

## MINUTES

**DATE:** Tuesday, May 5, 2015

**MEETING:** Winter Park Town Council

**PLACE:** Town Hall Council Chambers

**PRESENT:** Mayor Pro Tem Barbara Atwater, Councilors Jim Myers, Chuck Banks, Chris Seemann, and Mike Periolat, Town Manager Drew Nelson, and Town Clerk Taryn Martin

**OTHERS**

**PRESENT:** Finance Director Bill Wengert, Town Planner James Shockey, Police Chief Glen Trainor

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Mayor Jimmy Lahrman called the meeting to order at 5:30 pm.

Mayor Lahrman led those present in reciting the Pledge of Allegiance.

**2. Town Hall Meeting**  
*Nothing to Report.*

**3. Consent Agenda**

**3.a. Approval of December April 21, 2015 Meeting Minutes**

Councilor Jim Myers moved and Councilor Chris Seemann seconded the motion approving the Consent Agenda. Motion Carried: 5-0

**4. Action Items**

**4.a. Special Event Permit - Cooper Creek Square Summer Events**

Town Clerk Taryn Martin stated that the application was in order and had been reviewed by Staff, who recommended approval. Ms. Martin stated that she could answer any questions.

Councilor Chris Seemann moved and Councilor Jim Myers seconded the motion approving the Special Event Permits for Cooper Creek Square Summer Events. Motion Carried: 5-0

**4.b. Consultant Selection – Affordable/Workforce Housing Needs Assessment**

Town Planner James Shockey stated that a request for proposals had been sent out to several consultants, and that Staff had received four proposals. Mr. Shockey stated that after analyzing the proposals, Staff recommends Rees Consulting/WSW Consulting, as they have done a number of housing needs assessments throughout the West. Mr. Shockey stated that Staff recommends approval of the contract with costs not to exceed \$50,000.00.

Councilor Jim Myers moved and Councilor Chris Seemann seconded the motion approving the Contract with Rees Consulting/WSW Consulting for the Affordable/Workforce Housing Needs Assessment. Motion Carried: 5-0

**4.c. Consideration of a Memorandum of Understanding Concerning the Transition of Transit Services Between the Town of Winter Park and Winter Park Resort**

Town Manager Drew Nelson stated that negotiations had been going on for approximately six years regarding transit in the Fraser Valley. Mr. Nelson stated that Winter Park Resort has been operating the transit system for over twenty years, and the Town had recently received feedback from residents asking for enhanced service. Mr. Nelson stated that negotiations regarding the transition into public transit had been ongoing for the past six to eight months. Mr. Nelson stated that due to the current structure, the transit system is ineligible for federal and state funding. Mr. Nelson stated that under the proposed Memorandum of Understanding (MOU), the Town would act as administrator for the main fixed routes, and will apply for state and federal funding toward providing year-round service. Mr. Nelson stated that Winter Park Resort will continue to provide funding, but in the future the Town will consider new funding sources that have yet to be identified. Mr. Nelson stated that the MOU creates a Transit Advisory Committee that would develop all agreements going forward as well as handle the scheduling, budget, and other issues. Mr. Nelson stated that Winter Park Resort would still handle all charter and parking services through their contract with First Transit, and that the Town and the Resort would work toward a capital replacement plan to replace the fleet vehicles and the current maintenance facility. Mr. Nelson stated that under the MOU, should a new funding source be approved, it would free the Resort of financial obligations related to the operation of the system with the exception of \$300,000.00 per year for ten years to use toward future capital improvements. Mr. Nelson stated that Staff recommends approval of the MOU. Winter Park Resort Vice President of Operations C.A. Lane thanked the Town for the efforts so far, and stated that it is been a very favorable working relationship with a real spirit of cooperation.

Councilor Jim Myers moved and Councilor Chris Seemann seconded the motion approving the Memorandum of Understanding Concerning the Transition of Transit Services Between the Town of Winter Park and Winter Park Resort. Motion Carried: 5-0

**4.d. Rezoning Request – Parcels A&B, Sitzmark North**

Town Planner James Shockey stated the Town is applying to rezone two parcels located in the Sitzmark North Property from Residential Commercial District (R-C) to Destination Center District (D-C) and Open Space, Forestry, Agriculture, and Recreational District (OSF). Mr. Shockey stated that the parcels are approximately 9.03 acres in size. Mr. Shockey stated that Staff went through the analysis required by Town Code, and that the Planning Commission reviewed the Rezoning Request on April 27<sup>th</sup>. Mr. Shockey stated that Staff recommended approval of the Rezoning Request. Mayor Pro Tem Barbara Atwater opened the Public Hearing and, upon hearing no comments, closed the Public Hearing.

Councilor Chris Seemann moved and Councilor Mike Periolat seconded the motion to approve the Rezoning Request for Parcels A&B, Sitzmark North. Motion Carried: 5-0

**4.e Ordinance 489 – An Ordinance Approving a Development Agreement Between the Town and the Sprout Foundation for the North Parcel of the Sitzmark Property, First Reading**

**4.f. Ordinance 490 – An Ordinance Approving a Development Agreement Between the Town and Winter Park Development Company, LLC for the South Parcel of the Sitzmark Property, First Reading**

Town Manager Drew Nelson presented a PowerPoint reviewing the two parcels and their history, as well as their proposed future use. Mr. Nelson stated that under Ordinance 489, the Town will donate Parcel A and seven water taps which came with the parcel when the Town purchased the land for the construction of a community center to begin no later than July 1<sup>st</sup>, 2017. Mr. Nelson stated that this community center will include an environmental education center as well as 7,000

square feet of meeting space. Mr. Nelson stated that the developer would have the right to construct a hotel/retail space as the market warrants. Mr. Nelson stated that the Town would retain a reversion clause and the parcel would be deed restricted.

Mr. Nelson stated that under Ordinance 490, the Town would sell the deed restricted Parcel B and twenty-five water taps to the developer for \$1.2 million. Mr. Nelson stated that the Town would retain first right of refusal, right of repurchase, and a deed restriction for a market, and the developer would be responsible for adhering to the Town's Master Plan.

Mrs. Amy Greer from Stan Bernstein & Associates stated that she specializes in financial consulting, primarily for municipalities. Mrs. Greer presented a PowerPoint detailing the anticipated incremental tax revenues that could be generated from the proposed development. Mrs. Greer stated that the numbers look very positive and she believed the Town would recoup their expenses very quickly. Mayor Pro Tem Barbara Atwater asked Mrs. Greer whether these figures were hopeful or conservative. Mrs. Greer stated that the numbers were as accurate as possible while erring on the conservative side. Town Manager Drew Nelson stated that these Ordinances are the culmination of over a year of negotiations, and the Town is very excited to get started.

Councilor Chris Seemann moved and Councilor Jim Myers seconded the motion to approve Ordinance 489 – An Ordinance Approving a Development Agreement Between the Town and the Sprout Foundation for the North Parcel of the Sitzmark Property, First Reading. Motion passed by the following roll call vote:

Barbara Atwater	“Aye”	Mike Periolat	“Aye”
Jim Myers	“Aye”	Chris Seemann	“Aye”
Chuck Banks	“Aye”		

Councilor Chris Seemann moved and Councilor Chuck Banks seconded the motion to approve Ordinance 490 – An Ordinance Approving a Development Agreement Between the Town and Winter Park Development Company, LLC for the South Parcel of the Sitzmark Property, First Reading. Motion passed by the following roll call vote:

Barbara Atwater	“Aye”	Mike Periolat	“Aye”
Jim Myers	“Aye”	Chris Seemann	“Aye”
Chuck Banks	“Aye”		

**5. Town Manager's Report**

Town Manager Drew Nelson stated the Strategic Economic Development Committee had met recently, and that Tom Carey had been nominated as Chairperson. Mr. Nelson stated that initial, broad ideas were discussed, and that there would be another joint meeting on May 27<sup>th</sup>, 2015.

Mr. Nelson stated that a consultant had been appointed for Affordable/Workforce Housing, and that a Workshop would be held after the May 19<sup>th</sup> Council Meeting.

Mr. Nelson stated that the Winter Park/Fraser Chamber of Commerce had received an offer from Honda for a summer sponsorship at Hideaway Park. After some discussion, the Council directed Chamber of Commerce Director Catherine Ross to proceed with acquiring the sponsorship.

**6. Mayor's Report**

*Mayor Lahrman was not present.*

7. **Town Council Items for Discussion**

Councilor Jim Myers thanked Staff and Residents for all of the hard work that had gone into the things accomplished at the meeting. Mayor Pro Tem Barbara Atwater congratulated the Council and Mayor Lahrman on the accomplishments.

There being no further business to discuss, upon a motion regularly adopted, the meeting was adjourned at 6:30 p.m.

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The next scheduled meeting of the Town Council will be Tuesday, May 19<sup>th</sup>, 2015 at 8:00 a.m.

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Taryn M. Martin, Town Clerk