

**CITY OF WINTER SPRINGS  
CITY COMMISSION  
D I R E C T I V E S   M A S T E R   L I S T**

<b>DATE OF MEETING</b>	<b>DIRECTIVE</b>	<b>WHEN REQUESTED</b>	<b>DIRECTIVE MADE TO</b>	<b>COMMENTS</b>
01/12/09 Regular	Commissioner Bonner commented on the recent CALNO (Council of Local Governments in Seminole County) meeting and the large number of employee initiatives underway as identified by a guest Speaker from the City of Altamonte Springs. It was suggested that Interim City Manager Smith might want to check into the initiatives presented by the City of Altamonte Springs.	No date specified	Manager Smith	
01/20/09 Workshop	Mayor John Bush handed out a document dated January 9, 2009 from the (former) Office of Ronald W. McLemore related to the City of Winter Springs planting a tree and purchasing a granite type plaque honoring former Mayor Philip A. Kulbes. Mayor Bush said to Attorney Catherine D. Reischmann, "Would you ask Anthony (Garganese) to research this?" Attorney Reischmann stated, "Certainly will." Mayor Bush added, "At the next Meeting, maybe under his Seat he could give us a briefing."	"Next Meeting"	Attorney Garganese	Randy Stevenson to call Attorney Garganese
01/20/09 Workshop	Deputy Mayor Krebs suggested, "Perhaps we could come up with something with our own designation, 'Winter Springs Green' designation and certify our buildings 'Winter Springs Green' to a certain point - that shouldn't cost them anything for LEED (Leadership in Energy and Environmental Design), but we are doing it ourselves, making sure they are following the principles." Mayor Bush, commented, "That is a good idea." Mr. Stevenson stated, "We will certainly look into it - it could be something implemented into our normal everyday inspection process as the building is going up."	No date specified	Kip Lockcuff and Randy Stevenson	
01/26/09 Regular	Deputy Mayor Krebs mentioned that "On or about October 30 <sup>th</sup> – the City Manager was supposed to bring back information to us regarding a list of possible partners for us to review regarding entrusting the current Conservation Easements at the Winter Springs Golf Course and at Tuscawilla Golf Course." Attorney Garganese stated, "I did give the Manager some information on that..." Deputy Mayor Krebs noted, "...We never received it." Attorney Garganese then noted, "I have some information I could give to Kevin (Smith), but the Manager was working on finalizing that too." Deputy Mayor Krebs requested of Attorney Garganese, "Can you give that information to Kevin (Smith)?" Attorney Garganese stated, "Sure."	No date specified	Manager Smith	Randy Stevenson also assisting; Per 4/29/09 Staff Meeting, Manager Smith to contact Owner's Attorney via a letter on status
01/26/09 Regular	At the conclusion of the Senior Center discussion, Deputy Mayor Krebs then asked, "Also at that same time - would like to really look at the pricing structure as well; when you bring that back Kevin (Smith). That is not part of the Motion."	No date specified	Chuck Pula & Attorney Garganese	Manager Smith and Chuck Pula are working on this

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02/09/09 Regular	Commissioner McGinnis asked that Manager Smith contact the Attorney for the Golf Course for periodic updates and suggested this be done quarterly. Commissioner McGinnis noted, "Just ask for status reports - any plans to demolish any buildings" and to do this on a regular basis.	No date specified	Manager Smith	Per 4/29/09 Staff Meeting, Manager Smith to contact Owner's Attorney via a letter on status - see 1/26/09 entry
02/09/09 Regular	Deputy Mayor Krebs asked for a Workshop on the Pension and stated, "I want to know what our funded level is what we need to do and where we need to go." Manager Smith suggested, "I would ask that you allow the Board of Trustees to maybe work through this a little bit longer before we come back to you to be sure that we have some good information to present to you." Deputy Mayor Krebs said to Manager Smith, "How about within sixty (60) days." Manager Smith stated, "Sure."	"Within sixty (60) days"	Manager Smith	
02/16/09 Workshop	Mayor Bush summarized, "So, then we have agreed that the facilitation will be through an RFP (Request for Proposals) which the Manager will prepare and you can bring back what we have talked about. What is going to go in the RFP (Request for Proposals) - the number of Members; the locations; kind of the format of the program. And do we need to decide on - whether or not we will do a Special Election, or General Election or mail out - does that even need to be in there?" Attorney Garganese stated, "No." Mayor Bush added, "So, we can handle that later." - Commissioner Bonner commented that "I think we are going to need to hammer out the scope of work a little bit more than this very, very high level - perhaps the Manager, I don't know if Kevin (Smith), if you feel you have enough direction to put together a draft but I would think we would want to see that draft before it goes out from a RFP (Request for Proposals) standpoint."	No date specified	Manager Smith	Refer to Minutes for more details
02/16/09 Workshop	Discussion followed again on City name badges and Mayor Bush suggested, "In terms of what we see here on the screen here, Commissioners, would you agree that we maybe have - Andrea (Lorenzo-Luaces), do research on what something like this would cost?" Deputy Mayor Krebs stated, "Yes, and she actually has done some research." No objections were voiced. Mayor Bush added, "Andrea (Lorenzo-Luaces), is going to research it."	No date specified	City Clerk	

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03/09/09 Regular	Mayor Bush asked Commissioner Brown for information to write the letter to the State on Colo Rectal Screening. Commissioner Brown noted, "I will make that happen."	No date specified	Commissioner Brown	City Clerk will get with Commissioner Brown and Mayor Bush; City Clerk did ask Mayor Bush and Commissioner Brown about this, and if she could assist; City Clerk found that this proposed Bill is on back burner and has advised Mayor Bush and Commissioner Brown
03/09/09 Regular	Under Reports, Commissioner Brown said to Manager Smith, "I think the conversation actually happened before you took the helm. There was a lot of talk about generating, and you and I actually talked about this earlier today even - about putting together an - Economic Development entity, a public relations person, that kind of thing. But, as I was thinking that through today, there was also in-depth conversation about developing a how to do business with Winter Springs document for Developers. Manager Smith said, "Be happy to bring something back to you with some options and suggestions for proceeding." Mayor Bush stated, "We have Consensus on that."	No date specified	Manager Smith/ Mr. Stevenson	
04/13/09 Regular Meeting	Next, Commissioner Brown recommended that Community Development Department "Come back and do a review of the Compatibility Ordinance before us so, that we can look to see if it really makes sense the way that it is written." Mayor Bush asked, "How quickly can you get it back?" Mr. Stevenson stated, "It's probably going to be the first Meeting in May." Mayor Bush added, "Commission - everybody is okay with this?" Other Commissioners nodded in agreement.	"First Meeting in May"	Mr. Stevenson	

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04/27/09 Regular Meeting	Mr. Lacey suggested some ways to reform the process between the Planning and Zoning Board/Local Planning Agency and the City Commission; including bringing Town Center Zoning under the Planning and Zoning Board/Local Planning Agency; a one (1) step process whenever possible; and the Planning and Zoning Board/Local Planning Agency being accountable for decisions. Commissioner McGinnis added, "Within a short period of time, I think this should come back to us as an Agenda Item and work through this; and you make your recommendations in writing and we will begin to deal with it." Commissioner Brown asked the City Commission about Consensus, "Do we want it to come back to review, or do we want to wait until after the Workshop?" Commissioner McGinnis stated, "I think we have to wait." Deputy Mayor Krebs stated, "After the Workshop." With no objections, Commissioner Brown said to the City Clerk, "Can you put a tickler then in to make sure this gets on the Agenda after the Workshop?" City Clerk stated, "Sure."	No date specified	Mr. Stevenson	
05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: Commissioner Jean Hovey referenced a number on page 2 of the handout entitled, "Water and Wastewater System Rate Study" and spoke of the '3-inch' item referenced and suggested the "proposed" price seemed to have doubled. Mr. Burgiel stated, "That must be a typo. It is probably supposed to be \$148.64" not \$248.64. Mr. Burgiel added, "Good catch."	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff
05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: Commissioner Gary Bonner suggested, "I would love to see - some sort of scheduling or tracking of what would have happened if we would have had just an index that would have been tied to the CPI (Consumer Price Index) or something along those lines; so that we would know where we would be just anticipating normal economic changes that occurred in the economy during that time frame. I think that that should be part of how we explain this to the consumer, because we are going to go back and catch up as it were." Mr. Lockcuff noted, "I would like to do that going forward too." Commissioner Bonner added, "I would love to do that going forward." Deputy Mayor Krebs added, "I would think that was a good idea too." No objections were voiced.	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff
05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: Commissioner Bonner added, "I don't know if it is Consumer Price Index or what the appropriate measurement would be but we need some way to sort of track ourselves."	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff

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05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: Commissioner Rick Brown said to Manager Smith, "I am assuming as this goes forward, you will do the general informational bulletins and blasts out to the citizens?" Manager Smith said, "Absolutely - there are requirements to do so; plus, we will do our best to educate through other mechanisms."	No date specified	Manager Smith	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff
05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: On the topic of Impact Fees and possible increases, Commissioner Brown suggested "A more phased approach." Mr. Burgiel noted, "Sure, you can phase them over a couple of years. I have seen that done."	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff
05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: Commissioner Brown remarked, "So, the next review after this implements, and the last of the increases go in 2010 would be when? Did I hear you say you are going to tie it to some kind of indexing or are we going to set a date certain to go back and look at rates periodically?" Mr. Lockcuff responded, "I would recommend we do tie it to indexing if the Commission is comfortable going in that direction?" Commissioner Brown said, "Okay." No objections were voiced."	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff
05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: Tusawilla Country Club costs were then reviewed. With discussion, Mr. Burgiel stated, "I wanted to be on the conservative side – what if the rate is that '\$0.50/Thousand', what would the cost be to Tusawilla (Country Club)? Mr. Lockcuff commented, "We can refine it and bring it back." Commissioner Bonner suggested, "With respect to all of our customers, we probably should refine that number if you don't mind me asking you to do that?" Mr. Lockcuff said, "No, Sir." Commissioner Bonner added, "They are a supplier as well as a consumer, so perhaps that could all be factored into your estimations."	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff
05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: Mr. Lockcuff asked the City Commission about Hacienda Village and stated, "We're okay with the arrangement." Deputy Mayor Krebs said, "Leave it the way it is." Mr. Lockcuff then asked, "Bring it back at the next Study?" Deputy Mayor Krebs stated, "Yes, look at it again later." Commissioner Brown remarked, "I agree." Commissioner Hovey nodded affirmatively. Mr. Lockcuff noted, "There is no formal agreement, just continue as status quo? Yes, they would absorb whatever rate increase you adopt." Commissioner Bonner explained, "I am comfortable with that on the servicing side. It seems to be working."	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff

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05/04/09 Workshop	Regarding Review Preliminary Rate Study Recommendations For Water, Sewer And Reclaimed Water User Fee: On the issue of Reclaimed Water and watering days, Mr. Lockcuff noted, "The source becomes our issue, not your issue as a customer. The rules don't change – you just get reconnected, nothing changes – rates, source or anything - we can have that discussion and I will bring some more information on it."	No date specified	Mr. Lockcuff	Per 6/17/09 Staff Meeting, Mr. Fields to get with Mr. Lockcuff
05/26/09 Special Meeting	Presentation By Ms. Chris Blackwell, PTA (Parent Teacher Association) President Of Indian Trails Middle School To Discuss LED School Signs - Attorney Garganese suggested, "Let Staff come back and propose something that is, in the overall context of the City, gets the job done. That would be my recommendation. But a 6/30/09 deadline, I don't see as happening because it has to go to the Land Planning Agency for review, and come to the Commission for two (2) Hearings." Attorney Garganese noted, "Staff is examining the possibility of LED (Light Emitting Diode) or some electronic sign outside of City Hall; and so that is already in the works." Attorney Garganese added, "I am not saying you can't restrict it solely to governmental entities. That's an issue we would have to examine in the context of government speech doctrine. We'll take a look at that."	No date specified	Staff	
05/26/09 Special Meeting	Presentation By Ms. Chris Blackwell, PTA (Parent Teacher Association) President Of Indian Trails Middle School To Discuss LED School Signs - Mayor Bush said, "I think what you could do Chris (Blackwell) in the interim though is work with Staff on this, because they will be writing up the change in the Code that will come back to the Commission; so, you would have a good idea, how it is going to go." Ms. Blackwell responded, "Okay." Mayor Bush said to Manager Smith, "Does that sound okay to you?" Manager Smith said, "Absolutely, Mayor. And, Chris (Blackwell), again, we'll work with you. It is just – we have to be diligent about this process for the good of everyone."	No date specified	Staff	
05/26/09 Special Meeting	Presentation By Ms. Chris Blackwell, PTA (Parent Teacher Association) President Of Indian Trails Middle School To Discuss LED School Signs - Manager Smith said, "Mayor, I was just going to remind the Commission that we are currently pursuing this as part of bringing back a Budget item for you on a potential sign out in front of City Hall. If it's acceptable to the Commission, we'll wrap that all into one package." Commissioner McGinnis stated, "Good." No objections were voiced.	No date specified	Staff	

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05/26/09 Special Meeting	<i>Ms. Leah Weisman, 113 Brookshire Court, Winter Springs, Florida:</i> spoke on behalf of the Friends of Leash Optional Parks and commented on their concern with the status of the Dog Park and a matching Grant. Ms. Weisman suggested that if the City was not going to go through with the Grant, that they would like their monies back. Mayor Bush asked Manager Smith, “Is this going to be discussed in our Budget meeting?” Manager Smith answered, “Absolutely.” Mayor Bush then asked, “Will this be something we discuss tomorrow night or just further down the road? Manager Smith responded, “I had not intended to discuss it tomorrow night, Mayor. I intended to discuss it further down the road.” Mayor Bush then said to Manager Smith, “Would you let Leah (Weisman) know when we are going to bring that up in our Workshop?” Manager Smith stated, “Sure.”	No date specified	Manager Smith	
05/26/09 Special Meeting	Requesting That The City Commission Consider Approval Of The Torcaso Park Area Master Plan And Provide Further Direction As Needed - Commissioner Hovey asked if Mr. Pula had considered Federal Stimulus Funds and a Non-Profit Family Services Center. Mr. Pula said he had not yet.	No date specified	Mr. Pula	
06/22/09 Regular	Nothing			
07/13/09 Regular	Under Reports - City Clerk Andrea Lorenzo-Luaces asked if the City Commission wanted to discuss a location for the Joint Meeting with the City of Oviedo. Commissioner McGinnis suggested having this Joint Meeting be catered and held at City Hall. Commissioner Rick Brown said, “I think we need to reciprocate for what was provided to us for dinner for that last Meeting we attended in Oviedo, but going forward, perhaps we could have a conversation with our counterparts in Oviedo that we have these at restaurants and everybody is just responsible for their own meal bill. We can order off the menu, we can pay for it ourselves, and those that want to turn it in as an expense can do so to their respective cities and those that don’t, don’t have to.” Commissioner Bonner remarked, “I like that suggestion.” City Clerk Lorenzo-Luaces then asked for menu preferences and Deputy Mayor Krebs commented, “Something that is easy.” Commissioner McGinnis said, “Just do it. You do a wonderful job. We’re not going to debate ggest	No date specified	City Clerk	

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07/13/09 Regular	Also under Reports, City Clerk Lorenzo-Luaces asked if the City Commission wanted to have an Advisory Board and Committee Appreciation Event? Commissioner McGinnis stated, "Yes." No objections were noted. As for further information, Deputy Mayor Krebs suggested, "If you could just give us - something on that, and the cost involved, like if you did it at a local restaurant." Commissioner McGinnis added, "Empower Andrea [Lorenzo-Luaces] to come back with two (2) options for us." Commissioner Brown said, "I think that is fine."	No date specified	City Clerk	
07/13/09 Regular	Under Reports, Commissioner McGinnis spoke of a resident who paid their Utility Bill in the pay box and suggested that collection and due dates be posted on the pay box and that payments be accepted until midnight. Commissioner McGinnis asked that this be fixed. Manager Smith stated, "Be happy to Commissioner. There are a variety of issues related to customer service and specifically Utility Billing that we're currently looking into. That is on our list."	No date specified	Manager Smith	
07/13/09 Regular	Under Reports and pertaining to the 4 <sup>th</sup> of July event, Deputy Mayor Krebs asked about a donations bucket. Commissioner McGinnis added, "I would like to see next time, a real aggressive effort of a lot of people..." Deputy Mayor Krebs asked, "...Did we get any money..." Commissioner McGinnis continued, "...Go through the crowd and ask for a donation?" Manager Smith noted, "We will get better next year." Deputy Mayor Krebs then asked, "Was anybody at the gates collecting?" With discussion, Manager Smith commented, "It's definitely an area for improvement." Furthermore, Deputy Mayor Krebs inquired, "When will we get an accounting of what came in, what was spent?" Mr. Pula responded, "At your next Meeting."	"Next Meeting"	Staff	
07/13/09 Regular	Deputy Mayor Krebs commented about an email related to the possible privatization of County Libraries. Manager Smith offered to get with the County Manager on this issue. Deputy Mayor Krebs said to the City Commission, "Would you like that information at the next Meeting?" Manager Smith noted, "We could certainly agendaize this." Deputy Mayor Krebs then said to Manager Smith, "Would you put it on an Agenda?" Manager Smith stated, "Be happy to." With further discussion on the time frame, Commissioner McGinnis said, "I think we need to know how long this is moving along in the County" and asked Manager Smith to find that out.	No date specified	Manager Smith	The City Attorney said he would do a Resolution (2009-40) and this was approved.

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07/13/09 Regular	City Attorney Anthony A. Garganese commented about a Seminole County Library Management Request for Proposal (RFP). Manager Smith then remarked, "If it is the Consensus of this Commission, we would certainly be glad to bring back an item for next Meeting for further discussion and consideration..." Deputy Mayor Krebs stated, "I would like information to be brought back." Commissioner McGinnis added, "Yes." Deputy Mayor Krebs also suggested that Manager Smith relay to the County Manager about this discussion and added, "I know that there are at least three (3) Commissioners here, that would be myself included, that would oppose something like this." Manager Smith noted, "I can certainly do that."	"Next Meeting"	Staff	The City Attorney said he would do a Resolution (2009-40) and this was approved.
07/13/09 Regular	Related to Regular 600 - the Solid Waste Survey Results Entitling The Franchisee To Receive The Performance Bonus And Receive The Annual Staff Solid Waste Review - Commissioner Bonner then asked Staff, "Do we, the City receive identifiable verbatims back from the survey process that allows us to go out and reach our citizens who have taken the time to give - a survey feedback that I know we would all want to act upon? Do we have a way to do so?" With discussion on a tracking system that Waste-Pro of Florida and the City uses, Mr. Lockcuff suggested, "I am going to ask - next year, if they wouldn't mind... Deputy Mayor Krebs noted, "...If you would like to be called..." Commissioner Bonner and Deputy Mayor Krebs said, "That is a good idea." Mr. Lockcuff added, "Give them the opportunity for - us to contact them."	No date specified	Mr. Lockcuff	
07/13/09 Regular	The date of July 23 <sup>rd</sup> , 2009 was suggested for a Budget Workshop. Deputy Mayor Krebs recommended as the start time, "6:30 [p.m.]." Commissioner Bonner said, "Yes." Commissioner Hovey nodded in agreement. No objections were noted.	7/23/2009 - 6:30 p.m.	Staff	
07/13/09 Regular	Budget Workshops are set as "August 3 <sup>rd</sup> and August 4 <sup>th</sup> , [2009] six o'clock." No objections were voiced.	8/3/2009 - 6:00 p.m.	Staff	
07/13/09 Regular	Budget Workshops are set as "August 3 <sup>rd</sup> and August 4 <sup>th</sup> , [2009] six o'clock." No objections were voiced.	8/4/2009 - 6:00 p.m.	Staff	

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07/23/09 Workshop	<p>Manager Smith continued, “We also need to incorporate this, but once we take those Goals that are established, Staff and I are in the process right now of creating a Strategic Plan for your review and approval. That Strategic Plan takes those Goals that you Adopted and creates Strategies to achieve those Goals.” Manager Smith explained, “The Strategic Plan that still needs to incorporate the business document which will ultimately come to you for your approval.” Commissioner Bonner asked, “Do you have a timeline for those follow-up or additional Objectives in mind?” Manager Smith responded, “The Strategic Plan will be to you prior to the adoption of this Budget.” Commissioner Bonner then asked about the Goal Setting portion with the Review process? Manager Smith explained, “That would be a document that - I would either agendaize that document for your review or have a separate Workshop to go through it.” Manager Smith inquired, “Is that okay with everyone?” Deputy Mayor Krebs, Commissioner Hovey, Commissioner Brown, and Commissioner Bonner nodded in agreement</p>	See Directive	Manager Smith	
07/23/09 Workshop	<p>Manager Smith then said to the City Commission, “I would remind the Commission then that on Monday night, at that Meeting, we will need to set our Tentative Millage Rate.” Manager Smith added, “It will be a very simple process for us to Amend that on the dais on Monday night. I will take the initiative there and remind the Commission and will simply alter the Resolution at that point in time to effect your Consensus tonight.” Deputy Mayor Krebs asked Manager Smith, “Can you provide us just with an Amended version to be handed out so that we see the actual number?” Manager Smith responded, “Absolutely. Kelly (Balagia, Interim Director, Finance Department) will have that prepared – it will be sitting in front of you, by the time you take your seat on Monday night.”</p>	"Monday"	Staff	
07/23/09 Workshop	<p>On page 37, Manager Smith referenced the Newsletter and suggested his recommendation to “Not print it any longer.” Commissioner Hovey stated, “Go green and not print it and mail it.” Commissioner Brown agreed. Commissioner Bonner suggested, “I would add to that suggestion that we do print perhaps a small supply that would be available at our municipal locations where we entertain the public so that those folks who are not email savvy, etc. would comfortably come and collect a hard copy.” The City Commission in attendance nodded in agreement.</p>	No date specified	Staff	

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07/23/09 Workshop	Deputy Mayor Krebs spoke of communicating with the community. Commissioner Brown suggested a computer be placed in the lobby so that people could come in and read an electronic version of the Newsletter. Commissioner Bonner recommended in the next Newsletter that is printed and mailed out for this Fiscal Year that, “We could make a very prominent notification to the readers that we are going to make this change.” Deputy Mayor Krebs added, “Maybe you do put something in the Newsletter that says, ‘Unless you opt in, you would be opted out.’” Deputy Mayor Krebs added, “At least we are giving our citizens the option of communication.” Manager Smith asked, “Is that the Consensus?” Again, the City Commission in attendance nodded in agreement.	No date specified	Staff	
07/23/09 Workshop	The Medical Transport Fund was addressed next and Manager Smith stated, “The previous Commission earmarked those monies for transfer to our Pension Fund.” Deputy Mayor Krebs added, “We never did earmark it, I don’t believe. You need to go back in the Minutes.” Manager Smith then said, “My thought process was that you did. Now, again as you point out, that remains to be seen and we need to flush that out, but I was of the understanding that you earmarked that for transfer to the Pension Fund. It has not happened.	No date specified	Manager Smith	
07/23/09 Workshop	My decision to not move forward with that stems from this – I think that this Commission needs to make that decision and I don’t think that decision should be made until we have our complete analysis of the Pension Fund. I think it’s a premature decision to transfer those monies over until we have done that analysis. Now, if there is truly a prior direction of this Commission to do that, I need to follow that direction.” Deputy Mayor Krebs said, “I really would like you to research that because as I recall, there was talk about even using that money to enhance some of the Pension; so, I don’t remember us ever making a decision, a final decision on that. I could be wrong, maybe it happened when I was not here, but I don’t recall doing that; so, if you would check on that.”	No date specified	Manager Smith	

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07/23/09 Workshop	Manager Smith remarked, “What I will do is I will go back and diligently research that in concert with our City Clerk. If I find that there was truly a Vote and a Motion in the affirmative to do so, I will bring it back to this Commission as an Agenda Item assuming that everyone agrees with me that we should wait, pending the outcome of the analysis. So, let me ask that question at this point, I know that Deputy Mayor Krebs indicated that she did. Does everyone else agree? Commissioner Hovey stated, “Yes.” Commissioner Brown said, “Yes.” Commissioner Bonner added, “Yes.” Manager Smith noted, “So, I will research that. If I find that there was no Motion, then I will just wait. If I find there was, I will bring it back as an Agenda Item for your action.”	No date specified	Manager Smith	
07/23/09 Workshop	Commissioner Bonner asked Manager Smith, “What is your estimated time on being able to answer that question? Manager Smith responded, “I don’t see any reason why we couldn’t answer it by Monday night.”	"Monday"	Manager Smith	
07/23/09 Workshop	Related to the Bear Creek expenses, Commissioner Brown suggested, “We have such an active and engaged Rotary Club in Winter Springs, I wonder if we approached them with this, if they would take this on as a funding project.” Mr. Pula stated, “I would be glad to take it to them.” Commissioner Brown then recommended, “Maybe a partnership between the Rotary [Club] and the THOA (Tusawilla Homeowner’s Association). Mr. Pula added, “I would be glad to pursue that.”	No date specified	Mr. Pula	
07/23/09 Workshop	Mr. Pula then addressed the Dog Park and noted, “I can request an Amendment to the Grant based on – the criteria. If we reduce the scope of the project down to below a hundred and fifty thousand, therefore, our Grant match is only twenty-five thousand dollars (\$25,000.00) at this point; and the State will fund the seventy-five thousand [dollars] (\$75,000.00).” Furthermore, Mr. Pula noted, “I will be requesting an Amendment to the Grant to be able to do that.”	No date specified	Mr. Pula	
07/23/09 Workshop	Manager Smith explained, “I wanted to remind the Commission that this document – some things still may change between now and September. We will track those items. If I get some information that some costs are reduced, there will be some ins and outs, we will do a complete accounting of that and bring it forward to you. If something major happens, you will be notified immediately. But, you will get a complete accounting before the final Adoption in September.”	See Directive	Manager Smith	

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07/23/09 Workshop	Commissioner Bonner suggested, “So, if the Manager thinks he could be ready by August the 3 <sup>rd</sup> , (2009) to come in with – a calendar, a recommended process for planning and managing events and some ideas about estimated funding and costs and so on and so forth – just we could have a lucid conversation at least talk about it, and then perhaps provide the direction necessary for the Manager to bring an Agenda Item forward upon the Meeting of the 10 <sup>th</sup> , (August 2009).	3-Aug-09	Manager Smith	
07/27/09 Regular	101. Wishes To Inform The City Commission Regarding The Expenses/Revenue/In-Kind From The 2009 July 4 <sup>th</sup> Celebration Of Freedom/50 <sup>th</sup> Anniversary – Mr. Pula said “One of the items that we inadvertently left off the Revenue side was the contribution from the paper for six hundred dollars (\$600.00); and that would therefore increase the total Revenue to twenty-seven thousand, five fifteen [dollars] forty-seven [cents] (\$27,515.47).” Deputy Mayor Krebs then asked, “What about the hundred and twenty dollars (\$120.00) from ‘Amazing Brownie’, the in-kind donation?” Mr. Pula noted, “I am not aware of that.” Deputy Mayor Krebs added, “It was in the prizes.” Mr. Pula responded, “We must have missed it.” Deputy Mayor Krebs then remarked, “I think there were a few other things. I - will Vote to accept the information, but I would - like there to be a caveat or something - that I believe that this is mostly correct, but there are some things that probably have been forgotten.” Manager Smith suggested, “I would suggest that you approve pending the adjustments forthcoming that you discussed tonight on the dais. We’ll make those adjustments and get it to you a.s.a.p.” Deputy Mayor Krebs commented, “That will be fine.	No date specified	Mr. Pula	
07/27/09 Regular	Under Reports - Mr. Stevenson briefly addressed “Census 2010” and noted, “We will bring back information to you on whether or not the City would wish to appoint someone - a Staff member or a citizen to serve on the County’s Committee or whether we would wish to form our own Committee. This is kind of an informational situation to you tonight; again, we won’t have the full story until after the County Commission Meeting of August the 25 <sup>th</sup> .”	No date specified	Staff	

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07/27/09 Regular	Under Reports - Commissioner Brown spoke of the Winter Springs Art Festival and Banners and mentioned that the Chamber “Would like to get Banners up for the Art Festival and promotion of that.” Commissioner Brown also noted, “In order to get Art Festival Banners up, a couple of things have to happen, we would have to replace some of the existing Banners that are up. We also had originally set forward a six (6) month trial period for these Banners that are up currently, but I think they are extremely nice looking; so, we could actually look into implementing phase 2 which would give us the opportunity to move forward and be able to incorporate the Art Festival Banners in the deployment of phase 2, in enough time for them to be useful; and a third part of that is the Chamber’s desire to put a Banner on the overpass. Manager Smith said, “I was going to recommend that I bring it back at the next Meeting as an Agenda Item with the assumption - that that would still give us sufficient time or give the Chamber anmissioner Brown, and Commissioner Bonner n	"Next Meeting"	Staff	
07/27/09 Regular	Under Reports - The Winter Springs Art Festival was mentioned as being scheduled for October 24-25, 2009. Deputy Mayor Krebs suggested, “Bringing this back as an item with all this information on it as well as anything else we can talk about because, you are right, there may be some options where you don’t have to do it at every place, but you want it to be seen through the City and maybe something that can be used for a period of three (3) years at least.”	See Directive	Staff	
07/27/09 Regular	Under Reports - Commissioner Gary Bonner also spoke of the Banners and suggested that the City Manager “Bring back those dollars and cents - as you know, my concern for our citizens regarding the Banners is that we find a way for them to be self-funded and this certainly represents such an opportunity where we could highlight an event in our City, advertise that Event in our City, and actually accomplish that at no cost to our citizens.”	No date specified	Manager Smith	
07/27/09 Regular	Under Reports - Deputy Mayor Krebs brought up the Budget Workshops scheduled for August 3 <sup>rd</sup> , 2009 and August 4 <sup>th</sup> , 2009. Deputy Mayor Krebs asked, “Monday the 3 <sup>rd</sup> (2009)?” Commissioner Brown stated, “Monday the 3 <sup>rd</sup> (2009).” Deputy Mayor Krebs then stated, “So, we can clear our calendars for the 4 <sup>th</sup> (August 2009).” No objections were noted.	August 3, 2009/August 4, 2009	Staff	

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07/27/09 Regular	Under Reports - Next, Deputy Mayor Krebs asked about a possible second borrow pit for the Greens at Tuscawilla development. With discussion, Deputy Mayor Krebs added, "I would really like to be kept really, really up on this." Mr. Stevenson stated, "I will take great care to make sure the Commission is kept up to speed and abreast on the latest changes." Deputy Mayor Krebs added, "We're sensitive - to the homeowners; so, maybe they need to know that." Mr. Stevenson noted, "I think it has been expressed."	No date specified	Mr. Stevenson	
07/27/09 Regular	501. - Requests That The City Commission Hold A Public Hearing To Consider Ordinance Number 2009-02, Amending Chapter 20 Of The City Of Winter Springs Code Of Ordinances, As It Relates To Prohibit Parking Vehicles On Sidewalks And In Front Yards And Provide Standards For Parking Areas On Residential Properties - Commissioner Hovey said to Captain Tolleson, "When it is finalized, if you send it to me, I will forward it to the PTA (Parent-Teacher Association) Presidents in Winter Springs, so they can distribute."	No date specified	Captain Tolleson	
07/27/09 Regular	600. Requesting The Commission To Consider The Health And Related Insurance Proposal For FY (Fiscal Year) 2010 - Manager Smith noted, "I'd like to put together an Advisory Committee to have employee representation on that Committee, and talk to the folks about what they would like to see and what they would not like to see and then we can build that - employee benefit package as a team." Deputy Mayor Krebs remarked, "I really would like it if the Commission would agree that Kevin (Smith) should bring back some kind of Committee that would, whether it is a Board, called a Benefit Board or a Benefit Committee, but in fact where you have employees sit on it as well as possibly people that we may Appoint." Deputy Mayor Krebs said to Manager Smith, "Would you bring something back regarding that Committee?" Manager Smith responded, "I will be happy to do that." No objections were voiced.	No date specified	Manager Smith	
08/03/09 Workshop	Commissioner Sally McGinnis spoke of information that Mayor John F. Bush presented last year related to the individual cost of various community Events per individual, and asked Manager Smith if he could do the same. Manager Smith responded, "Sure."	No date specified	Manager Smith	
08/03/09 Workshop	Commissioner Gary Bonner suggested that Manager Smith bring back at either of the next two (2) August City Commission Meetings, a detailed Agenda Item with a proposal and a Budget for the Hometown Harvest Event; and whatever else could be suggested for future Community Events.	"Next two (2) August City Commission Meetings"	Staff	

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08/03/09 Workshop	Manager Smith pointed out, "If the Commission, I am hearing is in agreement with the Hometown Harvest Event, I will bring back an Agenda Item at your next Meeting on this Monday night to get the blessing on the ten thousand dollars (\$10,000.00), since this is just a Workshop." No objections were voiced.	No date specified	Staff	
08/03/09 Workshop	601. Presenting The City Commission With Follow-Up Information Related To The Proposed Board And Committee Appreciation Dinner, Tentatively Scheduled For September 11, 2009 Or September 12, 2009 - City Clerk Lorenzo-Luaces explained, "Hollywood Bistro on the 11 <sup>th</sup> [September], which is a Friday night. Do you want to go with the - Pre-Dinner Reception?" Deputy Mayor Krebs stated, "Yes." No objections were voiced.	September 11, 2009	City Clerk	
08/03/09 Workshop	601. Presenting The City Commission With Follow-Up Information Related To The Proposed Board And Committee Appreciation Dinner, Tentatively Scheduled For September 11, 2009 Or September 12, 2009 - City Clerk Lorenzo-Luaces noted, "Last year, you had asked us to do Certificates of Appreciation for your Board Members. Do you want that again? Deputy Mayor Krebs agreed. Commissioner McGinnis remarked, "Yes, I do." No one noted any objections.	September 11, 2009	City Clerk	
08/03/09 Workshop	602. Wishes To Update The City Commission On Correspondence Between Reviewing Agencies And Planning Staff Regarding The EAR (Evaluation And Appraisal Report)-Based Amendments To The Comprehensive Plan - Commissioner Brown inquired, "I would like to know the number of residential units in our City, be it detached, attached, or multi-family that fall into the economic class of being Workforce Housing by value." Manager Smith noted, "I will research it first thing in the morning."	"In the morning"	Manager Smith	
08/03/09 Workshop	In other City business, Deputy Mayor Krebs commented on the proposed Joint Meeting of the Winter Springs City Commission and the Oviedo City Council planned for Wednesday, August 19 <sup>th</sup> and asked the City Commission, "I wanted to know if you weren't against postponing it for a few weeks?" Commissioner McGinnis stated, "That is agreeable." Commissioner Brown added, "Yes, me too." No objections were voiced. Deputy Mayor Krebs said to City Clerk Lorenzo-Luaces, "Would you let them know that we would like to re-schedule." City Clerk Lorenzo-Luaces nodded in agreement.	No date specified	City Clerk	

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08/10/09 Regular	City Clerk Andrea Lorenzo-Luaces asked the City Commission if they wished to select a new date for the recently postponed Joint Meeting with the City of Oviedo. With discussion, Commissioner Brown and Mayor Bush suggested Wednesday, October 7, 2009. Commissioner Jean Hovey stated, "Good for me." Commissioner Gary Bonner remarked, "I am okay with the 7 <sup>th</sup> [Of October 2009]." Commissioner Brown noted, "Yes." There were no objections. Mayor Bush then said to City Clerk Lorenzo-Luaces, "And you will check with Commissioner Krebs - but once you check with her, we will say the 7 <sup>th</sup> [Of October 2009]; and once you have confirmed, you will let us all know?" City Clerk Lorenzo-Luaces responded, "Yes."	See Directive	City Clerk	
08/10/09 Regular	Under Reports - Mayor Bush then noted that at a recent City Commission Meeting, it had been suggested that a letter be written to the citizens regarding the TRIM (Truth-in-Millage) Notice. Mayor Bush pointed out, "The only thing that I added is I put that table in there that shows the different taxing jurisdictions, the current year, and then what they are proposing next year, and the change. I thought that would be more informative for people." Commissioner Brown suggested that be highlighted. Mayor Bush agreed with Commissioner Brown. Commissioner McGinnis mentioned the words "...taxes you are proposed to pay" and recommended a grammatical change be made to this sentence. Mayor Bush then said to Manager Smith, "We will take another look at it." Manager Smith explained, "The plan was to put it on the Website and then have the letter available to Commissioners should they need to utilize it in conversations with their constituents."	No date specified	Manager Smith	
08/10/09 Regular	Commissioner Brown asked about an inventory of Affordable Housing numbers in the City and wondered when this information would be available? Mr. Stevenson gave a brief update on the data collected thus far and mentioned, "I am going to be out the next Meeting, so we may wait until the first Meeting in September - it is up to Kevin (Smith); but we are working on those numbers." Secondly, Commissioner Brown mentioned discussing the history of Winter Springs and he had had a recent discussion with Richard Grogan and suggested that a Historical Society type Committee be formed.	See Directive	Staff	

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08/10/09 Regular	Under Reports - "I WOULD LIKE TO MAKE A MOTION THAT WE ASK THE CITY MANAGER TO HAVE SOMEBODY ON STAFF AT LEAST HAVE AN INITIAL CONVERSATION WITH MR. GROGAN ABOUT THAT BUILDING AND TO AT LEAST FOSTER PUTTING TOGETHER THE WINTER SPRINGS HISTORICAL SOCIETY." MOTION BY COMMISSIONER BROWN. MANAGER SMITH COMMENTED, "I WOULD PRESUME THAT THE COMMISSION WOULD LIKE TO MAKE THOSE APPOINTMENTS TO THIS AD HOC COMMITTEE AND WE WOULD NEED TO BRING THIS BACK AS AN AGENDA ITEM FOR THE PURPOSE OF MAKING THOSE APPOINTMENTS?" MAYOR BUSH ADDED, "WHEN YOU COME BACK, YOU SHOULD HAVE HOW IT WOULD BE ORGANIZED, AND HOW MANY PEOPLE AND - I THINK APPOINTMENTS NEED TO BE MADE BY THE COMMISSIONERS LIKE THEY APPOINT EVERYBODY ELSE..." COMMISSIONER MCGINNIS NOTED, "... A MISSION STATEMENT AND ALL THAT..." MANAGER SMITH ADDED, "...BE HAPPY TO DO THAT."	No date specified	Mr. Pula	Per 8/12/09 City Manager Staff Meeting, Mr. Pula was asked to handle this and get with the City Attorney to have a Resolution put together; and the City Clerk offered to find past Resolutions for Mr. Pula to review
08/10/09 Regular	600. Requesting The City Commission Review The Recommendations Of The Utility Rate Study. Further discussion followed on payment issues and related Policies. Commissioner Bonner spoke of the "Once in ten (10) year Policy, and what would it take Mr. Manager, if we wanted to change that once in ten (10) year Policy to give Staff more customer service capability and latitude." Manager Smith mentioned, "It would be a Policy adjustment." Furthermore, Manager Smith noted, "A Resolution adopted by this Commission. I can tell you that we are currently looking into a multitude of Policies." Manager Smith added, "Once we have a Finance Director on Staff, I anticipate that will be his or her first order of business and I hope to come back to you with some significant improvements in the customer service area as it relates to our Policies in short order."	No date specified	Manager Smith	
08/10/09 Regular	602. Wishes To Provide The City Commission With Updated Information On The Administration Of The Residential Compatibility Regulations - Mr. Stevenson noted, "What we will attempt to do - I think what I am hearing is that, yes, we still want to look at these, but they need to be as objective as possible, with criteria." Mayor Bush added, "I think the Ordinance has to be written so that a person could read it and understand what they need to do." Mayor Bush then stated, "I think the middle ground recommendation."	No date specified	Mr. Stevenson	