

CITY COMMISSION MEETING MINUTES
June 28, 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 First Christian Church of Winter Park Pastor Jim Book, followed by the Pledge of Allegiance.

PRESENT: Mayor Kenneth "Kip" Marchman, Commissioners Douglas Storer, John Eckbert (arrived at 3:48 p.m.; departed at 5:50 p.m.), Douglas Metcalf (via telephone conference at 6:25 p.m.), and Barbara DeVane; City Manager James Williams; City Attorney Brent McCaghren and City Clerk Cynthia Bonham.

MAYOR'S REPORT:

Prior to providing his report, Mayor Marchman announced that the Fourth of July annual event will be held this year on July 3, 2004.

a) Board appointment of a P&Z member to the Tree Preservation Board.

Mayor Marchman nominated Keith Reeves to serve on the Public Art Advisory Board, seconded by Commissioner DeVane and carried unanimously.

Mayor Marchman nominated Margie Bridges to serve on the Tree Preservation Board, seconded by Commissioner Storer and carried unanimously.

b) Update on Orange County Charter Amendment - Overcrowding of schools

Mayor Marchman provided an update and explained that the amendment is a work in progress. He said statements were misquoted in the newspaper regarding the Orange County Council of Mayors' support of the Charter amendment. He said he cannot bind the City to this amendment and that a more firm amendment needs to be reviewed. He provided the Orange County Council of Mayors position. Mayor Marchman noted that he believed an agreement will be reached at some point in which the City, through the Commission, will have to support, approve and acknowledge the agreement. He stated no decision has been reached at either the county or the Council of Mayors level at this time.

Commissioner DeVane spoke about the lack of trigger numbers that may prompt an agreement to the proposed Charter amendment. She expressed her concern over the lack of new schools being built to the east of Winter Park and how that is causing overcrowding in Winter Park schools. She said she will not support the amendment. Commissioner Storer expressed his non-support of the amendment. He said he would like the City's Comprehensive Plan to address and identify education issues and how those issues will be handled in the community. Mayor Marchman elaborated on how interlocal agreements have worked in the past. Commissioner DeVane asked that Mayor Marchman discuss school capacity issues at his next Council of Mayors meeting. Mayor Marchman invited Commissioners to attend the next meeting with him.

CITY ATTORNEY'S REPORT:

No report.

CONSENT AGENDA:

- a) Approve minutes of June 14, 2004.
- b) Review calendar and update with upcoming events.

Mayor Marchman asked for public comments. No comments were provided.

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

PUBLIC HEARINGS:

- a) Conditional Use Request of the Elizabeth Morse Genius Foundation to develop a new three story, 49,375 square foot building to replace the existing "Jacobson's" building at 329 N. Park Avenue and the construction of a new four level, 242 space parking garage on the existing city parking lot between Canton and Garfield Avenues.

Shutts & Bowen Special Counsel Scott Glass, sat in as the City's legal council for this item.

City Planner Jeff Briggs provided the staff report. He said the applicant is requesting to redevelop the existing Jacobson's site by constructing a 3-story building with retail stores on the ground floor and offices on the second and third floors. Mr. Briggs continued that the applicant is also requesting to build a 4-level parking structure to the rear of the site where the City's parking lot is currently located between Canton and Garfield Avenues. He said the proposed parking lot will replace the City's existing 84 spaces and provide the parking needed for the project. He explained how the City's code applies to this request. Mr. Briggs stated the parking garage will contain 227 parking spaces, less 84 public spaces that need to be replaced, less 104 spaces that need to be provided by code, leaving 39 additional parking spaces that will be available for tenants of the building. He said the City will benefit from the 39 spaces that were not part of the existing site. Mr. Briggs stated that part of the approval includes the condition that allows the City Commission at a future time to consider adding a fifth level and 60 spaces which would help with the downtown area parking deficit. Mr. Briggs noted that a store opening is planned for Christmas 2005 and that the fifth level issue will be presented again to the Commission for a decision by either the first or the second meeting in July.

Mr. Briggs spoke about the disruption of parking that may occur while the parking garage is under construction. He said that the Planning and Zoning Commission asked that both the City and the applicant review ways to provide interim parking. He explained the offers from surrounding property owners regarding available parking. Mr. Briggs stated that a development agreement between the City and the Elizabeth Morse Genius Foundation will have to be provided to deal with the operation of the garage. He said the development agreement will have to be presented to the Commission for review and approval along with the final architectural details and design development plans that will have to be presented to the Planning and Zoning Commission for their approval.

Lastly, Mr. Briggs noted that the project was approved by the Planning and Zoning Commission by a 3-2 vote with the condition that deals with the impact of the parking garage on Garfield Avenue and the adjacent Kilbourne property. He said the condition requires the applicant to move the parking structure further back away from Garfield Avenue which would soften the impact on the Kilbourne property. He confirmed that the applicant has complied with that condition. Mr. Briggs distributed and explained the conditions imposed by the Planning and Zoning Commission.

Mayor Marchman and Commissioners Storer, Eckbert and DeVane disclosed their conversations with the applicant regarding this project.

Trammel Crow Senior Vice President Dan Woodward and representative of the applicant, provided a powerpoint presentation on the project background and the development objectives. He reported that the Elizabeth Morse Genius Foundation is the development team and property owner; and the Trammel Crow Company and Burke, Hogan and Mills are the architects. Mr. Woodward addressed the conditions imposed by the Planning and Zoning Commission and how the applicant intends to comply with the conditions.

Burke, Hogan, and Mills Architects representative Bob Burke provided a brief overview of the project design. Discussion ensued regarding whether the architect considered a tower element for the northwest elevation and allowing for consistency with future development that may occur along Canton Avenue. Mr. Burke provided additional details regarding the tower element.

Tom Taylor, 797 Pine Tree Road, opposed to the project, commented on how dissimilar the proposed project is from the surrounding buildings.

Sandra Kilbourne McRory, 921 West Smith Street, supportive of the proposed project and the applicant's compliance of the conditions imposed by the Planning and Zoning Commission, expressed concerns she had with the project.

Forest Michael, 130 North Center Street, provided supportive comments related to the project. He addressed how the proposed third floor parking deck will aid to relocate parking for the Central Park expansion and cure the parking blight as stated in the CRA plan.

Park Avenue Area Association President Debi Rodi supportive of the project, thanked the City and the Elizabeth Morse Genius Foundation for expediting this project.

Martin Prague, 595 Park Avenue North, Park Avenue business owner, spoke in favor of the proposed project.

Brian Wettstein, Park Avenue business owner, supportive of the project, expressed his concern with street closures, the timeframe for project completion, and the availability of free public parking during construction. He asked for parking signs to be installed on Morse Boulevard to direct shoppers to the free public parking.

No additional comments were made.

Commission comments included expediting the project, the need to assist the developer to reach the opening target date, and the Elizabeth Morse Foundation's investment to Park Avenue.

Motion by Commissioner Eckbert to approve the conditional use request with the conditions imposed by the Planning and Zoning Commission to include: 1) development

agreement to be approved by the City Commission and/or staff prior to building permit with respect to the partnership for the parking garage facility for all facets of the operation of the parking garage; 2) design development plans be submitted to the Planning and Zoning Commission for mutual discussion, review, and approval prior to building permit; 3) approval to include the option for the City to add another level of parking to the garage at the cost and discretion of the City; 4) the Foundation assist in the temporary replacement of parking spaces during construction by providing 20 spaces available for public parking in the surface lot north of Canton; 5) the revised garage concept of 227 spaces, 84 of which will be designated as public spaces with the balance dedicated to the proposed project, not exceed 55 feet in height, inclusive of any additional levels the City may add; 6) the final design for the project meet or exceed the Winter Park Business District Architectural Design Guidelines; and 7) the final design to include landscaping and/or green walls on the garage faces abutting the Kilbourne residence. Seconded by Commissioner DeVane and carried unanimously with a 4-0 vote. Commissioner Metcalf was not present to vote.

S Request for Proposals to redevelop the City parking lot between Canton and Garfield Avenues.

City Planner Briggs explained that a Request for Proposal was required and advertised because the parking lot is located within the CRA district. He said the Elizabeth Morse Foundation proposal to redevelop the parking lot in conjunction with the City has to be formally accepted.

Motion by Commissioner Storer to accept the proposal from the Elizabeth Morse Genius Foundation to redevelop the parking lot in conjunction with the City, seconded by Commissioner DeVane and carried unanimously.

Discussion ensued regarding the process and analysis that will be used to consider the third floor parking deck. Planning Director Don Martin reported that an overview of the CRA proposed budget will be given at the July 12, 2004, City Commission meeting. He said this project is part of the CRA budget and will have to be considered by the Commission.

- b) AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" SO AS TO AMEND SUBSECTION 58-74 "CENTRAL BUSINESS (C-2) DISTRICT" TO REPEAL THE CONDITIONAL USE REQUIREMENT FOR RETAIL STORES IN EXCESS OF 6,000 SQUARE FEET. First Reading

Special Counsel Scott Glass read the ordinance by title.

Planner Briggs presented the staff report. He said this conditional use requirement was incorporated into the code in 1971 because of the concern at that time of major retailers coming to Park Avenue and changing the character of the area and undercutting local merchants. He explained how the proposed Jacobson's project and the existing Bank of America building along with its retail area has prompted this ordinance. Mr. Briggs explained how the existing conditional use requirement encumbers the ability of owners to lease properties on Park Avenue. He said the proposed ordinance would repeal the requirement and it was supported by the Planning and Zoning

Commission by a 4-1 vote.

Mayor Marchman asked for public comments. No comments were provided.

Motion made by Commissioner Eckbert to accept the ordinance on first reading, seconded by Commissioner Storer. Upon a roll call vote, Mayor Marchman and Commissioners Storer, Eckbert, and DeVane voted yes. The motion carried unanimously with a 4-0 vote. Commissioner Metcalf was not present to vote.

- c) AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58 "LAND DEVELOPMENT CODE" ARTICLE III, "ZONING" SO AS TO AMEND THE R-1AAA, R-1AA AND R-1A ZONING DISTRICTS; GENERAL PROVISIONS AND LAKEFRONT REGULATIONS TO PROVIDE CRITERIA TO ALLOW ATTACHMENT OF OPEN COVERED WALKWAYS TO AN ACCESSORY BUILDING, A HEIGHT LIMIT ON ACCESSORY BUILDINGS AND REAR SETBACK ALLOWANCE WHEN ABUTTING NON-RESIDENTIAL PROPERTY; TO ALLOW OPEN FRONT PORCHES TO ENCROACH STREET SIDE YARDS; TO REQUIRE A MINIMUM SETBACK TO GARAGES ON STREET FRONTAGES; TO ADDRESS OPEN POOL FENCING AND LOCATION OF DECKS ON WATERFRONT PROPERTIES; TO ALLOW CERTAIN OPEN CARPORTS TO BE EXCLUDED FROM THE FLOOR AREA RATIO; TO REGULATE PLACEMENT OF AIR CONDITIONING CONDENSERS; AND TO PROVIDE SETBACKS FOR ACCESSORY BUILDINGS. First Reading.

Attorney McCaghren read the ordinance by title.

Planner Briggs provided the staff report. He explained how modifications of the zoning code are generated by the City's Building Department and through citizen requests. He discussed how the current code prohibits detached garages from being attached to the existing residential structure and how the proposed ordinance would allow for this attachment. He continued that the proposed ordinance defines what is meant by a one-story structure by including an 18-foot height limit (from a 12' limit) to the start of the roof. Mr. Briggs stated that the ordinance also includes setback requirements for pool cabanas and greenhouses and provides flexibility with setbacks for houses that abut to commercial, office buildings or railroad tracks. Mr. Briggs explained how the proposed ordinance addresses setbacks for corner porches and side streets, pool decks contained on lakefront lots, and air conditioning condensers. Mr. Briggs reported that the changes proposed were unanimously approved by the Planning and Zoning Commission.

Mayor Marchman asked for public comments. No comments were provided.

Motion made by Commissioner Storer to accept the ordinance on first reading, seconded by Commissioner Eckbert. Upon a roll call vote, Mayor Marchman and Commissioners Storer, Eckbert, and DeVane voted yes. The motion carried unanimously with a 4-0 vote. Commissioner Metcalf was not present to vote.

CITY MANAGER'S REPORT:

a) Traffic study - intersection of Lake Baldwin Lane, Glenridge Way and Lakeview Drive.

City Engineer Troy Attaway explained the agreement between the City, Baldwin Park developers, City of Orlando, and Orange County and the provision to build a roundabout in close proximity to the Veteran's Administration Hospital. He discussed the traffic study that was performed for this area and how a traffic signal may be more appropriate for the area instead of a roundabout.

Mayor Marchman asked for public comments. No comments were provided.

Commissioner DeVane inquired whether the Commission would have the opportunity to provide input into the timeframe for the installation of the traffic signal. Mr. Attaway commented that the proposed traffic signal would be located in the City of Orlando's jurisdiction. Commissioner Storer speculated that the construction schedule for this may coincide with the schedule to connect to S. R. 436. He commented that both improvements may be completed at the same time. Mr. Attaway reported that the Baldwin Park developers support the four-way signal but noted that the pending issue deals with funding. He said staff recommends that the Baldwin Park developers or the Veteran's Administration Hospital fund the improvement.

Motion by Commissioner Storer to authorize staff to pursue the four-way signal but that no funding is to be provided for this improvement from the City of Winter Park, seconded by Commissioner DeVane and carried unanimously.

Commissioner DeVane requested that staff obtain copies of the plan that indicates the connection to S. R. 436. City Manager Williams reported that the plans for the connection were submitted this week and that staff has not had the opportunity to review them. City Attorney McCaghren explained the reason for the delay to obtain plans and what the City's obligations are.

b) Winter Park Road bricking survey.

City Engineer Troy Attaway provided the results of the Winter Park Road bricking survey that included over 1,000 residents located in the south central area of the City. He reported that 51% of the surveys received said 'no' to the bricking and 49% said 'yes' but noted, that a majority of the 'yes' votes came from the residents directly on the portion of the roadway proposed for bricking. He said staff recommends to move forward with the original plan which was to brick Winter Park Road from Lake Sue to Glenridge Avenue.

Nancy Shutts, 2010 Brandywine Drive, spoke in opposition to the proposed bricking project.

Commissioner DeVane commented that the City needs to move forward because of the limited window of opportunity to use the funds that were obtained for this project.

Motion by Commissioner DeVane to move forward with the bricking project, seconded by Commissioner Eckbert. Motion carried unanimously.

Commissioner DeVane noted that the bricking would extend from the existing bricking of Lake Sue along Winter Park Road, and end at the Glenridge Rd. intersection. The bricking would not extend the entire length of Winter Park Road to Corrine Drive.

c) City Hall "Developer" Partner Selection Process.

Planning Director Don Martin provided an update on the public meeting that was held on June 3, 2004, regarding this issue. Mr. Martin explained that the Commission appointed a committee to assist with the process of soliciting developers to join the City as partners in the redevelopment of this property. He said the committee has drafted a schedule for the required advertising of the Request For Qualifications and selection process. Mr. Martin elaborated on the need to maintain objectivity with the selection process. He recommended that the City contract the services of Stainback Public/Private Real Estate (SPPRE) to assist with the selection process of a developer/partner for the redevelopment of City Hall.

SPPRE representative John Stainback provided a powerpoint presentation on his firm's qualifications, services, and experience in this field.

There was discussion that prior to the consideration of a referendum, certain information dealing with how much the private sector can yield would have to be made available. Mr. Martin explained that obtaining the private sector information is a necessary step that will move this issue toward a possible referendum and that this was not meant to be an all inclusive process. He said this step is to assist the City with finding a partner, and once a selection is made, the consultant will help with the available options and frame the issue for the public.

Commissioner Storer elaborated on the need to address the redevelopment options and provided supportive comments about the proposed consultant. He addressed how the evaluation process may diminish some of the unknowns.

Commissioner DeVane asked that the consultant meet with the City Hall Committee. Mayor Marchman inquired into the payment method for the consultant. Commissioner Storer explained the purpose of the proposed \$10,000 fee that will be assessed to each of the four developers that apply.

Commissioner Eckbert elaborated on the benefit of hiring a consultant with national experience in this field. Commissioner DeVane suggested that the consultant meet with the City Hall RFQ/RFP Committee before making a commitment. City Attorney McCaghren stated that the City is not necessarily sole sourcing this because of the possibility of another source. He said there is no legal obstacle or requirement to solicit bids that will prohibit this from moving forward; it is a service and not a commodity.

Commissioner DeVane asked that the consultant return with a proposal that itemizes each step and related costs. Additionally, Commissioner DeVane asked for comments and feedback to be provided from the City Hall Committee following the consultant's presentation to the committee.

Commissioner Storer noted that the Commission has the opportunity to stop the process at any point should the need arise. He suggested a conditional approval of this matter, subject to the

approval and recommendation to move forward to come from the City Hall Committee. Commissioner Eckbert suggested providing the Committee the authority to approve this consultant if they choose to do so. Discussion ensued regarding the consultant's limited experience with bond referendums and possibly needing additional assistance.

Attorney McCaghren explained that the Commission can approve this subject to the advice from the City Hall Committee, and to allow the City Manager to execute the agreement after a consultation with a representative of the Committee. He continued this will allow the Commission to engage the services of this firm during this meeting, subject to tomorrow's presentation. Discussion ensued regarding the consultant's fee structure. Mr. Martin noted that the consultant is not requiring an up-front retainer. He said the consultant's billing is based upon a 30-day cycle that coincides with his performance.

Tom Taylor, 797 PineTree Road, expressed his concern of changing the appearance of Park Avenue and the need to regulate height restrictions of buildings located on Park Avenue.

Motion by Commissioner Eckbert to approve this per the City Attorney recommendation that it be subject to the advice from the City Hall Committee; to allow the City Manager to execute the agreement after a consultation with a representative of the Commission; that it is merely an enabling mechanism, not intending to bias the City Hall Committee; and to provide the committee the authority to make a decision if they desire to move forward. Seconded by Commissioner Storer and carried unanimously with a 4-0 vote. Commissioner Metcalf was not present to vote.

Commissioner Eckbert departed from the meeting after this item at 5:50 p.m.

- d) Request by Ms. Mary Hamilton to waive the fees for use of the Civic Center for the Fishermen of God, Inc. 2nd annual grandparents appreciation luncheon Banquet.

Parks and Recreation Department Director John Holland presented this item. He explained that this request was denied by the Parks and Recreation Board because the board did not think it was in the best interest of the citizens of Winter Park. It was noted that Ms. Hamilton was present at the beginning of the meeting but had already departed when her item was discussed.

Mayor Marchman asked for public comments. No comments were provided.

Motion by Commissioner Storer to support staff's recommendation to deny the request, seconded by Commissioner DeVane and carried unanimously with a 3-0 vote. Commissioners Eckbert and Metcalf were not present to vote.

- e) Proposal for purchase of the Howell Branch Preserve Park.

City Planner Briggs presented this item. He noted that items 'e' and 'f' will be discussed simultaneously. Mr. Briggs stated that the request is for Commission confirmation to proceed with the purchase of the Howell Branch Preserve Park located on Howell Branch Road. He said the area under consideration is an 11-acre parcel and provided additional details on the property.

Florida Trust for Public Lands representative Lindsey Stevens provided an update on the City's grant request. She said the decision on the grant request will be made on September 2-3 when the Florida Communities Trust (FCT) Board meets. She explained the July 19, 2004, contract deadline and the option on the property that expires on that date. Ms. Stevens stated that the landowner has agreed to allow the Florida Trust for Public Lands and the City to exercise the option contingent upon the City receiving eligibility for FCT funding in September. She noted that the closing date on the property will be set after the FCT ranking is obtained. She stated the purpose of this item is to ask the City to agree to purchase the property from the Florida Trust for Public Lands for \$1.7 million. Lastly, she stated that an appraisal has been obtained on the property which shows its high market value.

Mr. Briggs discussed the surrounding properties and the issue dealing with a sign located on I-4 and Lee Road that is owned by the same property owner. He explained that the sign appears to be a billboard which is not permitted for office site advertising. He said the billboard owner and Clear Channel propose to remove the small wooden billboard at the base of the sign and convert the existing sign into an office site advertising sign. In return, they would agree to donate (6) parcels (roughly 20+ acres of additional park wetland/floodplain) to join with the Orange County Park and other Maitland holdings. Mr. Briggs elaborated on the parcel that is located in Maitland and is very important to the City's grant because it provides connectivity from the piece that is to be purchased up to the existing Orange County park. He addressed the request from the Clayton Family Trust being related to the visibility problem of the billboard and they are asking to raise the billboard an additional 15' to 65'. Mr. Briggs stated that staff recommends approval of the billboard arrangement so that the City can add to the park that the City is purchasing. Discussion ensued regarding whether the property will require any cleanup or maintenance. Mr. Briggs spoke that there are no environmental problems with the property.

Nancy Freeman, 1055 Tuscany Place, representing the Tuscany Place HOA, and surrounding properties, spoke in support of the purchase.

Louis Van Breemen, 2499 Via Tuscany, President of the Maitland Shores Protective Association, spoke in favor of the park purchase.

Steve Goldman, 2009 Venetian Way, urged the Commission to purchase the property and protect the Via Tuscany area so that it can continue to develop.

Karen Diebel, 2001 Cove Trail, spoke in support of the partnership with the Clayton family and the community involvement with this project.

Commissioners DeVane and Storer thanked everyone involved with this project.

Motion by Commissioner DeVane to approve the purchase of the Howell Branch Nature Preserve from the Florida Trust for Public Lands for \$1.7 million contingent upon the property being ranked as eligible for funding from the Florida Communities Trust with the purchase no later than October 15, 2004, and to approve the execution of the wetlands swap with the Clayton Trust for a billboard at a higher height on I-4, seconded by Commissioner Storer. Motion carried unanimously.

f) Billboard swap proposal with Clear Channel and the Clayton Family Trust.

This item was discussed under the previous item.

g) Budget discussion.

Finance Director Wes Hamil spoke of the difficulty in balancing the budget for FY 2005. He reported that the items of difficulty and changes dealt with the need to replace additional vehicles, health insurance costs, and the decrease in the estimated half-cent sales tax revenue. Mr. Hamil reported that the proposed budget is balanced and it assumes that the City receives the same amount of revenues from the water and sewer fund into the general fund in FY 2005 as in FY 2004. Mr. Hamil's presentation included a list of the most critical items to fund in no particular or priority order. He said a complete and prioritized list will be presented by the second Commission meeting in July.

Discussion ensued regarding changes in revenues from parking fines, tiered parking fines, and water and sewer rates. Commissioner Metcalf spoke of the revenues needed to support the City's utilities and that this information should come from the City's advisory boards. Brief discussion ensued regarding personnel costs.

Commissioner Metcalf proposed that the City look at a number that gets the employees within a reasonable percentage of the City's operating budget and that the number be given to the City Manager to run the City within that predetermined number. Mr. Hamil responded that the budget was balanced largely due to the fact that many open positions were frozen. He said that was the largest cost that had to be looked at in order for the budget to balance. Mr. Hamil suggested a survey of Central Florida cities and their personnel costs and the percentages to their general fund budgets. Commissioner Metcalf was amenable to Mr. Hamil's suggestion. Commissioner DeVane discussed the issue of the reduction of traffic fine revenues to fund the County court system. Police Chief Doug Ball provided an update on this issue. Commissioner DeVane spoke of additional funding that is needed for the Parks Department and not cutting positions.

h) Non-ad valorem assessment for fire control services.

Fire Chief Jim White presented this item. He provided a powerpoint presentation that updated the Commission on the possibility of initiating a non-ad valorem fee for Fire Control Services.

Mayor Marchman asked for public comments.

Art Crichton, 1550 Gay Road, as the administrator of the Plymouth Retirement Center, spoke of how the proposed fees could impact his facility.

Chief White spoke of the difficulty in locating articles that support the use of these fees. Discussion ensued regarding projected revenues, millage increases, and impacts to non-profits. Commissioner DeVane suggested to continue to look at this as an option. She asked that staff survey other communities that impose these fees and how they are structured. She suggested that the City replace part of the ad-valorem tax on homeowners and replace it with these fees. City Attorney McCaghren reported that when this issue was previously addressed, the City was unable to impose

these fees on the Orange County Public School system unless the City had an agreement with OCPS. Commissioner DeVane expressed her preference of discussing this issue with OCPS because of the services that the City provides to Winter Park and Orange County residents. Mr. McCaghren elaborated on how the City's taxing structure is based.

Commissioner Metcalf joined the meeting at 6:25 p.m. via telephone conference.

Mayor Marchman spoke in support of looking at ways of equitably allocating costs without consuming large amounts of staff time. Commissioner Metcalf spoke about learning and looking at ways that other cities operate and encouraged staff to examine the City of Coral Springs' operational structure. Commissioner Storer spoke of the need to know the other revenue options available. Commissioner DeVane spoke of the need to create additional revenue sources from existing ones, and to review the fees charged by the City and ways of not having to increase the millage rate. Fire Chief White addressed the comments made about the methodology used by the City of Coral Springs. Commissioner DeVane asked for staff to provide the rates that other cities charge for these fees. Commissioner Metcalf spoke of the impact to the City from the homestead exemption bill that is under consideration by the legislature.

i) 2004 resident survey presentation.

Communications Department Director Clarissa Howard provided the results of the May 2004 resident survey conducted with approximately 3,000 residents. Ms. Howard furnished a powerpoint presentation that summarized the results. Ms. Howard addressed the following topics: entertainment variety, desired communication tools, police services, parks, fire services, educational programs, traffic calming, architectural designs, new home sizes, and CRA funding.

John Blexrud, Market Soundings, Inc., provided additional comments related to the survey.

j) Segregation and reintegration of electric distribution system.

Assistant City Manager Knight announced that the bulk power contract has been executed. Mr. Knight explained that the City is currently on a timeline to take over operations of the electric utility on June 1, 2005, and that according to the arbitration award, the estimated cost of the segregation and reintegration work that Progress Energy is responsible for is \$1,004,000. He stated that PE is requesting that the amount be paid in advance of beginning the work. He continued that to meet the timeline, the City needs to make the payment by July 1, 2004. Mr. Knight said staff is seeking the authorization to draft a check in the amount of \$1,004,000. He said the firm of Gray Robinson is drafting an agreement that explains the purpose of the payment and that the City's underwriters are working on a low interest rate bridge loan that will be presented to the Commission at a future meeting.

Mayor Marchman asked for public comments. No comments were provided.

Motion by Commissioner DeVane to authorize the payment to Progress Energy in the amount of \$1,004,000, for segregation and reintegration work, seconded by Commissioner Metcalf. Motion carried unanimously.

k) Presentation on the status of the 2020 Comprehensive Plan and public participation program.

Planning Director Don Martin introduced Planner Andrea Batstone who provided a powerpoint presentation on the status of the 2020 Comprehensive Plan and public participation program. The presentation included an overview of the plan, a status report, the next steps and the recommended action. Ms. Batstone explained that staff is asking the Commission to consider approving a Comprehensive Plan Task Force. She said an approval will allow staff to proceed with the first step of the public participation program. Ms. Batstone stated that the Commission should appoint five members to the task force and provide those names on July 12, 2004. She said after the appointments are made, staff will begin to schedule meetings with the task force.

Commissioner DeVane asked if there was a reason that January was selected as a target date for the public participation programs. Ms. Batstone responded that the task force will begin meeting in September and the public participation programs will start in November. She said the transmittal process will be a board process which is flexible.

Mayor Marchman suggested that each Commissioner present a name for the Comprehensive Plan Task Force. Planning Director Martin spoke of possibly dovetailing a Vision 2020 plan into this process. Mr. Martin reported on the Congress for the New Urbanism conference that will be held at Rollins College in January 13-14, 2005.

Mayor Marchman clarified that staff is requesting that the Comprehensive Plan Task Force be in place by July 12, 2004. He spoke of the need to diversify the make-up of the task force if visioning is to be one of the objectives. Commissioner Storer elaborated that the Comprehensive Plan must reflect the City's vision. He spoke of the importance of understanding what the City's vision is first then incorporating it into the Plan. Mr. Martin suggested that staff continue to develop ideas of blending a vision plan into the Comprehensive Plan and return to the next Commission meeting for further discussion. Commissioner Storer spoke of the possibility of including a defined education element into the Comprehensive Plan. He asked if other categories should be included in the plan that would better reflect Winter Park.

Commissioner DeVane agreed with Commissioner Storer and expressed that it was worth reviewing. She elaborated on how the education issue should be evaluated because of the recent changes in the school system that will eventually impact the City. She suggested piggybacking off the conference that will be held in January at Rollins College. Commissioner Storer asked that staff provide him information on the Congress for the New Urbanism and the conference details. Mr. Martin responded that he will provide this information and spoke of how the City is behind in where it needs to be in the process of adopting a Comprehensive Plan. He said the proposal presented was an effort of completing the plan and forwarding it to the state. Mr. Martin explained the benefit of having a more current plan adopted rather than a 1991 plan. He cautioned the Commission of delaying the adoption of a completed Comprehensive Plan and addressed the ability of amending the Comprehensive Plan later if necessary.

Mayor Marchman suggested that each Commissioner provide a name for the Comprehensive Task Force by the next meeting. Commissioner DeVane asked if the Commission would authorize her to continue working with Bill Walker on pursuing a 2020 Visioning for Winter Park. With no objections raised, consensus was to authorize Commissioner DeVane to continue her work on the 2020 Vision Plan.

NEW BUSINESS:

1. Mayor Marchman provided an update on the issue that involved Robert Caran Productions. He reported that he had a conversation with officials from Bourne, Texas and that it was his preference of placing this item on hold even though the Winter Park Chamber of Commerce was still considering it.
2. Commissioner Storer asked for an official update on the old Glenridge Middle School property and the plans for the property. City Manager Williams noted that he has had discussions with School Board Officials and that further information is pending. Mr. Williams explained the changes that have occurred recently with the board's membership. Commissioner DeVane suggested contacting School Board Member Joie Cadle regarding this matter. Commissioner Storer commented on the need to obtain official communication from the School Board in order to plan for the future. Mayor Marchman asked that staff draft a letter to the School Board from the Commission that asks where the school board is in the process along with anticipated timeframes. It was suggested to remind school board members of the agreement that currently exists on this property. There was consensus that the letter come from the Mayor with copies to the Commission.

Mayor Marchman stated that a CRA Agency Meeting will not be held due to lack of a quorum.

Mayor Marchman adjourned the meeting at 8:30 p.m.

Mayor Kenneth R. Marchman

ATTEST:

City Clerk Cynthia Bonham