



City Commission Regular Meeting

Agenda

April 27, 2022 @ 3:30 pm

City Hall - Commission Chambers
401 S. Park Avenue

welcome

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assistance & appeals

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"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

1. Meeting Called to Order**2. Invocation**

- a. [Pastor Eddie Rivera - Action Church](#) 1 minute

Pledge of Allegiance**3. Approval of Agenda****4. Mayor Report**

- a. [Proclamation for Historic Preservation Month](#) 5 minutes

5. City Manager Report

- a. [Presentation: Chamber of Commerce - Prosperity Scorecard](#) 30 minutes

6. City Attorney Report**7. Non-Action Items**

- a. [Report of Board Appointments](#) 5 minutes
Seat 3 - Commissioner Cruzada
Seat 4 - Commissioner Weaver

8. Public Comments | 5 p.m. or soon thereafter

(if the meeting ends earlier than 5:00 p.m., the citizen comments will be at the end of the meeting)

(Three minutes are allowed for each speaker)

9. Consent Agenda

- a. [Approve the minutes of the Regular Meeting, April 13, 2022.](#) 1 minute
- b. [Approve the minutes of the Work Session, April 14, 2022](#) 1 minute
- c. [Approve the following piggyback contracts:](#) 1 minute
1. Fausnight Stripe and Line, Inc. - Seminole County Contract #IFB-603176-18/BJC - Roadway Markings, Striping & Brick Surfacing; For services rendered for the remainder of the current term of the contract through 8/13/2022; Amount: \$95,000
 2. Cintas Corporation - Omnia/Prince William County School Board Contract #R-BB-19002 - Facilities Management Products & Solutions; For services rendered for the remainder of the current term of the contract through

10. Action Items Requiring Discussion

- | | | |
|----|---|------------|
| a. | Commission Board Appointments
WP Firefighters' Pension Board
WP Police Officers' Pension Board
Winter Park Housing Authority | 10 minutes |
| b. | Discussion of Citizen Advisory Boards (Tabled from April 13, 2022) | 1 minute |
| c. | Hybrid Board Meetings | 30 minutes |

11. Public Hearings

- | | | |
|----|---|------------|
| a. | Requests of Winter Park Town Center Ltd. (Winter Park Village). (Tabled from April 13, 2022) <ul style="list-style-type: none">• Conditional Use approval for the installation of three electronic signs on the front façade of Regal Cinemas which require variances for oversized wall signs and for sign type not permitted. | 20 minutes |
| b. | Request of Creative Neighbors LLC to approve the Comprehensive Development Plan for the PURD zoning on the rear 5.38 acres of 740/760 N. Lakemont Avenue. | 30 minutes |
| c. | Resolution in Opposition to Land Use changes at 2300 S. Semoran Blvd. | 10 minutes |

12. City Commission Reports

13. Summary of Meeting Actions

14. Adjournment



City Commission **agenda item**

item type Invocation	meeting date April 27, 2022
prepared by Kim Breland	approved by
board approval	
strategic objective	

subject

Pastor Eddie Rivera - Action Church

motion / recommendation

background

alternatives / other considerations

fiscal impact



City Commission **agenda item**

item type Mayor Report	meeting date April 27, 2022
prepared by Jeffrey Briggs	approved by John Harbilas, Jeffrey Briggs, Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Proclamation for Historic Preservation Month

motion / recommendation

background

alternatives / other considerations

fiscal impact



City Commission **agenda item**

item type City Manager Report	meeting date April 27, 2022
prepared by Rene Cranis	approved by
board approval	
strategic objective	

subject

Presentation: Chamber of Commerce - Prosperity Scorecard

motion / recommendation

background

alternatives / other considerations

fiscal impact



City Commission **agenda item**

item type Non-Action Items	meeting date April 27, 2022
prepared by Rene Cranis	approved by Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Report of Board Appointments

item list

Seat 3 - Commissioner Cruzada

Seat 4 - Commissioner Weaver

motion / recommendation

background

Appointments reported from Commissioners Cruzada and Weaver are attached.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[2022 Board Appointments.xlsx](#)

Board of Adjustments
Code Compliance Board
Community Redevelopment Advisory Board
Construction Board of Adjustments & Appeals
Economic Development Advisory Board
Historic Preservation Board
Keep Winter Park Beautiful & Sustainable Advisory Board
Lake Killarney Advisory Board
Lakes & Waterways Advisory Board
Parks & Recreation Advisory Board
Planning & Zoning Board
Public Art Advisory Board
Transportation Advisory Board
Tree Preservation Board
Utilities Advisory Board

Commissioner Weaver

Charles Steinberg
Sherwin Sargeant
TBD
Bruce Thomas
Tracy Liffey
Aimee Spencer
Stephen Pategas
Joyce Cunningham
Bill Swartz
Michael Perelman
Jim Fitch
Elizabeth Ingram
Jeffrey Osleeb
Christine Girand
Mary Dipboye

<u>New or</u> <u>Reappointment</u>	<u>Commissioner Cruzada</u>	<u>New or</u> <u>Reappointment</u>
Reappointment	Ann Higbie	Reappointment
Reappointment	Larry Tabor	New
	Carol Rosenfelt	Reappointment
Reappointment	Susan Pendergraft	Reappointment
Reappointment	Elijah Noel	New
Reappointment	Wade Miller	Reappointment
Reappointment	Mark Yonker	New
Reappointment	Jason Ellison	New
New	Justin Vermuth	New
Reappointment	Leah Bonich	New
Reappointment	Michael Spencer	Reappointment
New	TBD	
Reappointment	Katie Reischmann	Reappointment
New	Melanie Love	Reappointment
Reappointment	Paul Conway	Reappointment



City Commission **agenda item**

item type Consent Agenda	meeting date April 27, 2022
prepared by Rene Cranis	approved by Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Approve the minutes of the Regular Meeting, April 13, 2022.

motion / recommendation

Approve

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[CC-min-2022-04-13.pdf](#)



City Commission Regular Meeting Minutes

April 13, 2022 at 3:30 p.m.

City Hall, Commission Chambers
401 S. Park Avenue | Winter Park, Florida

Present

Mayor Phil Anderson, Commissioners Marty Sullivan, Sheila DeCiccio, Kris Cruzada and Todd Weaver, City Manager Randy Knight, City Attorney Kurt Ardaman, City Clerk Rene Cranis

1) Meeting Called to Order

Mayor Anderson called the meeting to order at 3:31 p.m.

2) Invocation

Rabbi Tzviky Dubov, Chabad of Greater Orlando, gave the invocation followed by the Pledge of Allegiance.

3) Approval of Agenda

Motion made by Commissioner Sullivan to approve the agenda; seconded by Commissioner Cruzada. Motion carried unanimously with a 5-0 vote.

4) Mayor Report

- a. Presentation of Proclamation in celebration of Earth Month

Mayor Anderson thanked staff for their work and read the proclamation. Gloria Eby, Director of Natural Resources and Sustainability, thanked the Commission for the proclamation. Sarah Miller, Sustainability Manager and Joey Cordell, Lakes Manager, expressed their pleasure in working with for city.

5) City Manager Report

- a. Meet Your Department: Electric Utility

Dan D'Alessandro, Director of Electric Utility, gave a presentation on the department and a comparison of other electric utilities' outage rates, customer rates and Hurricane Irma outage restoration. He spoke about renewable energy and noted that residential service drops have begun.

- b. Confirmation of Jeff Briggs as Director of Planning and Transportation

Motion made by Commissioner Weaver to approve the employment contract for Director of Planning and Transportation and Independent Contractor Agreement; seconded by Commissioner Cruzada. Motion carried unanimously with a 5-0 vote.

c. City Manager's Report

Mr. Knight reported that crews are removing the buildings on Fairbanks Avenue.

Mr. Knight asked for approval to demolish the structure on Selkirk Drive and list with a realtor. **Motion made by Mayor Anderson to approve the request; seconded by Commissioner DeCiccio. Motion carried unanimously with a 5-0 vote.**

6) City Attorney Report

Mayor Anderson thanked City Attorney Dan Langley for his work on the Administrative Hearing on the OAO. Attorney Ardaman said he expects the decision in six weeks.

7) Non-Action Items

a. Annual Comprehensive Financial Report

Wes Hamil, Director of Finance, presented the report for FY 21. He noted changes in revenues from FY 20, Police and Fire Pension, water and sewer fund and electric services fund. He reviewed the factors contributing to general fund savings increasing the general fund balance to 30%.

Joel Knopp, MSL, city auditor, gave a presentation on their and the city's responsibilities and compliance. He stated that the report showed no adverse compliance findings and showed a clean independent auditor and accountant's report.

Motion made by Mayor Anderson to accept the report; seconded by Commissioner DeCiccio. Motion carried unanimously with a 5-0 vote.

b. Report of board appointments

Commissioner Cruzada appointed Sid Cash, Jr. to the Winter Pines Golf Course Advisory Board. Commissioner Sullivan appointed Michael Dively to the Transportation Advisory Board and David Webster to the Winter Pines Golf Course Advisory Board.

Commissioner Weaver appointed Justin Ingram to the Winter Pines Golf Course Advisory Board.

8) Public Comments | 5 p.m. or soon thereafter (heard after Item 10a)

9) Consent Agenda

- a. Approve the minutes of the Regular Meeting, March 23, 2022
- b. Approve the minutes of the Special Meeting, March 30, 2022
- c. Approve the minutes of the Work Session, March 30, 2022
- d. Approve six- month extension of pay differential for Edison Camacho currently deployed on active military duty.

- e. Approve modification to City Banner Program **(removed by Commissioner Weaver)**
- f. Approve ARPA Funding Allocations - Central Park Stage **(removed by Mayor Anderson)**
- g. Approve the following formal solicitations:
 - 1. Votum Construction - RFP3-22 - Central Park Stage Enhancement Project; Amount: \$695,119
 - 2. Winter Park Distilling Company, LLC dba The Bear and Peacock Brewery - RFP11-22 - Concession Management Services for Winter Pines Golf Course; Amount: Contractor to pay 2% of gross sales triggering 3% at \$600,000 in revenue in addition to the \$5,000 per month base rent.
 - 3. Kimley-Horn and Associates, Inc. - RFQ7-22 - Transportation Planning and Engineering Services
 - 4. Kisinger Campo and Associates - RFQ7-22 - Transportation Planning and Engineering Services
 - 5. Patel, Greene and Associates, Inc. - RFQ7-22 - Transportation Planning and Engineering Services
- h. Approve the following contracts:
 - 1. AGH Management LLC - IFB12-17 - Athletic Field Maintenance for MLK Fields; For services rendered for the remainder of the current term of the contract through 9/1/2022; Amount: \$28,000
 - 2. Tri-State Utility Products, Inc. - IFB28-21 - Purchase of 15kV Pad Mounted Switches and 3-Phase Padmount Transformers; Amount: \$300,000
 - 3. Wesco-Anixter - IFB28-21 - Purchase of 15kV Pad Mounted Switches and 3-Phase Padmount Transformers; Amount: \$600,000
- i. Approve the following piggyback contracts:
 - 1. Pace Concrete, Inc. - City of Eustis Contract #007-15 -Concrete Sidewalk, Curb & Gutter; For services on an as-needed basis during the term of the Agreement, contract term through December 3, 2022; Amount: \$300,000
 - 2. Flowers Chemical Laboratories - City of Naples Contract #RFP 18-026 - Lab Testing Services; For services on an as-needed basis during the term of the Agreement, contract term through April 1, 2023; Amount: \$120,000

Mayor Anderson removed Item f and Commissioner Weaver removed Item e for discussion.

Motion made by Mayor Anderson to approve the Consent Agenda except e and f; seconded by Commissioner Weaver. There were no public comments. **Motion carried unanimously with a 5-0 vote.**

Item e: Commissioner Weaver asked how long the banners will be displayed. Assistant Division Director Kyle Dudgeon replied one month.

Motion made by Commissioner Weaver to approve Item 9e; seconded by Mayor Anderson. There were no public comments. **Motion carried unanimously with a 5-0 vote.**

Item f: Mayor Anderson suggested that staff contact a couple of the routine performers to ensure that the stage is designed and equipped to provide for maximum performance.

Motion made by Mayor Anderson to approve Item f; seconded by Commissioner Sullivan. There were no public comments. **Motion carried unanimously with a 5-0 vote.**

10) Action Items Requiring Discussion

a. 2023 State of the City Address

Mr. Knight presented staff 's recommendation for city sponsored event on February 17, 2023 at 10:00 a.m.

Commissioner Sullivan suggested not setting the date or time in stone and at a time earlier than 10 a.m. if it is done on a weekday. Discussion followed on a suitable time, coordination with the Chamber of Commerce's event, and need to reserve the Event Center.

Motion made by Mayor Anderson to schedule the 2023 State of the City Address on February 17, 2023 and reserve the Events Center from 8 a.m. to 2:00 p.m. for flexibility in scheduling the time; seconded by Commissioner Weaver. There were no public comments. **Motion carried unanimously with a 5-0 vote.**

b. Old Library Building RFP Review

Peter Moore, Division Director of OMB, provided the history on reuse of the old Library. Staff is looking for guidance and depending on the guidance, will release the RFP in the next week.

Commissioner DeCiccio suggested removing the provision on food courts due to parking requirements and adverse impact from traffic in the area.

Mr. Moore reviewed the language and said the RFP includes language placing the onus on the proposer to meet parking requirements. He suggested adding concerns about the parking impact of food courts.

Commissioner Sullivan said he understands Commissioner DeCiccio's concerns; however, parking restrictions are clearly stated and supported allowing food courts provided parking requirements are met.

Mr. Moore responded to questions clarifying that the RFP is a request for a single proposal, which could be a partnership, for re-use of the entire property and that the city would not manage the tenants/lease. He explained that RFP information is available on the city's website showing who has requested and responded to the RFP. He said he does not anticipate that proposers would have full tenancy at the time of submittal and would refer anyone interested in becoming a tenant in the building to the successful proposer. Mr. Moore explained that the RFP will be due within 45 days of release and staff will provide building tours. Mr. Knight added that this will be brought back to the commission for next steps if no responses are received.

Commissioner Sullivan addressed the financial considerations and cost neutrality paragraph which states that the overall goal is that proposals not rely on continued city subsidy. He could foresee that a reasonable amount of up-front subsidy might result in a good return on the desired outcome. He said the city is not ruling out an initial investment and should depend on the future financial return and benefit to the citizens.

Mr. Moore said the financial neutrality was simply a statement that the city is asking the proposer to pay to use this building which makes it a financial benefit. Capital repairs offered as part of the proposal will be considered in addition to the amount offered and the length of the lease.

Commissioner Sullivan asked if there is way to soften the financial consideration and cost neutrality statement so there might be an advantage to the city and the residents if the city invested more up front for some of the improvements. Mr. Moore suggested adding language that the city would consider additional financial contribution depending the proposals and work plans negotiated.

Mayor Anderson suggested clarifying that the proposals should not rely on an operating budget subsidy. Commissioner Sullivan suggested similar language stating the proposer will not have continued operation and maintenance subsidy.

Commissioner Cruzada asked for the term of contract. Mr. Moore said it would have to be at least 10 years due to the capital investment needed.

Commissioner Weaver disclosed that he spoke with a potential proposer and toured the Library.

Discussion returned to parking, tree canopy (including the importance of saving "the live oak") and traffic impact of food court Mr. Moore the onus is on proposer to ensure

parking requirements are met and the city could require that the plans show the impact to the tree canopy. He added that the parking limitations will not be impacted solely by food service; it depends on tenants. Mr. Moore suggested adding language expressing the city's concerns about the food "court" concept and that food service should be ancillary.

Mayor Anderson summarized the intent to stress that food service is ancillary and that parking is the real constraint for all uses within the building. Mr. Moore suggested language that reads "ancillary, smaller dining and restaurant concepts and limited café or boutique food service" which would prevent food courts.

Motion made by Mayor Anderson to move forward with the RFP along the discussion lines and delegate to staff to come up with the final language; seconded by Commissioner Weaver. There were no public comments. **Motion carried unanimously with a 5-0 vote.**

8) Public Comments | 5 p.m. or soon thereafter

There were no public comments.

A recess was held from 5:00 to 5:13 p.m.

10) Action Items Requiring Discussion (continued)

c. Discussion Citizen Advisory Boards

Mayor Anderson addressed the Summary of Citizen Board Discussion provided in the agenda packet and suggested that members of the commission provide comments and changes to Mr. Knight to consolidate for the next meeting.

Motion made by Mayor Anderson to table this discussion to the next meeting to April 27th; seconded by Commissioner DeCiccio. Motion carried unanimously with a 5-0 vote.

d. Hybrid Board Meetings

Mr. Knight referred to staff's cost analysis for equipping additional meeting rooms for hybrid meetings and staff's previous recommendation to return to in-person only meetings for those boards with minimal attendance. A less high-tech approach such as Zoom meetings would allow public attendance but would reduce the impact to IT staff. He noted that all meetings are recorded and posted to the website.

Mayor Anderson recapped the analysis of the capital investment to equip other meeting locations. He said he and Mr. Knight discussed continuing commission and Planning and

Zoning Board meetings in the Chambers and have other boards live-streamed with a phone-in capability for public input or lower-tech Zoom meeting.

Commissioner Sullivan supported broadcasting the meetings without virtual public input which is complicated. He believes that the public input should be in-person with the exception of Commission and Planning and Zoning Board meetings. When possible, all meetings should be held in the Chambers.

Commissioner DeCiccio favored live broadcast of all board meetings with the ability for the public to call in and an additional IT staff member using ARPA funds.

Parsram Rajaram, Director of IT, said higher quality is needed for live broadcast and audio recordings and rooms must be equipped with microphones for quality audio. He spoke about the challenges in delivering a clear visual or audio result. Staff can be trained to manage the meetings but some issues may arise during meetings that may require IT support. He showed a visual representation of meeting duration and virtual attendance in advisory board meetings over the past six months.

Commissioner Cruzada expressed his concern about the cost to equip meeting rooms and supported hybrid advisory board meetings and in-person quasi-judicial board meetings.

Mayor Anderson said applicants in quasi-judicial matters should participate in person.

Attorney Ardaman suggested that all public input for quasi-judicial boards be in person to protect the process.

Commissioner Sullivan said the public should be present in-person at all board meetings except commission meetings.

Commissioner DeCiccio disagreed and said virtual comments should be allowed in all meetings.

Commissioner Weaver commented on the potential overlap of meetings and supported the community center as the second location as well as an additional IT staff member.

Commissioner Cruzada questioned the possibility of different standards for different boards.

Mayor Anderson supported different standards for different categories of boards – Commission, P&Z, quasi and non-quasi-judicial boards, at least one other venue and the least staff intensive option for non-quasi boards, and potentially equip a third venue for high quality audio and/or for Zoom meetings.

After discussion, consensus was the that staff report back with costs to equip one location for audio/visual broadcast and one with audio broadcast only (if needed) and for an additional IT staff member.

11) Public Hearings

- a. Requests of Winter Park Town Center Ltd. (Winter Park Village).
 - Conditional Use approval to construct a central architectural tower at a height of 63 feet, which requires a variance of 8 feet above the 55 feet (Regal Cinemas at Winter Park Village).
 - Conditional Use approval for the installation of three electronic signs on the front façade of Regal Cinemas which require variances for oversized wall signs and for sign type not permitted.

Jeff Briggs, Director of Planning and Transportation, provided the background of redevelopment of the Winter Park Village and current renovation of the property. He reviewed the request for additional height for a tower at front of Regal Cinema showing drawings and images of the visual impact of the tower to the surrounding areas and roads.

The second CU request is for electronic signs on the front of Regal Cinema. He explained that city code prohibits these types of signs due to impact from public road; however, given the location of the signs from public road, signage in this instance is allowed where it would not be allowed in other instances. To address concerns about distraction of drivers within the WP Village, the applicant's traffic engineer has certified that it will not create a traffic safety issue. He showed visuals of screens and illumination of the tower and visibility from Orlando Avenue. The P&Z Board recommended approval subject to conditions offered by the applicant: 1) that there be no offsite advertising displayed on the electronic screens, 2) lighting must only be on during theater business hours, 3) the electronic screens should have no sound; and 4) movie trailers only are allowed to be shown on the electronic screens.

Commissioner Sullivan asked for the difference between current height of the building and the proposed tower.

Commissioner Cruzada expressed his concern about the size of the screen and brightness and suggested looking at alternatives for reducing the size.

Mayor Anderson asked for more information on the illumination of the tower and its impact to the area.

Commissioner Weaver supported the tower with the illumination directed to the front of the theater. He expressed his concern about the illumination's impact to the apartments

in the village, particularly if they are permitted to stay on until the last movie has ended, He disagreed with the applicant's engineer's opinion explaining that the reflective lighting from the signs will affect the safety of pedestrians and bicyclists.

Becky Wilson, 215 N. Eola Drive, attorney representing the applicant, stated this is part of the overall larger renovation to the Village. Brett Hutchens, Casto, owner/developer, gave a presentation on the proposed redevelopment and tenants. Regal Cinema designed the horizontal screen because it better depicts the movie trailers but feels they may consider reducing the size. He said the tower does not project light, but glows. He explained the traffic engineer's opinion that the illumination will not be in the direct line of sight of drivers.

Commissioner Weaver clarified his concern is due to the reflected and refracted light from the screen. Mayor Anderson clarified his concern that while the tower illumination with changing colors is exciting and energetic, he questioned what citizens expect to see in Winter Park and the impact to nearby residential areas.

Ms. Wilson said the tower is intended to be more of a piece of art than a tower or spire. She explained the plans for redevelopment of the facade of the theater and showed images of the tower from different vantage points. She provided the dimensions of the screens and showed renderings of the redesign of areas surrounding the theater. She agreed with 4 conditions of approval.

In depth discussion was held on the visibility of the tower from Denning Avenue, illumination, the impact of the illumination to the area neighborhoods and alternatives for lighting. Ms. Wilson provided design details of the tower and clarified that the light is internal, one color at time and will not change color except for possibly on a seasonal basis and that the height is 63 feet to the top, of which 10 feet is the roof and not illuminated. The side facing Denning Drive is a solid panel so light will not be seen from Denning Drive.

Commissioner DeCiccio supported the tower based on that clarification. She said the screens can't be seen from the surrounding public roads and noted that the interior roads are private and are not the city's responsibility but she would like a hold harmless agreement. She feels traffic will move slowly and feels the screens will not be a distraction to drivers any more than the restaurant and store lighting.

Ms. Wilson said that they have not yet agreed to a hold harmless agreement but are open to discussing it.

Commissioner Weaver compared the screens to billboards, which the city is trying to eliminate. He gave a demonstration showing the impact of reflective lighting which he

feels will be a big distraction. He said that because some movies start late in the evening, screens could remain on until or after midnight.

Ms. Wilson said that this not a billboard and will only show movie trailer and is not visible from any rights-of-ways. She said she is open to discuss the hours the screens can be on.

Mayor Anderson with the clarification on the tower, he could support it with assurance that the north, east and south faces of the tower do not impact the neighborhoods. He said he could not support the large screens and suggested two smaller screens.

Mary Black, 1334 Dallas Avenue, expressed her concern about the tower and illumination which she feels will be seen from her neighborhood. She has no problems with the smaller screens asked that the commission not set precedent for allowing lighted billboards and illuminated towers.

Carol Rosenfelt, 1542 Lookout Landing Circle, said she appreciates investment into renovations but the signage is out of character with Winter Park.

Beth Hall, 516 Sylvan Drive, said she the screens do not belong in Winter Park and are not necessary if they cannot be seen off-site. She opposed the height of the tower.

Mayor Anderson said he is open to considering a smaller screen and would like alternatives before making decision and a better rendering of the tower. He suggested tabling this to the next meeting.

Mr. Hutchens advised that they plan turn the screen off once the last movie begins, will discuss reducing the size of the screen with Regal and consider a hold harmless agreement. He noted that there is ambient light on the property and illumination will not have the same effect as demonstrated.

Commissioner Sullivan asked that the applicant consider redesign of the tower so there is no illumination visible from the south, east and west.

Motion made by Mayor Anderson to table to April 27, 2022; seconded by Commissioner Weaver. Upon a roll call vote, Commissioners Sullivan, DeCiccio, Cruzada and Weaver voted yes. Motion carried unanimously with a 5-0 vote.

A recess was held from 7:23 to 7:33 p.m.

b. Requests of Creative Neighbors LLC:

- ORDINANCE 3241-22 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE", ARTICLE I, "COMPREHENSIVE PLAN" SO AS TO AMEND THE FUTURE LAND USE MAP SO AS TO CHANGE THE REAR 5.38 ACRES OF THE WINTER PARK

CHRISTIAN CHURCH PROPERTY AT 740/760 N. LAKEMONT AVENUE FROM INSTITUTIONAL TO SINGLE FAMILY RESIDENTIAL, MORE PARTICULARLY DESCRIBED HEREIN. (2nd Reading)

- ORDINANCE 3242-22 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING CHAPTER 58, "LAND DEVELOPMENT CODE", ARTICLE III, "ZONING" AND THE OFFICIAL ZONING MAP SO AS TO CHANGE THE ZONING FROM SINGLE FAMILY (R-1A) TO PLANNED UNIT RESIDENTIAL (PURD) DISTRICT ZONING ON THE REAR 5.38 ACRES OF THE WINTER PARK CHRISTIAN CHURCH PROPERTIES AT 740/760 N. LAKEMONT AVENUE, MORE PARTICULARLY DESCRIBED HEREIN. (2nd Reading)
- Approval of Preliminary Concept Plan for the Planned Unit Residential District zoning and to provide subdivision plat approval to divide the east/rear 5.38 acres of 740/760 N. Lakemont Avenue to provide for 13 single-family home lots and 12 townhouses lots, common area park and retention tracts.

Attorney Ardaman read the ordinances by title.

Mr. Briggs advised that the plan includes less than 50% impervious surfaces, preserves the center park with the trees, and has a walking trail around the perimeter. It has a maximum 43% FAR and a maximum residential density of five units per acre which conforms to the single-family zoning, although eight units per acre are allowed under PURD zoning.

Discussion followed on FAR and calculation of FAR under PURD zoning and the application of city code. Mayor Anderson explained the code allowing for increasing FAR and showed a drawing depicting calculation of FAR and impact of increasing the FAR from 38% to 43%.

Commissioner Sullivan said he shared with the applicant that he feels the preliminary grading plan would not work and the applicant assured him that he was going to fix it.

Commissioner Cruzada disclosed that he met with the applicant to tour the property and expressed his concern to the applicant about the 50-foot right-of-way.

Commissioner Weaver stated the best stormwater treatment is open greenspace and is concerned about drainage to the aquifer and the long-term impacts of this and similar projects where treatment meets only minimum requirements.

Mayor Anderson asked whether on-street parking would be possible if the roadway were narrowed by four feet to increase the greenspace and increase tree canopy.

between the r-o-w and the curb. Mr. Briggs stated that two cars could not simultaneously pass by a parked car.

Mike Halpin, applicant, said they have considered the r-o-w width and rejected the idea which is why they put additional 11 guest parking spaces. He reviewed the proposed tree plan and said that although he has no objection to reducing the roadway width, he would prefer the current width. He suggested that they could plant different species of trees in the narrow greenspace. Commissioner Weaver suggested a curved sidewalk to allow trees to be planted in the greenspace.

After discussion, Mr. Halpin spoke about greenspace said he would provide a landscape plan that would address the concerns.

Motion made by Mayor Anderson to adopt the comp plan ordinance as written and the zoning ordinance adding language that the PURD zoning will not exceed 5 units per acre; seconded by Commissioner Weaver.

There were no public comments.

Upon a roll call vote on the motion to approve comp plan, Commissioners Sullivan, DeCiccio, Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the motion to approve the zoning ordinance, Commissioners Sullivan, DeCiccio, Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote. Motion carried unanimously with a 5-0 vote.

- c. Request of Vilasa Townhouses: Amendment to the Conditional Use Approval to add exterior rear porches onto the ten Swoope Avenue townhomes, zoned R-3.

Mr. Briggs reviewed the request to amend the CU approved in 2019 to allow for rear porches on the townhomes. In 2019, the Board of Adjustments approved a variance for setbacks; however, a second variance for building lot coverage was not advertised or addressed. As a result, an amendment to the CU is necessary. He responded to questions regarding setbacks and confirmed this applies to all ten units.

Motion made by Commissioner DeCiccio to approve the amendment; seconded by Commissioner Sullivan. There were no public comments. Upon a roll call vote, Commissioners, Sullivan, DeCiccio, Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote.

12) City Commission Reports

Commissioner Sullivan -

- Announced that Winter Park Paint Out sponsored by Polasek Museum is April 24-30 and Blue Bamboo's hosts a Thursday Night Hang, a free open house with open mic.

Commissioner DeCiccio-

- Displayed pictures showing different style street lights on Denning between Orange and Morse and asked that staff address to provide consistency in street lights. Mr. D'Allesandro said he would report back. Mayor Anderson asked staff to also report on standards for type of bulbs.
- Received a call from a resident objecting to the rezoning at a property on S.R. 436 by the Winter Pines Golf Course. Mr. Knight said a resolution was adopted many years ago when this property was considered for rezoning by Orange County. Consensus was to draft a resolution for consideration in the next meeting.

Commissioner DeCiccio suggested that the city check into the possibility of purchasing the property since it is adjacent to golf course. Commissioner Weaver spoke in favor of annexing the property.

Commissioner Cruzada said he was advised by Orange County staff that the applicant is considering a restaurant. No notice was given to neighborhood and the request should tabled by the Orange County Planning Board in its April meeting. He believes the neighbors would support annexation and he annexation and looking at purchasing.

- Spoke about the Transportation Manager job posting which was downgraded from the previous position. She stressed the importance of having a credentialed transportation professional engineer. Mr. Knight said he will report back.

Commissioner Cruzada - no report.

Commissioner Weaver - no report.

Mayor Anderson –

- Thanked staff for their work making meetings run smoothly.

13) Summary of Meeting Actions

- Approved removing the structure at the Selkirk property and listing with an agent.
- Confirmed Jeff Briggs as Director of Planning and Transportation.
- Approved the Consent Agenda.

- Scheduled the State of City Address for February 17, 2023 between 8 a.m. and 2 p.m.
- Approved the RFP for the Old Library with modifications to be incorporated by staff.
- Tabled the discussion of Advisory Boards. Commissioners are to send requested direction for any boards to Mr. Knight and place on the next meeting agenda.
- Staff to bring back proposal for hybrid meetings.
- Tabled Winter Park Village conditional use requests for the applicant to bring back reconsiderations for screen size and impact of the tower lighting.
- Approved land use and rezoning ordinances for Creative Neighbors.
- Approved CU amendment for Vilasa Townhouses
- Staff to look at inconsistency in street lights on Denning and Morse and light bulbs throughout the city.
- Bring back resolution opposing rezoning of the property next to Winter Pines Golf Course and look at possibility of annexation.
- Bring back report on transportation (engineer) position.

14) Adjournment

Mayor Anderson adjourned the meeting at 7:56 p.m.

Mayor Phillip M. Anderson

ATTEST:

City Clerk Rene Cranis



City Commission **agenda item**

item type Consent Agenda	meeting date April 27, 2022
prepared by Rene Cranis	approved by Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Approve the minutes of the Work Session, April 14, 2022

motion / recommendation

Approve

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[CC-min-2022-04-14ws.pdf](#)



City Commission Work Session Minutes

April 14, 2022 at 1:00 p.m.

City Hall, Commission Chambers
401 S. Park Avenue | Winter Park, Florida

Present

Mayor Phil Anderson; Commissioners Marty Sullivan, Sheila DeCiccio, Kris Cruzada, and Todd Weaver; City Manager Randy Knight; and City Clerk Rene Cranis.

1) Call to Order

Mayor Anderson called the meeting to order at 1:05 p.m.

2) Discussion Item(s)

a. Commission Priorities

Mayor Anderson reviewed his proposed agenda based on prior discussions:

1. Comments on the Agenda
2. Does the Summary Outline/Grouping Still Work?
3. Discuss Open Items from Last Year and New Priorities.
4. 5/25-year Strategic Investment Plan Highlights
5. Ranked Choice – Each Commissioner's top 3-5 Priorities
6. Next Steps
7. Review of the March 30th list:

Item 4 was removed for discussion in a separate work session. Mayor Anderson asked for a report on unallocated ARPA funds.

The commission reviewed the Summary of 2021 Commission Priorities Planning Work Session as of March 30, 2021.

- Parks, Traffic, Mobility, Parking-Major Projects, Land and Expenditure. The following were added to the list:
 - Brewer Curve – Safety on Aloma/Fairbanks. (Requested FDOT to accelerate the process if the city pays for the study up front and is reimbursed by FDOT.)
 - Winter Pines Golf Course
 - Downtown and Library and Events Center Parking
 - Mead Garden (To be part of the 5/25-year priority list. Commissioner Weaver noted that the undergrounding down from Denning and the bike path are a priority with Mead Garden.

Discussion was held on the need for a cohesive overall multi-mobility and connectivity plan including connections between Denning, 17-92, and Orlando. Commissioner Cruzada added that Cady Way Trail needs an east/west connection over Aloma.

Mr. Briggs said construction is planned to begin in October on the Cady Way trail connection to the easement behind Mayflower. Staff is currently working with FDOT on an ADA plan and discussed future improvements to Lakemont in terms of a larger, safer bike lane. Commissioner Weaver feels a full center lane down Lakemont is required. He expressed the importance of connectivity to the planned regional path map.

Mayor Anderson suggested adding a discussion on restrooms for the West Meadow. Discussion followed on provisions that restrict restrooms (closed facility) in the park and the use of mobile restrooms as an alternative. There was no consensus on the use of a mobile restroom option.

- Parking

Mr. Knight stated that a parking garage is a placeholder in the CRA budget. Commissioner Weaver stated that CRAB did not want a parking garage adjacent to Park Avenue. He suggested paving some of the church parking lots on the west side and providing shuttles to Park Avenue. Kyle Dudgeon, Division Director of CRA and Economic Development, discussed feedback he's received from business owners and consumers regarding downtown parking needs and stated that it is something to consider as well how parking is managed. Mayor Anderson summarized that the Library and Events Center and Park Avenue parking needs discussion is needed in the context of CRA budgeting in the latter part of the legislative year. Agreed to by consensus.

- CRA boundaries

- Fairbanks to I-4

Mayor Anderson suggested leaving the Fairbanks to I-4 area discussion on the list as it ties into future annexations.

Commissioner Cruzada asked if any consideration has been given to expanding the CRA to include the Housing Authority and Plymouth. Mr. Knight stated it has not been considered. Discussion followed changing or expanding CRA, use of CRA funds for affordable housing and fire station on Lee Road. Commissioner Weaver suggested adding Northwood Circle to the CRA. Mayor Anderson suggested a work session on CRA expansion after the affordable housing work session on April 28th..

- Guiding Vision and Themes

Mayor Anderson would like to see design guidelines for the commercial corridor as part of an annexation strategy as well on how to address neighborhood complaints about re-builds. In-depth discussion was held on building codes for residential home tear-downs

and rebuilds as they relate stormwater drainage and requirements. Consensus was to look into stormwater impacts, but there was no consensus to review the code to respond to overbuilding and tear-down situations. Mr. Briggs said that at the request of the commission, staff is actively working to simplify residential codes.

Discussion was held on design guidelines for 17-92 and West Fairbanks. Mayor Anderson noted that Planning and Zoning is working with Brian Canin on guidelines for Fairbanks down to Minnesota.

- City Assets
 - Add Winter Pines Golf Course.

Mr. Knight noted that the city is working with the Parks & Recreation Board and the Winter Park Land Trust to create a list of targeted grants for the commission to review. He asked the commission to submit potential properties. Other suggestions included targeted land for a fire station, Bank of the Ozarks and the Patmos Chapel property.

Mayor Anderson added the Semoran Blvd. property adjacent to Winter Pines Golf Course (6.9 acres). Mr. Knight stated annexation of the property would have to be a voluntary annexation by the property owner. Discussion followed on zoning and uses potentially acceptable to area residents and possible future of the property.

- Sustainability and Environmental

Commissioner Sullivan noted that there is a pending RFP for renewable energy. Gloria Eby, Director of Natural Resources and Sustainability, said the RFP is closed and is in the selection process and scheduling of presentations. Commissioner Weaver requested an informal meeting with Sustainability staff to discuss commission priorities.

- Resident boards
 - Transportation Advisory Board – tasked with creating plan for bike mobility/connectivity path.

Mayor Anderson asked if there is consensus to consider adjusting Morse Blvd. for an east/west connection between Central Park and the Emerald Necklace. Discussion followed on changing Morse Blvd. to two lanes given capacity and use. Consensus was to consider modifications to Morse Blvd. as part of the mobility plan.

- Serving City Staff

Mayor Anderson explained this includes filling open positions, competitive salaries, and mental health professionals by the Police Department. Mr. Knight stated that staff is researching the use of mental health professionals as community service officers.

Commissioner DeCiccio said new tasers are needed for the police officers. Mr. Knight said this is part of the budget process. Staff is also conducting a pay study to identify difficult to fill positions and solutions to recruit and retain employees.

- Enterprise/Other Projects:
 - FD Training Facility

Mr. Knight said a fire training facility at the City Operations could displace other laydown yard activities for electric and water utility. The tree farm is a candidate for either a training facility or laydown yard and staff is evaluating all options to provide a comprehensive solution. Discussion followed on training facility locations outside of the city limits.

- Add fixing fire station on Lakemont.
- Annexations

Mr. Knight stated that in addition to potential annexation areas south of W. Fairbanks and Lake Killarney, there other several targeted annexation areas identified in the Comp Plan. Discussion followed on impacts to the city resulting from annexations including police, fire and financial and the need for a fire station in the Killarney area should the neighborhood be annexed into the city.

- SunRail to/from airport

Mr. Knight stated that Orange County will meet later this month to determine whether the transportation tax will be added to the November ballot.

- Strategic Planning

Mayor Anderson suggested having an offsite strategic planning session in the next six months to discuss key objectives and initiatives, key performance indicators and to determine operations and level of service by department. Mr. Knight stated that the session would be helpful and could be a two-day facilitated process. Staff will present options for locations and facilitators after budget adoption.

3) Adjournment

Mayor Anderson adjourned the meeting at 2:56 p.m.

Mayor Phillip M. Anderson

ATTEST:

City Clerk Rene Cranis



City Commission **agenda item**

item type Consent Agenda	meeting date April 27, 2022
prepared by Michael Hall	approved by Jennifer Maier, Michelle del Valle, Randy Knight
board approval Completed	
strategic objective Fiscal Stewardship	

subject

Approve the following piggyback contracts:

item list

1. Fausnight Stripe and Line, Inc. - Seminole County Contract #IFB-603176-18/BJC - Roadway Markings, Striping & Brick Surfacing; For services rendered for the remainder of the current term of the contract through 8/13/2022; Amount: \$95,000
2. Cintas Corporation - Omnia/Prince William County School Board Contract #R-BB-19002 - Facilities Management Products & Solutions; For services rendered for the remainder of the current term of the contract through 11/01/2023; Amount: \$250,000

motion / recommendation

Commission approve item as presented and authorize the Mayor to execute the Agreements.

background

1-2: A formal solicitation process was conducted by the originating agencies to award these contracts.

alternatives / other considerations

N/A

fiscal impact

Total expenditures included in approved budgets.



City Commission agenda item

item type Action Items Requiring Discussion	meeting date April 27, 2022
prepared by Rene Cranis	approved by Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Commission Board Appointments

item list

WP Firefighters' Pension Board
WP Police Officers' Pension Board
Winter Park Housing Authority

motion / recommendation

Reappoint or appoint members to Firefighter and Police Officer Pension Boards and Winter Park Housing Authority.

background

The following Pension Board members have applied for reappointment for a two-year term ending April 2024.

- Winter Park Firefighters' Pension Board, Anthony Gray
- Winter Park Police Officers' Pension Board, Russell Allen

Sherwin Sargent has also submitted his application for appointment to the Firefighter Pension Board

The following current WP Housing Authority board members have submitted applications for reappointment for a four-year term ending April 2026.:

- Dr. Kenneth Goodwin
- Kevin O'Rawe
- Joseph Regner
- Hal George

Winter Park Housing Authority board members serve a four-year staggered terms. Karen Jacobs is currently serving on the board without having been reappointed in 2021. In

order to correct this oversight and to re-establish staggered terms, it is recommended that she be reappointed to a four-term ending April 2025.

[alternatives / other considerations](#)

[fiscal impact](#)

ATTACHMENTS:

[WP Firefighters Pension Board applications.pdf](#)

ATTACHMENTS:

[WP Police Officers Pension Board application.pdf](#)

ATTACHMENTS:

[WP Housing Authority applications.pdf](#)

ATTACHMENTS:

[O'Rawe, Kevin.pdf](#)

Citizen Board Application

Profile

Anthony

First Name

Gray

Middle Initial

Last Name

Suffix

tgray452@gmail.com

Email Address

(Physical Address – no P.O. Box)

452 Sylvan Drive

Home Address

Suite or Apt

Winter Park

City

FL

State

32789

Postal Code

How long have you lived in Winter Park?

42 years

Home: (407) 963-8851

Primary Phone

Alternate Phone

Are you a City resident?☒ Yes ☐ No**Do you own property in the City?**☒ Yes ☐ No**Are you a registered voter?**☒ Yes ☐ No**Are you employed by the City?**☐ Yes ☒ No

Your Requested Boards (select 3)

Which Boards would you like to apply for?

Winter Park Firefighters' Pension Board: Submitted

Question applies to multiple boards

*(One or more of the boards selected requires financial disclosure)***Please list all city boards for which you have attended a meeting.**

retiremernt -fire & police; Tree; developement

Are you currently serving on a City board?

☒ Yes ☐ No

If so, which one?

firefighters retirement

Have you previously served on a City board?

☒ Yes ☐ No

If so, which one(s)?

police ret. ; fire ret; : tree

Why are you interested in serving on a City board?

financial

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

BA: MS

Current employment status: *

☒ Self-Employed

Employer

Job Title

Employer Address

Current Professional License/Certification/Registration

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

63 years as a investor; 55 years as a professional

Upload a Resume

Community Involvement

Please provide your community involvement

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

Please provide any additional information about yourself that relates to the board(s) you have selected.

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

This application, when submitted, is a Public Record under Chapter 119, Florida Statutes and therefore is open to public inspection by any person. Please contact the City Clerk's office at 407-599-3277 to discuss possible exemptions from disclosure.

Citizen Board Application

Profile

Sherwin

First Name

Sargeant

Middle Initial

Last Name

Suffix

sherwin.sargeant23@gmail.com

Email Address

(Physical Address – no P.O. Box)

208 N. Park Avenue

Home Address

Suite or Apt

Winter Park

City

FL

State

32789

Postal Code

How long have you lived in Winter Park?

7 years

Home: (407) 616-1693

Primary Phone

Alternate Phone

Are you a City resident?☐ Yes ☒ No**Do you own property in the City?**☒ Yes ☐ No**Are you a registered voter?**☒ Yes ☐ No**Are you employed by the City?**☐ Yes ☒ No

Your Requested Boards (select 3)

Which Boards would you like to apply for?

Winter Park Firefighters' Pension Board: Submitted

Question applies to multiple boards

*(One or more of the boards selected requires financial disclosure)***Please list all city boards for which you have attended a meeting.**

Code Compliance board

Are you currently serving on a City board?

☒ Yes ☐ No

If so, which one?

Code Compliance board

Have you previously served on a City board?

☒ Yes ☐ No

If so, which one(s)?

Code Compliance board

Why are you interested in serving on a City board?

I am interested because I have couple businesses in Winter Park and care deeply for the city

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

Current employment status: *

☒ Self-Employed

Zingara Souls

Employer

Financial Advisor

Job Title

Employer Address

208 N Park ave Winter Park Florida 32789

Current Professional License/Certification/Registration

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

[Upload a Resume](#)

Community Involvement

Please provide your community involvement

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

Please provide any additional information about yourself that relates to the board(s) you have selected.

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

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Citizen Board Application

Profile

Russell

First Name

P

Middle Initial

Allen

Last Name

Suffix

rpallenc@gmail.com

Email Address

(Physical Address – no P.O. Box)

1120 Schultz Avenue

Home Address

Suite or Apt

WINTER PARK

City

FL

State

32789

Postal Code

How long have you lived in Winter Park?

17 1/2 years

Mobile: (407) 340-9689

Primary Phone

Alternate Phone

Are you a City resident?☒ Yes ☐ No**Do you own property in the City?**☒ Yes ☐ No**Are you a registered voter?**☒ Yes ☐ No**Are you employed by the City?**☐ Yes ☒ No

Your Requested Boards (select 3)

Which Boards would you like to apply for?

Winter Park Police Officers' Pension Board: Submitted

Question applies to multiple boards

(One or more of the boards selected requires financial disclosure)

Please list all city boards for which you have attended a meeting.

Police Officers' Pension Fund Board

Are you currently serving on a City board?

☒ Yes ☐ No

If so, which one?

Police Officers' Pension Fund Board

Have you previously served on a City board?

☐ Yes ☒ No

If so, which one(s)?

Why are you interested in serving on a City board?

I enjoy being a Winter Park resident and appreciate the opportunity to give back.

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

B.A. Degree in English and Music, Macalester College, St. Paul, MN - 1974 Graduate

Current employment status: *

☒ Employed

Opera Orlando

Employer

Senior Development Director

Job Title

Employer Address

406 E. Amelia Street, Orlando, FL 32803

Current Professional License/Certification/Registration

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

Significant work with and experience in budgets, budgeting, endowment funds, funding solicitations, and public support of the arts.

[2-11-22_R. Allen_resume.pdf](#)

Upload a Resume

Community Involvement

Please provide your community involvement

Winter Park Police Officers Pension Fund Board (Winter Park) - 2021 to present, Member Tanners Landing Condominium Association (Norfolk) – 2013-2020, Secretary Townhomes at Harper Place Property Owners Association (Winter Park) – 2006 to 2016, President Dr. Phillips Center (OUC Building) Board (Orlando) – 2004-2008, Member Cultural Alliance of Greater Hampton Roads (Norfolk) – 1997 to 2000, Board Member and Chair, Executive Director's Council, Chair ALLI Awards Committee 1998 & 1999 Civic Leadership Institute (Norfolk) – 1999/2000, Member Governor's Arts Awards (Richmond) – Spring 2000, Committee Member Maryland State Arts Council (Baltimore) – 1999/2000, Grant Review Panel Member Virginia General Assembly (Richmond) – Fall 1996, Member, Sub-Committee on Arts Support ASOL Conference: Artistic Administrators National Meeting Chair, 1992 & 1993 Valley Leadership Program (Phoenix) - 1991-92, Member Downtown Phoenix Partnership (Phoenix) - 1990-94, Board Member Heritage Square Advisory Board (Phoenix) - 1991-94, Board Member Valley Presenters Council (Phoenix) - 1989-94, Founding Board Member OPERA America Consultant – Shreveport Opera May, 2002 Independent Consultant – Shreveport Opera February, 2003 NEA On-Site Reviewer – 1996-2010 Arts Commissions - Panelist for States of Arizona, Maryland, Virginia, City of Phoenix, and City of Houston

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

Strong interest in assisting benefits programs Experience in establishing and growing endowment funds Solid business management experience Strong interest in being of service

Please provide any additional information about yourself that relates to the board(s) you have selected.

Dependable Thoughtful Problem solver

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

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Citizen Board Application

Profile

Joseph

First Name

E

Middle Initial

Regner

Last Name

Jr

Suffix

joemregner@aol.com

Email Address

Please note: *Physical address only – no P.O. Box.*

2935 Fitzooth Drive

Home Address

Suite or Apt

Winter Park

City

FL

State

32792

Postal Code

How long have you lived in Winter Park?

34 yrs

Home: (407) 677-5496

Primary Phone

Mobile: (407) 719-6165

Alternate Phone

Are you a City resident?☐ Yes ☒ No**Do you own property in the City?**☐ Yes ☒ No**Are you a registered voter?**☒ Yes ☐ No**Are you employed by the City?**☐ Yes ☒ No

Your Requested Boards (select 3)**Which Boards would you like to apply for?**

Winter Park Housing Authority Board: Submitted

Please list all city boards for which you have attended a meeting.

Are you currently serving on a City board?

☒ Yes ☐ No

If so, which one?

Have you previously served on a City board?

☒ Yes ☐ No

If so, which one(s)?

Winter Park Housing

Why are you interested in serving on a City board?

Been Board member for many years

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

Masters in Banking Rutgers University 1974

Current employment status: *

☒ Retired

Employer

Job Title

Employer Address

Current Professional License/Certification/Registration

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

Background of 50+ years in Banking

Upload a Resume

Community Involvement

Please provide your community involvement

Chamber Parades

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

Years of experience on board

Please provide any additional information about yourself that relates to the board(s) you have selected.

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

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Citizen Board Application

Profile

Keneth

First Name

Goodwin

Middle Initial

Dr.

Suffix

goodwinkenneth2@gmail.com

Email Address

Please note: *Physical address only – no P.O. Box.*

8116 Saint Andrews Circle

Home Address

Suite or Apt

Orlando

City

FL

State

32835

Postal Code

How long have you lived in Winter Park?

Home: (407) 529-5790

Primary Phone

Mobile: (407) 529-5790

Alternate Phone

Are you a City resident?☐ Yes ☒ No**Do you own property in the City?**☐ Yes ☒ No**Are you a registered voter?**☒ Yes ☐ No**Are you employed by the City?**☐ Yes ☒ No

Your Requested Boards (select 3)

Which Boards would you like to apply for?

Winter Park Housing Authority Board: Submitted

Please list all city boards for which you have attended a meeting.

Winter Park Housing Authority

Are you currently serving on a City board?

☒ Yes ☐ No

If so, which one?

Winter Park Housing Authority

Have you previously served on a City board?

☒ Yes ☐ No

If so, which one(s)?

Winter Park Housing Authority

Why are you interested in serving on a City board?

I have over forty (40) years of experience working for companies and entities providing affordable housing for low and very low income persons, including twenty (20) years in public housing. I have served as Executive Director of two (2) affordable housing companies and Deputy Executive Director of two (2) large public housing authorities. I am currently the Executive Director of Homes In Partnership, an affordable housing provider in the rural communities of central Florida. I believe my experience and expertise would be of benefit to the winter Park Housing Authority. I am currently the Vice Chairperson of the Winter Park Housing Authority.

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

Bachelor of Arts, History and Secondary Education, Purdue University Northwest, Hammond, IN. 1970
Juris Doctorate Degree, Law, Valparaiso University School of Law, 1974

Current employment status: *

☒ Employed

Homes In Partnership, Inc

Employer

Executive Director

Job Title

Employer Address

1140 South Grove Street, Eustis, FL 32726

Current Professional License/Certification/Registration

NAHRO Certified Manager of Public Housing Florida Certified Workforce Professional Global Career Development Facilitator NAHRO Financial Management Training HUD/NAHRO Family Self-Sufficiency (FSS) Training

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

Executive Director City of Gary Housing Conservation Department - 1977- 1985; General Manager, Rosewood Development and Property Management - 1985 - 1989; Deputy Executive Director, Gary Housing Authority -1989- 1995; Deputy Executive Director. Orlando Housing Authority - 1995-1997; Director of Special Projects, Workforce Central Florida - 1998; Executive Director, HANDS of Central Florida - 1999-2001; Affordable Housing Consultant, Goodwin Group, LLC- 2001-2020, Executive Director, Homes in Partnership, Inc - 2021- Present

[Kenneth_Goodwin_JD_Resume.doc](#)

Upload a Resume

Community Involvement

Please provide your community involvement

NAACP, Carter Tabernacle CME Church, Stewart

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

I have served and I am currently serving on the Winter Park Housing Authority Board of Commissioners since approximately 2005.

Please provide any additional information about yourself that relates to the board(s) you have selected.

I am a life long advocate for affordable, decent, safe housing for everyone. It is my passion and I am committed to it.

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

This application, when submitted, is a Public Record under Chapter 119, Florida Statutes and therefore is open to public inspection by any person. Please contact the City Clerk's office at 407-599-3277 to discuss possible exemptions from disclosure.

Kenneth Goodwin JD, PHM
8116 Saint Andrews Circle
Orlando, Florida 32835-7319
Kgoodwin10@cfl.rr.com

Residence: (407) 291-3620

Cellular: (407) 529-5790

PROFILE

Extensive executive background in housing program administration and management. Comprehensive experience in multiple aspects of business operations, including contract administration, human resources, staff training, policy development and implementation. Extensive experience in community development program management and implementation.

Extensive background in workforce development, program management and contract development/administration.

Proven ability to handle multiple tasks and effectively organize to achieve organizational goals, lead project management and work effectively in team environments.

Proven ability to manage people, with a level of enthusiasm that fosters confidence and trust.

Bottom-line, results oriented professional capable of adapting to ever changing environments.

Experienced community relations professional and effective communicator.

Proven ability to plan strategically and to implement programs and projects successfully.

RELEVANT CAREER CERTIFICATIONS

NAHRO Certified Manager of Public Housing

NCHM Certified Manager of Maintenance

Florida Certified Workforce Professional

CCE - Global Career Development Facilitator (Designation in process)

HUD/NAHRO Comprehensive Grant Program Training

NAHRO Financial Management Training for Public Housing Authorities Accounting staff

NAHRO Financial Management Training – Budgets and Performance Funding System

HUD/NAHRO Family Self-Sufficiency (FSS) Training

Georgia Institute of Technology Lead-Based Paint in Public and Indian Housing Training

HAI Managing Risk in Public Housing Training

PHMAP Training Certification from HTN

The Housing Authority of the City of Orlando, Florida - Deputy Executive Director/Director of Operations

July.1995- Oct.1997

- Supervised a staff of 140 management, maintenance and administrative staff. As Director of Operations, responsible for the daily operational aspects of the housing management, construction management, maintenance, and tenant services related programs.
- Supervised the management staff activities at fifteen (15) separate housing sites.
- Managed an annual budget in excess of \$15 million
- Implemented standards for management evaluations, personnel reviews and requests for proposals for staff training and program needs.
- Coordinated the on-going planning and research activities required for the daily operation of the Authority.
- Supervised special grant activities required to ensure timely submittal of federal and state grant applications.
- Compiled and submitted all agency public housing management assessment responses to the United States Department of Housing and Urban Development (HUD).
- Led the staff team to achieve a perfect score under the HUD performance rating system, which resulted in a six point increase over the two year period as the lead staff person in this process.
- Coordinated the agency's response and submittal for public housing modernization funds.

The Housing Authority of the City of Gary, Indiana - Deputy Executive Director/Director of Operations

Dec. 1989-June 1995

- Supervised a staff of 165 persons working at 19 separate housing development sites.
- Supervised the daily operations of the administrative, property management, social service, section 8 rental subsidy and property maintenance divisions.
- Developed and implemented all budgets, management reports and assessments, including reports to the U.S. Department of HUD.
- Redesigned the authority's modernization and grant programs, thus allowing for the efficient expenditure of in excess of \$5 million annually over a period of three years.
- Implemented standards for management evaluations, personnel reviews and requests for proposals for staff training and program needs.
- Coordinated the on-going planning and research activities required for the daily operation of the Authority.
- Supervised all special grant activities required to ensure timely submittal of federal and state grant applications.
- Compiled and submitted all agency public housing management assessment responses to the United States Department of Housing and Urban Development (HUD).
- Coordinated the agency's response and submittal for public housing modernization funds.

Rosewood Management Company, East Chicago, Indiana
Contractual General Manager

June 1984 – Dec. 1989

- Supervised a staff of 16 persons working at 7 separate project based section 8 housing sites, located in East Chicago, Indiana and Chicago, Illinois. Three hundred (300) units were under contract.
- Represented the management company in meetings with the local HUD section 8 administrative office.
- Coordinated the yearly section 8 recertification process of the tenants residing in the units.
- Coordinated annual unit inspections to ensure conformance with housing quality standards required by HUD regulations.
- Implemented on-going unit modernization and repair programs to ensure that all units were meeting housing quality standards.
- Compiled monthly status reports to company ownership regarding rents collected, number of vacant units, unit turnover times, and collection lost reports.

The Mayor's Office of Housing Conservation, Gary, Indiana
Executive Director

Feb. 1979 – May 1984

- Supervised a staff of 65 persons responsible for program management and administration activities of a City-wide housing department for the City of Gary, Indiana. Evaluated and coordinated the redesign of the primary housing conservation program efforts, which included the City-wide property Demolition program and the HUD funded loan and grant programs.
 - Coordinated all personnel issues including but not limited to staff recruitment, selection, training, orientation, evaluation and termination.
 - Initiated and designed all department public relations and community relation programs, news releases, staff recognition awards and agency annual reports.
- Designed and implemented special training programs for regular and temporary personnel.
- Developed and implemented model programs for housing development in the City of Gary, which included the Urban Homesteading Program, the HUD Certified Housing Counseling Program and the City-wide Property Reclamation Project

APC Workforce Solutions, LLC dba ZeroChaos March 2009 – January 2016
Government Relations and Supplier Diversity Operations Manager

- Developed and managed the company’s supplier diversity program, which grew from approximately three hundred diverse suppliers to over fifteen hundred diverse suppliers. This resulted in overall spend to these suppliers of over 425 million dollars.

- Represented the company in meetings and negotiations with federal officials as well as with local and state officials.

- Represented the company at national, state and local diversity conferences.

August 2008 – Nov. 2008

- Continuation of the program developed as the Executive on Loan to implement procedures and processes necessary to provide career counseling Services to UCF alumni.

•Responsible for providing career counseling services on a part time basis to graduates of the University of Central Florida. Services provided have included resume reviews, career assessment interpretations, explanation of services available through various career websites and introduction of services provided through the UCF Alumni Association..

March 2007 – June 2008

- Developed procedures and processes necessary to provide career counseling Services to UCF alumni.

- Provided career counseling services to 205 graduates of the University of Central Florida. Services included resume reviews, career assessment interpretations, explanation of services available through various career websites and through Workforce Central Florida.

- Designed brochure advertising materials for utilization by Florida High Tech Corridor Council in the promotion of the intern program concept for businesses in the High Tech Corridor.

- Coordinated meetings and correspondence in order to facilitate the development of partnership and relationship programs between the three major universities in the High Tech corridor, the various regional Workforce Development Boards in the corridor and the Florida High Tech Corridor Council.

- Designed and implemented a six part career workshop series for UCF alumni.

- Facilitated discussion panel workshops between the UCF Alumni staff, the UCF Career Services Career Development staff and Workforce Central Florida Center administrative staff persons Business Development staff persons.

**WORKFORCE CENTRAL FLORIDA – Region 12 Workforce Development Board
Program Manager/Contract Administrator Dec. 2001 – June 2006**

- Provided contract management and oversight of 22 sub-contracts issued to vendors and contractors providing services to WORKFORCE CENTRAL FLORIDA with a total dollar value of \$11.5 million. Primary example of contracts managed included the Nurses Now project with UCF and the three public community colleges in Region 12, which trained 125 nurses and the HI-B Incumbent Worker Training Grant Project, which trained 2800 incumbent high tech workers.
- Researched and interpreted relevant laws, policies, regulations, guidelines and standards for workforce program operations and evaluated programmatic activity to ensure compliance with program specifications.
- Developed program designs, goals and infrastructure necessary to implement short and long range plans within prescribed time frames, funding parameters and organizational priorities resulting in a 50% reduction in contract completion times while keeping program expenditures under budget and within compliance with federal, state and local procurement guidelines.
- Coordinated the procurement of services in compliance with federal, state and local procurement guidelines.

Central Florida Jobs and Education Partnership/ Wages Coalition.

Director of Special Projects/Director of Research and Evaluation

Nov 1998-Jan 1999

Served as the director of special project initiatives implemented by the Central Florida Jobs and Education Partnership, the State of Florida funded job development agency for the five Central Florida counties of Orange, Lake, Seminole, Sumter and Osceola. Projects included the Lake Apopka Farm Worker relocation project from 1998-1999 which assisted 825 displaced workers and the Central Florida Hurricane Response project in 1998 which assisted approximately 300 families.

Supervised the evaluation and research of programs and processes implemented by the various one-stop operational centers.

Supervised the three person agency Information Technology staff in terms of programming and staff support rendered to agency personnel.

Managed an annual budget of 1.5 million dollars utilized to purchase, rent and install equipment to support agency staff work loads.

EDUCATION

Valparaiso University School of Law – Juris Doctorate

John Marshall School of Law – Partial completion of Masters in Taxation

Purdue University- Bachelor of Arts in History

CIVIC PROFESSIONAL AFFILIATIONS

Homes in Partnership Board of Directors – 2016 – Present. Current Board Secretary

City of Winter Park Housing Authority Board of Commissioners 2006 – Present. Current Board Vice Chairperson.

National Association of Housing and Redevelopment Officials – Current member

City of Orlando Housing and Community Development Affordable Housing Advisory Board – 2008- 2013

Holden Heights Front Porch Revitalization Council Member 2009 - 2012

Orange County Enterprise Zone Development Agency – Workforce Representative – November 2004-June 2006

Metropolitan Orlando Urban League Workforce Advisory Board 2003-05

Board of Directors, Workforce Central Florida - 2000- 2002

Board of Directors Quest, Inc. - 1996-2001

Neighborhoods USA (member) – community action and development organization – 1999-2001

Purdue University National Alumni Board of Directors – 1987-1992

Purdue University Calumet Alumni Board of Directors – 1982-1992

Citizen Board Application

Profile

Hal

First Name

George

Middle Initial

Last Name

Suffix

hal@parklandhomeswp.com

Email Address

Please note: *Physical address only – no P.O. Box.*

468 Virginia Drive

Home Address

Suite or Apt

Winter Park

City

FL

State

32789

Postal Code

How long have you lived in Winter Park?

50 years

Home: (407) 832-8751

Primary Phone

Alternate Phone

Are you a City resident?☒ Yes ☐ No**Do you own property in the City?**☒ Yes ☐ No**Are you a registered voter?**☒ Yes ☐ No**Are you employed by the City?**☐ Yes ☒ No

Your Requested Boards (select 3)

Which Boards would you like to apply for?

Winter Park Housing Authority Board: Submitted

Question applies to multiple boards

Please note: *One or more of the boards selected requires financial disclosure.***Please list all city boards for which you have attended a meeting.**

Are you currently serving on a City board?

☒ Yes ☐ No

If so, which one?

Housing Authority CRA

Have you previously served on a City board?

☒ Yes ☐ No

If so, which one(s)?

Why are you interested in serving on a City board?

Yes

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

BA Rollins College

Current employment status: *

☒ Self-Employed

Parkland Homes

Employer

President

Job Title

Employer Address

233 W Park Ave WP

Current Professional License/Certification/Registration

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

Upload a Resume

Community Involvement

Please provide your community involvement

Habitat for Humanity

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

Please provide any additional information about yourself that relates to the board(s) you have selected.

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

This application, when submitted, is a Public Record under Chapter 119, Florida Statutes and therefore is open to public inspection by any person. Please contact the City Clerk's office at 407-599-3277 to discuss possible exemptions from disclosure.

Citizen Board Application

Profile

Karen

First Name

Jacobs

Middle Initial

Last Name

Suffix

jacobsk619@gmail.com

Email Address

Please note: *Physical address only – no P.O. Box.*

2411 Gallery View Drive

Home Address

4

Suite or Apt

Winter Park

City

FL

State

32792

Postal Code

How long have you lived in Winter Park?

8 years

Mobile: (407) 963-7870

Primary Phone

Alternate Phone

Are you a City resident?☒ Yes ☐ No**Do you own property in the City?**☒ Yes ☐ No**Are you a registered voter?**☒ Yes ☐ No**Are you employed by the City?**☐ Yes ☒ No

Your Requested Boards (select 3)**Which Boards would you like to apply for?**

Winter Park Housing Authority Board: Submitted

Please list all city boards for which you have attended a meeting.

City Commission

Are you currently serving on a City board?

☐ Yes ☒ No

If so, which one?

Have you previously served on a City board?

☐ Yes ☒ No

If so, which one(s)?

Why are you interested in serving on a City board?

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

Business B.S. Degree, 2009; University of Phoenix Graduated with Honors

Current employment status: *

☒ Self-Employed

Charles Rutenberg Realty

Employer

Realtor

Job Title

Employer Address

Current Professional License/Certification/Registration

Real Estate License, Graduate Realtor Institute GRI

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

Served on Housing Authority for past 4 years, President of Condo Association 2 years, Served for 12 years as Seminole County Guardian Ad-Litem; 25 year in residential R.E.

Upload a Resume

Community Involvement

Please provide your community involvement

Served on Housing Authority for past 4 years, President of Condo Association 2 years, Served for 12 years as Seminole County Guardian Ad-Litem; 25 year in residential R.E.

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

25+ Year residential Real Estate

Please provide any additional information about yourself that relates to the board(s) you have selected.

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

This application, when submitted, is a Public Record under Chapter 119, Florida Statutes and therefore is open to public inspection by any person. Please contact the City Clerk's office at 407-599-3277 to discuss possible exemptions from disclosure.

City Clerk: Citizen Board Application : Entry # 14850**Contact Information****Name**

Kevin Dillon O'Rawe

Phone

(407) 619-6555

Email

kevinorawe@outlook.com

Home address

1833 Loch Berry Road
Winter Park, Florida 32789
United States
[Map It](#)

Business address

Winter Park, Florida
United States
[Map It](#)

Your Requested Board(s)**Board (First)**

Housing Authority Board

Skills 1

Board of Directors - San Francisco Housing Authority, Orlando Housing Counseling Agency, South Florida Affordable Housing Consortium

Board (Second)

Community Redevelopment Advisory Board

Skills 2

Community Planning coursework

Board (Third)

Planning & Zoning Board

Skills 3

Planned Communities coursework

Your Requested Commission Member

City Clerk: Citizen Board Application : Entry # 14850

Option

I would like my application to be considered by the entire City Commission. I do not have a preference for a specific commission member.

Race

caucasian

Gender

Male

Physically disabled?

No

Your Details

Are you a registered voter?

Yes

Are you a resident of the city?

Yes

Do you own property in the city?

Yes

Are you employed by the City?

No

May we automatically submit your application when vacancies occur?

Yes

Do you have any potential conflicts of interest that may arise from time to time if you serve on one of these boards?

No

Are you currently serving on a City board(s)?

Yes

Please specify which board(s)

- Housing Authority Board

Have you previously served on a City board(s)?

No

City Clerk: Citizen Board Application : Entry # 14850

List any other community involvement

Past:

Board of Directors member / chair for many Affordable Housing agencies over 25+ years

Board of Directors member for two neighborhood HOAs

Board of Directors member Orlando Alliance of Sommeliers

Winter Park Police Academy current enrollee

List any work/career experience

Mortgage Banking senior management for 30+ years

Licensed MLO

Licensed Real Estate sales

List your educational experience

B.S. In Marketing, Finance / Engineering minors - University of South Carolina

Mortgage Banking certificate - University of Miami



City Commission **agenda item**

item type Action Items Requiring Discussion	meeting date April 27, 2022
prepared by Michelle del Valle	approved by Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Discussion of Citizen Advisory Boards (**Tabled from April 13, 2022**)

motion / recommendation

Provide additional direction to staff to improve efficiency and effectiveness of citizen advisory boards.

background

At a work session on February 24th, the City Commission had a general discussion of citizen advisory boards, including comments they have recently received from various members. A common comment received was members wanting specific feedback or direction directly from the City Commission. At the request of the Commission staff has compiled a summary of the discussion point that day (see attached).

Staff is looking for additional direction from the City Commission on how to more efficiently and effectively use the volunteer talent available as resources on the various advisory boards.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Summary of Citizen Boards Discussion and Direction from February 24.docx](#)

ATTACHMENTS:

[Minutes 2-24-22.pdf](#)

Summary of Citizen Boards Discussion and Direction from February 24, 2022 Work Session

GENERAL

- Most frustration seems to be coming from advisory boards, not quasi-judicial
- The boards want direction from the commission
- Role of advisory boards are to advise commission on policies that should change or be implemented, as well as advise on priorities and aesthetics.
- Advisory boards are also the eyes and ears in the community
- Direction should come from the City Commission but can also come at the initiative of the boards as they are appointed because of their expertise or passion for the Boards purpose
- Board agendas should be based on tasks the Commission wants them to work on and issues the majority of the board members want to work on, not just the board chair.
- Board agendas should include a line item for "Future Agenda Items".
- Commission should annually submit questions to boards on what they would like to have addressed
- Need to improve communication from advisory boards to commission when advice is given or decisions are made

ECONOMIC DEVELOPMENT ADVISORY BOARD

- This board is moving along with small group discussions being scheduled with some board members, commission members and staff to set a direction

UTILITIES ADVISORY BOARD

- At the February 23rd commission meeting the commission approved the UAB working on a strategic plan for the two utilities
- This board will also be part of the Renewable Energy Feasibility Study

PUBLIC ART ADVISORY BOARD

- Working on a public art fee as part of the building permitting process
- Core of the board mission is to identify opportunities in the city where public art can be showcased

KEEP WINTER PARK BEAUTIFUL AND SUSTAINABLE

- No direction given

LAKES AND WATERWAYS BOARD

- No direction given
- There was discussion around what role they should play relative to conditional use and land use decisions related to lakes but no direction given

LAKE KILLARNEY ADVISORY BOARD

- This is a new board. There was discussion on the need to provide data and board and staff to work together to develop the agenda
- There was no specific direction provided by the commission
- There was discussion around what role they should play relative to conditional use and land use decisions related to Lake Killarney but no direction given

PARKS AND RECREATION ADVISORY BOARD

- Staff is working with the board to set goals and develop a strategic plan
- Board should be involved in determining the priorities of grant applications for parks (i.e. MOU with Land Trust and City)

TREE PRESERVATION BOARD

- There was discussion around what role they should play relative to conditional use and land use decisions related to trees but no direction given
- Board should review tree canopy preservation policies

CRA ADVISORY BOARD

- This board has a clear funding source that they provide advice on
- Primary goal has been long-term capital planning

TRANSPORTATION ADVISORY BOARD

- This board is used as a sounding board for new policies
- Board should complete the city's connectivity plan for the trails to Morse, I-4, Fairbanks and up to Maitland
- Should be involved with traffic calming solutions for neighborhoods

Note: The quasi-judicial boards were not addressed as their roles are driven more by process.



City Commission Work Session Minutes

February 24, 2022 at 1:00 p.m.

Virtual

Present

Mayor Phil Anderson; Commissioners Marty Sullivan, Sheila DeCiccio, Carolyn Cooper and Todd Weaver; City Manager Randy Knight; City Attorney Kurt Ardaman; City Clerk Rene Cranis.

1) Call to Order

Mayor Anderson called the meeting to order at 1:03 p.m.

2) Discussion Item(s)

a. Advisory Boards Direction and Missions

Mayor Anderson said that this meeting is to address frustrations expressed by advisory board members on lack of clarity of their board's mission and what their role on the board. He feels the quasi-judicial boards have clarity of purpose and stated there may be opportunities for the commission to help guide proactive requests as was done with the commission joint work session with P&Z on the Fairbanks Avenue Corridor. He stated that there may be an opportunity for the commission and board to come up with commission and/or self-driven projects.

Mayor Anderson stated that most of the frustration stems from the advisory boards and asked the commission to provide input on what they feel the role of an advisory board should be, focusing on advisory boards first, then quasi-judicial boards.

Mayor Anderson stated he feels the role of an advisory board role is to advise the commission on policies that should change or be implemented, as well as advise on priorities and aesthetics. He noted that these advisories are issued in a non-binding way and the advisories on policy can either be self-directed as the board as the board sees a need and comes forward or wants the commission to generate an area of evaluation, such as EDAB as an example. He explained that the commission is working with EDAB to come up with the board mission.

Commissioner Sullivan stated the quasi-judicial boards have a clear-cut role but also have an advisory role on policy and feels the commission needs to produce clear-cut ideas of what the boards should do, in cooperation with the boards. He stated that the commission attempts to put people on the boards who are experts or knowledgeable in respective areas and feels members should be encouraged to provide professional advice based on their expertise as well as be the eyes and ears in the community and funnel that information to the commission.

Commissioner DeCiccio said she board members have expressed to her their frustration related to unclear direction and not receiving enough information from staff. She feels there should be more opportunities for members to utilize their expertise and provide recommendations. She stated that she understands that staff is extremely busy resulting in a "push /pull" between staff and the board and needs to be addressed. She suggested ways the chair and/or board members can assist staff with developing the content for the meeting agendas.

Commissioner Weaver stated that he is enthused by the issues raised by Commissioners DeCiccio and Sullivan and that it comes down to staff who is presenting information to the board. He discussed how the electric vehicle initiative was moved forward and was a combined effort of the board and staff and is optimistic that sustainability efforts will move in the right direction with the new Natural Resources and Sustainability team.

Commissioner Cooper agreed with the points made by the commissioners and added that she feels there are specific things that the commission could work on that would make things better for the boards. She suggested that annually, the commission submit particular questions to each board on what they would like the commission to know. She feels a huge void is in training and while the city provides a brief training, there is no road map to the existing data that would help them do a better job on the board. She said that participation is critical and attendance monitoring needs to be routine. She added that policy guidance can't be expected unless an appropriate budget is in place and there needs to be a budget agreed upon by the commission for use by boards to implement programs or projects. She stressed the importance of having a strategic and master plan for the boards, setting priorities and transparency.

Mr. Knight agreed with the overall comments on board frustrations and stated the one of the most important things the boards are requesting is direction from the commission on what they should be working on. He suggested compiling a list of the commissioner's thoughts on each board to present for commission approval and then provide a list to each board. He stated that board budget requests could be presented and included as part of annual budget discussions.

Mayor Anderson agreed with Commissioner Cooper suggestion for boards to submit questions and that assigning tasks to boards is best. He suggested developing a list of ideas during this meeting for staff to consolidate and provide to the commission for review and then have additional discussion at a later date to approve tasks for each board. Mayor Anderson discussed training and options for agenda setting with flexibility for smaller sub-groups to discuss specific tasks/agenda items. He suggested it would be a good idea to consider quarterly joint work sessions with quasi-judicial boards.

Commissioner DeCiccio stated that frustration from the boards is governance and stated that feedback she has received includes questions regarding who makes the decisions, what they (the boards) can legitimately ask for and can an advisory board chair set the agenda. She stated that setting guidelines and having consistency in governance would help the boards.

Mr. Knight explained that there are instances where a board a chair that has their own agenda that is not necessarily the agenda of the entire board. He stated that the agendas should be set around task the commission wants the board to work on and other agenda times should be a majority of board setting what they want to address, not the chair who wants to control the agenda. He explained the challenges staff has with these situations and noted that the commission has a policy requiring at least two commissioners agree with another commissioner wanting to add a topic to an upcoming agenda. He stated that the policy should be the same for the advisory boards as well. Commissioner DeCiccio added that this type of policy should be included in guidelines to be set up for the boards and gave other examples of rules that would help the boards. Mayor Anderson suggested adding a section for "Future Agenda Items" to the agendas and explaining to the boards that a majority consensus is required to add a topic to the agenda.

The commission heard comments from staff and discussed the following boards:

- EDAB

Mayor Anderson stated the board is moving along and a small group discussion is being scheduled with some board members, commission members and staff.

- UAB

Mayor Anderson noted that strategic plan is being developed based on the discussion at the February 23rd commission meeting.

- PAAB

Commissioner DeCiccio stated that the Public Art Advisory Board is unsure of their purpose. Mr. Knight stated the board is working on public art fee as part of building permitting process.

Clarissa Howard explained that one of the challenges for the board is acquiring pieces due to lack of funding which is the purpose of the public art fee. She stated the core of the board's mission to identify opportunities in city where public art can be showcased. In-depth discussion followed on the board process for selecting, identifying and find location for artwork, art maintenance, funding challenges and solutions, and permit fees.

- KWPBS /LWAB /LKAB

Director of Natural Resources and Sustainability stated that guidelines set between staff and board members will reduce frustration. She stated that there is inconsistency with board members being included in requests for information as opposed to a single spoke person and providing the information in a timely manner. She explained that the boards have not seen any tangible data recently and it will take some time to rebuild and provide data. She stated that she hasn't received any negative comments from KWPBS or LWAB and discussed the frustration voiced by the new LKAB and staff is working to bridge the gap with trust.

Discussion followed on commission directed initiatives for the board, board inclusion with agenda preparation, timeline for distribution of information such as water quality, lake safety, waterfront construction, marketing efforts for the city's lakes and sustainability and department staffing.

- PRAB/ TPB

Mr. Seeley explained that Forestry/Tree Preservation Board has had challenge obtaining a quorum. He stated that staff is working with the board to set up goals and a strategic plan and would benefit from direction on and stated that there are no current issues with the Parks and Recreation Advisory Board.

Commissioner Cooper feels what is missing from the Lakes and Tree Preservation boards is a defined process by which and when they participate in giving advice relative to conditional uses and land use decisions. as they relate to trees. She stated the commission needs to determine if it wants these boards advice from the boards and how that information is integrated into the land use decision process. Discussion followed on the tree permitting process, board involvement with tree canopy preservation policies.

- CRAB

Mayor Anderson stated that the Community Redevelopment Advisory Board is more about more about projects that are important to the community that the CRA makes up. Mr. Moore stated that the board has a clear funding source and formal guide and their primary goal is long-term capital planning and other issues. He feels that staff has a very good working relationship with the board and stated that the County makes the decision to allow a CRA and extensions. Mr. Moore responded to questions regarding use of funding within the CRA.

- TAB

Mr. Stephenson explained that the Transportation Advisory Board is used as policy sounding board as the department works on new ideas such as neighborhood traffic

calming the new sidewalk policy and keeping the board up to date with the city's multi modal plans. He stated there is a lot of expertise on the board and noted that the board agenda currently includes a process that allows for comments at the end of every meeting where board members can present agenda items for future meetings. Discussion followed on budget, board initiatives, and inclusion in developing the content of transportation plan.

Mayor Anderson noted that he would like to see TAB work to complete the city's connectivity plan for the trails to Morse, I-4, Fairbanks and up to Maitland. Commissioner Cooper added that the board could be more task driven which could include connectivity, traffic calming.

Commissioner Sullivan restated his view that all advisory boards should be eyes and ears in the community and a good role for TAB would be to find a way to educate the public on traffic projects.

Mayor Anderson suggested staff provide a list of questions/asks that the commission would have for each board discussed for feedback. He suggested the commission provide ranked choice items for each board and circulate to commission. In addition, the commission will send their recommendations by Board to Mr. Knight.

3) Adjournment

The meeting adjourned at 2:51 p.m.

Mayor Phillip M. Anderson

ATTEST:

City Clerk Rene Cranis



City Commission **agenda item**

item type Action Items Requiring Discussion	meeting date April 27, 2022
prepared by Parsram Rajaram	approved by Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Hybrid Board Meetings

motion / recommendation

Equip the Ray Beary community meeting room at the Public Safety building to be able to live stream public meetings.

background

The Commission wishes to consider having all meetings broadcasted. By consolidating so that most meetings are held in the Commission Chambers, it will only be necessary to equip one other room to satisfy this request. It is proposed that the Ray Beary community meeting room at the Public Safety building be the second meeting location.

Please see the attached the following documents:

1. The current board meeting schedule that shows meeting date, time, location, and potential conflicts that need to be resolved.
2. Zoom meeting statistics that show online attendees for public meetings from October 2021 to March 2022.
3. A bar chart that shows online attendees for public meetings from October 2021 to March 2022.
4. The costs associated with making the Beary Community room broadcast ready.

alternatives / other considerations

Broadcast only the City Commission and Planning and Zoning meetings.

fiscal impact

Zoom Room License - \$16,700 (first year)

New AV staff for IT - \$62,500 with benefits.

ATTACHMENTS:

[Zoom_Meeting_Stats_-_October_2021_to_March_2022 \(1\).xlsx](#)

ATTACHMENTS:

[Public Meetings - October 2021 to March 2022.pptx](#)

ATTACHMENTS:

[Zoom Room Cost.docx](#)

ATTACHMENTS:

[Board Meeting Schedule.xlsx](#)

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/19/21	Board of Adjustments Regular Meeting	Hybrid	134	3
11/16/21	Board of Adjustments Regular Meeting	Hybrid	124	2
12/14/21	Board of Adjustments Regular Meeting	Hybrid	69	1
1/18/22	Board of Adjustments Regular Meeting	Hybrid	94	3
2/15/22	Board of Adjustments Regular Meeting	Hybrid	67	2
3/15/22	Board of Adjustments Regular Meeting	Hybrid	50	0
2/10/22	Brewer's Curve Neighborhood Meeting	Hybrid	123	23
10/21/21	Broadband & Smart City Ad Hoc Committee	Hybrid	89	2
11/4/21	Broadband & Smart City Ad Hoc Committee	Hybrid	104	0
11/18/21	Broadband & Smart City Ad Hoc Committee	Hybrid	113	1
12/2/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	146	1
12/16/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	159	0
1/20/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	157	1
2/17/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	118	0
3/3/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	125	0
3/31/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	115	1
2/8/22	City Commission & EDAB Joint Work Session	Virtual	148	5
10/13/21	City Commission Regular Meeting	Hybrid	320	36
10/27/21	City Commission Regular Meeting	Hybrid	199	23
11/10/21	City Commission Regular Meeting	Hybrid	586	34
12/8/21	City Commission Regular Meeting	Hybrid	823	57
1/12/22	City Commission Regular Meeting	Hybrid	448	59
1/26/22	City Commission Regular Meeting	Hybrid	206	66
2/23/22	City Commission Regular Meeting	Hybrid	256	51
3/9/22	City Commission Regular Meeting	Hybrid	248	34
3/23/22	City Commission Regular Meeting	Hybrid	287	37
11/23/21	City Commission Special Meeting	Hybrid	28	9
10/14/21	City Commission Work Session	Virtual	118	19
10/28/21	City Commission Work Session	Virtual	159	23
12/9/21	City Commission Work Session	Virtual	78	12
1/6/22	City Commission Work Session	Virtual	137	9
1/13/22	City Commission Work Session	Virtual	74	4

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
2/10/22	City Commission Work Session	Virtual	115	12
2/24/22	City Commission Work Session	Virtual	131	20
3/30/22	City Commission Work Session and Special Meeting	Hybrid	111	6
10/5/21	Civil Service Board Regular Meeting	Hybrid	35	1
11/2/21	Civil Service Board Regular Meeting	Hybrid	37	0
12/7/21	Civil Service Board Regular Meeting	Hybrid	38	0
1/4/22	Civil Service Board Regular Meeting	Hybrid	37	1
2/1/22	Civil Service Board Regular Meeting	Hybrid	19	4
3/1/22	Civil Service Board Regular Meeting	Hybrid	39	0
1/6/22	Code Compliance Board Regular Meeting	Hybrid	159	8
2/3/22	Code Compliance Board Regular Meeting	Hybrid	60	2
1/5/22	CoffeeTalk featuring City Manager Randy Knight	Hybrid	49	15
12/1/21	CoffeeTalk featuring Commissioner Sheila DeCiccio	Hybrid	70	21
10/6/21	CoffeeTalk featuring Commissioner Todd Weaver	Hybrid	83	19
11/11/21	Community Redevelopment Advisory Board Regular Meeting	Virtual	151	8
2/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	90	0
3/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	89	3
12/9/21	Community Redevelopment Advisory Board Virtual Regular Meeting	Virtual	87	6
2/9/22	CRA Agency Board Meeting & City Commission Regular Meeting	Hybrid	370	47
11/9/21	Economic Development Advisory Board Regular Meeting	Virtual	71	0
1/11/22	Economic Development Advisory Board Regular Meeting	Virtual	71	1
3/8/22	Economic Development Advisory Board Regular Meeting	Virtual	69	2
3/31/22	Economic Development Advisory Board Work Session	Virtual	116	1
10/13/21	Historic Preservation Board Regular Meeting	Hybrid	69	2
11/10/21	Historic Preservation Board Regular Meeting	Hybrid	58	6
12/8/21	Historic Preservation Board Regular Meeting	Hybrid	38	2
1/19/22	Historic Preservation Board Regular Meeting	Hybrid	83	1
2/9/22	Historic Preservation Board Regular Meeting	Hybrid	108	4
3/9/22	Historic Preservation Board Regular Meeting	Hybrid	118	1
10/14/21	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	88	2
1/18/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	92	3
2/3/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	49	0

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
2/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	106	2
3/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	104	3
11/19/21	Keep Winter Park Beautiful & Sustainable Advisory Board Subcommittee Work Session	Virtual	74	0
3/29/22	Keep Winter Park Beautiful & Sustainable Advisory Board Work	Virtual	98	0
12/3/21	Lake Killarney Advisory Board Regular Meeting	Virtual	139	9
1/7/22	Lake Killarney Advisory Board Regular Meeting	Virtual	134	6
2/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	145	1
3/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	114	3
10/12/21	Lakes & Waterways Advisory Board Regular Meeting	Virtual	70	3
11/9/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	73	1
12/14/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	86	3
2/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	81	1
3/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	105	2
11/15/21	Parks & Rec Advisory Board Regular Meeting	Virtual	162	4
1/19/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	133	5
10/20/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	127	11
12/15/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	131	2
2/16/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	140	5
3/10/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	167	2
10/5/21	Planning & Zoning Board Regular Meeting	Hybrid	128	6
11/17/21	Planning & Zoning Board Joint Work Session with City Commission	Hybrid	179	4
11/2/21	Planning & Zoning Board Regular Meeting	Hybrid	150	9
12/7/21	Planning & Zoning Board Regular Meeting	Hybrid	140	4
1/4/22	Planning & Zoning Board Regular Meeting	Hybrid	59	3
2/1/22	Planning & Zoning Board Regular Meeting	Hybrid	87	4
3/1/22	Planning & Zoning Board Regular Meeting	Hybrid	106	2
10/26/21	Planning & Zoning Board Work Session	Virtual	80	2
11/30/21	Planning & Zoning Board Work Session	Virtual	90	0
1/25/22	Planning & Zoning Board Work Session	Virtual	93	1
2/22/22	Planning & Zoning Board Work Session	Virtual	76	0
3/22/22	Planning & Zoning Board Work Session	Hybrid	84	2
11/15/21	Public Art Advisory Board Regular Meeting	Virtual	71	4

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
3/21/22	Public Art Advisory Board Regular Meeting	Virtual	86	2
1/28/22	Splash Float Swim	Virtual	65	0
2/16/22	Technical Advisory Committee (TAC) Mtg	Virtual	183	44
10/18/21	Transportation Advisory Board Regular Meeting	Virtual	92	1
11/15/21	Transportation Advisory Board Regular Meeting	Virtual	104	2
1/24/22	Transportation Advisory Board Regular Meeting	Virtual	119	3
2/21/22	Transportation Advisory Board Regular Meeting	Virtual	73	0
1/25/22	Tree Preservation Board Regular Meeting	In-Person	85	0
10/26/21	Utilities Advisory Board Regular Meeting	Virtual	123	1
12/7/21	Utilities Advisory Board Regular Meeting	Virtual	89	0
2/22/22	Utilities Advisory Board Regular Meeting	Virtual	131	1
10/12/21	Utilities Advisory Board Special Meeting	Virtual	77	0
2/15/22	Utilities Advisory Board Work Session	Virtual	88	1

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/19/21	Board of Adjustments Regular Meeting	Hybrid	134	3
11/16/21	Board of Adjustments Regular Meeting	Hybrid	124	2
12/14/21	Board of Adjustments Regular Meeting	Hybrid	69	1
1/18/22	Board of Adjustments Regular Meeting	Hybrid	94	3
2/15/22	Board of Adjustments Regular Meeting	Hybrid	67	2
3/15/22	Board of Adjustments Regular Meeting	Hybrid	50	0

11

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
2/10/22	Brewer's Curve Neighborhood Meeting	Hybrid	123	23

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/21/21	Broadband & Smart City Ad Hoc Committee	Hybrid	89	2
11/4/21	Broadband & Smart City Ad Hoc Committee	Hybrid	104	0
11/18/21	Broadband & Smart City Ad Hoc Committee	Hybrid	113	1
12/2/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	146	1
12/16/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	159	0
1/20/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	157	1
2/17/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	118	0
3/3/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	125	0
3/31/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	115	1

6

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
2/8/22	City Commission & EDAB Joint Work Session	Virtual	148	5

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/13/21	City Commission Regular Meeting	Hybrid	320	36
10/27/21	City Commission Regular Meeting	Hybrid	199	23
11/10/21	City Commission Regular Meeting	Hybrid	586	34
12/8/21	City Commission Regular Meeting	Hybrid	823	57
1/12/22	City Commission Regular Meeting	Hybrid	448	59
1/26/22	City Commission Regular Meeting	Hybrid	206	66
2/23/22	City Commission Regular Meeting	Hybrid	256	51
3/9/22	City Commission Regular Meeting	Hybrid	248	34
3/23/22	City Commission Regular Meeting	Hybrid	287	37

397

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
11/23/21	City Commission Special Meeting	Hybrid	28	9

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/14/21	City Commission Work Session	Virtual	118	19
10/28/21	City Commission Work Session	Virtual	159	23
12/9/21	City Commission Work Session	Virtual	78	12
1/6/22	City Commission Work Session	Virtual	137	9
1/13/22	City Commission Work Session	Virtual	74	4
2/10/22	City Commission Work Session	Virtual	115	12
2/24/22	City Commission Work Session	Virtual	131	20

99

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
3/30/22	City Commission Work Session and Special Meeting	Hybrid	111	6

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/5/21	Civil Service Board Regular Meeting	Hybrid	35	1
11/2/21	Civil Service Board Regular Meeting	Hybrid	37	0
12/7/21	Civil Service Board Regular Meeting	Hybrid	38	0
1/4/22	Civil Service Board Regular Meeting	Hybrid	37	1
2/1/22	Civil Service Board Regular Meeting	Hybrid	19	4
3/1/22	Civil Service Board Regular Meeting	Hybrid	39	0

6

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
1/6/22	Code Compliance Board Regular Meeting	Hybrid	159	8
2/3/22	Code Compliance Board Regular Meeting	Hybrid	60	2

10

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/6/21	CoffeeTalk featuring Commissioner Todd Weaver	Hybrid	83	19
12/1/21	CoffeeTalk featuring Commissioner Sheila DeCiccio	Hybrid	70	21
1/5/22	CoffeeTalk featuring City Manager Randy Knight	Hybrid	49	15

55

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
11/11/21	Community Redevelopment Advisory Board Regular Meeting	Virtual	151	8
12/9/21	Community Redevelopment Advisory Board Virtual Regular Meeting	Virtual	87	6
2/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	90	0
3/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	89	3

17

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
11/9/21	Economic Development Advisory Board Regular Meeting	Virtual	71	0
1/11/22	Economic Development Advisory Board Regular Meeting	Virtual	71	1
3/8/22	Economic Development Advisory Board Regular Meeting	Virtual	69	2
3/31/22	Economic Development Advisory Board Work Session	Virtual	116	1

4

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/13/21	Historic Preservation Board Regular Meeting	Hybrid	69	2
11/10/21	Historic Preservation Board Regular Meeting	Hybrid	58	6
12/8/21	Historic Preservation Board Regular Meeting	Hybrid	38	2
1/19/22	Historic Preservation Board Regular Meeting	Hybrid	83	1
2/9/22	Historic Preservation Board Regular Meeting	Hybrid	108	4
3/9/22	Historic Preservation Board Regular Meeting	Hybrid	118	1

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Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/14/21	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	88	2
11/19/21	Keep Winter Park Beautiful & Sustainable Advisory Board Subcommittee Work Session	Virtual	74	0
1/18/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	92	3
2/3/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	49	0
2/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	106	2
3/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	104	3
3/29/22	Keep Winter Park Beautiful & Sustainable Advisory Board Work	Virtual	98	0

10

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
12/3/21	Lake Killarney Advisory Board Regular Meeting	Virtual	139	9
1/7/22	Lake Killarney Advisory Board Regular Meeting	Virtual	134	6
2/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	145	1
3/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	114	3

19

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/12/21	Lakes & Waterways Advisory Board Regular Meeting	Virtual	70	3
11/9/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	73	1
12/14/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	86	3
2/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	81	1
3/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	105	2

10

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/20/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	127	11
11/15/21	Parks & Rec Advisory Board Regular Meeting	Virtual	162	4
12/15/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	131	2
1/19/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	133	5
2/16/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	140	5
3/10/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	167	2

29

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/26/21	Planning & Zoning Board Work Session	Virtual	80	2
11/2/21	Planning & Zoning Board Regular Meeting	Hybrid	150	9
11/17/21	Planning & Zoning Board Joint Work Session with City Commission	Hybrid	179	4
11/30/21	Planning & Zoning Board Work Session	Virtual	90	0
12/7/21	Planning & Zoning Board Regular Meeting	Hybrid	140	4
1/4/22	Planning & Zoning Board Regular Meeting	Hybrid	59	3
1/25/22	Planning & Zoning Board Work Session	Virtual	93	1
2/1/22	Planning & Zoning Board Regular Meeting	Hybrid	87	4
2/22/22	Planning & Zoning Board Work Session	Virtual	76	0
3/1/22	Planning & Zoning Board Regular Meeting	Hybrid	106	2
3/22/22	Planning & Zoning Board Work Session	Hybrid	84	2

31

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
11/15/21	Public Art Advisory Board Regular Meeting	Virtual	71	4
3/21/22	Public Art Advisory Board Regular Meeting	Virtual	86	2

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
1/28/22	Splash Float Swim	Virtual	65	0

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
2/16/22	Technical Advisory Committee (TAC) Mtg	Virtual	183	44

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/18/21	Transportation Advisory Board Regular Meeting	Virtual	92	1
11/15/21	Transportation Advisory Board Regular Meeting	Virtual	104	2
1/24/22	Transportation Advisory Board Regular Meeting	Virtual	119	3
2/21/22	Transportation Advisory Board Regular Meeting	Virtual	73	0

6

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
1/25/22	Tree Preservation Board Regular Meeting	In-Person	85	0

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/12/21	Utilities Advisory Board Special Meeting	Virtual	77	0
10/26/21	Utilities Advisory Board Regular Meeting	Virtual	123	1
12/7/21	Utilities Advisory Board Regular Meeting	Virtual	89	0
2/15/22	Utilities Advisory Board Work Session	Virtual	88	1
2/22/22	Utilities Advisory Board Regular Meeting	Virtual	131	1

3

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/5/21	Civil Service Board Regular Meeting	Hybrid	35	1
10/5/21	Planning & Zoning Board Regular Meeting	Hybrid	128	6
10/6/21	CoffeeTalk featuring Commissioner Todd Weaver	Hybrid	83	19
10/12/21	Utilities Advisory Board Special Meeting	Virtual	77	0
10/12/21	Lakes & Waterways Advisory Board Regular Meeting	Virtual	70	3
10/13/21	Historic Preservation Board Regular Meeting	Hybrid	69	2
10/13/21	City Commission Regular Meeting	Hybrid	320	36
10/14/21	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	88	2
10/14/21	City Commission Work Session	Virtual	118	19
10/18/21	Transportation Advisory Board Regular Meeting	Virtual	92	1
10/19/21	Board of Adjustments Regular Meeting	Hybrid	134	3
10/20/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	127	11
10/21/21	Broadband & Smart City Ad Hoc Committee	Hybrid	89	2
10/26/21	Utilities Advisory Board Regular Meeting	Virtual	123	1
10/26/21	Planning & Zoning Board Work Session	Virtual	80	2
10/27/21	City Commission Regular Meeting	Hybrid	199	23
10/28/21	City Commission Work Session	Virtual	159	23
11/2/21	Civil Service Board Regular Meeting	Hybrid	37	0
11/2/21	Planning & Zoning Board Regular Meeting	Hybrid	150	9
11/4/21	Broadband & Smart City Ad Hoc Committee	Hybrid	104	0
11/9/21	Economic Development Advisory Board Regular Meeting	Virtual	71	0
11/9/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	73	1
11/10/21	Historic Preservation Board Regular Meeting	Hybrid	58	6
11/10/21	City Commission Regular Meeting	Hybrid	586	34
11/11/21	Community Redevelopment Advisory Board Regular Meeting	Virtual	151	8
11/15/21	Parks & Rec Advisory Board Regular Meeting	Virtual	162	4
11/15/21	Public Art Advisory Board Regular Meeting	Virtual	71	4
11/15/21	Transportation Advisory Board Regular Meeting	Virtual	104	2
11/16/21	Board of Adjustments Regular Meeting	Hybrid	124	2
11/17/21	Planning & Zoning Board Joint Work Session with City Commission	Hybrid	179	4
11/18/21	Broadband & Smart City Ad Hoc Committee	Hybrid	113	1
11/19/21	Keep Winter Park Beautiful & Sustainable Advisory Board Subcommittee Work Session	Virtual	74	0

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
11/23/21	City Commission Special Meeting	Hybrid	28	9
11/30/21	Planning & Zoning Board Work Session	Virtual	90	0
12/1/21	CoffeeTalk featuring Commissioner Sheila DeCiccio	Hybrid	70	21
12/2/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	146	1
12/3/21	Lake Killarney Advisory Board Regular Meeting	Virtual	139	9
12/7/21	Utilities Advisory Board Regular Meeting	Virtual	89	0
12/7/21	Civil Service Board Regular Meeting	Hybrid	38	0
12/7/21	Planning & Zoning Board Regular Meeting	Hybrid	140	4
12/8/21	Historic Preservation Board Regular Meeting	Hybrid	38	2
12/8/21	City Commission Regular Meeting	Hybrid	823	57
12/9/21	City Commission Work Session	Virtual	78	12
12/9/21	Community Redevelopment Advisory Board Virtual Regular Meeting	Virtual	87	6
12/14/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	86	3
12/14/21	Board of Adjustments Regular Meeting	Hybrid	69	1
12/15/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	131	2
12/16/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	159	0
1/4/22	Civil Service Board Regular Meeting	Hybrid	37	1
1/4/22	Planning & Zoning Board Regular Meeting	Hybrid	59	3
1/5/22	CoffeeTalk featuring City Manager Randy Knight	Hybrid	49	15
1/6/22	City Commission Work Session	Virtual	137	9
1/6/22	Code Compliance Board Regular Meeting	Hybrid	159	8
1/7/22	Lake Killarney Advisory Board Regular Meeting	Virtual	134	6
1/11/22	Economic Development Advisory Board Regular Meeting	Virtual	71	1
1/12/22	City Commission Regular Meeting	Hybrid	448	59
1/13/22	City Commission Work Session	Virtual	74	4
1/18/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	92	3
1/18/22	Board of Adjustments Regular Meeting	Hybrid	94	3
1/19/22	Historic Preservation Board Regular Meeting	Hybrid	83	1
1/19/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	133	5
1/20/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	157	1
1/24/22	Transportation Advisory Board Regular Meeting	Virtual	119	3
1/25/22	Planning & Zoning Board Work Session	Virtual	93	1

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
1/25/22	Tree Preservation Board Regular Meeting	In-Person	85	0
1/26/22	City Commission Regular Meeting	Hybrid	206	66
1/28/22	Splash Float Swim	Virtual	65	0
2/1/22	Civil Service Board Regular Meeting	Hybrid	19	4
2/1/22	Planning & Zoning Board Regular Meeting	Hybrid	87	4
2/3/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	49	0
2/3/22	Code Compliance Board Regular Meeting	Hybrid	60	2
2/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	145	1
2/8/22	City Commission & EDAB Joint Work Session	Virtual	148	5
2/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	81	1
2/9/22	Historic Preservation Board Regular Meeting	Hybrid	108	4
2/9/22	CRA Agency Board Meeting & City Commission Regular Meeting	Hybrid	370	47
2/10/22	City Commission Work Session	Virtual	115	12
2/10/22	Brewer's Curve Neighborhood Meeting	Hybrid	123	23
2/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	106	2
2/15/22	Utilities Advisory Board Work Session	Virtual	88	1
2/15/22	Board of Adjustments Regular Meeting	Hybrid	67	2
2/16/22	Technical Advisory Committee (TAC) Mtg	Virtual	183	44
2/16/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	140	5
2/17/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	118	0
2/21/22	Transportation Advisory Board Regular Meeting	Virtual	73	0
2/22/22	Planning & Zoning Board Work Session	Virtual	76	0
2/22/22	Utilities Advisory Board Regular Meeting	Virtual	131	1
2/23/22	City Commission Regular Meeting	Hybrid	256	51
2/24/22	City Commission Work Session	Virtual	131	20
2/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	90	0
3/1/22	Civil Service Board Regular Meeting	Hybrid	39	0
3/1/22	Planning & Zoning Board Regular Meeting	Hybrid	106	2
3/3/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	125	0
3/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	114	3
3/8/22	Economic Development Advisory Board Regular Meeting	Virtual	69	2
3/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	105	2

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
3/9/22	Historic Preservation Board Regular Meeting	Hybrid	118	1
3/9/22	City Commission Regular Meeting	Hybrid	248	34
3/10/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	167	2
3/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	104	3
3/15/22	Board of Adjustments Regular Meeting	Hybrid	50	0
3/21/22	Public Art Advisory Board Regular Meeting	Virtual	86	2
3/22/22	Planning & Zoning Board Work Session	Hybrid	84	2
3/23/22	City Commission Regular Meeting	Hybrid	287	37
3/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	89	3
3/29/22	Keep Winter Park Beautiful & Sustainable Advisory Board Work	Virtual	98	0
3/30/22	City Commission Work Session and Special Meeting	Hybrid	111	6
3/31/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	115	1
3/31/22	Economic Development Advisory Board Work Session	Virtual	116	1

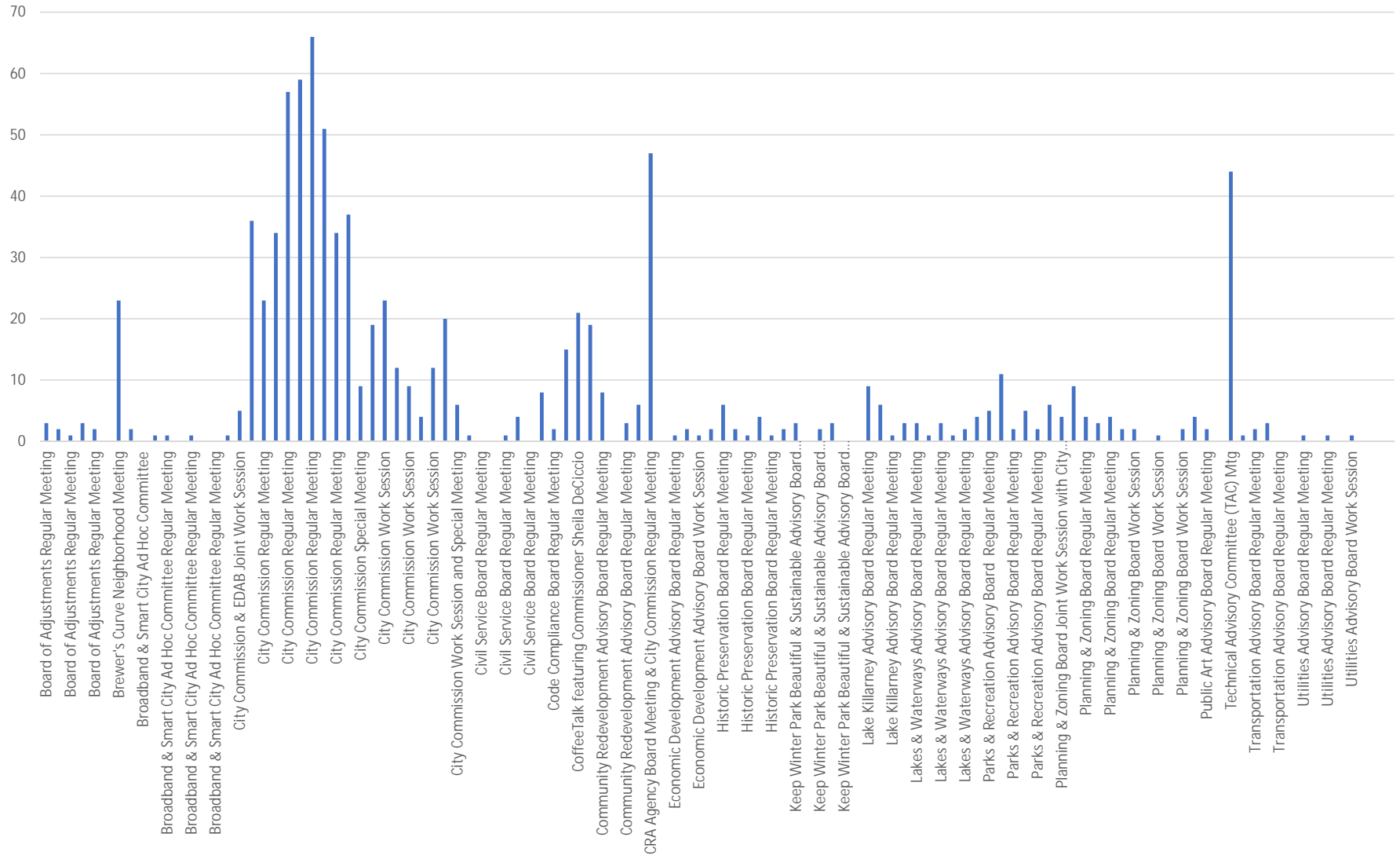
Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
10/5/21	Civil Service Board Regular Meeting	Hybrid	35	1
10/5/21	Planning & Zoning Board Regular Meeting	Hybrid	128	6
10/6/21	CoffeeTalk featuring Commissioner Todd Weaver	Hybrid	83	19
10/12/21	Utilities Advisory Board Special Meeting	Virtual	77	0
10/12/21	Lakes & Waterways Advisory Board Regular Meeting	Virtual	70	3
10/13/21	Historic Preservation Board Regular Meeting	Hybrid	69	2
10/13/21	City Commission Regular Meeting	Hybrid	320	36
10/14/21	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	88	2
10/14/21	City Commission Work Session	Virtual	118	19
10/18/21	Transportation Advisory Board Regular Meeting	Virtual	92	1
10/19/21	Board of Adjustments Regular Meeting	Hybrid	134	3
10/20/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	127	11
10/21/21	Broadband & Smart City Ad Hoc Committee	Hybrid	89	2
10/26/21	Utilities Advisory Board Regular Meeting	Virtual	123	1
10/26/21	Planning & Zoning Board Work Session	Virtual	80	2
10/27/21	City Commission Regular Meeting	Hybrid	199	23
10/28/21	City Commission Work Session	Virtual	159	23
11/2/21	Civil Service Board Regular Meeting	Hybrid	37	0
11/2/21	Planning & Zoning Board Regular Meeting	Hybrid	150	9
11/4/21	Broadband & Smart City Ad Hoc Committee	Hybrid	104	0
11/9/21	Economic Development Advisory Board Regular Meeting	Virtual	71	0
11/9/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	73	1
11/10/21	Historic Preservation Board Regular Meeting	Hybrid	58	6
11/10/21	City Commission Regular Meeting	Hybrid	586	34
11/11/21	Community Redevelopment Advisory Board Regular Meeting	Virtual	151	8
11/15/21	Parks & Rec Advisory Board Regular Meeting	Virtual	162	4
11/15/21	Public Art Advisory Board Regular Meeting	Virtual	71	4
11/15/21	Transportation Advisory Board Regular Meeting	Virtual	104	2
11/16/21	Board of Adjustments Regular Meeting	Hybrid	124	2
11/17/21	Planning & Zoning Board Joint Work Session with City Commission	Hybrid	179	4

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
11/18/21	Broadband & Smart City Ad Hoc Committee	Hybrid	113	1
11/19/21	Keep Winter Park Beautiful & Sustainable Advisory Board Subcommittee Work Session	Virtual	74	0
11/23/21	City Commission Special Meeting	Hybrid	28	9
11/30/21	Planning & Zoning Board Work Session	Virtual	90	0
12/1/21	CoffeeTalk featuring Commissioner Sheila DeCiccio	Hybrid	70	21
12/2/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	146	1
12/3/21	Lake Killarney Advisory Board Regular Meeting	Virtual	139	9
12/7/21	Utilities Advisory Board Regular Meeting	Virtual	89	0
12/7/21	Civil Service Board Regular Meeting	Hybrid	38	0
12/7/21	Planning & Zoning Board Regular Meeting	Hybrid	140	4
12/8/21	Historic Preservation Board Regular Meeting	Hybrid	38	2
12/8/21	City Commission Regular Meeting	Hybrid	823	57
12/9/21	City Commission Work Session	Virtual	78	12
12/9/21	Community Redevelopment Advisory Board Virtual Regular Meeting	Virtual	87	6
12/14/21	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	86	3
12/14/21	Board of Adjustments Regular Meeting	Hybrid	69	1
12/15/21	Parks & Recreation Advisory Board Regular Meeting	Virtual	131	2
12/16/21	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	159	0
1/4/22	Civil Service Board Regular Meeting	Hybrid	37	1
1/4/22	Planning & Zoning Board Regular Meeting	Hybrid	59	3
1/5/22	CoffeeTalk featuring City Manager Randy Knight	Hybrid	49	15
1/6/22	City Commission Work Session	Virtual	137	9
1/6/22	Code Compliance Board Regular Meeting	Hybrid	159	8
1/7/22	Lake Killarney Advisory Board Regular Meeting	Virtual	134	6
1/11/22	Economic Development Advisory Board Regular Meeting	Virtual	71	1
1/12/22	City Commission Regular Meeting	Hybrid	448	59
1/13/22	City Commission Work Session	Virtual	74	4
1/18/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	92	3
1/18/22	Board of Adjustments Regular Meeting	Hybrid	94	3
1/19/22	Historic Preservation Board Regular Meeting	Hybrid	83	1

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
1/19/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	133	5
1/20/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	157	1
1/24/22	Transportation Advisory Board Regular Meeting	Virtual	119	3
1/25/22	Planning & Zoning Board Work Session	Virtual	93	1
1/25/22	Tree Preservation Board Regular Meeting	In-Person	85	0
1/26/22	City Commission Regular Meeting	Hybrid	206	66
1/28/22	Splash Float Swim	Virtual	65	0
2/1/22	Civil Service Board Regular Meeting	Hybrid	19	4
2/1/22	Planning & Zoning Board Regular Meeting	Hybrid	87	4
2/3/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	49	0
2/3/22	Code Compliance Board Regular Meeting	Hybrid	60	2
2/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	145	1
2/8/22	City Commission & EDAB Joint Work Session	Virtual	148	5
2/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	81	1
2/9/22	Historic Preservation Board Regular Meeting	Hybrid	108	4
2/9/22	CRA Agency Board Meeting & City Commission Regular Meeting	Hybrid	370	47
2/10/22	City Commission Work Session	Virtual	115	12
2/10/22	Brewer's Curve Neighborhood Meeting	Hybrid	123	23
2/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	106	2
2/15/22	Utilities Advisory Board Work Session	Virtual	88	1
2/15/22	Board of Adjustments Regular Meeting	Hybrid	67	2
2/16/22	Technical Advisory Committee (TAC) Mtg	Virtual	183	44
2/16/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	140	5
2/17/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	118	0
2/21/22	Transportation Advisory Board Regular Meeting	Virtual	73	0
2/22/22	Planning & Zoning Board Work Session	Virtual	76	0
2/22/22	Utilities Advisory Board Regular Meeting	Virtual	131	1
2/23/22	City Commission Regular Meeting	Hybrid	256	51
2/24/22	City Commission Work Session	Virtual	131	20
2/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	90	0

Date	Topic	In-Person, Hybrid, Virtual	Duration (Minutes)	Attendees
3/1/22	Civil Service Board Regular Meeting	Hybrid	39	0
3/1/22	Planning & Zoning Board Regular Meeting	Hybrid	106	2
3/3/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	125	0
3/4/22	Lake Killarney Advisory Board Regular Meeting	Virtual	114	3
3/8/22	Economic Development Advisory Board Regular Meeting	Virtual	69	2
3/8/22	Lakes & Waterways Advisory Board Regular Meeting	Hybrid	105	2
3/9/22	Historic Preservation Board Regular Meeting	Hybrid	118	1
3/9/22	City Commission Regular Meeting	Hybrid	248	34
3/10/22	Parks & Recreation Advisory Board Regular Meeting	Virtual	167	2
3/15/22	Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting	Virtual	104	3
3/15/22	Board of Adjustments Regular Meeting	Hybrid	50	0
3/21/22	Public Art Advisory Board Regular Meeting	Virtual	86	2
3/22/22	Planning & Zoning Board Work Session	Hybrid	84	2
3/23/22	City Commission Regular Meeting	Hybrid	287	37
3/24/22	Community Redevelopment Advisory Board Regular Meeting	Virtual	89	3
3/29/22	Keep Winter Park Beautiful & Sustainable Advisory Board Work	Virtual	98	0
3/30/22	City Commission Work Session and Special Meeting	Hybrid	111	6
3/31/22	Broadband & Smart City Ad Hoc Committee Regular Meeting	Hybrid	115	1
3/31/22	Economic Development Advisory Board Work Session	Virtual	116	1

Attendees



Cost of making Beary Room Zoom Compatible

POLY STUDIO X70 - \$8000

Display - \$5000



Mount/cables- \$2000

Clerk PC with monitors – \$1700

Licenses - \$1200 /yr

Total Cost : \$16,700

Recurring Cost : \$1200 / yr

Board

Civil Service Board Regular Meeting
Planning & Zoning Board Regular Meeting
Lake Killarney Advisory Board Regular Meeting
Broadband & Smart City Ad Hoc Committee Regular Meeting
Code Compliance Board Regular Meeting
WP Firefighters Pension Board
WP Police Officers Pension Board
Economic Development Advisory Board Regular Meeting
Historic Preservation Board Regular Meeting
City Commission
Lakes & Waterways Advisory Board Regular Meeting
Public Art Advisory Board Regular Meeting
Transportation Advisory Board Regular Meeting
Board of Adjustments Regular Meeting
Keep Winter Park Beautiful & Sustainable Advisory Board Regular Meeting
Parks & Recreation Advisory Board Regular Meeting
Planning & Zoning Board Work Session
Tree Preservation Board Regular Meeting
Utilities Advisory Board
City Commission Work Session
Community Redevelopment Advisory Board Regular Meeting
Construction Board of Adjustments and Appeals
WP Pines Golf Course Advisory Board

Meeting Date	Meeting Time	Location
1st Tuesday	4 p.m.	Public Safety
1st Tuesday	6 p.m.	Chambers
1st Wednesday	10 a.m.	Public Safety
1st and 3rd Thursday	9 a.m.	Chambers
1st Thursday	3 p.m.	Chambers
1st Thursday Quarterly	6 p.m.	Public Safety
1st Thursday Quarterly	4 p.m.	Public Safety
2nd Tuesday	8:15 a.m.	Chambers
2nd Wednesday	9 a.m.	Chambers
2nd and 4th Wednesday	3:30 p.m.	Chambers
2nd Thursday	noon	Public Safety
3rd Monday	noon	Chambers
3rd Monday	4 p.m.	Chambers
3rd Tuesday	5 p.m.	Chambers
3rd Tuesday	11:45 a.m.	Public Safety
3rd Wednesday	5:30 p.m.	Events Center
4th Tuesday	noon	Chambers
4th Tuesday	5 p.m.	Community Center
4th Tuesday	noon	Public Safety
2nd and 4th Thursday	1 p.m.	Chambers
4th Thursday	5:30 p.m.	Chambers
As needed		
TBD		



City Commission agenda item

item type Public Hearings	meeting date April 27, 2022
prepared by John Harbilas	approved by John Harbilas, Jeffrey Briggs, Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Requests of Winter Park Town Center Ltd. (Winter Park Village). **(Tabled from April 13, 2022)**

item list

- Conditional Use approval for the installation of three electronic signs on the front façade of Regal Cinemas which require variances for oversized wall signs and for sign type not permitted.

motion / recommendation

The Planning and Zoning Board voted 5-2 to recommend approval of the Conditional Use for the architectural tower and the electronic signs to the City Commission with the following conditions, as proposed by the applicant:

1. There must be no offsite advertisements displayed on the electronic screens;
2. The lighting must only be on during the theatre business hours;
3. The electronic screens should have no sound; and
4. Only movie trailers are allowed to be shown on the electronic screens.

The implementation of this approval and conditions would be done via a Development Agreement, which may also, at the discretion of the City Commission, include a Hold Harmless provision regarding electronic signage and any traffic safety issues that might accompany their operation.

background

As part of their overall site and façade improvements to the entire Winter Park Village, along with the addition of several new businesses, the applicant is proposing to make several façade changes to the Regal Cinemas building, including the addition of an architectural tower and three electronic signs along the front façade. Following the April 13, 2021 City Commission meeting, the applicant has revised their proposal to include a reduction in the tower height from 63 feet to 55 feet, which eliminates the need for a variance. Additionally, they reduced the total size of the electronic screens from 1,550 square feet to 1,300 square feet.

Electronic Signage Request:

The request pertains to the proposed electronic signage along the front façade of Regal Cinemas. The three proposed signs are a total size of roughly 1,300 square feet and are fully located on the private property owned by the applicant. Section 58-135 of the City Sign Code includes animated signs, flashing signs, automatic changing signs, electronic and inflatable signs as prohibited throughout the City with a limited exception for messages limited to time, temperature, date and other public service non-advertising copy. The signs as proposed, do not conform to this limited exception, and are therefore considered prohibited as electronic signs per Section 58-135.

Section 58-138(b), however provides that "the city commission shall be empowered to grant variances from the terms of this article and to permit signs otherwise prohibited by this article as deemed appropriate via agreements regarding nonconforming or prohibited signs on private properties as deemed necessary to fulfill the goals of the city, in improving the aesthetic appeal of the city, in reducing the number of outdoor advertising signs and in preserving and protecting historic or architecturally significant signs."

Therefore, the City Commission, on a finding based upon the criteria outlined above, has the authority to grant a variance for the type, location, height and size of the electronic signage as proposed by the applicant, which would otherwise be prohibited. The signage is very central to a large property, located over 500 feet from the public right-of-way of 17-92. The applicant will state their case for the granting of the variance to allow the signage and how potential impacts would be mitigated. The Code provides that the City Commission is to make decisions based on recommendations of the Planning and Zoning Board, staff will not be providing a recommendation for this request.

However, as part of the Conditional Use, one of the standards for approval per Sec. 58-70(j) is that "the traffic generated shall not raise any traffic safety hazards". The Planning & Zoning Board questioned the distraction factor to drivers from these electronic signs. Staff has suggested to the applicant that their traffic consultant should support that conclusion, as nothing submitted supports or refutes whether that standard is being met. To that end, a Hold Harmless agreement would clear the City from any liability of this decision to approve electronic signage that is otherwise prohibited by our Code.

[alternatives / other considerations](#)**[fiscal impact](#)****ATTACHMENTS:**

[February 1st Approved P&Z Regular Meeting Minutes.pdf](#)

ATTACHMENTS:

[Justification Letter from Becky Wilson.pdf](#)

ATTACHMENTS:

[Justification Letter from Ownership - Brett Hutchens.pdf](#)

ATTACHMENTS:

[Final P-Z Plan set 4.20.22.pdf](#)



Planning and Zoning Board Minutes

February 1, 2022 at 06:00 p.m.

Hybrid Meeting
401 S. Park Avenue | In-Person and Virtual | Winter Park, Florida

Call to Order

Chairman Richard James called the meeting to order at 5:59 p.m. Present: Richard James, Melissa Vickers, David Bornstein, Vashon Sarkisian, Michael Spencer, Jim Fitch, and Alex Stringfellow. Also Present: City Attorney Dan Langley. Staff: Director of Planning and Transportation Bronce Stephenson, Principal Planner Jeff Briggs, Senior Planner John Harbilas, Planner I Nicholas Lewis, Planning Technician Aaron Hull, and Recording Secretary Mary Bush.

Consent Agenda

Motion made by David Bornstein, seconded by Alex Stringfellow to approve the January 4, 2022 meeting minutes.

Motion carried unanimously with a 6-0 vote. (Vashon Sarkisian was not present for the approval of the January 4, 2022 meeting minutes.)

Motion made by Jim Fitch, seconded by David Bornstein to make an amendment to the December 7, 2021 meeting minutes adding Mr. Fitch's statement that he did not have confidence that Staff had a handle on the overall traffic situation at the Winter Park Christian Church.

Motion carried unanimously with a 7-0 vote.

Staff Updates

Mr. Stephenson spoke briefly regarding the upcoming commission election and amendments to the City's municipal charter.

Mr. Stephenson also noted that the Fairbanks and I-4 project discussed at the City Commission joint work session with the Planning and Zoning Board on November 17, 2021, is no longer proceeding and the City is looking for a new purchaser. He also noted that to take advantage of all the opportunities of connecting the area and revitalizing the industrial portion, staff will be bringing forward a recommendation to the City Commission to utilize the urban design consultant, Canin Associates. They will help create a road map for what may be appropriate in the area.

Public Comments (for items not on Agenda)

No one from the public wished to speak. The public hearing was closed.

Non-Action Items

No non-action items.

Action Items

Chairman James inquired about item SPR #22-02 581 Sylvan Drive not being listed on the meeting's agenda. Mr. Briggs advised that the item was continued to the March 1, 2022 Planning and Zoning Board meeting.

Public Hearings

- CU #22-03: Request of Raymond Horal for Conditional Use approval to waive the separation distance requirement of 300 feet from a residential property in conjunction with retail liquor sales at 834 N. Orange Avenue, zoned C-3.
THIS ITEM WAS CONTINUED TO THE MARCH 1ST PLANNING & ZONING BOARD REGULAR MEETING BY STAFF.
- SUB #22-02: Request of NIL Build LLC for: Subdivision approval to split the property at 810 N. Lakemont Avenue, zoned R-1A.
THIS ITEM WAS CONTINUED TO THE MARCH 1ST PLANNING & ZONING BOARD REGULAR MEETING BY STAFF.
- CU #22-02: Request of Winter Park Town Center Ltd. for:
 - a. Conditional Use approval within Regal Cinemas at Winter Park Village, to construct a central architectural tower at a height of 63 feet, which requires a variance of 8 feet above the 55 feet as permitted by Code; and
 - b. Conditional Use approval under Section 58-138(b) which states, "The city commission shall be empowered to grant variances from the terms of this article and to permit signs otherwise prohibited by this article as deemed appropriate via agreements regarding nonconforming or prohibited signs on private properties as deemed necessary to fulfill the goals of the city, in improving the aesthetic appeal of the city, in reducing the number of outdoor advertising signs and in preserving and protecting historic or architecturally significant signs", for the installation of three electronic signs, which are prohibited under Section 58-135 of the City Sign Code, on the front façade of Regal Cinemas in conjunction with the applicant's overall façade improvements to Winter Park Village and request for the type, location, height and size of the electronic signage to be permitted as depicted in the signage application package.

Mr. Harbilas provided the Board a brief summary of the request. He presented the Board an aerial view of the existing property. He noted that the Regal Cinema building in the request is located internal to the entire site with private roads surrounding it. He reviewed the general code provisions for nonresidential zoning districts as they relate to the tower request. Mr. Harbilas then presented a site plan and rendering showing the tower at the main entrance to the Cinema. He noted that the tower will be illuminated on three sides with the fourth side, which faces east, having an opaque panel to block any light on that facade. He went on to discuss the front façade of the Cinema regarding the electronic sign request. Mr. Harbilas briefly reviewed the sign code and the variance and appeals procedures and conditions. He presented a site plan for the electronic screens being proposed for the front façade of the Cinema entrance, noting the main screen size to be 1,275 square feet and two smaller screens sized at 141 square feet each to be placed at the sides of the main screen. Mr. Harbilas added that the screens will be digital with moving images displayed on them. He also presented several renderings and street images of the proposed changes to the Cinema.

Staff recommendation was for approval for the tower height of 63 feet.

Staff did not take a position on the electric signage request due to the determination having to be made by the City Commission and the Planning and Zoning Board being the recommending body to the Commission for this specific type of variance.

The applicant's representative, Becky Wilson with Lowndes Law Firm at 215 North Eola Drive, Orlando, FL 32801 addressed the Board. Attorney Wilson provided the Board a detailed presentation regarding the request. She presented aerial views and renderings of the project. She discussed the intent behind the renovation of the Winter Park Village and the Regal Cinema. Attorney Wilson noted that the roads throughout Winter Park Village are private roads. She also elaborated on the new architectural tower feature highlighting that Code Section 58-84 permits the City Commission, based upon recommendation of the Planning & Zoning Board, to allow up to eight feet of additional height for "architectural towers, spires, chimneys or other architectural appendages" based on a finding that said feature is compatible with adjacent properties. She added that the light from the tower will be blocked on the residential side of the property to not adversely impact any of the residents along Denning Drive.

Attorney Wilson went on to discuss the conditional use request for the three electronic signs referencing Code Section 58-138(b). She noted that the signs were over 800 feet away from Orlando Avenue and cannot be seen from Webster Avenue, Canton Avenue, and Denning Drive. She also presented renderings of the front façade of the Cinema noting that entertainment is the main intent of the screens. She indicated that the applicant was willing to add as a condition that the screens will not be used for any type of offsite advertisement. Attorney

Wilson continued discussion explaining how the signs met the required conditional use criteria of including improving the aesthetic appeal of the City, reducing the number of outdoor advertising signs, and preserving and protecting historic or architecturally significant signs.

Brett Hutchins of 5391 Lakewood Ranch Blvd., Sarasota, FL 34240, a representative of the applicant, addressed the Board. He briefly discussed the background of the redevelopment of the Winter Park Mall into Winter Park Village and the current intent of the proposed renovations to the Regal Cinema. He noted that there are nine Regal Cinemas across the United States that have had similar renovations including the addition of the screens to improve the customer entertainment experience.

Discussion ensued with the Board and inquiries were made regarding the following:

- if there would be sound coming from the screens,
- if the screens would be on at all times,
- when the screens would be turned off,
- the existing height of the Cinema building,
- how comparable the interactive signs are to other signs at similar outdoor malls,

The applicant's representatives presented a brief fly over video for the Board to show more perspective on the project.

The Board then continued discussion and inquired about the following:

- if the commercial tenants shown in the fly-over video will be actual tenants,
- if the signs exceed the copy area requirement,
- the internal light source of the tower,
- and if the tower will work on a photo cell and timer.

Mr. Stephenson noted that the rule used for the size of wall signage is that if there is no ground sign, roof sign, or projecting sign, 45% of the sign able area may be used for copy of a wall or an area. He added that it is typically up to the zoning official to make the determination of the appropriate signage size.

No one from the public wished to speak. The public hearing was closed.

Discussion ensued with the Board regarding the following:

- being cautious about any kind of conditions related to content for the signs,
- the signs being a possible distraction for drivers,
- the size of the largest sign,
- the daily hours the signage will be lit,
- the internal location of the proposed façade improvements,
- and if the applicant had ever considered making the entire internal portion of the Winter Park Village pedestrian only with no vehicles.

During discussion and without being asked, Attorney Wilson offered, on behalf of the applicant, to have no offsite advertisements displayed on the electronic screens, lighting to be on only during the theater business hours, and no sound from and only movie trailers to be shown on the electronic screens.

Attorney Langley noted that the Board could implement a condition that the copy area shall not include offsite advertising or signage and that it is intended to be without sound and only to project movie trailers.

Motion made by Melissa Vickers, seconded by Jim Fitch, for approval to construct a central architectural tower at a height of 63 feet, which requires a variance of 8 feet above the 55 feet as permitted by Code.

Motion carried unanimously with a 7-0 vote.

Motion made by David Bornstein, seconded by Melissa Vickers, for approval under Section 58-138(b) for the installation of three electronic signs, which are prohibited under Section 58-135 of the City Sign Code, on the front façade of Regal Cinemas in conjunction with the applicant's overall façade improvements to Winter Park Village and request for the type, location, height and size of the electronic signage to be permitted as depicted in the signage application package with the following conditions:

- There must be no offsite advertisements displayed on the electronic screens.
- The lighting must only be on during the theater business hours.

- The electronic screens should have no sound.
- Movie trailers only are allowed to be shown on the electronic screens.

Motion carried with a 5-2 vote. (In Favor: Vashon Sarkisian, David Bornstein, Melissa Vickers, Jim Fitch, and Richard James. Opposed: Michael Spencer and Alex Stringfellow.)

Board Comments

Mr. Bornstein expressed appreciation for Mr. Stringfellow's points regarding zoning and universal perspective during the City Commission joint work session with the Planning and Zoning Board on November 17, 2021. He also requested that the Board hold him accountable if he votes for any electronic signs in the future that are not internal and may impact traffic or residents.

Mr. Fitch expressed that he was upset about the Orlando Watch Company on Park Avenue that has a neon red sign which he feels destroys the ambience of Park Avenue.

Adjournment

Meeting adjourned at 7:12 p.m.

/s/ Mary Bush.

Approved by Board on March 1, 2022.



M. REBECCA WILSON

rebecca.wilson@lowndes-law.com

215 North Eola Drive, Orlando, Florida 32801-2028

T: 407-418-6250 | F: 407-843-4444

MAIN NUMBER: 407-843-4600



January 10, 2022

SENT VIA EMAIL

City of Winter Park
Attn: John Harbilas, AICP
Planning & Transportation Department
401 Park Avenue South
Winter Park, FL 32789

jharbilas@cityofwinterpark.org

Re: Winter Park Town Center Ltd./Conditional Use

Dear John,

As you know this firm represents Winter Park Town Center Ltd. ("Casto") with regard to the Conditional Use request. The request includes the installation of 3 digital screens on the front façade of Regal Cinema. Please note that these digital screens are internal to Winter Park Village and only visible from private drive aisles and not visible from public right-of-way.

Section 58-138 allows the City Commission to grant variances for signage and sets forth criteria to consider including: fulfilling the goals of the City and improving the aesthetic appeal of the City.

The vision for the City states "Winter Park is the City of arts and culture, cherishing its traditional scale and charm while building healthy and sustainable future for all generations." As you know, the Regal Cinema is the only Cinema in the City of Winter Park screening first run movies and the only one to provide the RPX experience. Regal Cinema attracts Winter Park residents along with other Central Florida residents, to enjoy the performing arts in its cinematic format. These digital screens will enhance this cultural experience by showing exciting trailers to entertain those enjoying the Village's outdoor plaza and as they walk to and from the Villages shops and restaurants. The City puts an emphasis in its vision "for all generations". We believe that these digital screens will be enjoyed by residents of many ages due to the wide appeal of the Cinema from the Casablanca 80th Anniversary screening and Bolshoi Ballet to Spider-Man.



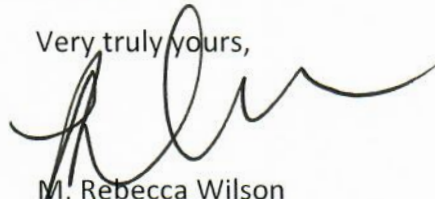
The Winter Park Comprehensive Plan FLU Element Policies include:

- GOAL 1-1: "To promote conscientious economic development in appropriate locations"
- GOAL 1-4: "Create an environment that balances business creation and growth while maintaining an exceptional quality of life for its residents."
- OBJECTIVE 1-4.2: "The City will continue to enhance local attractions and recreational facilities to promote tourism and quality of life, recognizing that the creative arts and culture play a major role in building and sustaining economically vibrant communities by generating jobs, revenue and tourism."

As explained in Brett Hutchens letter to the City dated December 3, 2021, Casto intends to invest \$40 Million in order to upgrade Winter Park Village to bring new and exciting businesses to Winter Park. The digital screens are part of the overall aesthetic and desire for activity in the Village. The City has continued to promote economic development along the US 17-92/Orlando Avenue corridor. We believe that this reinvigorating and exciting outdoor experience will promote tourism and enhance quality of experiences that available in Winter Park.

Regal Cinema is also operating in the highly competitive entertainment market. In addition to Casto's multi-million dollar exterior remodel, Regal has committed its own capital to an expensive interior renovation. Of the 540 theaters in the Regal chain, only 9 exceeded 2019 volumes and all of those had recently received a similar remodel. The cinema business has its challenges, but it has been proven that creating new and enhanced experiences will successfully overcome those challenges. Although the digital screens are not part of the interior renovation, they contribute to the overall experience and signal that the interiors are also new and exciting.

Very truly yours,



M. Rebecca Wilson

MRW/nle

cc: Randy Knight (via email rknight@cityofwinterpark.org)
Bronce Stephenson (via email bstephenson@cityofwinterpark.org)
Brett Hutchens (via email bhutchens@castoinfo.com)

December 3, 2021

Re: Winter Park Village Conditional Use Permit (CUP)

Dear Bronce,

Winter Park Town Center Ltd ("Casto") developed and owns the property known as Winter Park Village. It has been my pleasure to work on this property for 25 years. When we began, the former Winter Park Mall was a decaying 528,000 square foot mall which was virtually empty except for Dillards department store. In 2000, Casto worked with the City to create one of the first open air retail villages in the country. We saw this trend continue for the next 20 years as malls across the U.S. became a thoughtful gathering place or "village green" for the residents. We introduced Regal Cinemas, P.F. Chang's, Cheesecake Factory and Ruth's Chris to Winter Park all of which are still thriving today.

The success of Winter Park Village resulted in increased competition as many other developers have tried to mimic our success in Winter Park. Then as you are aware, in March 2020 the pandemic created another disruption among retail and restaurants. We appreciate all that the City did to keep its residents safe and provide flexibility for our restaurants. As we move out of the pandemic we continue to be committed to this legacy project and have made the decision to invest over \$40million dollars in upgrading Winter Park Village. This will include among other things: rebranding; updating of architecture and facades; enhanced lighting and landscaping; enhanced outdoor spaces for gathering and lingering; new outdoor furnishings along with exterior and interior enhancements to Regal Cinemas. This commitment is already attracting new high-quality retailers and restaurants. Once completed we will return to the glory of when we first opened and continue to serve the citizens and visitors of beautiful Winter Park.

Regal Cinemas is our largest and most important tenant and its long term success is integral to the success of Winter Park Village. The theatre business was severely damaged as a result of the pandemic but it is showing positive signs of recovery. We intend to invest \$4 million dollars in exterior improvements to the Regal building and they are committed to invest \$1million dollars for interior improvements.

In order to accomplish this vision, we are requesting help from the City Commission for two items. The first is an architectural feature on the Regal Cinema at the terminus of our entry

road into the site. This architectural feature will create a new and exciting sense of arrival. The architectural feature is 63 feet in height and is lit internally to be visible from the west, north and south. The eastern façade (Denning Drive) will be enclosed to ensure no light intrusion to the residential properties to the east. The City's Land Development Code (LDC) allows the City Commission to approve this additional height: "Architectural appendages, embellishments and other architectural features may be permitted to exceed the roof heights specified in this section, on a limited basis; encompassing no more than 30 percent of the building roof length, up to eight feet of additional height upon approval of the city commission, based on a finding that said features are compatible with adjacent properties." Sec. 58-74(e)(9). Renderings of the tower are included, as well as the surrounding area showing multi story structures of 55 feet in height.

The second item we are requesting is the installation of 3 digital screens on the front (west) façade of Regal Cinema. These digital screens are located over 882 feet from N. Orlando Avenue Right-of- Way (see pictures included demonstrating no visibility from any rights of way). Pursuant to LDC section 58-138 "the city commission shall be empowered to grant variances for signs located on properties that require conditional use approval by the city commission or in circumstances where agreements are approved by the city commission pursuant as specified in sections 58-85 and 58-86." We respectfully request that the City consider these digital screens as an exciting addition to the experience at Winter Park Village. We have attached additional information as to location, size and visual impact. The screens have been employed by Regal in other theatre remodels with great success.

Please let me know if staff has any additional questions. We look forward to continuing the successful partnership we have had with the City for over two decades.

Sincerely,



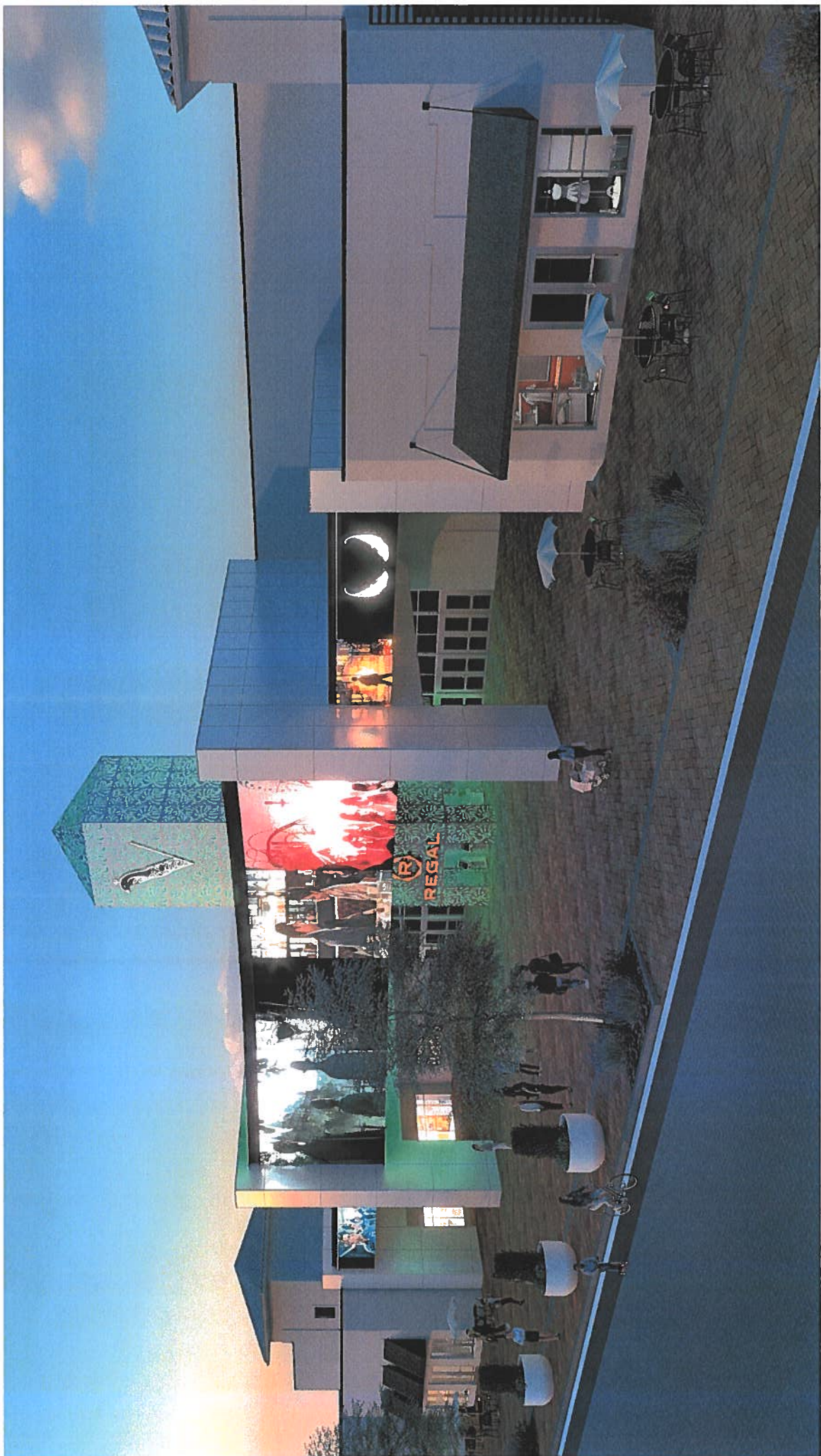
Brett Hutchens

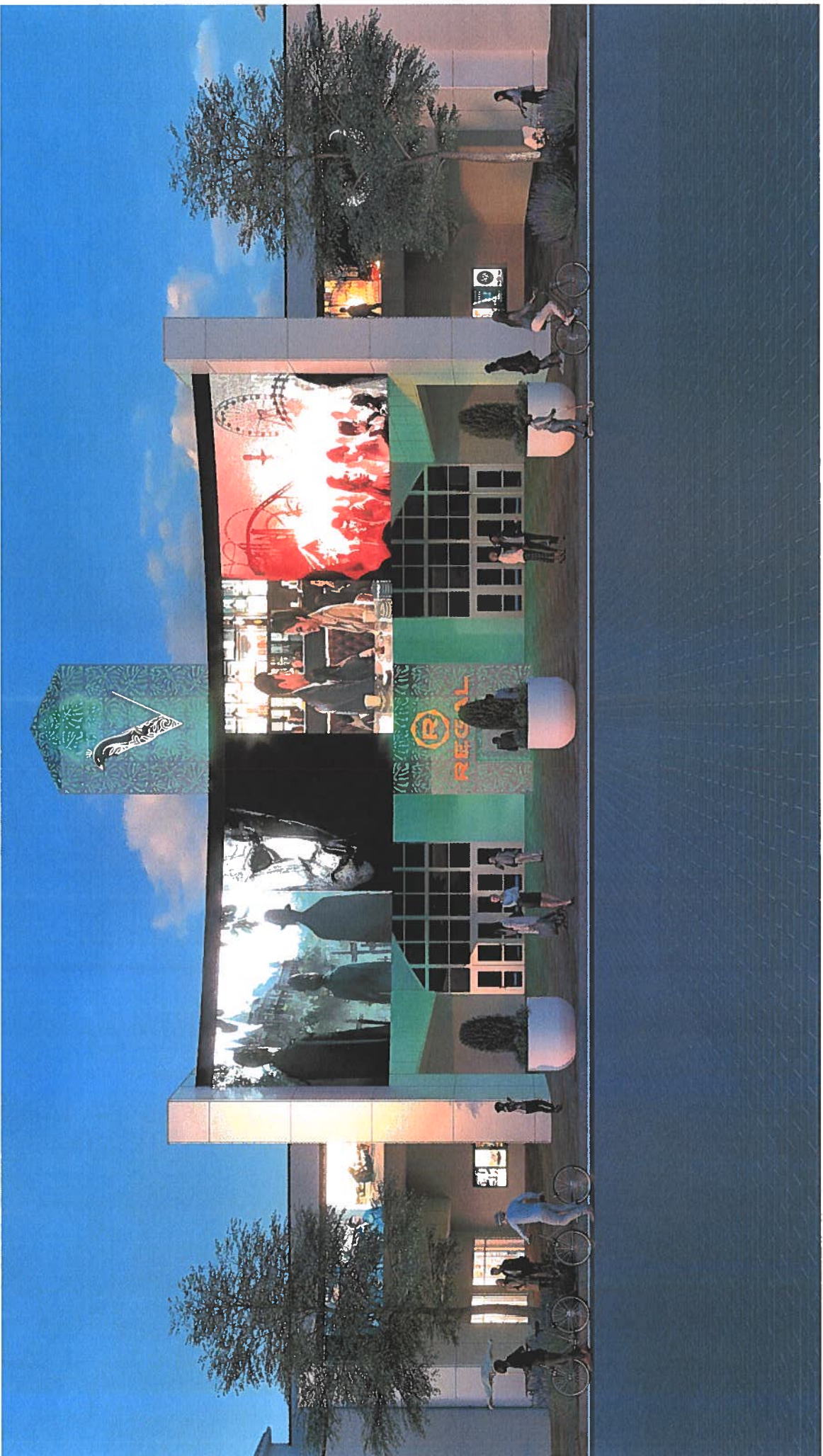
Enclosure

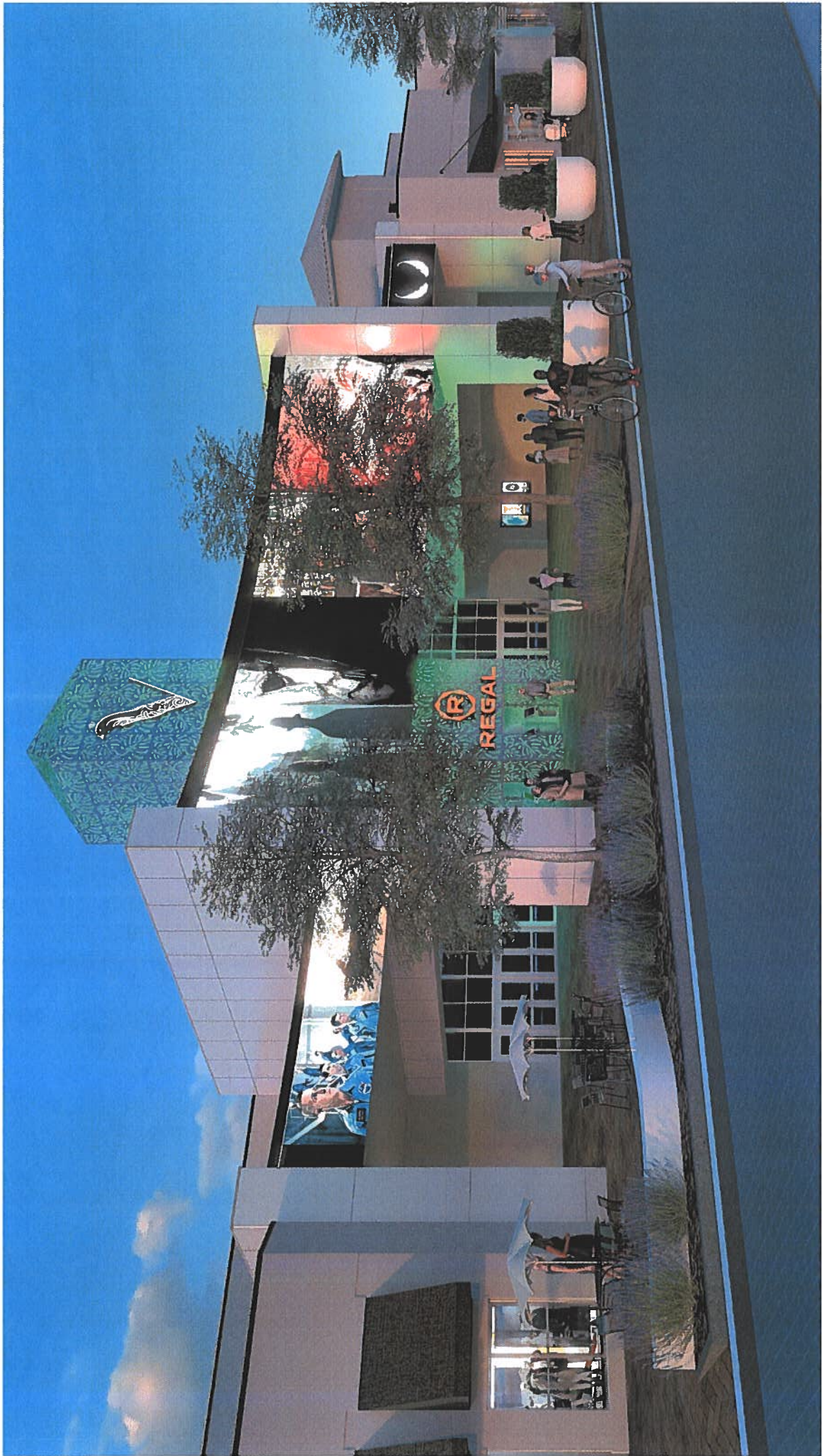














REGAL



AT

WINTER PARK
VILLAGE

RODNEY L. SARTAIN
ARCHITECT

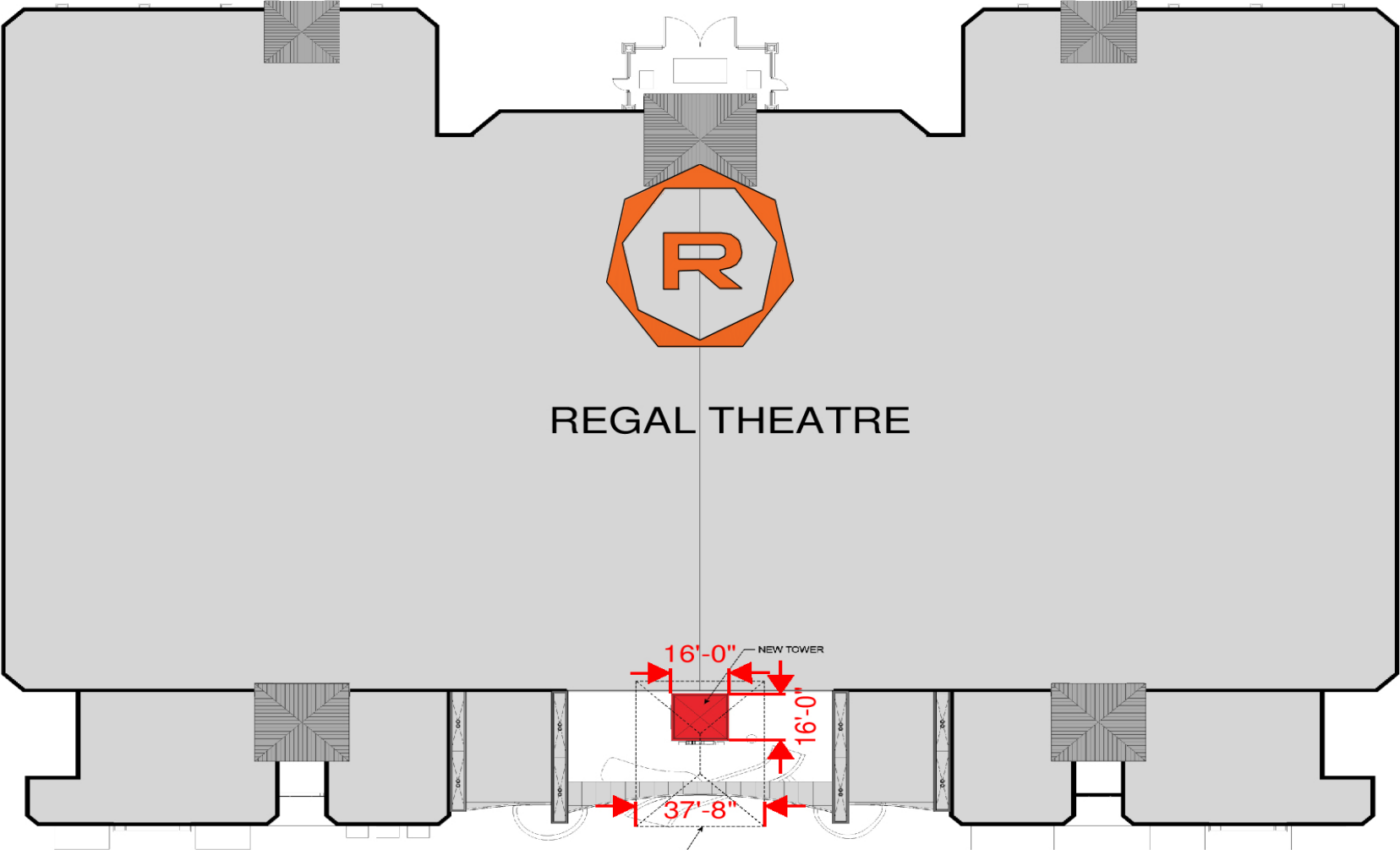
CASTO

W. SWOOP
AVE.

DENNING DRIVE

WEBSTER AVENUE

CANTON AVENUE

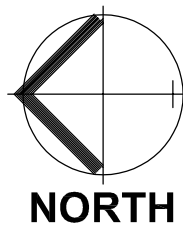
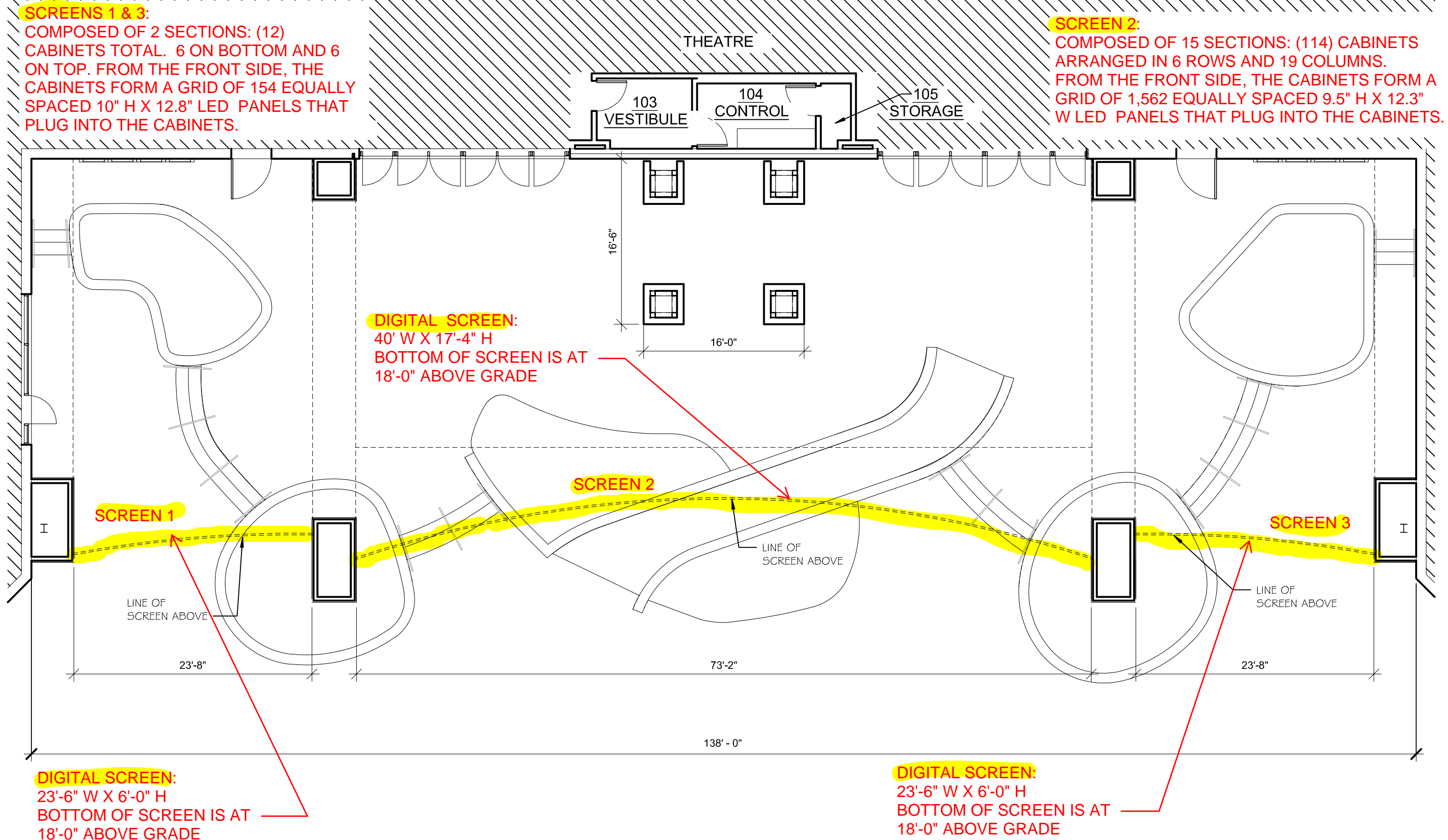


SITE PLAN

EXISTING TOWER LOCATION
(TO BE REMOVED)

EAST AVENUE

MAIN STREET



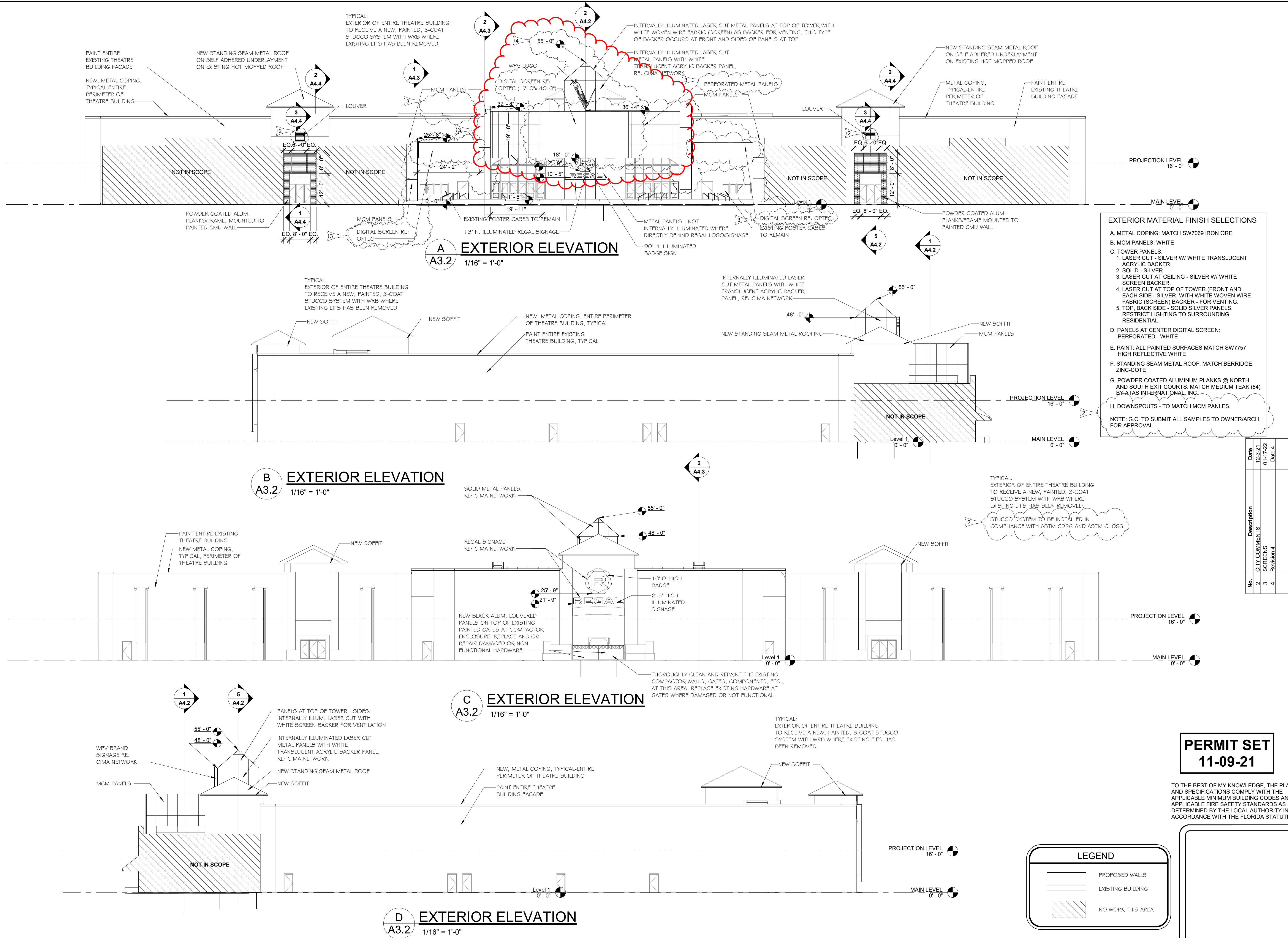
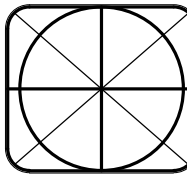
ENLARGED PROPOSED MAIN LEVEL FLOOR PLAN

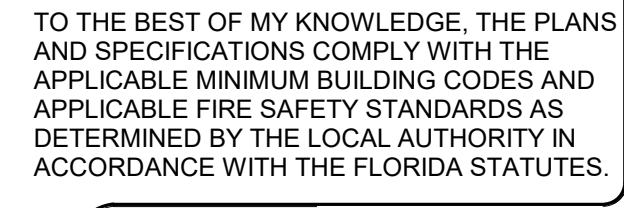
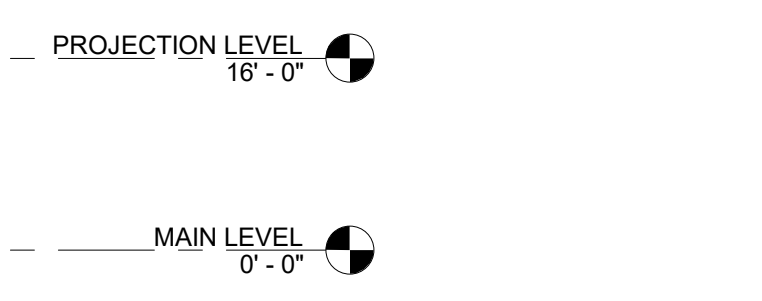
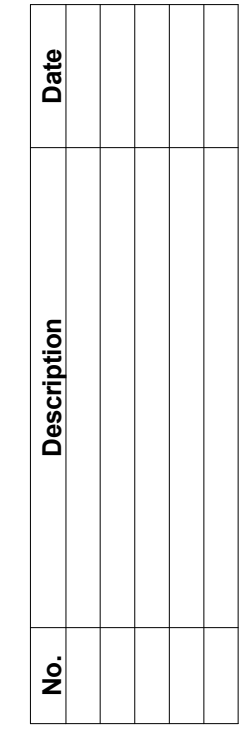
N.T.S.

**DIGITAL SCREEN AND SIGNAGE
INFORMATION AT FRONT OF THEATRE**

**REGAL THEATRE
WINTER PARK VILLAGE**

**RODNEY L. SARTAIN,
ARCHITECT
11-11-21**





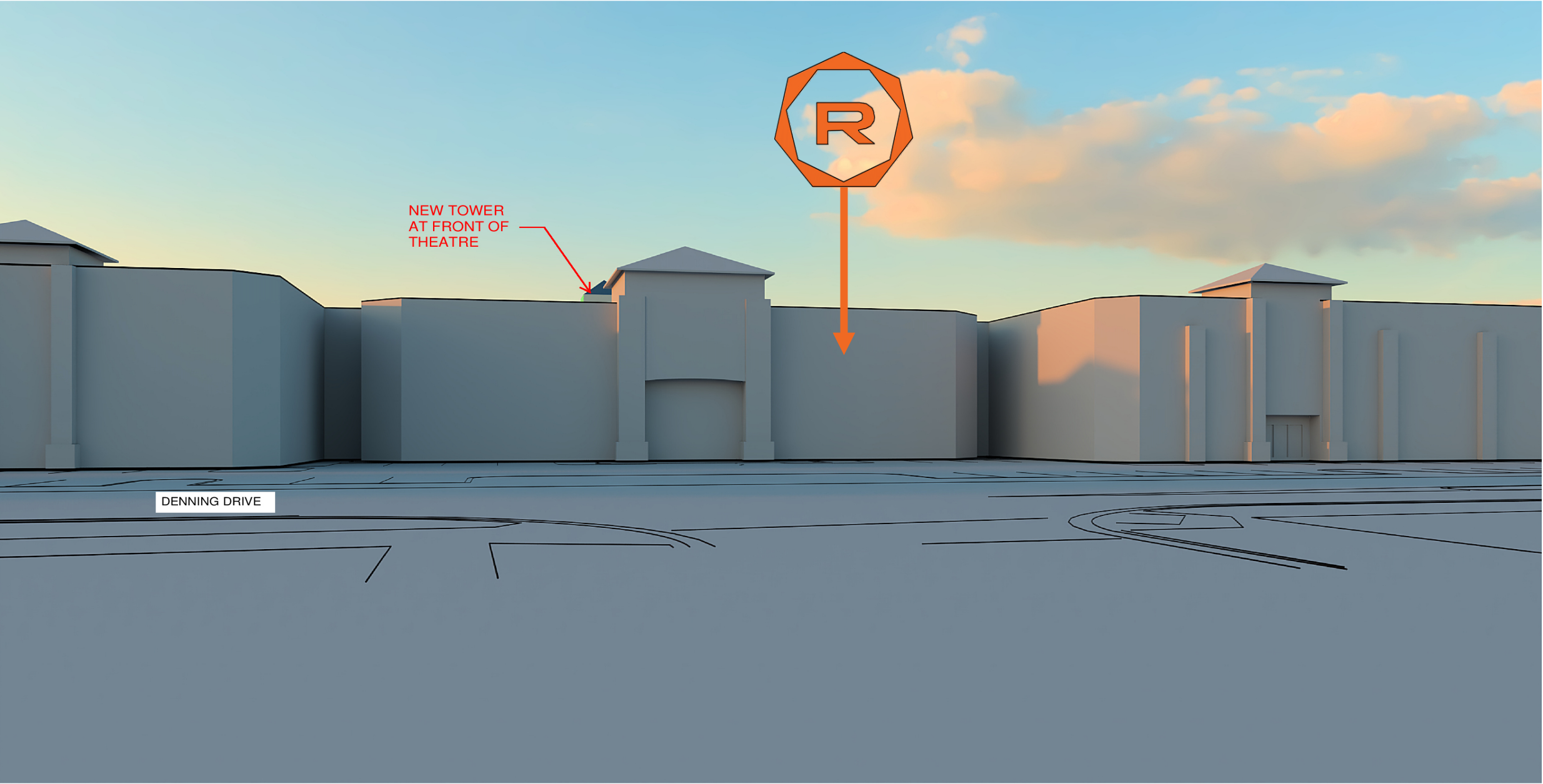




DREAMS

REGAL

VOID



VIEW FROM SIDEWALK, Denning Drive & S. Swoope Ave.
REAR OF THEATRE





Main Street





East Avenue





East Avenue

W. Canton Ave



Google





East Avenue





N Denning Dr

W Swoope Ave.

STOP

S Denning Dr
S Swoope Ave





N Denning Dr





DENNING DR

ONLY

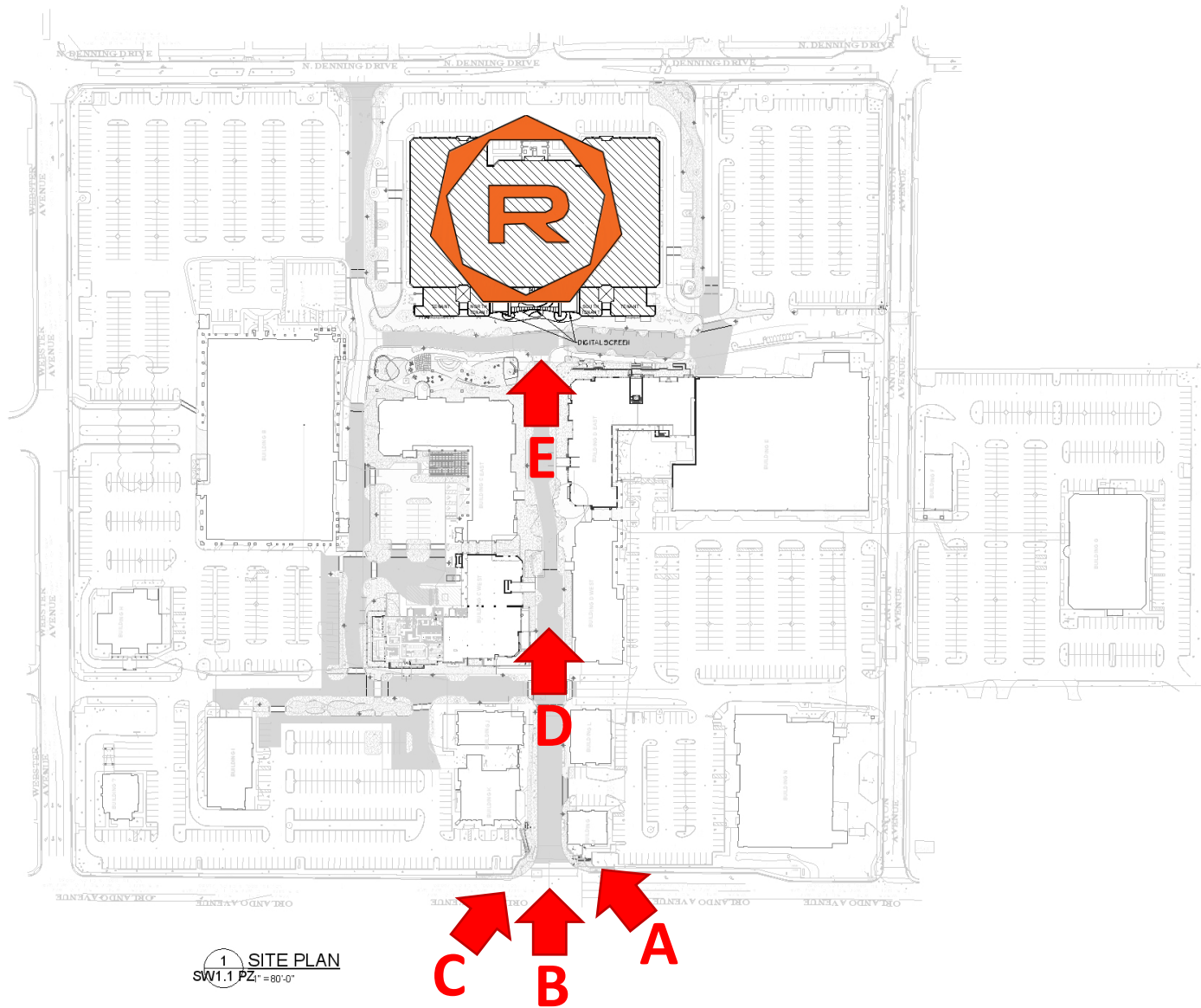
N Denning Dr

W Canton Ave



Google





OFFICE # 202-875-5409
FAX # 202-875-5460
E-mail: rd@rodsdesigngroup.com

RODNEY L. SARTAIN - ARCHITECT
1909 COURTNEY DR. HONEWOOD, ALABAMA 36009

SITE PLAN - PLANNING AND ZONING

11-09-21
21-2723

SW1.1 REGAL WINTER PARK -
PZ EXTERIOR RENOVATION
WINTER PARK, FLORIDA



'A' –NORTH ON 17.92



‘B’ —FROM 17.92 &
GAY RD INTERSECTION

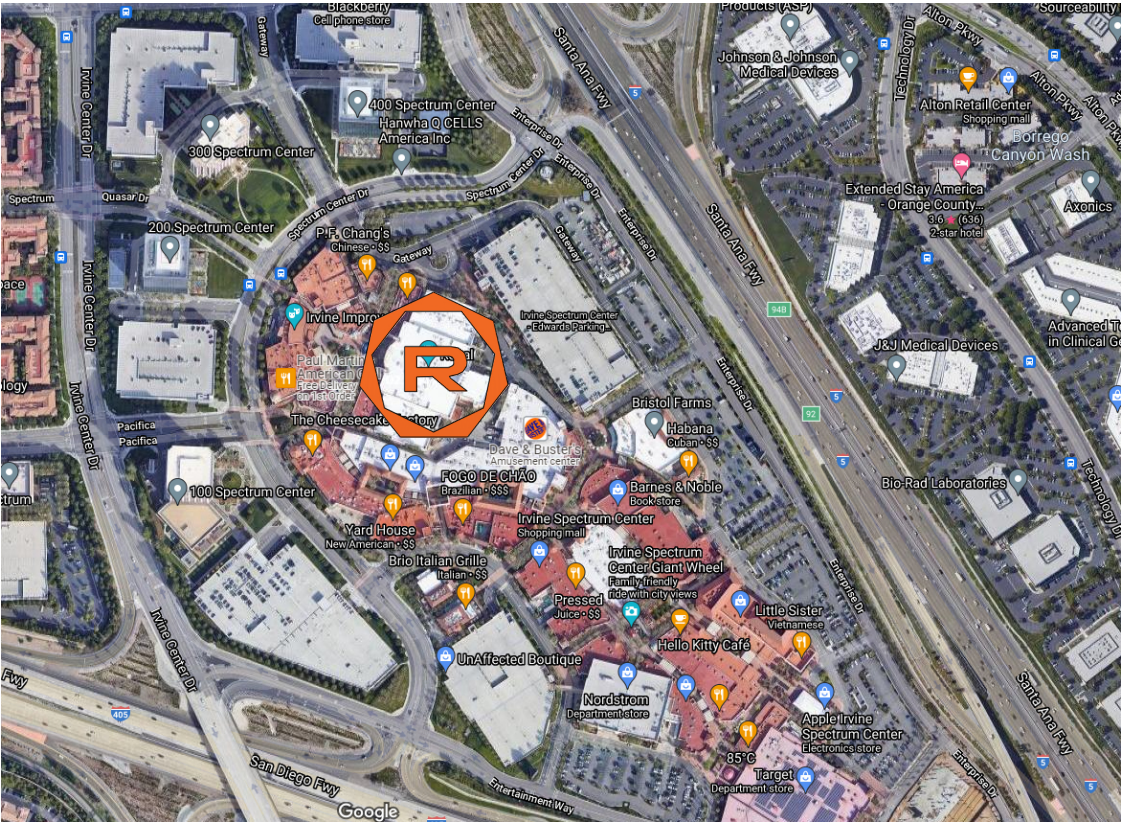


‘C’ – PAST THE LIGHT AT
INTERSECTION

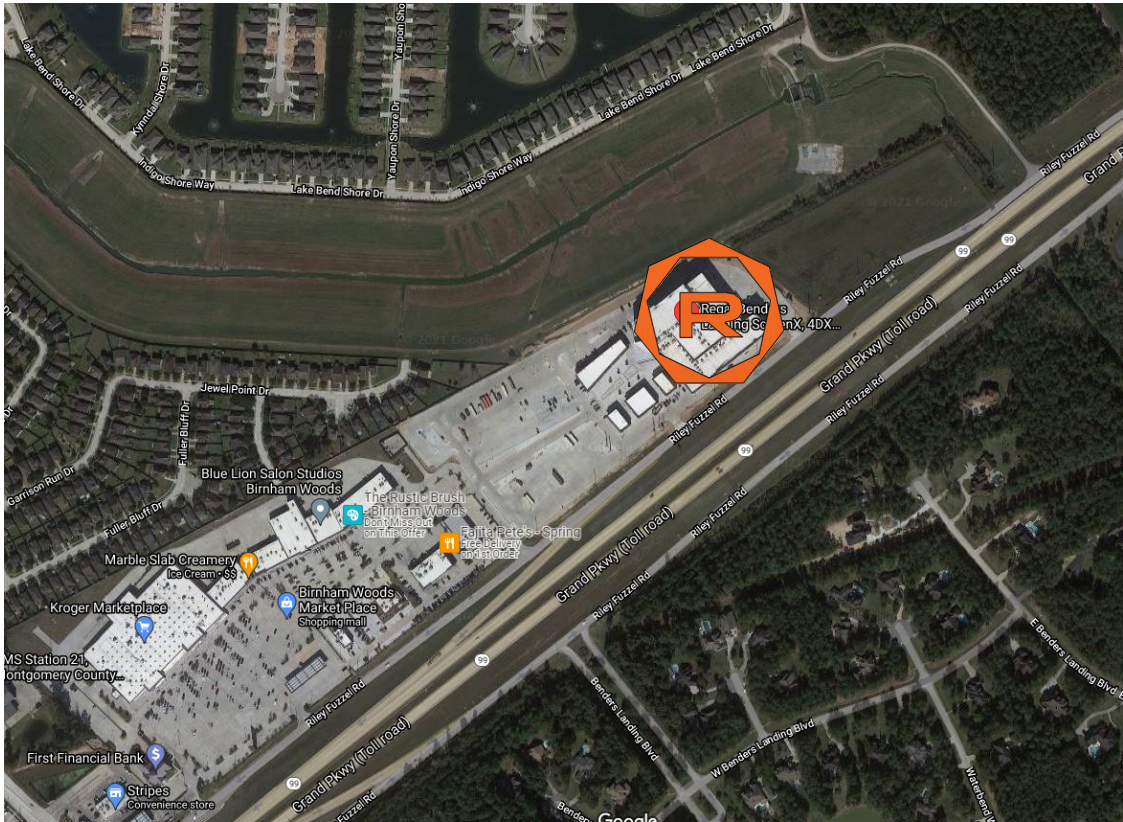


'D' – FROM HARPER
AND MAIN

REGAL THEATRE PROJECTS WITH SIMILAR SIGNAGE CONDITIONS



IRVINE, CALIFORNIA



SPRING, TEXAS



IRVINE, CALIFORNIA



City Commission **agenda item**

item type Public Hearings	meeting date April 27, 2022
prepared by Jeffrey Briggs	approved by John Harbilas, Jeffrey Briggs, Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Request of Creative Neighbors LLC to approve the Comprehensive Development Plan for the PURD zoning on the rear 5.38 acres of 740/760 N. Lakemont Avenue.

motion / recommendation

The Planning and Zoning Board voted for Approval of the request as presented.

background

The City Commission has approved the Comp. Plan FLU/Rezoning to PURD for Creative Neighbors LLC, as needed to build a new subdivision under the City's PURD zoning to hold 13 single family homes and 12 townhouses on the rear 5.38 acres. Those approvals by the City Commission included the Preliminary Concept Plan which limits the overall development of those townhomes and single-family homes to not exceed cumulatively the maximum 43% FAR and 50% Impervious Coverage regulations common to the previous R-1A zoning. Additionally, the overall density is within the maximum 5 units/acre that would be permitted in the current R-1A zoning.

The PURD zoning is a two-step process. First an applicant gets the approval for the PURD zoning based upon a "Preliminary Concept Plan". Once that is accomplished, then the applicant submits for approval of a "Comprehensive Development Plan". That second part is where the setbacks and any deviations from traditional single-family zoning rules are outlined and approved. Just as in the overall site plan layout, this is intended to provide for flexibility for the development. The 'understanding' is that since the area of what would be front, side and back yards is instead put into the common area park/open space parcels, then with smaller lots, there would be flexibility to build closer to the lot lines.

The PURD zoning district permits significant flexibility when it comes to the development standards for the homes/townhomes. The Code says "There shall be no minimum setbacks, no minimum percentage of lot coverage and no minimum lot width. However, the location of proposed structures shall be shown on the development plan and the development of the PURD shall be subject to the minimum lot size, setback lines, lot coverage or floor area, specified in the approved plan."

Summary of the Enclave Comprehensive Development Plan

The townhouse portion of this project encompass the footprints of the buildings as presented and approved and no owner will be allowed to expand their units in any way.

What you are buying is what you have and the owners cannot expand either in increasing the first floor area or adding more second floor area.

The single-family portion of the project then is the only area where setbacks are to be specified based upon these requests made pursuant to this Comprehensive Development Plan. What is requested are some setbacks that are closer to lot lines on the interior lot divisions. However, with respect to the exterior neighbors outside of this project, there is no deviation or variances requested.

Summary

The major changes requested from the traditional R-1A regulations (using a 60-foot lot) are:

1. Front setbacks from the street of 20 feet versus typical 25 feet.
2. Interior side lot line first story setback of 5 feet versus typical 9 feet.
3. Interior side lot line second story setback of 9 feet versus typical 12.5 feet.
4. Swimming pools may 5 feet for water and 1 foot for deck from side & rear property line versus 10 feet for water and 5 feet for deck.

Recommendation

These Development Standards do not appear to adversely affect the adjacent neighbors in any fashion because the Recreation Trail maintains setbacks at least as much if not larger than the typical rear setbacks would require. The difference is in the internal appearance of the project as these Development Standards allow the homes to be spaced closer together than in a typical city street. That is because the PURD is allowing the aggregation of front/side yard into the “park and trail”. The City needs to acknowledge and accept that visual. The homes on the lots are larger (FAR of 50.6%) and closer together. That is the trade-off for PURD park and trail.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Colored Site Plan_FAR_Impervious.pdf](#)

ATTACHMENTS:

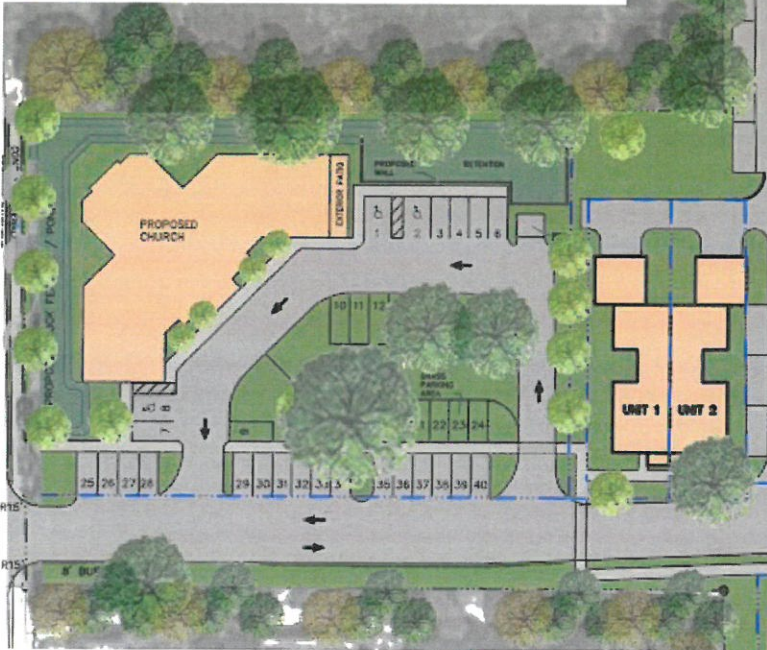
[Site Plan_Black_White.pdf](#)

ATTACHMENTS:

[Enclave Development Standards_March 2022.xlsx](#)

THE Enclave

WINTER PARK



LAND AREA CALCULATIONS (FAR & ISR)

Church Use (Not Included in FAR)	40,274 s.f.
ROW (Not Included in FAR)	37,021 s.f.
Residential Use	197,489 s.f.
TOTAL LAND AREA	274,784 s.f.

BUILDABLE FLOOR AREA RATIO CALCULATIONS

Townhouses

1st Floor under air	1,518 s.f.
2nd Floor under air	1,106 s.f.
Total under air	2,624 s.f.
Garage	467 s.f.
Total Townhome SQFT for FAR Calculation	3,091 s.f.
Open air entry	41 s.f.
Open air lanai	140 s.f.
Total SF	3,272 s.f.

Single Family Residences (Restricted to a Maximum FAR per Lot)

<u>LOTS</u>	<u>Lot Size</u>	<u>% of Total</u>		<u>Maximum Total Home Size</u>	<u>Less Garage</u>	<u>Maximum Home Size</u>
A	7,034 s.f.	x 0.51 FAR	=	3,587 s.f.	-467	3,120 s.f.
B	7,034 s.f.	x 0.51 FAR	=	3,587 s.f.	-467	3,120 s.f.
C	7,034 s.f.	x 0.51 FAR	=	3,587 s.f.	-467	3,120 s.f.
D	7,034 s.f.	x 0.51 FAR	=	3,587 s.f.	-467	3,120 s.f.
E	7,504 s.f.	x 0.51 FAR	=	3,827 s.f.	-467	3,360 s.f.
F	8,107 s.f.	x 0.51 FAR	=	4,135 s.f.	-467	3,668 s.f.
G	7,260 s.f.	x 0.51 FAR	=	3,703 s.f.	-467	3,236 s.f.
H	7,260 s.f.	x 0.51 FAR	=	3,703 s.f.	-467	3,236 s.f.
I	7,260 s.f.	x 0.51 FAR	=	3,703 s.f.	-467	3,236 s.f.
J	7,056 s.f.	x 0.51 FAR	=	3,599 s.f.	-467	3,132 s.f.
K	7,056 s.f.	x 0.51 FAR	=	3,599 s.f.	-467	3,132 s.f.
L	7,056 s.f.	x 0.51 FAR	=	3,599 s.f.	-467	3,132 s.f.
M	7,056 s.f.	x 0.51 FAR	=	3,599 s.f.	-467	3,132 s.f.
93,751 s.f.				47,813 s.f.		

Total Buildable SQFT of Single Family Homes	47,813 s.f.
Total Buildable SQFT per Single Family Home (Average)	3,211 s.f.

BUILDABLE AREA SUMMARY

Townhouses	12 each	x	3,091 s.f.	=	37,092 s.f.
Single Family Lots	13 each	x	varies	=	47,813 s.f.
Total Maximum Potential Floor Area					84,905 s.f.

FAR SUMMARY

Total Maximum Potential	84,905 s.f.
Residential Use Area	197,489 s.f.
TOTAL SITE-WIDE FAR	42.99%

IMPERVIOUS SURFACE RATIO CALCULATIONS

ISR: Total Residential PURD

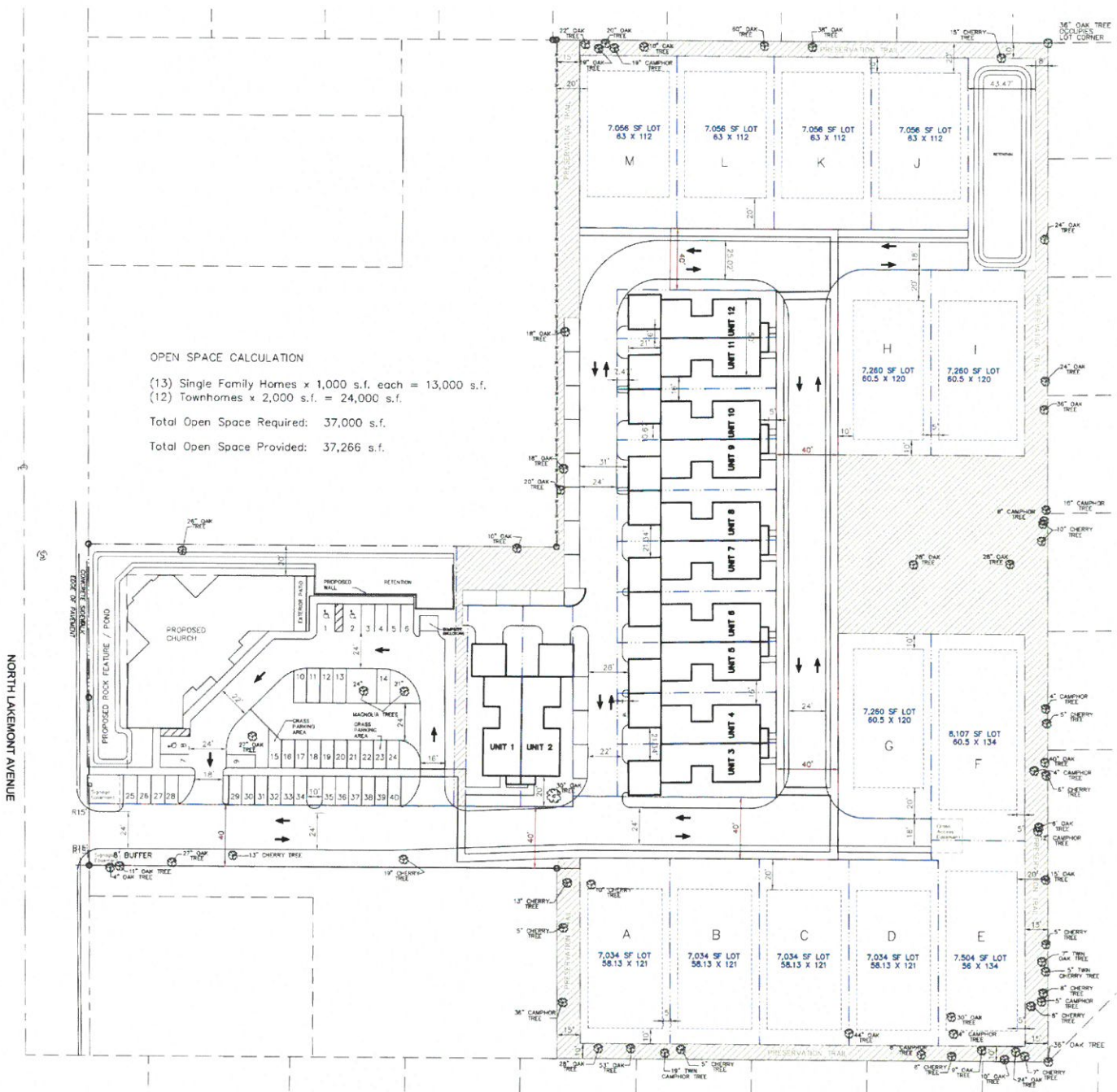
Common Driveways	17,435 s.f.
Sidewalks	1,725 s.f.
Townhouses	23,807 s.f.
All Single Family Res. Lots (maximum 59.5% ISR)	55,782 s.f.
Total Impervious	98,749 s.f.
Total Residential Land Area	197,489 s.f.
ISR Over Entire Residential PURD	50.00%

ISR CALCULATIONS (Total Area of Non-Single Family Lots)

Total Residential Land Area	197,489 s.f.
Less Total Area of Lots A thru M	-93,751 s.f.
Total Residential Land Not Single Family	103,738 s.f.
Total Impervious (Not Single Family Residential)	42,967 s.f.
ISR Percentage (All Non-Single Family Residential)	41.42%

ISR CALCULATIONS – Church Property

Total Church Use Property	40,274 s.f.
Driveways, Paved Parking,	13,383 s.f.
Church Building	6,550 s.f.
Total Church Impervious	19,933 s.f.
ISR Church Portion	49.49%



THE ENCLAVE IN WINTER PARK DEVELOPMENT STANDARDS

March 29, 2022

SINGLE FAMILY LOTS

LOT ID:	A,B,C,D	E	F	G,H,I	J,K,L,M
Lot width	58.13'	56.0'	60.5'	60.5'	63.0'
lot depth	121.0'	134.0'	134.0'	120.0'	112.0'
Total lot size (sq.ft.)	7,034	7,504	8,107	7,260	7,056
Max. density (du/ac)	5	5	5	5	5
Front setback	20'	20'	20'	20'	20'
Side setback	5'	5'	5'	5'	5'
Second floor side setback (lot's A,E,F,I and M only)	9'	9'	9'	9'	9'
Rear setback (Including second floor)	10'	10'	10'	10'	10'
Min. living space principal structure(sq.ft.)	1,200	1,200	1,200	1,200	1,200
Max. F.A.R (6)	50.6%	50.6%	50.6%	50.6%	50.6%
Maximum Town Home size (conditioned space)	n/a	n/a	n/a	n/a	n/a
Max. I.S.R (Square feet lot coverage)	4,185.2	4,464.9	4,823.7	4,319.7	4,198.3
Max. height	30'	30'	30'	30'	30'

TOWN HOMES

1	2	3	4 thru 11	12
36'	33.85'	35.45'	33'	30.26'
130.5'	130.5'	103.5'	103.5'	103.48'
4,680	4,416	3,669	3,416	3,131
5	5	5	5	5
20' (a)	20' (a)	10' (a)	10' (a)	10' (a)
10' (b)	8' (b)	10' (b)	8' (b)	5' (b)
n/a	n/a	n/a	n/a	n/a
15'	15'	7	7'	7' (b)
n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a
2,700	2,700	2,700	2,700	2,700
n/a	n/a	n/a	n/a	n/a
30'	30'	30'	30'	30'

Town Home Reference Notes & General Development Standards:

- Front , one-story, Porches shall be allowed within front yard setback up to 5 feet.
- Attached garages shall be permitted to be located at the property line but shall not encroach private or public roadway.
- All town homes shall be allowed to have pools if incorporated within side yard and courtyard of each town home (pool deck may be placed within 1' of property line).
- Any alterations to or additions of privacy fencing shall require Association DRC written approval with City of Winter Park permit application.
- No alterations to approved Town House plans shall be permitted without Association written approval and shall comply with all approved PURD requirements.

Additional Single Family General Development Standards:

- All dwellings must include an entry element (open porch or stoop) that may infringe into front yard setback up to 6 feet (FAR exempt up to 400 sqft.).
- All lots with yards abutting the "Recreation trail" shall be limited to metal privacy fencing (with 3 1/2" open spacing) along trail but may have opaque fencing otherwise.
- A 5-foot minimum rear & side setbacks for structure improvements (8' high cabana or accessory structure walls).
- Shared driveways may be allowed with approval of the homeowners association and recorded cross access agreement deed restriction.
- Circular drives shall be permitted only with homeowners association approval.
- Second floor front, rear or side porches must have at least two exterior sides that are 75 percent open, in order to utilize up to 400 square feet of the total allowable 500 square feet of excludable gross floor area.
- One common drive may serve two abutting properties without meeting the driveway setback requirement.
- Driveway and parking surfaces may be placed one foot from rear or side property line if drainage flows away from neighboring property.
- The area between a building and a street shall be landscaped with grass & plantings and shall require association DRC landscape plan approval.
- Principal structures are permitted 32 feet of building height, if side setbacks to that second story component over 30 feet in height are increased to 15 feet.

- 11) HVAC equipment may be placed within the side yard setback up to 18" when a minimum 40" high concrete wall is installed for shielding. A 6-foot high solid perimeter privacy fence may be substituted.
- 12) Pool water edge may be placed at edge of rear and side property setback lines within respective rear yards. Pool decks may be placed within side or rear property setbacks up 12" of property line. Screen enclosure require homeowners association approval and abide by principal structure setback's.
- 13) Garage-specific standards:
 - a) Front facing garages must be offset a minimum of 2 feet in-front or behind the primary structure façade (20' drive depth must be maintained.
 - b) All corner lots shall allow rear-entry garage plans with the driveway exiting to the side street as long as garage front is a minimum 20 feet from property line.
 - c) Rear yard located detached garages may be connected to dwelling with an open or enclosed breezeway that shall not count toward the FAR.
- 14) Side wall articulation: Each side wall shall provide a minimum 2-foot inset or projection for the height of the wall in the side wall plane and side roof line on at least one floor or in the wall nearest to the side lot line when the side wall extends more than 36 feet along the side lot line. The inset or projection must extend a distance of at least 6 feet along the side property line. Projections designed to accomplish this articulation requirement must meet the required side setback. Other architectural features that project, such as bay windows, may be utilized if they meet the criteria.
- 15) Except as identified in the approved development plan standards, applicable R-1A zoning standards shall apply for principal and accessory structures.



City Commission **agenda item**

item type Public Hearings	meeting date April 27, 2022
prepared by Jeffrey Briggs	approved by John Harbilas, Jeffrey Briggs, Michelle del Valle, Randy Knight
board approval Completed	
strategic objective	

subject

Resolution in Opposition to Land Use changes at 2300 S. Semoran Blvd.

motion / recommendation

Approval of the Resolution.

background

There is an application filed with Orange County to change the Land Use on the property at 2300 S. Semoran Blvd. from Office to Commercial. In 2018, the City Commission adopted a Resolution in opposition to a similar land use change request for a Race Trac gas station. The request was denied by the Orange County Planning and Zoning Commission and withdrawn. The intent of this Resolution is to reaffirm and remind Orange County of the City's continued opposition to commercial land use.

There is no site plan on file at Orange County, as one is not required for Land Use changes, but the application contemplates a Culvers fast food restaurant with drive-thru. Most restaurants like this, would operate seven days a week. For that reason and others, the neighbors desire to maintain the Office land use which more likely would mean a more traditional weekday and daytime use. By right, the Office designation permits 1.25 FAR and 45 feet building height under County Code.

There is a community meeting that will be held by Orange County on Tuesday, May 3rd that the City staff will attend.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, IN OPPOSITION TO THE PROPOSED LAND USE AMENDMENTS FOR COMMERCIAL DEVELOPMENT AT 2300 SOUTH SEMORAN BOULEVARD IN ORANGE COUNTY.

WHEREAS, Orange County has received an application for Land Use Changes on the property at 2300 S. Semoran Boulevard (15-22-30-0000-00-011) to allow commercial development including a proposed Culvers fast food restaurant, and

WHEREAS, the proposed Land Use changes from Office to Commercial are incompatible with the adjacent recreation and open space land use of the city-owned Winter Pines golf course and the single-family land use of the adjacent Golfside neighborhood within the City of Winter Park; and

WHEREAS, such a commercial fast-food restaurant development would create nuisances and negatively impact the property values of the adjacent and nearby properties due to the late-night hours and seven-day operations anticipated from a fast food restaurant, and

WHEREAS, the existing Office Future Land Use and Zoning should remain in place as it would produce an office development which causes no detrimental impacts for the adjacent properties,

NOW, THEREFORE, be it resolved by the City Commission of the City of Winter Park, Florida that:

Section 1. The City Commission of the City of Winter Park hereby opposes the Land Use changes proposed at 2300 S. Semoran Boulevard and respectfully requests that the Orange County Planning and Zoning Commission and Orange County Board of County Commissioners DENY these requests.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park held in City Hall, Winter Park on this 27th day of April, 2022.

Mayor Phillip Anderson

ATTEST:

City Clerk: Rene Cranis

