City Commission
Regular Meeting Minutes

May 8, 2024 at 3:30 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Mayor Sheila DeCiccio, Commissioners Marty Sullivan, Craig Russell, Kris Cruzada and Todd Weaver; City Manager Randy Knight; Assistant City Manager Michelle del Valle; City Attorney Kurt Ardaman and City Clerk Rene Cranis.

1. Meeting Called to Order

The meeting was called to order at 3:29 p.m.

2. Invocation - Tee Rogers, Central Florida Freethought Community

3. Pledge of Allegiance

4. Approval of Agenda

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

5. Mayor's Report

6. City Manager's Report

Mr. Knight said due to conflicts, the Strategic Planning Session needs to be rescheduled. Consensus was to reschedule to June 27, 2024.

7. City Attorney's Report

Mr. Ardaman advised that Commissioner Sullivan brought to his attention a matter relating to code enforcement. Commissioner Sullivan spoke about recurring/repeat violations and suggested escalating fines for repeat/recurring violations. Mr. Ardaman explained state statutes that allow for doubling of fines for repeat offenders and also for allowing court proceedings. He suggested studying the matter and presenting a recommendation to the commission. Approved by consensus.

8. Non-Action Items

a. Presentation on Center Street improvements

Ms. del Valle explained the background, purpose and efforts to improve Center Street. Assistant Division Director of Economic Development/CRA gave a presentation on Phase I of Center Street improvement successes. Sustainability Manager Sara Miller spoke about dumpster and compactor replacement and educational campaigns. Sustainability Specialist Mia Brady explained the composting program, outcomes and next steps.

b. Annual Board Appointments - Commissioner Russell

Commissioner Russell reported the appointment of Roda Carter to the Economic Development Advisory Board, Kelsey Wolfe to the Historic Preservation Board and David Bornstein to the Planning & Zoning Board.

c. Board Appointments - Design Guidelines Ad-Hoc Committee

Commissioner Sullivan appointed Maurizio Mazo. Commissioner Cruzada appointed Deborah Ziel, Commissioner Weaver appointed Charley Williams. Mayor DeCiccio appointed Phil Anderson. Additional appointments will be made in the May 22nd meeting.

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

Heard after Item 13.

10. Consent Agenda

a. Approve the minutes of the regular meeting, April 24, 2024
b. Approve the following formal solicitations:
   1. Raftelis Financial Consultants, Inc. – RFP11-24 – Development of Water & Wastewater Strategic Plan; Amount: $79,500
c. Approve the following piggyback contracts:
   1. Pace Analytical Services, LLC - City of Atlantic Beach Contract #RFP 21-01 – Professional Services for Environmental Laboratory Services; for services on an as-needed basis during the term of the agreement through January 31, 2026; Amount: $80,000
   2. Musco Sports Lighting, LLC - Sourcewell Contract #041123-MSL – Sports Lighting Solutions with Related Technology, Equipment, and Services; for installation of new sports field lighting at Showalter Stadium and services on an as-needed basis during the term of the agreement through June 16, 2027; Amount: $500,000
   3. Electric Supply of Tampa – OUC-KUA Contract #RFP-21-4979-OQ – Wire & Cable; for purchase of electric wire for inventory purposes and on an as-needed basis during the term of the agreement through June 14, 2024; Amount: $650,000
d. Approve the following contracts:
   1. RFQ8-23 – GAI Consultants Southeast, Inc. – General Planning Services – Amendment 1; for services on an as-needed basis during the term of the agreement through May 21, 2025
   2. RFQ8-23 – Redevelopment Management Associates, LLC – General Planning Services – Amendment 1; for services on an as-needed basis during the term of the agreement through May 22, 2025
   3. IFB16-19 – Electric Supply of Tampa – Purchase & Delivery of Conduit/Pipe; for purchases of conduit and pipes for inventory purposes and on an as-needed basis during the term of the agreement through July 23, 2024; Amount: $200,000

4. IFB20-19 – Electric Supply of Tampa – Electric Utility O&M Materials; for purchases of electric utility O&M materials for inventory purposes and on an as-needed basis during the term of the agreement through July 31, 2024; Amount: $300,000

There were no public comments.

Motion made by Commissioner Weaver to approve Item 10a, seconded by Commissioner Russell. Motion carried unanimously with a 5-0 vote.

Motion made by Commissioner Sullivan to approve Item 10b, seconded by Commissioner Weaver. Motion carried unanimously with a 5-0 vote.

Motion made by Commissioner Weaver to approve Item 10c, seconded by Commissioner Cruzada. Motion carried unanimously with a 5-0 vote.

Motion made by Commissioner Russell to approve Item 10d, seconded by Commissioner Sullivan. Motion carried unanimously with a 5-0 vote.

11. Action Items Requiring Discussion

a. Library and Event Center parking expansion

Mr. Knight provided the background of the parking lot discussions on insufficient parking at the Library and Event Center when there are simultaneous events at the center and playing field activities along with businesses and restaurants across Harper Street. He presented several options to add parking, costs and impact. The staff recommends Option B (49 new spaces, retains croquet court, removes Lake Island Rec Center building, at a total cost of $617,862 or $12,600/space) combined with Option D (29 parallel spaces on Harper at a cost of $209k or $7,200/space). Staff has been discussing with the library some operational issues such as using covers on signs to control the use of parking spaces for different events and requiring the use of a city-selected valet company using designated parking locations.

Mayor DeCiccio echoed Mr. Knights comments about the lack of parking and spoke about the adverse impact on visitors to the library.

Responding to questions by Commissioner Sullivan, Assistant Director of Public Works Don Marcotte explained potential permit modifications and stormwater retention. Commissioner Sullivan supported Option B, which would have minimal impact on pervious area. He suggested looking at ways to coordinate parking in parking structures on the west side of Harper using technology to show available spaces.

Commissioner Russell asked which option was closest to the original plan. Mr. Knight said the combination of Option B and D is similar to the original plan, but with slight modifications to the configuration in Option B.

Commissioner Cruzada said he has heard some opposition from residents to pave part of MLK Park. In response to questions by Commissioner Cruzada, Mr. Knight said the original grant for the park restricted the use of the land for outdoor recreation, including parking, expired after 30 years and is no longer in effect, but the city would communicate with the State to ensure compliance with the grant. He said the existing parking at the playing fields helps to minimize the impact on parking at the library, as will the planned parking on Comstock. He said Rollins had approached the city to use the Lake Island building as a locker room and if that building is removed, Rollins will have to construct the approved locker room at the first base dugout.

Commissioner Weaver spoke about the flooding east of MLK Pond and supported Option D and delaying Option B until the stormwater study is complete and suggested putting signage in the library parking lot directing visitors to the existing parking garage across Harper Street or at Valencia College.

Melissa Schneider, Executive Director of the Library, is encouraged by ongoing discussions with staff parking issues and solutions.

Jim Barnes, 7 Isle of Sicily, Morse Blvd building owner, spoke about the increased visitors after 5:00 p.m. which fills the parking garage. Option B and D would be a solution to address the existing problem.

Motion made by Mayor DeCiccio to approve Options B and D, with additional signage/hoods at the library, seconded by Commissioner Russell.

Director of Parks and Recreation Jason Seeley responded to questions on the valet parking program which is planned to be in place in 60 days.

Motion made by Commissioner Weaver to approve Option D and delay the vote on Option B until completion of the stormwater studies. Motion failed for lack of second.

Upon a roll call vote on the motion to approve Options B and D, Commissioners Sullivan, Russell, Cruzada and Mayor DeCiccio voted yes. Commissioner Weaver voted no. Motion carried with a 4-1 vote.

b. Use Agreement for use of old library parking lot

Mr. Knight explained the terms of the agreement allowing Rollins to use the 69 parking spaces at the old library at a cost of $45/space per month, which helps pay some of the operating costs of the old library. This would allow Rollins exclusive use, but they could place signage restricting parking to Alfond Inn guests. The term is month-to-month with a 30-day termination notice.

Motion made by Commissioner Weaver to approve the agreement, removing ten spaces closest to Lyman/Fairbanks for commercial vendors, public parking and Dinky Dock overflow parking and requiring that the fire lane remain open, seconded by Commissioner Cruzada. There were no public comments. **Upon a roll call vote, Commissioners Sullivan, Russell, Cruzada and Weaver and Mayor DeCiccio voted yes. Motion carried unanimously with a 5-0 vote.**

12. Public Hearings: Quasi-Judicial Matters

13. Public Hearings: Non Quasi-Judicial Matters

9. Public Comments - None

14. City Commission Reports

Commissioner Russell –
- Commended the Winter Park Men of Integrity program and founder, Antoine Carter, for mentoring youth at the Community Center.
- Thanked department heads for meeting with him.
- Spoke about a letter from a student at Brookshire Elementary who was lobbying to keep tennis courts at Cady Way, which led to him speaking to the fourth grade on civic engagement.
- Reminded everyone of the sustainability events this weekend and of spring clean-up tomorrow in the area south of Fairbanks.

Mayor DeCiccio –
- Asked for the status of the lights on Park Avenue/new wiring schedule. Director of Electric Utility Dan D'Alessandro said repairs are underway and should be completed by the end of summer.
- Addressed an e-mail from former Mayor Phil Anderson suggesting the city retain an urban based design advisor to assist staff as they guide architectural review and determine compatibility. Consensus was to put on the next agenda.

15. Summary of Meeting Actions

- Rescheduled the strategic planning session to June 27th.
- Staff and City Attorney to evaluate escalation of fines for recurring violations.
- Received presentation on Center Street improvements
- Received report of board appointments. Appointed members to the Design Guidelines Ad Hoc Committee.
- Approved the Consent Agenda.
- Approved Options B and D for library parking expansion.
- Approved the old library MOU with Rollins, reducing number of spaces by ten and requiring fire lane to remain clear.
- Add discussion of urban-based design advisor on the next agenda.

16. Adjournment

The meeting was adjourned at 4:44 p.m.

Mayor Sheila DeCiccio

ATTEST:

City Clerk Rene Cranis