



city commission agenda

Regular Meeting

March 14, 2016
3:30 p.m.
Commission Chambers

commissioners				mayor	commissioners			
seat 1	Gregory Seidel	seat 2	Sarah Sprinkel	Steven Leary	seat 3	Carolyn Cooper	seat 4	Tom McMacken

welcome

Welcome to the City of Winter Park City Commission meeting. The agenda for regularly scheduled Commission meetings is posted in City Hall the Tuesday before the meeting. Agendas and all backup material supporting each agenda item are available in the City Clerk's office or on the city's website at cityofwinterpark.org.

meeting procedures

Persons desiring to address the Commission MUST fill out and provide to the City Clerk a yellow "Request to Speak" form located by the door. After being recognized by the Mayor, persons are asked to come forward and speak from the podium, state their name and address, and direct all remarks to the Commission as a body and not to individual members of the Commission, staff or audience.

Citizen comments at 5 p.m. and each section of the agenda where public comment is allowed are limited to three (3) minutes. The yellow light indicator will remind you that you have one (1) minute left. Large groups are asked to name a spokesperson. This period of time is for comments and not for questions directed to the Commission or staff for immediate answer. Questions directed to the City Commission will be referred to staff and should be answered by staff within a reasonable period of time following the date of the meeting. Order and decorum will be preserved at all meetings. Personal, impertinent or slanderous remarks are not permitted. Thank you for participating in your city government.

agenda

1	Meeting Called to Order	
2	Invocation Pledge of Allegiance	Reverend Shawn Garvey, First Congregational Church Samira, Michael, Ghazi & Zara Blommel
3	Approval of Agenda	
4	Mayor's Report	*Projected Time *Subject to change
	a. Business Recognition Award Recipient – Fourth Quarter 2015 – Peterbrooke Chocolatier b. Employee Recognition – 5 to 35 Years of Service c. Proclamation – Bike To Work Month	15 minutes
5	City Manager's Report	*Projected Time *Subject to change

6	City Attorney's Report	*Projected Time *Subject to change
7	Non-Action Items	*Projected Time *Subject to change
8	Citizen Comments 5 p.m. or soon thereafter (if the meeting ends earlier than 5:00 p.m., the citizen comments will be at the end of the meeting) (Three (3) minutes are allowed for each speaker; not to exceed a total of 30 minutes for this portion of the meeting)	
9	Consent Agenda	*Projected Time *Subject to change
	a. Approve the minutes of February 22, 2016. b. Approve the following purchase and contracts: <ol style="list-style-type: none"> PR159497 to Perma Liner Industries Inc. for the purchase of F10 Trailer Lining System Package; \$125,147.13. Amendment 4 to Miller Legg, RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Landscape Architectural Services); and authorize the Mayor to execute the renewal. Amendment 4 to Matern Professional Engineering, RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Green Planning & Engineering Services); and authorize the Mayor to execute the renewal. Amendment 4 to Kelly, Collins & Gentry, Inc., RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Roadway Design); and authorize the Mayor to execute the renewal. Amendment 4 to Southeastern Surveying and Mapping, RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Surveying Services); and authorize the Mayor to execute the renewal. 	5 minutes
10	Action Items Requiring Discussion	*Projected Time *Subject to change
	a. Participation in South Seminole North Orange County Wastewater Transmission Authority (SSNOCWTA) bond issue	10 minutes
	b. Funding options for acquisition of property at 1111 W. Fairbanks Avenue (former bowling alley)	15 minutes
	c. Police Department's 2015-2018 Strategic Plan Update	10 minutes
	d. Showalter Field renovation and entering into new use agreements with Orange County Public Schools and Rollins College	15 minutes
11	Public Hearings	*Projected Time *Subject to change
	a. Ordinance – Authorizing the issuance of not exceeding \$21,000,000 Electric Refunding Revenue Bonds to finance the refunding of a portion of its outstanding Electric Refunding and Improvement Revenue Bonds, Series 2007 (2)	5 minutes

- b. Request of Alfredas Sumanas for the property located at 1240 Fairview Avenue:
 - Ordinance – Amending the “Comprehensive Plan” Future Land Use Map to change from Office to a Commercial designation (2)
 - Ordinance – Amending the Official Zoning Map to change from Office (O-1) District zoning to Commercial (C-3) District (2)
- c. Request of Z Properties:
 - Subdivision or lot split approval to divide the property at 360 Beloit Avenue, zoned R-1A, into two single family building lots

10 minutes

20 minutes

12 City Commission Reports

***Projected Time**
***Subject to change**

- a. Commissioner Seidel
- b. Commissioner Sprinkel
- c. Commissioner Cooper
- d. Commissioner McMacken
- e. Mayor Leary

10 minutes

appeals & assistance

“If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to 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.” (F. S. 286.0105).

“Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk’s Office (407-599-3277) at least 48 hours in advance of the meeting.”



city commission **city manager's report**

item type

City Manager's Report

meeting date

March 14, 2016

Below are issues of interest to the Commission and community that are currently being worked on by staff, but do not currently require action on the Commission agenda. These items are being tracked to provide the Commission and community the most up to date information regarding the status of the various issues. The City Manager will be happy to answer questions or provide additional updates at the meeting.

issue	update	date
Railroad crossing update	Four of Winter Park's street crossings are included in FDOT's CIP for installing concrete panels.	FDOT is expected to begin the work in June 2016. The City and FDOT completed the improvements at Lyman/New York Avenues crossing.
Visioning Steering Committee	Inviting community to participate at www.visionwinterpark.org .	Neighborhood meetings scheduled for April 2 nd and 3 rd .
New Hope Baptist Church Project	The exterior of the buildings, accessible restrooms, landscaping, parking and drainage have been completed and approved. The Pastor has agreed to obtain assistance of a designer to improve the architectural appearance of the buildings to include the area at the base of the structures.	Pastor contacted for update. No further update at this time.
Progress Point property	Offer withdrawn by applicant.	
Ward Park restrooms	Design is complete on two new restrooms by the new soccer fields and adjacent to the existing restrooms at the Little League fields.	Bid will be released by the week ending February 26. Pre-bid conference scheduled March 8.

Once projects have been resolved, they will remain on the list for one additional meeting to share the resolution with the public and then be removed.

REGULAR MEETING OF THE CITY COMMISSION
February 22, 2016

The meeting of the Winter Park City Commission was called to order by Vice Mayor Sarah Sprinkel, at 3:30 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida. The invocation was provided by Minister David Fitzgerald, First Christian Church, followed by the Pledge of Allegiance.

Members present:

Commissioner Greg Seidel
Commissioner Sarah Sprinkel
Commissioner Tom McMacken
Commissioner Carolyn Cooper

Also present:

City Manager Randy Knight
City Attorney Kurt Ardaman
City Clerk Cynthia Bonham

Member absent:

Mayor Steve Leary

Approval of the agenda

Motion made by Commissioner McMacken to approve the agenda with the tabling of Public Hearing 'f' to March 14 per the applicant's request; seconded by Commissioner Seidel and carried unanimously with a 4-0 vote.

Mayor's Report

- a. Presentation - Painting of historic Kummer-Kilbourne House from Allan Keen, Keewin Real Property Company

Alan and Linda Keen presented an original oil painting of the Kummer-Kilbourne House as part of the 100th birthday celebration to the City. Also present was contractor Hal George and John Cunningham who both worked to restore the home.

- b. Proclamation - "Day of Happiness"

Vice Mayor Sprinkel presented a proclamation to Dr. Chet Evans with the Rollins College Center for Health Innovation to proclaim February 29 as a "Day of Happiness" in recognition of the Happiness Ambassadors Program of the Rollins College Center for Health Innovation and Healthy Central Florida. Dr. Evans thanked the Commission for recognizing their event on February 29.

- c. Proclamation – 2016 General and Referendum Election

Vice Mayor Sprinkel read the 2016 General and Referendum Election proclamation into the record.

City Manager's Report

City Manager Knight spoke about the previous discussion regarding lobbying in Tallahassee and that he and Commissioner Seidel met with the First Amendment Foundation representative who concurred with the City Attorney's interpretation of holding meetings outside of the jurisdiction. They also discussed how they could communicate prior to the meetings without violating the Sunshine Law which will be a topic of discussion at a future meeting when the Mayor is present.

City Manager Knight reported about the Fairbanks Avenue traffic study in preparation with working with MetroPlan to provide additional lanes for the Fairbanks intersection. He will provide the study to the Commission.

City Attorney's Report

Attorney Ardaman reported working with City Manager Knight and Rollins College regarding the purchase contract for the bowling alley property and hoped to have a contract this week.

Attorney Ardaman reported that the use agreement between Orange County Public Schools and the City regarding Showalter Field should be here this week. The agreement will come before the Commission at a later date.

Non-Action Item

a. Financial Report – December 2015

Finance Director Wes Hamil presented the December 2015 financial report and answered questions. No action was taken on this item.

Consent Agenda

- a. Approve the minutes of February 8, 2016.
- b. Approve the following purchase and contracts:
 - 1. PR159432 to T.V. Diversified Inc. for Lift Station #28 Wet Well & Man Hole Repairs; \$104,373
 - 2. Amendment 4 to CDM Smith, Inc. – RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Storm Water Management & Design) and authorize the Mayor to execute the renewal.
 - 3. Amendment 4 to Geosyntec Consultants – RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (Storm Water Management & Design).
 - 4. Amendment 4 to GAI Consultants, Inc. – RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services (General Civil & Public Facility Engineering) and authorize the Mayor to execute the renewal.
 - 5. Amendment 4 to Comprehensive Engineering Services, Inc. – RFQ-2-2012, Continuing Contracts for Professional, Architectural & Engineering Services

(Transportation Planning & Engineering) and authorize the Mayor to execute the renewal.

6. Amendment 1 to The Fishel Company – IFB-8-2014, Underground Utility Services and authorize the Mayor to execute the renewal.
7. Amendment 1 to Infratech Corporation – IFB-8-2014, Underground Utility Services and authorize the Mayor to execute the renewal.
8. Amendment 1 to HDD of Florida LLC – IFB-8-2014, Underground Utility Services and authorize the Mayor to execute the renewal.
9. Amendment 1 to Young's Communication Co., Inc. – IFB-8-2014, Underground Utility Services and authorize the Mayor to execute the renewal.
10. Amendment 1 to Electricom LLC and Subsidiary – IFB-8-2014, Underground Utility Services and authorize the Mayor to execute the renewal.
11. Amendment 1 to Heart Utilities of Jacksonville – IFB-8-2014, Underground Utility Services and authorize the Mayor to execute the renewal.

Motion made by Commissioner Cooper to approve the Consent Agenda; seconded by Commissioner Seidel who did not vote on Items b-2, b-3, b-4 and b-5 due to a conflict of interest. No public comments were made. The motion carried unanimously with a 4-0 vote.

Action Items Requiring Discussion

- a. Funding options for acquisition of property at 1111 W. Fairbanks Avenue (former bowling alley)

City Manager Knight addressed the CRA Agency voting to allocate \$1 million toward the project which leaves \$1.9 million (plus closing costs) to be funded from other sources. Staff recommended using \$394,985 of the Parks Acquisition Funds and \$646,367 of the Parks Impact Fee Funds toward the purchase with the remainder of about \$858,648 plus closing costs to come from reserves. It was clarified that the reserves could be reimbursed from the Parks funds if it is determined later on to purchase the property for parkland.

Commissioner McMacken addressed the option to incorporate the property into the Martin Luther King, Jr. Park and hoped the master plan for the park will direct them which way to go. He wanted to make sure the parks funds would be reimbursed if it is not used for a park.

Commissioner Cooper expressed wanting to initiate action to rezone the property to Parks if both parks funds are going to be used for the purchase; otherwise take the funds out of reserves.

Commissioner Seidel preferred to take the funds from reserves until the use of the property is determined. He expressed concerns with tying up the Parks funds in case other parkland comes forward for purchase until the master park plan is completed.

Motion made by Commissioner Seidel to fund the \$1.9 million out of reserves to purchase the property until we determine what we are going to do with it and if the property becomes a park we will pay back the Parks Acquisition Fund; seconded by Commissioner Sprinkel.

City Manager Knight expressed the importance that the Commission agrees to them closing on the property if this decision is not made between now and the closing. There was a consensus to allow the City Manager to move forward with the closing.

After further comments, **motion made by Commissioner Seidel to table this item; seconded by Commissioner Sprinkel and carried with a 3-1 roll call vote with Commissioner McMacken voting no.**

Public Hearings:

- a. RESOLUTION NO. 2171-16: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING 118 WEST COMSTOCK AVENUE, WINTER PARK, FLORIDA AS A HISTORIC RESOURCE ON THE WINTER PARK REGISTER OF HISTORIC PLACES.

Attorney Ardaman read the resolution by title.

Motion made by Commissioner McMacken to adopt the resolution, seconded by Commissioner Seidel. Property owner John Skolfield spoke about wanting to preserve his property. No other public comments were made. **Upon a roll call vote, Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 4-0 vote.**

- b. RESOLUTION NO. 2172-16: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING 1574 SUNSET DRIVE, WINTER PARK, FLORIDA AS A HISTORIC RESOURCE ON THE WINTER PARK REGISTER OF HISTORIC PLACES

Attorney Ardaman read the resolution by title.

Motion made by Commissioner McMacken to adopt the resolution, seconded by Commissioner Cooper. No public comments were made. **Upon a roll call vote, Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 4-0 vote.**

- c. AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$21,000,000 ELECTRIC REFUNDING REVENUE BONDS OF THE CITY TO FINANCE THE REFUNDING OF A PORTION OF ITS OUTSTANDING ELECTRIC REFUNDING AND IMPROVEMENT REVENUE BONDS, SERIES 2007 AND PAYING THE COSTS OF ISSUANCE THEREOF; PROVIDING FOR THE PAYMENT OF SUCH BONDS FROM THE NET REVENUES DERIVED FROM THE ELECTRIC SYSTEM OF THE CITY ON PARITY WITH THE CITY'S OUTSTANDING ELECTRIC REVENUE BONDS; PROVIDING FOR THE SALE OF SUCH BONDS PURSUANT TO A COMPETITIVE PUBLIC SALE OR A NEGOTIATED PUBLIC SALE; AND PROVIDING AN EFFECTIVE DATE. First Reading

Attorney Ardaman read the ordinance by title. Finance Director Wes Hamil explained the intent of the ordinance to refund the 2007 bonds that will save the City about \$100,000 a year in debt service.

Motion made by Commissioner Cooper to accept the ordinance on first reading, seconded by Commissioner Seidel. No public comments were made. **Upon a roll call vote, Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 4-0 vote.**

- d. Request of Alfredas Sumanas for the property located at 1240 Fairview Avenue:

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE", ARTICLE I "COMPREHENSIVE PLAN" FUTURE LAND USE MAP SO AS TO CHANGE THE FUTURE LAND USE DESIGNATION OF OFFICE TO COMMERCIAL DESIGNATION ON THE PROPERTY AT 1240 FAIRVIEW AVENUE, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. First Reading

AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" AND THE OFFICIAL ZONING MAP SO AS TO CHANGE OFFICE (O-1) DISTRICT ZONING TO COMMERCIAL (C-3A) DISTRICT ZONING ON THE PROPERTY AT 1240 FAIRVIEW AVENUE, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE. First Reading

Attorney Ardaman read both ordinances by title. Planning Manager Jeff Briggs explained the request and the C-3A zoning.

Motion made by Commissioner Cooper to accept the first ordinance on first reading, seconded by Commissioner McMacken. No public comments were made. **Upon a roll call vote, Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 4-0 vote.**

Motion made by Commissioner McMacken to accept the second ordinance on first reading, seconded by Commissioner Sprinkel. No public comments were made. **Upon a roll call vote, Commissioners Seidel, Sprinkel, Cooper and McMacken voted yes. The motion carried unanimously with a 4-0 vote.**

- e. Request of Winter Park Town Center Ltd: Conditional use approval to demolish and rebuild approximately 25,000 square feet of retail building area within the Winter Park Village Shopping Center at 402 and 490 N. Orlando Avenue, zoned C-1.

Planning Manager Jeff Briggs explained the request to redevelop the southwest corner of Orlando Avenue and Canton Avenue. He reported that they will tear down the existing Chamberlain's Store as well as the small building on the corner and replace it with a REI Sporting Goods Store. He commented that the landscape frontage will be continued all the way to the corner of Canton Avenue.

Commissioner Cooper inquired about the proposed sign. Attorney Becky Wilson, representing the applicant, stated when the Winter Park Village was approved a master signage plan was approved which included the existing Chamberlain's sign which is why they put the REI logo and signage on top of the existing base. She stated it is internally LED lit which is what the more progressive sign codes are moving people to. She stated that the applicant has agreed to the P&Z conditions.

Motion made by Commissioner McMacken to approve the conditional use with the conditions placed on it by the Planning and Zoning Board; seconded by Commissioner Sprinkel and carried unanimously with a 4-0 vote.

- f. Request of Z Properties: Subdivision or lot split approval to divide the property at 360 Beloit Avenue, zoned R-1A, into two single family building lots

This item was tabled until March 14, 2016.

City Commission Reports:

a. Commissioner Seidel – Reported on attending the Bridging the Color Divide event; reminded residents to educate themselves regarding the library to research the facts on both sides of the issue, and asked for an update regarding the electric undergrounding program and moving forward since we have a new director.

b. Commissioner Sprinkel – Mentioned Susan Gofffried's service last week and 'Be My Neighbor Day' on February 28.

c. Commissioner Cooper – Asked that there be more recognition at the meetings for the residents designating their homes as historic; asked about recognizing the boards this year at a board appreciation; and asked to be more sensitive when producing our videos to show more diversity.

d. Commissioner McMacken – Reported that he attended the groundbreaking of the Rollins College child development center and the Showalter for the Restore the Roar event.

The meeting adjourned at 4:52 p.m.

Mayor Steve Leary

ATTEST:

City Clerk Cynthia S. Bonham, MMC



city commission agenda item

item type	Consent Agenda	meeting date	March 14, 2016
prepared by department division	Purchasing Division	approved by	<input checked="" type="checkbox"/> City Manager <input type="checkbox"/> City Attorney <input type="checkbox"/> N/A
board approval	<input type="checkbox"/> yes <input type="checkbox"/> no <input checked="" type="checkbox"/> N/A		
		final vote	

Purchases over \$75,000

	vendor	item background	fiscal impact	motion recommendation
1.	Perma Liner Industries Inc.	PR159497 for F10 Trailered Lining System Package	Total expenditure included in approved FY16 budget. Amount: \$125,147.13	Commission approve PR159497 to Perma Liner Industries Inc. for the purchase of F10 Trailered Lining System Package
This is a Sole Source Purchase.				

Approval of contract shall constitute approval for all subsequent purchase orders made against contract

Contracts

	vendor	item background	fiscal impact	motion recommendation
2.	Miller Legg	Amendment 4 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Landscape Architectural Services)	Total expenditure included in approved FY16 budget.	Commission approve Amendment No. 4 to Miller Legg and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				
3.	Matern Professional Engineering	Amendment 4 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Green Planning & Engineering Services)	Total expenditure included in approved FY16 budget.	Commission approve Amendment No. 4 to Matern Professional Engineering and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				
4.	Kelly, Collins & Gentry, Inc.	Amendment 4 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Roadway Design)	Total expenditure included in approved FY16 budget.	Commission approve Amendment No. 4 to Kelly, Collins & Gentry, Inc. and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				
5.	Southeastern Surveying and Mapping	Amendment 4 – RFQ-2-2012 Continuing Contracts for Professional, Architectural & Engineering Services (Surveying Services)	Total expenditure included in approved FY16 budget.	Commission approve Amendment No. 4 to Southeastern Surveying and Mapping and authorize the Mayor to execute renewal.
The City utilized a formal solicitation process to award this contract. The contract term was for a period of one (1) year with a total of four (4) one year renewal options, not to exceed five (5) years in total.				



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	March 14, 2016		
prepared by	City Manager	approved by	<input checked="" type="checkbox"/>	City Manager	
department			<input type="checkbox"/>	City Attorney	
division			<input type="checkbox"/>	N/A	
board approval		<input type="checkbox"/> yes	<input type="checkbox"/> no	<input checked="" type="checkbox"/> N/A	final vote
strategic objective	<input type="checkbox"/> Exceptional Quality of Life		<input type="checkbox"/> Fiscal Stewardship		
	<input type="checkbox"/> Intelligent Growth & Development		<input type="checkbox"/> Public Health & Safety		
	<input checked="" type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Participation in South Seminole North Orange County Wastewater Transmission Authority (SSNOCWTA) bond issue.

motion | recommendation

Approve City of Winter Park participation in the SSNOCWTA bond issue.

background

SSNOCWTA is a regional wastewater transmission authority which owns and operates wastewater transmission facilities transmitting flow from its member entities to the Iron Bridge Sewage Treatment facility. SSNOCWTA is made up of the City of Winter Park, Seminole County, City of Maitland, City of Casselberry and City of Winter Springs.

Randy Knight, City Manager, is the City of Winter Park's appointee to serve on the Authority Board and he currently serves as chairman. All costs of the Authority are funded by the member entities based upon each member's committed flow. The City of Winter Park's share of all costs is 45.2%.

The Authority recently completed an engineering analysis of the entire system and developed a long-term capital plan. The projects identified total approximately \$11.3 million. The assets on hand and the estimated annual funding of the depreciation reserve will cover all but about \$7 million.

The Authority Board deemed it preferable to issue bonds to finance the projects instead of assessing each member entity on a pay as you go method. This will smooth out the level of funding needed.

There is also a refunding of a previous bond issue that will be done at the same time but that part of the bonds do not impact the City of Winter Park because when those bonds were done the city cash funded its portion of those projects instead of participating in the Authority issue.

Attached is a copy of the presentation that will be given at the commission meeting by Ed Gil de Rubio, Executive Director of SSNOCWTA. Also attached is the financing information from the Authority's financial advisor.

alternatives | other considerations

The City could cash fund its share of the \$7 million however staff does not recommend this approach because it would be a significant hit on reserves of the Water and Sewer Utility.

fiscal impact

The City's share of the bonds are approximately \$232k per year, however the 2012 bonds with the same approximate debts service payments will be retired in 2017 so there will be little impact on the annual budget.



SSNOCWTA Capital Improvement Plan Budget and Direct Loan Plan

January 28, 2016



REISS ENGINEERING

PLANNING • DESIGN • CONSTRUCTION

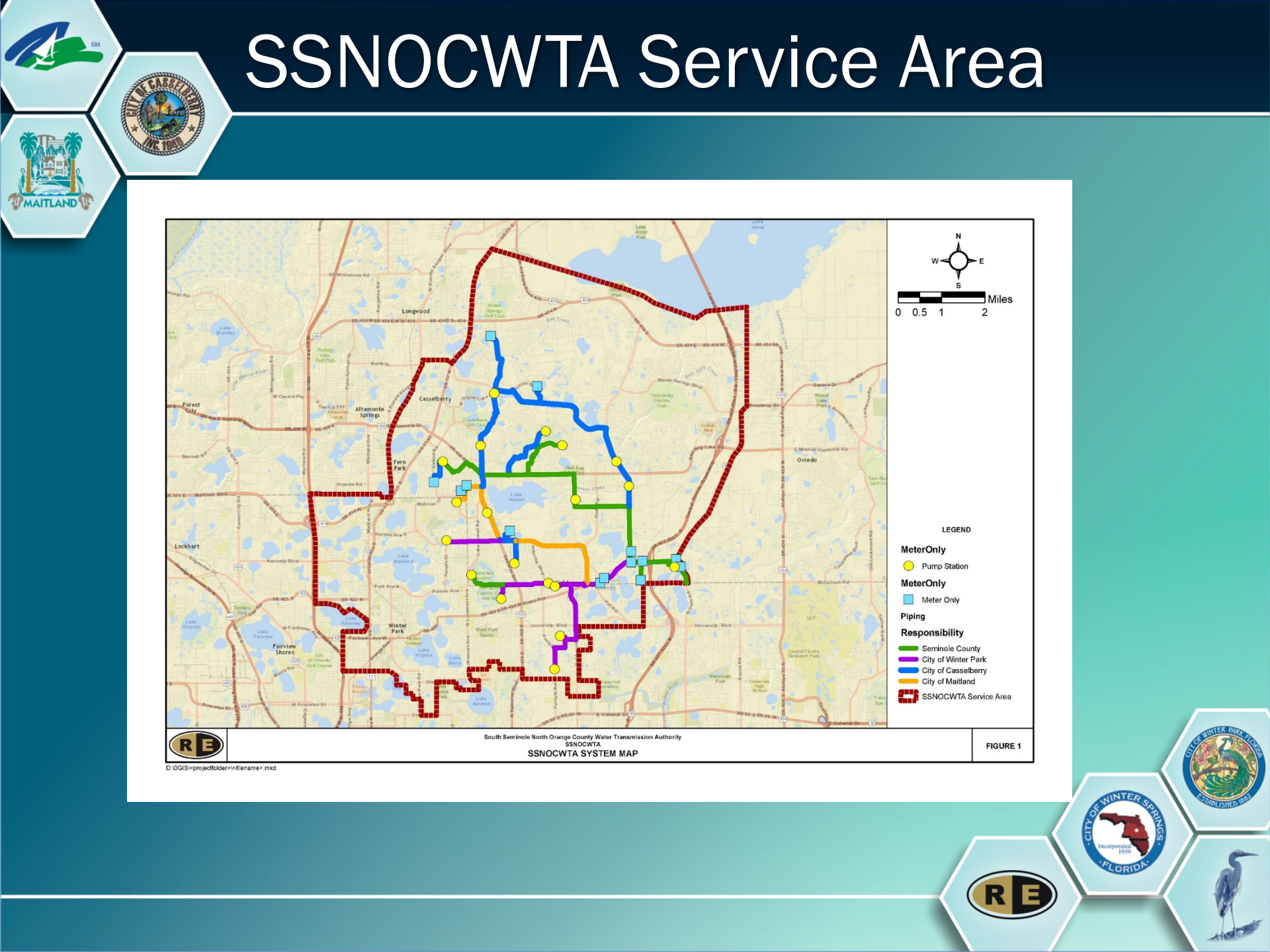


SSNOCWTA Background

- SSNOCWTA is a governmental authority created in 1978 via the Enabling Act.
- The authority was given a specific service area to transmit the wastewater within to a regional sewage treatment plant at Iron Bridge.
- Issues in 1990 with the Iron Bridge Treatment Facility allowed the use of smaller, supplemental treatment facilities within the SSNOCWTA service area.
- There are currently five (5) members, with four (4) contributing wastewater to the transmission system, which consisting of 34 meter and lift stations, as well as a network of force mains.



SSNOCWTA Service Area



Asset Evaluation and Repair Prioritization





Asset Evaluation Methodology

- Calibrated and analyzed SSNOCWTA's hydraulic model with current field data
- Assessed pump stations and transmission mains current integrity
- Updated SSNOCWTA's transmission mains, pump stations, and generator criteria
- Estimated planning level costs for repair and replacement of physical integrity issues
- Prioritized the Capital Improvement Plan (CIP) projects based on updated criteria





Asset Prioritization

- Evaluation criteria was based on SSNOCWTA's 2004 Master Plan
- REI added additional criteria to analyze age and potential environmental impact
- Assets split into three categories, Transmission mains, Pump stations, and Generators
- Each category is broken into evaluation criteria and assigned a weight based on asset attributes
- Each criteria is assigned a ranking based on each attributes condition
- Prioritization was set by multiplying the condition's ranking score by the weight of each attribute





Transmission Main Prioritization

Item	Criteria	Weight	Classification Categories	Ranking
Transmission Main Criteria				
1	Pipe Corrosion (Percent Nominal Thickness)	5	Wall thickness 2% or Less Corrosion	0
			Wall thickness 3% to 40% Corrosion	1
			Wall thickness 40% to 70% Corrosion / Unknown / Questionable / C-200	2
			Wall thickness 70% Corrosion	3
2	Age	5	Pipe is < 15-years old	0
			Pipe is 16 to 30-years old	1
			Pipe is 31 to 49-years old / Unknown	2
			Pipe is ≥ 50-years old	3
3	Capacity (Velocity)	4	Capacity Available (0-5 ft/sec)	0
			Capacity Exceeded in Future (NA)	1
			At Capacity (5-6 ft/sec)	2
			Capacity Exceeded (≥ 6 ft/sec)	3
4	Pipe Material	3	PVC / HDPE	0
			Ductile Iron - Lined	1
			RCP / Ductile Iron - Unlined / Unknown	2
			PVC - C200 / Cast Iron	3
5	Location within system	2	Conveys 1% to 2% of Total System Flow or impacts 1 to 2 pumping stations	0
			Conveys 26% to 50% of Total System Flow or impacts 3 to 4 pumping stations	1
			Conveys 51% to 75% of Total System Flow or impacts 5 to 6 pumping stations	2
			Conveys 76% to 100% of Total System Flow or impacts 7 or more pumping stations	3
6	Relocation	1	Relocation is not anticipated	0
			Relocation is considered	3
7	Environmental	1	Distance to Water Body ≥ 1,000-feet	0
			Distance to Water Body 501-feet to 1,000-feet	1
			Distance to Water Body 101-feet to 500-feet	2
			Distance to Water Body 0-feet to 100-feet	3





Pump Station Prioritization

Item	Criteria	Weight	Classification Categories	Ranking
Pump Station Criteria				
1	Age	5	Last Major Rehab is < 10-years old	0
			Last Major Rehab is 10 to 14-years old	1
			Last Major Rehab is 15 to 19-years old / Unknown	2
			Last Major Rehab is ≥ 20-years old	3
2	Structural Condition (including wetwell liner)	5	No structural deficiencies noted	0
			Condition noted which would result in structural degradation	1
			Structural concern noted which could result in future failure	2
			Failure Imminent	3
3	Corrosion on internal equipment and hardware	4	E/H is not affected by corrosion	0
			E/H has surface corrosion but function is not affected	1
			E/H corroded but still is functional	2
			E/H corroded to the point where it is no longer useable	3
4	Station Capacity	3	Capacity Available	0
			Capacity Exceeded in Future	1
			At Capacity	2
			Capacity Exceeded	3
5	Station Operation	2	Equipment is in good condition	0
			Equipment requires some maintenance	1
			Equipment requires some maintenance in order to maintain operations	2
			Equipment is not usable	3
6	Station Type	1	Submersible pumps with wet well	0
			Dry well/ wet well (Can Type Station)	3
7	Environmental	1	Distance to Water Body ≥ 1,000-feet	0
			Distance to Water Body 500-feet to 1,000-feet	1
			Distance to Water Body 101-feet to 499-feet	2
			Distance to Water Body 0-feet to 100-feet	3





Generator Prioritization

Item	Criteria	Weight	Classification Categories	Ranking
Pump Station Generator Criteria				
1	Age	5	Generator is < 10-years old	0
			Generator is 10 to 14-years old	1
			Generator is 15 to 19-years old / Unknown / No Generator	2
			Generator is ≥ 20-years old	3
2	Has Generator On-Site	5	Has Generator on-site	0
			Does not have generator on-site	3
3	Generator Condition	4	Excellent Condition	0
			Good Condition	1
			Fair Condition / No Generator	2
			Poor Condition	3
4	Flows	3	Conveys <100 1,000 gallons per day to system AAF	0
			Conveys 100 to 499 1,000 gallons per day to system AAF	1
			Conveys 500 to 999 1,000 gallons per day to system AAF	2
			Conveys > 1,000 1,000 gallons per day to system AAF	3
5	Electrical Load	2	Generator meets Electrical Load Requirements	0
			No Generator to Meet Load Requirements	2
			Generator does not meet Electrical Load Requirements	3
6	Environmental	1	Distance to Water Body ≥ 1,000-feet	0
			Distance to Water Body 500-feet to 1,000-feet	1
			Distance to Water Body 101-feet to 499-feet	2
			Distance to Water Body 0-feet to 100-feet	3



Capital Improvement Plan





Capital Improvement Plan (CIP)

CIP I.D.	Description	Priority	Budgeted Amount '14	Total Budgeted	CIP Year							
					2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
					0%	2%	4%	6%	8%	10%	12%	14%
Force Main Repair and Replacement Projects												
FM-DR	Dean Road			\$500,000		\$250,000	\$250,000					
	C-200 Pipe Replacement Phase I Costs			\$0								
FM-1	Aloma Ave. and Dean Rd.	1		\$1,591,740	\$41,740	\$200,000	\$1,350,000					
FM-2	Golden rod-Astro St./ Easement and Villa Cordova LS Transmission Main	2	\$669,000	\$695,760		\$90,000	\$605,760					
FM-3	Interlachen Ct. / Easement	2		\$528,173	\$528,173							
FM-4	Wilshire Blvd. / E Semoran Blvd	2	\$941,000	\$978,640		\$120,000	\$858,640					
FM-5	Legacy Ln.	2	\$241,000	\$250,640		\$50,000	\$200,640					
FM-6	Eagle Cir. and Eagle LS Transmission Main	2		\$1,389,000	\$1,389,000							
FM-7	Big Bend Trl. / Thunder Trl., E Semoran Blvd., McGregor Way. / Macbeth Ave. and S Winter Park Dr.	2	\$1,550,000	\$1,775,000					\$175,000	\$1,600,000		
FM-8	Annual Coupon / Ultrasonic Testing	1		Per YR	\$51,326	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
FM-9	Seminola C-factor Testing	3		Per YR								
FM-10 ^c	Red Bug Lake Rd.	3	\$2,513,000	\$0								
FM-11 ^d	Howell Branch Rd. / Old Howell Brand Rd.	3		\$0								
FM-12	Lake Street Valve	3		\$100,000		\$100,000						
Lift Station Repair and Renovation Projects												
LS-1 ^a	Maitland Master PS		\$330,000	\$353,928		\$75,000	\$278,928					
LS-2	Winter Park Central PS		\$586,500	\$605,960		\$100,000	\$505,960					
LS-3	Consumers PS			\$243,800		\$243,800						
LS-4	Sagittarius PS			\$113,792	\$113,792							
LS-5	Five Points PS			\$260,100	\$40,000	\$220,100						
LS-6	Monterey PS		\$165,800	\$175,748				\$175,748				
LS-7	Eastbrooke PS		\$100,500	\$108,540					\$108,540			
LS-8	Villa Cordova PS		\$142,500	\$153,900					\$153,900			
LS-9	Winter Park Estates PS		\$132,800	\$146,080						\$146,080		
LS-MM	Annual Misc Maintenance	1		Per YR	\$160,000	\$210,000	\$210,000	\$220,000	\$220,000	\$220,000	\$230,000	\$230,000
Generator Repair and Renovation Projects												
GEN-1	Sunrise/Willa Springs PS	1		\$164,700	\$164,700							
GEN-2	Deer Run PS	2		\$164,700	\$164,700							
GEN-3	Lakes of Aloma PS	2		\$164,700	\$164,700							
GEN-4	Marigold PS	2	\$112,500	\$114,750		\$114,750						
GEN-5	Eastbrook PS	2	\$50,000	\$51,000		\$51,000						
GEN-6	Sagittarius PS	2		\$50,000	\$50,000							
GEN-7	Indian Hills PS	2	\$75,000	\$76,500		\$76,500						
GEN-8	Winter Park Estates PS	2	\$126,000	\$128,520		\$128,520						
GEN-9	Howell Creek PS	2	\$84,000	\$87,360			\$87,360					
GEN-10	Monterey PS	3	\$56,000	\$58,240			\$58,240					
GEN-11	Five Points PS	3	\$112,500	\$114,750		\$114,750						
GEN-12	Villa Cordova PS	3	\$55,000	\$58,300				\$58,300				
GEN-13	Eagle PS	3	\$75,000	\$79,500				\$79,500				
GEN-14	Winter Park Central PS	3	\$300,000	\$318,000				\$318,000				
GEN-15	Forsyth PS	4	\$55,000	\$59,400					\$59,400			
GEN-16 ^b	Maitland Master PS	2	\$90,000	\$91,800		\$91,800						
Force Main Project Cost:				\$7,308,953	\$2,010,239	\$860,000	\$3,315,040	\$50,000	\$225,000	\$1,650,000	\$50,000	\$50,000
Lift Station Project Cost:				\$2,161,848	\$313,792	\$848,900	\$994,888	\$395,748	\$482,440	\$366,080	\$230,000	\$230,000
Generator Project Costs:				\$1,782,221	\$544,101	\$577,320	\$145,600	\$455,800	\$59,400	\$0	\$0	\$0
Total:				\$11,253,022	\$2,868,132	\$2,286,220	\$4,455,528	\$901,548	\$766,840	\$2,016,080	\$280,000	\$280,000





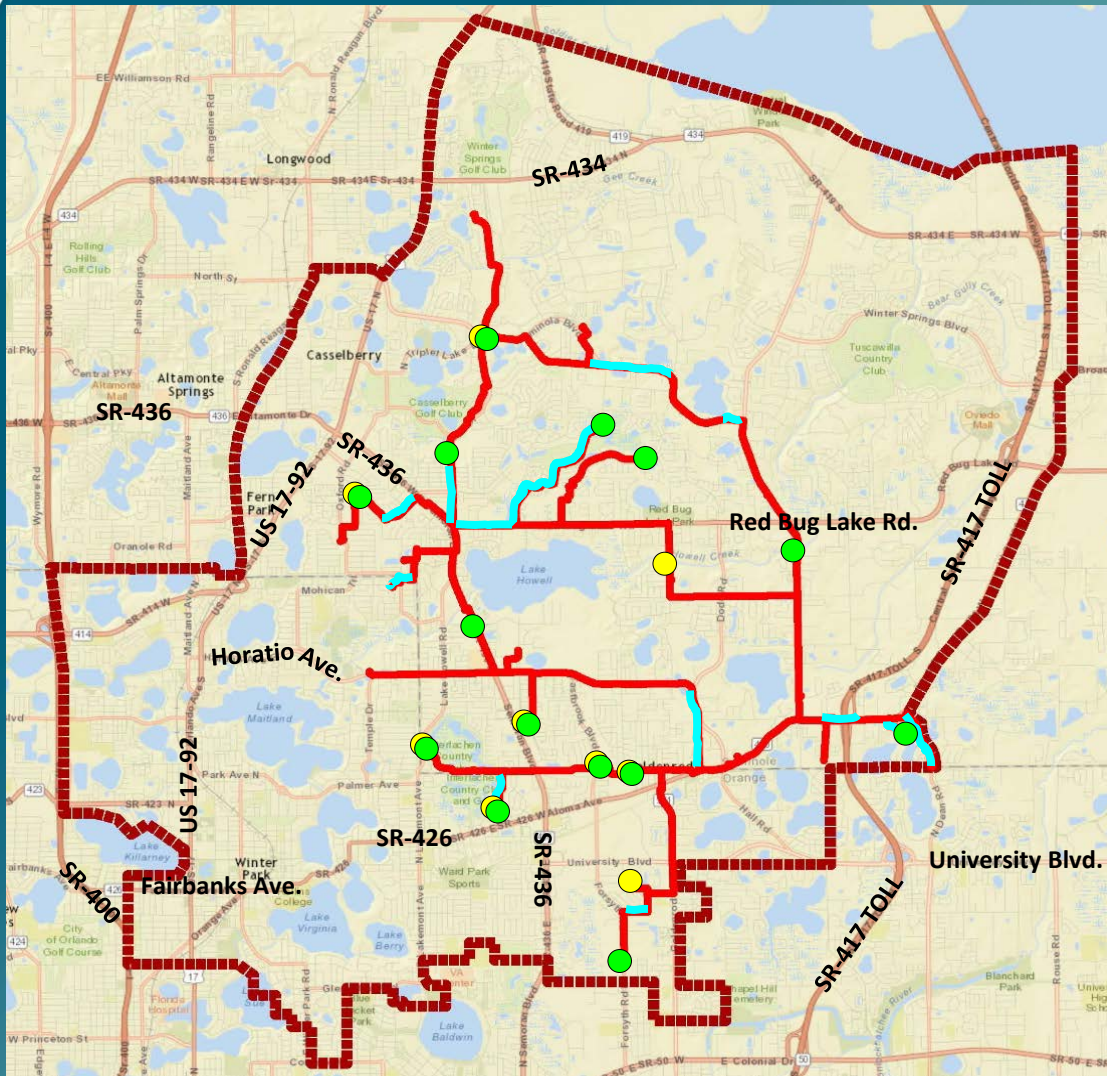
Estimated CIP Schedule

CIP I.D.	Description	Priority	Budgeted Amount '14	Total Budgeted	CIP Year						
					2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
Force Main Repair and Replacement Projects											
FM_DR	Dean Road			\$500,000							
	C-200 Pipe Replacement Phase I Costs			\$0							
FM-1	Aloma Ave. and Dean Rd.	1		\$1,591,740							
FM-2	Golden rod-Astro St./ Easement and Villa Cordova LS Transmission Main	2	\$669,000	\$695,760							
FM-3	Interlachen Ct. / Easement	2		\$528,173							
FM-4	Wilshire Blvd. / E Semoran Blvd	2	\$941,000	\$978,640							
FM-5	Legacy Ln.	2	\$241,000	\$250,640							
FM-6	Eagle Cir. and Eagle LS Transmission Main	2		\$1,389,000							
FM-7	Big Bend Trl. / Thunder Trl., E Semoran Blvd., Mcgregor Way. / Macbeth Ave. and S Winter Park Dr.	2	\$1,550,000	\$1,775,000							
FM-8	Annual Coupon / Ultrasonic Testing	1		Per YR							
FM-9	Seminola C-factor Testing	3		Per YR							
FM-10 ^c	Red Bug Lake Rd.	3	\$2,513,000	\$0							
FM-11 ^d	Howell Branch Rd./ Old Howell Brand Rd.	3		\$0							
FM-12	Lake Street Valve	3		\$100,000							
Lift Station Repair and Renovation Projects											
LS-1 ^a	Maitland Master PS		\$330,000	\$353,928							
LS-2	Winter Park Central PS		\$586,500	\$605,960							
LS-3	Consumers PS			\$243,800							
LS-4	Sagittarius PS	0		\$113,792							
LS-5	Five Points PS			\$260,100							
LS-6	Monterey PS		\$165,800	\$175,748							
LS-7	Eastbrook PS		\$100,500	\$108,540							
LS-8	Villa Cordova PS		\$142,500	\$153,900							
LS-9	Winter Park Estates PS		\$132,800	\$146,080							
LS-MM	Annual Misc Maintenance	1		Per YR							
Generator Repair and Renovation Projects											
GEN-1	Sunrise/Willa Springs PS	1		\$164,700							
GEN-2	Deer Run PS	2		\$164,700							
GEN-3	Lakes of Aloma PS	2		\$164,700							
GEN-4	Marigold PS	2	\$112,500	\$114,750							
GEN-5	Eastbrook PS	2	\$50,000	\$51,000							
GEN-6	Sagittarius PS	2		\$50,000							
GEN-7	Indian Hills PS	2	\$75,000	\$76,500							
GEN-8	Winter Park Estates PS	2	\$126,000	\$128,520							
GEN-9	Howell Creek PS	2	\$84,000	\$87,360							
GEN-10	Monterey PS	3	\$56,000	\$58,240							
GEN-11	Five Points PS	3	\$112,500	\$114,750							
GEN-12	Villa Cordova PS	3	\$55,000	\$58,300							
GEN-13	Eagle PS	3	\$75,000	\$79,500							
GEN-14	Winter Park Central PS	3	\$300,000	\$318,000							
GEN-15	Forsyth PS	4	\$55,000	\$59,400							
GEN-16 ^b	Maitland Master PS	2	\$90,000	\$91,800							
Force Main Project Cost:				\$7,308,953	\$860,000	\$3,315,040	\$50,000	\$225,000	\$1,650,000	\$50,000	\$50,000
Lift Station Project Cost:				\$2,161,848	\$313,792	\$994,888	\$395,748	\$482,440	\$366,080	\$230,000	\$230,000
Generator Project Costs:				\$1,782,221	\$544,101	\$145,600	\$455,800	\$59,400	\$0	\$0	\$0
Total:				\$11,253,022	\$2,668,132	\$4,455,528	\$901,548	\$766,840	\$2,016,080	\$280,000	\$280,000





Upcoming Projects



- SSNOCWTA Collection System
- Force Main Repair & Replacement Projects
- Lift Station Repair & Renovation Projects
- Generator Repair & Renovation Projects



Direct Loan





Direct Loan Amount

- \$7.0 million total direct loan
 - Dedicated to CIP Projects
- Maintain current assets on hand for a total of \$1.5 million for emergency response
 - Line breaks
 - Lift Station failures





Annual Bond Payment Allocation



Maitland

8.3%



Seminole County

20.8%



Casselberry

25.7%



Winter Park

45.2%



SOURCES AND USES OF FUNDS

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Sources:	Revenue Bonds, Series 2016A	Refunding Revenue Bond, Series 2016B	Total
Bond Proceeds:			
Par Amount	7,040,000.00	6,545,000.00	13,585,000.00
	7,040,000.00	6,545,000.00	13,585,000.00
Uses:	Revenue Bonds, Series 2016A	Refunding Revenue Bond, Series 2016B	Total
Project Fund Deposits:			
Project Fund	7,000,000.00		7,000,000.00
Refunding Escrow Deposits:			
Cash Deposit		0.89	0.89
SLGS Purchases		6,506,332.00	6,506,332.00
		6,506,332.89	6,506,332.89
Delivery Date Expenses:			
Cost of Issuance	38,866.40	36,133.60	75,000.00
Other Uses of Funds:			
Additional Proceeds	1,133.60	2,533.51	3,667.11
	7,040,000.00	6,545,000.00	13,585,000.00

BOND SUMMARY STATISTICS

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Dated Date	04/01/2016
Delivery Date	04/01/2016
Last Maturity	10/01/2036
Arbitrage Yield	3.500000%
True Interest Cost (TIC)	3.500000%
Net Interest Cost (NIC)	3.500000%
All-In TIC	3.560920%
Average Coupon	3.500000%
Average Life (years)	11.579
Duration of Issue (years)	9.257
Par Amount	13,585,000.00
Bond Proceeds	13,585,000.00
Total Interest	5,505,587.50
Net Interest	5,505,587.50
Total Debt Service	19,090,587.50
Maximum Annual Debt Service	998,000.00
Average Annual Debt Service	931,248.17
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

Bond Component	Par Value	Price	Average Coupon	Average Life	PV of 1 bp change
Bond Component	13,585,000.00	100.000	3.500%	11.579	12,407.55
	13,585,000.00			11.579	12,407.55

	TIC	All-In TIC	Arbitrage Yield
Par Value	13,585,000.00	13,585,000.00	13,585,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		-75,000.00	
- Other Amounts			
Target Value	13,585,000.00	13,510,000.00	13,585,000.00
Target Date	04/01/2016	04/01/2016	04/01/2016
Yield	3.500000%	3.560920%	3.500000%

BOND DEBT SERVICE

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
10/01/2016	240,000	3.500%	237,737.50	477,737.50	477,737.50
04/01/2017			233,537.50	233,537.50	
10/01/2017	255,000	3.500%	233,537.50	488,537.50	722,075.00
04/01/2018			229,075.00	229,075.00	
10/01/2018	530,000	3.500%	229,075.00	759,075.00	988,150.00
04/01/2019			219,800.00	219,800.00	
10/01/2019	550,000	3.500%	219,800.00	769,800.00	989,600.00
04/01/2020			210,175.00	210,175.00	
10/01/2020	570,000	3.500%	210,175.00	780,175.00	990,350.00
04/01/2021			200,200.00	200,200.00	
10/01/2021	590,000	3.500%	200,200.00	790,200.00	990,400.00
04/01/2022			189,875.00	189,875.00	
10/01/2022	610,000	3.500%	189,875.00	799,875.00	989,750.00
04/01/2023			179,200.00	179,200.00	
10/01/2023	630,000	3.500%	179,200.00	809,200.00	988,400.00
04/01/2024			168,175.00	168,175.00	
10/01/2024	660,000	3.500%	168,175.00	828,175.00	996,350.00
04/01/2025			156,625.00	156,625.00	
10/01/2025	680,000	3.500%	156,625.00	836,625.00	993,250.00
04/01/2026			144,725.00	144,725.00	
10/01/2026	700,000	3.500%	144,725.00	844,725.00	989,450.00
04/01/2027			132,475.00	132,475.00	
10/01/2027	730,000	3.500%	132,475.00	862,475.00	994,950.00
04/01/2028			119,700.00	119,700.00	
10/01/2028	750,000	3.500%	119,700.00	869,700.00	989,400.00
04/01/2029			106,575.00	106,575.00	
10/01/2029	780,000	3.500%	106,575.00	886,575.00	993,150.00
04/01/2030			92,925.00	92,925.00	
10/01/2030	810,000	3.500%	92,925.00	902,925.00	995,850.00
04/01/2031			78,750.00	78,750.00	
10/01/2031	835,000	3.500%	78,750.00	913,750.00	992,500.00
04/01/2032			64,137.50	64,137.50	
10/01/2032	865,000	3.500%	64,137.50	929,137.50	993,275.00
04/01/2033			49,000.00	49,000.00	
10/01/2033	900,000	3.500%	49,000.00	949,000.00	998,000.00
04/01/2034			33,250.00	33,250.00	
10/01/2034	925,000	3.500%	33,250.00	958,250.00	991,500.00
04/01/2035			17,062.50	17,062.50	
10/01/2035	480,000	3.500%	17,062.50	497,062.50	514,125.00
04/01/2036			8,662.50	8,662.50	
10/01/2036	495,000	3.500%	8,662.50	503,662.50	512,325.00
	13,585,000		5,505,587.50	19,090,587.50	19,090,587.50

BOND DEBT SERVICE

S. Seminole & N. Orange Wastewater Trans. Auth.
Revenue Bonds, Series 2016A

20 Year Financing
Level Debt Service

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
10/01/2016			123,200.00	123,200.00	123,200
04/01/2017			123,200.00	123,200.00	
10/01/2017			123,200.00	123,200.00	246,400
04/01/2018			123,200.00	123,200.00	
10/01/2018	265,000	3.500%	123,200.00	388,200.00	511,400
04/01/2019			118,562.50	118,562.50	
10/01/2019	275,000	3.500%	118,562.50	393,562.50	512,125
04/01/2020			113,750.00	113,750.00	
10/01/2020	285,000	3.500%	113,750.00	398,750.00	512,500
04/01/2021			108,762.50	108,762.50	
10/01/2021	295,000	3.500%	108,762.50	403,762.50	512,525
04/01/2022			103,600.00	103,600.00	
10/01/2022	305,000	3.500%	103,600.00	408,600.00	512,200
04/01/2023			98,262.50	98,262.50	
10/01/2023	315,000	3.500%	98,262.50	413,262.50	511,525
04/01/2024			92,750.00	92,750.00	
10/01/2024	330,000	3.500%	92,750.00	422,750.00	515,500
04/01/2025			86,975.00	86,975.00	
10/01/2025	340,000	3.500%	86,975.00	426,975.00	513,950
04/01/2026			81,025.00	81,025.00	
10/01/2026	350,000	3.500%	81,025.00	431,025.00	512,050
04/01/2027			74,900.00	74,900.00	
10/01/2027	365,000	3.500%	74,900.00	439,900.00	514,800
04/01/2028			68,512.50	68,512.50	
10/01/2028	375,000	3.500%	68,512.50	443,512.50	512,025
04/01/2029			61,950.00	61,950.00	
10/01/2029	390,000	3.500%	61,950.00	451,950.00	513,900
04/01/2030			55,125.00	55,125.00	
10/01/2030	405,000	3.500%	55,125.00	460,125.00	515,250
04/01/2031			48,037.50	48,037.50	
10/01/2031	420,000	3.500%	48,037.50	468,037.50	516,075
04/01/2032			40,687.50	40,687.50	
10/01/2032	435,000	3.500%	40,687.50	475,687.50	516,375
04/01/2033			33,075.00	33,075.00	
10/01/2033	450,000	3.500%	33,075.00	483,075.00	516,150
04/01/2034			25,200.00	25,200.00	
10/01/2034	465,000	3.500%	25,200.00	490,200.00	515,400
04/01/2035			17,062.50	17,062.50	
10/01/2035	480,000	3.500%	17,062.50	497,062.50	514,125
04/01/2036			8,662.50	8,662.50	
10/01/2036	495,000	3.500%	8,662.50	503,662.50	512,325
	7,040,000		3,089,800.00	10,129,800.00	10,129,800

BOND DEBT SERVICE

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016B

Current Refunding of 2004 Bonds

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
10/01/2016	240,000	3.500%	114,537.50	354,537.50	354,537.50
04/01/2017			110,337.50	110,337.50	
10/01/2017	255,000	3.500%	110,337.50	365,337.50	475,675.00
04/01/2018			105,875.00	105,875.00	
10/01/2018	265,000	3.500%	105,875.00	370,875.00	476,750.00
04/01/2019			101,237.50	101,237.50	
10/01/2019	275,000	3.500%	101,237.50	376,237.50	477,475.00
04/01/2020			96,425.00	96,425.00	
10/01/2020	285,000	3.500%	96,425.00	381,425.00	477,850.00
04/01/2021			91,437.50	91,437.50	
10/01/2021	295,000	3.500%	91,437.50	386,437.50	477,875.00
04/01/2022			86,275.00	86,275.00	
10/01/2022	305,000	3.500%	86,275.00	391,275.00	477,550.00
04/01/2023			80,937.50	80,937.50	
10/01/2023	315,000	3.500%	80,937.50	395,937.50	476,875.00
04/01/2024			75,425.00	75,425.00	
10/01/2024	330,000	3.500%	75,425.00	405,425.00	480,850.00
04/01/2025			69,650.00	69,650.00	
10/01/2025	340,000	3.500%	69,650.00	409,650.00	479,300.00
04/01/2026			63,700.00	63,700.00	
10/01/2026	350,000	3.500%	63,700.00	413,700.00	477,400.00
04/01/2027			57,575.00	57,575.00	
10/01/2027	365,000	3.500%	57,575.00	422,575.00	480,150.00
04/01/2028			51,187.50	51,187.50	
10/01/2028	375,000	3.500%	51,187.50	426,187.50	477,375.00
04/01/2029			44,625.00	44,625.00	
10/01/2029	390,000	3.500%	44,625.00	434,625.00	479,250.00
04/01/2030			37,800.00	37,800.00	
10/01/2030	405,000	3.500%	37,800.00	442,800.00	480,600.00
04/01/2031			30,712.50	30,712.50	
10/01/2031	415,000	3.500%	30,712.50	445,712.50	476,425.00
04/01/2032			23,450.00	23,450.00	
10/01/2032	430,000	3.500%	23,450.00	453,450.00	476,900.00
04/01/2033			15,925.00	15,925.00	
10/01/2033	450,000	3.500%	15,925.00	465,925.00	481,850.00
04/01/2034			8,050.00	8,050.00	
10/01/2034	460,000	3.500%	8,050.00	468,050.00	476,100.00
	6,545,000		2,415,787.50	8,960,787.50	8,960,787.50

AGGREGATE DEBT SERVICE

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Period Ending	Revenue Bonds, Series 2016A	Refunding Revenue Bond, Series 2016B	Series 2012	Aggregate Debt Service
10/01/2016	123,200	354,537.50	512,089.00	989,826.50
10/01/2017	246,400	475,675.00	522,158.50	1,244,233.50
10/01/2018	511,400	476,750.00		988,150.00
10/01/2019	512,125	477,475.00		989,600.00
10/01/2020	512,500	477,850.00		990,350.00
10/01/2021	512,525	477,875.00		990,400.00
10/01/2022	512,200	477,550.00		989,750.00
10/01/2023	511,525	476,875.00		988,400.00
10/01/2024	515,500	480,850.00		996,350.00
10/01/2025	513,950	479,300.00		993,250.00
10/01/2026	512,050	477,400.00		989,450.00
10/01/2027	514,800	480,150.00		994,950.00
10/01/2028	512,025	477,375.00		989,400.00
10/01/2029	513,900	479,250.00		993,150.00
10/01/2030	515,250	480,600.00		995,850.00
10/01/2031	516,075	476,425.00		992,500.00
10/01/2032	516,375	476,900.00		993,275.00
10/01/2033	516,150	481,850.00		998,000.00
10/01/2034	515,400	476,100.00		991,500.00
10/01/2035	514,125			514,125.00
10/01/2036	512,325			512,325.00
	10,129,800	8,960,787.50	1,034,247.50	20,124,835.00

SUMMARY OF BONDS REFUNDED

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Sewer Revenue Bonds, Series 2004, 2004:					
SERIALS	10/01/2016	3.750%	230,000.00	05/05/2016	100.000
	10/01/2017	3.875%	235,000.00	05/05/2016	100.000
	10/01/2018	4.000%	245,000.00	05/05/2016	100.000
	10/01/2019	4.100%	255,000.00	05/05/2016	100.000
	10/01/2020	4.200%	265,000.00	05/05/2016	100.000
	10/01/2021	4.300%	275,000.00	05/05/2016	100.000
	10/01/2022	4.400%	290,000.00	05/05/2016	100.000
	10/01/2023	4.450%	300,000.00	05/05/2016	100.000
	10/01/2024	4.500%	315,000.00	05/05/2016	100.000
TERM29	10/01/2029	4.625%	1,805,000.00	05/05/2016	100.000
TERM34	10/01/2034	4.750%	2,265,000.00	05/05/2016	100.000
			6,480,000.00		

SUMMARY OF REFUNDING RESULTS

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Dated Date	04/01/2016
Delivery Date	04/01/2016
Arbitrage yield	3.500000%
Escrow yield	0.207211%
Value of Negative Arbitrage	20,017.54
Bond Par Amount	6,545,000.00
True Interest Cost	3.500000%
Net Interest Cost	3.500000%
Average Coupon	3.500000%
Average Life	10.546
Par amount of refunded bonds	6,480,000.00
Average coupon of refunded bonds	4.644002%
Average life of refunded bonds	10.800
PV of prior debt to 04/01/2016 @ 3.500000%	7,109,855.19
Net PV Savings	567,388.70
Percentage savings of refunded bonds	8.755998%
Percentage savings of refunding bonds	8.669040%

SAVINGS

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Date	Prior Debt Service	Refunding Debt Service	Savings	Annual Savings	Present Value to 04/01/2016 @ 3.5000000%
10/01/2016	376,147.50	354,537.50	21,610.00	21,610.00	21,238.33
04/01/2017	141,835.00	110,337.50	31,497.50		30,423.37
10/01/2017	376,835.00	365,337.50	11,497.50	42,995.00	10,914.41
04/01/2018	137,281.88	105,875.00	31,406.88		29,301.32
10/01/2018	382,281.88	370,875.00	11,406.88	42,813.76	10,459.11
04/01/2019	132,381.88	101,237.50	31,144.38		28,065.53
10/01/2019	387,381.88	376,237.50	11,144.38	42,288.76	9,869.95
04/01/2020	127,154.38	96,425.00	30,729.38		26,747.21
10/01/2020	392,154.38	381,425.00	10,729.38	41,458.76	9,178.36
04/01/2021	121,589.38	91,437.50	30,151.88		25,349.55
10/01/2021	396,589.38	386,437.50	10,151.88	40,303.76	8,388.18
04/01/2022	115,676.88	86,275.00	29,401.88		23,876.03
10/01/2022	405,676.88	391,275.00	14,401.88	43,803.76	11,494.01
04/01/2023	109,296.88	80,937.50	28,359.38		22,244.10
10/01/2023	409,296.88	395,937.50	13,359.38	41,718.76	10,298.41
04/01/2024	102,621.88	75,425.00	27,196.88		20,604.80
10/01/2024	417,621.88	405,425.00	12,196.88	39,393.76	9,081.63
04/01/2025	95,534.38	69,650.00	25,884.38		18,941.67
10/01/2025	425,534.38	409,650.00	15,884.38	41,768.76	11,423.95
04/01/2026	87,903.13	63,700.00	24,203.13		17,107.37
10/01/2026	432,903.13	413,700.00	19,203.13	43,406.26	13,339.80
04/01/2027	79,925.00	57,575.00	22,350.00		15,258.80
10/01/2027	439,925.00	422,575.00	17,350.00	39,700.00	11,641.47
04/01/2028	71,600.00	51,187.50	20,412.50		13,460.78
10/01/2028	446,600.00	426,187.50	20,412.50	40,825.00	13,229.27
04/01/2029	62,928.13	44,625.00	18,303.13		11,658.17
10/01/2029	457,928.13	434,625.00	23,303.13	41,606.26	14,587.64
04/01/2030	53,793.75	37,800.00	15,993.75		9,839.81
10/01/2030	468,793.75	442,800.00	25,993.75	41,987.50	15,717.04
04/01/2031	43,937.50	30,712.50	13,225.00		7,858.92
10/01/2031	473,937.50	445,712.50	28,225.00	41,450.00	16,484.17
04/01/2032	33,725.00	23,450.00	10,275.00		5,897.67
10/01/2032	483,725.00	453,450.00	30,275.00	40,550.00	17,078.45
04/01/2033	23,037.50	15,925.00	7,112.50		3,943.23
10/01/2033	498,037.50	465,925.00	32,112.50	39,225.00	17,497.24
04/01/2034	11,756.25	8,050.00	3,706.25		1,984.70
10/01/2034	506,756.25	468,050.00	38,706.25	42,412.50	20,370.78
	9,730,105.10	8,960,787.50	769,317.60	769,317.60	564,855.19

Savings Summary

PV of savings from cash flow	564,855.19
Plus: Refunding funds on hand	2,533.51
Net PV Savings	567,388.70

PRIOR BOND DEBT SERVICE

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
10/01/2016	230,000	3.750%	146,147.50	376,147.50	376,147.50
04/01/2017			141,835.00	141,835.00	
10/01/2017	235,000	3.875%	141,835.00	376,835.00	518,670.00
04/01/2018			137,281.88	137,281.88	
10/01/2018	245,000	4.000%	137,281.88	382,281.88	519,563.76
04/01/2019			132,381.88	132,381.88	
10/01/2019	255,000	4.100%	132,381.88	387,381.88	519,763.76
04/01/2020			127,154.38	127,154.38	
10/01/2020	265,000	4.200%	127,154.38	392,154.38	519,308.76
04/01/2021			121,589.38	121,589.38	
10/01/2021	275,000	4.300%	121,589.38	396,589.38	518,178.76
04/01/2022			115,676.88	115,676.88	
10/01/2022	290,000	4.400%	115,676.88	405,676.88	521,353.76
04/01/2023			109,296.88	109,296.88	
10/01/2023	300,000	4.450%	109,296.88	409,296.88	518,593.76
04/01/2024			102,621.88	102,621.88	
10/01/2024	315,000	4.500%	102,621.88	417,621.88	520,243.76
04/01/2025			95,534.38	95,534.38	
10/01/2025	330,000	4.625%	95,534.38	425,534.38	521,068.76
04/01/2026			87,903.13	87,903.13	
10/01/2026	345,000	4.625%	87,903.13	432,903.13	520,806.26
04/01/2027			79,925.00	79,925.00	
10/01/2027	360,000	4.625%	79,925.00	439,925.00	519,850.00
04/01/2028			71,600.00	71,600.00	
10/01/2028	375,000	4.625%	71,600.00	446,600.00	518,200.00
04/01/2029			62,928.13	62,928.13	
10/01/2029	395,000	4.625%	62,928.13	457,928.13	520,856.26
04/01/2030			53,793.75	53,793.75	
10/01/2030	415,000	4.750%	53,793.75	468,793.75	522,587.50
04/01/2031			43,937.50	43,937.50	
10/01/2031	430,000	4.750%	43,937.50	473,937.50	517,875.00
04/01/2032			33,725.00	33,725.00	
10/01/2032	450,000	4.750%	33,725.00	483,725.00	517,450.00
04/01/2033			23,037.50	23,037.50	
10/01/2033	475,000	4.750%	23,037.50	498,037.50	521,075.00
04/01/2034			11,756.25	11,756.25	
10/01/2034	495,000	4.750%	11,756.25	506,756.25	518,512.50
	6,480,000		3,250,105.10	9,730,105.10	9,730,105.10

ESCROW REQUIREMENTS

S. Seminole & N. Orange Wastewater Trans. Auth.
Refunding Revenue Bond, Series 2016

Period Ending	Interest	Principal Redeemed	Total
05/05/2016	27,605.64	6,480,000.00	6,507,605.64
	27,605.64	6,480,000.00	6,507,605.64



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	March 14, 2016		
prepared by	City Manager	approved by	<input checked="" type="checkbox"/>	City Manager	
department			<input type="checkbox"/>	City Attorney	
division			<input type="checkbox"/>	N/A	
board approval		<input type="checkbox"/> yes	<input type="checkbox"/> no	<input checked="" type="checkbox"/> N/A	final vote
strategic objective	<input type="checkbox"/> Exceptional Quality of Life		<input type="checkbox"/> Fiscal Stewardship		
	<input type="checkbox"/> Intelligent Growth & Development		<input type="checkbox"/> Public Health & Safety		
	<input checked="" type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Funding options for acquisition of property at 1111 W. Fairbanks Avenue (former bowling alley)

motion | recommendation

Approve funding option for acquisition of 1111 W. Fairbanks Avenue.

background

This item was tabled at the February 22nd meeting.

At the January 25, 2016 Commission Meeting the Commission approved the acquisition of 1111 W. Fairbanks Avenue for \$2.9 million but the final determination of where the funding would come from was not made.

A CRA meeting was held on February 22, 2016 and the Agency approved \$1 million of the funding to come from CRA funds. That leaves \$1.9 million (plus closing costs) to be funded from other sources.

The two basic options are to fund the entire amount from General Fund Reserves or to fund \$394,985 from Parks Acquisition Funds and \$646,367 from Parks Impact Fee Funds and the remainder (approximately \$858,648 plus closing costs) from General Fund Reserves.

alternatives | other considerations

The City can decline the purchase and work with Rollins and the future owner to acquire just the amount of property needed to expand the turn lanes.

fiscal impact

See above.



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	March 14, 2016					
prepared by	Chief Brett C. Railey	approved by	<input checked="" type="checkbox"/>	City Manager				
department	Police		<input type="checkbox"/>	City Attorney				
division	Administration		<input type="checkbox"/>	N/A				
board approval		<input type="checkbox"/>	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	N/A	final vote
strategic objective	<input type="checkbox"/>	Exceptional Quality of Life		<input type="checkbox"/>	Fiscal Stewardship			
	<input type="checkbox"/>	Intelligent Growth & Development		<input checked="" type="checkbox"/>	Public Health & Safety			
	<input type="checkbox"/>	Investment in Public Assets & Infrastructure						

subject

The Winter Park Police Department's 2015-2018 Strategic Plan Update.

motion | recommendation

To accept the Strategic Plan as revised by the contributing members of the Department, Core groups and the Community they serve.

background

Beginning on September 3, 2015 Police Department members and the command staff began a review of the current Strategic Plan to better align the plan with current advancements in the policing profession. Over the next six months collaboration with Core Command, Supervisory, Officer, Citizen and Civil Service Members had an opportunity to review and contribute to the Strategic Plan process that will carry the department into the next three years. This update revised the Mission and Vision Statements, added 5 new Plan Goals and 17 Strategies using the President's Report on 21st Century Policing and our current Plan as a template. Having finished these steps the Plan is being submitted to the Commission for final review.

alternatives | other considerations

None

fiscal impact

None

Winter Park Police Department 2013-2016 Strategic Plan Report

Introduction

The Winter Park Police Department implemented its first Strategic Plan in May, 2011, for the time period from 2011 through September 30, 2015. As part of that Plan, 86 measurable objectives were divided into three time frames for implementation:

- Short-term: Within the 2010-2012 fiscal years.
- Intermediate: Within the following two fiscal years (October 1, 2012-September 30, 2014).
- Long-term: Implementation is anticipated during Fiscal Year 2014-2015 or later.

The implementation of the 2011-2015 Strategic Plan has been monitored by the Department's administration on a quarterly basis, and a significant number of the measurable objectives have been completed.

One recommendation in the Report submitted with the initial 2011-2015 Strategic Plan called for the review and updating the Strategic Plan each year to reflect changes in crime patterns, citizen expectations, demographics, and economic conditions in Winter Park. In December 2012, Chief Brett Railey moved to comply with that recommendation and began updating the Department's Strategic Plan.

Process for Developing the 2013-2016 Strategic Plan

The process for updating the Department's Strategic Plan paralleled that used in the development of the original plan. An outside consultant facilitated the process, and input was received from three working groups: an in-house core working group made up of first-line supervisors, officers and civilians selected from throughout the Department; the Department's Senior Command Staff; and a group of citizens invited by Chief Railey and representing a spectrum of the Winter Park community. From that input, a draft Strategic Plan was circulated internally for further review, comment, and recommendations.

Input from the In-House Core Working Group

On February 6, 2013, the consultant met with the members of the Core Working Group to facilitate:

- A review of the Vision statement for the Winter Park Police Department;
- A review of the Mission statement for the Winter Park Police Department;
- A review of the Values statements for the Winter Park Police Department;
- A review of the major goals, strategies, and accomplished objectives reflected in the 2011-2015 Plan;
- Identification of further issues and objectives for inclusion in the 2013-2016 Strategic Plan.

Appendix A reflects the membership of the In-House Core Working Group and provides a summary of their comments and suggestions.

Input from the Senior Command Staff

Later on February 6, 2013, the consultant also met with the members of the Senior Command Staff to further:

- Review the Vision statement for the Winter Park Police Department;
- Review the Mission statement for the Winter Park Police Department;
- Review the Values statements for the Winter Park Police Department;

- Review the major goals, strategies, and accomplished objectives reflected in the 2011-2015 Plan;
- Review the discussion by the In-House Core Working Group;
- Identify further objectives for inclusion in the 2013-2016 Strategic Plan.

Appendix A reflects the members of the Senior Command Staff in attendance.

Input from Winter Park Citizens

Finally, on the evening of February 6, 2013, the consultant, along with Chief Railey, met with invited Winter Park citizens to discuss:

- The Vision statement for the Winter Park Police Department;
- The Mission statement for the Winter Park Police Department;
- The Values statements for the Winter Park Police Department;
- The major goals, strategies, and accomplished objectives reflected in the 2011-2015 Plan;
- Current issues or unaddressed concerns from the community's perspective that should be included in the 2013-2016 Strategic Plan.

Appendix A reflects the citizens in attendance and provides a summary of their comments and suggestions.

Subsequent Input from Departmental Leadership

On the morning of February 7, 2013, the consultant met with Chief Railey and Deputy Chief Art King to further review and discuss the information received during the previous day's meetings and to identify additional objectives, issues, and concerns which should be part of the updated Strategic Plan.

Following that discussion, a draft of the new Strategic Plan was provided to Chief Railey on February 8, 2013 and subsequently, on February 14, 2013, was submitted electronically to all members of the Department's Senior Command Staff and, and on February 18, 2013, to the members of the In-House Core Working Group for review and comment by February 25, 2013. No significant recommendations for changes to the document were suggested.

Finalized 2013-2016 Strategic Plan

As a result of this strategic planning process, the Winter Park Police updated its Strategic Plan, submitted with this report as Appendix B. This 2013-2016 Strategic Plan included three major goals and, divided into 14 strategies, 77 specific objectives proposed for accomplishment between January 1, 2013, and December 31, 2016.

Each objective was capable of being measured, was assigned as a responsibility to designated personnel or unit(s) of the Police Department, and was associated with a general timeframe for expected implementation.

This Strategic Plan utilized a number of time periods during which objectives were anticipated to be completed:

- On-going: Objectives which have already begun, but which are important enough to be continued and monitored in this Strategic Plan for continuous activity, Many of the short-term objectives from the previous Strategic Plan became on-going activities upon full implementation.
- Short-term: Within the calendar year (2013).

- Intermediate: Within the following two calendar years (January 1, 2014-December 31, 2015).
- Long-term: Implementation was anticipated in Calendar Year 2016 or later.

Further Recommendations

In order to maximize the potential of the Strategic Plan and to ensure its implementation, the following efforts were recommended:

1. As in the case of the Department's 2011-2016 Strategic Plan, a bound printed copy of the Strategic Plan should be provided to each member of the Police Department, as well as to the City Manager, City Commission, Civil Service Board, and each citizen who participated in the planning process.
2. An electronic version of the updated Strategic Plan should be posted on the Police Department website.
3. The administration of the Police Department should continue to promote the Vision, Mission, and Values statements throughout the agency in order to clearly reinforce these critical tenets. Posters reflecting the Vision, Mission, and Values should be prominently displayed throughout Police Department facilities, and the Vision, Mission, and Values should also be displayed on the Police Department website.
4. All selection, promotional, and evaluation processes should be connected to the agency's Values. The evaluation of conduct and performance of all personnel, as well as all discipline, should be centered around and reinforce the Vision, Mission, and Values statements.
5. The Department's administration should review compliance with the Strategic Plan's objectives on a quarterly basis, with a subsequent status report to the citizens of Winter Park via the Police Department website at the end of the calendar year.
6. All personnel within the Department should be able to review the quarterly status reports on the accomplishment of all elements of the Strategic Plan.
7. The Department's administration should provide an annual report on the accomplishments toward the Strategic Plan to the City Manager, City Commission, and Civil Service Board and post this report on the Police Department website.
8. The Department's administration should continue to review and update the Strategic Plan each year to reflect changes in crime patterns, citizen expectations, demographics, and economic conditions in Winter Park.

APPENDIX A

In-House Core Working Group:

Membership:

- Sgt. Will McCurdy
- Sgt. Rafael Berrios
- Sgt. Mike Hilton
- Sgt. John Bologna
- Sgt. Jamie Loomis
- Sgt. Bruce Robinson
- Sgt. John Montgomery
- Detective Jeff Harris
- Officer Kaitlin Gonzalez
- Officer German Massallo
- Officer Stanford Locke
- Officer Andrew Scoular
- Officer Liza Cieszynski
- Officer Bill Holley
- Officer Ruben Del Toro
- Communications Operator Doreen Sabatino
- Records Specialist Crystal Alvarez

Comments on Pressing Issues and Enhancements to the Plan:

- No changes were recommended in the Department's Vision, Mission, or Values statements
- Personnel should be provided with enhanced training on the Department's Data-Driven Approaches to Crime and Traffic Safety (DDACTS)
- Communication and morale within the Department should continue to be a priority
- All programs should include clear implementation and evaluation components
- Some objectives in the Strategic Plan (e.g., those dealing with public information and media relations) can be consolidated
- The Department could make better use of the individual strengths of its staff members
- Need to focus on developing the next wave of Departmental supervisors (coupled with effective mentoring)
- Need to examine strategies to better retain personnel
- Look at ways to make better use of community resources
- We should encourage ideas submitted from the "troops" and develop "out of the box" solutions
- Aim for enhanced community engagement

Command Staff:

Membership:

- Chief Brett Railey
- Deputy Chief Art King
- Captain Jess Johnson

- Captain Vern Taylor
- Lieutenant Tom Pearson
- Lieutenant Dave Barber
- Lieutenant Ron Johnson
- Lieutenant Jon Askins
- Lieutenant Jeff Biles
- Lieutenant Randy Durkee
- Lieutenant Pam Marcum
- Records Manager Lucia Hernandez

Comments:

- No changes were recommended in the Department's Vision, Mission, or Values statements
- Discussion centered on a review of the accomplishments to date and on additional objectives based on the discussion by the In-House Core Working Group

Citizens Working Group:

Membership:

- Samir Jallad (Business owner and resident)
- Ken Miller (Rollins College Campus Safety)
- Michael Davis (Business owner and resident)
- Ron Moore (City employee and resident)
- Ernie Manning (Retired city employee and city resident)

Comments:

- The community recognized the accomplishments of the Police Department in fulfilling this Strategic Plan
- Continue to enhance communications with the community; recognize it as a two-way street; take advantage of positive citizen interactions
- Rollins College would like to formalize joint communications and training for potential emergency situations
- Need increased youth education (at middle and high school level, as well as on the Rollins campus) regarding DUI
- Need training for parents on their responsibilities, including for their driving children, as well as for their personal liability for their children's actions; perhaps the Parent-Teacher-Student Associations and the Orange County School System could join as partners
- Enhance the awareness of information available on the Police Department's website
- Need to anticipate problems and begin planning for the impact of Sunrail
- The group recognized the positive interaction between the Police Department and other City departments
- There was a need for a Citizens Advisory Panel
- Could there be a registration program for text alerts from the Police Department?
- Need for formal lockdown procedures for public facilities
- Need to work with Orange County Public Schools to enhance the security of schools located within the City limit

Process for Developing the 2015-2018 Strategic Plan

On September 3 and 4, 2015, the Winter Park Police Department sworn and civilian supervisors, managers, staff and command met for a staff retreat leadership training for the purpose of maximizing the potential of the current Strategic Plan as we moved forward into the year 2016. All members participated and did not meet separately, but in conjunction under the facilitation of three subject matter experts: Robert Wasserman, Debra Piehl, and Michael McAuliffe. Mr. Wasserman is an internationally-recognized expert in law enforcement affairs and community relations and Chairman of the Strategic Policy Partnership, LLC. He previously served as a Senior Advisor on International Law Enforcement for the Bureau of International Narcotics and Law Enforcement at the U. S. Department of State and served as Chief of Staff of the White House Office of National Drug Control Policy as Deputy Commissioner for Operations and Acting Commissioner of the United Nations International Police Task Force. Ms. Piehl is the Analytic Specialist for Data-driven Approaches to Crime and Traffic Safety (DDACTS) and Traffic Safety International Association of Directors of Law Enforcement Standards and Training. Mr. McAuliffe is a former Boynton Beach Police Chief and instructor for the Leadership Development Institute at the federal Bureau of Investigation Academy who is currently President & CEO of POLICING EXCELLENCE, LLC, whose mission is to provide domestic and global education and consulting for excellence in the delivery of police service, leadership development, and community engagement.

The goal of the collaboration was to garner staff input about the current plan, keep our current plan a living document, and revise any goals, strategies and/or objectives as needed. Appendix A Revised is a comprehensive list of members who participated in the retreat and subsequent comments on pressing issues and recommended enhancements to the plan.

Appendix A Revised

Core Staff Working Group

Chief Brett C. Railey
Deputy Chief Vernon Taylor
Captain Jeff Biles
Captain Jon Askins
Ms. Kathy Reed
Ms. Erin DeYoung
Ms. Karen Gilbert
Ms. Vonda Jones
Ms. Lucia Hernandez
Mr. Jim Mallard
Lt. John Bologna
Lt. Pam Marcum
Lt. John Montgomery
Lt. Bruce Robinson
Lt. Kevin Roesner
Lt. Tim Volkerson
Lt. Jamie Watson
Sgt. Stan Locke
Sgt. Mike Hilton

Sgt. Jeff Hershone
Sgt. Frank Cowart
Sgt. Lina Strube
Sgt. Garvin McComie
Sgt. Scott Williams
Sgt. Errol Colon

Comments on Pressing Issues and Enhancements to the Plan:

- Revision of Mission & Vision Statements
 - Make them shorter without changing the original intent or focus
- Review and possible revision of core values
- As an agency we will focus on outcomes NOT limiting ourselves to focusing solely on outputs
- Formal mentoring program for all positions in the chain
- Quality enhancement
- Increase training to include tactical, practical scenarios
- Fitness standards
 - Physical standard tested annually
 - Workout time
- Integrated RMS/CAD system with local agencies
- Increased use of relevant technology
 - Video surveillance
 - Eyewatch
 - Body Camera Program
- Increased technology based community education outreach and crime prevention/solving
 - Real time bulletins and notifications through social media
- Embracing new generation and maintaining a progressive culture
- Rebranding the agency
- Servant leadership
- Transparency
- Adjusting to meet the industry
- Felt presence through collaborative relationships
- Continued community involvement to increase legitimacy through confidence in procedural justice
- Paradigm shift from traditional measurements of success to looking at citizen satisfaction in relationship with the Department
- Inclusion of civilians in all aspects of training, recognition, communication and involvement
- Include senior civilian managers in senior staff meetings

On Friday, October 2, 2015, members of the command staff met in the Chief's conference room to discuss revisions of the Strategic Plan based on suggestions made during the staff retreat training. Copies of the current Strategic Plan with suggested improvements and changes were provided to all who attended this collaborative meeting. During this meeting, the Mission and Vision Statements were revised and the group created 5 new Plan Goals and 17 strategies using the President's Report on 21st Century Policing and our current Plan as a template.

Appendix A Revised

Core Command Working Group

Chief Brett C. Railey
Deputy Chief Vernon Taylor
Captain Jon Askins
Captain Jeff Biles
Lt. John Montgomery
Lt. Tim Volkerson
Lt. Bruce Robinson
Lt. Jamie Watson
Lt. John Bologna
Lt. Kevin Roesner

On Friday, October 16, 2015, another meeting was held in the Chief's conference room to further discuss the development of the Strategic Plan revision. The Plan was provided ahead of time to the Core Command Working Group with the Goals, Strategies and new and current objectives aligned. Goals 1 and 2 were discussed at length and Strategies and Objectives were revised and then numbered.

Core Command Working Group

Chief Brett C. Railey
Deputy Chief Vernon Taylor
Captain Jon Askins
Captain Jeff Biles
Lt. John Montgomery
Lt. Tim Volkerson
Lt. Bruce Robinson
Lt. Jamie Watson
Lt. John Bologna
Lt. Kevin Roesner
Lt. Pam Marcum
Ms. Lucia Hernandez

On Tuesday, October 20, 2015, contact was made via email and in person with the Accreditation Manager Ms. Karen Gilbert and the Legal Advisor Ms. Erin DeYoung for their input on the Strategic Plan which was provided for them in the most up-to-date draft form. A change in wording on one goal was made at the suggestion of Ms. Gilbert to be consistent with Accreditation standards. Ms. DeYoung found no issues at this time.

On Friday, October 23, 2015, a third meeting was held in the Chief's conference room to further discuss the development of the Strategic Plan revision with the Core Command Working Group. The Plan was provided ahead of time to the Group with the Goals, Strategies and new and current Objectives aligned. Goals 3, 4 and 5 were discussed at length along with the Strategies and Objectives and the Plan was completed for this Core Group. Assigned Responsibilities and Reporting guidelines were also discussed. The Plan in its final revised form from this Core Working Group was then provided to all members of the

Core Group for any final comments or concerns. There were no final requests for change on this draft of the Plan. Total time spent with this Group was approximately 9 hours on three separate occasions.

Core Command Working Group

Chief Brett C. Railey
Deputy Chief Vernon Taylor
Captain Jon Askins
Lt. Tim Volkerson
Lt. Bruce Robinson
Lt. Jamie Watson
Lt. Kevin Roesner
Lt. Pam Marcum
Ms. Lucia Hernandez
Ms. Vonda Jones

On Monday, November 9, 2015, the most current draft of the Strategic Plan was provided via email to all eight (8) of the Department Sergeants for their input allowing for over a week for their review and suggestions. I received feedback from the following supervisors and several objectives were added under Goals 4 and 5:

Core Supervision Working Group

Sgt. Errol Colon
Sgt. Frank Cowart
Sgt. Stanford Locke
Sgt. Garvin McComie

Core Citizen Working Group

On Wednesday, November 11, 2015, Chief Railey provided the Strategic Plan in its draft form and the six pillars included in the Executive Summary of the President's Report on 21st Century Policing was provided to the community members who attended the first Neighborhood Advisory Council meeting at the Department. Their review of the pillars, Summary and Plan was requested and input was encouraged by Chief Railey regarding whether the proposed Plan draft was measuring up to the listed pillars contained in the Summary. Members of the Council were asked to be prepared to comment at the next meeting scheduled for Tuesday, December 15, 2015.

Neighborhood Advisory Committee Members

Diane Stadelam
Harry Smith
Kim Allen
Trudy Mitchell
Sally James
Melinda Wright
Mark Winton
Janey Taylor

Tina Ingram
Mary Daniels
Claire/Andy McCorkle
Pamela Smith
Norma English
Kelly/Randall Steele
Cindy Bradley
Tom McMacken
Sara Brady
Don Thompson
Tim Elwood
Lurline Fletcher
Wendy Henner
James Alexander
Peyton – VCC student
Abby – VCC student
Craig O'Neill
Frank Baker, Jr.
Adrienne/Jerry Altomari
Linda Walker
Jack Miles
Mike/Terri Murphy
Steve Brandon
Gordon Blitch
Christine Girand
Gary Vasquez
David/Marti Miller
Bruce Woodruh
John Deeb

Core Officer Advisory Working Group

On Wednesday, December 2, 2015, I met with the attending members of the Officer's Advisory Group who participate in the regular meetings with Chief Railey. I provided copies of the Strategic Plan to each attending member and requested their input by January 11, 2016. On Thursday, December 3, 2015, the most up-to-date draft of the Strategic Plan was emailed to the following group of officers who participate in the Officer's Advisory Group. A follow-up email was sent to the same core Officer Advisory Group on January 10, 2016 extending the deadline for input to January 13, 2016. Input was received by the highlighted officers within the below listed group resulting in numerous additions to the objectives.

Members:

Officer Billy Branch
Officer Tony Fairbanks
Officer Paul Foster
Officer Jim Whitman
Officer Jen Anderson

Officer Eddie Santos
Officer Josue Perez
Officer John Combas
Officer Bill Holley
Officer James Meyn
Officer Brian Watson
Officer Murray Daniel
Officer Javier Rodriguez
Officer Tom Ponicki
Officer Sharon Waggener
Officer Jeff Marcum
Officer Kenny Talton

On Tuesday, December 15, 2015, the Neighborhood Advisory Council met again in the Community Room at the Police Department where input was once again solicited from those attending. Input was received via email and verbally by several members of the group and revisions were made to the wording of some objectives and order of the Department Goals.

On January 27, 2016, a copy of the Strategic Plan in draft form was provided via email to the Department's civilian Administrative Support staff for their review and input. Input was requested to be received by February 2, 2016. Input was received by the following highlighted support staff members:

Ms. Kathy Reed
Ms. Sarah Conner
Ms. Gail Tinch
Ms. Crystal Grimes

On January 16, 2016, a final proposed draft of the 2015-2018 Strategic Plan was forwarded via email to Chief Railey for his review. I met with Chief Railey on January 27, 2016 to discuss revisions to the Plan for preparation for its presentation to the City Manager and Commission.

On February 2, 2016, final revisions to the Strategic Plan were completed and the Plan was submitted via email to Chief Brett C. Railey.

On February 2, 2016, the final draft of the Strategic Plan was supplied to the members of the Civil Service Board for their review and input. The board listed below expressed positive support of the Plan.

Gary Brewer
Kip Marchman
Paula Satcher
Bill Swartz
Pitt Warner

On February 15, 2016, two drafts of the Strategic Plan were supplied to the Chief via email for presentation to the City Commission. One draft showed all changes to the Plan (all mark-up) and one draft shows the final draft (no mark-up).

Winter Park Police Department

Strategic Plan

DEPARTMENTAL VISION STATEMENT

We are dedicated to ensuring quality of life through leadership, professional services, and community participation.

DEPARTMENTAL MISSION STATEMENT

We will ensure public safety, enforce the law with integrity, and provide extraordinary services.

Department Values

- **Integrity:** We believe in the highest display of character, professional competence, and adherence to the Code of Ethics. This includes responsibility and accountability for our actions; commitment to service to the community and the law; honesty and dependability; loyalty and mutual respect; and compassion for those we protect and serve.
- **Professionalism:** We demand the highest level of professional conduct in dealing with the public, all members of the Department, as well as in our personal lives. We expect that we will continue to grow as law enforcement professionals throughout our tenure with the agency and, by our actions both on and off duty, will set the standard of professional conduct for those who follow us into police service.
- **Excellence:** The provision of extraordinary services to the citizens and visitors to our City is the standard by which we should be judged, and we refuse to accept mediocrity as an option for our performance.
- **Dedication:** We are the stewards of the resources given to us by the City of Winter Park. As a result, we are dedicated to the best use of these resources and to the protection of our citizens and visitors to our community. We commit ourselves to bringing life to our Vision, our Mission, and our Values and will well and faithfully discharge the public trust we have accepted.
- **Courage:** We believe that courage is the willingness to do the right thing, at the right time, for the right reasons. It is about character, competence, commitment, and putting others first. In addition to the bravery we expect of our members in the performance of their duties, courage in leadership at all levels includes the practice of timely, focused, apolitical decision-making that effectively deals with the difficult issues that we as a Department must face.

Department Goal 1

Safeguard our community in a manner that inspires public confidence in our methods and outcomes.

Strategy 1: Reduce crime and the fear of crime

Objective 1.1.1: Enhance the quality of life in the community through greater intelligence based information and proactive enforcement.

Assigned Responsibility: Criminal Investigations & Operations Captains

Timeframe for Implementation: On-going

Reporting: Bi-annually

Objective 1.1.2: Maintain a prominent felt presence throughout the City.

Assigned Responsibility: Operations Division Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 1.1.3: Utilize the Department's Data-Driven Approaches to Crime and Traffic Safety (DDACTS).

Assigned Responsibility: Operations Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 1.1.4: Conduct area patrols and enforcement efforts based on crime trends and issues raised by our citizens.

Assigned Responsibility: Operations Lieutenants and Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 1.1.5: Provide crime prevention strategies to the community.

Assigned Responsibility: Community Services Division Lieutenant

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 1.1.6: Maintain and publically share up-to-date, relevant information utilizing social media and other technological resources as appropriate.

Assigned Responsibility: Community Services Division Lieutenant

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 1.1.7: Conduct an analysis of patrol zones and deployment of personnel to determine if a re-alignment of enforcement areas is warranted.

Assigned Responsibility: Operations Division Captain

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.1.8: Assist with review and development of security plans and procedures for all City facilities as requested.

Assigned Responsibility: Community Services Sergeant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.1.9: Participate in underage drinking initiatives.

Assigned Responsibility: Criminal Investigations Captain

Timeframe for Implementation: On-going

Reporting: Bi-annually

Objective 1.1.10: Enhance the enforcement of dangerous drug crimes.

Assigned Responsibility: Criminal Investigations Captain

Timeframe for Implementation: On-going

Reporting: Bi-annually

Objective 1.1.11: Attend criminal investigation intelligence meetings for the purpose of sharing information and collaboration with neighboring agencies.

Assigned Responsibility: Criminal Investigations Captain

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.1.12: Explore the feasibility of creating and implementing an online active calls list for citizens.

Assigned Responsibility: Deputy Chief of Police and Communications Manager

Timeframe for Implementation: Intermediate

Reporting: Annually

Strategy 2: Ensure citizen calls for service are appropriately responded to with Departmental resources.

Objective 1.2.1: Review response times to calls for service quarterly.

Assigned Responsibility: Deputy Chief of Police and Communications Manager

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 1.2.2: Explore the feasibility of creating a mechanism for citizens to directly report crimes without a dispatched officer.

Assigned Responsibility: Communications Manager, IT Liaison Lieutenant & Chief of Police

Timeframe for Implementation: Intermediate

Reporting: Quarterly

Strategy 3: Ensure safety on Winter Park's roadways through education, engineering and enforcement.

Objective 1.3.1: Interact with the City engineer on traffic issues.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 1.3.2: Participate in the County Traffic Safety Team.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 1.3.3: Participate in the City's Bicycle and Pedestrian Advisory Board.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 1.3.4: Prioritize the enforcement of impaired driving laws.

Assigned Responsibility: Operations Division Lieutenants

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 1.3.5: Enhance traffic safety education efforts through roadway signs, citizen contacts and highly publicized traffic safety campaigns.

Assigned Responsibility: Special Operations Sergeant

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 1.3.6: Maintain utilization of the Intersection Safety Camera Program.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.3.7: Participate in the International Association of Chiefs of Police (IACP) National Law Enforcement Challenge.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.3.8: Compete in the Florida Law Enforcement Challenge.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.3.9: Compete in the "Click It or Ticket" Challenge.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.3.10: Compete in the Florida Driving Under the Influence (DUI) Challenge.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.3.11: Coordinate and participate in multi-agency Driving Under the Influence (DUI) and Low Man Power (LMP) / mini checkpoint/saturation operations.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 1.3.12: All officers assigned to patrol to be National Highway Traffic Safety Administration (NHTSA) Standardized Field Sobriety Exercises (SFSE), Breath Test Operator (BTO) and Advanced Roadside Impaired Driving Enforcement (ARIDE) certified.

Assigned Responsibility: Special Operations Lieutenant

Timeframe for Implementation: Intermediate

Reporting: Annually

Strategy 4: Ensure safety on Winter Park's waterways through effective education, engineering and enforcement.

Objective 1.4.1: Offer Junior Boatsman safety education and training.

Assigned Responsibility: Special Operations Sergeant

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 1.4.2: Participate in the City's Lakes and Waterways Advisory Board
Assigned Responsibility: Special Operation Lieutenant
Timeframe for Implementation: On-going
Reporting: Bi-annually (2, 4)

Objective 1.4.3: Update and maintain the Department's Lake Patrol Program.
Assigned Responsibility: Special Operation Lieutenant
Timeframe for Implementation: On-going
Reporting: Bi-annually (2, 4)

Department Goal 2

Foster trust and legitimacy within our community.

Strategy 1: Promote two-way engagement that involves all segments of the community to enhance legitimacy.

Objective 2.1.1: Continue brand enhancement of the Department.
Assigned Responsibility: Community Services Lieutenant / Public Information Officer
Timeframe for Implementation: On-going
Reporting: Bi-annually (2, 4)

Objective 2.1.2: Identify our diverse stakeholders and their differing needs.
Assigned Responsibility: Community Services Lieutenant and Operations Lieutenants
Timeframe for Implementation: Short-term
Reporting: Quarterly

Objective 2.1.3: Develop strategies to engage the identified stakeholders.
Assigned Responsibility: Deputy Chief of Police
Timeframe for Implementation: Short-term
Reporting: Quarterly

Objective 2.1.4: Continue providing a citizen ride-along program to increase community engagement.
Assigned Responsibility: Operations Captain
Timeframe for Implementation: On-going
Reporting: Bi-annually (2, 4)

Objective 2.1.5: Continue conducting regular Neighborhood Advisory Council meetings to foster transparency, two-way communication and legitimacy of the Department with the community.
Assigned Responsibility: Chief of Police
Timeframe for Implementation: On-going
Reporting: Bi-annually (2, 4)

Strategy 2: Maintain formalized processes to measure achievement of goals and objectives and ensure adherence to accepted standards.

Objective 2.2.1: Review progress and assess accomplishments under the Department's Strategic Plan on a quarterly basis.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 2.2.2: Review annually and update the Department's Strategic Plan prior to the City's budget process to ensure a living document.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 2.2.3: Explore the feasibility of automating the reporting process for the Strategic Plan.

Assigned Responsibility: Operations Captain

Timeframe for Implementation: Short-term

Reporting: Quarterly

Objective 2.2.4: Maintain agency Excelsior Accreditation through the Commission for Florida Law Enforcement Accreditation (CFA).

Assigned Responsibility: Accreditation Manager

Timeframe for Implementation: On-going

Reporting: Annually

Strategy 3: Provide appropriate equipment fitted to the needs of the Department

Objective 2.3.1: Identify the needed equipment upgrades for the budget process.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 2.3.2: Include the end user in assessing equipment capabilities and applications within the Department.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Strategy 4: Seek alternative funding sources for Departmental activities

Objective 2.4.1: Continue to seek grant funding for Departmental programs and operations.

Assigned Responsibility: Grant Manager

Timeframe for Implementation: On-going

Reporting: Annually

Objective 2.4.2: Provide a conduit for receiving citizen donations to the Department.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 2.4.3: Explore new opportunities for the use of forfeiture funds as they become available.

Assigned Responsibility: Investigations Captain

Timeframe for Implementation: On-going

Reporting: Annually

Strategy 5: Ensure the fiscal integrity of the Department and maximize accountability for the effective use of public funds and resources

Objective 2.5.1: Conduct an inventory of all Departmental resources, including equipment, to assess adequacy, capabilities, utilization potential, and condition.

Assigned Responsibility: Community Services Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 2.5.2: Ensure an annual independent audit of the Department's fiscal activities.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 2.5.3: Ensure a monthly audit of the Informant and Evidence Fund.

Assigned Responsibility: Investigations Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 2.5.4: Ensure annual and random audits of property and evidence in compliance with the requirements of the Commission for Florida Law Enforcement Accreditation.

Assigned Responsibility: Investigations Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Department Goal 3

Promote employee wellness and safety at every level of the Department.

Strategy 1: Provide appropriate personnel placement through effective personnel management

Objective 3.1.1: Conduct an annual assessment of SOP 100 Organization to ensure relevance and appropriate allocation of resources.

Assigned Responsibility: Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.1.2: Conduct an annual assessment of job responsibilities, salaries and benefits for each Departmental position.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: Intermediate

Reporting: Annually

Objective 3.1.3: Use the job responsibilities assessment to reallocate or request personnel.

Assigned Responsibility: Division Captains

Timeframe for Implementation: Intermediate

Reporting: Annually

Objective 3.1.4: Expand the role and utilization of citizen volunteers.

Assigned Responsibility: Community Services Division Lieutenant

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 3.1.5: Explore the use of civilian members to supplement patrol personnel.

Assigned Responsibility: Chief of Police

Timeframe for Implementation: Long-term

Reporting: Annually

Objective 3.1.6: Maintain and utilize a job skills inventory for all Departmental personnel.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: Intermediate

Reporting: Bi-annually (2, 4)

Objective 3.1.7: Explore increased, permanent staffing for Property/Evidence to address the continuing needs of the community and agency.

Assigned Responsibility: Investigations Captain

Timeframe for Implementation: On-going

Reporting: Annually

Strategy 2: Prioritize employee wellness

Objective 3.2.1: Explore how we assess the organizational climate within the Department, the needs of its members and any cultural shifts that may be needed internally.

Assigned Responsibility: Division Captains

Timeframe for Implementation: Intermediate

Reporting: Annually

Objective 3.2.2: Develop a fitness/wellness program for Departmental personnel.

Assigned Responsibility: Operations Captain

Timeframe for Implementation: Short-term

Reporting: Quarterly

Objective 3.2.3: Review the fitness standard for sworn members to be assessed annually.

Assigned Responsibility: Operations Captain

Timeframe for Implementation: Short-term

Reporting: Quarterly

Strategy 3: Recognize employee excellence

Objective 3.3.1: Enhance the recognition program for civilian and sworn member longevity.

Assigned Responsibility: Awards Committee Lieutenant

Timeframe for Implementation: Short-term

Reporting: Quarterly

Objective 3.3.2: Continue to use "quality time" to recognize exceptional employee performance.

Assigned Responsibility: Chief of Police

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 3.3.3: Enhance the Department's Awards Program to recognize excellence and commendable actions of sworn and civilian members of the Department

Assigned Responsibility: Awards Committee Lieutenant

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 3.3.4: Conduct the annual Departmental meeting for the purpose of recognizing excellence, longevity, vision and accomplishments.

Assigned Responsibility: Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.3.5: Maintain and promote an on-line program for receiving citizen commendations of Departmental personnel.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: Intermediate

Reporting: Quarterly

Strategy 4: Promote development of current and future leaders of the Department

Objective 3.4.1: Review the promotional process for relevance and changing industry standards.

Assigned Responsibility: Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.4.2: Encourage attendance by sworn and civilian personnel at external leadership, management, and supervisory courses, such as the Professional Leadership Development Certification Program, Senior Leadership School, Command Officers Development Course, Florida Leadership Academy, Certified Public Manager program and / or similar advanced managerial development training.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.4.3: Conduct an annual training needs assessment for members assigned to leadership positions within the Department.

Assigned Responsibility: Division Captains

Timeframe for Implementation: Intermediate

Reporting: Annually

Objective 3.4.4: Define and develop career track options for members and create individualized career paths.

Assigned Responsibility: Division Captains

Timeframe for Implementation: Short-term

Reporting: Annually

Objective 3.4.5: Explore the efficacy of time limits in specialized positions.

Assigned Responsibility: Division Captains

Timeframe for Implementation: Short-term

Reporting: Annually

Objective 3.4.6: Develop and implement a formal mentoring program.

Assigned Responsibility: Operations Captain

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 3.4.7: Encourage participation of Department members in professional associations and external job-related organizations.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Strategy 5: Provide dynamic, relevant, on-going training opportunities for all employees.

Objective 3.5.1: Annually review the Field Training Program for potential restructuring to include exposure and participation of all sworn, civilian members and new supervisors.

Assigned Responsibility: FTO Program Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.5.2: Ensure that all personnel meet minimum State and Departmental annual training requirements.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.5.3: Create a training committee to assess training needs for members.

Assigned Responsibility: Training Captain

Timeframe for Implementation: Short-term

Reporting: Quarterly

Objective 3.5.4: Explore the relevance and efficacy of implementing a formal training section to organize, coordinate and implement Department training and maintain training records

Assigned Responsibility: Training Captain

Timeframe for Implementation: Long-term

Reporting: Annually

Objective 3.5.5: Enhance and ensure the use of scenario-based activities for high liability training to include the use of the simulator to meet or exceed industry standards.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 3.5.6: Explore the utilization of other resources and venues within the community for police training.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 3.5.7: Continue cross-training with personnel from other agencies.

Assigned Responsibility: Training Captain, CNT Captain, SWAT Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 3.5.8: Conduct formal cross training between divisions in the Department.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.5.9: Schedule training that is least disruptive to divisions and allows for all members to attend.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Quarterly

Objective 3.5.10: Provide training for internal instructors to keep pace with changing training environment and trends.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Annually

Objective 3.5.11: Commit to increasing training instructor opportunities and certifications as made available.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation:

Reporting: Annually

Objective 3.5.12: Develop contingency plans and conduct scenario training for various critical incidents.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Annually

Strategy 6: Ensure the effective acquisition, allocation, implementation and use of human resources.

Objective 3.6.1: Actively promote the Department to the extended law enforcement community statewide to appeal to and draw qualified, diverse and career-minded members by using creative technological and non-traditional approaches.

Assigned Responsibility: Recruiting / Community Services Division Lieutenant

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 3.6.2: Review the evaluation process to ensure fair assessments for all members.
Assigned Responsibility: Division Captains
Timeframe for Implementation: On-going
Reporting: Bi-annually (2, 4)

Objective 3.6.3: Review the Performance Tracker to ensure it provides accurate and relevant measurement outputs. Assigned Responsibility: Operations Captain
Timeframe for Implementation: On-going
Reporting: Quarterly

Department Goal 4

Cultivate community collaboration to identify problems and develop solutions using a multi-faceted approach.

Strategy 1: Expand public awareness through education and collaboration.

Objective 4.1.1: Develop and utilize a formal mechanism for obtaining citizen feedback and follow-up with members about citizen satisfaction of service.
Assigned Responsibility: Deputy Chief of Police
Timeframe for Implementation: Short-term
Reporting: Quarterly

Objective 4.1.2: Continue collaborating with the Neighborhood Advisory Council for the purpose of honest and open dialogue about assessing relevance and legitimacy of Departmental programs, community outreach, and citizen and stakeholder satisfaction.
Assigned Responsibility: Chief of Police
Timeframe for Implementation: Short-term
Reporting: Quarterly

Objective 4.1.3: Provide information and outreach to viable, sustainable Neighborhood Watch groups.
Assigned Responsibility: Community Services Division Lieutenant
Timeframe for Implementation: On-going
Reporting: Bi-annually (2, 4)

Objective 4.1.4: Review the Neighborhood Watch Program model for its format, efficiency and capability to enhance relevance, community collaboration and crime prevention.
Assigned Responsibility: Community Services Lieutenant
Timeframe for Implementation: On-going
Reporting: Annually

Objective 4.1.5: Provide resources and information to the business community through the Department's Business Watch Program.

Assigned Responsibility: Community Services Division Lieutenant

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Department Goal 5

Utilize technology and social media to advance community education, trust and access; and to enhance Department efficiency.

Strategy 1: Ensure the effective acquisition, allocation, implementation and use of technological and fiscal resources.

Objective 5.1.1: Establish sub-committees to address needed equipment, new technology, relevance of current technology and new resources. (Committees should be based on interest and knowledge and be comprised of all ranks and positions including civilian.)

Assigned Responsibility: Division Captains

Timeframe for Implementation: Short-term

Reporting: Quarterly

Objective 5.1.2: Identify additional areas and systems which will provide improved cost efficiencies and reduce paperwork.

Assigned Responsibility: Records Manager

Timeframe for Implementation: On-going

Reporting: Annually

Objective 5.1.3: Explore and identify additional software, hardware and systems which will increase efficiency in dispatching calls for service.

Assigned Responsibility: Communications Manager

Timeframe for Implementation: On-going

Reporting: Annually

Objective 5.1.4: Explore the feasibility of dedicating an information technology position to the Department.

Assigned Responsibility: Chief of Police

Timeframe for Implementation: Intermediate

Reporting: Annually

Objective 5.1.5: Identify and implement technological methods to enhance inter and intra-departmental communications.

Assigned Responsibility: Information Technology Liaison Lieutenant and Crime Analyst

Timeframe for Implementation: Short-term

Reporting: Quarterly

Objective 5.1.6: Attend technology-centered functions to explore emerging technologies and their application to the Department.

Assigned Responsibility: Information Technology Liaison Lieutenant

Timeframe for Implementation: On-going

Reporting: Annually

Objective 5.1.7: Provide relevant social media and internet related training to officers as it relates to investigations.

Assigned Responsibility: Training Captain

Timeframe for Implementation: On-going

Reporting: Annually

Strategy 2: Provide technology fitted to the needs of this Department.

Objective 5.2.1: Vet emerging technologies and ensure the involvement of the end user in assessing technological capabilities and applications within the Department.

Assigned Responsibility: Deputy Chief of Police

Timeframe for Implementation: On-going

Reporting: Annually

Objective 5.2.2: Continue the Department's compliance with ICJIS and full integration of information sharing with State and local agencies.

Assigned Responsibility: IT Liaison Lieutenant and Communications Manager

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 5.2.3: Continue enhancing the Department's crime scene capabilities in terms of advancements in crime scene technology.

Assigned Responsibility: Investigations Division Captain

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)

Objective 5.2.4: Continue researching and exploring the efficacy of implementing a Body Camera Program.

Assigned Responsibility: Chief of Police

Timeframe for Implementation: On-going

Reporting: Bi-annually (2, 4)



city commission agenda item

Item type	Action Item Requiring Discussion	meeting date	March 14, 2016		
prepared by	John Holland, Director	approved by	<input checked="" type="checkbox"/> City Manager		
department	Parks and Recreation Department		<input checked="" type="checkbox"/> City Attorney		
division	Administration		<input type="checkbox"/> N/A		
board approval	Parks and Recreation Advisory Board	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> N/A	final vote 5 - 0
strategic objective	<input type="checkbox"/> Exceptional Quality of Life <input type="checkbox"/> Fiscal Stewardship <input type="checkbox"/> Intelligent Growth & Development <input type="checkbox"/> Public Health & Safety <input checked="" type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Showalter Field Renovation to include installation of artificial playing surface, new running track and entering into new Use Agreements with Orange County Public Schools and Rollins College.

motion | recommendation

Approve the funding and operational terms for the installation of synthetic turf and new running track for Showalter Field. Approve the execution of piggyback contract with FieldTurf (A Tarkett Sports Company) for the engineering and installation of the synthetic turf on Showalter Field. Move forward with negotiations for a new Use Agreement with the School Board of Orange County, Florida that would terminate the current Lease Agreement.

background

In August 1993 the City and the School Board of Orange County, Florida entered into a 40 year Lease Agreement at \$1 per year for the property known as Showalter Field. The Lease Agreement gives management, maintenance and care of the facilities, field and infrastructure to the School Board in exchange for exclusive use of the property for school sanctioned activities. While Winter Park High School is the primary user the School Board is able to rent the facilities to other schools and private entities.

During the past 23 years the facility has been well used and is currently showing the signs of the heavy use. Local athletics clubs, parenting organizations and foundations have recently come forward offering assistance in bringing the facility back up to the standards of other Orange County High School stadiums. Fundraising for the installation of a synthetic turf playing field has been primary goal of these supporters.

In meeting with the School Board representatives it has become clear the responsibility of installation, maintenance and replacement of a synthetic turf field is not within the future planning or budget of the School Board.

The City is working closely with the School Board to draft a new Use Agreement that will shift the installation costs and maintenance responsibilities of a new synthetic turf playing field, running track and stadium facilities to the City. The new Use Agreement will provide priority use of the turf field and Showalter East to Winter Park High School in exchange for an annual payment. (see attachment) Rollins College would also participate in the funding of the synthetic turf installation in exchange for secondary scheduling privileges of Showalter field and Showalter East for practices. The City would have all open schedule times to rent the fields and facilities to other paying teams and organizations.

alternatives | other considerations

The existing 40 year term lease with OCPS could be left in place with 18 years left on the agreement. No field or facility improvements would be made by the City.

fiscal impact

See attachment.

Financial Worksheet for Showalter Field Renovation and Annual Budget

Installation Costs:

Installation of the FieldTurf Synthetic Turf surface on Showalter Field	\$798,000
(\$618,000 field surface, \$35,000 cool/play infill system, \$145,000 end-zone surface)	

Total Installation Costs	\$798,000
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Cost Sharing for Synthetic Turf installation:

Winter Park Foundation	\$200,000
Rollins College	\$500,000**
City of Winter Park	\$100,000

Total Costs Sharing	\$800,000
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Annual Maintenance Costs:

Parks Maintenance Personnel (1 added full-time position)	\$35,000
Field and Grounds Maintenance Annual Budget (misc. supplies)	\$10,000

Facilities Maintenance Annual Budget:

Facilities Maintenance Personnel (1 added full-time position)	\$35,000
Annual Utilities Cost: (water, waste water, electrical)	\$34,000
Janitorial supplies	\$9,000
Maintenance of existing facilities (restrooms, locker rooms, bleachers, etc.)	\$25,000

Total Annual Maintenance Costs	\$148,000
---------------------------------------	------------------

Use Agreement Annual Revenues:

Orange County Public Schools Fees for Showalter Field	\$80,000	
Orange County Public Schools Fees for Showalter East	\$10,000	
Rollins College Fees for Showalter Field and East	\$120,000	
Rollins College Credit (\$50,000) for 10 years	(50,000)	
Winter Park Rental Fees (generated by public use)	\$50,000	
Total Annual Revenue Projection		\$210,000

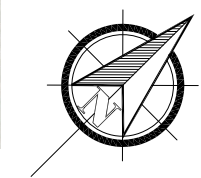
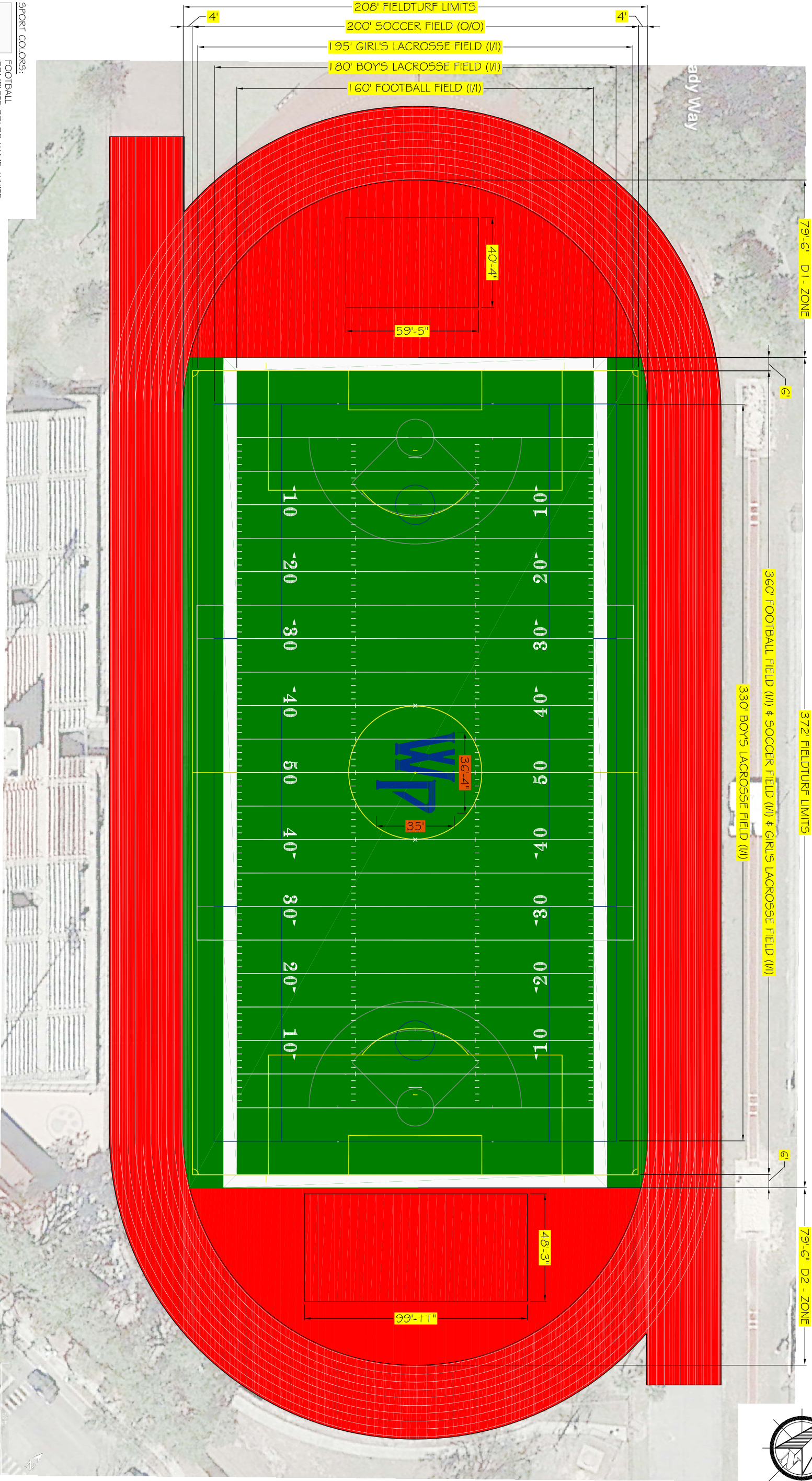
Synthetic Turf Budget Replacement Cost (10 Year Life)

\$50,000 X 10 years \$500,000

Running Track Installation Cost \$160,000

Orange County Public Schools contribution for track replacement	\$80,000
Winter Park Capital Improvement Funding	\$80,000

** Rollins College Cost Sharing of \$500,000 will be credited annually for 10 years by a \$50,000 reduction of their \$120,000 Annual Use Agreement Fee.



SPORT COLORS:

	FOOTBALL COMPLETE COLOR NAME: WHITE PANTONE COLOR NUMBER: WHITE
	SOCCER COMPLETE COLOR NAME: CANARY YELLOW PANTONE COLOR NUMBER: 136C
	BOYS LACROSSE COMPLETE COLOR NAME: REFLEX BLUE PANTONE COLOR NUMBER: R7XC
	GIRLS LACROSSE COMPLETE COLOR NAME: SILVER PANTONE COLOR NUMBER: 423C

LOGO COLORS:

	COMPLETE COLOR NAME: REFLEX BLUE PANTONE COLOR NUMBER: R7XC
--	--

APPROVED BY:

SIGNATURE:

PRINTED NAME:

TITLE:

DATE:

LEGEND:

	GREEN FIELDTURF 72,281 sq.ft.
	D1-ZONE GREEN FIELDTURF 11,941 sq.ft.
	D2-ZONE GREEN FIELDTURF 11,941 sq.ft.

FIELD LAYOUT NOTES: (sports are in order of dominance):

1. FOOTBALL MARKINGS ARE 4" WHITE NFHS STANDARDS.
2. SOCCER MARKINGS ARE 4" YELLOW NFHS STANDARDS.
3. BOYS LACROSSE MARKINGS ARE 4" REFLEX BLUE NFHS STANDARDS.
4. GIRLS LACROSSE MARKINGS ARE 4" SILVER NFHS STANDARDS.

FIELD DOMINANCY IS ONLY WITHIN THE FOOTBALL FIELD OF PLAY

ALL DIMENSIONS TO BE VERIFIED BEFORE ANY CONSTRUCTION BEGINS.

WINTER PARK - SHOWALTER FIELD WINTER PARK, FL



DRAWN BY: S.L. / Y.M.

CHECKED BY: J.B.

SCALE: 1"=45'

FIELD AREA: 72,281 sq.ft.

PERIMETER: 1,149 ln.ft.

DATE: MARCH 03, 2016

ISSUE: PRESENTATION

SHEET: 1/1 FIELD LAYOUT

All Rights Reserved. Confidential Information: No portion of these drawings may be disclosed, used, reproduced, modified or shown, without prior written consent of FieldTurf.

Scale is only accurate when this drawing is printed on 11" X 17" paper.



city commission public hearing

Item type	Public Hearing	meeting date	March 14, 2016		
prepared by	Wes Hamil, Finance Director	approved by	<input checked="" type="checkbox"/>	City Manager	
department	Finance		<input type="checkbox"/>	City Attorney	
division			<input type="checkbox"/>	N/A	
board approval		<input type="checkbox"/> yes	<input type="checkbox"/> no	<input checked="" type="checkbox"/> N/A	final vote
strategic objective	<input type="checkbox"/> Exceptional Quality of Life		<input checked="" type="checkbox"/>	Fiscal Stewardship	
	<input type="checkbox"/> Intelligent Growth & Development		<input type="checkbox"/>	Public Health & Safety	
	<input type="checkbox"/> Investment in Public Assets & Infrastructure				

subject

Ordinance authorizing the refunding of the Electric Refunding Revenue Bonds, Series 2007
SECOND READING OF ORDINANCE

motion | recommendation

Approve ordinance on second reading.

background

The City has an opportunity to refund the outstanding Electric Refunding Revenue Bonds, Series 2007. The City's Financial Advisor, Public Financial Management (PFM), has estimated net present value savings at \$1,540,000 or 8.5% of the refunded bonds. Annual debt service savings are estimated at about \$100,000. Final maturity of the 2016 bonds is October 1, 2037 which is the same as the 2007 bonds that will be refunded.

The City's Debt Management Policy sets a minimum target net present value savings of at least 5% for an advance refunding. Staff and PFM are planning to refund the bonds using a competitive bond sale.

alternatives | other considerations

1. Postpone refunding of the bonds and hope for long-term interest rates to go down further
2. Don't refund the 2007 bonds

fiscal impact

Net present value savings estimated at \$1,540,000 and annual debt service savings estimated at \$100,000.

ORDINANCE NO. 3031-16

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$21,000,000 ELECTRIC REFUNDING REVENUE BONDS OF THE CITY TO FINANCE THE REFUNDING OF A PORTION OF ITS OUTSTANDING ELECTRIC REFUNDING AND IMPROVEMENT REVENUE BONDS, SERIES 2007 AND PAYING THE COSTS OF ISSUANCE THEREOF; PROVIDING FOR THE PAYMENT OF SUCH BONDS FROM THE NET REVENUES DERIVED FROM THE ELECTRIC SYSTEM OF THE CITY ON PARITY WITH THE CITY'S OUTSTANDING ELECTRIC REVENUE BONDS; PROVIDING FOR THE SALE OF SUCH BONDS PURSUANT TO A COMPETITIVE PUBLIC SALE OR A NEGOTIATED PUBLIC SALE; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF WINTER PARK, FLORIDA:

SECTION 1. AUTHORITY FOR THIS ORDINANCE. This ordinance is enacted pursuant to the provisions of Chapter 166, Parts I and II, Florida Statutes; Chapter 86, Article III, of the Code of Ordinances of the City of Winter Park, Florida (the "City"); and other applicable provisions of law.

SECTION 2. DEFINITIONS. Capitalized terms used herein but not otherwise defined shall have the meaning ascribed to them in Resolution No. 1898-05 duly adopted by the City on May 9, 2005 (the "Original Resolution").

SECTION 3. FINDINGS. It is hereby ascertained, determined and declared that:

A. Under current municipal bond market conditions, it is in the best interests of the City to advance refund and prepay a portion of its outstanding Electric Refunding and Improvement Revenue Bonds, Series 2007 (the "2007 Bonds") with proceeds to be derived from the sale of one or more series of its electric revenue bonds to be issued under the Original Resolution.

B. It is necessary and desirable by the City to issue electric refunding revenue bonds to be designated by the City in an amount not exceeding \$21,000,000 to advance refund and prepay a portion of its outstanding 2007 Bonds and to pay the costs of issuance thereof (the "Bonds") pursuant to a competitive public sale or a negotiated public sale upon the advice of the City's financial advisor, Public Financial Management, Inc.

SECTION 4. AUTHORIZATION OF BONDS. The issuance by the City of not exceeding \$21,000,000 electric refunding revenue bonds for the purpose described above; to bear interest at a rate or rates not exceeding the maximum legal rate per annum, to be payable, to mature, to be subject to redemption and to have such designations and other characteristics

as shall be provided by subsequent resolution or resolutions of the Commission prior to their delivery; and to be secured on a parity with the lien of the holders of its outstanding electric revenue bonds under the Original Resolution upon and pledge of the net revenues derived by the City from its electric system; is hereby authorized. The Commission may adopt a specific bond resolution (including any necessary resolutions supplemental to the Original Bond Resolution) supplemental to this ordinance, setting forth the maturities (or a mechanism for determining such maturities on or prior to the sale of such Bonds) and the fiscal details and other covenants and provisions necessary for the marketing, sale and issuance of such Bonds. In addition the bond resolution may authorize various interest rate modes and appropriate agreements for such modes, and may establish special accounts and include provisions for the sole benefit of the holders of such Bonds, as circumstances dictate, in order to fully protect the rights of the holders of such Bonds.

The Bonds, when delivered by the City pursuant to the terms of the Original Resolution and any resolution supplemental thereto as contemplated hereby shall not constitute general obligations or indebtedness of, or a pledge of the faith, credit or taxing power of, the City or of the State of Florida or any agency or political subdivision thereof, but are limited, special obligations of the City, the principal of, premium, if any, and interest on which are payable from the net revenues. Neither the City nor the State of Florida, or any agency or political subdivision thereof, will be obligated (i) to exercise its ad valorem taxing power or any other taxing power in any form on any real or personal property to pay the principal of, premium, if any, or interest on the Bonds, or other costs incident thereto, or (ii) to pay the same from any funds of the City except from the net revenues in the manner provided in the Original Resolution and any resolution supplemental thereto. The Bonds do not constitute a lien upon any other property of or in the City.

SECTION 5. GENERAL AUTHORITY. The Mayor, City Manager and Finance Director of the City, or any of them, are hereby authorized, pending adoption of the above resolutions, to do all things and to take any and all actions on behalf of the City, without further action by the Commission, to provide for issuance of the Bonds; to furnish disclosures, representations, certifications and confirmations concerning the City; to solicit bids from financial institutions for the purchase of the Bonds; and to execute and deliver any commitments from financial institutions regarding the Bonds and all other documents and instruments deemed appropriate by any of such officers, the approval of the City and all corporate power and authority for such actions to be conclusively evidenced by the execution and delivery thereof by any of such officers.

SECTION 6. REPEALER. All ordinances, resolutions or parts thereof in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 7. EFFECTIVE DATE. This ordinance shall take effect immediately upon its final passage and enactment.

ENACTED after reading by title at a regular meeting of the City Commission of the City of Winter Park, Florida, held in City Hall, Winter Park, Florida, on this 14th day of March, 2016.

ATTEST:

Mayor Steve Leary

City Clerk Cynthia S. Bonham



city commission public hearing

item type	Public Hearing	meeting date	March 14, 2016
prepared by department division	Jeff Briggs Planning Department	approved by	<input checked="" type="checkbox"/> City Manager <input checked="" type="checkbox"/> City Attorney <input type="checkbox"/> N/A
board approval	Planning & Zoning Board	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> N/A	7-0 final vote

Subject: **Second Reading of the Request to Rezone 1240 Fairview Avenue.**

This public hearing involves the request by Alfredas Sumanas (property owner) to change the Comp. Plan future land use and Zoning for 1240 Fairview Avenue from Office to Commercial (C-3A). Mr. Sumanas is experiencing difficulty in leasing this property as office space and desires commercial zoning that would allow a wide range of potential tenants such as beauty salons. The building on this property is a former converted duplex of 2,500 sq. ft. with four parking spaces. Half of it is rented as an insurance office and the other half would be rented for a one or two person salon if the zoning were changed.

Summary:

This block of property between Orlando Avenue and Grove Avenue has split zoning with Commercial (C-3) zoning on the east half of the block on the properties fronting on Orlando Avenue and Office zoning on the west half of the block. The purpose of the split zoning, established in 1971, was to have less intense office businesses on the west half of the block that is adjacent to the residential neighborhood. Generally commercial businesses have more traffic and longer hours than office businesses that tend to be more weekday, 9-5 operations. Thus office businesses are more compatible to be adjacent to residential homes because their activity is during the day when residents are often at work and then quieter at nights and on weekends when the residents tend to be at home.

In the specific case of 1240 Fairview Avenue, this property sits in between office and commercial properties. This location provides the opportunity to be rezoned to commercial without impacting the general philosophy of maintaining office uses adjacent to residential areas.

The City frequently receives inquiries from salons, spas and other personal care businesses about renting spaces in office buildings. Traditionally almost all zoning codes tend to treat salons, spas and such as "personal services" that are permitted in commercial zoning and not as professional or business offices allowed in office zoning. The larger franchise operations such as The Hair Cuttery, Great Clips, Floyd's and other spas are appropriately zoned only for commercial areas. However there are a large number of sole proprietor businesses that have developed clienteles that want to own their own business space versus leasing a "chair" or being an employee.

In Winter Park, we have seen the Phenix salons at the corner of Fairbanks and New York Avenues and the Porte Noire Salon Collective at 1408 Gay Road with business models that rent individual salon suites for single proprietors. The operational characteristics of these single person suites are compatible with the traffic and activity within office buildings.

Planning Staff Recommendation:

The location of this property allows rezoning to commercial without violating the general desire and protections of having office zoning adjacent to residential areas. The parking and traffic impact from a single person salon will not be any different than if leased as office space. The staff is recommending establishment of C-3A zoning (versus C-3) since there are greater residential protections within that zoning district.

Planning and Zoning Board Recommendation:

Motion made by Tom Sacha, seconded by Peter Gottfried to APPROVE the request amend the "Comprehensive Plan" Future Land Use Map to change from Office to a Commercial designation on the property at 1240 Fairview Avenue. Motion carried unanimously, 7-0.

Motion made by Tom Sacha, seconded by Peter Gottfried to APPROVE the request to amend the official zoning map to change from Office (O-1) district zoning to commercial (C-3A) on the property located at 1240 Fairview Avenue. Motion carried unanimously, 7-0.

P&Z Minutes: February 2, 2016:

REQUEST OF ALFREDAS SUMANAS TO: AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE MAP TO CHANGE FROM OFFICE TO A COMMERCIAL DESIGNATION ON THE PROPERTY AT 1240 FAIRVIEW AVENUE.

REQUEST OF ALFREDAS SUMANAS TO: AMEND THE OFFICIAL ZONING MAP TO CHANGE FROM OFFICE (O-1) DISTRICT ZONING TO COMMERCIAL (C-3A) DISTRICT ZONING ON THE PROPERTY AT 1240 FAIRVIEW AVENUE.

Planning Manager Jeffrey Briggs presented the staff report and explained that this public hearing involves the request by the Alfredas Sumanas (property owner) to change the Comp. Plan future land use and zoning for 1240 Fairview Avenue from Office to Commercial. Mr. Sumanas is experiencing difficulty in leasing this property as office space and desires commercial zoning that would allow a wide range of potential tenants such as beauty salons. The building on this property is a former converted duplex of 2,500 sq. ft. with four parking spaces. Half of it is rented as an insurance office and the other half would be rented for a single person salon if the zoning were changed. Mr. Briggs provided an overview of the neighborhood dynamics as well as discussed personal service business in the commercial zoning versus office zoning. He noted that in the specific case of 1240 Fairview Avenue, this property sits in between office and commercial properties. This location provides the opportunity to be rezoned to commercial without impacting the general philosophy of maintaining office uses adjacent to residential areas. Mr. Briggs summarized by stating that the location of this property allows rezoning to commercial without violating the general desire and protections of having office zoning adjacent to residential areas. The parking and traffic impact from a small salon will not be any different than if leased as office space. The staff is recommending establishment of C-3A zoning (versus C-3) since there are greater residential protections within that zoning district. Staff recommendation is for approval of the request for Commercial FLU and C-3 Zoning for 1240 Fairview Avenue. Mr. Briggs responded to Board member questions and concerns.

Alfredas Sumanas, the applicant, explained to the Board members the difficulty he has in securing tenants for his property due to the current comprehensive plan designation and zoning category. He has been contacted by persons that want to rent the space for a small hair salon but the zoning prohibits such.

Joe Linartas, neighboring property owner, addressed the Board in favor of the request. He agreed with the comments made by Mr. Sumanas.

No one else wished to speak concerning the request. Public Hearing closed.

The Planning Board members agreed that in this circumstance, this property could be rezoned and still retain the office buffer on the corner adjacent to the residential neighborhood.

Motion made by Tom Sacha, seconded by Peter Gottfried to APPROVE the request amend the "Comprehensive Plan" Future Land Use Map to change from Office to a Commercial designation on the property at 1240 Fairview Avenue. Motion carried unanimously by a 7-0 vote.

Motion made by Tom Sacha, seconded by Peter Gottfried to APPROVE the request to amend the official zoning map to change from Office (O-1) district zoning to Commercial (C-3A) on the property located at 1240 Fairview Avenue. Motion carried unanimously by a 7-0 vote.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE", ARTICLE I "COMPREHENSIVE PLAN" FUTURE LAND USE MAP SO AS TO CHANGE THE FUTURE LAND USE DESIGNATION OF OFFICE TO COMMERCIAL DESIGNATION ON THE PROPERTY AT 1240 FAIRVIEW AVENUE, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Winter Park City Commission adopted its Comprehensive Plan on February 23, 2009 via Ordinance 2762-09, and

WHEREAS, Section 163.3184, Florida Statutes, establishes a process for adoption of comprehensive plans or plan amendments amending the future land use designation of property; and

WHEREAS, this Comprehensive Plan amendment meets the criteria established by Chapter 163 and 166, Florida Statutes; and pursuant to and in compliance with law, notice has been given to Orange County and to the public by publication in a newspaper of general circulation to notify the public of this proposed Ordinance and of public hearings to be held; and

WHEREAS, the Winter Park Planning and Zoning Board, acting as the designated Local Planning Agency, has reviewed and recommended adoption of the proposed Comprehensive Plan amendment, having held an advertised public hearing on February 2, 2016, provided for participation by the public in the process, and rendered its recommendations to the City Commission; and

WHEREAS, the Winter Park City Commission has reviewed the proposed Comprehensive Plan amendment and held advertised public hearings on February 22, 2016 and March 14, 2016 and provided for public participation in the process in accordance with the requirements of state law and the procedures adopted for public participation in the planning process.

NOW THEREFORE BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, AS FOLLOWS:

SECTION 1. That Chapter 58 "Land Development Code", Article I, "Comprehensive Plan" future land use plan map is hereby amended so as to change the future land use map designation of office to commercial on the property at 1240 Fairview Avenue, more particularly described as follows:

LOT 13, BLOCK 6 PER THE PLAT OF KILLARNEY ESTATES RESURVEY, AS RECORDED IN PLAT BOOK "L", Page 19 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Property Tax ID # 12-22-29-4172-06-130

SECTION 2. Severability. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 3. Conflicts. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 4. Effective Date. An amendment adopted under this paragraph does not become effective until 31 days after adoption. If timely challenged, an amendment may not become effective until the state land planning agency or the Administration Commission enters a final order determining that the adopted small scale development amendment is in compliance.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida, held in City Hall, Winter Park, on this _____ day of _____, 2016.

Mayor

Mayor Steve Leary

Attest:

City Clerk

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" AND THE OFFICIAL ZONING MAP SO AS TO CHANGE OFFICE (O-1) DISTRICT ZONING TO COMMERCIAL (C-3A) DISTRICT ZONING ON THE PROPERTY AT 1240 FAIRVIEW AVENUE, MORE PARTICULARLY DESCRIBED HEREIN, PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the owners of property at 426 West Lyman Avenue have requested a Zoning map amendment consistent with the amended Comprehensive Plan, and the requested zoning text change will achieve conformance with the Comprehensive Plan for the property and such municipal zoning meets the criteria established by Chapter 166, Florida Statutes and pursuant to and in compliance with law, notice has been given to Orange County and to the public by publication in a newspaper of general circulation to notify the public of this proposed Ordinance and of public hearings to be held; and

WHEREAS, the Planning and Zoning Board of the City of Winter Park has recommended approval of this Ordinance at their February 2, 2016 meeting; and

WHEREAS, the City Commission of the City of Winter Park held a duly noticed public hearing on the proposed zoning change set forth hereunder and considered findings and advice of staff, citizens, and all interested parties submitting written and oral comments and supporting data and analysis, and after complete deliberation, hereby finds the requested change consistent with the City of Winter Park Comprehensive Plan and that sufficient, competent, and substantial evidence supports the zoning change set forth hereunder; and

WHEREAS, the City Commission hereby finds that this Ordinance serves a legitimate government purpose and is in the best interests of the public health, safety, and welfare of the citizens of Winter Park, Florida.

NOW THEREFORE BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, AS FOLLOWS:

SECTION 1. Official Zoning Map Amendment. That Chapter 58 "Land Development Code", Article III, "Zoning" and the Official Zoning Map is hereby amended so as to change the zoning designation of Office (O-1) District to Commercial (C-3A) District zoning on the property at 1240 Fairview Avenue, more particularly described as follows:

LOT 13, BLOCK 6 PER THE PLAT OF KILLARNEY ESTATES RESURVEY, AS RECORDED IN PLAT BOOK "L", Page 19 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Property Tax ID # 12-22-29-4172-06-130

SECTION 2. Severability. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 3. Conflicts. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 4. Effective Date. This Ordinance shall become effective upon the effective date of Ordinance _____. If Ordinance _____ does not become effective, then this Ordinance shall be null and void.

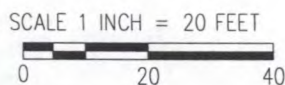
ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida, held in City Hall, Winter Park, on this _____ day of _____, 2016.

Mayor Steve Leary

Attest:

City Clerk

FOR
ALFRED SUMANAS



5. THIS IS NOT A BOUNDARY SURVEY

JON M. SHOEMAKER, P.S.M. #0005144
NOT VALID UNLESS SIGNED AND SEALED

JON M. SHOEMAKER, P.S.M. #0005144
NOT VALID UNLESS SIGNED AND SEALED

**CITY OF WINTER PARK
PLANNING AND ZONING BOARD**

**Staff Report
February 2, 2016**

REQUEST OF ALFREDAS SUMANAS TO: AMEND THE "COMPREHENSIVE PLAN" FUTURE LAND USE MAP TO CHANGE FROM OFFICE TO A COMMERCIAL DESIGNATION ON THE PROPERTY AT 1240 FAIRVIEW AVENUE.

REQUEST OF ALFREDAS SUMANAS TO: AMEND THE OFFICIAL ZONING MAP TO CHANGE FROM OFFICE (O-1) DISTRICT ZONING TO COMMERCIAL (C-3) DISTRICT ZONING ON THE PROPERTY AT 1240 FAIRVIEW AVENUE.

This public hearing involves the request by the Alfredas Sumanas (property owner) to change the Comp. Plan future land use and zoning for 1240 Fairview Avenue from Office to Commercial. Mr. Sumanas is experiencing difficulty in leasing this property as office space and desires commercial zoning that would allow a wide range of potential tenants such as beauty salons. The building on this property is a former converted duplex of 2,500 sq. ft. with four parking spaces. Half of it is rented as an insurance office and the other half would be rented for a single person salon if the zoning were changed.

Neighborhood Context:

This block of property between Orlando Avenue and Grove Avenue has split zoning with Commercial (C-3) zoning on the east half of the block on the properties fronting on Orlando Avenue and Office zoning on the west half of the block. The purpose of the split zoning established in 1971 was to have less intense office businesses on the west half of the block that is adjacent to the residential neighborhood. Generally commercial businesses have more traffic and longer hours than office businesses that tend to be more weekday, 9-5 operations. Thus office businesses are more compatible to be adjacent to residential homes because their activity is during the day when residents are often at work and then quieter at nights and on weekends when the residents tend to be at home.

In the specific case of 1240 Fairview Avenue, this property sits in between office and commercial properties. This location provides the opportunity to be rezoned to commercial without impacting the general philosophy of maintaining office uses adjacent to residential areas.

Personal Service Businesses in Commercial versus Office Zoning:

The City frequently receives inquiries from salons, spas and other personal care businesses about renting spaces in office buildings. Traditionally almost all zoning codes tend to treat salons, spas and such as "personal services" that are permitted in commercial zoning and not as professional or business offices allowed in office zoning. The larger franchise operations such as The Hair Cuttery, Great Clips, Floyd's and other spas are appropriately zoned only for commercial areas. However there are a large number of sole proprietor businesses that have developed clienteles that want to own their own business space versus leasing a "chair" or being an employee. In Winter Park, we have seen the Phenix salons at the corner of Fairbanks and New York Avenues and the Porte Noire Salon Collective at 1408 Gay Road with business models that rent individual salon suites for single proprietors. The operational characteristics of these single person suites are compatible with the traffic and activity within office buildings. This application then provides an opportunity for a discussion as to whether our office zoning could make some allowance for these single person personal service barbers or salons. The planning staff would favor such an allowance so that in circumstances like this one, a single person salon could go into this building without having to rezone to commercial.

Staff Analysis of the Applicant's Requests:

The location of this property allows rezoning to commercial without violating the general desire and protections of having office zoning adjacent to residential areas. The parking and traffic impact from a single person salon will not be any different than if leased as office space. The staff is recommending establishment of C-3A zoning (versus C-3) since there are greater residential protections within that zoning district.

STAFF RECOMMENDATION IS FOR APPROVAL of the request for Commercial FLU and C-3A Zoning for 1240 Fairview Avenue.

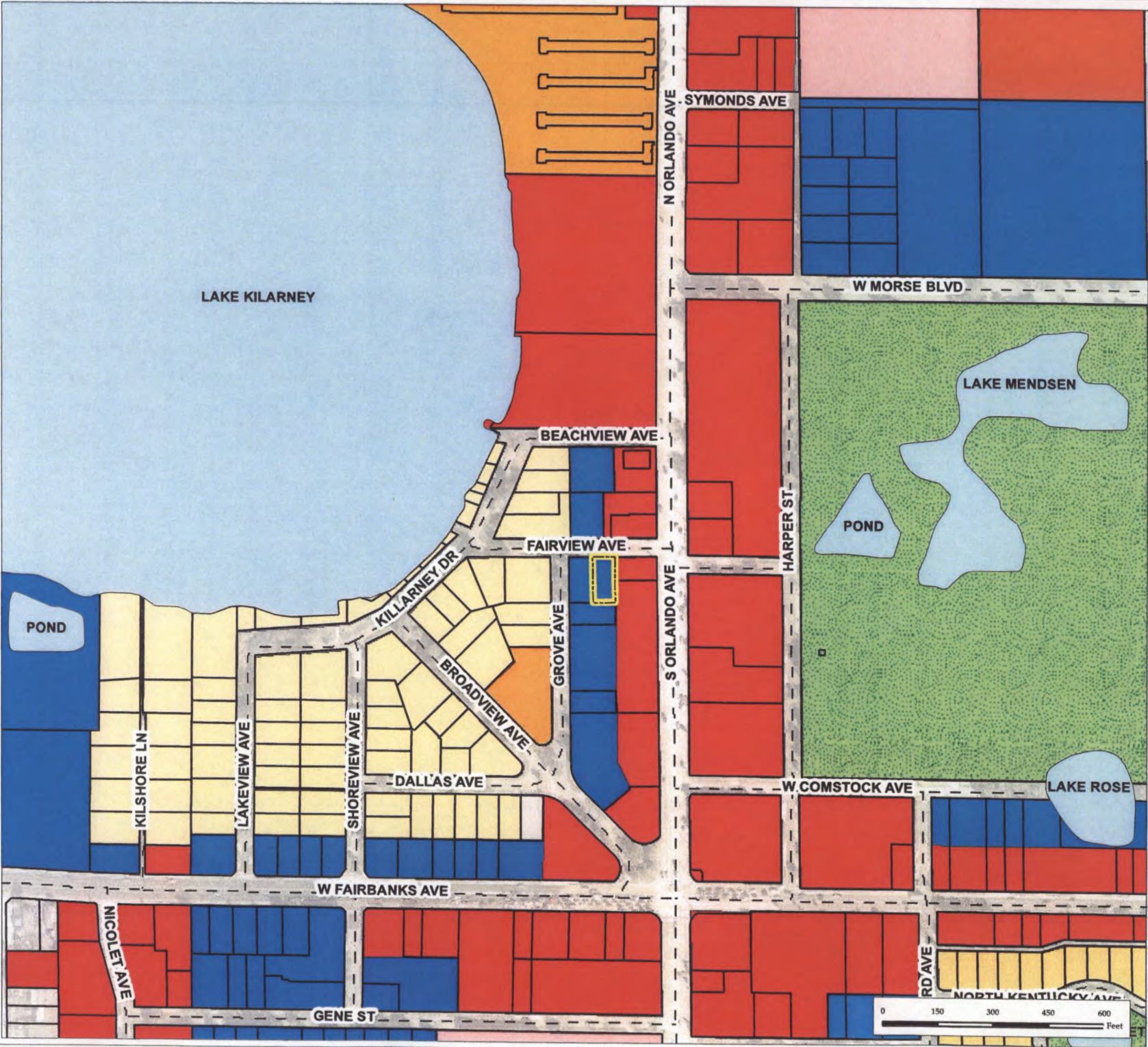


City of Winter Park
Florida

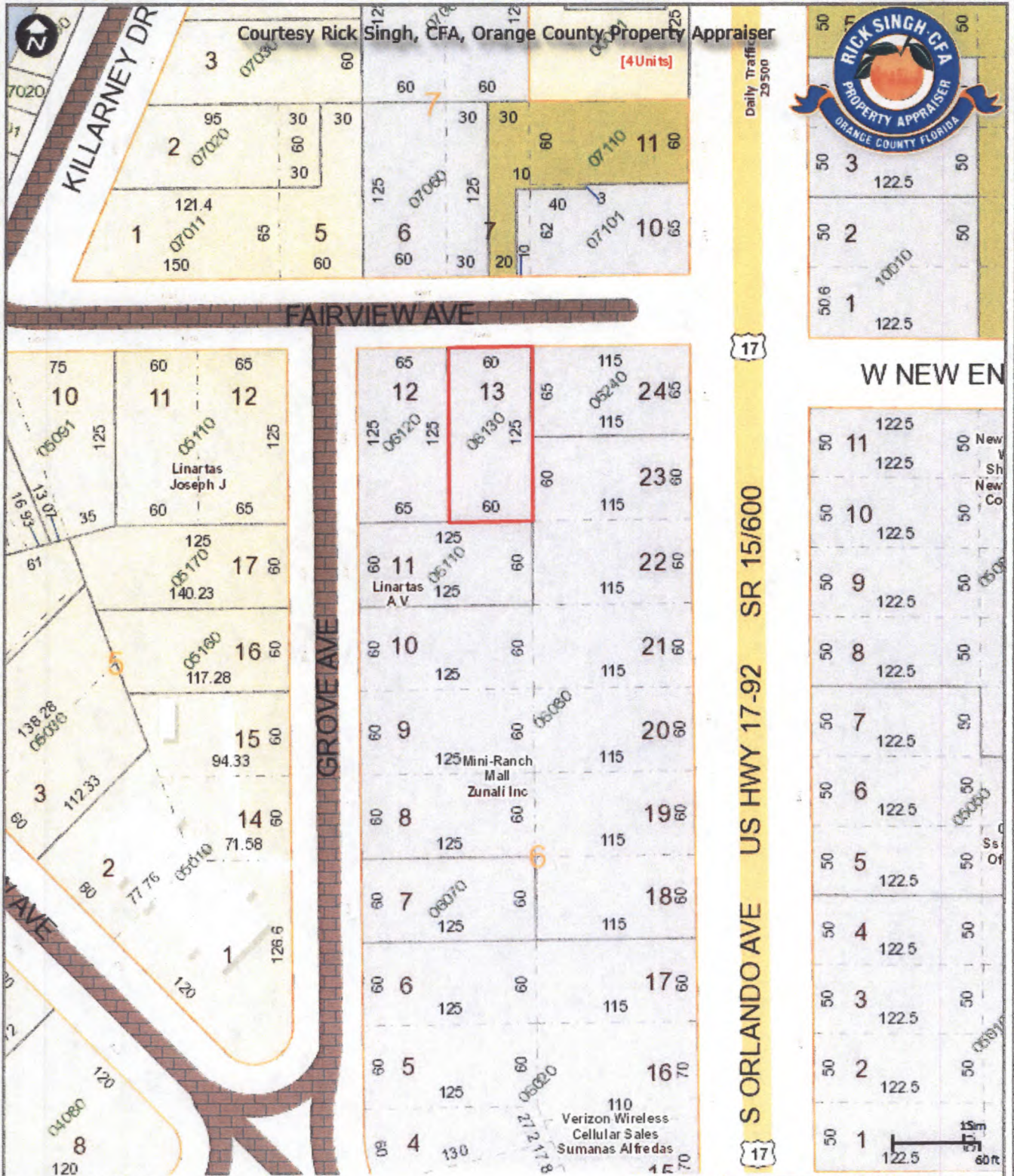
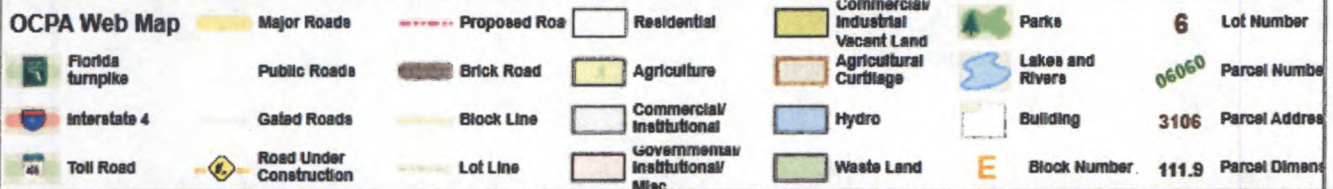
- Legend
- 1240 Fairview Avenue
 - C-1
 - C-2
 - C-3
 - C-3A
 - I-1
 - O-1
 - O-2
 - OC PD
 - PD-2
 - PL
 - PQP
 - PR
 - PURD
 - R-1A
 - R-1AA
 - R-1AAA
 - R-2
 - R-3
 - R-4



Date: 1/15/2016



OCPA Web Map



Created: 1/14/2016

This map is for reference only and is not a survey.



Courtesy Rick Singh, Orange County Property Appraiser

292212417206130 03/13/2007



city commission public hearing

item type	Public Hearing	meeting date	March 14, 2016
prepared by department division	Allison McGillis Planning Department	approved by	<input checked="" type="checkbox"/> City Manager <input checked="" type="checkbox"/> City Attorney <input type="checkbox"/> N/A
board approval	Planning & Zoning Board	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> N/A	7-0 final vote

Subject: Request for Subdivision or Lot Split Approval at 360 Beloit Avenue.

Z Properties, Inc. (contract purchaser) is requesting subdivision or lot split approval to divide the property at 360 Beloit Avenue into two (2) single-family lots. The zoning of this property is R-1A. The property is currently occupied by one single-family home, which is to be demolished.

Summary:

ZONING CONFORMANCE: The proposed lots are to be split (vertically) and will measure approximately 67 feet in width, and 8,815-square feet and 7,836-square feet in size. The R-1A zoning requires a minimum of 75 feet of lot width, and a minimum of 8,500-square feet of land area. Thus, this request needs variances for the lot widths and one of the lots for land area. The applicant commented that it is the impact of the cul-de-sac bulb that reduces the lot area requiring that variance.

COMPREHENSIVE PLAN CONFORMANCE: The practice outlined in the Comprehensive Plan and the Subdivision Code is to look at the surrounding neighborhood to see what standard is for typical lot sizes with the same zoning. By lot "size" the City uses the same two criteria for "size" as outlined in the R-1A "minimum building site" standard, which is bot lot width and lot area. The Code dictates that the compatibility review area is within a 500-foot radius of the subject property, and is limited to those properties within in the same R-1A zoning category.

There are 51 properties zoned R-1A within the 500 foot radius. The average lot width of these 51 homes is 65.8 feet, and median lot width is 53.1 feet. Of the 51 homes, 65% of them are on lots less than 75 feet in width, and the other 35% of the homes are on lots of 75 feet or greater.

While the proposed lot to the east meets the minimum land area requirements for R-1A (8,500-square feet), the west lot is smaller than the minimum, and measures approximately 7,836-square feet. The average lot area from this 51 home survey is 11,333-square feet, and the median lot area is 11,322-square feet. In the immediate neighborhood area, within the 500-foot radius, there are some lots with exceptions to the R-1A minimum land area requirements (23%), but a majority of the homes (77%) either conform to or exceed the R-1A minimum land area requirements.

DEVELOPMENT PLANS: The applicant has provided a generalized front elevation for the types of home that their company builds, and a general site plan for the layout of the proposed homes. They will comply with the normal single-family development standards, setbacks, etc. Per our Subdivision Code, the City can condition any approval upon the subsequent submission, review and approval of house plans, as well as place conditions upon this approval.

Planning Staff Recommendation:

From Staff's prospective, this lot split request generally meets the Comprehensive Plan comparisons and is not markedly different from the previous subdivision approved for the four lots at 1004 North Pennsylvania that were 60 feet wide and 9,480-square feet in size. The Planning Staff recommendation was for approval, of the lot split and the variance request.

Planning & Zoning Board Recommendation:

The Planning & Zoning Board received 10 letters that were in favor of the request. One speaker supported the request but asked for the homes to look more like they fronted on Beloit Avenue as all the patio homes across the street look like. Another resident spoke in opposition because he felt including the Beloit patio homes in the neighborhood comparisons created an unfair comparison with the neighborhood on the south side of Beloit.

The Planning Board felt that the comparison method that the City uses looks at the entire surroundings. The members however did agree that the future homes should appear as if the "fronts" are on Beloit Avenue and agreed that since the plans presented are the ones that have generated letters in support that those plans should be the actual ones that are constructed.

Motion made by Peter Weldon, seconded by James Johnston to APPROVE the request to subdivide the property at 360 Beloit Avenue into two single-family building lots subject to conformance to the site plans and the elevations presented at the February 2, 2016 public hearing and with the request for emphasis on creating the appearances of front entrances on Beloit Avenue. All building permit materials are to be consistent with those presented at the February 2nd public hearing. If staff feels that there are any substantial changes, the revisions will be brought back to the Planning and Zoning Board for public hearing review.

Motion carried unanimously with a 7-0 vote.

P&Z Minutes: February 2, 2016:

REQUEST OF Z PROPERTIES FOR: SUBDIVISION APPROVAL TO DIVIDE THE PROPERTY AT 360 BELOIT AVENUE, INTO TWO SINGLE FAMILY BUILDING LOTS.

Planning Manager Jeffrey Briggs presented the staff report and explained that Z Properties, Inc. (contract purchaser) is requesting subdivision or lot split approval to divide the property at 360 Beloit Avenue into two (2) single-family lots. The zoning of this property is R-1A. He reviewed the zoning and comprehensive plan test as relates to the City's review process of subdivisions or lot split requests and provided an overview of the applicant's development plans. He said that the applicant has provided generalized elevations and floor plans for the types of homes anticipated to be built on these lots, if approved.

From staff's prospective, this lot split request generally meets the Comprehensive Plan test and is not markedly different from the previous subdivision approved for the four lots at 1004 N. Pennsylvania that were 60 feet wide and 9,480 sq. ft. in size. Staff recommended approval of the request. Mr. Briggs responded to Board member questions and concerns.

Zane Williams, 271 North Pennsylvania Avenue, explained that various options were weighed for this site including the construction of one large single-family home. He said that consideration was given to the character of Beloit Avenue and the decision was made to construct two homes. He agreed with the staff report presented by Mr. Briggs.

Gary Hancock, Architect for the homes, spoke in support of the request.

John McDade, 450 Beloit Avenue, stated that he is the neighboring property owner but also the listing agent for the seller of the property. He spoke in support of the request and stated that he feels that two homes will be a nice fit for the neighborhood.

Dennis Casey, 443 Beloit Avenue, stated that he was not opposed to the lot split, but that he feels that the homes should face Beloit Avenue with garages in the rear keeping in character with the homes that already exist. He asked for plan changes to give the homes more of a "front door" look on Beloit Avenue.

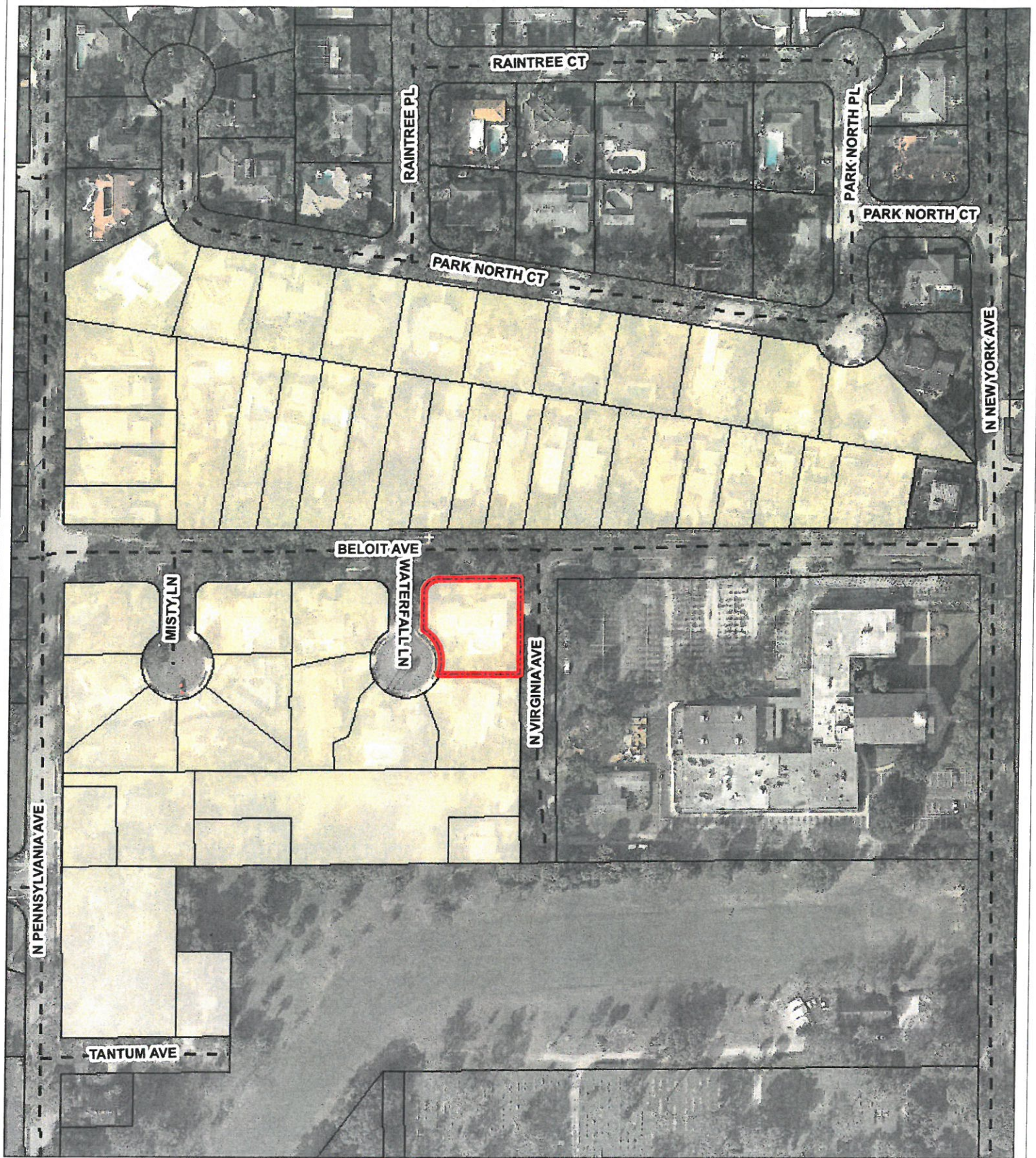
Dick Gregor, 380 Waterfall Lane, spoke in opposition to the request. He did not feel that the homes are in keeping with the character in the neighborhood because the neighborhood affected is Waterfall Lane and not Beloit Avenue. He felt that it was not appropriate to use the Beloit patio homes to establish a lot size standard for this neighborhood on the south side of Beloit. He discussed his concerns with regard to the orientation of the homes and design.

Ira Kitograd, co-applicant, 731 Pansy Avenue, stated that he feels that they were sensitive to street views from Beloit and have made an effort to give appearance of 2 street frontages with the garages in the rear.

No one else wished to speak concerning this issue. Public Hearing closed.

Chairman Johnston confirmed that the method of comparison is the same for this request as was done for the previous one at 1004 S. Pennsylvania. Mr. Weldon, Mr. Slocum and Mr. Hahn all expressed the importance of conformance to the plans presented for assurance to the neighbors as to design layout and for trying to increase the front door look on Beloit. Mr. Gottfried dis-agreed with the City's system for evaluation because the character on both sides of Beloit differed substantially. Staff confirmed that approvals could be conditioned to specific plans and substantial changes returned to P&Z for review, following notice.

Motion made by Peter Weldon, seconded by James Johnston to APPROVE the request to subdivide the property at 360 Beloit Avenue into two single-family building lots subject to conformance to the site plans and the elevations presented at the February 2, 2016 public hearing and with the request for emphasis on creating the appearances of front entrances on Beloit Avenue. All building permit materials are to be consistent with those presented at the February 2nd public hearing. If staff feels that there are any substantial changes, the revisions will be brought back to the Planning and Zoning Board for public hearing review. Motion carried unanimously with a 7-0 vote.



Comprehensive Plan Test

360 Beloit Avenue Lot Split



0 50 100 150
Feet

Date: January 2016

NOTES

360 Beloit Avenue
Average Lot Width = 65.8 feet
Average Lot Size = 11,333 square feet

R-1A Lots Within 500' of Site
Median Lot Width = 53.1 feet
Median Lot Size = 11,322 square feet

Members of Planning & Zoning:

Allow us to introduce ourselves; my name is Ira Kitograd, Owner of IBK Construction, a custom home building company in Winter Park. My partner, Zane Williams, owner of Z Properties, is a custom homebuilder in Winter Park as well. Zane and I have been building homes in the Winter Park for a combined total of 30+ years and have collaborated on multiple properties in recent years.

We have the home located at 360 Beloit Avenue under contract. We intend to redevelop this property one of two ways; both options involve demolition of the current structure. Current zoning allows us to replace the current home with a new single-family residence. Preliminary design is a 6,000+ s.f home under air with a (3) car garage. Given the width of the lot we have the ability to build a 35 high structure. Our second option, pending approval, is to divide the property into two (2) parcels that will accommodate two smaller garden style homes of approximately 3,000 s.f each with rear loading garages and 30 foot in height.

Beloit Ave. is a special street, a street that has a series of smaller cottage/garden style homes each complementing each other in scale and style. Currently, twenty (20) of the twenty-three (23) homes on Beloit sit on 50 foot wide lots. If subject lot is divided each lot will be sixty-seven (67) feet in width.

Our preference is to divide the lot and build 2 smaller homes in keeping with the personality of the street.

There has been much precedent for the approval of this proposed lot division, most recently a similar property located just steps away on Pennsylvania Ave.

We look forward to meeting with the Neighbors and Board Members to discuss our plans in further detail.

Thank You

Ira Kitograd & Zane Williams

BELOIT COTTAGES
WINTER PARK, FLORIDA

2nd
1st
1st ZN

1



AREA TABULATION	
Lot Area	6,815 SF
FAR Allowed	3,790 SF
BUILDING AREA	
First Floor	2,357
Second Floor	978
Total Living	3,335 SF
Garage	455
Total FAR	3,790 SF

AREA TABULATION	
Lot Area	7,836 SF
FAR Allowed	3,369 SF
BUILDING AREA	
First Floor	1,872
Second Floor	1,042
Total Living	2,914 SF
Garage	455
Total FAR	3,369 SF

SITE PLAN
1/8" = 1'-0"





WINTER PARK DESIGN

Z PROPERTIES BELOIT II

J7

February 21, 2016

Dear Commissioner Sprinkel,

My family has lived in Winter Park at 380 Waterfall Lane since 1994. I am a Chemistry Professor at Rollins College. I love Winter Park and I love my neighborhood. I am writing to urge you to vote against the proposed subdivision of the lot at 360 Beloit Avenue which will come before you on February 22, 2016 as Item (f) under the Public Hearings agenda. I am asking for nothing beyond reasonable application of existing standards.

There are two specific reasons for my request. The first is procedural, perhaps even legal in nature. **The Public Notice circulated for this request did not state that the request was for a variance in the minimum lot area requirement of 8,500 sq ft.** This is especially disappointing since the staff report from the Planning and Community Development Department actually states that **"the neighborhood lot area comparison does not support the requests"** for variance. It is quite clear to me that this omission is a significant error, giving the appearance of impropriety, when the only variance specified on the notice is not significant or controversial (minimum lot width). At the very least, the public deserve a complete, clear notification of **both** of the variances requested.

Secondly, I urge you to look closely at the large difference between the 7,836 sq ft area of one of the proposed lots and the average lot area of 11,333 sq ft in the study neighborhood. This is **31% smaller** than the average, hardly a small difference. These will be rather large (3369 sq ft), two story houses crammed onto small lots, **unlike the 80% majority of the homes in the study area**, which do conform to the 8,500 sq ft minimum area. These lots will be even smaller, by 16%, than the recently approved 'Genius' subdivision on 1004 North Pennsylvania. I would also note that 100% of the homes along the south side of Beloit and in the two cul-de-sacs, also on the south side of Beloit, far exceed the minimum area rule. The idea that the developer floated that the proposed lot would have met the minimum area if only it somehow miraculously acquired the paved street area of the "bulb of the cul-de-sac" is frankly, ludicrous. If that reasoning is allowed, I will certainly consider adding some of that 'bulb' area to my 13,000 sq ft lot when I request it to be subdivided.

I strongly disagree with the explanation offered by the Planning Staff and Zoning Board in deciding to recommend and pass the request, despite staff actually stating that the lot area test fails. Somehow, the notion seems to be that just the lot width test passing can lead to a 'pass' decision. Certainly the minimum area test, **which staff admits should lead to a denial**, should trump any smaller variances that might be more easily waived. A large variance and a small variance should not combine to result in a favorable vote. It seems as if two 'wrongs', one large and one small, are somehow making a 'right'. I think any reasonable person would say that their lot and home area are more important than the width. The minimum area test fails.

Finally, there is also controversy about which way the proposed homes will face. A quick look at the plans by any reasonable person will show that **neither home will face Beloit** like the current home. One will face Virginia and the other **will face my street, Waterfall Lane**. Garages will not be in the back of the homes, but on the sides. **In fact, from my point of view, the proposal has exactly the effect of adding one additional home to the three that have faced Waterfall Lane for over forty five years.** There will be a new driveway, garage, front sidewalk, front door, front porch, and all the associated traffic on what had always been a very quiet street. The added curb cut will reduce parking. Many of

the residents of the patio/garden homes on the North side of Beloit want the home to face Beloit, like their homes. This is clearly not what the builder intends. One home and garage will face mine on Waterfall, no matter how developers try to spin it.

In summary, I urge you to (1) require proper public notification, (2) uphold the minimum area rule, and resist this attempt to make this beautiful part of Winter Park look more like Baldwin Park. Thank you for your consideration in this matter.

Sincerely,

Richard W. Gregor, Ph.D.
380 Waterfall Lane
Winter Park, FL 32789

Ellen Prague

321 Beloit Ave Winter Park, FL 32789

Date: January 24, 2016

Planning & Zoning Commission

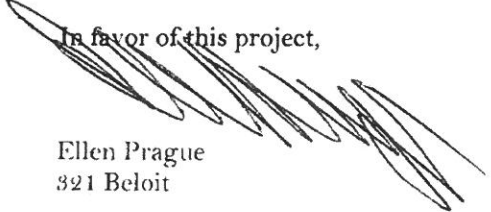
Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with Zane Williams and fully support removing the current home and building two smaller residences.

In favor of this project,

Ellen Prague
321 Beloit



Lynn Howle

1144 N Pennsylvania Ave Winter Park, FL 32789

Date: January 17, 2016

Planning & Zoning Commission

Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with John Mcdade and fully support removing the current home and building two smaller residences.

In favor of this project,

Martha & Lynn Howle

Lynn Howle
1144 N Pennsylvania Ave

James & Virginia Stuart

360 Beloit Ave, Winter Park, FL 32789

Date: January 17, 2016

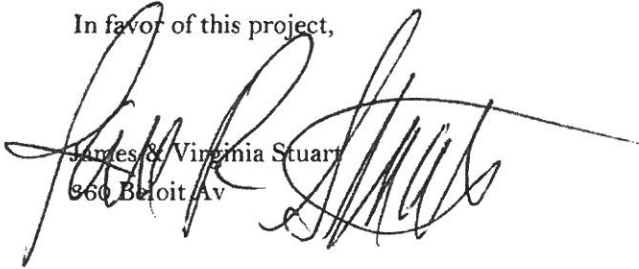
Planning & Zoning Commission

Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with John Mcdade and fully support removing the current home and building two smaller residences.

In favor of this project,


James & Virginia Stuart
360 Beloit Av

Mr & Mrs Bourne

1091 N Pennsylvania Av Winter Park, FL 327

Date: January 17, 2016

Planning & Zoning Commission

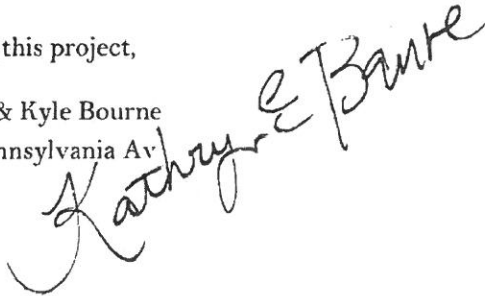
Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with John Mcdade and fully support removing the current home and building two smaller residences.

In favor of this project,

Katherine & Kyle Bourne
1091 N Pennsylvania Av

A handwritten signature in black ink, reading "Katherine E Bourne". The signature is written in a cursive style and is positioned diagonally across the printed name and address.

Page Ritter

1184 N Pennsylvania Ave Winter Park, FL 32789

Date: January 17, 2016

Planning & Zoning Commission

Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with John Mcdade and fully support removing the current home and building two smaller residences.

In favor of this project,

A handwritten signature in black ink, appearing to read "Page Ritter". The signature is stylized with a large, looped "P" and "R".

Page Ritter
1184 N Pennsylvania Ave

Rick Proctor

153 Beloit Ave Winter Park, FL 32789

Date: January 24, 2016

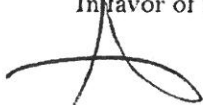
Planning & Zoning Commission

Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with Zane Williams and fully support removing the current home and building two smaller residences.

In favor of this project,

A handwritten signature in black ink, appearing to be 'Rick Proctor', written over a horizontal line.

Rick Proctor
153 Beloit

Ruth Kazeck

335 Beloit Ave Winter Park, FL 32789

Date: January 17, 2016

Planning & Zoning Commission

Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with the owners representative and fully support removing the current home and building two smaller residences.

In favor of this project,

A handwritten signature in black ink that reads "Ruth Kazeck". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Ruth Kazeck
335 Beloit

Dennis & Virginia Casey

143 Beloit Ave, Winter Park, FL 32789

Date: January 17, 2016

Planning & Zoning Commission

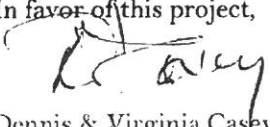
Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with John McDade and fully support removing the ~~current home and building two smaller residences.~~ LOT SPLIT, TRUST ARCH. REVIEW

WILL BE PART OF SPLIT APPROVAL

In favor of this project,


Dennis & Virginia Casey
143 Beloit Av

Dr & Mrs Gerscovich

1143 N Pennsylvania Av Winter Park, FL 32789

Date: January 17, 2016

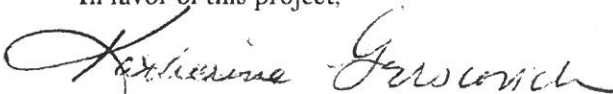
Planning & Zoning Commission

Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with John Mcdade and fully support removing the current home and building two smaller residences.

In favor of this project,

A handwritten signature in cursive script, appearing to read "Katherine Gerscovich".

Katherine & Gene

1143 N Pennsylvania Ave

Mr & Mrs Wallace

339 Beloit Ave Winter Park, FL 32789

Date: January 17, 2016

Planning & Zoning Commission

Reference: 361 Beloit Ave, Lot Division

Dear Commission,

I am a neighbor of the above referenced property. I have met with John Mcdade and fully support removing the current home and building two smaller residences. *

In favor of this project,

Julia Wallace

Julia & Alex Wallace
339 Beloit Ave

** we would prefer the front doors face Beloit Avenue.*