB)

Economic Development Director Marc Hutchinson stated that there is one vacant seat on the CRA Advisory Board. He noted that current applicants were reviewed and the CRAAB board recommended Ms. Carmen Horne, who is a resident of the East Winter Garden neighborhood and within the CRA boundaries. Staff recommends appointment of Carmen Horne.

There was discussion on the candidate and the unanimous vote by the CRA Advisory Board.

**Motion by CRA Member Charlie Mae Wilder to appoint Carmen Horne to the Community Redevelopment Agency Advisory Board. Seconded by CRA Member Larry Cappleman and carried unanimously 7-0.**

*Adjourned as the Community Redevelopment Agency and reconvened as the City Commission at 6:53 p.m.*

4. **MATTERS FROM PUBLIC** – There were no items.

5. **MATTERS FROM CITY ATTORNEY**

City Attorney A. Kurt Ardaman informed the City Commission of an update to the challenge lawsuit filed by Ms. Anne Bingler (horse farm) with respect to a prior City Commission decision. He mentioned a court filing to show cause, which would require a response from the City. Mr. Ardaman stated that he wanted the City Commission to know the response was in process.

6. **MATTERS FROM CITY MANAGER**

A. Recommendation to cancel regular City Commission meetings for November 23, 2023, and December 28, 2023

City Manager Jon C. Williams recommended cancellation of the November 23, 2023, and December 28, 2023, City Commission meetings due to the holidays.

**Motion by Commissioner Mueller to cancel regular City Commission meetings for November 23, 2023, and December 28, 2023. Seconded by Commissioner Maciel and carried unanimously 5-0.**

• Installation of Speed Cushion West Bay Street

City Manager Jon C. Williams informed the City Commission of the installation of speed cushions on West Bay Street on Monday and Tuesday near Evergreen Apartments and the Public Services location. He noted various methods of public noticing and spoke of some of the traffic monitoring that had been done in the area.

• Upcoming Events

City Manager Jon C. Williams listed some of the upcoming events within the City.

7. **MATTERS FROM MAYOR AND CITY COMMISSION**

**Commissioner Sharman** thanked the City and staff for their efforts, noting that we are almost at the end of the Marsh Road project. He specifically thanked former City Manager Mike Bollhoefer and current City Manager Jon C. Williams.

**Commissioner Maciel** thanked Economic Development Director Marc Hutchinson for doing a great job in community development in East Winter Garden and commended him on his great responsiveness to the residents.

Commissioner Maciel inquired of the BBCDC and its evaluation team. City Manager Jon C. Williams explained the process and noted that part of this would be the development of an application process, a committee review, inspection, and development of grant documents. Mr. Williams recognized the BBCDC President, Inez Long, who was in attendance and

