

**FRUITLAND PARK CITY COMMISSION
SPECIAL COMMUNITY REDEVELOPMENT AGENCY
MEETING AGENDA**

January 26, 2023

City Hall Commission Chambers
506 W. Berckman Street
Fruitland Park, Florida 34731
On or before 6:30 p.m.

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES (city clerk)

January 12, 2023 CRA regular and workshop minutes

4. GAZEBO INSTALLATION FOR FRUITLAND PARK COMMUNITY CENTER'S COURTYARD (city manager/parks and recreation director)

Motion to consider one of the following quotes for a gazebo installation:

Zorn Construction and Development LLC	\$17,413.00
JDM Global	\$21,715.00

5. PUBLIC COMMENTS (city clerk)

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Action may not be taken by the Community Redevelopment Agency at this meeting; however, questions may be answered by staff or issues may be referred for appropriate staff action.

Note: Pursuant to F.S. 286.0114 and the City of Fruitland Park's Public Participation Policy adopted by Resolution 2013-023, members of the public shall be given a reasonable opportunity to be heard on propositions before the CRA. Accordingly, comments, questions, and concerns regarding items listed on this agenda shall be received at the time the CRA addresses such items during this meeting. Pursuant to Resolution 2013-023, public comments are limited to three minutes.

6. UNFINISHED BUSINESS

7. ADJOURNMENT

Any person requiring a special accommodation at this meeting because of disability or physical impairment should contact the City Clerk's Office at City Hall (352) 360-6727 at least forty-eight (48) hours prior to the meeting. (§286.26 F.S.)

If a person decides to appeal any decision made by the CRA with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The city does not provide verbatim records. (§286.0105, F.S.)

PLEASE TURN OFF ELECTRONIC DEVICES OR PLACE IN VIBRATE MODE.

**CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 3**

ITEM TITLE: Draft CRA Meeting Minutes

MEETING DATE: Thursday, January 26, 2023

DATE SUBMITTED: Thursday, January 19, 2023

SUBMITTED BY: City Clerk

BRIEF NARRATIVE: Approval of January 12, 2023 CRA regular and workshop minutes as submitted, if there are no corrections.

FUNDS BUDGETED: None

ATTACHMENTS: Draft minutes.

RECOMMENDATION: Approval

ACTION: Approve the CRA minutes as submitted.

**FRUITLAND PARK CITY COMMISSION REGULAR
DRAFT CRA MEETING MINUTES
January 12, 2023**

A workshop meeting of the Fruitland Park Community Redevelopment Agency was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Thursday, January 12, 2023 at 6:15 p.m.

Members Present: Mayor Chris Cheshire, Vice Mayor Patrick DeGrave, Commissioners Chris Bell, John L. Gunter Jr., and John Mobilian.

Also present: City Manager Gary La Venia; City Attorney Anita Geraci-Carver; City Treasurer Jeannine Racine; Messrs. Michael “Mike” Rankin (Interim Community Development Director), LPG Urban Regional Planners Inc. (consultant retained by the city); Public Works Director Robb Dicus; Parks and Recreation Director Michelle Yoder; Deputy Finance Director Gary Bachman; Deputy City Clerk Candice Dennis, and City Clerk Esther B. Coulson.

1. CALL TO ORDER

Mayor Cheshire called the meeting to order.

ACTION: 6:06:33 p.m. No action was taken.

2. ROLL CALL

Mayor Cheshire requested that Ms. Coulson call the roll where a quorum was declared present.

ACTION: 6:06:43 p.m. No action was taken.

3. APPROVAL OF MINUTES

The CRA considered its action to approve the following minutes:

- (a) December 8, 2022 CRA special
- (b) December 8, 2022 CRA workshop
- (c) November 10, 2022 CRA regular, and
- (d) November 10, 2022 CRA workshop

ACTION: 6:06:56 p.m. **On motion of Vice Mayor DeGrave, seconded by Commissioner Bell and unanimously carried, the CRA approved the previously cited minutes as submitted.**

4. GAZEBO FOR FRUITLAND PARK COMMUNITY CENTER’S COURTYARD

The CRA considered its action to approve one of the following quotes to purchase a gazebo (excluding installation) to be placed to the west of the community center’s building at its courtyard:

- Fifthroom.com \$33,018.00
- GazeboCreations.com \$36,349.00, and
- CedarStore.com \$41,206.00

After Ms. Yoder recommended the selection of Fifthroom.com, she is working with Mr. Rankin as it relates to prices on construction quotes which are being attained and pointed out his communication in that regard to which Mr. La Venia explained that it will be considered at a future meeting. (A copy of the respective document is filed with the supplemental papers to the minutes of this meeting.)

ACTION: 6:07:13 p.m. After discussion and **on motion of Commissioner Mobilian, seconded by Vice Mayor DeGrave and unanimously carried, the CRA recommended the approval of staff's recommendation to approve Fifthroom.com as the lowest, most responsive and responsible bidder for \$33,018.**

5. GARDENIA PARK AND VETERANS PARK PAVILIONS ROOF REPLACEMENTS – QUOTES

The CRA considered its action to approve one of the following quotes to replace the current shingle roofs with new metal roofs at Gardenia Park and Veterans Park Pavilions:

- Covenant Roofing & Construction Inc. \$41,547.00
- McHale Roofing LLC \$44,600.00, and
- Eustis Roofing Co \$43,625.00

Ms. Yoder gave reasons why she is recommending the selection of Covenant Roofing.

ACTION: 6:12:40 p.m. Following further discussion and **motion of Commissioner Mobilian, seconded by Commissioner Gunter and unanimously carried, the CRA recommended the approval of staff's recommendation to approve Covenant Roofing & Construction Inc. as the lowest, most responsive and responsible bidder for \$41,547.00.**

6. PUBLIC COMMENTS

There was no one from the public to come before the CRA at this time.

ACTION: 6:14:09 p.m. No action was taken.

7. OTHER BUSINESS

There was no other business to come before the CRA.

ACTION: 6:14:28 p.m. No action was taken.

7. ADJOURNMENT

The meeting adjourned at 6:15 p.m.

Signed

Esther B. Coulson, City Clerk, MMC

Signed

Chris Cheshire, Mayor

**FRUITLAND PARK CITY COMMISSION REGULAR
DRAFT CRA WORKSHOP MEETING MINUTES
January 12, 2023**

A workshop meeting of the Fruitland Park Community Redevelopment Agency was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Thursday, January 12, 2023 at 5:00 p.m.

Members Present: Mayor Chris Cheshire, Vice Mayor Patrick DeGrave, Commissioners Chris Bell, John L. Gunter Jr., and John Mobilian.

Also present: City Manager Gary La Venia; City Attorney Anita Geraci-Carver; City Treasurer Jeannine Racine; Messrs. Michael “Mike” Rankin (Interim Community Development Director) LPG Urban Regional Planners Inc. (consultant retained by the city); Deputy City Clerk Candice Dennis, and City Clerk Esther B. Coulson.

1. CALL TO ORDER

Mayor Cheshire called the meeting to order.

ACTION: 5:02:33 p.m. No action was taken.

2. ROLL CALL

Mayor Cheshire requested that Ms. Coulson call the roll where a quorum was declared present.

ACTION: 5:02:48 p.m. No action was taken.

3. CRA REDEVELOPMENT PLAN DESIGN STANDARDS – DOWNTOWN DISTRICT

Mr. Rankin mentioned the plan to enhance the current sidewalks on Berkman Street from CR 468 to US Highway 27/441; recognized 22 residential properties in the area where missing sidewalks have been identified, and addressed the intent to integrate said connector roadway into a masterplan for sidewalk and other aesthetic improvements. He noted the opportunity to make improvements around the intersection of Dixie Avenue and Berckman Street.

Mr. La Venia addressed the ability for the city to review and acquire nearby properties for additional parking for the recreation center or other uses for the community and subsequently focus on corridor improvements on CR 466A and Micro Racetrack Road.

After Commissioner Gunter referred to the county’s rejection of the city’s previous request for street lights along the CR 466A roadway, Mr. La Venia suggested -- after obtaining the costs involved and permission from the county during the final phase of the roadway improvement project -- leasing the lights from Leesburg Electric; placing them on the median with a uniform appeal similar to The Villages in Sumter County with design standards (commercial properties) to be incorporated in the Land Development Regulations (LDRs) and master development agreements, and agreed with Vice Mayor

DeGrave's recommendation to include same as part of the overall streetscape program; thus, noting Commissioner Bell's remarks on the county's proposed linear trail.

Mr. Rankin explained that later in this evening's meeting, LPG's proposal will be presented before the city commission for discussion to include updating the LDRs, the comprehensive plan and the district maps to which Ms. Geraci-Carver recommended updating the LDRs; if it is currently insufficient, before proceeding in the development of the comprehensive plan.

Mr. Rankin referred to and addressed the planned unit development and zoning maps which would update the comprehensive plan; copies of which are filed with the supplemental papers to the minutes of this meeting.

After much discussion, Mr. La Venia referred to the recent request from Mr. Dan Tatro, Grizzard Commercial Real Estate Group LLC, to appear before the city commission at a future meeting to propose the annexation of 15 units an acre of high-density multi-family dwelling units on an existing agricultural site (platted Oliver Lane site) near J. C. Burke property.

ACTION: 5:04:59 p.m. Following further discussion and **by unanimous consent, the CRA directed the city attorney to draft an ordinance revising the land development regulations to include the following provisions in the master development agreements for consideration before the city commission at the March 2023 regular meeting:**

- **installation and maintenance of sidewalks within a certain amount of feet from the curb with setback limits;**
- **prohibition of open storage, mechanical repairs or such activities on commercial parking lots with the enforcement of same by the city's code enforcement;**
- **utilization of the planned unit development process, and**
- **stipulation of the maximum height guidelines for residential properties limited to no more than three-stories; the distance requirements on multi-family dwellings within half-a-mile of each other, and the uniform procedures for landscaping with amenities for consideration at the March 2023 meeting as a priority.**

4. OTHER BUSINESS

There was no other business to come before the CRA.

ACTION: 5:57:34 p.m. No action was taken.

5. ADJOURNMENT

The meeting adjourned at 5:58 p.m.

Signed
Esther B. Coulson, City Clerk, MMC

Signed
Chris Cheshire, Mayor

**CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 4**

ITEM TITLE: Gazebo Installation Quotes for Fruitland Park Community Center's Courtyard

MEETING DATE: Thursday, January 26, 2023

DATE SUBMITTED: January 17, 2023

SUBMITTED BY: City Manager and Parks and Recreation Director

BRIEF NARRATIVE: Gazebo Installation Quotes for Fruitland Park Community Center.

- JMD Global \$17,413.00 and
- Zorn Construction and Development LLC \$21,715.00

FUNDS BUDGETED: 20511-60636 CRA - \$21,715.00

ATTACHMENTS: JMD Global and Zorn Construction and Development quotes and LPG Urban & Regional Planners LLC

RECOMMENDATION: Select Zorn Construction who is local and currently and regularly conducts business with the city. Once additional fees are added which are not included with JMD Global's quote, it would be similar to Zorn's. Additionally see the recommendation from LPG.

ACTION: Approve awarding the bid to the lowest responsive and responsible bidder Zorn Construction and Development LLC for \$21,715.00.



668 North Orlando Avenue, Suite 1009A • Maitland, FL 32751 • Phone: 877-945-0004 • Fax: 407-641-9035

City of Fruitland Park
Phone: (352) 360-6734
Cell: (352) 516-9149

Job Address:
506 W Berckman Street
Fruitland Park, FL 34731

Print Date: 1-5-2023

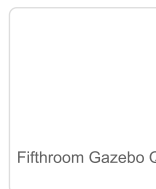
Proposal for City of Fruitland Park Gazebo

ESTIMATE

This Estimate is issued between City of Fruitland Park (“Client”) and JMD Global (“Contractor”) and is subject to the terms and conditions specified below. The Exhibit(s) to this Estimate, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this Estimate and the terms of the Exhibit(s) hereto, the terms of the body of this Estimate shall prevail.

Attachments

[View All \(1\)](#)



Fifthroom Gazebo C

Description	Price
SCOPE OF WORK Installation of Large Dodecagon Double Roof Gazebo. Price Includes all Labor to Complete Installation Including Forming, Pouring and Finishing of Concrete Base.. -No Materials Included except for Concrete for Base of Gazebo. - No Permit Included - No Engineering Included - No Fill Included	\$17,413.00

Total Price: \$17,413.00

Completion Criteria

Contractor shall have fulfilled its obligations when any one of the following first occurs:

- Contractor has confirmed to Client that all items in Scope of Work have been completed.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be effective as of the day, month and year signed below.

October 17, 2022

City of Fruitland Park
Michelle Yoder, Recreation Director
Fruitland Park City Hall
205 W. Berckman Street
Fruitland Park, FL 34731

Re: Fruitland Park Recreation Center Gazebo
Zorn Construction and Development Job No. 01799.22.1

Dear Michelle,

We have completed the estimate for the proposed foundation & erection of a new gazebo project to be located at the Recreation Center per your direction and with common local construction & foundation specifications supplied by unit vendor to use for structural integrity and to satisfy the local building department for design.

The final estimate totals are as follows:

General Building & Erection Costs	\$ 21,715
Pre-designed Foundation Cost	Inc
<u>Permit Fee Allowance (\$50.00)</u>	<u>Inc</u>
Total Construction Cost	\$21,715

The estimate breakdown with the qualifications, exclusions and allowances is attached. The anticipated construction duration is dependent solely on availability and delivery of the unit materials but once delivered onsite is anticipated at approximately 2-3 weeks total to completion. A detailed project schedule will be available after confirmed delivery of materials are verified by vendor and a manufacturing & delivery date have been assigned.

We hope this information is acceptable and to your satisfaction. We are able to start construction immediately upon the receipt of required materials pending any permits required and are looking forward to working with you on this important public project.

Most sincerely,

Steve Glasgow
Zorn Construction and Development, LLC.

Michelle, Good Afternoon.

I have reviewed proposals from Zorn Construction (\$21,715.00) and JMDGL (\$17,413.00) as to the installation of one 20' Vinyl Dodecagon Double Roof Gazebo (Fithroom.com) as provided.

As I interpret the bids there is a difference of \$4,302.00.

Further review shows:

Zorn's proposal covers "General Building & Erection Costs" (\$21,715.00).

JMDGL proposal covers "Labor to Complete Installation Including Forming, Pouring and Finishing of Concrete Base". Additional materials, Engineering and permitting are not included within the bid (\$17,413.00).

My recommendation, Zorn's all-inclusive bid albeit the cost difference is \$4,302.00.

I believe additional materials such as rebar and fill in addition to engineering services and permit fees would exceed \$4,302.00.

mike

Michael William Rankin
Managing Member
LPG Urban & Regional Planners, LLC.
1162 Camp Ave
Mount Dora 32757
352-385-1940
352-638-4407 (Cell)

**CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 5**

ITEM TITLE: Public Comments

MEETING DATE: Thursday, January 26, 2023

DATE SUBMITTED: Thursday, January 17, 2023

SUBMITTED BY: City Clerk

BRIEF NARRATIVE: **Item Description:** This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Action may not be taken by the community redevelopment agency at this meeting; however, questions may be answered by staff or issues may be referred for appropriate staff action.

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FUNDS BUDGETED: None

ATTACHMENTS: None

RECOMMENDATION: None

ACTION: None