

REGULAR MEETING OF THE CITY COMMISSION
March 24, 2008

The meeting of the Winter Park City Commission was called to order by Mayor David Strong at 3:30 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

The invocation was given by Parks and Recreation Director John Holland, followed by the Pledge of Allegiance.

Members present:

Mayor David Strong
Commissioner Margie Bridges
Commissioner Phil Anderson
Commissioner Beth Dillaha
Commissioner Karen Diebel

Also present:

City Attorney Trippe Cheek
City Manager Randy Knight
City Clerk Cynthia Bonham

Commissioner John Eckbert (departed after the Mayor's Report)
Commissioner Douglas Metcalf (departed after the Mayor's Report)

Mayor's Report:

- a) Presentation of autographed Cleveland Indians pennant.

Communications Director Clarissa Howard spoke about the luncheon held for Baseball Hall of Fame pitcher Bob Feller. She presented the Mayor with an autographed pennant.

- b) Presentations to Commissioners Eckbert and Metcalf for their service.

Mayor Strong presented outgoing Commissioners Eckbert and Metcalf with shadow boxes containing an American flag that had flown over Winter Park and other items to thank the Commissioners for their service from 2000-2008. Both Commissioners provided thanks and comments. They departed the meeting after the presentations.

OATH OF OFFICES:

Jennifer Anderson provided the oath of office to newly elected Commissioner Phil Anderson. Woody Dillaha provided the oath of office to newly elected Commissioner Beth Dillaha. Both Commissioners took their seats at the dais.

Action Items:

- a) Approve the minutes of 3/10/08.
b) Approve the following purchase orders, contracts and bids:
1) PR 136907 to Classic Chevrolet for the purchase of a 2008 Chevrolet Suburban 4 x 4 2500 for the Fire Department, piggy-backing the Coral Springs contract # 08-C063F; \$31,959.00 (Budget: Vehicle Replacement Fund).
2) Award of RFP-6-2008 Pest Control and Rodent Control Services to Massey Services, Inc.; \$14,160.00 annually (Budget: Facilities Management – Pest Control).

- 3) Contracting for janitorial services piggy-backing off the Pasco County contract with Owens, Renz & Lee Company, Inc.; \$144,741.33 annually (Budget: Facilities Management – Other Contractual Services).
 - 4) PR 136977 to Concrete Conservation, Inc. for the purchase of Spectra Shield Rehabilitation on the sanitary manholes, piggy-backing off the JEA contract number 41324; \$34,929.18 (Budget: Capital Projects – Rehab Sewer Manhole).
 - 5) Award of IFB-9-2008 Open/Close Burial Spaces for Pineywood & Palm Cemeteries to Quality Vaults, Inc. (Budget: Cemeteries – Contractual Services). **PULLED FOR DISCUSSION. SEE BELOW.**
- c) Approval to commit 50% matching funds for a possible \$68,000 grant request from the Recreational Trails Program for completing the Fleet Peebles Trail connection.
 - d) Agenda preparation and delivery timing.
 - e) Brookshire Elementary School Alternatives Report. **PULLED FOR DISCUSSION. SEE BELOW.**

Motion made by Commissioner Dillaha to approve Action Items a, b) 1) through b) 4), c and d. Seconded by Commissioner Anderson and carried unanimously with a 5-0 vote.

The following items were pulled from the agenda for discussion: Items b) 5) and e.

Action Item b) 5): Award of IFB-9-2008 Open/Close Burial Spaces for Pineywood & Palm Cemeteries to Quality Vaults, Inc. (Budget: Cemeteries – Contractual Services).

Mayor Strong asked about the funding associated with this item. City Manager Knight explained this is billed directly to the client and there are no budget implications to the City.

Motion by Commissioner Anderson to approve Action Item b)5), seconded by Commissioner Dillaha and carried unanimously.

Action Item e: Brookshire Elementary School Alternatives Report.

Jan O' Rickey, former Brookshire parent and former consultant with Orange County Public Schools (OCPS), provided a power point presentation regarding the Brookshire New School Alternatives Task Force who was asked to explore if the City could gain another new school in having one renovated, if Brookshire could be moved up on the OCPS list to either be re-built or renovated, if there could be a complex built to support Brookshire's nationally recognized Brain Smart Health Wise Program, if there could be ways to mitigate current traffic and parking challenges in the Brookshire area, and if Brookshire Elementary is a safe and secure environment for the children and staff. She summarized the points of entry currently into the school. She added they were also asked to explore if there was a cost differential between having a new school built and a renovation and if so, what were the options. She summarized the options the task force considered and meetings that took place. She stated that June 2008 is the target date to get a formal proposal going between the City and OCPS if they wanted to move forward.

Kit Pepper summarized their process as the task force, the site alternatives that the task force considered and the pros and cons of each site (after visiting each site). The sites considered were the existing Brookshire site, the Ward Park NE site, the Ward Park North site and the

Ward Park West site. After summarizing each site consideration, she concluded that they focused on the number 2 site: the Ward Park NE site; they made some changes from their original presentation made for public input last Fall and moved the school south and west and instead of bringing buses in off the Balfour Road and St. Andrews Boulevard, they are going to bring the buses in off of Perth Lane.

Myra Monreal, ZHA, addressed the buffer adjacent to residential uses, organizing and improving parking, and improving the traffic flow during school pickup times. She spoke about the public meetings that have taken place, the proposed location of a new school on the east side of Cady Way Park in the center (west of the trail), bus access coming from Perth on the north side of the school, utilizing the Conway Elementary School prototype, the parking area being proposed, the funding gap, the acreage, and other issues associated with a new school. She stated the City is going to gain about 2 acres of parkland. She concluded by stating they are asking the Commission today to commit to: 1) explore the government deed with the Department of Interior because the area cuts across one of the softball fields; 2) to prepare a RFP for development opportunities; and 3) to engage non-profits for financing opportunities and if they would be willing to finance the interest that would allow them to advance the project.

Brookshire Principal Jeremy Moore spoke in favor of building a new school because of the inadequacies of the current school. He believed a new school is best for the children versus renovation and it would be safer and have only one entrance into the school.

Student Council President Lenore Miller addressed the need for a new school.

Orange County School Board member Joie Cadle explained the budget situation facing them. She stated that Brookshire is still in their budget (\$13 million) but that they are proposing a partly new school and partly renovated one, not a total brand new school. She stated there are no funds to build an entirely new school. She spoke about what will take place with the children attending school under the renovation plan. She spoke about the safety improvements that will take place under renovation. She stated it will cost about \$17 million to build a brand new Brookshire Elementary School. Mayor Strong and other Commissioners asked questions of Ms. Cadle who responded.

Commissioner Anderson commented that he wanted to see the financial comparison at some point, i.e., how close they are to closing the gap on the funding. Ms. Monreal (ZHA) explained that at this point they try to take an idea and get it to a point that they can get an order of magnitude; they took the Conway Elementary prototype GOP costs and considered some of the infrastructure that would be required. That is how they know there is a gap as of today based on the information they have, but the more information they can get will provide a better idea exactly what the gap is. She stated they are asking the Commission permission to go to the next step to see how much the gap is and find how much can be allocated by doing other things.

Commissioner Bridges asked about lot sizes. Ms. Monreal responded. Commissioner Diebel asked if the questions brought forth by the Parks and Recreation Commission have been answered. Ms. Monreal stated they tried to answer some of them in their presentation but not all have been answered because they had just received the questions. She stated they will be happy to go to the board again to answer questions they have.

Barbara Clark, 200 St. Andrews, Chairperson of the Four Seasons Condominiums Ad Hoc Committee, spoke against building a new school within the confines of Cady Way and Ward Park. She recommended renovating the school at its current location.

Joe Terranova, 700 Melrose Avenue, suggested taking this to the next level.

Ruth Behrle, 1035 Golfside Drive, asked that the Brookshire students present at the meeting stand up to show their support for building a new school. She asked the Commission to go forward and study this and spoke in favor of having green open space to use. She addressed the current dangerous conditions for the children getting to school, mold at the school and how vulnerable the school is.

Frank Hamner, N. Wymore Road, spoke in favor of moving forward with further exploring the possibility of building a new school.

Kristen Buntz, 200 St. Andrews Blvd., opposed the relocation of Brookshire and asked that the school be located on the current Brookshire property across from Cady Way Park.

Tarrant Buntz, 200 St. Andrews Blvd., opposed the relocation of the school and asked that the school remain at its current location.

Amy Mulford, 630 Blairshire Circle, spoke in favor of moving forward to answering pending questions and to pursue the possibilities of a new school. She addressed the issue of safety.

Sarah Sprinkle, 1031 Osceola Avenue, and a member of the task force, spoke in favor of a new school.

Kim Allen, 271 Virginia Drive, asked if we needed a new school because of capacity issues with all the area schools. She asked if there is a guarantee that the Winter Park children would be attending that school if the City is going to invest funds to build the school. She asked for assurance that we do not lose any active playing fields.

Robert Flick, 1028 Golfside Drive, spoke in favor of a new school.

Mary Ellen Appleton, 200 St. Andrews Blvd., opposed relocating Brookshire. She commented the children need the best but questioned if a new school would be better than a renovation.

Ellen Heim, 200 St. Andrews Blvd., spoke about teaching in undesirable facilities and that they should rebuild at the current location.

Sid Cash, 1431 Chapman Circle, spoke in favor of building a new school.

Carolyn Cooper, 1047 McKean Circle, spoke in favor of building a new school and against selling lots. She expressed concerns with losing open space and the impact to the existing neighborhood.

Sean Connolly, 2158 Whitehall Drive, addressed the importance of safety of the children and the need to move forward with further exploring the construction of a new school.

Kit Pepper, 2221 Howard Drive, clarified that they are not asking for any funding this evening or to commit City funds or assets. She stated they are only asking the Commission to empower staff to have a formal conversation with the National Parks person in Atlanta and to find out what is involved with getting the land swap necessary on the Government deeded part of the property there; to put out for proposals the 16-17 lots there and see what money it could generate and if there is interest so they would have the remaining funds necessary to build a new school; and to empower staff to have a negotiation with the non-profit entities to see if they can split up the interest payments on \$14 million between 2 or 3 willing participants who see this is a valuable project. She asked that they preserve the neighborhood and to build a new school but that the Commission does not have to make that commitment this evening but to only approve the three steps outlined to see if this is a feasible idea.

Recess taken from 5:35 – 5:40 p.m.

Commissioner Dillaha expressed her preference of seeing the results of the Parks Master Plan Study prior to making decisions about utilizing park space for other uses. She spoke about the discussion of the neighbors and the issues that came up related to safety, mold, fixtures, furniture, equipment and not having a band aid approach to the school. She spoke with the Facilities Director for Orange County Public Schools who addressed the number one concern of any renovation is safety and that either a renovated or new school would be safe. She further compared issues related to a renovated versus new school.

She spoke about her conversation with Atlanta regarding the deeded property to the City and for this to go forward we would have to ensure that the swap of land was for equal or greater value and that the use would have to be the same. She also commented that we would have to supply an environmental study, the school is demolished first then the study is done, and then it would be decided if the swap can be done. She stated the land exchange must be first before building the school. She stated there are a lot of issues to clear up and obstacles to a land swap.

Commissioner Dillaha stated she is not comfortable with selling off lots and what that may do to the existing neighborhood, there is a lot of risk involved with the existing economy, and she wanted to see a side by side comparison of renovating, building new on the current site, and building new in the parks to see what the real cost and benefits are. She summarized all the other issues and cost involved besides the \$4 million difference in cost. She stated she would be in favor of lobbying the Orange County School Board to move up the renovation date or possibly explore funding for a new school on the existing site and to keep the ball fields where they are and not deal with the deed issue.

Commissioner Anderson addressed the need for a new school but that questions need to be answered concerning the funding gap and whether it would be closed with the sale of the lots. He also addressed the issue of the location of the school and how the funding gap will be closed. He stated before he would feel comfortable making a solid recommendation he wanted to see if there is a solution to this site that accomplishes the security, the traffic queuing, probably a two story building and accomplishes the simultaneous construction and operation of the schools. He asked that staff pursue a couple other alternatives dealing with the existing site to see if they can meet some or most of the challenges by redeveloping the existing site.

He addressed the need for financial information and stated that he understands we cannot get solid financial information until you test the market but believed we have consultants that can

guide us in approximating the fair market value of the lots, the developable cost of those lots and the project cost. He stated that staff can work with ZHA to come up with a comparison of 3-4 different alternatives without going out and testing the market. He also agreed with having an agreement on the site, and having an idea of how close we are to closing the funding gap and finding other ways to do that if the City is willing. He stated a new school in this area would be the right thing. He stated we need to see other solutions using that site and would like to see those evaluated before a recommendation is made to go forward.

Commissioner Bridges spoke about the need to obtain further cost figures and to explore building a new school on the same site. She spoke about her discussions with neighbors that they want a new school in the neighborhood but there were questions why there could not be a new school on the existing site. She stated this needs to be equally explored.

Commissioner Diebel supported the task force moving forward with gathering more information to compliment the concerns raised by the Commissioners and that the task force is asking for the ability to do that. She spoke about the impact of traffic to the neighborhood and that the existing site does not ease the traffic problem, congestion or safety concerns. She supported getting the financial questions answered and testing the market on how the funding gap would be closed with the primary two issues; if more consideration is desired on option number one, and how building on the existing site would alleviate traffic and increase safety for the children. She supported a new school in the Brookshire neighborhood.

Mayor Strong spoke about the need to provide the best for our children and that this is funding issue. He stated the Parks Master Plan will have a bearing on his thoughts and that he wanted to ensure this project was revenue neutral to the City, would improve the traffic situation in the neighborhood, and increase park space. He stated there are substantial hurdles to overcome but supported the task force trying to answer the difficult questions. He asked that the task force revisit the possibility of building the school on its existing site.

Commissioner Dillaha again reiterated her concerns as stated above and supported exploring the options of building a new school on the existing site. Commissioner Bridges asked for clarification on whether swapping the land would allow the construction of a new school and still use the old facility while doing that which would save the swing school expense of \$1 million. She stated she wants to evaluate all the options with the data appropriate to each one of those because the information from the Department of Interior changes the picture when you can't build a new school and use the existing site for that period of time. She asked who will provide the financial information and suggested obtaining input from the citizens as to whether or not they may be willing to pay the remaining costs for a new school. Commissioner Diebel reminded the Commission as to what staff is looking for this evening

Mayor Strong addressed other issues to consider, i.e., if this adds to our usable park space, not only acreage but usable park space; if we can use the former site for active park space; and if this improves the traffic. He stated we have 90 days to explore these issues and after that time it is up to the School Board to make the decisions. Commissioner Anderson addressed the deadline date and again reiterated his preference for staff and ZHA to research 2 or 3 alternatives for using the existing site. Commissioner Dillaha suggested researching the deed first that could be a determining factor whether or not they can move forward because of the time requirements.

Motion made by Commissioner Diebel to accept staff's recommendation to: 1) to explore the Government deed with the Department of the Interior; 2) to prepare an RFP for development opportunities; and 3) to engage non-profits for financing opportunities.

No action was taken on the above motion. Mayor Strong suggested that staff advise us of the traffic impact and the feasibility of using the proposed Brookshire site for active replacement of what is being lost on the other side. He stated he is not ready to discuss the RFP. After further comments, the following motion was made.

Motion amended by Commissioner Diebel to: 1) explore the Government deed with the Department of the Interior; 2) to engage non-profits for financing opportunities (explore alternative funding sources); 3) direct staff to prepare a traffic impact analysis of the proposed plan; and 4) provide an answer whether or not this can be active park space all with support of the task force. Seconded by Mayor Strong for discussion.

Commissioner Anderson once again reiterated his point regarding reviewing alternatives in putting a school on the existing site, providing a preliminary financial analysis of the alternatives (what has been proposed by the committee, and to review options to rebuild the school on the existing Brookshire site and to redirect the traffic around it, i.e., build on the same site with Cady Way where it is and with Cady Way moved). Commissioner Diebel commented this is not part of the motion put forward and asked about additional funding needed for the consultant to pay for the financial analysis.

Motion carried with the following votes: Commissioners Bridges, Diebel and Mayor Strong voted yes. Commissioners Anderson and Dillaha voted no. The motion carried with a 3-2 vote.

The original scope of services with ZHA was discussed and if it included a financial analysis. Ms. Pepper commented that ZHA helped the task force with school construction information, land use, and park information and that it appears the Commission is seeking a real estate appraisal and cost of how a small development of this type would impact the area. She stated they never discussed that with ZHA. Commissioner Anderson believed that ZHA was capable of providing this information. He stated he did his own numbers and that there is a \$2-\$3 million gap even if the lots are sold at \$300,000 each. He expressed the importance of verifying this information. City Manager Knight said we can provide infrastructure costs but would need to work with local realtors for the real estate portion to see what the lots would sell for.

Motion made by Commissioner Anderson to have ZHA develop two alternatives for redeveloping the school on the existing site, one with Cady Way intact and the other with Cady Way going around; and ask ZHA to do a comparison of the financial cost impacts of the three alternatives, i.e., the proposal from the committee and these two other alternatives and to incorporate the reduced costs per the School Board. The motion was not seconded or voted upon.

Commissioner Diebel asked if the School Board did an analysis on renovating versus building new. School Board member Cadle stated she would provide them the study which is all they have at this point because it is a pay as you go and funding is not available at this time for Brookshire or to do design work. Commissioner Diebel asked if the information they have would be relevant to building the new school on the current site. Ms. Cadle responded no because of the Brookshire renovations that took place when Hurricane Charley damaged the cafeteria

which has been brought up to code standards; this building will stay. She believed there is not enough space to build a new school where it currently is but that was a guess on her part without facts to back her statement up. She addressed the list for swing sites and how the process works for availability.

Commissioner Anderson clarified he was hoping we could operate and build at the same time which is part of what he wants ZHA to look at. He also addressed if we are faced with a decision that we do not want to move the school into the parks area but want to rebuild it and if the City is in favor of finding a way to bridge that gap, what are the costs of doing that and a timing issue of figuring out how to do a swing site. He stated there is merit to looking at solving many of these issues on the existing site with a new school. Ms. Cadle stated she will have her staff respond to these questions realizing they have no money.

Motion made by Commissioner Anderson to authorize a change order to ZHA, administered by staff, in an amount not to exceed \$6,000 to do a conceptual review of two additional alternatives on the existing Brookshire site, seconded by Commissioner Bridges. Upon a roll call vote, Mayor Strong and Commissioner Bridges, Anderson, and Dillaha voted yes. Commissioner Diebel voted no. The motion carried with a 4-1 vote.

Public Hearings:

- a) ORDINANCE NO. 2734-08: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE V, "ENVIRONMENTAL PROTECTION REGULATIONS" SO AS TO ADD DIVISION 9 "LIGHTING STANDARDS", PROVIDING FOR APPLICABILITY, PROVIDING AN EFFECTIVE DATE. Second Reading

Attorney Cheek read the ordinance by title. No public comments were made. Building Director George Wiggins addressed the contents of the ordinance.

Motion made by Commissioner Dillaha to adopt the ordinance, seconded by Commissioner Bridges. Upon a roll call vote, Mayor Strong and Commissioners Bridges, Anderson, Dillaha and Diebel voted yes. The motion carried unanimously with a 5-0 vote.

- b) AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AUTHORIZING THE CONVEYANCE OF THE CITY WATER PLANT PROPERTY AT 3200 UNIVERSITY BOULEVARD First Reading

Attorney Cheek read the ordinance by title. No public comments were made.

Planning Director Jeff Briggs explained they had an appraisal valued at \$845,000 and have negotiated with Full Sail to sell the property for \$1,000,000. He stated that the City Commission conceptually agreed to the terms and they have been working on the contract to affect that, including the deed restriction pertaining to the billboard issue. He addressed that our Charter requires that an ordinance be passed prior to allowing the City to sell any property and the Charter provision still remains. He stated this ordinance is necessary to follow through on the contract and the subsequent sale to Full Sail. Mr. Briggs answered questions. Mayor Strong stated that Full Sail announced today that they were designated a University.

Motion made by Commissioner Dillaha to accept the ordinance on first reading, seconded by Commissioner Bridges. Upon a roll call vote, Mayor Strong and Commissioners Bridges, Anderson, Dillaha and Diebel voted yes. The motion carried unanimously with a 5-0 vote.

- c) Request of Winter Park Memorial Hospital: Conditional Use Approval to redevelop the 2.5 acres of property at the southeast corner of Lakemont and Mizell Avenues, currently used for the Woman's Healthcare building and parking lot, into a new two story, 36,200 square foot medical office building with 180 parking spaces, on property zoned PQP and O-1.

Planning Director Jeff Briggs gave a brief overview of the project. He stated that the existing building located on the site will be demolished and the new proposed building will be constructed closer to the Mizell/Lakemont intersection. He stated that the plans have been revised and there has been a significant change to increase the building setbacks to 25 feet on Lakemont Avenue to the main portion of the building and 20 feet to the corner element. He expressed that this would leave room for significant landscape screening of this building by trees.

Mr. Briggs noted that the parking lot lighting plan was originally 25 foot tall light poles but they have been reduced to 16 feet which is more in harmony with the adjacent residential context. He explained that the revised elevations now include authentic materials at the ground floor level at the expression line between the first and second floors. He added that there will be color variation in the building both in materials, paint colors and tint windows. The renderings also show a building articulation (in's and out's) of between three to five feet.

He stated there was a traffic study for the project and there were no traffic concurrency issues; no off-site traffic mitigation improvements were necessary. Mr. Briggs explained that as part of the traffic study, there was an analysis of the parking requirements but the study confirmed there was an ample supply of parking spaces for employees and customers. He stated this received a positive recommendation from P&Z, there were no variances, there had been a series of modifications that had evolved over the past 2 months with P&Z, and this is a very good product.

Commissioner Dillaha voiced concerns about the amount of trees designated for removal on the site and inquired if there was a tree survey outlining what was there and why the trees were being removed. Mr. Briggs and the consultant answered questions.

Ken Bradley, 200 N. Lakemont, Winter Park Memorial Hospital, explained the economic impact to this project that it will increase the tax base by over \$100,000 to the City, plus the benefit of physicians that practice in this building that employ individuals and buy homes here is also economically advantageous. He expressed that this project has continued to improve with time and it is better than when it was first proposed. He explained that they have met all the requirements such as parking, height, setbacks, landscaping, improved lighting plans, and they moved this nearer to the hospital site to minimize the impact it has on the neighborhood.

Selby Weeks, Klima-Weeks Engineering representative, 385 Altamonte Avenue, explained the majority of the trees that are being removed are on the interior of the site where the existing building is being raised.

Commissioner Dillaha stated that going forward she would like to include the tree surveys according to the tree ordinance that has photographs, the types of trees and demonstrate why some of those trees need to be removed. She expressed not being pleased with the lack of a tree survey and the amount of trees being removed and wanted the landscape plan completed before they see it before the Commission.

Mayor Strong asked if they remove all these trees that they be mitigated either on-site or off-site in the permitting process. Mr. Weeks explained that staff intended to deal more directly with the landscape architect during the next process through staff and the P&Z to specifically handle the buffering on the Lakemont side next to the building and also with the existing trees that are being removed. He stated that they do not want to destroy any trees but rather make this an improved site.

No public comments were made.

Motion made by Commissioner Anderson to approve the conditional use, seconded by Commissioner Bridges. Upon a roll call vote, Mayor Strong and Commissioners Bridges, Anderson, Dillaha and Diebel voted yes. The motion carried unanimously with a 5-0 vote.

d) Adjustments to the City Fee Schedule to be effective April 1, 2008.

City Manager Randy Knight explained that this was the semi-annual review of the fee schedule and there were proposed fee changes outlined in their packets. Questions were asked and responded to by staff.

Motion made by Commissioner Bridges to approve the fee schedule, seconded by Commissioner Dillaha. Upon a roll call vote, Mayor Strong and Commissioners Bridges, Dillaha, Anderson and Diebel voted yes. The motion carried unanimously with a 5-0 vote.

e) Request of Chez Vincent/Hannibal's to change the hours of sale and consumption of alcoholic beverages.

Mayor Strong announced that this item has been postponed until the next Commission meeting on April 14, 2008.

City Attorney's Report:

1. Attorney Cheek commented that he sent each of the Commissioners a copy of the Full Sail agreement and he noted they are buying it through a subsidiary.
2. Attorney Cheek requested a shade meeting be held on April 3, 2008 at 10:00 a.m. to discuss pending litigation regarding the Williams, Trismen and Administrative DCA litigation. Attorney Cheek stated he would speak with Mr. Fawsett and see if he would be able to attend.

Non-Action Items:

a) Emergency Management Update – NIMS Compliance.

Fire Chief Jim White explained that they are in a continuous process of maintaining their compliance for the Federal requirements for the National Incident Management System. He added that all City employees attend federally mandated training and exercises are performed annually that support the mandated compliance with NIMS. He commented that elected officials are also mandated to participate in NIMS training.

There was a consensus to have the NIMS training class for the City Commissioners on May 12, 2008 at 12:00 p.m. in the Commission Chambers.

b) Common Ground (form based code) Project update.

Architectural Task Force Chairman David Lamm and Canin representative Cheryl Bowers gave a brief update of the project. They spoke about the website; key issue survey; workshops and Charrettes; community value survey; synoptic surveys; determining the village character; the equivalency matrix; and documenting planning areas and breaking it into sub-planning areas.

He stated that the next key event is a 5 day Charrette at the Welcome Center on April 11 – 15. He encouraged strong citizen participation in the upcoming Charrette in preparing draft form based codes for the commercial corridor.

Mayor Strong commented he was concerned that they did not have more people at some of the events and asked if there was any way of improving that. Building Director George Wiggins explained that it is sometimes difficult to have a large turnout during the middle of the day but believed that may be different at the Charrette. Mayor Strong added that he preferred they be called a Town Meeting rather than Charrette. Commissioner Diebel agreed. Mr. Lamm also agreed.

New Business (Public):

Kim Allen, 271 Virginia Drive, expressed that in this time of fiscal responsibility she has heard others say that a lot of this work has already been done. She questioned if they would get what they want if they spend these funds and she wanted to ensure that the form based code data was not already there.

Carolyn Cooper, 1047 McKean Circle, expressed concerns whether the consultant was given proper guidance and what guidance they were given whether relative to height and density. She asked if they were preparing it based on the 1991 comprehensive plan; the 2007 transmitted comprehensive plan; or the disputed 2008 comprehensive plan.

New Business (City Commission):

1. Commissioner Bridges asked in terms of advertising for the Charrette (Town Meeting) if they were utilizing the community notice on public television or if they considered buying radio time. Communications Director Clarissa Howard explained that they have used all of their normal communication and they will be placing 10 signs in 10 popular right-of-ways the week of the Charrette. She stated they try to get the word out in as many ways as they can without

actually buying ad space. Mayor Strong reiterated calling it a Town Meeting. Ms. Howard explained that in the press releases for April 11-15 and the website, they can make that adjustment however; it cannot be changed on the post cards or signs because they are already at the printer.

2. Commissioner Dillaha asked about having monthly work sessions on regular basis. Mayor Strong suggested they discuss this at their strategic meeting.

Commissioner Dillaha suggested creating a matrix for the staff reports for P&Z and the Commission. She commented that perhaps Mr. Briggs and the P&Z could work on this together to see if they could do this.

Commissioner Dillaha asked about seeing a project after everything has been done at P&Z and not having it go back for negotiations or further approvals. Mr. Briggs explained that is their goal but occasionally there are some plan elements that need to go back.

3. City Manager Knight announced that the Strategic Planning Session will be March 26 and 27 and further backup information will be provided to them.

4. Mayor Strong stated there was a request from a resident to buy the paintings in the Commission Chamber but he would like to hear what the Art Advisory Board thinks. Mayor Strong commented that he likes the paintings but he also likes the variety of the paintings and giving the opportunity to other artists.

5. Mayor Strong stated there was a request from the Park Avenue Merchants Association to have a Commissioner liaison to meet with their board each month. He asked the Commissioners to think about if they would be interested in serving and attending those meetings on regular basis. Mayor Strong commented about the discussion they had about Commissioners serving on boards where they are giving them money such as the library and the Hannibal Square Community Land Trust who has asked for a Commissioner to serve on their boards. He asked Attorney Cheek to circulate the memo his firm did on Commissioner service on volunteer boards and to resolve this at the next meeting.

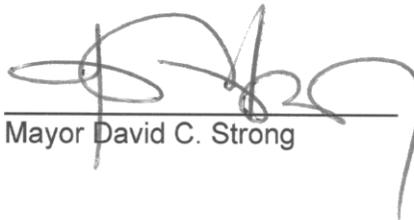
6. Commissioner Bridges asked about considering moving the Commission meeting to a later time either at 5:00 p.m. or 6:00 p.m. Commissioner Diebel commented that she would support any meeting time change for the purpose of discussion. Mayor Strong suggested they speak about this at the Strategic Planning Session.

Commissioner Bridges asked about receiving feedback from staff regarding the situation with the trailers in the park.

Commissioner Bridges asked about the Comprehensive Plan update and where things stand. Mr. Briggs explained that they met with them in Tallahassee, they presented their changes, they referred some of those to state agencies for comments, and they are waiting to hear from the DCA.

7. City Manager Knight addressed a revised board application form that he would send out to the Commission for comment.

The meeting adjourned at 8:05 p.m.



Mayor David C. Strong

ATTEST:



City Clerk Cynthia Bonham