

## SUMMARY OF REGULAR COMMISSION MEETING

JANUARY 10, 1996

---

The City Commission took the following action:

**Item 1** - Presented an award of Financial Reporting Achievement to Ms. Valerie Edwards-Key, CPA, Accountant II, City of Tallahassee Finance Department, and presented a Certificate of Achievement for Excellence in Financial Reporting to City of Tallahassee's Finance Department from the Government Finance Officers Association

**Items 2-7, 9-26** - Voted 4-0 (Commissioner Meisburg being absent) to approve the staff's recommendations presented in the Consent Agenda, taking the action shown:

**Item 2** - Approved the Mayor's recommended appointments to the Municipal Code Enforcement Board, appointing Ethel B. "Ann" Clere (replacing Walter Cully), to a three-year term expiring June 1998 and appointing Roland H. Gaines to fill a vacant alternate position on the Board

**Item 3** - Approved the Mayor's recommended appointment to the Tallahassee-Leon County Architectural Review Board, appointing Kathleen M. Richards to fill Carolyn Pendleton's term, expiring June 1997

**Item 3.1** - Approved the Mayor's recommended appointment to the Audit Committee, appointing Park Randall Miller to fill Greg Flowers' term, expiring June 1996

**Item 4** - Approved the "War Birds Over Tallahassee" Airshow at the Tallahassee Regional Airport, April 13, 1996 (Option 1)

**Item 5** - Approved changes to the Aviation Capital Improvements Projects as proposed (Option 1)

**Item 6** - Accepted the State Department of Juvenile Justice Title V Grant in the amount of \$99,633 for youth employment services and approved the subcontract for the Youth Council Employment Initiative with the Tallahassee Chamber of Commerce in the amount of \$99,633

**Item 7** - Approved the lease of A Life Recovery Center at the Lincoln Neighborhood Service Center, beginning January 1, 1996, through September 30, 1996, in the amount of \$4,725 for 1260 square feet at the rate of \$5 per square foot (Option 1)

**Item 9** - Authorized issuance of a single source purchase order for the Hopkins Unit 1 Turbine/Generator to Westinghouse in the amount of \$156,580 (replacement parts kit \$95,000 and additional required parts \$61,580); authorized the City Manager to retroactively extend the purchase order up to an additional \$93,420, for the balance of the value of the replacement parts in the kit if the parts were needed (Option 1)

**Item 10** - Authorized the sole source purchase of replacement actuators for use at the Corn Hydroelectric Facility from C.I. Supply, in the amount of \$65,500 (Option 1)

**Item 11** - Awarded bid for the design and build of the automatic sprinkler system to Grinnell Fire Protection Systems, for the initial two-year period with an option to extend one additional year; authorized expenditures in an amount not to exceed \$500,000 per fiscal year for the Electric Production Division; authorized the use of this contract by other City Departments as the need may arise

**Item 12** - Authorized staff to amend the existing Lease Agreement with Gemini Associates, LTD. to include 9,676 square feet of additional office space beginning April 1, 1996; approved an expenditure of \$560,476 for the remaining six-month lease period of Fiscal Year 1996 and additional expenditures of up to \$37,136, for moving, contingency and related expenses.

**Item 13** - Approved the following ranking for the Payroll/Human Resources System as recommended by the selection committee, and authorized negotiations with the top ranked firm (Option 1):

1. PeopleSoft
2. SCI
3. SCT

**Item 14** - Approved the Statewide Mutual Aid Agreement for Catastrophic Disaster Response and Recovery and directed the City Manager to execute the agreement

**Item 15** - Awarded bid for two 12-yard dump trucks to Tallahassee Mack Sales, low bidder meeting specifications, in the amount of \$164,993.70 (Option 1)

**Item 16** - Approved the additional closing costs for the purchase of the Northwest Park in the amount of \$9,144

**Item 17** - Awarded bid for the construction of the Smith-Williams Service Center Expansion project to Rippee Construction, low bidder meeting specifications, in the amount of \$469,070 (base bid plus Alternates 1-5) (Option 1)

**Item 18** - Approved the deobligation of \$2.6 million from the Thomasville Road Fringe Roads FDOT Loan Project (W.O. 94039), with the return of these funds to the Sales Tax Fund (Option 1)

**Item 19** - Approved the final purchase order amount for the signage package for the Parking Garage and Plaza Project in the amount of \$62,583.50

**Item 20** - Approved the Country Side at Benjamin's Run Plat, developed by Byron Block as Managing Trustee under Trust dated May 12, 1960, consisting of approximately 42.64 acres subdivided into 104 lots planned as Single Family Residential, located southerly of Buck Lake Road and easterly of Pedrick Road

**Item 21** - Approved the design and construction management contract for the Downtown Stormwater Outfall Project with Nobles, Varnum & Associates, in the amount of \$350,315; adopted Resolution 95-R-0002 to acquire the necessary easements from Florida State University for construction, operation and maintenance of the improvements (Option 1)

**Item 22** - Awarded an Annual Price Agreement (APA) for the sewer pipe lining to Madsen/Barr Corporation in the amount of \$97,500; approved a supplemental appropriation from Sewer RR&I/UB in the amount of \$97,500

**Item 23** - Approved the minutes of the October 11, 1995, Regular Meeting and the October 18, 1995, Special Meeting

**Item 24** - Approved the proposed settlement agreement with The Leoni Companies, Inc., and instructed the City Attorney to take steps pursuant to the settlement agreement for dismissal with prejudice of Case No. 93-2397, Leon County Circuit Court (Option 1)

**Item 25** - Approved the proposed settlement of judgment fees and costs in the case of Vande Kerckhove v. City of Tallahassee, Case Number 93-2899, in the amount of \$85,000

**Item 26** - Introduced Ordinance No. 96-O-0002, which would revise the qualification requirements of certain Construction Industry Review Committee members and revise the categories of contractor licenses that were locally regulated (Option 1)

**Item 8**, pulled from consent, voted 4-0 (Commissioner Meisburg being absent) to approve the loan and grant to the Brehon Institute for Human Services for the acquisition of a facility to house the Serenity Shores Program, in the amount of \$375,250 (\$78,000 for the acquisition cost and \$297,250 in rehabilitation costs), and authorized staff, in concert with the City Attorney, to develop all required closing documents and proceed to close this loan, and to require a loan of \$50,000 due and payable at the end of the term of the fifteen-year period (or at any time during the fifteen-year period) at 0% interest (Option 2)

**Item 27** - Voted 5-0 to approve the garage expansion under Capitol Commons Site 2 as follows (Option 1):

(a) Approved the budget as noted.

(b) Authorized staff to negotiate a contract amendment with the architect to prepare construction documents for parking under Site 2, and authorized the City Manager to approve the contract amendment at an amount not to exceed the proposed budget for design, reimbursables and geotechnical services (\$432,200).

(c) Authorized staff to negotiate a construction contract with Culpepper Construction Co., Inc., for City Commission Approval, for the construction of the parking garage under Site 2.

(d) Authorized application for a loan from Sunshine State Governmental Financing Commission in an amount sufficient to pay all project costs, capitalized interests and issuance costs. Appropriated \$4,209,900 for the project.

**Item 28** - Accepted the Natural Area Position Paper as an informative research paper on this subject; directed staff to develop a process, schedule, budget and listing of personnel to be involved in developing ordinance and/or policy language, which incorporates the concepts the City Commission wishes to include, to take the proposals to public work groups for comments and, based on the public input, to develop a clear, concise and flexible code for the preservation of natural areas within the City, and to bring forward an ordinance amendment to the Commission (Option 1)

**Item 29** -Voted 4-1 (Commissioner Herman opposed) to affirm the Planning Commission's decision and deny the Tallahassee Housing Authority (Bermuda Road Project), Type "C" Site Plan, citing that the Site Plan was inconsistent with the Comprehensive Plan; directed staff to work with the Tallahassee Housing Authority in developing this property for homeownership

**Item 30** - Sgt. Raymond Henry appeared before the Commission to discuss Police Department Issues

**Item 31** - Sandra M. Henry appeared before the Commission to discuss Police Department Issues

**Item 32** - Reverend G. Vincent Lewis appeared before the Commission to discuss Police Department Issues

**Item 33** - Held a public hearing and voted 5-0 to adopt Ordinance No. 95-O-0047, which would change the effective date of the Southeast Sector Overlay Ordinance No. 94-O-0023AA, adopted on September 14, 1994, to March 31, 1996 -- providing for the Southeast Sector Planning Study to serve as the overlay ordinance for the development of the southeast sector area (There were no speakers relative to this item.)

**Item 34** - Held a public hearing and voted 5-0 to adopt Ordinance No. 95-O-0040, providing for the Sleepy Hollow Subdivision Annexation, a voluntary annexation into the City of approximately 61.69 acres, located in the northeast quadrant of Leon County (There were no speakers relative to this item.)

**Item 35** - Held a public hearing and voted 5-0 to adopt Ordinance No. 95-O-0043, providing for the Longleaf/Capital Circle Southwest Annexation, a voluntary annexation of approximately 29.55 acres into the City, located in the southwest quadrant of Leon County, into the City (There were no speakers relative to this item.)

## SUMMARY OF REGULAR COMMISSION MEETING

JANUARY 17, 1996

---

The City Commission took the following action:

**Item 1** - By consensus, accepted the City Manager's basic five-year plan for organizational direction, "Taking Charge and Letting Go", as presented

**Item 2** - By consensus, accepted the full cost recovery recommendations presented by David M. Griffith & Associates, Ltd., in the Parks and Recreation Service Cost Evaluation and Subsidization Analysis Report, including the following summary of recommendations (Option 1):

- If recommended proportionate cost sharing arrangements are implemented, there should be no difference in Parks and Recreation Department (PRD) program fees for Leon County residents in the unincorporated area.
- If other cost sharing arrangements are implemented, consideration should be given to charging higher fees to non-City residents following one or more options presented.
- Higher fees can and should be charged to participants who reside outside of Leon County.
- If increased recreation fees are implemented, the County's share of subsidies should be proportionately reduced.
- An annual year-end reconciliation of expenditures and revenues should be performed as a carry-forward adjustment.

The Commission requested 1) an estimated total amount of City subsidy for County participation from the beginning of the current contract, 2) a breakdown on capital improvement costs for passive and active parks, 3) an evaluation of the cost of maintenance of the parks with regard to any disparities (staff indicated this would be included in the PRD Master Plan study), and 4) that the staff expeditiously pursue the accreditation of park programs.

David M. Griffith and Associates appeared before the Commission relative to this item.

**Item 3** - Accepted the City Manager's brief recap of the FY96 Target Issues process

**Item 4** - By consensus (Mayor Maddox and Commissioner Meisburg being absent), approved the Affordable Housing Target Issue Committee recommendations and accepted the Affordable Housing Work Plan, instructing staff to proceed with implementing the Work Plan

Also:

- Concurred with the plan to bring back a recommendation on incentives for low income housing in new developments
- Concurred with the need for policy discussions involving impact fee waivers with regard to 1) funding not being available for mobile homes, 2) the depletion of available funds by large projects, and 3) the split for rentals and home ownership projects.
- Concurred with the recommendation to allocate \$50,000 for a proposed pilot Deep Subsidy Program, which would include down payment assistance of up to \$10,000 per family
- Concurred with the recommendation that a housing unit would be considered appropriate for rehabilitation if the anticipated cost was not more than 50% of the value of the property after rehabilitation and if the anticipated cost of the rehabilitation did not exceed \$25,000
- Concurred with the recommendations concerning the student population's impact on affordable housing, including:

1. The City will continue to encourage private development of student housing as appropriate.

2. The City will not compete by displacing students for purposes of developing affordable housing. Additionally, the City will not direct funds specifically toward the development of student housing;

3. The City will work with neighborhood associations and organizations such as CONA to develop a City plan for student housing and where it should be located. Each of the colleges has a long term plan. It is imperative that housing be included as part of their planning process. Housing has almost exclusively been

left to the private sector for development, with little input from the community or local government. The future of the colleges must be reconciled with the local community's vision of the future.

- Concurred with the recommended funding priorities for housing related projects, setting the funding allocation distribution at 76% for home ownership projects, 21% towards rentals and 3% towards emergency shelter
- Directed staff to bring back a report on post closing follow-up counseling with the new homeowners and indicated this would help with the evaluation of the housing program

**Item 5** - The presentation/discussion of the Economic Development Target Issue was deleted from the agenda

**Unagendaed -**

- The Commission received a brief staff progress report on the City-County Recreation Agreement issue, indicating that the staff was in the process of evaluating the latest proposal received from the County.

- Concurred (Commissioner Meisburg being absent) to establish a City Commission position on those issues that had been brought forward at the Mayor-Chair meetings by directing the Mayor to send each Commissioner a memorandum outlining those issues and requesting a response from the individual Commissioners.

- The Commission welcomed Mr. Tom Lewis, the new Director of the Department of Community Improvement, to the City organization.

## SUMMARY OF REGULAR COMMISSION MEETING

JANUARY 24, 1996

---

The City Commission took the following action :

**Item 1** - Accepted the Minority Business Enterprise (MBE) Office's Annual Report for FY 1994-95; presented plaques of appreciation for meeting and exceeding departmental MBE goals in FY95 to the following representatives:

Ken Austin, General Services; Thomas Coe, Police; Mayor Maddox, Commission Office; David Reid, Office of Organizational Effectiveness; Randy Trousdell, Recreation; Sharon Ofuani, Equal Opportunity; Henry Holshouser, Growth Management; Phil Inglese, Finance; Gerald Masemore, Information Systems; Thomas Lewis, Community Improvement; Kevin Wailes, Electric; Edgar Grant, Public Works

Ms. Mona L. Woods, Chairperson, MBE Advisory Committee, appeared before the Commission relative to this item.

**Items 2 - 7, 10 and 12** - Voted 5-0 to approve the staff recommendations presented in Consent Agenda Items 2-7, 10 and 12, taking action as follows:

**Item 2** - Approved the Airport Surveillance Radar Relocation Project as proposed; authorized the Aviation Department to proceed with the finalization and execution of an Amendment to the existing Memorandum of Agreement, and proceed with construction of the project, at a City cost of \$517,000 (50% from a Florida Department of Transportation (FDOT) Joint Participation Agreement and 50% from the Airport's RR&I Fund for site work and some of the required cables), the balance of \$580,200 to be funded by the Federal Aviation Administration (FAA), for a total project cost of \$1,097,200 (Option 1)

**Item 3** - Approved the funding and agreement for the joint purchase and installation of Forward Looking Infra Red (FLIR) equipment, with the cost of equipment being shared by the Electric Department (50%, \$75,950, from Electric RR&I - Fund 401), the Police Department (25%, \$37,975, Forfeiture Fund 110), and the helicopter and maintenance of the FLIR being provided by the Sheriff's Department.

**Item 4** - Approved the single source purchase of spare parts for the Hopkins DCS (replacement of controls at Hopkins Units 1 & 2), from Westinghouse Electric Corporation, in the amount of \$72,720, from W.O. #93108 (Option 1)

**Item 5** - Approved the following supplemental appropriation (Option 1):

SUPPLEMENTAL FUNDING AMOUNT

DEPARTMENT: Electric

APPROPRIATION TO: Oil Tank Compliance

1. (Work Order #94496) -->\$302,700

APPROPRIATION FROM: FY 97 Electric

2. Undesignated RR&I -->\$302,700

REASON FOR APPROPRIATION: The compression of the project schedule so that the project was significantly ahead of schedule, resulting in savings to the City of approximately \$100,000, for a total project funding of \$4,305,400 (Option 1)

**Item 6** - Awarded triennial pricing agreements (TPA) for GIS application development using the following Arc/Info vendors, with services under this agreement to be at the discretion of the hiring department and funded by the hiring department, and the contracts to be good until the end of FY98 (Option 1):

- 1) Environmental System Research Institute
- 2) Plangraphics, Inc.
- 3) GeoFocus

**Item 7** - Approved land acquisition purchase agreements necessary for the Radio Communication System Project -- including the Speidel property consisting of 11.25 acres at a cost of \$90,000 plus closing costs estimated at \$1,000, and the Clark property consisting of 10.0 acres at a cost of \$65,000 plus closing costs estimated at \$800, for a total expenditure of \$156,800, from W.O. #92-182, for the acquisition of these properties a/k/a the Miccosukee Tower Site and the Highway 20 Tower Site -- negotiations for the Bannerman Road Tower Site being ongoing and expected to be completed in thirty (30) days (Option 1)

**Item 8** - Pulled for discussion the approval of the interdepartmental-transfer of the Blair Stone Road Northern Extension Project

**Item 9** - Pulled for discussion the approval of a change to the contract with EMO Architects, Inc., for additional services and expenses in the design of the Tallahassee Gymnastics Center

**Item 10** - Approved a Joint Participation Agreement (JPA) with the FDOT in the amount of \$833,622; adopted authorizing Resolution No. 96-R-0001, for execution of the JPA; approved the following budget transfers (Option 1):

BUDGET TRANSFER AMOUNT

DEPARTMENT: TalTran

TRANSFER TO: C.K. Steele Plaza Phase II Project,

W.O. #84046 -->\$30,000

C.K. Steele Plaza Remodeling Project,

W.O. #96045 -->\$33,622

TRANSFER FROM: FY1996 TALTRAN Operating Budget \$63,622

REASON FOR TRANSFER: Utilization of the remaining FY96 FDOT Block Grant funds to cover change orders and unanticipated cost overruns.

**Item 11** - Deleted from the agenda the approval of a fourth change order to the Brewster Estates Water and Sewer contract with Solomon Construction to reconstruct the sewer mains serving the Capital Medical Center pond area

**Item 12** - Approved the minutes of the Regular Commission Meetings held on November 8 and 21, and December 13, 1995, and the Special Commission Meetings held on November 14, November 15 (Human Services), November 15 (School Siting), and November 20, 1995

**Item 13** - Pulled for discussion a recommendation of the City's Insurance Advisory Board (IAB) relative to employee-related liability insurance coverage

**Item 8** - Voted 5-0 to approve the interdepartmental-transfer of the Blair Stone Road Northern Extension Project from the Planning Department to the Public Works Department, in accordance with Commission Policy 218.04, G.2., for project management during the design phase and other subsequent phases (Option 1); and authorize the purchase of two residential units located at 1905 and 1907 Mahan Drive, valued at \$319,800, including closing costs, necessary for the preferred alignment of the Blair Stone Road extension (Option 2)

- discussed how much additional funding to expend on this project before having some assurances that all of the permits could be obtained
- discussed how the determination was being made with regard to which houses to proceed with acquiring in order to accommodate this project
- suggested that staff investigate utilizing the houses acquired for this project to temporarily house those persons whose homes were being rehabilitated through the City's affordable housing program

**Item 9** - Voted 5-0 to approve Change Order No. 1, in the amount of \$87,672.47, to the contract with EMO Architects, Inc., for additional services and expenses in the design of the Tallahassee Gymnastics Center (Option 1)

- discussed the included payment to the architect of approximately \$12,509 for detailed cost estimates; directed staff to ensure that the cost estimate was close to actual construction bid so that there was no need to return with a request for additional funding
- stressed the importance of having accurate budget estimates and ensuring that future project estimates were close to actual project costs

**Item 13** - Voted 5-0 to not authorize the placement of commercial insurance coverage for employment- related liability coverage as described and recommended by the City's Insurance Advisory Board (IAB) at this time, with the City continuing to self-fund this area, and direct staff to continue to monitor the market for appropriate coverage (Option C)

**Item 14** - By consensus, deferred a decision on a joint public safety communications feasibility study for further data and staff analysis before discussing the issue with the Board of County Commissioners at a joint workshop scheduled for February 13, 1996

- stressed the importance of not taking any action that would delay the City's implementation of an 800 Mhz Communications System and clarified that this should not be perceived to preclude a joint communication system with the County
- suggested that if a joint communications systems was considered in the future, the issue of joint assessments going to joint communications as an additional source of income allowed by State law should be considered
- discussed the County Chair's suggestion to the Mayor that the City share its revenues from traffic citations with the County

**Item 15** - Held a public hearing on Ordinance No. 96-O-0002, introduced on January 10, 1996, which would provide for the revision of qualification requirements for certain Construction Industry Review Committee members and would revise categories of contractor licenses that were locally regulated; by consensus (Commissioner Herman being absent), continued the public hearing to February 14, 1996, at 6:00 p.m.

- directed staff to bring back information to show that the local test for certification would demonstrate an applicant's knowledge and competency since a State certification would not be required

Ms. Clifton Lewis, 1849 Thomasville Road, appeared before the Commission and discussed the importance of bringing local standards up to State standards; she urged the Commission to carefully consider this issue.

**Item 16** - Held the first of three scheduled public hearings on the private street paving assessment process for the City to accept ownership and maintenance of Kinsail Drive; voted 4-0-1 (Commissioner Herman being absent) to fund the project in the amount of \$22,000 and direct staff to proceed with the design and right-of-way acquisition, excluding sidewalks (Option 1)

Mr. Stephen Buckingham, 2768 Kinsail Dr., representative of the Homeowners Assn., appeared before the Commission in support of this item and advised that the homeowners association would pay the homeowners' assessments of one-half the cost, estimated at approximately \$2,000

#### **UNAGENDAED-**

- Mayor Maddox presented the "Key to the City" to Olympic competitor Brian Olson, son of Ernie and Liz Olson

- Commissioner Lightsey indicated some concern with the size of the agenda and the items it contained, and requested that staff look into the matter

- Mayor Maddox thanked all City employees who had donated blood during January, which was National Blood Donor Month

- Ms. Clifton Lewis reappeared before the Commission and extended an invitation to a "Politics and Other Arts" all day activity, sponsored by the Citizens for Representative Democracy, to be held at Lewis Park, Thursday, February 1, 1996, indicating that all candidates to the City Commission and current City Commissioner candidates were invited to speak.

### **SUMMARY OF REGULAR COMMISSION MEETING**

**FEBRUARY 14, 1996**

---

The Commission took the following action:

**Item .1** - Boy Scout Troop #118, Pack 3, the Webelos, offered the invocation and led the Pledge of Allegiance

**Item 1** - Presented a proclamation proclaiming Saturday, February 17, 1996, as "Arbor Day" in the City of Tallahassee to Mr. Grant Gelhardt, Chairman of the Canopy Roads Citizen Committee

**Item 2** - Mr. Bob Brandewie, II, member of the Tallahassee Human Relations Council announced Robert Allen Tharpe, Jr., winning First and Second place, and Jay Datta, Tavis Kahler, and Will Harkin, winning Third place in the Youth Human Relations Video Competition; presented a check to Mr. Tharpe in the amount of \$1,000

**Item 3** - Officer John Beeman presented engraved flashlights and "Police Boss" caps to the City Manager and Mayor for their recent support of Tallahassee Police Department (TPD) employees

**Item 4** - Heard a report by Mayor Scott Maddox on public comments received through the Comment Card process

**Items 5-12 and 14-30** - Voted 5-0 to approve the staff recommendations presented in Consent Agenda Items 5-12 and 14-30 taking action as follows:

**Item 5** - Approved the acceptance of a Florida Department of Transportation (FDOT) Supplemental Joint Participation Agreement (JPA) in the amount of \$37,801, for the Runway 9/27 Safety Area Erosion Control Project; adopted authorizing Resolution No. 96-R-0006 (Option 1)

**Item 6** - Approved the acceptance of an FDOT JPA in the amount of \$27,095, for the Taxiway F Extension Project; adopted authorizing Resolution No. 96-R-0007 (Option 1)

**Item 7** - Approved the acceptance of an FDOT JPA in the amount of \$22,100, for the ADA Accessibility Ramps Project; adopted authorizing Resolution No. 96-R-0008 (Option 1)

**Item 8** - Approved the acceptance of an FDOT JPA in the amount of \$19,000 for the Integrated Airport Radio System Project; adopted authorizing Resolution No. 96-R-0009 (Option 1)

**Item 9** - Approved the acceptance of an FDOT JPA in the amount of \$4,193, for the Surface Movement Guidance Control System Project; adopted authorizing Resolution No. 96-R-0010 (Option 1)

**Item 10** - Approved the acceptance of an FDOT JPA in the amount of \$24,526, for the Computerized Airfield Lighting System Project; adopted authorizing Resolution No. 96-R-0011 (Option 1)

**Item 11** - Approved the acceptance of an FDOT JPA in the amount of \$211,750, for the Graphics/Signage and Landscape Standards Project; adopted authorizing Resolution No. 96-R- 0012 (Option 1)

**Item 12** - Approved the fair market value determination of the first two Talquin Facilities annual transfer units (ATU's); the value of the inventory to be transferred as of January 11, 1996, is \$1,747,826, the associated stranded facilities costs are \$20,045, and the estimated reintegration costs are \$11,000 (Option 1)

**Item 14** - Awarded bid for the purchase of one (1) 12-yard dump truck to Tallahassee Mack Sales, Inc., low bidder meeting specifications in the amount of \$82,496.85 (Option 1)

**Item 15** - Awarded bid for the purchase of eight (8) light duty trucks to Champion Chevrolet, low bidder meeting specifications, in the amount of \$128,296

**Item 16** - Awarded bid for a biennial price agreement (BPA) for the purchase of domestic type and 1-1/2" -6" water meters used by the Water Department to Badger Meter, Inc., low bidder meeting specifications, in the amount of \$590,165.60; second year of contract is contingent upon appropriation by the City Commission (Option 1)

**Item 17** - Awarded bid for a BPA for the purchase of pad mount transformers used by the Electric Department to WESCO Distribution, J.C. McCormic, Hughes Supply and CED/Raybro Utilities, low bidders meeting specifications, in the amount of \$1,050,980; second year of contract is contingent upon appropriation by the City Commission (Option 1)

**Item 18** - Awarded bid for a BPA for the purchase of dry barrel fire hydrants used by the Water Department to Davis Meter and Supply, low bidder meeting specifications, in the amount of \$177,636; second year of contract is contingent upon appropriation by the City Commission (Option 1)

**Item 19** - Awarded bid for an annual price agreement (APA) for the purchase of VVE reclosers and related equipment used by the Electric Department to Cooper Power Systems, low bidder meeting specifications, in the amount of \$99,609.84 (Option 1)

**Item 20** - Approved the purchase of five (5) parcels of land (1.5ñ acres) for the Mission Road Improvement Project from C & C Developers, Inc., at a cost of \$148,000 and closing costs estimated at \$2,000 (Option 1)

**Item 21** - Approved the staff's negotiated settlement of \$299,000 to purchase Mr. and Mrs. Patterson's property at 1396 Maclay Road, and the settlement of \$299,000 to purchase Mr. and Mrs. Smallridge's property at 1420 Maclay Road plus a total of \$4,000 closing costs for both properties necessary for the Maclay Road Realignment (Option 1)

**Item 22** - Approved Change Order #32 with Brasfield & Gorrie, General Contractors, to close out the Parking Garage/Plaza Project, in the amount of \$113,600, for a revised construction contract amount of \$17,206,725 (Option 1)

**Item 23** - Approved the Summerbrooke Phase VII-A Subdivision Plat, developed by Jamesmark Incorporated, a Florida Uniform Partnership, with Mark A. Conner as President, consisting of approximately 16.11 acres subdivided into 25 lots planned as Residential Single Family located in the area known as Summerbrooke (Option 1)

**Item 24** - Approved the Summerbrooke Phase VIII-B Subdivision Plat, developed by Jamesmark Incorporated, a Florida Uniform Partnership, with Mark A. Conner as President, consisting of approximately 40.91 acres subdivided into 28 lots planned as Residential Single Family located in the area known as Summerbrooke (Option 1)

**Item 25** - Approved the execution of an agreement with the Board of Regents (BOR)/Florida State University (FSU) for joint participation in a regional stormwater facility (RSF) to serve parts of both downtown Tallahassee and the FSU campus; adopted Resolution No. 96-R-0005, and authorize the execution of easements necessary for construction, operation and maintenance of the RSF (Options 1 and 2)

**Item 26** - Appropriated \$275,000 from the Stormwater Construction Fund Undesignated Balance to fund a regional stormwater facility plan for the Southeast Sector Plan planning area (Option 1)

**Item 27** - Approved the acceptance of an FDOT JPA for the South Monroe Street road widening project in the amount of \$740,654.80, estimated inspection costs of \$37,195.72 and a supplemental appropriation in the amount of \$258,470.52, for the water and sewer relocations; adopted authorizing resolutions (Option 1)

**Item 28** - Adopted Resolution No. 96-R-0004, approving proposed City Commission Policy No. 414CP which creates a procedure to govern the special master proceedings required by the Florida Land Use and Environmental Dispute Resolution Act; and authorized the transfer of \$20,000 from the City contingency fund to the Code Board and Special Projects section within the Neighborhood and Customer Service Department (Option 1)

**Item 29** - Approved the minutes of the December 6, 1995, and January 10, 1996, Regular Commission meetings and the November 15, 1995, and January 31, 1996, Special Commission meetings

**Item 30** - Authorized the release of the City of Tallahassee 1996 Annual Report to Bondholders

**Item 13** - (pulled from consent) Voted 5-0 to approve the following relating to Hopkins Units 1 and 2 Outages: (1) the reprogramming of funding WO's 95590 and 96120; (2) contract amendment #2 to Raytheon Task Order E-41-93, in the amount of \$35,500; (3) contract amendment #4 to Lauren Constructors, in the amount of \$192,500; (4) the Westinghouse HP2 HP/IP Repair cost sharing agreement, and (5) the resetting of the City Manager's approval authority for Lauren Constructors contract amendments to \$200,000 (Option 1)

**Item 31** - Held a discussion regarding fall elections; voted 5-0 to appoint a study committee with each Commission appointing two individuals, to investigate ways to increase an informed voter participation in City elections which may or may not include moving the City election date; directed staff to establish the structure (By-laws), timeframe and scope of authority to be provided to the Commission

**Item 32** - Voted 5-0 to authorize staff to investigate the feasibility of implementing a Safety Town program in Tallahassee (Option 1)

**Item 33** - Held a discussion regarding the Leon County Juvenile Justice Council's "In Celebration of Families" event, April 28 - May 4, 1996; voted 5-0 to authorize the City to become a co-sponsor; providing in-kind services such as law enforcement support, use of Parks and Recreation mobile stage, possible use of Taltran buses and electric utilities

**Item 34** - Voted 4-0-1 (Commissioner Weaver abstaining) to authorize staff to direct the City's consultant, TIA Solid Waste Management Consultants, Inc., to accomplish the following scope of services designed to assist the City in summarizing and expanding feasible processing and disposal options for the City's waste stream with the total cost not to exceed \$45,000:

- Review the County's existing documents pertaining to the alternative solid waste disposal technologies in order to ascertain the appropriateness of the County's current approach to the City's needs
- Identify solid waste disposal options not discussed in existing documents, if applicable
- Identify practical processing and disposal options not discussed in existing documents, if applicable
- Identify practical processing and disposal options for Class I solid waste, yard waste, and recyclables
- Assist with the preparation, evaluation, contract negotiation of RFP's for disposal options, if deemed appropriate by the Commission
- Preparation for and participation in workshops and meetings with the City Commission pertaining to solid waste disposal options, if deemed appropriate by the Commission

Also:

- staff advised that the first three tasks to be performed by the consultant, at a cost of approximately \$20,000, would be brought back to the Commission for discussion and further direction before initiation of the remaining tasks

County Commissioner Gary Yordon appeared before the Commission relative to this item.

**Item 35** - Discussed the contract dispute with Waste Management, Inc.; voted 4-0-1 (Commissioner Weaver abstaining) to authorize the City Attorney to set up a non-binding arbitration process to hear the contract dispute regarding 1) wage rates, 2) overpayment of recycling fees and 3) rate adjustments and bring back to the Commission for final resolution

Mr. Rick Bateman, representing Waste Management, Inc., appeared before the Commission relative to this item.

**Item 36** - Introduced Ordinance No. 96-O-0007, which would revise the effective date of Ordinance No. 94-O-0023AA to March 31, 1996, for the adoption of the Southeast Sector Planning Study as the overlay ordinance for the development of the Southeast Sector area; and set two public hearings on the ordinance, February 28, 1996, and March 13, 1996, at 6:00 p.m. (Option 1)

**Item 37** - A discussion of the Commission Appointment Policy was delayed until the meeting of February 21, 1996

**Item 38** - A briefing on the traffic signal system replacement project was delayed until the meeting of February 21, 1996

**Item 39** - Mr. Charles Wright did not appear as scheduled to request canceling existing Tallahassee Area Convention and Visitors Bureau's debt owed to the City of Tallahassee

**Item 40** - Mr. Tommy Roy Stigar, 2502-B Holton Street, Apt. 221-D, appeared before the Commission to discuss the selling of alcoholic beverages near a public school

**Item 41** - Mr. Douglas Gillis, 3770 Suffolk Drive, representing St. Francis Wildlife Association, Inc., appeared before the Commission to request program funding; directed staff to develop a contract of services with monies to be provided from the appropriate budget

**Item 42** - Held a public hearing and voted 4-0 (Commissioner Weaver being absent) to adopt Ordinance No. 96-O-0002, introduced on January 10, 1996, and continued from January 24, 1996, which would revise the qualification requirements of certain Construction Industry Review Committee members and revise the categories of contractor licenses that were locally regulated (Option 1) (There were no speakers relative to this item.)

**Item 43** - Held a public hearing on the Pembridge Place Subdivision Assessment process; voted 4-0 (Commissioner Weaver being absent) to adopt the Paving Assessment Resolution No. 96-R-0003 and directed staff to proceed with the construction of the improvements, after all required rights-of-way and easements have been donated to the City, setting \$520 as the maximum amount of the assessment per parcel (Option 1) (There were no speakers relative to this item.)

Unagendaed -

- Presented a proclamation proclaiming Wednesday, February 14, 1996, as "Monica Leigh Compton Day" in the City of Tallahassee to Ms. Monica Leigh Compton in honor of St. Valentine's Day

- Mr. Eugene Danaher, Rt. 3, Box 249, appeared before the Commission relative to City staffing

- Ms. Edwina Stephens, 608 Famcee Street, appeared before the Commission relative to the selling of alcoholic beverages near a public school

- Mr. Dan McDaniel, 1907 Ivan Drive, appeared before the Commission relative to holding fall elections

## SUMMARY OF CITY COMMISSION TARGET ISSUES WORKSHOP

FEBRUARY 21, 1996

---

The City Commission took the following action at a target issues workshop (Commissioner Meisburg being absent):

**Item 1** - Discussed proposed legislation that would privatize the State of Florida Department of Commerce and create an Office of Trade and Economic Development in the Governor's Office, with Enterprise Florida (a public corporation) the primary agency under the new structure, and the projected impacts of displacing approximately 150 jobs in this community in the economic development and research areas of the Department of Commerce

Voted 4-0-1 to direct the City's legislative team to make it the City's number one priority for the upcoming legislative session to provide any possible assistance to the local legislative delegation and the Chamber of Commerce in efforts to preserve those jobs in Tallahassee

Also:

\_ noted the importance of continuing more proactive efforts to improve the City's municipal airport by getting more airline carriers into Tallahassee and also to attempt to lower fares  
\_ directed that staff ask the Economic Development Council to provide the legislative team with an analysis of the economic impact this legislation was projected to have on this community  
\_ briefly discussed the heavier economic impact on this community that could be expected from efforts to privatize the State of Florida Department of Motor Vehicles  
\_ briefly discussed a bill currently in the Transportation Committee, which was a companion bill to Representative Turnbull's bill in the House, that would allow the Secretary of the Florida Department of Transportation (FDOT) to enter into contracts for the advance funding of road projects beyond FDOT's Five-Year Transportation Plan

The following persons appeared before the Commission relative to this item:  
Mr. Jeff Sharkey, representative of Capital Strategies, the City's Legislative Lobbyists  
Mr. Mark Mustian, representative of the Tallahassee-Leon County Chamber of Commerce

**Item 2** - Concurred to direct staff to bring back a process and parameters with the recommended basic policy tenets for the incorporation of the rules and regulations target issue workplan into the overall Quality Improvement Program, as follows:

- 1) Staff should review the legislative intent of the rule or regulations prior to application (the objective of the regulation)
- 2) Staff should have the authority and flexibility to make decisions on a case by case basis (use common sense in application of regulations)
- 3) Develop and implement a fast track process for repealing rules and regulations that are no longer effective or practical

**Item 3** - Discussed an urgent funding request by the St. Francis Wildlife Assn., an organization which provided animal control services related to injured wildlife, and the removal and relocation of "nuisance" non-domesticated animals within the City limits (already funded by the County in the amount of \$18,000 for services in the unincorporated area)

Voted 4-0-1 (Commissioner Meisburg being absent) to 1) immediately award \$7,500 from the City's Contingency Fund to the St. Francis Wildlife Assn., based on the organization's original \$18,000 request prorated for five months service already provided beginning October 1, 1995, and 2) direct staff to bring back within 30 days a calculation of the total annual value of this organization's services provided to the City, based on the number of calls to which the organization normally responds, so that a contract can be structured for the remainder of the year, deducting the partial payment of \$7,500

Clarified that the \$7,500 payment was for services already rendered and any additional funding would be provided through a contract for services on the basis of the documentation of services provided; indicated that staff should make sure there was no other organization offering these kinds of services

**Item 4** - Voted 4-0-1 (Commissioner Meisburg being absent) to approve pages 1 through 8 (through Part II) of the revised, amended City Commission appointment policy (CP110, Appointment of Citizens and Commissioners to Boards and Committees, Attachment A to the agenda item) requiring Commission approval prior to the appointment of Commissioners

to boards or committees (Option A), and provide staff guidance as to how the Commissioners desired to see the appointment policy amended (Option B), providing direction to amend the language by asking staff to correct scrivener's errors including: Section 110.06.A.6. (page 2 of 8 relative to a quorum as suggested by the City Attorney); making the footnote to Section 110.06.A.7 into a new provision 110.06.A.7.e. (page 3 of 8 to allow common sense flexibility); changing the language of 110.06.B.4 (page 4 of 8) to construe "when possible" to apply to whomever applies for membership to the committee, and substitute the word "gender" for "sex"

Also:

\_ ascertained that citizens interested in serving on City boards/committees should be referred to the City Treasurer-Clerk's Office

\_ directed the City Treasurer-Clerk to amend and circulate for approval amended language for Part III, 110.08 (page 8 of 8 relative to the appointment of City Commissioners to boards, committees and authorities), language which would clarify that it was the legislative intent of this Commission that when there are two Commissioners desiring to serve on the same board/committee, that membership would be decided by majority vote without a recommendation by the Mayor -- the Commissioner(s) interested in serving on a board or committee should either send written notification of his/her interest and obtain written endorsements from the majority of the Commission, or place the matter on the agenda for a vote of the Commission

\_ concurred with the City Treasurer-Clerk's recommendation to identify all of the boards or committees and liaison activities currently held by the Commissioners as an attachment to the Commission Policy No. 110 and to maintain records of the respective Commissioner's service on those boards/committees or liaison activities

\_ concurred with Mayor Maddox's appointment to the Museum of History and Natural Science, replacing Commissioner Lightsey, and to the Gaines Street-Downtown Committee being formed by County Chairman Host

**Item 5** - Received a briefing on the City's Traffic Management Plan, including the design and implementation of an area-wide Advanced Transportation Management System to replace the existing obsolete traffic signal system -- indicating Phase 1 (the initial fiber optics, a new control room and new equipment for approximately 50 intersections and 20 traffic monitoring cameras installed in the Central Business District) scheduled for completion the latter part of 1996, overlapping with the beginning of Phase 2 (the remaining fiber optic system and all remaining 150 intersections and 30 cameras within the Tallahassee/Leon County area) so that the new system would become operational in stages and expected to be fully operational by July 1998

By consensus, accepted the status report and indicated continued support for the general overall concept of the Project

Asked that when possible the signalization at the intersections be accomplished in priority order based on need

Mr. Pete Yauch, representative of Computran-Genesis, Traffic Consultants, appeared before the Commission relative to this item.

## SUMMARY OF REGULAR COMMISSION MEETING

FEBRUARY 28, 1996

The City Commission took the following action:

**Item .1** - Presented the Keys to the City of Tallahassee to Senator Mallory Horne, Representative Herbert Morgan, Representative James Thompson and Senator Donald Tucker in honor of the help they had given the City in the Florida Legislature

**Item .2** - Presented a City of Tallahassee Statement of Support for the Florida National Guard and the Reserves to General Spessard Boatwright of the Florida National Guard, and expressed appreciation for their help during times of emergency; additional representatives were present from the U.S. Naval Reserve, U.S. Air Force Reserve, U.S. Coast Guard, Florida National Guard, U.S. 3rd Battalion 124th Infantry; and also Col. John Davis (City Public Works), Logistics Officer for the 53rd Trooper

**Item .3** - Received a photo album depicting the construction of the existing City Hall Building from Mr. Rhrett Miller, retired Director of the City's Public Works Department

**Items 1-22** - Voted 5-0 to approve the staff recommendations presented in Consent Agenda Items 1-22, taking action as follows:

**Item 1** - Approved the reappointment of Walter Kelly and Patti McKay, and the appointment of Robert Downie and Steve Ovenden to the Environmental Variance/Code Enforcement Board

**Item 2** - Approved the appointment of William H. Ravenell to the Sinking Fund Commission

**Item 3** - Approved a loan and authorized execution of a contract to and with Jackson Properties & Financial Services, Inc., in the amount of \$75,000, as recommended by the Small Business Loan Review Committee (Option 1)

**Item 4** - Approved the transfer of the Downtown Pedestrian Enhancements Project from the Public Works Department to the Downtown Development Office; authorized expanding the scope and area of improvements to include Gadsden to the east, Call to the north, Bronough to the west and Pensacola to the south (Options 1.a and 1.b)

**Item 5** - Approved the additional purchase options for additional distribution system air circuit breakers for the conversion to vacuum breakers in the electric utilities at the same price, terms, and conditions as per Bid No. 0904-95-B02-1EE, currently contracted with ABB Services Incorporated and with PDS, Inc.; approved a supplemental appropriation in the amount of \$532,000 from undesignated Electric RR&I funds to work order #95113 (Option 1)

**Item 6** - Approved the award of a contract for visual inspection and the ground line treatment of transmission and distribution wood poles for the electric utilities to Osmose Wood Preserving, Inc., low bidder meeting specifications, in the amount of \$97,165 (Option 1)

**Item 7** - Approved the utilization of alcohol/drug testing services, as authorized under Statewide contractual agreement RFP-DOT-94/95-9016 between the Florida Department of Transportation (FDOT) and First Lab, Inc. (Option 1)

**Item 8** - Approved the purchase of 41.5 acres, known as the Braswell Property, at a cost of \$420,000 plus closing costs estimated at \$5,000, for a total expenditure of \$425,000, the last site needed for the City's Multi-Tower Site and Radio Communication System Design Option, implementing a new 800 Mhz radio system (Option 1)

**Item 8.1** - Approved the month-to-month extension of the current annual price agreement (APA) with A & L Underground for underground trenching of the City's gas mains, not to exceed six (6) months beyond the original expiration date of January 26, 1996, for combined Water and Sewer, and Gas and Electric Operations underground utility operations joint trenching service, subject to the same terms and conditions as the original contract as amended; ratified the \$87,090.71 approved by the Purchasing Administrator to date (Option 1)

**Item 8.2** - Approved an Accounting Order by adopting Resolution No. 96-R-0019, permitting COMCAST cablevision to continue charging its current rates, but only subject to refunds and further reduction when a final rate decision is issued (Option 3)

**Item 9** - Approved the greenspace acquisition grant conditions for the planned acquisition of approximately 142 acres of the Godfrey Smith property and the 62-acre Louise Myers property -- the Smith/Myers Conceptual Approval Agreement --

for future park facilities, from the Greenways Acquisition account; authorized staff to proceed with the acquisition procedures (Option 1)

**Item 10** - Introduced Ordinance No. 96-Z-0005 (Mission Road Rezoning), which would implement a land use plan map amendment from RP to Mixed Use B on 3.2 acres fronting on the east side of White Drive and the west side of Mission Road, approved as part of the Cycle 95-2 Amendments to the Comprehensive Plan; announced a public hearing date of March 13, 1996 (Option 1)

**Item 11** - Introduced Ordinance No. 96-Z-0006 (Park Avenue and Belmont Road rezoning application filed by Robert C. Dean on behalf of George Brand, Sr., et al, property owners), which would rezone 3.74 acres, located at the northeast corner of the intersection of Belmont Road and Park Avenue, from a Residential Preservation 1 (RP1) to RP2 zoning district; announced a public hearing date of March 13, 1996 (Option 1)

**Item 12** - Approved the award of the Base Bid for basic and several extra park amenities for the Macon Community Park Project to Bear Construction Company, Inc., low bidder meeting specifications, in the amount of \$246,356; approved a supplemental appropriation of \$13,600 from the General Government/Capital Improvement Fund (GG/CIF) undesignated balance, with funding for development of the Park to its planned level, as provided by all Additive Alternates, to be requested in future budget years (Option 1)

**Item 13** - Approved the award of biennial continuing civil engineering services contracts to assist the Public Works Department with transportation/road projects to Baskerville-Donovan, Inc.; Reynolds, Smith and Hills, Inc.; and Genesis Group, Inc., the three top-ranked firms, for total estimated annual fees of \$750,000, funded from the related Capital Improvement Program Project Funds (Option 1)

**Item 14** - Approved the award of a contract for the Call Street PASS Project, between West Tennessee and Stadium Drive, to Solomon Construction Company of Quincy, low bidder meeting specifications, in the amount of \$1,523,581 (Option 1)

**Item 15** - Approved the award of a contract for the Tallahassee Gymnastics Center construction project for the base bid only to Peter R. Brown Construction, low bidder meeting specifications, in the amount of \$2,830,000 (Option 1)

**Item 16** - Approved the Ox Bottom Manor, Unit 2, Phase 5A Subdivision Plat, developed by Marketprice Properties Incorporated, a Florida Corporation, with Mark A. Conner as President, consisting of approximately 102.58 acres subdivided into 69 lots planned as Residential Single Family, located in the area east of Meridian Road and between Ox Bottom and Bannerman Roads; joined in the dedication, for annual recurring maintenance cost estimated at \$14,000 (Option 1)

**Item 17** - Approved the Sawgrass Plantation Phase IV Subdivision Plat, developed by Sawgrass Plantation of Killearn Partnership, Inc., a Florida General Partnership, with Mohamal Yazdani as a General Partner, consisting of approximately 4.44 acres subdivided into 20 lots planned as Residential Single Family, located approximately 500 feet southwesterly and 400 feet northerly of Oleson Road at Raymond Diehl Road (Option 1)

**Item 17.1** - Deleted from the agenda the award of a contract for the construction of Lake Kinsale and Killarney culvert outfalls

**Item 18** - Approved the award of an APA contract for manhole installation and adjustments, to Blankenship Contracting, Inc., low bidder meeting specifications, in the amount of \$397,675, from available funds in Work Order No. 96084 (Option 1)

**Item 19** - Approved Change Order No. 4 to the Brewster Estates water and sewer contract with Solomon Construction Company, to reconstruct the sewer mains serving the Capital Medical Center pond area, in the amount of \$153,644, for a total contract price of \$1,188,850.12 (Option 1)

**Item 20** - Approved the severance bonus portion of the settlement agreement in the case of Edsel Dozier, et al. vs. the City of Tallahassee, Case No. 94-3358, totaling \$392,813, and the accrued leave payout portion of the settlement, totaling \$198,635, to be absorbed by the Police Department's FY 1996 budget, and approved funding the Plaintiffs' attorneys' fees and costs of \$60,000 from the City Contingency account (Option 1)

**Item 21** - Approved the negotiated full settlement of all claims for damages, attorney's fees and costs for the total amount of \$35,000 in the case of Glenn Guertin vs. The City of Tallahassee, Case No. 94-40157- MMP, with funding from the City Contingency account (Option 1)

**Item 22** - Approved the Bylaws for the newly created citizens Elections Review Committee (Option 1)

**Item 23** - Discussed proposed additions to the personnel policies relating to Commission Aides; directed the City Treasurer-Clerk to bring back some proposed language

**Item 24** - Discussed the City of Tallahassee's Tree Trimming policy and some concerns with the severity of trimming, and received a briefing from the electric utility staff on the high cost of going to an underground utilities system; directed the City Manager to bring back some alternatives to the current policy that serve to keep the electric utility reliable without harming the trees and, in the interim, move the tree trimming crews to some less sensitive areas of the community

The following persons appeared before the Commission relative to this item:

- Mr. George C. Kalias, 2309 Bourgogne Dr. (Lafayette Oaks) (proponent) Dr. Jack Tebo, General Manager, Killearn Homes Assn., 3040 Waterford (proponent)
- Dr. James Muchovej, Certified Professional Plant Pathologist and Assistant Professor of Plant Pathology at Florida A & M University (FAMU) (opponent) (offered his professional services and a video on the effects of trimming trees)
- Ms. Mary Louise Ellis, 1006 E. 7th Ave., representing herself and the Betton Hills Neighborhood Assn. (opponent) (presented a package from Mr. Sam Hand containing color photographs of trees on Mitchell Avenue which appeared to have been severely trimmed/also indicated she had submitted a letter to the Commissioners)
- Ms. Carolyn H. Fernandez, 702 Lothian Dr., President of the Florida Heritage Foundation (opponent) (The Mayor acknowledged the receipt of a letter from Ms. Fernandez on behalf of the Foundation.)
- Mr. Stan Chapman, 1484 Mitchell Avenue (opponent)

**Item 25** - Authorized staff to arrange a Commission workshop for in-depth discussion of the objective of local government in addressing the process of developing a Comprehensive Plan Evaluation and Appraisal Report (EAR), a report on the effectiveness of the Tallahassee-Leon County 2010 Comprehensive Plan since its adoption in 1991 which was due to the FDCA by June 1, 1997, and for in-depth Commission discussion and an opportunity for structure citizen comments prior to initiating work on the EAR; directed that the original group of citizens who worked on the land use map and land use element have some role in this to give them an opportunity to offer their perceptions on the effectiveness of the Comprehensive Plan

**Item 26** - Deleted from the agenda a staff recommendation for a stormwater management and operating permit policy

**Item 27** - Voted 4-0-1 (Commissioner Weaver being absent) to accept the final consultant report (on the six growth management issues and recommended changes to the City's Environmental Management Ordinance (EMO) contained in the EMO position paper presented to the City by the Chamber of Commerce in 1994 from Mr. Richard Buss, the City's former Environmental Management Officer) as an informative research paper on the subjects and direct staff to develop ordinance language and/or policy which incorporates the recommendations of the consultant and, with public input, staff will develop a clear and concise amendment and bring it back to the Commission for public hearing and adoption (Option 1)

**Item 28** - Voted 4-0-1 (Commissioner Weaver being absent) to approve a process and timetable that establishes an inter-departmental Core Team supported by staff subject matter experts to complete the revisions to the EMO in three phases (Option 1)

**Item 29** - Voted 4-0-1 (Commissioner Weaver being absent) to approve the proposed 1996 Demand Side Management (DSM) Plan, for the period 1997 through the year 2006, in fulfillment of requirements of the Florida Public Service Commission (PSC) - - a plan which describes a set of programs to be promoted by the electric utility which are intended to educate consumers about energy efficiency, save on customers' overall energy costs, and reduce the City's need for electric generating capacity and energy (Option 1)

**Item 29.1** - Deleted from the agenda a discussion of the Housing Development Corporation (HDC) close out

**Item 29.2** - Voted 4-0-1 (Commissioner Weaver being absent) to authorize the Mayor, City Manager and City Attorney to finalize the stipulated settlement agreement so that the March 11 deadline could be met for resolution of the issues raised in the City's challenge to the Florida State University (FSU) Campus Master Plan

**Item 30** - Voted 4-0-1 (Commissioner Maddox abstaining) to approve the request of the Tallahassee Area Convention and Visitors Bureau (TACVB) to cancel its \$7,500 debt owed to the City of Tallahassee so that those funds could be redirected to help fund the operation of the Information Kiosk at the Airport, opening March 4, 1996, with any funds not used for that purpose to be returned to the City by October 15, 1996, as proposed; commended Mr. Wright and the TACVB staff for doing a good job

## SUMMARY OF REGULAR COMMISSION MEETING

MARCH 1, 1996

---

The City Commission held its annual reorganization meeting and took the following action:

Commissioners Herman and Meisburg, were presented with Certificates of Appreciation for completing their terms of office on the City Commission

Newly-elected Commissioner John Paul Bailey took the oath of office to serve on the City Commission, Seat II, replacing Commissioner Penny Herman

Re-elected Commissioner Steve Meisburg took the oath of office to serve on the City Commission, Seat I, for a third term

Commissioners Bailey and Meisburg were presented with Certificates of Election

Voted 5-0 to elect Commission Ron Weaver to serve as Mayor of the City of Tallahassee

Voted 5-0 to elect Commissioner Scott Maddox to serve as Mayor Pro Tem of the City of Tallahassee

Commissioners Weaver and Maddox assumed their respective chairs as Mayor and Mayor-Pro Tem

Retiring Mayor Maddox was presented with a plaque in appreciation for his service as Mayor of the City of Tallahassee

Mayor Weaver extended an invitation to a public reception immediately following the Reorganization meeting

## SUMMARY OF COMMISSION MEETING

MARCH 13, 1996

---

The City Commission took the following action:

Recognized and welcomed former City Commissioner/Mayor Dorothy Inman-Crews

Received a report from the City Attorney on the status of federal HUD grant monies for flooding victims; commended the staff involved in getting this grant

**Item 1** - Presented a proclamation proclaiming the week of March 10-16, 1996 as "**Girl Scout Week**" in the City of Tallahassee

Ms. Dot Inman-Crews and Ms. Pat Chivers, representing the Girl Scouts Council of the Apalachee Big Bend; Ms. Sue Wiley, leader of Cadette Troop 94; and members of Cadette Troop, appeared before the Commission relative to this item.

**Item 2** - Presented a proclamation proclaiming March 13, 1996, as "**Wally Amos Day**" in the City of Tallahassee

Mr. Wally Amos, former resident of the City of Tallahassee and national spokesman for Literacy Volunteers of America, appeared before the Commission and accepted the proclamation.

**Items 3-18** - Voted 5-0 to approve the staff recommendations presented in Consent Agenda Items 3-18, taking action as follows:

- **Item 3** - Accepted the Florida Department of Transportation's (FDOT's) Joint Participation Agreement (JPA) in the amount of \$6,250, for the **purchase of a Mass Casualty vehicle** to be used in conjunction with the Airport Aircraft Rescue and Fire Fighting (ARFF) facilities at Tallahassee Regional Airport (airport); adopted authorizing **Resolution 96-R-0018** (Option 1)
- **Item 4** - Approved Amendment One to the "**Relocation of an Airport Traffic Control Tower - Construction Phase**" Memorandum of Agreement with the Federal Aviation Administration (FAA), increasing the construction phase services by \$53,024, with \$26,512 from the City's portion and \$26,512 from the existing FDOT JPA, for a total project construction cost of \$783,040 (Option 1)
- **Item 5** - Approved a loan, in the amount of \$100,000, and authorized execution of a contract to and with **Bantu, Inc., d/b/a Jacob Chapel Developmental Pre-School**, as recommended by the Small Business Loan Review Committee (Option 1)
- **Item 6** - Approved the award of a contract for the purchase of 56 decorative light poles and luminaries to **Hughes Supply Company**, low bidder meeting specifications, in the amount of \$94,472 (Option 1)
- **Item 7** - Authorized staff to enter into an agreement for the purchase and implementation of a payroll/human resources system, including the acquisition of the Oracle database, with **PeopleSoft, Inc.**, low bidder meeting specifications, in the amount of \$410,000, with \$110,000 to come from Internal Service Fund balances (Option 1)
- **Item 8** - Accepted the "**Comprehensive Annual Financial Report**" and the "Financial Compliance Audit of Federally Assisted Programs" and made them part of public record (Option 1)
- **Item 9** - Approved the award of a contract for the purchase of four (4) miscellaneous class eight trucks to **Tallahassee Mack Sales, Inc.**, low bidder meeting specifications, in the amount of \$834,351.23 (Option 1)
- **Item 10** - Authorized staff to increase the appropriated budget of the **Building Inspection Division of Growth Management** and approve additional funding in the amount of \$26,370 for the position of Plans Examiner for the remainder of the 1996 Fiscal Year, using revenues for permit fees collected from State inspections to offset the increase (Option 1)
- **Item 11** - Approved the creation of an internal service fund called "Utility Services" for the **Utility Business Services and Utility Support Services** units, and the transfer of funds from the 1996 Utilities budget to activate these budgetary units (Option 1)
- **Item 12** - Approved the appointment of Commissioners Deborah Lightsey, Scott Maddox, Ron Weaver, Steve Meisburg and John Paul Bailey to serve on the Tallahassee-Leon County **Metropolitan Planning Organization (MPO)** (Option 1)
- **Item 13** - Approved the award of biennial continuing contracts for geotechnical and engineering material testing services to **Ardaman & Associates, Inc., Southern Earth Sciences, Inc., and Environmental & Geotechnical Specialists, Inc.**, low bidders meeting specifications, in the total annual amount of \$200,000 for services rendered for the Public Works Engineering Division, funded from the related capital improvement project funds (Option 1)

- **Item 14** - Approved the sale of a surplus parcel of City land located on Greer Road at Capital Circle, containing approximately 3,000 sq. ft., to **Mr. Eugene Vitanza, the adjacent property owner**, at the request of Mr. Louis Buford of Tallahassee Land Company, for the sale price of \$3,000 (Option 1)
- **Item 15** - Approved the appropriation of \$25,200 to fund 17% of the treatment portion of the proposed **Lake Jackson Aquatic Weed Spraying Project with Leon County**, from the Stormwater Fund Undesignated Balance (Option 1)
- **Item 15.1** - Approved the award of a construction contract for the Lake Kinsale and Lake Killarney Culvert Outfalls Project to **Blankenship Contracting, Inc.**, low bidder meeting specifications, in the amount of \$803,508.52 (Option 1)
- **Item 16** - Canceled the March 27, 1996 public hearing and action on **Ordinances 94-O-0047AA, 94-O-0048AA, 94-O-0049AA and 94-O-0050AA**; approved the extension of the date St. Joe Paper Company may withdraw its petition for voluntary annexation to the effective date of the **Southeast Sector** Overlay ordinance, to be set 60 days after the challenge by the Florida Department of Community Affairs (FDCA) to the Southeast Sector Comprehensive Plan amendment is finally resolved (Option 1)
- **Item 17** - Adopted authorizing **Resolution No. 96-R-0020** and approved the issuance of a deed transferring property to FDOT for right-of-way located along Thomasville Road from Woodbine Drive to Kinhega Drive, a portion of Papillion Way and Forsythe Way (Option 1)
- **Item 18** - Approved the **minutes** of the January 17 and 24, 1996 and February 7, 13, and 28, 1996 City Commission meetings (Option 1)

**Item 19** - Voted 5-0 to dedicate the **Capital Commons Plaza** area to former City Manager Dan Kleman and, to consider the most appropriate form of recognition for the plaza and Mr. Kleman, authorized the formation of a committee of citizens to consider plaques, monuments, publicized celebrations and other alternatives (the Mayor recommended the appointments of Jeanne Kimball and Laura Morgan to the committee)

**Item 20** - Approved the **Parking Garage/Plaza Project close-out and re-allocation of funds** remaining from the Parking Garage/Plaza Project (Capital Commons) (aka Mixed Use Project), with \$50,000 to be established in a Public Works work order as a contingency in the event any minor modifications to the garage are necessary in the future, and the Remaining \$31,071 to be returned to the General Government Capital Improvement Fund (GG/CIF) (Option 1); commended Mr. Rhett Miller, Project Manager; Mr. Rob Titus, Lincoln Properties; and Brasfield & Gorrie, Project Contractors, for their good work on this project; **requested that the total cost of the Project be provided to Commissioner Maddox**

**Item 21** - Voted 5-0 to approve the **telecommunications initiative** as recommended by Commissioner Meisburg, with Commissioner Meisburg and the staff to contact public and private sector leaders in 1) establishing an internal data advisory committee, and 2) pulling together a broader advisory committee with representatives from the community, with staff to bring back a roster of names to serve on the committees (Option 1)

**Item 22** - Voted 4-1 (Commissioner Bailey being opposed) to approve the staff's recommendation relative to the **Animal Shelter**, to include the following (Option 1 as amended):

1. The City will assume direct management of the program effective March 24, 1996
2. Establish an oversight board which would have the authority to recommend program improvements, policy plans and revisions, develop budget recommendations, and set as a board for dangerous animal appeals with the nine members of the new oversight board to include at least two (2) members who are selected because of their financial and management background and expertise
3. Revise the City's animal control ordinance so that fees and fines are consistent countywide
4. Do not implement a licensing ordinance at this time
5. Maintain Humane Educator position and partner with community organizations for a comprehensive community education plan

The motion included clarification as follows:

The City Commission is giving policy direction that the City take over operation and management of the animal shelter effective March 24, 1996. The City Commission has also authorized the maximum funding outlined in the agenda item through September 30, 1997. City staff will develop and implement a program to transition from the City's current contract with the Humane Society to an eventual City-run operation. At the end of three (3) months operation in the new shelter, City staff will bring back to the City Commission the recommended organizational structure and staffing levels for continued City operation of the shelter. Between this date and that time, City staff should transition the animal shelter employees into the appropriate employment status so as to maintain a stable operation and a quality animal shelter service. The intent of this motion being to give the City time to evaluate this new service and operation in a new facility.

Ms. Kim Staton, representative of Animal Care Professionals of Florida, Inc., (ACP) appeared before the Commission relative to this item.

**Item 22.1** - Voted 4-0-1 (Commissioner Maddox being absent) to approve a revised project budget in the amount of \$4,400,000, authorize a supplemental appropriation in the amount of \$190,100, direct staff to proceed with the **Capital**

**Commons Parking Garage Expansion Project** by authorizing the architect to complete the construction plans and specifications, and by finalizing negotiations with the contractor, and approve a change order with Lincoln Property Company of Florida, Inc. for project management services through April 30, 1996 (Option 1)

**Item 23** - Held a public hearing and voted 4-0-1 (Commissioner Maddox being absent) to adopt **Ordinance No. 96-Z-0005**, introduced on February 28, 1996, amending the Official Zoning Map as approved as part of the Cycle 95-2 amendments to the 2010 Comprehensive Plan, rezoning 3.2 acres fronting on the east side of White Drive just south of Mission Road, from RP-2 to Mixed Use B (Option 1)

**Item 24** - Held a public hearing and voted 4-0-1 (Commissioner Maddox being absent) to adopt **Ordinance No. 96-Z-0006**, introduced on February 28, 1996, amending the Official Zoning Map by rezoning approximately 3.74 acres of land located on the northeast corner of the intersection of Belmont Road and Park Avenue, from RP-1 to RP-2 (Option 1)

The following persons appeared before the Commission relative to this item:

Mr. Stephen A. Bullock, 120 Reece Park Lane (opponent)

Ms. Carol L. Bullock, 120 Reece Park Lane (opponent)

Mr. Robert Dean, 177 Salem Ct. (proponent)

**Item 25** - Held a second public hearing and voted 4-0-1 (Commissioner Maddox being absent) to adopt **Ordinance No. 96-O-0007**, introduced on ? and continued from ?, changing the effective date of Ordinance No. 94-O-0023AA, the Southeast Sector Overlay Ordinance, to a floating date 60 days after the City receives either a final order from the Department of Administrative Hearings hearing officer or a notice of intent from the Florida Department of Community Affairs (FDCA) to find the Southeast Sector Comprehensive Plan amendment in compliance and the resolution of any appeals; and adopted the Ordinance as introduced (Option 1)

#### **Unagendaed:**

Mr. Robert L. Faxton, Jr., 2131 W. Golden Eagle Dr., appeared before the Commission and discussed the difficulty of opening a new business in Tallahassee due to planning decisions

- directed staff to meet with Mr. Faxton and attempt to resolve his problem

## SUMMARY OF COMMISSION MEETING

MARCH 20, 1996

---

The City Commission took the following action at a target issues workshop:

**Item 1** - Heard a briefing on the **Quality Initiative Status Report** by City Manager Burkett and discussed the presentation by City of Tallahassee Parks and Recreation Department's Employee Survey, Cultural Diversity, Upward Mobility, and Authority Teams on their findings arising from Employee concerns and the results and solutions that were reached.

**Item 2** - Heard and discussed a presentation by City staff and the President of the Frenchtown Neighborhood Association on the concepts, objectives, and strategies of the **Frenchtown Revitalization Project**.

Voted 4-0-1 (Commissioner Maddox being absent) to 1) approve in concept Phase I of the conceptual redevelopment plan; 2) establish the Frenchtown Revitalization Key Project Action Committee; 3) authorize staff to, within the next 120 days, finalize negotiations for the acquisition of remaining parcels in the 400 block of Macomb Street, assist in relocation of existing tenants, and demolish remaining structures on the property; 4) authorize preparation of a prospectus for the development of Phase I of the conceptual plan, to be brought back to the City Commission in 45 days; and 5) have a financial feasibility and market study conducted on all phases of the project.

**Item 3** - Concurred to **reschedule** the discussion and presentation of the **Five-Year Financial Forecast** and the budget balancing strategies for development of the proposed FY97 budget until the April 15, 1996 meeting.

**Item 4** - Voted 4-0-1 (Commissioner Maddox being absent) to approve the revised cost estimates, totaling \$21,137, for the City's portion of in-kind services needed for establishing and holding the **first annual Southern Shakespeare Festival**.

## SUMMARY OF COMMISSION MEETING

MARCH 27, 1996

---

The City Commission took the following action:

**Item 1** - Presented a proclamation to Ms. Diana Hanson, Executive Director of Keep Tallahassee-Leon County Beautiful, and Mr. Ken Tyrrel, Vice President of Super-Lube Corporation, proclaiming April 1996 as "Super-Beautification Month" in the City of Tallahassee

**Item 2** - Presented a proclamation to Mr. Fred Peacock, representing those agencies funded by the City of Tallahassee's Community Development Program, proclaiming April 1-7, 1996, as "Community Development Week" in the City of Tallahassee

**Item 2.1** - Presented a proclamation to Professor Charlie Carter, Primary Music Arranger for the FSU Marching Chiefs marching band, proclaiming March 25-31, 1996, as "Professor Charlie Carter Week" in the City of Tallahassee

**Items 3-19, 21-24** - Voted 5-0 to approve the staff recommendations presented in Consent Agenda Items 3-19 and 21-24, taking action as follows:

**Item 3** - Approved Amendment No. 1 to Supplemental Agreement No. 3, and Change Order No. 8 for Florida Department of Transportation (FDOT) purposes, in the amount of \$18,220, to the existing contract with Greiner, Inc., for engineering design services including reimbursables for the installation of skylights in the Terminal Building as part of the Tallahassee Municipal Airport's terminal enhancements program, for a total revised contract amount of \$1,179,132 for the Terminal Building Tile Roof Project (Option 1)

**Item 4** - Approved Amendment No. 3 to Supplemental Agreement No. 2, Supplemental Agreement No. 4, and Change Order No. 9 for FDOT purposes, in an amount not-to-exceed \$573,242, to the existing contract with Greiner, Inc., for engineering design services including reimbursables for the following Airport projects, and extending the agreement until June 30, 1998 or the completion of all assigned projects including project close-out, for a total revised contract amount of \$1,796,254: 1) the New ARFF Facility - Site Adaptation project, 2) the T-Hangar Access Taxiway & Hangar Construction project - Phases I through IV, 3) the Taxiway "F" Extension project, 4) the Graphics/Signage and Landscaping Standards project, and 5) the construction of the new Maintenance Building (Option 1)

**Item 5** - Approved the framework for reconstructing existing Department of Community Improvement (DCI) citizen advisory committees and bylaws, forming one new committee to be known as the Community Improvement Advisory Council (CIAC), and repealing the bylaws of the existing four committees (Option 1)

**Item 6** - Approved the Human Services Work Group's recommendations for funding in the amount of \$61,588 for the Orange Avenue United Tenants Association (OAUTA); directed staff to negotiate and sign a 12-month contract with OAUTA wherein the City will be funding an existing contractual agreement between OAUTA and the Lively Technical Center to provide "Vocational and Leadership Training to high school drop-outs, ages 16-21 in order to increase opportunities for full-time employment" in target areas of the City (Option 1)

**Item 7** - Adopted Resolution No. 96-R-0021, setting the fee for boarding animals at the Tallahassee-Leon County Animal Shelter at \$7.00 per animal per day (Option 1)

**Item 8** - Approved Historic Property Grant and Loan Program funding of the Reinertsen Bed and Breakfast Project, in the amount of \$12,960 (consisting of an \$11,480 grant and a \$1,480 loan), for fire and safety improvements, enabling Ms. Gail Reinertsen to use her home at 525 N. Gadsden Street, the Mizell- McMullen House, as a Bed and Breakfast Inn (Option 1)

**Item 9** - Approved an amendment to the May 1993 Unit Power Purchase Agreement with Entergy Power, Inc., allowing for the purchase of 25 MW of capacity and energy for the period March 1996 through March 2002, the effective date of the amendment being March 9, 1996 -- for a projected savings to the City of approximately \$5 million over the term of the contract (Option 1)

**Item 10** - Awarded a single source annual pricing agreement (APA) with Betz, Inc., in an amount not to exceed \$250,000 for the period March 1996 to March 1997, to provide cooling tower treatment chemicals and associated

analytical services for the treatment of water utilized in the cooling towers of the Hopkins electric power generating facility (Option 1)

**Item 11** - Approved an appropriation in the amount of \$90,853 from the Fleet Reserve Fund for the purchase of three (3) additional and four (4) replacement motorcycles for the Tallahassee Police Department's Traffic Enforcement Division, the early replacement of the four existing cycles being due to high maintenance costs and condition of the vehicles, providing for standardization of the TPD motorcycle fleet through the purchase of a total of seven motorcycles, and approved the purchase of the seven motorcycles from The Cycle Shop (Tallahassee, Florida) as the manufacturer's sole authorized sales and maintenance provider in this geographic area (Option 1a,b,c,d)

**Item 12** - Awarded bid for the purchase of eight (8) mid-size sedans from Orville Beckford Ford/Mercury, low bidder meeting specifications, in the amount of \$118,400, replacing eight vehicles in accordance with the City's Fleet Management Replacement Policy (Option 1)

**Item 13** - Award bid for the purchase of ten (10) cargo and passenger vans from Champion Chevrolet, low bidder meeting specifications, in the amount of \$177,690, replacing 10 vehicles in accordance with the City's Fleet Management Replacement Policy (Option 1)

**Item 14** - Awarded bid for the purchase of six (6) medium duty trucks and three (3) medium duty trucks, respectively, from Tallahassee Mack Sales, Inc., in the amount of \$695,922.74, and Orville Beckford Ford/Mercury, in the amount of \$137,283, low bidders meeting specifications, in the total amount of \$833,205.74, in accordance with the City's Fleet Management Replacement Policy (Option 1)

**Item 14.1** - Awarded bid for the purchase of forty (40) light duty trucks: 19 from Mike Davidson Ford, in the amount of \$343,556.02; eight (8) from Orville Beckford Ford/Mercury, in the amount of \$161,600; one (1) from Prestige Ford, in the amount of \$23,685; and twelve (12) from Tallahassee Ford, in the amount of \$223,787, low bidders meeting specifications, in the total amount of \$752,628.02 (Option 1)

**Item 15** - Recognized that the St. Francis Wildlife Association performs a humane service for the community, providing for the rescue and rehabilitation of injured wildlife and the humane capture of nuisance wildlife within the City, and appropriated \$18,000 for this service, less the \$7,500 previously awarded on February 21, 1996, funded from the City Contingency fund; approved a proposed contract for fiscal year 1996 directing staff to implement the program as outlined in the contract, scope of work and services (Option 1)

**Item 16** - Approved new guidelines for the Cultural Services Grant Program, for the award of City funds to cultural arts organizations within the City, as proposed by the Cultural Resources Commission (CRC) (Option 1)

**Item 17** - Initiated statutorily required activities for the voluntary annexation of the proposed Center Court subdivision and introduced Ordinance 96-O-0008, which would provide for the voluntary annexation of a 17.16-acre parcel located in the southwest corner of the intersection of Interstate 10 and Centerville Road, and set public hearing on the ordinance for April 10, 1996 (Option 1)

**Item 18** - Approved the designation of a segment of East Fifth Avenue, between North Monroe Street and Thomasville Road, from a local street to a non-residential street (Option 1)

**Item 19** - Approved Change Order No.1, in the amount of \$27,000, to the existing contract with Sverdrup Corporation, for required additional drainage analysis for the California Street Mini-PASS design contract, for a revised total contract amount of \$105,500 (Option 1)

**Item 20** - A request to approve the Summerbrooke Phase V Final Plat was deleted from the agenda

**Item 21** - Awarded bid for an APA to provide for water service replacements of polybutylene pipe with copper pipe, to Hannah Plumbing Company, low bidder meeting specifications, in an amount not to exceed \$100,000 (Option 1)

**Item 22** - Approved the minutes of the February 14, 1996, Regular Commission Meeting (Option 1)

**Item 23** - Approved the expenditure of \$33,788.96 from the Housing Trust Fund (HTF) to satisfy liens on lots originally deeded to the now-dissolved Housing Development Corporation (HDC) in order to prevent the sale by auction of the seized lots by the Internal Revenue Service (IRS), which would result in the loss of these assets for public use -- this action to be contingent on the HDC Directors taking appropriate close out actions as presented (Option 1)

**Item 24** - Introduced Ordinance 96-O-0009, which would provide for the adoption of Cycle 96-1 Amendments to the Comprehensive Plan, and set public hearing on the ordinance at a joint meeting of the City Commission and the

Leon County Board of County Commissioners on Tuesday, April 9, 1996, at 6:00 p.m., in the County Commission Chambers, 5th floor, Leon County Courthouse (Option 1)

**Item 25** - Voted 5-0 to approve guideline revision recommendations #'s 1, 2, 3, 4, 5, 6a and 6b, as proposed for the Historic Property Grant and Revolving Loan (HPGL) Program by the HPGL Finance Committee (Option 1)

**Item 26** - Voted 5-0 to authorize the City Manager to execute the following contract documents with the Florida League of Cities after approval by the City Manager, the City Attorney and the City Treasurer-Clerk: 1) Parking Space Option Agreement, 2) Temporary Easement and Construction Coordination Agreement, 3) Easements Agreement, and 4) Contract for Sale and Purchase; and a negotiated construction contract with Culpepper Construction Company, for the NW garage, Capital Commons Phase II Project, in an amount not to exceed \$3,332,368 (Option 1)

**Item 27** - Voted 4-0-1 (Mayor Weaver abstaining) to go forward jointly with the County in the preparation of an Request for Proposals (RFP) for the procurement of solid waste services, answering the question as to the future capacity and use of the current landfill, with City participation in the various levels of the RFP; then when the RFP was designed, bring the RFP back to the City Commission and go forward on this issue jointly; then when the RFP process is over, the City Commission can make the decision whether or not to contract with Leon County -- indicating that it was anticipated both parties would be "on-board" by the time the RFP process ended if it was a true joint RFP process

**Item 27.1** - Voted 5-0 to adopt Resolution 96-R-0022, authorizing eminent domain action necessary for the Macomb Street Widening Improvement project; expressed a preference for the staff to meet with the lessee and property owner of Parcel 104, the Citgo Station located at the corner of Macomb and West Gaines Street, to see if a negotiated settlement could be reached that would cost less than a total taking of the entire property

**Item 27.2** - Received input from Mr. Jay Adams, Esq., attorney representing the tenants under a written lease doing business on the property at Macomb Street, Parcel 104, opposing the City's proposed eminent domain action for City acquisition of the property as being necessary for the Macomb Street Widening Improvement Project (Item 27.1); Mr. Marshall Conrad, Esq., representing Mr. Lee Willis as trustee for the property owners, also appeared before the Commission in support of the tenant's position

**Item 27.3** - Received input from Ms. Andrea V. Polk, President of CORECT, the County Resident's Education and Community Taskforce, resident of Killearn Lakes, urging the Commission not to delay the expedited siting and construction of a high school in the northeast area

**Item 27.4** - Voted 5-0 to adopt Resolution No. 96-R-0023, affirming the essential use of certain leased equipment, and authorizing the City Manager and City Treasurer-Clerk to execute documents relating to the lease/purchase of that equipment -- for lease financing of the equipment by Citicorp for Honeywell to furnish and install energy conservation equipment for the Energy Retrofit Project, the delivery of energy retrofit and associated annual full service maintenance services of three City facilities, including City Hall, Police Department Headquarters and the Utility Operations Center on Jackson Bluff Road

## SUMMARY OF COMMISSION MEETING

MARCH 28-29, 1996

---

The City Commission held a Team Building/Target Setting Workshop with the appointed officials, moderated by Mr. Lyle Sumek, Consultant, and took the following action:

By consensus, reaffirmed the existing eight (8) Five-Year Goals to the Year 2001 for the City organization (shown on Attachment A).

By a majority selection, identified and ranked the 1997 target issues for the City organization (shown on Attachment A).

- Relative to the Commission meeting process, the Commission
  - suggested that the Mayor or City Manager give a brief description of the issues under consideration,
  - concurred with procedurally recognizing groups or individuals under the announcements section of the agenda when possible,
  - concurred that the Commissioners would 1) go through the Mayor to be recognized during Commission discussions, and 2) adhere closer to parliamentary procedure,
  - concurred to look at the seating arrangements in the Chambers,
  - concurred to direct staff to ensure that the Commissioners were consulted on issues of significant cost, such as the redesign of the Chambers, and concurred with the staff's intent to bring back a proposal for some redesign of the technology as well as some other changes in the Commission Chambers,
  - concurred to direct questions for the staff to the City Manager or other appointed official,
  - concurred to obtain occasional evaluations on how the Commission was presenting itself to the public, and
  - directed staff to remove the unused speaker signal box from the dais.
  
- Additionally, the Commission
  - indicated that the pedestrian crossing behind City Hall needed to be made safer,
  - expressed a desire to be informed on some of the major departmental budget requests for FY97, particularly in the parks maintenance area,
  - requested some staff analysis on priorities which had been identified for the downtown area by the Downtown Merchants Association (DMA),
  - received a staff briefing on the Safety Town Project, including an offer of help from the Tallahassee Mall,
  - received a staff briefing on the Public Access Cablevision Channel Project, and
  - discussed placing cablevision issues and public information issues in the same City department.
  
- In the discussion of the target issues, the Commission
  - concurred not to make historic property direction a target issue and, instead, accepted the City Attorney's suggestion that he provide the Commission with some recommended options which any of the Commissioners could bring up at a Commission meeting;
  - indicated that the substantial costs associated with major stormwater projects, such as the Mission-Trimble Project, ought to be clearly visible in the City's budget, i.e., relocating families, support staff;
  - indicated a desire to see a report on the number of staff working in the field and the number of administrators in the Code Enforcement area;
  - emphasized the Commissioners' desire to have an opportunity for some input and be involved with the staff in issues of particular concern to them;
  - discussed the Commission's intent to have no "dead weight" employees on the City's payroll, and noted the importance of giving true employee evaluations and having effective supervisory training
  - discussed identifying citizens who would "champion" the City and mobilizing their support
  
- In discussing some of the things the staff could do to make the Commission's job easier, the following suggestions were noted:
  - give the Commissioners clear and concise answers to their inquiries ("no answer is better than a 'non' answer"),
  - give the Commissioners early notification of changes being considered,
  - seek ideas and insights from the Commissioners, and
  - make use of the Commissioners' political leadership and ask them for help.

- In discussing some of the things the Commissioners could do to make the staff's job easier, the following suggestions were noted:
  - give more frequent feedback from the Commissioners in additional half-day team building workshops, and
  - give some indication of the Commissioners' direction when they asked questions.

Commissioner Bailey indicated his special interest in transportation/roads, juvenile justice/crime, and economic development/jobs; the Commission concurred on his designation as a Lead Commissioner on those issues, setting the lead Commissioners' assignments as shown on Attachment B

Concurred with the City Manager's suggestion that copies of requests for donations be forwarded to the Director of the Office of Organizational Efficiency (OOE) for a letter to be written for the Mayor's signature as to the appropriate procedure to be followed for the request.

Concurred to schedule another half-day target issues/team building workshop some time mid-year with Mr. Sumek moderating.

## SUMMARY OF COMMISSION MEETING

APRIL 3, 1996

---

The City Commission took the following action at a target issues workshop:

**Item 1** - Discussed with staff issues relative to work on the Comprehensive Plan Evaluation and Appraisal Report (EAR), which must be submitted to the Florida Department of Community Affairs (FDCA), and the community visioning project.

- Concurred that the Comprehensive Plan should establish a balance between development and the protection of natural resources (mainly water); discussed the need to reduce dependence on septic tanks, the importance of updating the information that is currently available regarding flood zones and flood zone maps in order to clear up the confusion relative to development in those areas, and agreeing that efforts should be made to halt development in flood plains
- Concurred with the staff that a certain amount of flexibility for interpretation of policies should be maintained in the Comprehensive Plan
- Concurred that the Comprehensive Plan should address whether the City of Tallahassee and Leon County approach development with a policy of slow or accelerated growth
- Concurred with the staff that the Comprehensive Plan needs to identify critical priorities, as opposed to the current lack of clear and concise direction in the numerous existing policies, as to which are considered the higher priorities of government and the community
- Concurred that the Comprehensive Plan needs to address the issue of urban annexation and infrastructure within the Urban Services Area (U.S.A.) boundary, and the coordination of the 5 to 10-year Capital Improvement Plan with the Comprehensive Plan
- Concurred that the Comprehensive Plan needs to be more user-friendly with an increased ease of readability and a decreased volume of information
- Directed the staff to bring back an "executive summary" report on what additional elements were needed in the Comprehensive Plan, such as Human Services and Education; some clarification on where development is allowed; what the Comprehensive Plan has cost in money, development, etc.; conflicting policies that currently exist in the plan; areas the City of Tallahassee and Leon County have made progress in or regressed in; and other relative deficiencies and substantive changes needed in the Comprehensive Plan (i.e., where the City of Tallahassee and Leon County are because of the Comprehensive Plan)
- Directed the staff to bring back some technical information in order to give the Commission some data on which to base its decisions and give further direction to staff, as well as, to help get the public involved in the process by giving them something to analyze
- Concurred with the staff that the EAR could be prepared by the staff with the specificity needed by State requirements, using language that was open-ended enough to allow for a longer timeframe for assessing and implementing changes to the Comprehensive Plan

## SUMMARY OF COMMISSION MEETING

APRIL 9, 1996

---

The City Commission met in special joint session with the Board of County Commissioners and took the following action (City Commissioners Maddox and Bailey being absent):

- \* Held a joint City-County Commission public hearing on the Cycle 96-1 Comprehensive Plan Amendments and staff responses to the Florida Department of Community Affairs' (FDCA's) Objections, Recommendations and Comments Report (ORC).

The following persons appeared before the Commission relative to these Comp Plan Amendments:

Mr. Russ McGregor, 3102 Ortega Drive, (proponent for Map Amendment #003)  
Mr. Leo Manasian, 3220 Old Bainbridge Road, President, Old Bainbridge Canopy Neighborhood Association (proponent for Map Amendment #004)  
Ms. Beryl Stuckert, 1829 Cottage Grove Road (proponent for Map Amendment #004)  
Mr. Donald Herzog, 3700 Danesborough Drive (proponent for Map Amendment #004)

- \* Voted 3-0-2 (Commissioners Maddox and Bailey being absent) to adopt Map Amendment #006 (Levy Street) (Not objected to by the FDCA) [The County Commission voted 7-0 on a like motion.]

- \* Voted 3-0-2 (Commissioners Maddox and Bailey being absent) to adopt the following Cycle 96-1 Text Amendments (Not objected to by the FDCA):
  - #019 (Greenways)
  - #020 (Comprehensive Plan Glossary)

[The County Commission voted 7-0 on a like motion.]

- \* Voted 2-1-2 (Commissioner Lightsey opposing; Commissioners Maddox and Bailey being absent) to adopt Map Amendment #003 (Perkins Closed Basin - Clara Kee Blvd/US 27 North) (Objected to by the FDCA) [The County Commission voted 5-2 on a like motion.]

- \* Voted 3-0-2 (Commissioners Maddox and Bailey being absent) to adopt Map Amendment #004 (Old Bainbridge Rd) (Objected to by the FDCA) [The County Commission voted 7-0 on a like motion.]

- \* Voted 3-0-2 (Commissioners Maddox and Bailey being absent) to adopt Text Amendment #009 (Land Use Matrix) (Objected to by the FDCA) [The County Commission voted 7-0 on a like motion.]

- \* Voted 3-0-2 (Commissioners Maddox and Bailey being absent) to adopt Ordinance No. 96-O-009, adopting the Cycle 96-1 Amendments to the 2010 Tallahassee-Leon County Comprehensive Plan [The County Commission voted 7-0 on a like motion.]

## SUMMARY OF COMMISSION MEETING

APRIL 10, 1996

---

The City Commission took the following action:

--> Recognized special guest, Mayor Clarence Anthony, Mayor of South Bay, Florida, and immediate past president of the Florida League of Cities, now running for 2nd Vice President of the National League of Cities (Mayor Anthony gave the invocation.)

--> City Manager Burkett gave a special prayer in memory of two recently- deceased City of Tallahassee employees, Captain Terry McGowan, Fire Department, and Mr. Blanchard Harrison, Electric Department.

**Item 1.1** - Presented a proclamation issued in recognition of the late Captain Terry McGowan of the City of Tallahassee Fire Department to members of the McGowan family including Mrs. Laura McGowan and her son, Mr. Pat McGowan and Mr. Rick McGowan.

**Item 1.2** - Presented a Certificate of Appreciation to Ms. Ronetta Lewis, law clerk in the City of Tallahassee's Legal Department for her participation in the American Bar Association's National Mock Trials Competition as a member of the national championship team representing the Florida State University (FSU) College of Law

**Item 1** - Presented a proclamation proclaiming Friday, April 12, 1996, as "YMCA/City of Tallahassee Model City Commission Day" in the City of Tallahassee

- Mr. Joe Pasley, Branch Director, and Mr. Jim Bentley, Program Director, and two middle school students elected Mayors for the Day -- Richard Reddick, Maclay Middle School, and Michelle Paulson, Deer Lake Middle School -- all of the YMCA Community Youth and Camping Branch, appeared before the Commission relative to this item.

--> Announcement - City Manager Burkett announced the receipt of a check in the amount of \$1,575,755.20, representing the seller's net proceeds received by the City of Tallahassee on the closing held earlier in the day on the sale of a Capital Commons site to the Florida League of Cities; he commended everyone who had been involved with this sale, and particularly recognized and thanked Mary Jane Stanley, Downtown Development, and Pat Hurley, Assistant City Attorney, for their work in helping to bring this sale to closure.

**Items 1.3-8 and 10-12**, the Consent Agenda - Voted 5-0 to approve the staff recommendations presented in the Consent Agenda, Items 1.3-8 and 10-12, taking action as follows:

**Item 1.3** - Authorized the Department of Community Improvement (DCI) staff to enter into an agreement with VMH, Inc., to partner with them, serving as the eligible governmental agency conduit to facilitate the securing of financing made available through the FDIC/RTC for the Gathering Apartments (Option 1)

**Item 2** - Approved the selection committee's ranking of proposals to inspect and repair the Corn Hydroelectric Turbine Generators; approved the request of the Electric Department's Production Division to negotiate with the highest ranked proposer, Besco, Inc.; authorized the City Manager to reject all proposals should a satisfactory negotiated agreement not be reached; the Division will seek Commission approval of the final negotiated contract (Option 1)

**Item 3** - Awarded bid for voltage regulators, to be used on long- distance distribution feeders, for Electric Operations, to Hughes Supply Company, Inc., low bidder meeting specifications, in the amount of \$56,340 (Option 1)

**Item 4** - Awarded bid for two (2) diesel-driven fire pumps for the City's Electric Power Plants to R. M. Myers Company, low bidder meeting specifications, in the amount of \$223,447 (Option 1)

**Item 5** - Awarded bid for four (4) load break switches for Electric Operations to Graybar Electric Company, low bidder meeting specifications, in the amount of \$90,030 (Option 1)

**Item 6** - Approved the Florida Southern Transmission Export Allocation Agreement between the four utilities currently allocated to use the electric transmission interconnections ("the interface") between Florida and the Georgia Integrated Transmission System (Option 1)

**Item 7** - Approved the creation of a master contract for Federal Energy Regulatory Commission (FERC) legal services and authorized consolidation of the existing task order budgets, totaling \$235,000, into a master contract with Special Counsel, Van Ness Feldman (VNF), representing the City at the FERC so that funds can be transferred between open task orders; approved supplemental funding of \$75,000, from the FY96 Legal Services Budget, for a total master contract amount of \$310,000 to support continued special counsel efforts at the FERC through the end of Fiscal Year 1996 (Option 1 and 3)

**Item 8** - Awarded bid for two (2) trash loading tractors for Residential Collections to Peterson Industries, Inc., sole source provider, in the amount of \$167,588 (Option 1)

**Item 9** - Pulled from consent for discussion and a separate vote, the approval of consultant ranking for Blair Stone Road Northern Extension for consulting engineering services

**Item 10** - Approved the T. P. Smith Holding Pond Change Order No. 3 in the deductive amount of \$96,285 to Slaughter Construction Company and approved the use of an estimated \$23,000 of the savings for the purchase and installation of a separator unit for the reuse water system serving the T. P. Smith Plant (Option 1)

**Item 11** - Approved the proposed settlement agreement in the case of Century Development of Tallahassee vs. The City of Tallahassee, Case No. 95-40051-MMP, U. S. District Court, Northern District of Florida, with the offer to settle to remain open until June 1, 1996; instructed the City Attorney to take whatever steps are necessary to accomplish dismissal of this case with prejudice based upon the settlement agreement (Option 1)

**Item 12** - Adopted the revision of the City's Non-Pension Investment Policy as recommended by staff and as approved by the Investment Advisory Committee (Option 1)

**Item 9** (pulled from Consent) - Voted 5-0 to approve the selection committee's ranking of proposals for Consulting Engineering Services on the Blair Stone Road Northern Extension; and authorized Public Works/Engineering staff to negotiate acceptable fees and contracts with Figg Engineering, Inc., for the Park Avenue to Mahan Drive section, and Genesis Group, Inc., for the Mahan Drive to Capital Circle section (Option 1); discussed the intent to have the design consultant evaluate a number of different approaches to have the road compatible with the park area, including some multi-bridge sections and a "continuous bridge" concept

**Item 13** - Voted 5-0 to approve the recommended funding in the amount of \$758,001 for the Glen Oaks Affordable Housing Development Project, located on 17 acres fronting on Midyette Road, south of Centerview Drive and west of Capital Circle; authorized staff to develop all required documents and proceed with closing on a SAIL loan from the State of Florida Affordable Housing Corporation, as presented -- providing 256 units of affordable rental housing, expanding opportunities for homeownership for families with low and very low incomes through a homeownership incubator program that would include deep subsidies of approximately \$20,000 to eligible residents from federal and state agencies through the Lenders Consortium (Option 1); ascertained that the accumulated down payment funds could be used by eligible residents to purchase a home anywhere in the community; directed staff to consider ways of using existing vacant housing facilities in the City to address the affordable housing goals and that a method be identified for communicating the availability of affordable housing funds to existing apartment owners in the City, such as, the distribution of a FACT sheet on available programs to provide funding for affordable housing needs

**Item 14** - Voted 5-0 to accept the Five-Year Financial Forecast and conceptually approve the budget balancing strategies for development of the City's proposed FY97 budget, and a "No Layoff Policy" (Option 1); discussed three major strategies for addressing projected deficits, including: 1) the reduction of the electric transfer and rates, leveling off at approximately \$5 million, 2) reductions in the number of positions on the City payroll, reducing the current 2800 employees by 250 positions through attrition over five years, and 3) reducing expenditures; ascertained that the elimination of positions would reduce overall costs; suggested that actions taken by the State Legislators that resulted in increasing costs to this government be tracked; pointed out that the City organization would need to become more diligent about exploiting opportunities that would result in additional future revenues; noted that economic development was a key element of the financial strategy and announced that the Economic Development Target Issue discussion was scheduled for May 15, 1996; discussed the issue of funding parks and the City's annexation strategy

**Item 15** - Held a public hearing and voted 5-0 to adopt Ordinance 96-O- 0008, introduced on March 27, 1996, providing for the voluntary annexation of the proposed Center Court subdivision, consisting of 17.16 acres located in the southwest corner of the intersection of Interstate 10 and Centerville Road (Option 1)

**Unscheduled Speaker** - Mr. Russ McGregor, 3102 Ortega Dr., appeared before the Commission and advised that superb cooperation with the Glen Oaks project had been received from the Growth Management Department staff, and he especially thanked Wade Pitt and Buddy Holshouser for their help which enabled the developers to meet a vital application deadline for some State funding

**Unagendaed** - Commissioner Meisburg announced the Juvenile Justice Council's sponsorship of a program in celebration of families the week of April 29-May 4, 1996, working towards strengthening the role of families, and he asked the Commissioners to bring their family members and participate in the press conference.

## SUMMARY OF COMMISSION MEETING

APRIL 17, 1996

---

The City Commission took the following action at a Target Issues Workshop:

**Item 1** - Discussed the proposed Strategic Planning Process; directed staff to schedule the issue of a mission and vision statement for the City for discussion at a target issues workshop; requested a summary report on the status of the plan to eliminate the environmental problem with the stormwater inflow and infiltration connection in the electric and sewer utilities, and suggested that consideration be given to including this in the utilities' strategic planning process; requested additional information as to where public involvement was planned in the strategic planning process; ascertained that the staff would seek input from the Commissioners as the strategic planning process developed

**Item 2** - Discussed and, by consensus, accepted the Telecommunications Target Issue Work Plan as presented; also determined that a \$500,000 capital investment in the current year's budget would allow the expansion of the City's computer network capacity

**Item 3** - Discussed a staff report on the planned implementation of a Greenways system; indicated that an adequate level of funds should be held in reserve to ensure the City lost no unexpected opportunities for the desired acquisition of lands; indicated that any group planning for the preservation of a linear greenway adjacent to a roadway, such as a current proposal being developed by Power House, Inc., should work with City staff to ensure the acceptability of the proposal and ensure that the staff had knowledge of the total cost to the City; voted 4-0-1 (Commissioner Meisburg being absent) to approve the staff's recommendation to accept the report on the Greenways Implementation (Option 1); direct staff to conduct further analysis of implementation options and fiscal impacts as outlined below (Option 2); and direct staff to coordinate with other departments (i.e. Stormwater, Parks and Recreation, and the Growth and Environmental Management Departments) on capital improvement aspects of the Tallahassee - Leon County greenways network (to explore options for merging other City functions, services and plans with the Greenways system (Option 3):

- continue to refine the boundaries of the Greenways system in the Urban Services Area;
- complete the analysis of the numbers and types of properties affected;
- evaluate what, if any, modifications to land development regulations may be needed to implement or complement the Greenways system;
- estimate the costs for implementing the system;
- evaluate more fully the fiscal impacts of various revenue sources for acquisition and management in light of the City's priorities and five-year financial plan and the public's priorities;
- continue to work with state agencies and City staff to identify other properties for immediate acquisition; and
- bring to the Commission all proposals for land acquisition or regulatory change.

also, requested that staff give some consideration to including in the Economic Development Target Issue Work Plan some language relative to the Greenways Program

**Unagendaed** - Directed staff to analyze the FDOT's plans for the widening of Orange Avenue and bring back some recommended options to set a strategy in place for preserving the character of the area while planning the expansion of the future right-of-way, to include ways of reimbursing any expenditures of City funds, and to include consideration of a neighborhood for the City to join in a partnership for a greenways project running parallel to both the north and south sides of Orange Avenue in conjunction with the roadway expansion project

- Mr. Curtis Richardson, 533 Tuskegee St., appeared before the Commission relative to this item. He also noted the presence of Ms. Stephenson, from the College Terrace Neighborhood Assn., indicating support of this kind of project along Orange Avenue as one that would preserve the integrity of the area.

## SUMMARY OF COMMISSION MEETING

APRIL 24, 1996

---

The City Commission took the following action:

--> Commissioner Meisburg extended an invitation to the Juvenile Justice Council's "Celebration of Family Week", April 29--May 4, 1996; invited the Commissioners to attend a press conference with their family at 9:00 a.m., Tuesday, April 30, at City Hall; and announced the week would conclude with a "Fair" at Tom Brown Park on Saturday, May 4, between the hours 10:00 a.m. and 4:00 p.m. He also thanked Capital City Bank for being a major sponsor of the event.

--> Commissioner Meisburg thanked the many City personnel who had helped make the Shakespearan Festival, held over the past weekend, a success.

--> City Manager Burkett announced that a contract had been signed with Culpepper Construction Company and work was expected to begin within the next two weeks on the excavation of the northwest site of the Capitol Commons where they will be constructing some additional parking for the City and where they will be constructing the parking and the building for the Florida League of Cities.

--> City Manager Burkett announced that the name plates on the Commission dais had been changed for a trial period.

**Item 1** - Presented a proclamation to Police Chief Tom Coe and Police Planner Greg Frost in recognition of the Tallahassee Police Department receiving re-accreditation from the Commission on Accreditation for Law Enforcement Agencies, Inc.

**Item 2** - Concurred to schedule consideration of a settlement agreement with the Leon County School Board involving the selection of a site for a northeast high school; ascertained that the request was to consider the Florida Department of Community Improvement's (FDCA's) settlement and defer continued mediation until the scheduled discussion

Mr. Richard Merrick, Superintendent of the Leon County School Board, appeared before the Commission relative to this item.

**Items 3-12** - Voted 5-0 to approve the staff recommendations presented in Consent Agenda Items 3-12, taking action as follows:

**Item 3** - Approved an Amended Lease Agreement between the City of Tallahassee and the National Weather Service (NWS), to lease space to the NWS at current monthly rental payments of \$11,739 for three years with annual options of renewal with NWS agreeing to buildout the space to meet their specifications -- saving the cost of improving the space, estimated at approximately \$275,000, and enabling the Airport to buildout 5,500 sq. ft. of shell space on the second floor of the Terminal Building and have offices readily available for lease at market rate rental after the NWS lease agreement expires, expected to be in 1999 (Option 1)

**Item 4** - Rejected all bids received in response to Bid #2245-96-A01- 9EE for Electric Substations and Generating Stations Grounds Maintenance, and approved the continued performance of grounds maintenance at the Electric Operation facilities with Electric Operations personnel (Option 1)

**Item 5** - Awarded bid for the purchase of ten (10) police sedans from Champion Chevrolet, in the amount of \$189,470, and the purchase of twenty-three (23) from Tallahassee Motors, in the amount of \$456,458, low bidders meeting major specifications with exception taken for application of two percent (2%) local preference to Tallahassee Motors, for a total fiscal impact of \$\$645,298 (Option 1)

**Item 6** - Awarded contract for the upgrade of the Heating, Ventilation, and Air Conditioning equipment at the Walker Ford Community Center to Gallon and Sons Mechanical Contractor, Inc., low MBE bidder meeting specifications, in the amount of \$152,000 (Option 1)

**Item 7** - Approved the Summerbrooke Phase V Subdivision Plat, developed by Jamesmark Incorporated with Mark A. Conner as President, consisting of approximately 60.73 acres subdivided into 73 lots planned as Residential Single Family, located east of Meridian Road and south of Bannerman Road in the area generally known as Summerbrooke (Option 1)

**Item 8** - Approved the establishment of a new project and the following interim appropriation of funds for the HUD Alberto Recovery Project, with U.S. Department of Housing and Urban Development (HUD) grant terms specifying funding would be provided on a reimbursement basis and grant funding provided through the Florida Department of Community Affairs (FDCA)(Option 1):

	BUDGET TRANSFER	AMOUNT
DEPARTMENT:	Stormwater Management	
TRANSFER TO:	HUD Alberto Recovery Project	\$11,994,220
TRANSFER FROM:	City Working Capital	\$11,994,220

REASON FOR TRANSFER: To fund a City work order in order to facilitate continued progress on administrative tasks for the Project.

**Item 9** - Approved the minutes of the January 11 and February 21, 1996, Special Meetings of the City Commission (Option 1)

**Item 10** - Approved a liability claims settlement agreement of the Winsberg Case as recommended by staff and defense counsel, for the amount of \$100,000 (Option 1)

**Item 11** - Adopted Resolution No. 96-R-0024, authorizing the City Attorney to initiate eminent domain proceedings for temporary construction easements necessary for the Welaunee Project, construction of stormwater improvements on Welaunee Plantation (Option 1)

**Item 12** - Adopted Resolution No. 96-R-0025, authorizing property conveyance (deeds) to the Florida Department of Transportation (FDOT) for transportation projects reviewed by the Commissioners in their capacity as members of the Metropolitan Planning Organization (MPO) (Option 1)

**Item 13** - Accepted an extensive report on the evaluation of existing and alternative solid waste and recycling service levels; by consensus, authorized the scheduling of a City Commission workshop on May 15, 1996, to 1) discuss alternatives available for the collection of garbage, vegetative (yard) waste, bulky items, white goods, and recyclable materials as well as the processing of yard waste, and the processing and marketing of recyclable materials; and 2) discuss the issuance of a Request For Proposals (RFP) to include solid waste and recycling collection in the contracted area of the City, the processing and marketing of recyclable materials, and the processing of yard waste (Option 1)

**Item 14** - Acknowledged the status report on the Zoning, Site Plan and Subdivision Regulations Streamlining Ordinance No. 95-O-0025AA, adopted on September 13, 1995; and directed staff to draft a "glitch" ordinance to correct "scrivener" errors or implementation problems created by the ordinance as outlined in the status report (Option 1); also, directed staff to bring back some staff analysis and options for bringing the City and County ordinances closer to make them as similar as possible, and also on the cost of initiating an appeal and the Commission's desire to avoid frivolous appeals

--> **Unagendaed** - Directed staff to bring back a report on the kinds of regulatory variances being requested

- Ms. Debra Newhall, 1515 Rankin Avenue, appeared before the Commission and discussed her concerns with the streamlining of development regulations (Item 14) and the \$350 that was being charged to initiate an appeal.

**SUMMARY OF COMMISSION MEETING**

**Public Hearing**

**Proposed Cycle 96-2 Amendments to the 2010 Comprehensive Plan**

**APRIL 25, 1996**

The City Commission met in special joint session with the Board of County Commissioners and held a public hearing on the following proposed Cycle 96-2 Amendments to the 2010 Comprehensive Plan (City Commissioner Maddox and County Commissioner Maloy being absent):

<b>Item</b>	<b>Amendment To</b>	<b>Proposed Amendment</b>
96-2-M-001	FUTURE LAND USE MAP (Piney Z)	From: Mixed Use A, Residential Preservation, and Urban Fringe To: Recreation/Open Space
96-2-M-002	FUTURE LAND USE MAP (Lake Ella Drive)	From: Central Urban To: Residential Preservation
96-2-M-003	FUTURE LAND USE MAP (Brevard & Old Bainbridge)	From: Residential Preservation To: Central Urban
96-2-M-004	FUTURE LAND USE MAP (Brevard & Dewey)	From: Residential Preservation To: Central Urban
96-2-M-005	FUTURE LAND USE MAP (East Tennessee & Short Street)	From: Residential Preservation To: Mixed Use A
96-2-M-006	(Withdrawn)	
96-2-M-007	FUTURE LAND USE MAP (Park & Belmont)	From: Residential Preservation To: Mixed Use C
96-2-M-008	(Withdrawn)	
96-2-M-009	FUTURE LAND USE MAP (Thomasville Road north of Kinhega)	From: Rural To: Mixed Use A
96-2-M-010	FUTURE LAND USE MAP (Tharpe & Dawsey)	From: Residential Preservation To: Mixed Use A
96-2-M-011	FUTURE LAND USE MAP (Ford Street)	From: Residential Preservation To: Central Urban
96-2-M-012	FUTURE LAND USE MAP (Priority Planning Area)	Deletion of Priority Planning Area from Future Land Use Map
96-2-M-013	FUTURE TRANSPORTATION MAP (2020 Transportation Map)	Update plan to include 2020 Transportation Map
96-2-M-014	FUTURE LAND USE MAP (Perkins Closed Basin)	From: Lake Protection To: Residential Preservation, Mixed Use A, and Education Facility
96-2-015	UTILITIES ELEMENT (Water and Sewer Charges)	Delete surcharge policy
96-2-016	CAPITAL IMPROVEMENTS ELEMENT (Schedule of Capital Improvement)	Annual update
96-2-017	TRANSPORTATION ELEMENT (Transportation Level of Service)	Equalize Transportation Level of Service
96-2-018	LAND USE ELEMENT (Site Specific Zoning)	Implement Site Specific Zoning
96-2-019	(Withdrawn)	
96-2-020	LAND USE ELEMENT	Land Use Policy 2.1.9

The following persons appeared before the Commission relative to these Comp Plan Amendments:

Mr. Frank Cook, 1641 Lake Ella Drive (proponent for Map Amendment #002)  
Mr. Wolfgang Adolph, 1579 Fernando Drive, representing the Los Robles Neighborhood Association (proponent for Map Amendment #002)  
Mr. Bob Fulford, 231 Westridge Drive, representing the Council of Neighborhood Associations (proponent for Map Amendment #002)  
Mr. Will Peters, 3424 Gallant Fox Trail (proponent for Map Amendment #010)  
Mr. Arthur Gay, 7215 Anglewood Lane, representing National Linen Service (proponent for Map Amendment #011)  
Mr. Lee Colson for Mr. Welbert Colson, 5251 Bradfordville Road (proponent for Map Amendment #011)  
Mr. Frank Williams, 1704 Hillsgate, representing Florida Developers (proponent for Map Amendment #011)  
Mr. Nathaniel Muse, 1126 Central Street (proponent for Map Amendment #011)  
Mr. Lorence Bielby, 3112-B Middlebrooks, representing the Live Oak Homeowners' Association (opponent against Map Amendment #013)  
Mr. John Thomas, 1430 Millstream Road, representing the Live Oak Plantation Homeowners' Association (opponent against Map Amendment #013)  
Mr. Jim Brewster, attorney, 547 N. Monroe Street, Suite 103, representing the Roweling Oaks Subdivision Homeowners (opponent against Map Amendment #014)  
Mr. Terry Basham, 4131 Roweling Oaks Court (opponent against Map Amendment #014)  
Mr. Shaw Stiller, 909 East Park Avenue, representing Equity Resources, Inc. (for information regarding Map Amendment #014)  
Mr. Russ McGregor, 3102 Ortega Drive (proponent for Map Amendments #014 and #018)  
Mr. Charlie Stevens, 4082 Roweling Oaks Court (opponent against Map Amendment #014)  
Mr. Harold Ferree, 4067 Roweling Oaks Court (opponent against Map Amendment #014)  
Mr. Russ Vaughn, 4126 Roweling Oaks Court (opponent against Map Amendment #014)  
Ms. Phyllis Vaughn, 4126 Roweling Oaks Court (opponent against Map Amendment #014)  
Mr. Ken Whittle, 4114 Roweling Oaks Court (opponent against Map Amendment #014)  
Mr. Jeff Doxsee, 4060 Roweling Oaks Court (opponent against Map Amendment #014)  
Ms. Terri Doxsee, 4060 Roweling Oaks Court (opponent against Map Amendment #014)  
Mr. Bill Tellefsen, 318 North Calhoun Street, representing Moore, Bass & Bibler and Mr. Harry Middlebrooks (proponent for Map Amendments #018 and #019)  
Mr. Rick Moore, 1829 Cottage Grove Road (proponent for Map Amendment #019)

## SUMMARY OF COMMISSION MEETING

### Site Specific Zoning Workshop

APRIL 25, 1996

---

The City Commission met in special joint session with the Board of County Commissioners for a Site Specific Zoning Workshop and took the following action (Mayor Weaver and City Commissioner Maddox and County Commissioners Maloy and Davis being absent):

- Voted 3-0-2 (Mayor Weaver and Commissioner Maddox being absent) to approve the Code Advisory Committee and staff's recommendation that the format of the new zoning districts be the same as that which was used in the Zoning Code that was in effect prior to April 1992.

*[The County Commission voted 5-0-2 on a like motion. (County Commissioners Maloy and Davis being absent).]*

- Voted 3-0-2 (Mayor Weaver and Commissioner Maddox being absent) to approve the Code Advisory Committee and staff's recommendation for the use of broader, more descriptive language in describing current and proposed land uses in the Zoning Code, rather than using the more restrictive Standard Industrial Classification codes.

*[The County Commission voted 5-0-2 on a like motion. (County Commissioners Maloy and Davis being absent).]*

- Voted 3-0-2 (Mayor Weaver and Commissioner Maddox being absent) to approve the Code Advisory Committee and staff's recommendation for the creation of one Zoning Code for both the City and County which would still respect policy differences and include them.

*[The County Commission voted 5-0-2 on a like motion. (County Commissioners Maloy and Davis being absent).]*

- Directed the staff to apply the site specific zoning process to the Central Urban zoning district as the next step in the development of a more streamlined Zoning Code.
- Directed the staff to send out a memorandum to the Commissions citing examples of zoning policy differences and their significance so they could be analyzed by the Commissions and allow them to give direction prior to the staff's completion of a streamlined Zoning Code.
- Concurred that the flow chart and the document presented by the staff, which detailed the steps in the process for site specific zoning implementation in the Mixed Use zoning districts and explained how the City and County reached this point, what problem was being fixed, and what the process is for fixing it, could be placed on the City of Tallahassee Home Page on the INTERNET; concurred in directing the staff to investigate using COMCAST and Public Access Television as additional sources for media presentation of the overall process.
- Concurred in directing the staff to send notices to every registered property owner in a Mixed Use zoning district to inform them of all the open houses and proposed schedules for site specific zoning adoption hearings, and to send out a second mailout as a follow-up within a few months of the original mailing; directed the staff to get with the respective budget offices to figure out a method of payment for this notification process.
- Concurred to accept the overall citizen participation and public involvement process as presented by the staff.
- Concurred on conducting joint public hearings on the site specific zoning process and confirmed with the staff that there were no legal issues involved in doing so.
- Discussed design standards, relocation issues, classifications and non-conformities arising from the implementation of site specific zoning with respect to Light/Heavy Industrial, towers, and similar land uses; directed the staff to bring back some guidelines and options for the Commissions to look at in order to make decisions on how to treat these uses in the Zoning Code with regard to the site specific zoning process.
- Confirmed that the Future Land Use Map would not change with respect to site specific zoning in Mixed Use zoning districts, but that the new districts they are divided into would appear on the Zoning Maps and in narrative form in the 2010 Comprehensive Plan, while the Future Land Use Map would still reflect Mixed Use designations.