



CITY OF WINTER GARDEN

CITY COMMISSION REGULAR MEETING MINUTES

April 24, 2014

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 and Colin Sharman

Absent: Commissioner Robert Olszewski

Also Present: City Manager Mike Bollhoefer, City Attorney Kurt Ardaman, City Clerk Kathy Golden, Assistant City Manager - Public Services Don Cochran, Assistant City Manager - Administrative Services Frank Gilbert, Community Development Director Ed Williams, Finance Director Laura Zielonka, Fire Chief Matt McGrew, Police Chief George Brennan, Economic Development Director Tanja Gerhartz, Recreation Director Jay Conn, and West Orange Times Reporter Peter M. Gordon

1. **APPROVAL OF MINUTES**

Motion by Commissioner Makin to approve regular meeting minutes of April 10, 2014, as submitted. Seconded by Commissioner Buchanan and carried unanimously 4-0.

2. **OATHS OF OFFICE AND INTRODUCTION OF NEW OFFICERS**

Police Chief Brennan introduced and administered the oath of office to officers Andrew Raphael, Rajiv Lal, Leigh Mathisen, Justin Smyth, Keith McClellan, and Jason McSpadden

3. **REGULAR BUSINESS**

A. **Recommendation to approve bids and award contract for 9th Street Gravity Sewer Improvements Project to Morris & Associates to include a ten percent contingency, which brings the total contract amount to \$658,885.15**

Assistant City Manager – Public Services Cochran gave a brief background on this project. He stated that this project will take the existing sewer line from the [9th Street] lift station to the south of the Story Road intersection. The sewer pipe is in the north bound lane, and therefore, during construction there will be times when there will be one lane with flaggers. In some places, there will be a temporary lane on the west side of the street.

Bids were received with Morris & Associates being the lowest bidder at \$598,986.50. Their thirty references were checked and all came back with positive comments. Staff recommends including a ten percent contingency. Mayor Rees asked how long the

project would take. Mr. Cochran responded about 120 days. Commissioner Sharman expressed that he like the bid sheet format.

Motion by Commissioner Buchanan to approve bid and award contract for 9th Street Gravity Sewer Improvements Project to Morris & Associates to include a ten percent contingency, which brings the total contract amount to \$658,885.15. Seconded by Commissioner Sharman and carried unanimously 4-0.

B. Recommendation to approve bids and award contract for Fullers Cross Road 16-inch Potable Water Main Extension project to include a ten percent contingency, which brings the total contract amount to \$474,928.30

Assistant City Manager – Public Services Cochran stated this project will mostly be a directional drill with digging where the bore pits are. This will help because of the narrow road at this location. Bore Hawg, Inc. was the low bidder at \$431,753.00. Positive recommendations were received about the work the contractor has performed. Mayor Rees asked what would be the cost difference between directional boring and digging. Mr. Cochran responded it may save a little money. Commissioner Makin asked why we are going at this in different directions. Mr. Cochran responded it is because of avoiding the utility lines. He noted there are two more phases in future years to get this 16 inch line tied to the Fuller's Cross water treatment plant. Commissioner Buchanan asked how often the ten percent contingency is used. Mr. Cochran explained it is very rare that it is not used but we don't always use all ten percent. City Manager Bollhoefer assured the City Commission that every change order is scrutinized.

Motion by Commissioner Makin to approve bids and award contract for Fullers Cross Road 16-inch Potable Water Main Extension project to include a ten percent contingency, which brings the total contract amount to \$474,928.30. Seconded by Commissioner Sharman and carried unanimously 4-0.

C. Recommendation to approve Change Order for Ortega Industrial Contractors in the amount of \$19,870.00 for extending and connecting the Trunk Line C reuse line to the Wastewater Treatment Plant

Assistant City Manager – Public Services Cochran stated the reason for the change order is because about 400 feet of pipe, in the original phase, was not connected to the wastewater plant. The current contractor, Ortega Industrial Contractors, has agreed to correct the situation at a cost of about \$55 a foot for a total of \$19,870.00. Twelve inch pipe usually costs us about \$65 a foot so we are getting a very good price.

Motion by Commissioner Sharman to approve Change Order for Ortega Industrial Contractors in the amount of \$19,870.00 for extending and connecting the Trunk Line C reuse line to the Wastewater Treatment Plant. Seconded by Commissioner Buchanan and carried unanimously 4-0.

Note: Items 3.D and Item 3.E were addressed in reverse order and acted upon at the same time.

- D. **Recommendation to approve the new Facility Sublicense Agreement between the City of Winter Garden and the District Board of Trustees of Valencia College to allow Winter Garden to use the facility at the Mid Florida Tech campus**
- E. **Recommendation to approve an Interlocal Agreement between the City of Winter Garden and the Central Florida Fire Consortium**

Fire Chief McGrew stated it is essential for Winter Garden Fire Rescue Department to be associated with a certified fire training academy and an educational provider. The documents provided represent the transition from our previous technical education provider to the new provider which is Valencia College.

The first document is the Interlocal Agreement that revises a prior agreement in 2005. The name is being changed at the request of Valencia College since they will be taking on the role of the fire academy. It also updates the list of participating agencies and the responsibilities. The second document is the sublicense agreement with Valencia College that gives all the participating agencies permission to enter and use the training facility at Mid Florida Tech. This document is necessary because it will take Valencia College several years to fund and build an academy. This allows Winter Garden to continue to use the existing training location for up to ten years. Approval was recommended.

Motion by Commissioner Buchanan to approve an Interlocal Agreement between the City of Winter Garden and the Central Florida Fire Consortium and approve the new Facility Sublicense Agreement between the City of Winter Garden and the District Board of Trustees of Valencia College to allow Winter Garden to use the facility at the Mid Florida Tech campus. Seconded by Commissioner Sharman and carried unanimously 4-0.

4. **MATTERS FROM PUBLIC** – There was none.
5. **MATTERS FROM CITY ATTORNEY** – There was none.
6. **MATTERS FROM CITY MANAGER**
- Shared that staff has painted the curb in front of the Subway on State Road 50. In addition, reflectors have been ordered and will be installed by staff. There has been no response yet from the State [Florida Department of Transportation].
 - Advised that the homeowner's association, at the southeast corner of Boyd and Division Streets, have given their okay for us to remove the hedges blocking motorist's view of oncoming traffic.
7. **MATTERS FROM MAYOR AND COMMISSIONERS** – There was none.

The meeting adjourned at 7:03 p.m.

APPROVED:

_____/S/_____
Mayor John Rees

ATTEST:

_____/S/_____
City Clerk Kathy Golden, CMC