

CITY COMMISSION MEETING MINUTES
June 14, 2004

The 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. The invocation was offered by Fire Chief Jim White, followed by the Pledge of Allegiance.

PRESENT: Mayor Kenneth "Kip" Marchman, Commissioners John Eckbert (arrived at 3:40 p.m.), Douglas Metcalf, Douglas Storer and Barbara DeVane; City Manager James Williams; City Attorney Brent McCaghren and Deputy City Clerk Tania Haas.

MAYOR'S REPORT:

Prior to presenting his report, Mayor Marchman commended staff for the recent successful events that have taken place in the City.

a) June 2004 Outstanding Employee of the Month - Lourdes Diaz, Police Department.

Mayor Marchman recognized Lourdes Diaz, Police Department, as the June 2004 Outstanding Employee of the Month.

b) Retirement employee recognition - Firefighter David Young

Mayor Marchman, Fire Chief Jim White, and Assistant Fire Chief Brian Dean recognized Firefighter David Young's 35 years of service with the City and his upcoming retirement.

c) East Annexation Study report

Planning Director Don Martin presented this item. He explained that the study is not a final report but a Level I scan or preliminary study. He elaborated on what is included in a Level 1 scan and what information should be included in a Level II scan. He said staff is seeking direction on whether to move forward with the next level of analysis. Lastly, Mr. Martin provided a general review of the report which included the areas studied, annexation laws, the number of parcels within the City limits, the City's current population, cost benefits, and negative cash flows.

Commissioner Metcalf inquired into the number of people it takes to run a City on a per capita basis. Mr. Martin explained that a more detailed scan of costs and operational analysis or a Level II analysis would have to be explored to obtain the information that Commissioner Metcalf inquired about.

City Planner Jeff Briggs provided staff's perspective on the detailed operational costs that had been determined up to this point. He summarized the increase of staff level needed to service the area considered in the annexation report. Additionally, Mr. Briggs addressed the impact to the Police and Fire Departments which would result from additional call levels from the areas under construction.

Commissioner DeVane asked whether the Summary of Revenues and Expenses portion of the study included capital expenditures for a new fire station, a satellite police station, or for the acquisition of additional park land. Mr. Briggs responded that the acquisition of additional park land was not an anticipated purchase. He said the report includes the construction and staffing costs for a new fire station.

Police Chief Doug Ball explained the staff study performed by the Police Department. He said the report contains statistical data on the actual number of calls that were responded to by the Orange County Sheriff's Office and the Florida Highway Patrol. He explained why the data provided by both agencies is from 2002 and the most up to date available for this report. Chief Ball compared the response times between the City of Winter Park vs. Orange County. Discussion ensued regarding the logic for the half-cent sales tax number.

Fire Chief Jim White explained the staff study performed by the Fire Department. He elaborated on the methodology that was used to maintain the level of service that is currently provided to existing residents and to any new ones as well. He explained the adopted standard of response coverage, insurance service office rating schedules, justification for the additional fire station, statistical data provided by Orange County, and the resources needed to provide services to the study area.

Discussion ensued on whether the City of Orlando is planning to build a new fire station, the areas that are currently provided first response services, and how transport revenues can offset areas that may create heavier calls.

Planning Director Martin continued discussing the study. He said the study was meant to be a first order magnitude in terms of costs and returns. He noted that the study does not include definitive numbers and that they would be included in a more detailed study. He elaborated how the study confirms that annexing the residential component alone is not financially viable, and how the study does not address the redevelopment potential of the proposed annexation area and how it may impact the City's existing culture. He said staff needs direction on whether to move to the next level if the Commission believes that the economic potential outweighs the impacts. Mayor Marchman stated the decision needs to be made whether or not to go beyond Level I. He asked for public comments.

Eleanor Fisher, 2325 Sherbrooke Road, expressed her opposition to the annexation and noted that current residents should have the right to vote.

Mayor Marchman explained that the only decision being made tonight is whether or not to ask staff to move forward beyond Level I. He stated that under the current Florida law, responses are only received from the areas being considered for annexation.

Tamatha Anthony, 2837 Scarlet Road, President of the Winter Park Pines Homeowners Association, stated that the board researched the annexation process and surveyed residents. She noted that 406 cards were returned out of 901; 298 cards responded affirmatively to the annexation and 96 responses were opposed.

Commissioner Metcalf stated that the Commission has tried for the last few years to deal with traffic issues and to control the natural borders of the City. He elaborated on defining areas of Winter Park, the economic future of the City, and preserving the residential nature and character of the City. He said he is inclined to put this issue off until after the budget cycle. He suggested that a review of the issues discussed last week with the City of Coral Springs be a part of the budget process. Commissioner Metcalf spoke of the impact to the current level of services if new ways of increasing revenues is not created.

Commissioner Eckbert elaborated on his interest in annexations and that they are a way to control the aesthetics of the access points to Winter Park. He addressed the need to diversify the tax base away from the residential concentration towards a more commercial tax base. He said he would not support going forward with either of the proposed annexations based upon the financial analysis that has been provided. He expressed his interest in obtaining information on ways to acquire commercial and industrial properties east of State Road 436 without including extensive residential properties.

Mayor Marchman explained the problems and possible financial impacts that may occur because of the Florida taxing system, and the 18-24 months it takes before the City can benefit and receive tax dollars from newly annexed areas. He mentioned this can create a real financial impact on the City and possibly degrade services. He concurred with Commissioners Metcalf and Eckbert and the need to broaden the City's tax base. Mayor Marchman suggested a "no-go" status with this issue based upon the financial analysis presented and the need to maintain the level of service residents have come to expect. He said the impact on the level of services this proposal would create would be for a minimum of two years.

Commissioner DeVane elaborated on past westwardly annexation initiatives that have occurred because of pressure from the City of Orlando. She said time and creative thinking should be applied on how to develop Fairbanks Avenue, Lee Road and the area surrounding Winter Park Hospital. She discussed how the current population will be impacted by the proposed annexation and the possibility of holding a referendum to obtain the community's reaction. She suggested pursuing a joint planning agreement between Winter Park, Orlando, Maitland and Orange County to track future annexations. She said dialogue should take place with our neighbors to develop joint planning agreements. Commissioner DeVane expressed her opposition to the proposed annexation at this time based upon the financial analysis and other areas of need in the City.

Commissioner Storer elaborated on past annexation discussions and the focus of the residential aspect of Winter Park Pines and the surrounding neighborhoods. He expressed his concern with an annexation of this magnitude and the impact on the current level of services provided by the City. He noted he would not support going forward with a Level II study.

Commissioner Metcalf suggested to delay this for 3-4 months, work through the budget and then look at this again. Mayor Marchman clarified that issues can always be called back and reviewed at any time.

Motion from Commissioner Metcalf to move to a "no-go" status until staff is directed otherwise, seconded by Commissioner DeVane. The motion carried unanimously.

CITY ATTORNEY'S REPORT:

a) Resolution-Designating 121 Garfield Avenue as a historic resource.

RESOLUTION NO. 1868-04: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE PROPERTY LOCATED AT 121 GARFIELD AVENUE, WINTER PARK, FLORIDA KNOWN AS THE KUMMER-KILBOURNE HOUSE, AS A HISTORIC RESOURCE IN THE WINTER PARK REGISTER OF HISTORIC PLACES.

Attorney McCaghren read the resolution by title.

Commissioner Eckbert provided comments regarding why he was unsupportive of this resolution.

Sandra Kilbourne McRory, 921 W. Smith, Orlando, provided comments in favor of the designation.

Eleanor Fisher, 2325 Sherbrooke Road, spoke in favor of approving the historical designation..

Commissioner Metcalf unsupportive of the proposed resolution, suggested recognizing the historical nature of the property in other ways other than attaching this designation. Commissioner Storer disclosed his discussion with Ms. Kilbourne and stated that the designation should be granted if the property owner wants it. Mayor Marchman and Commissioner Metcalf disclosed they discussed this issue with the parties involved. Commissioner DeVane elaborated that older homes are part of the charm of this community. Mayor Marchman concurring with Commissioner DeVane, said that the existing house blends in with the surrounding area.

Motion made by Commissioner Storer to adopt the resolution, seconded by Commissioner DeVane. Upon a roll call vote, Mayor Marchman and Commissioners DeVane and Storer voted yes. Commissioners Eckbert and Metcalf voted no. The motion carried with a 3-2 vote.

b) Encroachment agreement with Mr. Dan Bellows regarding property on West New England Avenue.

City Attorney McCaghren presented this item. He said the encroachment agreement is between the City and the Winter Park Redevelopment Agency and allows the owner to maintain brick planters in the right-of-way. He noted that the agreement is not permanent and that the City reserves the right at any time to require their removal.

Commissioner Metcalf inquired about the purpose of the agreement. Mr. McCaghren stated the agreement legitimizes the planters and provides an authorization for the planters to remain in the right-of-way until the City determines that they should be removed. He explained that the burden to maintain the planters and provide appropriate insurance that protects the City is on the owner. Martha Bryant Hall, 300 South Virginia Avenue, unrelated to the issue under discussion, expressed her concern with the techniques that some developers use to acquire properties on the west side.

Motion made by Commissioner Storer to approve the encroachment agreement, seconded by Commissioner Metcalf. The motion carried with a 4-1 vote. Commissioner DeVane voted no.

- c) Resolution-Granting authorization for the Mayor to execute the Florida Department of Transportation Local Agency Program Agreement.

RESOLUTION NO. 1872-04: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, GRANTING AUTHORIZATION TO THE MAYOR FOR THE EXECUTION OF FLORIDA DEPARTMENT OF TRANSPORTATION LOCAL AGENCY PROGRAM AGREEMENT FOR FPN 415036-1-58-01.

Attorney McCaghren read the resolution by title. No public comments were made.

Motion made by Commissioner Metcalf to adopt the resolution, seconded by Commissioner Storer. Upon a roll call vote, Mayor Marchman and Commissioners DeVane, Storer, Eckbert and Metcalf voted yes. The motion carried unanimously.

EQUALIZATION BOARD HEARINGS:

- a) Resolution-To levy a special assessment for the installation of decorative street lighting within the Fairbanks and Oak Crest Subdivisions.

RESOLUTION NO. 1873-04: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, PURSUANT TO SECTION 170.03, FLORIDA STATUTES, CONFIRMING THE SPECIAL ASSESSMENTS FOR THE INSTALLATION OF AND FUNDING OF CAPITAL IMPROVEMENTS AND MUNICIPAL SERVICES CONSISTING OF ENHANCED AND DECORATIVE STREET LIGHTING WITHIN THE FAIRBANKS AND OAK CREST SUBDIVISIONS, LIGHTING DISTRICT #L-59A; PROVIDING AN EFFECTIVE DATE.

Attorney McCaghren read the resolution by title. No public comments were made.

Motion made by Commissioner DeVane to adopt the resolution, seconded by Commissioner Eckbert. Upon a roll call vote, Mayor Marchman and Commissioners DeVane, Storer, Eckbert and Metcalf voted yes. The motion carried unanimously.

- b) Resolution-To levy a special assessment for the installation of decorative street lighting within the Golfview Terrace Neighborhood.

RESOLUTION NO. 1874-04 : RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, PURSUANT TO SECTION 170.03, FLORIDA STATUTES, CONFIRMING THE SPECIAL ASSESSMENTS FOR THE INSTALLATION AND FUNDING OF CAPITAL IMPROVEMENTS AND MUNICIPAL SERVICES CONSISTING OF ENHANCED AND DECORATIVE STREET LIGHTING WITHIN THE GOLFVIEW TERRACE NEIGHBORHOOD, LIGHTING DISTRICT #L-19; PROVIDING AN EFFECTIVE DATE.

Attorney McCaghren read the resolution by title. No public comments were made.

Motion made by Commissioner Eckbert to adopt the resolution, seconded by Commissioner DeVane. Upon a roll call vote, Mayor Marchman and Commissioners DeVane, Storer, Eckbert and Metcalf voted yes. The motion carried unanimously.

- c) Resolution-To levy a special assessment for the installation of decorative street lighting within the Timberlane Subdivision.

RESOLUTION NO. 1875-04: RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, PURSUANT TO SECTION 170.03, FLORIDA STATUTES, CONFIRMING THE SPECIAL ASSESSMENTS FOR THE INSTALLATION OF AND FUNDING OF CAPITAL IMPROVEMENTS AND MUNICIPAL SERVICES CONSISTING OF ENHANCED AND DECORATIVE STREET LIGHTING WITHIN THE TIMBERLANE SUBDIVISION, LIGHTING DISTRICT #L-45A; PROVIDING AN EFFECTIVE DATE.

Attorney McCaghren read the resolution by title. Mayor Marchman asked for public comments. Heather Watson Traynham, 2203 Fosgate Drive, spoke in favor of the proposed improvements for the Timberlane Subdivision and how it would enhance the area. She inquired into the number of decorative street lights the City has on reserves. Mayor Marchman asked that Ms. Traynham speak to staff to obtain the information related to the number of lights on reserve.

Motion made by Commissioner DeVane to adopt the resolution, seconded by Commissioner Metcalf. Upon a roll call vote, Mayor Marchman and Commissioners DeVane, Storer, Eckbert and Metcalf voted yes. The motion carried unanimously.

CONSENT AGENDA:

- a) Approve minutes of May 24, 2004.
- b) Review calendar and update with upcoming events.
- c) Approve the consolidation of two part-time positions in the Parks Department (one permanent part-time position held by Darris Gallagher with two unfilled summer lifeguard positions to create a full-time maintenance service worker position.)
- d) Approve bids and purchases as follows:
 - 1) Piggy-backing OUC's contract with Air-Liquid for pf-liquid oxygen for ozone gas production. Price is based on the estimated yearly quantity at 100 standard cu. ft. estimated usage/year approximately \$65,000/year - subject to market conditions. (Budget: Utilities Water Treatment)
 - 2) Piggy-backing Orange County contract with Brenntag Stinnes Logistics to purchase chlorine for water, wastewater plants. Price depends on size of cylinder or tanks ordered. (Budget: Utilities)
- e) Approve budget adjustments as follows:
 - 1) Appropriate \$28,048 in reimbursements received from Rollins College for portions of the softball stadium project paid for by the City above and beyond the scope of the City's portion of the project.
 - 2) Transfer \$4,500 from the CRA Fund to Code Enforcement to cover the cost of clearing City owned lots in the CRA.
 - 3) Transfer \$5,623 from the CRA Fund to the Stormwater Miscellaneous Drainage Projects Account to cover the costs of stormwater fees in lieu of retention for the Bank of America project.

Mayor Marchman asked for public comments. None were provided.

Commissioner DeVane sought additional information on item 'c', and what facility the two unfilled lifeguard positions were for. Assistant Parks Director Cory Clarke responded that the positions are funded out of the Community Center Division.

Commissioner Metcalf asked whether the Commission had given the City Manager the authority to make staffing decisions based upon a funding amount that was determined by the Commission during last year's budget cycle. He asked if this was a decision that the Commission should make. City Manager Williams responded he would make those decisions if that is what the Commission prefers. He continued that in the past, whenever a position is created, it has been presented to the Commission for approval.

Motion made by Commissioner Storer to approve the Consent Agenda, seconded by Commissioner DeVane. The motion carried unanimously.

PUBLIC HEARINGS:

- a) ORDINANCE NO. 2586-04: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" SO AS TO AMEND SECTION 58-86 "CONDITIONAL USES" TO PROVIDE FOR EXPIRATIONS OF CONDITIONAL USE APPROVALS AND PROCEDURES FOR EXTENSIONS OF CONDITIONAL USE APPROVALS. Second Reading

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

Motion made by Commissioner Metcalf to approve the ordinance, seconded by Commissioner DeVane. Upon a roll call vote, Mayor Marchman and Commissioners Storer, Eckbert, Metcalf and DeVane voted yes. The motion carried unanimously with a 5-0 vote.

- b) ORDINANCE NO. 2587-04: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" SO AS TO AMEND SECTION 58-68, "MEDIUM DENSITY MULTIPLE FAMILY RESIDENTIAL (R-3) DISTRICT" TO PROVIDE FOR DEVELOPMENT UNDER THE LOW DENSITY RESIDENTIAL (R-2) DISTRICT STANDARDS. Second Reading

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

Motion made by Commissioner Metcalf to approve the ordinance, seconded by Commissioner Eckbert. Upon a roll call vote, Mayor Marchman and Commissioners Storer, Eckbert, Metcalf and DeVane voted yes. The motion carried unanimously with a 5-0 vote.

- c) ORDINANCE NO. 2588-04: AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE V, "ENVIRONMENTAL PROTECTION REGULATIONS" DIVISION 6, "TREE PROTECTION" SO AS TO CLARIFY THAT TREE REMOVALS AUTHORIZED BY THE PLANNING AND ZONING COMMISSION OR CITY COMMISSION DO NOT REQUIRE SUBMISSION TO THE TREE PRESERVATION BOARD. Second Reading

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

Commissioner DeVane expressed her preference of revising the ordinance to read that the City Forester review and provide recommendations prior to projects receiving approval from the P&Z and City Commission. She said it is a way of locking down the time of events. City Attorney McCaghren

said the ordinance can be revised to require recommendations to come from the City Forester. Commissioner Metcalf expressed his concern of adding more barriers to new development. Discussion ensued that requiring this approval does not create another level of impediment but removes one.

Motion made by Commissioner DeVane to approve the ordinance with the following amendment: that the recommendation come from the City Forester (Forestry Division) prior to submittal to the Planning and Zoning Commission and City Commission, seconded by Commissioner Eckbert. Upon a roll call vote, Mayor Marchman and Commissioners Storer, Eckbert, Metcalf and DeVane voted yes. The motion carried unanimously with a 5-0 vote.

CITY MANAGER'S REPORT:

a) Approval of bulk power contract.

Assistant City Manager Randy Knight provided an update. He explained that a contract with Progress Energy has not been presented to the Commission because of the pending issue that deals with FERC rights. He reported that all financial issues have been resolved and are incorporated into the contract. Mr. Knight summarized the details and the items that both parties have agreed to that are contained in the proposed contract. He explained the two options available: 1) to delay this issue until the next Commission meeting; or 2) approve the contract based upon the terms he outlined, subject to approval of legal language regarding FERC rights. He said this is not a time sensitive issue that may delay or impact other decisions if the Commission decides to consider this again at the next Commission meeting. Discussion ensued regarding the average length of time for Progress Energy's fuel contracts and whether the proposed contract mirrors other agreements Progress Energy has entered into.

No public comments were provided.

Motion made by Commissioner Metcalf to move forward with the contract, subject to the approved legal language regarding FERC rights, seconded by Commissioner Storer. The motion carried unanimously.

b) Robert Caran Productions - Festival of the Holidays event on Park Avenue (continued from May 24, 2004, meeting).

Mr. Caran provided a powerpoint presentation that summarized the information he was asked to obtain from the May 24, 2004, Commission meeting. He reported that out of the 84 Park Avenue merchants surveyed, all were 100% in support of the idea and the street closure. Mr. Caran distributed the merchant survey containing signatures for the Commission to review.

Mr. Caran reported that the Parks and Recreation Board, although cautiously optimistic about the concept, unanimously approved and supported the event. He said based upon the feedback obtained from the Police and Fire Departments, he is proposing to keep the footprint between New England and Canton Avenues. He said the scope of the event will be dictated by the sponsorships obtained. Mr. Caran stated he needs the Commission's support and approval of the sponsorship

letter to be able to move forward.

Mayor Marchman inquired whether the merchants surveyed were advised that the concept includes tents to display and selling products on the avenue. Mr. Caran responded that merchants have been advised of the tents and the fact that a non-compete clause will be in effect.

Commissioner Storer asked whether the Commission will have final approval of sponsorships. Mr. Caran explained the process of identifying sponsors and the possibility of incorporating the Commission's support in the process. Commissioner Storer stressed the need that the Commission have final approval or input on selected sponsorships.

Commissioner Metcalf asked if the City will be given exclusivity rights and whether the promoter intends to propose this event to surrounding communities. Mr. Caran stated he would include a provision in the agreement regarding exclusivity rights if it is required. Commissioner Metcalf suggested a provision in the agreement that stipulates that no similar event will be proposed in another community/municipality within a 50 mile radius of Winter Park.

Mayor Marchman expressed his concern with the amount of impact this event may have on City staff. Mr. Caran addressed the Mayor's concerns by providing additional details on the planning process and suggested an additional provision to the agreement that states that sponsorship funds, not City funds will pay for any additional manpower needed for the event. He spoke of the need to allocate and secure funds that are needed for manpower prior to purchasing any materials.

Commissioner DeVane expressed her preference of obtaining information that itemizes costs by weekend (anticipated costs to the Police, Fire, and Parks Departments) to know up front what the City is committed to and the items that the promoter has agreed to in terms of fundraising efforts. She spoke of the importance of reviewing the costs before committing to anything. Mayor Marchman suggested granting a conceptual approval.

Park Avenue Merchants Association President Debbie Rodi provided supportive comments about the production company and the proposed event.

Winter Park Chamber of Commerce President Sam Stark stated that at this point the parties involved are in a no risk situation. He addressed the possibility of the event promoting economic development.

Mr. Caran suggested that the Commission appoint a representative for the Event Management Team. Mayor Marchman volunteered to be the Commission's representative on the team.

Assistant Parks Director Cory Clarke stated that although the event seems to be a big undertaking, the promoter has guaranteed the Parks Department that any staff time utilized will be funded from sponsorships. Mr. Clarke noted that the Parks Department is prepared to meet the demands if a decision to move forward is made.

City Manager Williams stated that as long as the City's costs are covered, staff is supportive of the event. He cautioned the Commission of sponsorship dollars not meeting expectations and the City having to make up the cost difference. Mayor Marchman suggested the need to obtain periodic planning reviews, in the event that the Commission grants a conceptual approval.

Commissioner Eckbert spoke about the importance of obtaining a quality event and the minimal budget amount required to produce a quality event. He suggested determining a breaking point or threshold in funding that determines whether or not a quality event can be delivered and that this is going to be an on-going process.

Commissioner DeVane concerned with the lack of detailed information, asked to obtain cost information and what elements can be provided based upon various funding scenarios. Additionally, Commissioner DeVane expressed her concern with the use of tents on the avenue and the difference between obtaining signatures from local Park Avenue managers and corporate approvals. She suggested that the City's Communication Department assist Mr. Caran with the sponsorship letter.

Commissioner Storer commented on the importance of the City not losing control of the Winter Park image and franchise and maintaining quality events. City Attorney McCaghren clarified that the Commission can give a conceptual agreement with details to follow and all rights reserved.

Motion by Commissioner Metcalf to move forward with a conceptual agreement with details to follow and all rights reserved, seconded by Commissioner Eckbert. The motion carried unanimously.

Mr. McCaghren clarified that the motion does not include authorization for the Mayor to sign the sponsorship letter. Commissioner Metcalf suggested that the City Attorney, the Communications Director and the Mayor work together to revise the letter. Discussion ensued on whether to complete this task within one or two weeks. Mayor Marchman stated he wants the City Manager and City Attorney to say they are comfortable with the wording of the letter before he signs the document which should include information on what the City is committing to.

c) Appointment of the Florida League of Cities Annual Conference Voting Delegate.

City Manager Williams presented this item and noted that Commissioner DeVane has expressed an interest in being the City delegate along with Planning Director Don Martin as the alternate. Commissioner Storer expressed an interest in attending the event and nominated Commissioner DeVane as the City's voting delegate to the Florida League of Cities Annual Conference. Mayor Marchman confirmed her appointment.

NEW BUSINESS:

1. City Manager Williams pointed out that a draft letter regarding the postal issue has been placed on the dais for review. It was decided that the Commission review the letter at their leisure and provide comments to the City Attorney. Mr. McCaghren noted he would provide his comments to the Commission via email.

2. Commissioner DeVane asked that the Fire Department revisit the issue of imposing fire impact and fire service fees, and to determine how other communities are handling these. She asked that staff return with a report. Fire Chief White said he would review and update the 2001 presentation and provide it to Commission at the next meeting for their review. Mayor Marchman spoke of the need to find ways to raise revenues without impacting the public.

3. Commissioner Metcalf asked that the City Manager provide copies to the Commission of the City of Coral Springs' powerpoint presentation that included their budget information and annual report.

4. Commissioner Eckbert, unable to attend the Sterling Awards Conference, asked if anyone was able to attend. City Manager Williams responded that he attended the three day conference and leadership event. Mayor Marchman expressed that although the presentation was informative, he commented on the differences in the dynamics between the City of Coral Springs and the City of Winter Park. Commissioner DeVane expressed her gratitude and appreciation of the presentation provided and how we can learn many things from different models. She commended staff for their ability to review and compare various models.

Mayor Marchman adjourned the meeting at 6:00 p.m.

Mayor Kenneth R. Marchman

ATTEST:

City Clerk Cynthia Bonham