

**CITY OF WINTER PARK
CITY COMMISSION SERVICE LEVEL REVIEW MEETING
JANUARY 29, 2007
1:00 p.m.**

The meeting of the Winter Park City Commission was called to order by Mayor David Strong at 1:06 p.m. in Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

Members present:

Mayor David Strong
Commissioner Douglas Metcalf
Commissioner Barbara DeVane (via phone)

Also present:

City Manager James Williams
Deputy City Clerk Nancy McLean

Members absent:

Commissioner John Eckbert
Commissioner Douglas Storer

Public Works Director Troy Attaway provided a power point presentation regarding the Fiscal 2008 Service Level Review for the Public Works Department. He summarized their responsibilities concerning engineering, roads, drainage, lakes, and City buildings. He explained the departments funding sources with their total budget of \$9.1 million; their major divisions of Administration, Engineering and Stormwater, Streets and Drainage, and Lakes and Facilities Management. Mr. Attaway discussed Engineering and Stormwater Administration and the services it provides to the City, their professional staff members, and how the staff is a benefit to the City.

Mr. Attaway explained their Stormwater Program and stormwater runoff. He stated that the City is currently scheduled to receive \$1, 020,000 in grants from the State for capital stormwater treatment projects. He explained they have increased their water quality in Lake Virginia, Lake Mizell, Lake Osceola and Lake Maitland and spoke about the future of the program. Mr. Attaway concluded by giving a brief overview of Facilities Management, the Lakes Division and the Streets and Drainage Division. Mr. Attaway answered questions asked by the Commission.

Mayor Strong asked about the cost for the Capital Improvement Five Year Plan. Mr. Attaway stated they have already spent \$800,000 this past year and they have another \$10 million.

Mr. Attaway explained a new project to place underground stormwater treatment under the third hole of the golf course. He explained this was identified as one of the top areas they needed to treat and he wanted to bring this to the Commission's attention because they were proposing to award a contract.

Mayor Strong asked about the State schedule for resurfacing Lee Road, Fairbanks, Aloma and 17-92. Mr. Attaway explained there was a schedule 2 years ago to resurface Fairbanks and Aloma and they were doing it in multiple sections but their bid for doing the project was extremely high and it was delayed. Mr. Attaway explained he did not know what the present schedule was for the State.

FLEET MAINTENANCE

Director of Fleet Maintenance Jeff Parrish provided a power point presentation on the Fleet Maintenance Fiscal 2008 Service Level Review. He spoke about the history of the agency; the basic assumptions of the Fleet Maintenance operation; the services they provide; operational goals; staffing positions; wage comparisons among other cities and Orange County; their FY 2007 budget of \$1,381,545 and a budget comparison of actual expenses from FY 2002 – FY 2006.

Mr. Parrish discussed target benchmarks established by the National Association of Fleet Administrators, which is an industry wide comparison on where fleet should be, i.e., the largest benchmark being fleet availability or down time. Mr. Parrish concluded by saying they provide a service to other City departments and they face challenges such as recruiting and retaining qualified staff; increase of fuel/oil prices, maintaining efficiency, and implementing alternative fueled vehicles. Mr. Parrish answered questions from the Commission.

Mayor Strong adjourned the meeting at 2:28 p.m.



Cynthia S. Bonham, City Clerk