

**CITY OF WINTER PARK
CITY COMMISSION SPECIAL MEETING MINUTES
AUGUST 10, 2006**

The meeting of the Winter Park City Commission was called to order by Mayor David Strong at 1:00 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

Members present:

Mayor David Strong
Commissioner John Eckbert
Commissioner Douglas Metcalf
Commissioner Barbara DeVane

Also present:

City Manager James Williams
Deputy City Clerk Nancy McLean
City Clerk Cynthia Bonham

Absent:

Commissioner Douglas Storer

The Commission met to discuss the Chamber of Commerce Welcome Center. Assistant City Manager Randy Knight provided welcome comments, introductions and an overview of the project.

George Herbst and David Lamm summarized the proposed site plan, floor plan, project schedule, and status of the project. Mr. Herbst and Mr. Lamm stated there have been minimal substantive changes to the building through the design process. Mr. Lamm addressed being on schedule with construction and the completion date would be on or before July 2007.

Mr. Herbst answered questions from the Commission after his presentation with the walk through of the floor plan. Commissioner DeVane asked about the elevation differential between the front of the building and the CSX tracks. Mr. Lamm responded it would be 1 to 1½ feet between the finished floor elevation and the railroad track bed.

Commissioner Metcalf asked if they would use the upstairs or downstairs room for the Community Room. Mr. Herbst stated they could use either room depending on the size of the group. Mayor Strong asked if the front gallery would be used for meetings. Mr. Herbst stated it could be, but was not initially designed to be a meeting room. Mayor Strong spoke about the discussion on allocating parking spaces in the Rollins garage for the Chamber and asked if it was part of the agreement. Mr. Herbst responded affirmatively and stated there is a letter on file and that the City was addressing the matter. Mr. Herbst explained that Chamber personnel would park at the Rollins garage and the City space would be for visitors. Mr. Herbst praised the work of the team, contractors, architects, volunteers, City staff, and City Managers Williams and Knight.

Martin Cote and Theo Lotz addressed the design and functionality of the Welcome Center. Mr. Lotz addressed the interior as a very special and unique space that was flexible, multi-functional and inviting to the community and visitors. He explained they created a very dynamic and memorable experience that reflects the community of Winter Park. He spoke about the multi-media installation that was integrated within the architecture of the welcome gallery and how the multi media presentation would tell the

story of Winter Park's past, present and future through video images, music, text, and graphics, to create functionality and flexibility of the space.

Martin Cote presented traditional detailing, surface finishes, paint color, recess lights, and the furniture selection for the welcome gallery space. He explained this gallery as relaxing, with a rich interior that was mixed with traditional and a contemporary design.

Mr. Herbst gave a brief discussion regarding the budget and funding and on revenues and expenses. He explained the budget revenue as a \$2.8 million project with committed funds of \$2.5 million and an uncommitted fund raising goal of \$300,000 to the \$2.8 million. Mr. Herbst stated they have the funding in place for everything presented in today's meeting with the exception of video production. He explained the expenses of the budget dealing with design, engineering and construction of a guaranteed price of \$1, 950,000 and they were asking for approval within a plus or minus of 1%.

Mr. Herbst answered questions regarding the budget. Commissioner Eckbert asked if the end committed fundraising was returned to the CRA. Mr. Herbst stated that was correct. Mayor Strong asked if the construction contract would be bonded. Mr. Herbst stated that was correct. Mayor Strong commented that the logical sponsor of the production should be Full Sail. Mr. Herbst stated they were speaking with them regarding this matter.

Chamber President Sam Stark summarized the various ways to raise funds toward the project. He asked the Commission to allow them to continue to secure the official sponsors; evaluate the role of professional grant writers to assist with foundation grants, in-kind donors, sponsors and naming opportunities of rooms and offices; and individual donors and smaller corporate contributions. Mr. Stark addressed the Welcome Center ground breaking ceremony on Thursday, September 14, 2006 at 10:00 a.m.

Two signs on project site

Commissioner Metcalf suggested eliminating "The City of" on both signs and leave it as the Winter Park Welcome Center & Winter Park Chamber of Commerce. **Motion made by Commissioner Metcalf to approve the two signs on the project site, seconded by Commissioner Eckbert. The motion carried unanimously with a 4-0 vote.**

Approve fundraising plan

Mr. Herbst explained this as the additional fundraising Mr. Stark outlined in his presentation. Commissioner DeVane commented on the restrictions with naming things in public spaces and she wanted them to contact John Holland regarding this matter. **Motion made by Commissioner Metcalf to approve the fundraising plan, seconded by Commissioner Eckbert. The motion carried unanimously with a 4-0 vote.**

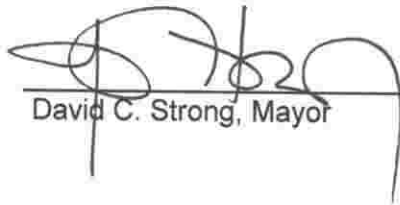
Approve construction budget and commencement of construction

Mayor Strong asked if this was the \$2,500,000 being requested today. This was confirmed by Mr. Herbst. **Motion made by Commissioner DeVane to approve the construction budget, seconded by Commissioner Metcalf. The motion carried unanimously with a 4-0 vote.**

Motion made by Commissioner DeVane to approve the commencement of construction for \$1,950,000 plus or minus 1%, seconded by Commissioner Metcalf. The motion carried unanimously with a 4-0 vote.

Commissioner Devane asked the Commission be provided hard copies of the recommended budget and the construction schedule. She also asked everyone to thank George Herbst and his team.

Mayor Strong adjourned the meeting at 2:21 p.m.



David C. Strong, Mayor

ATTEST:



Cynthia S. Bonham, City Clerk