

WINTER HAVEN

The Chain of Lakes City

REGULAR CITY COMMISSION MEETING MONDAY, NOVEMBER 27, 2023

6:00 PM

City Hall - John Fuller Auditorium
451 Third Street NW
Winter Haven, FL 33881

1. **CALL TO ORDER** - Bradley T. Dantzler, Mayor
2. **ROLL CALL** - Vanessa Castillo, MMC, City Clerk
3. **INVOCATION** - Pastor Jeff Connor - Haven Worship Center
4. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk
5. **PRESENTATIONS**
6. **DEVELOPMENTS OF NOTE**
7. **MINUTES**
 - 7.A. **September 20, 2023, City Commission Agenda Review Session Minutes**

Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com

[2023-09-20 DRAFT Agenda Review Session Minutes with Link](#)
8. **COMMENTS FROM THE AUDIENCE**
9. **ORDINANCE(S) - SECOND READING - PUBLIC HEARING**
 - 9.A. **O-23-55 - Request by Dundee Road Investors LLP to amend the 2035 Future Land Use Map on three parcels from Industrial Future Land Use to Neighborhood Support Future Land Use (2400 Dundee Road)**

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

[Summary - Ordinances O-23-55 & O-23-56](#)
[O-23-55](#)
 - 9.B. **O-23-56 - Request by Dundee Road Investors LLP to rezone one parcel from Industrial- Light (I-1) zoning district to Commercial- Highway (C-3) zoning district and two parcels from Commercial- Heavy (C-4) zoning district to Commercial- Highway (C-3) zoning district (2400 Dundee Road)**

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

[Summary - Ordinances O-23-55 & O-23-56](#)

[O-23-56](#)

9.C. O-23-59 - Voluntary annexation of a parcel generally located southwest of the intersection of Old Bartow Lake Wales Road and Waters Road

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

[Summary - Ordinance O-23-59](#)
[O-23-59](#)

10. CONSENT AGENDA

10.A. Florida Department of Transportation Road Closure Request for 2023 Santa's Run for Our Kids Race

Staff Contact: Natalie Wilson, Special Events Coordinator, nwilson@mywinterhaven.com

[Summary - 2023 Santa's Run - FDOT](#)
[2023 Santa's Run for Our Kids Race Map & FDOT detours](#)

10.B. ITB-23-48 - Award of General Contractor Two-Year Agreements

Staff Contact: Julie Adams, Parks, Recreation and Culture Director, jadams@mywinterhaven.com

[Summary - Award of ITB-23-48 General Contractor Service Contracts](#)
[ITB-23-48 Bid Tab Sheet](#)
[ITB-23-48 Recommendation of Award](#)

10.C. Budget Transfer No. 2023-01 for fiscal year-end 2023

Staff Contact: CJ Scott, Chief Financial Officer, cjscott@mywinterhaven.com

[Summary - Budget Transfer No 2023-01](#)
[Budget Transfer No. 2023-01](#)

10.D. Authorization for Travel and Training: Florida Regional Councils Association (FRCA) Policy Board Meeting (Birdsong)

Staff Contact: A J Nicholson, Assistant to the City Manager, anicholson@mywinterhaven.com

[Summary - FRCA Birdsong](#)

10.E. Rubicon Software Service Agreement - Solid Waste Routing

Staff Contact: Brittany Hart, Interim Public Works Director, bhart@mywinterhaven.com

[Summary - Rubicon Software Service Agreement](#)
[Master Software Services Agreement – Rubicon](#)
[Rubicon Contract Addendum](#)

10.F. Award of ITB-24-02, Logistics Parkway Extension, Phase 2, Construction to Southland Construction, Inc. (Apopka, FL)

Staff Contact: Gary Hubbard, Winter Haven Water Director, ghubbard@mywinterhaven.com

[Summary - Award of ITB-24-02 Logistics Parkway Extension Phase 2 Construction](#)
[ITB-24-02 Bid Tabulation](#)
[ITB-24-02 Recommendation of Award](#)
[Roadway Phasing Plan](#)

11. RESOLUTION(S)

11.A. R-23-60 - Request by VMAR DEV, LLC for final plat approval of the Villamar Phase 6 and 6D Subdivision.

Staff Contact: Chris Young, Senior Planner, cyoung@mywinterhaven.com

[Summary - Resolution R-23-60](#)
[Resolution- R-23-60](#)

11.B. R-23-61 - Request to support the submission of a joint Sun Trail Grant Application for the Old Dixie Trail Project

Staff Contact: Andy Palmer, Parks Planning & Strategic Initiatives Manager, apalmer@mywinterhaven.com

[Summary - R-23-61 - Support for Sun Trail Grant Application for Old Dixie Trail Project](#)
[R-23-61](#)
[Old Dixie Trail Joint Grant Application Information Sheet](#)

11.C. R-23-62- Resolution for appointment of Elizabeth Davis to the Affordable Housing Advisory Committee

Staff Contact: Sean Byers, Planning Manager, sbyers@mywinterhaven.com

[Summary - Resolution R-23-62](#)
[R-23-62](#)

12. ORDINANCE(S) - FIRST READING

12.A. O-23-60 - Administrative request to amend the Winter Haven Code of Ordinances, Chapter 21, Article II, Division 2 for the purpose of updating language for consistency with the adopted 2035 Winter Haven Comprehensive Plan

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

[Summary - Ordinance O-23-60](#)
[O-23-60](#)

12.B. O-23-61 - Request by Champions Church, Inc. to amend Planned Unit Development Ordinance O-89-33 and to rezone a portion of a parcel from Commercial- Highway (C-3) zoning district to Planned Unit Development (PUD) zoning district. General Location- 1801 Havendale Boulevard

Staff Contact: Sean Byers, Planning Manager, sbyers@mywinterhaven.com

[Summary - Ordinance O-23-61](#)
[O-23-61](#)

12.C. O-23-62 - Administrative request to amend Planned Unit Development Ordinance O-20-45

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

[Summary - Ordinance O-23-62](#)
[O-23-62](#)

12.D. O-23-63 - Amending Ordinance O-22-67 appropriating funds for the fiscal year ending September 30, 2023

Staff Contact: CJ Scott, Chief Financial Officer, cjscott@mywinterhaven.com

[Summary - O-23-63](#)
[O-23-63](#)

13. NEW BUSINESS

14. CITY COMMISSIONERS/LIAISON REPORTS

15. CITY ATTORNEY REPORT

16. CITY MANAGER REPORT

16.A. Grant & Aid Application Review Committee (GAARC) member requirement

Staff Contact: T. Michael Stavres, City Manager, mstavres@mywinterhaven.com

17. DEPUTY CITY MANAGER REPORT

18. CITY CLERK REPORT

19. EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA

20. ADJOURNMENT

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.