

**CITY OF WINTER PARK CITY COMMISSION
WORK SESSION
MARCH 24, 2003**

COMMISSION CHAMBER

4:00 p.m.

PRESENT: Mayor Roland F. Hotard; Commissioners John Eckbert, Doug Storer, and Doug Metcalf ; City Attorney C. Brent McCaghren; City Manager James Williams; City Clerk Cindy Bonham and Deputy City Clerk Tania Haas. Commissioner DeVane was absent.

Mayor Hotard asked that newly elected Mayor Kenneth Marchman participate in the meeting.

INVOCATION: Parks and Recreation Director John Holland

1. Presentation by Engineering & Computer Simulations, Inc. and members of the Center for Advanced Transportation Systems Simulation (CATSS) on the Winter Park element of the commuter rail simulation.

Economic and Cultural Development Director Chip Weston presented this item. CATSS representative Jack Selter introduced CATSS team members. Larry Kayne from AT&T Government Solutions demonstrated the commuter rail simulation.

CATSS representative Waymon Armstrong presented the Park Avenue database simulation. Discussion ensued regarding how difficult it would be for staff to perform upgrades and to add details to the database. There was discussion regarding architects using this database to provide visuals to staff of proposed projects. Consensus was to receive the presentation by Engineering & Computer Simulations, Inc. and members of the Center for Advanced Transportation Systems Simulation (CATSS) on the Winter Park element of the commuter rail simulation.

CONSENT AGENDA

2. Request from Wayne and Judy Heller to extend section 6 of the agreement regarding Casa Feliz, scheduled to expire on June 29, 2003, for an additional twenty-four months.

City Manager Williams presented this item. Code Enforcement Director George Wiggins reported that preliminary plans for this project have been submitted for review. Mr. Williams explained the concerns of the property owners and why the development of this property has been delayed. He continued that if the vegetation and berm are installed and then damaged that the City would be required to reinstall it again. Consensus was to extend Section 6, Removal of Trees, Berm and Plantings, of the agreement regarding Casa Feliz for an additional 24 months to June 29, 2005, as requested by Wayne and Judy Heller.

CONSENT AGENDA

3. Request from the American Cancer Society to waive police and fire fees for the Relay for Life event in Winter Park.

American Cancer Society's representative Wiley Boston spoke about the Relay for Life event. He reported on the number of attendants the event attracts on the first night. He spoke of the importance of providing EMS and Police services during the event but expressed his concern over the cost to provide these services. Fire Chief White spoke about the number of EMS personnel hours that was provided at last year's event. Police Chief Doug Ball spoke about the number of hours that police protection was provided. Discussion ensued regarding the difficulty in waiving

fees for events held in the City during a tight budget year years.. Commissioner Storer said organizations should be informed that the time to discuss fee waivers is during the budget process. Consensus was to place this request under the City Manager's Report for further discussion.

CITY MANAGER'S REPORT

4. Offer to purchase property from Valencia Community College on New England Avenue.

City Planner Jeff Briggs presented this item. Planner Briggs reported that an agreement for sale and purchase of the property on New England Avenue has been reached with the Valencia Community College Foundation. He also spoke of the purchase from the Minnie Vickers Estate and how the rear portion of the property will be sold to Valencia and paved to expand their parking lot. He said ultimately this is going to be a very important CRA project as more people are interviewed for the Housing Rehabilitation Program. Consensus was to approve the purchase of the property from Valencia Community College on New England Avenue at a cost of \$265,000 with CRA funds. Allow the City to sell to Valencia the 50' x 80' portion of the Vickers property at 851 W. New England Avenue that extends into their parking lot for \$51,600, netting a \$213,400 cost to the City for the property.

CONSENT AGENDA

5. Presentation by KPMG LLP of the Comprehensive Annual Financial Report for the year ended September 30, 2002.

KPMG Representative David Dennis provided an overview of the Comprehensive Annual Financial Report. Consensus was to receive the presentation by KPMG LLP of the Comprehensive Annual Financial Report for the year ended September 30, 2002.

CONSENT AGENDA

6. Dedication of Phelps Park as a requirement of the FRDAP Grant.

City Manager Williams said this item was placed on the agenda as a formality.

CONSENT AGENDA

7. Warrant analysis for a stop sign at Loch Berry and Langholm.

City Engineer Troy Attaway presented this item. He explained the warrant analysis performed on the request for a stop sign at Loch Berry and Langholm. Mr. Attaway reported that according to the analysis, the intersection does not meet the requirements to install a 3-way stop and that staff recommended against it.

Shawn Steward explained the results of the analysis performed by the residents in the area. He expressed his concern over the result received from the warrant study. He provided justification as to why the 3-way stop is needed.

Commissioner Storer provided comments in support of the stop sign at Loch Berry and Langholm. Mayor Hotard commended staff for their efforts with completing this study. Commissioner Metcalf asked how this will impact surrounding roads with cut through traffic. Public Works Director Jim English stated that a unwarranted stop sign could not be enforceable. Police Chief Doug Ball elaborated on how a citation that is issued on an unwarranted sign can not be enforced if contested. Newly elected Mayor Kenneth Marchman suggested testing the stop sign for a 6-month period. Commissioner Eckbert suggested that staff look at other ways to control traffic. Consensus was

to receive the warrant analysis for a stop sign at Loch Berry Road and Langholm Drive. Approve the request from Mr. Shawn Stewart to install a multi-way stop sign at this location based upon the lack of sidewalks and the presence and safety of children. Agree to monitor the affects of the stop sign with regard to speed and traffic volume. **CONSENT AGENDA**

8. **Request for additional Police Department personnel.**

Police Chief Doug Ball provided a power point presentation on the annexation impact to the police department. Chief Ball explained the geographical area of the Fairbanks Avenue and Lee Road annexations. He provided statistical data on the number of calls and vehicular accidents that would increase as a result from annexing the Lee Road corridor and the recently annexed Fairbanks Avenue area. Chief Ball reported on the time line proposed for the Lee Road annexation initiative. He expressed his concern with the ability to maintain the same level of police service without an increase in personnel. Chief Ball explained the new proposed patrol zone and configuration based upon the adjusted boundaries. Chief Ball provided the costs involved to hire the additional personnel requested. Finance Director Wes Hamil reported on the additional revenue taxes that the City would receive from the Fairbanks Avenue and Lee Road annexations. Fire Chief Jim White commented that the Fire Department is looking at other options with surrounding municipalities to address this issue. Mr. Marchman spoke of the negatives involved with annexing Lee Road. Consensus was to approve the request of the Police Department for a criminal investigator due to the recently annexed Fairbanks Avenue corridor to the west and other recently annexed properties. Also, approve the expenditure for four additional patrol officers if the proposed Lee Road corridor annexation occurs. **CONSENT AGENDA**

9. **Central Business District Master Parking Plan - Scope, Contract and Task Force.**

Planning Director Don Martin presented this item. Commissioner Eckbert requested clarification on whether the scope of services addresses the transportation needs of the City. Glatting Jackson representative Troy Russ responded affirmatively.. Commissioner Metcalf spoke that parking enforcement issues must be addressed. He provided comments in regards to relocating Park Avenue employees to parking lots off of the avenue. Discussion ensued regarding clarification on the purpose of the public design sessions. Commissioner Storer commented that the challenge will be securing the funding for this plan. He reported that he will recuse himself from voting because of a conflict of interest. Consensus was to place this item under the City Manager's Report for additional discussion. **CITY MANAGER'S REPORT**

10. **Budget Adjustments:**

- a) Transfer \$1,645 from Public Works to ITS Internal Service Fund to replace a computer.
- b) Transfer \$1,000 from the Stormwater Capital Projects Fund to the special project account for the Central Park Rose Garden to construct the storm drain necessary as part of this project.

Consensus was to approve the Budget Adjustments. **CONSENT AGENDA**

11. **Bids, Purchases and Change Orders:**

- a) PR's for new and replacement vehicles from State Contracts as listed, total: \$496,069.00 (Budget: Vehicle Replacement)
- b) Change Order #3, Jack Jennings & Sons, Inc. for RFQ-1-2000: Public Safety Building as per attachment, \$9,383.74 (Budget: CIP)

- c) RFP-9-2003, Professional Dry Cleaning of Public Safety Personnel to Priceless Dry Cleaners, pricing attached (Budget: Accounts using the service)
- d) Bid WP-4-2003, annual bid for purchase of Safety Gloves, as a multiple award per tabulation attached (Budget: Departments using item)

Commissioner Metcalf sought clarification on item 'a'. Consensus was to approve the Bids, Purchases and Change Orders. **CONSENT AGENDA**

12. Calendar review.

City Manager Williams spoke about scheduling a date for the meeting with the City of Maitland and dates for a Strategic Planning and budget sessions. Consensus was to update the calendar with upcoming events. **CONSENT AGENDA**

13. Updates concerning:
— Progress Energy (Florida Power Corporation)

Assistant City Manager Randy Knight provided an update. He explained that Progress Energy is disputing the bill for the court transcripts. Commissioner Metcalf asked if this is an issue the judge can address on an emergency basis. He asked Mr. Knight to address this issue with the City's litigators of this issue. Consensus was to receive the update provided. **CONSENT AGENDA**

S City Hall redevelopment

No update was provided.

New Business:

Mr. Marchman reported that he would like to make an appointment to the Planning and Zoning Commission at the regular meeting.

Mayor Hotard adjourned the meeting at 6:10 p.m.

Deputy City Clerk