

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

**COMMISSION CHAMBER**

**4:00 p.m.**

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

**INVOCATION:** Kris Stanton, Public Works Department

1. Report by Dr. Dan Buckman, Orange County Public Schools, on facilities and instructional issues within their school district.

This item was postponed.

2. Paperless Commission agenda packages.

City Clerk Cindy Bonham presented this item. She explained the benefits of instituting and the costs to implement this process. She noted that the City of Winter Park will be the fourth municipality in the Central Florida area to implement this process.

ITS Assistant Manager Steve Narvaez elaborated on the cost and hardware differences between laptops. Commissioners provided comments regarding the public's accessibility of information on the City's website. Consensus was to receive information regarding the implementation, cost and benefits for achieving a paperless Commission agenda package. Authorize staff to move forward with utilizing this process. Direct staff to bring back the cost savings to the City by implementing this and to make this as economical as possible. **CONSENT AGENDA**

3. Proposed noise ordinance for the Central Business District.

City Planner Jeffrey Briggs presented this item. He said the public hearing and the first reading of the proposed ordinance is scheduled for February 25, 2003. Mr. Briggs spoke about the complaints that have been received from some of the restaurants on Park Avenue. He reported that the current zoning code requires a conditional use approval for live music. Mr. Briggs elaborated on the meetings and conclusions reached by the Planning and Zoning Commission.

Planner Briggs explained how the existing noise ordinance was derived from the general residential noise ordinance. He spoke how the proposed ordinance regulates amplified music on Park Avenue after 10:00 p.m., residential occupancies and the 50' rule.

City Attorney McCaghren explained the amendments made to the existing ordinance. Discussion ensued regarding noise regulations for the Central Business District. Police Chief Doug Ball spoke that the approval that is being asked for by the businesses on Park Avenue is a conditional use request. He explained how restrictions can be placed on the conditional use by the Commission. He elaborated that the conditional use permit can be revoked if the business owner does not comply with the restrictions. Mr. McCaghren commented that the intention is to attempt to establish a set of rules that can be imposed when a business owner applies for a conditional use permit. Chief Ball commented that the real responsibility of compliance will fall with the business owner.

Consensus was to receive staff recommendations regarding the proposed changes to the noise ordinance for the Central Business District. **PUBLIC HEARING AGENDA**

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

This item was postponed.

5. **Memorandum from Anna Currie regarding the Railroad Avenue residential project.**

Planning Director Don Martin presented this item. He provided an update on the project and the risks involved with obtaining the funding that is required. Anna Currie reported that the loan committee meeting originally scheduled for February 12, 2003, did not meet. Mr. Martin requested approval to move forward with the project once the verbal commitments are received. Consensus was to advance the funding to allow construction of the Railroad Avenue residential project to proceed using City appropriated resources prior to the closure of the loans scheduled for April 18, 2003. **CONSENT AGENDA**

6. **Selection of firms for the Extension of Staff (EOS) Services - Construction Management Services - RFQ-8-2003.**

City Manager Williams presented this item. He said that the vendor selection process has resulted in the recommendation of The Abbott Consulting Group, Incorporated and ZHA, Incorporated. Consensus was to approve the selection of firms for the Extension of Staff (EOS) Services - Construction Management Services (RFQ-8-2003) for major City projects as follows: The Abbott Consulting Group, Inc. and ZHA, Inc. **CONSENT AGENDA**

7. **Review of citizen's survey by Pecora and Pecora.**

Pecora and Pecora Representative Ron Pecora provided an overview of the communication audit which will be conducted by his firm and distributed to city residents. Pecora and Pecora Representative John Blexred explained the scope and primary purpose of the survey. He spoke that most of the questions contained in the survey will evaluate the communication efforts and tools used by the City. He reported that 3,000 surveys will be mailed to residents of the City and elaborated on the projected amount of returns expected. He spoke that an incentive will be provided to encourage responses. Discussion ensued regarding the amount and specificity of the questions asked. Mr. Pecora explained that the time frame for the mail out is subject to the Commission's approval. He explained that meetings will be scheduled to review the results received. Consensus was to accept the citizen's survey by Pecora and Pecora with changes/additions to be included as provided by City Commissioners as of today's scheduled meeting. **CONSENT AGENDA**

8. **Parking and Information Signage Program.**

City Manager Williams presented the item. Chip Weston exhibited prototypes of way signage signs produced in house. Public Works Director Jim English reported that the signs should be completed within two weeks. Consensus was to approve the interim in-house Parking and Information Signage Program used to help guide motorists to Park Avenue. **CONSENT AGENDA**

9. **Budget Adjustments:**

- a) Transfer \$225 from Planning to Public Works to cover Planning Department share of plotter paper costs. Transfer \$3,333 from Planning and \$3,333 from Public Works

- to ITS Internal Service Fund to purchase a GIS server.
- b) Transfer \$1,645 from Water & Sewer Fund to ITS Internal Service Fund to purchase a computer and monitor for Assistant Projects Manager.
  - c) Transfer \$2,750 from Parks and \$750 from Azalea Lane Capital Improvements Account to ITS Internal Service Fund to purchase a computer for the Tennis Center that will be compatible with new credit card system and an additional computer for the Azalea Lane addition.
  - d) Appropriate \$96,168 in federal forfeiture revenues to purchase computer system hardware that will enhance Police computer capabilities at the new Public Safety Complex.
  - e) Transfer \$7,420 from Economic and Cultural Development to ITS Internal Service Fund to purchase a complete graphic workstation, including computer, monitor, software and printer.
  - f) Transfer \$2,610 from Planning to ITS Internal Service Fund to purchase a new computer and printer for Planning and Community Development Director.
  - g) Transfer \$6,040 from Fleet Maintenance to ITS Internal Service Fund for annual support costs for CCG Systems Faster Fleet Management System.

Consensus was to approve the Budget adjustments.

**CONSENT AGENDA**

10. Bids, Purchases and Change Orders:

- a) Change Order #1, WP 10-2002, Lake Island/Lake Killarney Interconnect to Cathcart Construction for sand bar removal and added set up charges, \$30,773.13 (Budget: CIP Stormwater)
- b) Change Order #1, to CH2M Hill for special 24" bore drilling of pipe and an expansion of the ground storage tank, \$891,377.00 (Budget: CIP Utilities)

Consensus was to approve the Bids, Purchases and Change-Orders.

**CONSENT AGENDA**

11. Calendar review.

Consensus was to update the calendar with upcoming events.

**CONSENT AGENDA**

12. Updates concerning:

- Progress Energy (Florida Power Corporation)

Assistant City Manager Randy Knight provided the update. He reported that the arbitration process concluded last Friday. He said both sets of attorneys have 20 days from the time the court reporter delivers the final transcript to issue proposed findings and closing briefs to the arbitrators. He spoke that an arbitrated amount should result within 30-45 days. Commissioner Storer asked for the status of the litigation amount up to date. Mr. Knight explained why the litigation amount was not available as of yet. Consensus was to receive the update provided. **CONSENT AGENDA**

S City Hall redevelopment

No update provided.

New Business:

Commissioner Storer spoke of a Rollins College student that was conducting a communication needs survey of the City on his own.

Eckbert inquired about the Central Park's rose garden estimated time of completion. Parks and Recreation Director John Holland responded it should be completed within three months.

Commissioner Metcalf commented that the developer's of the former Langford Hotel have found additional damage in the structure. He inquired whether anyone would be opposed to the Langford having to use the same footprint and concrete walls in the project. Discussion ensued regarding how this may impact the project's height limit approval.

Commissioner DeVane suggested scheduling a housing workshop in the spring.

City Manager Williams reported that the Orlando Avenue Transportation Urban Design plan has been submitted by the deadline date. Additionally, he provided an update on the status of the T-21 application. Planning Director Don Martin provided additional comments related to funding for the T-21 plan.

Mayor Hotard reported that the Chamber of Commerce has requested that the City consider relocating the Autumn Art Festival to Park Avenue. Chamber President Sam Starke explained the reason for this request from the Park Avenue Area Association and the two options proposed which are to hold the festival on the street or in the park. Discussion ensued regarding why the festival was moved from Park Avenue to Lake Island Park. Autumn Art Festival Committee Co-Chairs Carol Arthurs and Baxter Mathews elaborated on the reason the event was moved initially from Rollins College to Lake Island Park. He said the City assisted at the time by making Lake Island Park an affordable venue for the event.

Commissioner Storer expressed his concern of the police and fire service fees. He expressed his preference that the committee for the Sidewalk Art Festival be presented this issue. City Manager Williams spoke a meeting will be scheduled with representatives from the Chamber of Commerce, Autumn Art Festival committee and the Sidewalk Art Festival committee to further discuss this issue. Park Avenue Area Association President Debbie Rodi provided comments in support of relocating the event to Park Avenue. Consensus was to place this item under the City Manager's Report for additional discussion.

**CITY MANAGER'S REPORT**

Mayor Hotard adjourned the meeting at 5:55 p.m.

