



CITY OF WINTER GARDEN

CITY COMMISSION REGULAR MEETING MINUTES

October 9, 2013

A **REGULAR MEETING** of the Winter Garden City Commission was called to order by Mayor Rees at 6:30 p.m. at City Hall, 300 West Plant Street, Winter Garden, Florida. The invocation and Pledge of Allegiance were given.

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

Also Present: City Manager Mike Bollhoefer, City Attorney Kurt Ardaman, Assistant City Clerk Angee Grimmage, Assistant to City Manager – Administrative Services Frank Gilbert, Assistant to City Manager – Public Services Don Cochran, Community Development Director Ed Williams, Finance Director Laura Zielonka, Fire Chief John Williamson, Police Chief George Brennan, Economic Development Director Tanja Gerhartz, Recreation Director Jay Conn, Orlando Sentinel Report Stephen Hudak, and West Orange Times Reporter Peter M. Gordon

1. **APPROVAL OF MINUTES**

Motion by Commissioner Olszewski to approve the regular meeting minutes of September 26, 2013 as submitted. Seconded by Commissioner Sharman and carried unanimously 5-0.

2. **PUBLIC HEARING MATTER**

Appeal by the School Board of Orange County, Florida of the August 5, 2013 conditional approval of a preliminary plat for the proposed 140 single-family lot Crooked Lake Preserve Subdivision by the City of Winter Garden Planning and Zoning Board

City Attorney Ardaman stated that within the last hour an agreement reached primarily between the developer and Orange County Public School Board (OCPS). He noted that the City was requested to be a party to the agreement by OCPS in relation to all building permit matters. All of the money issues for concurrency, litigation, capacity for the school and surrounding areas have all been worked out between the developer and the school system. They are both satisfied with this agreement. Mr. Ardaman noted that there was one change he suggested to OCPS and the developer; Section 25, pertaining to attorney fees. He noted that he and the City Manager did not want, in the event of any litigation involving this agreement, to allow the prevailing party to recover their fees and costs from the other party; both parties agreed. He noted that the redlined language is in Section 25 of both agreements and he recommended approval for the School Concurrency Mitigation Agreement for WG-13-006 and the School Mitigation Agreement for Capacity Enhancement WG-13-002.

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

Motion by Commissioner Sharman to approve Mitigation Agreement WG-13-002 and WG-13-006 with changes as instructed by City Attorney Ardaman. Seconded by Commissioner Buchanan and carried unanimously 5-0.

3. **REGULAR BUSINESS**

A. **Recommendation to approve the Request for Qualifications submitted by Walker Parking Consultants, design criteria specialists, for a downtown parking garage**

City Manager Bollhoefer recognized Community Development Director Williams to give a PowerPoint presentation on parking garages in hopes that staff's additional analysis would answer any public and/or City Commission's questions and concerns. (*See attached Exhibit A*)

Mr. Williams explained why he recommends the city construct one or two parking garages to meet parking demands for downtown. He spoke of structured parking and how it is a more efficient use of land than the surface parking lots. He noted that the land that would have been used for surface lots then becomes available for other uses. He shared that for LEED certification for downtowns, you can't have more than 20 percent of your downtown as surface lots. We are slightly above that figure and we will go just below that figure as a couple of lots are developed for building purposes. He went on to explain the impact parking structures typically have in cities.

Mr. Williams noted a universal objection shared with him was they felt a parking garage does not fit the historic character of the City. He pointed out that recent projects were designed and built with a great deal of sensitivity to the character of the neighborhood where they were located. The second biggest concern was safety. This can be addressed through lighting stairways, open or visible stairways, security patrols, call boxes, and closed circuit cameras, that will be reflected in the upcoming exhibits he will present.

Mr. Williams stated that at our last meeting a consultant was authorized to assist with gathering criteria for parking garages that would fit the area and still meet the needs for parking. He asked the City Commission to review tonight's presentation and in the very near future narrow it down to one preferred site so that the consultant can work on the design.

Mr. Williams stated that staff has spent quite some time on the site selection evaluation and he would give a summarization of that information. He noted that one site was superior to the others but would not criticize the other two sites as they may be needed in the future and have potential.

Mr. Williams began the PowerPoint presentation and pointed out staff's findings through research of the current downtown parking and access points.

City Manager Bollhoefer recommended hiring a firm to draw up the design criteria for the building of the parking garage. Mayor Rees expressed that the firm would need to know the location of the site. There was discussion on the decision not being required at tonight's meeting.

Commissioner Sharman inquired of the City's options during the loss of parking spaces due to construction. Mr. Williams noted that typically City Hall [*parking*] is not utilized as much as it should. City vehicles could be moved to the ball field area. We may have to use a shuttle between that lot and baseball fields to get sufficient parking. Mr. Bollhoefer added that the shuttle could be used for all extra parking locations during construction that he anticipates will be four to five months maximum.

Commissioner Olszewski asked about the cost and Mr. Williams shared that \$6 million dollars has been budgeted through the CRA (Community Redevelopment Agency) and shared there would be some additional costs such as bricking Tremaine Street. Mr. Bollhoefer noted that the addition of amenities would increase the cost of the structure.

Mayor Rees asked if a weighted average was done because when he looks at Average Weekday Utilization sheet it shows 17 percent of 47 spaces and 13 percent of 192 spaces; rarely does he see we are at 100 percent anywhere. Mr. Williams responded that this was not used for the purpose of ranking which was the better location. Staff was trying to get a feel for the demand and better understanding of when we lose the other two lots to development.

Mr. Bollhoefer shared that staff will provide the City Commission with how the averages were calculated to aid them with their decision making.

Commissioner Makin asked about the total proposed square footage. Mr. Williams responded that staff is trying to get between 600 and 700 spaces. We currently have 393 surface spaces.

Commissioner Olszewski noted he is on record that he has not seen a problem getting parking spaces, outside a special event. It has been sold to the City Commission that we can't do anything that would cause someone come and feel negative about Winter Garden, and then not come back. If we are going to make this investment, we should be sure we have the ability to have other lots available. If a development comes in that will have residential and commercial with a parking garage, he thinks it would behoove us to partner with them to create ample parking. He wants to make sure we are not losing the downtown integrity, businesses, and charm.

Mr. Bollhoefer shared some of the projects and proposed projects coming in and related parking impacts.

Commissioner Sharman spoke of the cost of doing nothing and suggested that the parking garage be built before the businesses come in, as they inevitably will.

Commissioner Buchanan spoke of utilizing the land that is already owned by the City and noted that there hasn't been a development that did not hurt until it was built including Highway 50. He thinks the businesses are established with enough business that they will carry for five to six months to get the parking garage open and they will be appreciative.

Mr. Bollhoefer noted that only one firm submitted a proposal and that the references for the firm have been checked; they have a very good reputation.

Commissioner Olszewski stated that it is important that the City Commission is doing its due diligence and putting it in the right location.

Motion by Commissioner Sharman to approve hiring Walker Parking Consultants to design a downtown parking garage. Seconded by Commissioner Olszewski and carried unanimously 5-0.

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

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

6. **MATTERS FROM CITY MANAGER**

Community Relations Manager Vaughn announced the next Art in Public Places exhibit which will be called Red Chair Visits reception will be on October 24, 2013 at 5:30 p.m. until 7:00 p.m.

Ms. Vaughn announced that the Relay for Life season will kick off next Wednesday at Tanner Hall at 6:00 p.m. to sign up teams. She noted that the campaign will be about super heroes and our phrase is "Never fear, relays are here". She noted that April 25 and 26, 2014 will be the Relay for Life event.

7. **MATTERS FROM MAYOR AND COMMISSIONERS**

Commissioner Makin expressed that he attended MusicFest both nights and was happy it did not rain. It was a great event that was packed with people.

Commissioner Buchanan stated that he also attended MusicFest and both nights were absolutely fabulous; it was crowded and there were no complaints. Everyone had a great time.

Commissioner Olszewski stated that this was an outstanding job by the City staff and Winter Garden Heritage Foundation for hosting this great event [*MusicFest*] that brought a lot of people to the City.

Commissioner Olszewski announced the East Winter Garden Community Development Corporation's annual black tie gala will be held at Tanner Hall. He noted that a table was budgeted and asked to make the purchase for the event held on November 15, 2013.

Motion by Commissioner Olszewski to approve the purchase of a table at the East Winter Garden Community Development Black Tie Gala fundraiser. Seconded by Commissioner Sharman and carried unanimously 5-0.

Commissioner Sharman was thankful there was no rain for the MusicFest event.

The meeting adjourned at 7:26 p.m.

APPROVED:

_____/S/_____
Mayor John Rees

ATTEST:

_____/S/_____
Assistant City Clerk Angee Grimmage, CMC