

**CITY COMMISSION WORK SESSION**  
**June 21, 2010**

The work session was called to order by Commissioner Dillaha at 5:07 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

Members present:

Commissioner Tom McMacken  
Commissioner Beth Dillaha  
Commissioner Carolyn Cooper

Also present:

Assistant City Manager Michelle del Valle  
Deputy City Clerk Michelle Bernstein  
City Attorney Catherine Reischmann

Members absent:

Mayor Kenneth Bradley  
Commissioner Phil Anderson

This meeting was a work session with no public input.

Attorney Catherine Reischmann addressed the Commission regarding the Comprehensive Plan Amendment process, noting that no specific projects will be discussed. She recommended that when deciding the parcel designation in the Comprehensive Plan to look at various issues such as the fundamental policy decision, that the designation be socially desirable for the orderly growth of the community and to also consider the impact on traffic, utilities and other services, along with capital expenditures.

There was a lengthy overall discussion which entailed the future land use map and zoning designation, zoning categories, rezoning, map amendments, land use changes, text amendments or plume amendments, and legislative ideas along with the process of voting on and approving items. Discussion also included the Comprehensive Plan versus the Land Use Map and the specific requirements relating to the overall process, adoption and rights. She noted that the statutes provide the procedures and requirements for Comprehensive Plan changes that must be followed. She provided detailed information, along with answering several questions that were asked by the Commissioners including the certain order of items and the contractual obligations.

The Conditional Use process was also discussed. Attorney Reischmann gave a brief outline regarding the legal process and concerns, the extension of conditional rules and uses.

A brief recess was taken from 5:35 p.m. to 5:37 p.m.

Commissioner McMacken addressed the court reporters that were present by asking to identify themselves and who they are working for. It was noted that Pam Scott and Maple Storey with Zacco and Associates was present.

There was an overall discussion regarding the Conditional Use, the compatibility, the submittal requirements, code requirements, review and approval process. There was also an in depth discussion regarding development agreements, what they should and should not contain, the statutory and non statutory issues, subordination agreements, the threshold of value and vested rights.

Commissioner Dillaha asked Mr. Briggs if he could provide a summary list or matrix of facts listing the current zoning standards and the new zoning data, along with a comprehensive plan amendment criteria list to help them with the evaluation and decision process when submitting changes.

Ms. del Valle stated that the budget will be ready on July 6 and will be submitted to them as part of their regular packet for the July 12 meeting. There will be a budget presentation to the public and to the City Commissioners at this meeting. She also stated that they would like to schedule individual meetings with each of them any time between July 6 and July 19 to answer any questions they may have. It was agreed this would be a great idea and to contact each of them to schedule. There will be a work session on July 19 to discuss the budget and on July 26 is when the tentative millage rate will be set. The final decisions on the budget will be in September in which there will be two public hearings.

Commissioner Dillaha stated she would like to see a list of capital purchases put off or postponed over the past 3 years along with capital improvement projects. She also wanted a list of the outstanding capital improvement projects that they need to focus on and the trends over the last 10 years.

Commissioner Cooper asked Ms. del Valle about the budget relative to the transfers between the different funds and information on the pension program. She also wanted to follow up on the issues related to the board appointment process and the functioning of boards and inquired about having a further discussion and when will this happen. She also wanted to address the fee structure and fee schedule.

Commissioner Cooper asked Commissioner Dillaha if she could provide information on the commuter rail relative to the process and the steps that are left to obtain the 50% Federal funding grant portion and who the decision makers are.

Commissioner McMacken addressed the upcoming strategic planning meeting and requested that it be a structured meeting by limiting the conversation to 4 or 5 major items. He also requested that there be an in-house moderator to facilitate the meeting to keep it focused and on track.

The preparation of an agenda for the Strategic Planning meeting was discussed. It was noted that if anyone had additional items to be included to email their information no later than Friday so that it could be included in the agenda.

The meeting was adjourned at 7:15 p.m.

  
Deputy City Clerk Michelle Bernstein