

SPECIAL CITY COMMISSION MEETING MINUTES
May 17, 2004

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

PRESENT: Mayor Kenneth "Kip" Marchman, Commissioners Douglas Storer (departed at 6:40 p.m.), John Eckbert (arrived at 4:00 p.m and departed at 5:30 p.m.), and Barbara DeVane; City Manager James Williams; and Deputy City Clerk Tania Haas. Commissioner Douglas Metcalf and City Attorney Brent McCaghren were absent.

DEPARTMENT BUDGET PRESENTATIONS:

1. Public Works Department

Public Works Director Jim English provided a powerpoint presentation on the budget for the Public Works Department. Topics presented included: the department's mission statement, non-utilities organizational chart, the Engineering Division, Streets Division, Streets Paving Division, Streets Drainage Division, Streets Sweeping Division, Streets Traffic Control Division, Streets Division Concrete Services, Street Lighting Division, Street Refuse Division, Stormwater Management Division, Lakes Management Division, Lakes Storm Drain Traps, Building Maintenance Division, organizational charts, budgeted costs, benefits and additional funding needs for fiscal year 2005.

No discussions ensued.

2. Police Department

Police Chief Doug Ball provided a powerpoint presentation on the budget for the Police Department. Topics presented included: the department's mission statement, values, goals, organizational charts, programs, expenditures, administration objectives, accomplishments, budgeted costs and revenues, patrol division, uniform patrol division, performance measurements, response times, traffic crashes & citations, benchmarks, Special Operations Unit, Community Policing Unit, School Board Resource Officers, Canine Patrol, Criminal Investigations Division, Special Investigations Unit, Records/Investigations Unit, Communications Unit, and an operational summary.

No discussions ensued.

3. Fire Department

Fire Chief James White provided a powerpoint presentation on the budget for the Fire Department. Topics presented included: the department's mission statement, budget accounts, accomplishments, organizational chart, fiscal year 2004 budget allocations, division history, Fire Administration areas of responsibility, Office of the Fire Marshal, Fire Rescue Division, selected effectiveness, indicators, Patient Transport Revenue, Emergency Medical Services, Hazardous Waste Collection, and regional comparisons.

No discussions ensued.

4. Parks and Recreation Department

Parks and Recreation Director provided a powerpoint presentation on the budget for the Parks and Recreation Department. Topics presented included: the department's mission statement, organizational charts, services, maintenance, accomplishments, Parks Maintenance Division program history, budgeted costs and revenues, performance measurements, Forestry Division, Landscape Division, Business and Administration Services, Parks Administration, Cemeteries Division, Golf Course Division, Keep Winter Park Beautiful, Community Center, Farmers Market, Facilities and Recreation Services, Special Events, and the Tennis Center.

Commissioner DeVane asked that staff provide the cost to maintain the City's parks to a level similar to the private park located on the corner of Oxford and Lakeview. City Manager Williams clarified whether Commissioner DeVane wanted to include all of the City's parks at that level. Commissioner DeVane responded affirmatively.

Mayor Marchman said the presentations were impressive and informative but noted that he did not need to be further involved in the budget process. He expressed that he has been comfortable with the way the budget has been built in the past and staff's responsiveness to questions that have been posed by individual Commissioners.

Commissioner DeVane commended staff for their efforts and the outstanding services that the City provides on a limited budget. She said that the direction from the Commissioners in attendance is to set and investigate goals that the community would agree with, their costs, and whether the goals are achievable or not.

Mayor Marchman stated he did not believe that additional budget meetings other than the usual ones are necessary. Commissioner DeVane agreed with Mayor Marchman but added that she would be supportive of the remaining departments providing presentations should they feel the need to do so. She suggested that each Commissioner provide staff with specific goals that they feel should be addressed.

Discussion ensued regarding that although the information presented was enlightening and helpful, it took quite some time to present four department presentations. Mayor Marchman said that the same presentations are provided to the City Manager and to the Assistant City Manager. He suggested not to schedule additional sessions unless something specific needs to be discussed. Commissioner DeVane agreed with Mayor Marchman and added that if a Commissioner wishes to address specific goals, staff would need to at that point return and operationalize those goals and provide their costs. Both Mayor Marchman and Commissioner DeVane agreed not to schedule additional sessions to discuss the remaining 25% of the budget. Consensus decision was not to move forward with this process or the June 21, 2004, meeting; that work sessions and special meetings can be scheduled if necessary; to let staff build the budget and if the Commission has concerns, they should be addressed with staff. Mayor Marchman confirmed that this decision should guide staff on where we should go from here. He elaborated on the discussions he had with citizens and their satisfaction with the high level of services provided by the City and how citizens are even willing to pay for such services. He commended staff for their outstanding efforts.

Commissioner DeVane inquired whether the June 2nd meeting to discuss the Sterling Management Plan has been scheduled. City Manager Williams responded that a meeting date has not been

secured. Commissioner DeVane suggested not scheduling a meeting but whomever is interested in the program should attend the conference in Orlando that is scheduled for June 11, 2004. Discussion ensued on the tentative date suggested by the City of Coral Springs which was to be held in Winter Park. City Manager Williams said staff will attempt to secure the June 2nd meeting date as suggested by the City of Coral Springs. Both Mayor Marchman and Commissioner DeVane agreed.

The meeting adjourned at 6:50 p.m.

Mayor Kenneth R. Marchman

ATTEST:

Deputy City Clerk Tania Haas