



# CITY OF WINTER GARDEN

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## CITY COMMISSION REGULAR MEETING MINUTES

December 10, 2015

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. An Opening Invocation and Pledge of Allegiance were given.

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

**Absent:** Commissioner Colin Sharman

**Also Present:** City Manager Mike Bollhoefer, City Attorney Kurt Ardaman, City Clerk Kathy Golden, Assistant City Manager of Administrative Services Frank Gilbert, Community Development Director Ed Williams, Economic Development Director Tanja Gerhartz, Finance Director Laura Zielonka, Fire Chief Matt McGrew, Police Chief George Brennan, and Community Development Manager Stephen Pash

### 1. **APPROVAL OF MINUTES**

**Motion by Commissioner Makin to approve the workshop minutes of November 12, 2015, and regular meeting minutes of November 12, 2015 as submitted. Seconded by Commissioner Olszewski and carried unanimously 4-0.**

### 2. **FIRST READING AND PUBLIC HEARING OF PROPOSED ORDINANCES**

A. **Ordinance 15-31:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.22 ± ACRES LOCATED AT 360 WEST STORY ROAD ON THE SOUTHWEST CORNER OF WEST STORY ROAD AND BURCH AVENUE INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

B. **Ordinance 15-32:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.22 ± ACRES LOCATED AT 360 WEST STORY ROAD ON THE SOUTHWEST CORNER OF WEST STORY ROAD AND BURCH AVENUE FROM ORANGE COUNTY LOW DENSITY RESIDENTIAL TO CITY LOW DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

C. **Ordinance 15-33:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.22 ± ACRES LOCATED AT 360 WEST

STORY ROAD ON THE SOUTHWEST CORNER OF WEST STORY ROAD AND BURCH AVENUE FROM ORANGE COUNTY R-2 RESIDENTIAL DISTRICT TO CITY R-2 RESIDENTIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 15-31, 15-32, and 15-33 by title only. Community Development Manager Pash stated that this is a voluntary annexation of a single family lot located at the southwest corner of Story Road and Burch Avenue. They have requested annexation, a low density residential land use designation, as well as R-2 zoning. Staff has reviewed it and recommends approval of Ordinances 15-31, 15-32, and 15-33.

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

**Motion by Commissioner Makin to approve Ordinances 15-31, 15-32, and 15-33 with the second reading and public hearing being scheduled for January 14, 2016. Seconded by Commissioner Olszewski and carried unanimously 4-0.**

- D. **Ordinance 16-01:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.209 ± ACRES LOCATED AT 830 BURCH AVENUE ON THE NORTHWEST CORNER OF BURCH AVENUE AND JACKSON STREET INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- E. **Ordinance 16-02:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.209 ± ACRES LOCATED AT 830 BURCH AVENUE ON THE NORTHWEST CORNER OF BURCH AVENUE AND JACKSON STREET FROM ORANGE COUNTY LOW DENSITY RESIDENTIAL TO CITY LOW DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- F. **Ordinance 16-03:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.209 ± ACRES LOCATED AT 830 BURCH AVENUE NORTHWEST CORNER OF BURCH AVENUE AND JACKSON STREET, FROM ORANGE COUNTY R-2 RESIDENTIAL DISTRICT TO CITY R-2 RESIDENTIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 16-01, 16-02, and 16-03 by title only. Community Development Manager Pash stated that this is a voluntary annexation of another single family lot in the same neighborhood. They are requesting low density

residential land use designation, and R-2 zoning. Staff recommends approval of Ordinances 16-01, 16-02, and 16-03.

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

**Motion by Commissioner Olszewski to approve Ordinances 16-01, 16-02, and 16-03 with the second reading and public hearing being scheduled for January 14, 2016. Seconded by Commissioner Makin and carried unanimously 4-0.**

- G. **Ordinance 16-04:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, REZONING APPROXIMATELY 6.09 ± ACRES OF CERTAIN REAL PROPERTY GENERALLY LOCATED AT THE NORTHWEST CORNER OF WEST COLONIAL DRIVE (STATE ROAD 50) AND SOUTH DILLARD STREET FROM C-2 (ARTERIAL COMMERCIAL DISTRICT) TO PCD (PLANNED COMMERCIAL DEVELOPMENT); PROVIDING FOR CERTAIN PCD REQUIREMENTS; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE. (*Dillard and 50 PCD*)

City Attorney Ardaman read Ordinance 16-04 by title only. Community Development Manager Pash stated that this property is located at the northwest corner of South Dillard Street and West Colonial Drive. He noted that there was a demolition of dilapidated buildings on the property and the owners are now requesting rezoning of the property to PCD. He stated that they will build a WaWa convenience store, as well as a Wendy's with a drive thru, and a Culver's restaurant. There will be two other lots that currently do not have any perspective tenants. The PCD will allow them to be retail, office, or perhaps another hotel. This has been reviewed; each individual site will be required to go through a site plan review. Staff recommends approval of the PCD Ordinance 16-04, subject to conditions.

Mayor Rees expressed his thoughts on the project as being less than impressive with it being at the entrance of Dillard and State Road 50 and he had hoped for something a little more upscale.

Commissioner Makin agreed with the Mayor's comments and stated that he too envisioned the demolition of the old hotel and another being built to replace it. He asked if any hotels have approached the City in this regard. City Manager Bollhoefer responded that staff has been working with the developer and have met with several groups and are still working on a hotel. He explained that none of the hotels wanted to front onto State Road 50 but want to be located in the back. The goal is a 100 bed hotel at the largest and 80 bed is the smallest.

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

**Motion by Commissioner Buchanan to approve Ordinance 16-04 with the second reading and public hearing being scheduled for January 14, 2016. Seconded by Commissioner Makin and carried unanimously 4-0.**

- H. **Ordinance 16-05**: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.45 ± ACRES LOCATED AT 882 MAGNOLIA STREET ON THE SOUTHEAST CORNER OF MAGNOLIA STREET AND BEULAH ROAD INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- I. **Ordinance 16-06**: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.45 ± ACRES LOCATED AT 882 MAGNOLIA STREET ON THE SOUTHEAST CORNER OF MAGNOLIA STREET AND BEULAH ROAD FROM ORANGE COUNTY LOW DENSITY RESIDENTIAL TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- J. **Ordinance 16-07**: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.45 ± ACRES LOCATED AT 882 MAGNOLIA STREET ON THE SOUTHEAST CORNER OF MAGNOLIA STREET AND BEULAH ROAD FROM ORANGE COUNTY R-2 RESIDENTIAL DISTRICT TO CITY C-2 ARTERIAL COMMERCIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 16-05, 16-06, and 16-07 by title only. Community Development Manager Pash stated that this is another voluntary annexation requested by the owners. They would like to annex to a commercial future land use district and a zoning district of C-2. Staff has reviewed it and recommends approval of Ordinances 16-05, 16-06, and 16-07.

Commissioner Olszewski sought clarification on the zoning and voiced concerns of a commercial use in a residential area. Mr. Pash noted that the property is surrounded on the north, east, and south, by commercial and industrial properties. He explained that staff views Beulah Road as the separation between the residential and the commercial.

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

**Motion by Commissioner Buchanan to approve Ordinances 16-05, 16-06, and 16-07 with the second reading and public hearing being scheduled for January 14, 2016. Seconded by Commissioner Olszewski and carried unanimously 4-0.**

- K. **Ordinance 16-08:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.34 ± ACRES LOCATED AT 883 MAGNOLIA STREET ON THE NORTH SIDE OF MAGNOLIA STREET, WEST OF GILLARD AVENUE AND EAST OF BEULAH ROAD INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- L. **Ordinance 16-09:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.34 ± ACRES LOCATED AT 883 MAGNOLIA STREET ON THE NORTH SIDE OF MAGNOLIA STREET, WEST OF GILLARD AVENUE AND EAST OF BEULAH ROAD FROM ORANGE COUNTY COMMERCIAL TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- M. **Ordinance 16-10:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.34 ± ACRES LOCATED AT 883 MAGNOLIA STREET ON THE NORTH SIDE OF MAGNOLIA STREET, WEST OF GILLARD AVENUE AND EAST OF BEULAH ROAD FROM ORANGE COUNTY C-3 WHOLESALE COMMERCIAL DISTRICT TO CITY C-2 ARTERIAL COMMERCIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 16-08, 16-09, and 16-10 by title only. Community Development Manager Pash stated that this is another voluntary annexation requested by the owners. These are the same owners as the previous property. They have requested C-2 zoning and commercial land use designation. Staff has reviewed it and recommends approval of Ordinances 16-08, 16-09, and 16-10.

Commissioner Makin addressed zoning differences from Orange County C-3 to City C-2. Mr. Pash responded that they are similar.

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

**Motion by Commissioner Buchanan to approve Ordinances 16-08, 16-09, and 16-10 with the second reading and public hearing being scheduled for January 14, 2016. Seconded by Commissioner Makin and carried unanimously 4-0.**

- N. **Ordinance 16-11:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.17 ± ACRES LOCATED AT 873 MAGNOLIA STREET ON THE NORTH SIDE OF MAGNOLIA STREET, WEST OF GILLARD AVENUE AND EAST OF BEULAH ROAD INTO THE

CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

- O. **Ordinance 16-12:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.17 ± ACRES LOCATED AT 873 MAGNOLIA STREET ON THE NORTH SIDE OF MAGNOLIA STREET, WEST OF GILLARD AVENUE AND EAST OF BEULAH ROAD FROM ORANGE COUNTY COMMERCIAL TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- P. **Ordinance 16-13:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.17 ± ACRES LOCATED AT 873 MAGNOLIA STREET ON THE NORTH SIDE OF MAGNOLIA STREET, WEST OF GILLARD AVENUE AND EAST OF BEULAH ROAD FROM ORANGE COUNTY C-3 WHOLESALE COMMERCIAL DISTRICT TO CITY C-2 ARTERIAL COMMERCIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 16-11, 16-12, and 16-13 by title only. Community Development Manager Pash stated that this is another voluntary annexation requested by the previous property owners. They are requesting C-2 zoning and commercial land use designation. Staff has reviewed it and recommends approval of the ordinances.

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

**Motion by Commissioner Olszewski to approve Ordinances 16-11, 16-12, and 16-13 with the second reading and public hearing being scheduled for January 14, 2016. Seconded by Commissioner Makin and carried unanimously 4-0.**

- Q. **Ordinance 16-14:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.18 ± ACRES LOCATED AT 1211 BEULAH ROAD ON THE EAST SIDE OF BEULAH ROAD, SOUTH OF MAGNOLIA STREET AND NORTH OF PALM AVENUE INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE
- R. **Ordinance 16-15:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.18 ± ACRES LOCATED AT 1211 BEULAH ROAD ON THE EAST SIDE OF BEULAH ROAD, SOUTH OF MAGNOLIA

STREET AND NORTH OF PALM AVENUE FROM ORANGE COUNTY LOW DENSITY RESIDENTIAL TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

- S. **Ordinance 16-16:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.18 ± ACRES LOCATED AT 1211 BEULAH ROAD ON THE EAST SIDE OF BEULAH ROAD, SOUTH OF MAGNOLIA STREET AND NORTH OF PALM AVENUE FROM ORANGE COUNTY R-1 SINGLE FAMILY DWELLING DISTRICT TO CITY C-2 ARTERIAL COMMERCIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 16-14, 16-15, and 16-16 by title only. Community Development Manager Pash stated that this is the same owner with another voluntary annexation, who is requesting C-2 zoning and commercial land use designation. Staff has reviewed it and recommends approval of the ordinances.

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

**Motion by Commissioner Olszewski to approve Ordinances 16-14, 16-15, and 16-16 with the second reading and public hearing being scheduled for January 14, 2016. Seconded by Commissioner Buchanan and carried unanimously 4-0.**

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

- A. **Ordinance 15-70:** AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING SECTION 102-92 OF CHAPTER 102 OF THE CODE OF ORDINANCES OF THE CITY OF WINTER GARDEN TO PROVIDE A MORE RESTRICTIVE SPECIAL EXCEPTION PROCESS GRANTING AUTHORITY TO THE CITY COMMISSION TO PERFORM THE SPECIAL EXCEPTION REVIEW; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE

City Attorney Ardaman read Ordinance 15-70 by title only. Community Development Manager Pash stated that this is an amendment to Chapter 102 that adds more restrictive special exception requirements on digital billboards. This item designates granting authority to the City Commission. Staff recommends approval of Ordinance 15-70.

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

**Motion by Commissioner Buchanan to adopt Ordinance 15-70. Seconded by Commissioner Olszewski and carried unanimously 4-0.**

4. **REGULAR BUSINESS**

A. **Recommendation to approve agreement with Clear Channel Outdoor, Inc. to remove two billboards at 35 S. Dillard Street and construct a new double-faced digital billboard at 13394 W. Colonial Drive, subject to approval of a Special Exception**

Community Development Manager Pash stated that this is an agreement requested by Clear Channel Outdoor, Inc. so that they can build a new digital billboard at 13394 W. Colonial Drive. He noted that a revised agreement was distributed to the City Commission that adds a condition that no "V" shaped billboards can be constructed. The panels would be parallel to each other. The agreement requires that Clear Channel remove the two existing billboards; one located at 35 S. Dillard Street and one existing billboard on the subject property at 13394 W. Colonial Drive to be replaced with a digital billboard at 378 square feet. Staff recommends approval of the agreement with the stated conditions.

There was discussion on the billboard size and brightness.

**Motion by Commissioner Olszewski to approve an agreement with Clear Channel Outdoor, Inc. to remove two billboards at 35 S. Dillard Street and construct a new double-faced digital billboard at 13394 W. Colonial Drive, subject to approval of a Special Exception. Seconded by Commissioner Buchanan and carried unanimously 4-0.**

B. **Recommendation to approve Special Exception request, subject to conditions and the agreement, by Clear Channel Outdoor, Inc. to install a new digital billboard at 13394 W. Colonial Drive**

Community Development Manager Pash stated that this is the special exception request for the same billboard. Staff has reviewed the application and submitted a written staff report that states it is in compliance with the code requirements and that it meets all the standards. Staff recommends approval of the special exception, subject to the conditions of the relocation and reconstruction, as well as the conditions of the staff report as submitted.

Commissioner Buchanan asked about the timeframe. Mr. Pash responded that it is supposed to be completed in 30 days.

Mayor Rees opened this item for public comment.

James L. Hall, 375 Grove Court, Winter Garden, Florida, asked if the digital sign advertisements would be animated. Mr. Pash responded it would be lights only; no animation.

Mayor Rees closed the public comment.



**Motion by Commissioner Olszewski to approve a special exception request, subject to conditions in the agreement, by Clear Channel Outdoor, Inc. to install a new digital billboard at 13394 W. Colonial Drive. Seconded by Commissioner Buchanan and carried unanimously 4-0.**

**C. Recommendation to approve Final Plat for Oakland Park Phase 4A**

Community Development Manager Pash stated that this is the final plat for 100 lots in the single family subdivision of Oakland Park. There are a variety of lots in this phase that range from 45 to 80 feet wide and 100 to 130 feet deep. He noted that the plat is consistent with the approved Planned Unit Development. The Development Review Committee (DRC) has reviewed everything and found everything in compliance. Plat approval is recommended.

**Motion by Commissioner Buchanan to approve the Final Plat for Oakland Park Phase 4A. Seconded by Commissioner Makin and carried unanimously 4-0.**

**D. Recommendation to approve Oakland Park Phase 4A Right-of-Way Maintenance Agreement**

Community Development Manager Pash stated that this is the Right-of-Way Maintenance Agreement for Phase 4A of Oakland Park Subdivision, which will allow the developers to install landscaping, irrigation, and do all maintenance so the City is not responsible. Staff recommends approval.

**Motion by Commissioner Makin to approve an Oakland Park Phase 4A Right-of-Way Maintenance Agreement. Seconded by Commissioner Buchanan and carried unanimously 4-0.**

**E. Recommendation to approve a Binding Lot Agreement for 1343 Green Forest Court; Boat, RV, and Auto Storage of West Orange**

Community Development Manager Pash stated that this is a binding lot agreement to combine multiple lots owned by the same people and develop the property with the same use. It is currently used for the storage of boats and recreational vehicles (RV). They are binding these for the following site plan review so that they can meet all setback requirements. Staff recommends approval.

Commissioner Makin asked if there were any variances. Mr. Pash responded no.

**Motion by Commissioner Makin to approve a Binding Lot Agreement for 1343 Green Forest Court; Boat RV and Auto Storage of West Orange. Seconded by Commissioner Buchanan and carried unanimously 4-0.**

**F. Recommendation to approve Site Plan for 1343 Green Forest Court; Boat RV and Auto Storage of West Orange, subject to conditions**

Community Development Manager Pash stated that this is a site plan review to build a 34,000 square foot building, which will provide coverage for boats and RVs. They have

the binding lot agreement to avoid variances. Staff and the DRC have reviewed it and recommend approval of the site plan.

**Motion by Commissioner Makin to approve Site Plan for 1343 Green Forest Court; Boat RV and Auto Storage of West Orange, subject to conditions. Seconded by Commissioner Olszewski and carried unanimously 4-0.**

**G. Appointments to the Architectural Review and Historical Preservation Board**

*This item was postponed to a date uncertain.*

**H. Recommendation to approve awarding Opening and Closing Burial Space Agreement to Quality Vaults & Monuments, Inc., with renewals through September 30, 2020**

City Manager Bollhoefer stated that this company has been used by the City for many years and they have given us a great price as the lowest bidder. They have provided great service and staff recommends approval.

There was discussion on the option of an annual review of this company and the City Manager shared he does not believe there has been a single complaint about this company. Commissioner Makin shared that they do a good job.

**Motion by Commissioner Makin to approve awarding Opening and Closing Burial Space Agreement to Quality Vaults & Monuments, Inc., with renewals through September 30, 2020. Seconded by Commissioner Buchanan and carried unanimously 4-0.**

**I. Recommendation to approve Conserv II Agreement with Orange County and City of Orlando, Florida, and all associated documents as submitted**

City Attorney Ardaman stated that after several years of effort he is able to bring to the City Commission the contract documents to buy the segment of Conserv II lines along CR 545. The idea is to relocate those lines as part of the improvement of that segment of CR 545. If approved by the City Commission and Conserv II, which is made up of 50 percent of City of Orlando and Orange County, by January it would close by February 1, 2016. He expressed the importance of the project due to work already being done in this area. He acknowledged City Engineer Art Miller in attendance to answer any technical questions.

Mr. Ardaman explained that the request is to approve the purchase and sale agreement, and all related documents. And it is also to give the Mayor and City Manager authority to execute those documents in order to proceed with the closing, ownership, and relocation of those lines.

City Engineer Art Miller shared that the purchase is for ten dollars. City Manager Bollhoefer noted the City's obligation would be to maintain it.

There was discussion on the availability of reclaimed water in the southwest area and the ability of relocate it for the Avalon road improvements.

**Motion by Commissioner Makin to approve Conserv II Agreement with Orange County and the City of Orlando, Florida, and authorize the Mayor and City Manager to execute all associated documents. Seconded by Commissioner Olszewski and carried unanimously 4-0.**

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

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

7. **MATTERS FROM CITY MANAGER**

A. **Presentation of full road improvements under State Road 429 at Daniels Road/Winter Garden Vineland Road**

City Manager Bollhoefer addressed the road improvements under State Road 429 and County Road 535, stating that he has distributed a map for the City Commission to review at a later date. Mr. Bollhoefer gave updates of the related various improvement projects for the area. He noted that the City will be working with CFX and Orange County to expedite these projects. The long term solution to this road is to add an off ramp on the other side of Daniels Road to alleviate traffic that needs to go to Stoneybrook and into Lake County. This would be accomplished by adding another off ramp just west of Daniels Road and possibly an on ramp. The work should start in approximately March and run through October 2016.

• **E-mails Regarding Changing the Timing of the Traffic Lights at SR 429 at Daniels Road**

Mr. Bollhoefer stated that some City Commissioners may have received an email from a gentleman concerned with the timing of the traffic lights. He explained that the City cannot make a change to the lights based on a visual examination. There is no one place where you can stop to watch traffic from all directions. This gentleman is asking that the green time be increased for east to west traffic; Mr. Bollhoefer stated that there are also requests from Bronson's Landing to increase the green time for north and south traffic as well, making it difficult to please everyone.

Mr. Bollhoefer noted a professional firm is doing a study with counters and cameras on all the mast arms, which should be concluded this Tuesday. Based on that study, staff will be able to adjust the traffic lights to do the best we can to manage the traffic going in all directions. However, he expressed that this is not a great intersection, but the City will do its best to accommodate all the traffic.

• **Marsh Road and Avalon Road Intersection**

Mr. Bollhoefer noted that this intersection should be substantially completed by the middle of January, at which time there should be new temporary lights that will add turn

lanes and left lanes. Mast arms have been ordered that should be installed in July to fully complete it.

- **Avalon and Tilden Intersection**

Full construction should start in early March 2016, with a substantial completion estimated to be in December 2016.

City Manager Bollhoefer advised the City Commissioners that he would e-mail the project update information to them in the next few days so that they can have it for answering citizen's questions.

- **Golf Cart Access**

City Manager Bollhoefer referenced a letter he distributed to the City Commission that is from the shopping center where the Aldi grocery store is located. The shopping center has agreed to allow golf carts on their private streets. He noted that this letter will allow the residents of Hyde Park to legally drive their golf carts in the shopping center.

- **Staff's Hard Work Rewarded with Additional Time Off on Christmas Eve**

City Manager Bollhoefer expressed how hard City employees have worked this year and requested an additional day off on Christmas Eve, December 24th.

**Motion by Commissioner Olszewski to approve additional time off to all employees on Christmas Eve, December 24, 2015. Seconded by Commissioner Buchanan and carried unanimously 4-0.**

- **Christmas Events Schedule**

City Manager Bollhoefer handed out to the City Commission a schedule of all the upcoming events for Christmas. He highlighted the schedule for the animated light show that is projected onto City Hall. Mayor Rees encouraged everyone to go see it.

- **Introduction of Human Resource Manager Cheryl Jones**

City Manager Bollhoefer welcomed and introduced the new Human Resources Manager Cheryl Jones.

## 8. **MATTERS FROM MAYOR AND COMMISSIONERS**

**Commissioner Olszewski** thanked City staff for an outstanding Light Up Winter Garden and Parade.

Commissioner Olszewski requested an update on the round-a-bout at Windermere and Roberson Road. He stated that we as a City should do everything we can to expedite this project, especially with a semester of school finishing. He noted that we need to get this project done in the summer so we can start the school year in the fall with a completed road and round-a-bout.

Mr. Bollhoefer responded that he has just met with Orange County who has sent back our two offers. The one they denied was the one that they would keep ownership of the road. The second was sent back that he described as unacceptable. Therefore, he plans to try and meet with them again next week. Commissioner Olszewski expressed his confusion as to the lack of progress in the past five years. City Attorney Ardaman stated he too is perplexed at the delays.

**Commissioner Buchanan** expressed that the Christmas Parade and Light Up Winter Garden was absolutely fabulous. He had many comments on how nice it was and how it is growing every year.

**Commissioner Makin** expressed that Light Up Winter Garden was huge and the biggest crowd he's seen. He mentioned that there were problems finding parking, it was crowded, and City staff is doing a great job. There was a family emergency that caused him to be out of town and missed the parade, but he heard it was very good.

**Mayor Rees** echoed the City Commissioner's comments about all the City staff's hard work. There are a lot of compliments from the residents, not just about the work done, but the great attitude as well and he expressed that it is appreciated.

Mayor Rees stated that he would like to appoint Fred Crabtree to Lake Apopka Natural Gas Board to replace our former Mayor Jack Quesinberry who has a long recovery ahead of him in his opinion; this would be until when and if he recovers. *No objections were noted.*

Mayor Rees expressed his appreciation to City Manager Bollhoefer for all that he has done this past year for the City.

Mayor Rees wished everyone a Very Merry Christmas.

The meeting adjourned at 7:24 p.m.

APPROVED:

\_\_\_\_\_/S/\_\_\_\_\_  
Mayor John Rees

ATTEST:

\_\_\_\_\_/S/\_\_\_\_\_  
City Clerk Kathy Golden, CMC