

**MINUTES OF THE SPECIAL MEETING
OF THE LADY LAKE TOWN COMMISSION
LADY LAKE, FLORIDA**

June 9, 2016

The special meeting of the Lady Lake Town Commission was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida with Mayor Ruth Kussard presiding. The meeting convened at 6:00 p.m.

- A. CALL TO ORDER:** Mayor Ruth Kussard

- B. PROCEDURE:** *Citizens are encouraged to participate in the Town of Lady Lake meetings. Speakers will be limited to three (3) minutes. Additional time may be granted by the Mayor. Citizen groups are asked to name a spokesperson and the Mayor, at his/her discretion, may allow longer than three minutes. Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone. The order of agenda items may be changed if deemed appropriate by the Town Commission. Please be respectful of others and put your cell phone on silent mode.*

- C. PLEDGE OF ALLEGIANCE:** led by Joe Quinn

- D. INVOCATION:** Pastor James Keough – Congregational Church of The Villages

- E. ROLL CALL:**
 - Tony Holden, Commissioner Ward 2
 - Dan Vincent, Commissioner Ward 3
 - Paul Hannan, Commissioner Ward 4
 - Jim Richards, Commissioner Ward 5
 - Ruth Kussard, Mayor/Commissioner Ward 1

STAFF MEMBERS PRESENT: Kris Kollgaard, Town Manager; Sasha Garcia, Attorney (sitting in for Derek Schroth, Town Attorney); Thad Carroll, Growth Management Director; C. T. Eagle, Public Works Director; Chief Chris McKinstry, Police Department; Mike Burske, Parks & Recreation Director; Pam Winegardner, Finance Director; Tia O’Neal, Human Resource Director; and Nancy Slaton, Deputy Town Clerk

F. PUBLIC HEARING:

1. TEFRA Hearing – Omega Communities, LLC

Mayor Kussard announced that this public hearing is being opened for consideration of the issuance of bonds by the Capital Trust Agency in an aggregate principal amount not to exceed \$46,000,000 for the purpose of loaning funds to Omega Communities LLC for the primary purpose of acquiring and constructing a senior living facility within the Town of Lady Lake. She asked if there were any persons present who would like to speak either for or against the bonds or the facility to be financed.

As no one present spoke, Mayor Kussard asked Town Manager Kris Kollgaard if she had received any written communications regarding this.

Ms. Kollgaard replied she had not, and also confirmed with Growth Management Director Thad Carroll that he had not either.

Mayor Kussard concluded the TEFRA hearing at this time.

2. Resolution No. 2016-106 – First/Final Reading – TEFRA - Approving the Issuance by the Capital Trust Agency of its Senior Living Revenue Bonds for the Purpose of Internal Revenue Code (Kris Kollgaard)

Attorney Sasha Garcia read the resolution by title only.

Mayor Kussard asked if anyone had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Hannan and seconded by Commissioner Richards, the Commission approved the first/final reading of Resolution No. 2016-106, by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>HANNAN</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

G. ANNOUNCEMENT:

3. Announcement of Qualifying Period from 12 Noon on June 20, 2016 to 12 Noon on June 24, 2016 for the Office of Town Commissioner for Wards 2 & 4 for the General Election on November 8, 2016 (Mayor Kussard)

Mayor Kussard read the announcement as required for each meeting prior to the qualifying period ending.

H. PUBLIC COMMENTSⁱ: Mayor Kussard asked if there were any comments at this time. There were no comments.

I. CONSENTⁱⁱ:

Mayor Kussard asked if there were any questions or comments on the Consent items, and hearing none, asked for a motion.

4. Minutes – May 16, 2016 – Regular Commission Meeting

5. Consideration of Approval of the Second Amendment to the Interlocal Agreement for the Amenity Authority Committee to Allow the Ability for Early Voting during the Landowner Elections, and any future Landowner Elections (Kris Kollgaard)

The background summary for this agenda item is on file in the Clerk’s Office. It states that the First Amendment to the Interlocal Governmental Agreement with the Amenity Authority Committee (AAC) was first approved in May of 2010 by the VCCDD District 1 – 4 and the Lady Lake Town Commission to provide the ability for absentee voting during the Landowner Elections.

Since that time, they have requested, and received approval of the Second Amendment to the Interlocal Governmental Agreement from the VCCDD and District 1 – 4 to provide the ability for early voting during the upcoming November Landowner Election and any future Landowner Elections. As a party to this agreement, the Amenity Authority Committee is respectfully requesting that the Town of Lady Lake approve the Second Amendment to the Interlocal Agreement.

6. Consideration of Application to the Bulletproof Vest Partnership Initiative for Sworn Police Personnel Vest Purchases and Replacements (Chris McKinstry)

The background summary for this agenda item is on file in the Clerk’s Office. It states that staff is requesting approval to accept if awarded the 2017 U.S. Department of Justice Bulletproof Vest Partnership Initiative. The Bulletproof Vest Partnership Initiative is a 50/50 match grant that provides assistance to local law enforcement agencies with the purchase of new vests or replacement vests coming out of warranty. Vests carry a five-year warranty.

The Police Department anticipates the need to purchase twelve new/replacement vests. The average cost per vest is \$850.00, for an estimated total of \$10,200. Funding decisions are made within three months after the application period closes.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved Consent Items #I-4 through #I-6 by a vote of 5 to 0.

J. OLD BUSINESS: No old business.

K. NEW BUSINESS:

7. Consideration for the Lady Lake Kiwanis Club to Utilize the Community Building and the Junior Baseball Field on July 29th and 30th to Host Their Christmas in July Event to Benefit Children in Need with School Supplies (Mike Burske)

Parks and Recreation Director Mike Burske gave the background summary for this agenda item (on file in the Clerk’s office). He stated that the Lady Lake Kiwanis are looking to utilize the Community Building and the Junior Baseball Field to stuff backpacks with school supplies and other items to help students go back to school. As shown in the e-mail included in the packet, they will have food for the volunteers. They do not have a firm goal at this time of how many backpacks they will provide but it should be for at least 67 students from The Villages Elementary.

Mayor Kussard asked Mr. Burske what items would be included in the backpacks.

Mr. Burske replied that they would include school supplies such as pencils, notebooks, etc.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved the Consideration for the Lady Lake Kiwanis Club to Utilize the Community Building and the Junior Baseball Field on July 29th and 30th to Host Their Christmas in July Event to Benefit Children in Need with School Supplies, by a vote of 5 to 0.

8. Consideration of the Purchase of Five New In-Car Video Systems to Replace Obsolete Equipment with Funding to be Accomplished by a Budget Transaction from 1200 – Regular Pay to 5210 – General Operating (Chris McKinstry)

Police Chief Chris McKinstry gave the background summary for this agenda item (on file in the Clerk's office). He stated that all marked police patrol vehicles are equipped with an in-car video camera system. They are either the new Road Runner video system, or one of two ICop video systems. The older of the ICop machines are almost ten years old and are beginning to fail. The Town is having difficulty, or unable, to get replacement parts. There are nine of these units currently deployed in our fleet; five are in use on a daily basis, and four are in pool cars that are scheduled to be auctioned next fiscal year.

In regard to the older ICop system, whenever the vehicle is turned on, the older ICop requires the camera system to complete a boot-up cycle prior to the operator being prompted to enter a code. This must occur before the ICop will allow the operator to manually turn on the camera or even recognize any trigger event such as emergency lights being activated.

The Police Department's current policy dictates when video must be on and a flaw in the older ICop system causes a potential unintended policy violation if an officer immediately responds to an emergency call and does not wait for the camera to complete a boot up cycle and enter a passcode. No one, especially someone who is in desperate need of assistance, wants an officer being delayed responding to an emergency call by having to wait a minute or more for the boot up cycle to complete before driving just to be compliant with policy. The manufacturer has advised us that there is no way to circumvent the boot-up and passcode process with the older camera system.

Additionally, the obsolete and limited storage capability of the ICop system can cause the system to fail if the hard drive is full. Downloading the ICop video requires the removal of the entire hard drive to upload the contents to our ICOP video server. Recognizing these problems, starting two years ago we began transitioning to the Road Runner video system. That particular system is extremely simple and secure. When the car engine is turned on the video system auto boots and begins recording, and continues recording as long as the vehicle remains running. There are no user controls to manipulate or alter.

Chief McKinstry stated that with recent retirements, the vacant positions have created unused funds that will not be needed to pay employee salaries this fiscal year. It is staff's recommendation that we use those funds to immediately replace the five older ICop machines that are in daily service to ensure the integrity of our video systems. The installation of new Road Runner system in five vehicles is a total \$23,869.

Commissioner Vincent asked why the unmarked cars would not be equipped.

Chief McKinstry replied that the unmarked cars are not used for patrol

Upon a motion by Commissioner Holden and a second by Commissioner Hannan, the Commission approved the Purchase of Five New In-Car Video Systems to Replace Obsolete Equipment with Funding to be Accomplished by a Budget Transaction from 1200 – Regular Pay to 5210 – General Operating, by a vote of 5 to 0.

9. Consideration of Offer from Amber Byrne to Purchase Town-Owned Vacant Lots Located at 217 Skyline Drive, 221 Skyline Drive, and 224 Longview Avenue (Kris Kollgaard)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk's office). She stated that Amber Byrne has made the Town an offer of \$5,000.00 for the vacant lot located at 217 Skyline Drive (AK# 1440033) and \$5,000.00 for the vacant lot at 221 Skyline Drive (AK# 2616415). Ms. Byrne has also offered \$7,000.00 for 224 Longview Avenue

(AK#1794871). The vacant property at 224 Longview Avenue is owned by the Town and is not currently on the market as the Commission decided to hang on to this property in 2012 because of its potential to become commercial in the future. Attached is the information on the properties along with photographs. If the Commission approves the sale of the two or three properties, then staff will work with the Town Attorney and will bring the contract(s) to the next Commission meeting for final approval.

Commissioner Hannan stated that he and the Town Manager had viewed the properties last week. He stated the Longview Avenue property is adjacent to a commercial lot and recommended that the Town hold onto this property. He stated the Town should attempt to purchase the other lot or sign an agreement with the owner that if the Town receives an offer, a sale could be negotiated. Commissioner Hannan also suggested that the Town should make a higher counter-offer on the Skyline lots.

Commissioner Richards commented that these properties on Skyline have been on the market for over a year and the Town is not in the business of speculation.

Mayor Kussard commented that she felt \$5,000 was a fair offer on these lots.

There was further discussion by the Mayor and Commissioners.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved to authorize staff to work with the Town Attorney on preparing a contract responding to the offer from Amber Byrne to purchase the Town-owned vacant lots located at 217 Skyline Drive and 221 Skyline Drive in the amount of \$5,000.00 per lot for a total of \$10,000, and subject to the Commissioners' final approval; and to deny the offer for 224 Longview Avenue, by a vote of 4 to 1 (Hannan).

L. TOWN ATTORNEY'S REPORT:

10. Ordinance No. 2016-11 – Second/Final Reading (Tabled from 5/16/16) – Annexation – The Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness – from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density for Five Lots Consisting of Approximately 0.64 +/- Acres of Land, Located in Orange Blossom Gardens Unit, 1, 3 and 3.1b. (Thad Carroll)

Attorney Sasha Garcia read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated this ordinance was tabled at the request of applicant, and that the applicant, Martin L. Dzuro, on behalf of the Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness, has filed applications to annex properties consisting of five lots located north of Griffin Avenue and northeast of North Highway 27/441 within the Orange Blossom Garden Subdivisions Units 1, 3, and 3.1B. The annexation application involves 0.64 +/- acres of property from unincorporated Lake County into the Town of Lady Lake.

Mr. Carroll stated the five lots are spread out along different roads and include the following addresses:

- 1026 Aloha Way
- 803 Aloha Way

- 811 Truman Avenue
- 815 Royal Palm Avenue
- 817 Royal Palm Avenue

He stated staff recommends approval of this ordinance. A map and an aerial view of the properties was shown, as were photos of the posting of each property.

The subject properties lie in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions, a location map, and a sketch of the property have been included with the submitted application. All lots will be served by the Village Center Community Development District Central Water and Sewer System, as well as the District’s Fire Department.

In accordance with the provisions of Florida Statute 171.205, and the Interlocal Service Boundary Agreement executed September 4, 2013 between Lake County, Florida and the Town of Lady Lake, Florida, the Town may annex property into the Town which are non-contiguous to the existing municipal boundary. The proposed properties under this application exist as non-contiguous lots.

The annexation application was received on Monday, February 29, 2016, and has been reviewed and determined to be complete, satisfying the necessary criteria as required for annexation under statutory requirements. The application was found to meet the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (70) within 150 feet of the properties proposed by annexation request were mailed Thursday, March 24, 2016, and the properties were posted the same date. There have been no objections or letters of support received on this application.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-11, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-11 by a vote of 3-0. At the May 2, 2016 meeting, the Town Commission voted 5-0 for approval of Ordinance No. 2016-11 upon First Reading. At the May 16, 2016 meeting, Ordinance No. 2016-11 was tabled until the June 6, 2016 meeting. Mr. Carroll stated Martin Dzuro is present to answer any questions.

Mayor Kussard asked if anyone had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Hannan and seconded by Commissioner Holden, the Commission approved the second/final reading of Ordinance No. 2016-11, by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>HANNAN</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

11. Ordinance No. 2016-12 – Second/Final Reading (Tabled from 5/16/16) – Small Scale Future Land Use Comprehensive Plan Amendment – The Villages of Lake-Sumter, Inc., John

and Patricia Porto, and Pamela A. Barsness – from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density for Five Lots Consisting of Approximately 0.64 +/- Acres of Land, Located in Orange Blossom Gardens Unit, 1, 3 and 3.1b. (Thad Carroll)

Attorney Sasha Garcia read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness, has filed applications to amend the future land use comprehensive plan for properties consisting of five lots located north of Griffin Avenue and northeast of North Highway 27/441 within the Orange Blossom Garden Subdivisions Units 1, 3, and 3.1B. The application involves 0.64 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. Staff recommends approval of this ordinance. The proposed properties are as follows:

- 1026 Aloha Way
- 803 Aloha Way
- 811 Truman Avenue
- 815 Royal Palm Avenue
- 817 Royal Palm Avenue

The Small Scale Future Land Use Map Amendment application was received on Monday, February 29, 2016, and has been reviewed and determined to be complete, satisfying the necessary criteria as required to meet the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

A map and an aerial view of the properties was shown, as were photos of the posting of the properties.

Notices to inform the surrounding property owners (70) within 150' of the property of the proposed annexation were mailed on Thursday, March 24, 2016, and the properties were posted this same date.

Concurrency Determination Statement - The Villages has removed existing manufactured homes on three of the lots in a historic section of the Villages known as Orange Blossom Gardens to construct a similar size conventional built home on each lot (the two homes on Aloha Way have yet to be removed). There will be no increase in utility services, traffic, population, or recreation use.

Mr. Carroll stated there will be no impact on Town services as follows:

Potable Water – No impact, lots are served by the Village Center Community Development District Central Water System.

Sewer – No impact, lots are served by the Village Center Community Development District Central Sewer System.

Schools – Not factored for project – no foreseen impact of students as the project is located within an active adult retirement community.

Transportation – No impact, the existing home will be replaced with a new home. There will be no change in average daily trip generation.

Parks & Recreation – The small scale future land use amendment will not cause P&R Level of Service to be exceeded since the project is for the replacement of existing homes. Additionally, the Villages provides its residents with all Park and Recreation Amenities.

Stormwater – Project will be required to adhere to SJRWMD guidelines and of Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

Applications have been reviewed and determined to be complete. The applicant has submitted all appropriate material in compliance with the Land Development Regulations (LDRs) and the application is ready for transmittal to the Town Commission. Additionally, the applications were reviewed and determined to be in compliance with the directives of the adopted Comprehensive Plan in accordance with the sought designation. A Concurrency Determination Statement has also been included as part of the Small Scale Comprehensive Plan Amendment Application, which the applicant submitted to explain expected impacts on Town Services.

The subject properties involve approximately 0.64 ± acres lie in Section 06, Township 18 South, Range 24 East in Lake County, Florida. The Future Land Use of the adjacent properties is as follows:

Future Land Use

Subject Properties	Lake County Medium Urban Density
Future Land Use of Adjacent Properties	
West	Lake County Medium Urban Density
East	Lake County – Medium Urban Density
North	Lake County Medium Urban Density
South	Lake County Medium Urban Density

Comments:

- 1) Annexation and Rezoning Applications have been submitted concurrently with this Small Scale Future Land Use Amendment Application.
- 2) In accordance with the Interlocal Agreement for Building Permits & Inspections Section 2). A)., executed on June 23, 2015, if The Villages has applied for annexation, then the Town can issue building permits located within the unincorporated area.
- 3) Project will be required to adhere to St. John’s River Water Management District guidelines and the Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-12, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-12 by a vote of 3-0. The Local Planning Agency considered this ordinance at an earlier meeting today and voted 5-0 for approval. At the May 2, 2016 meeting, the Town Commission voted 5-0 for approval of Ordinance No. 2016-12 upon First Reading. At the May 16, 2016 meeting, Ordinance No. 2016-12 was tabled until the June 6, 2016 meeting. Mr. Carroll stated Martin Dzuro is present to answer any questions.

Mayor Kussard asked if anyone had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Vincent and seconded by Commissioner Holden, the Commission approved the second/final reading of Ordinance No. 2016-12, by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>HANNAN</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

12. Ordinance No. 2016-13 – Second/Final Reading (Tabled from 5/16/16) – Rezoning – The Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness – Rezoning from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8) for Five (5) Lots of Approximately 0.64 +/- Acres – Located within Located Within Orange Blossom Gardens Units 1, 3, And 3.1b. (Thad Carroll)

Attorney Sasha Garcia read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated this ordinance was tabled at the request of applicant, and that the applicant, Martin L. Dzuro, on behalf of the Villages of Lake-Sumter, Inc., John and Patricia Porto, and Pamela A. Barsness, has filed an application to rezone properties consisting of five lots located north of Griffin Avenue and northeast of North Highway 27/441 within the Orange Blossom Garden Subdivisions Units 1, 3, and 3.1B. The application involves rezoning 0.64 +/- acres of property from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8). The MX-8 designation is consistent with the other lots in the Villages which are presently in the Town of Lady Lake’s jurisdiction. Staff recommends approval of this ordinance. The proposed properties are as follows:

- 1026 Aloha Way
- 803 Aloha Way
- 811 Truman Avenue
- 815 Royal Palm Avenue
- 817 Royal Palm Avenue

The Rezoning application was received on Monday, February 29, 2016, and has been reviewed and determined to be complete, satisfying the necessary criteria as required to meet the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (70) within 150’ of the property of the proposed annexation were mailed on Thursday, March 24, 2016, and the properties were posted this same date.

The current zoning map was shown. The subject properties lie in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions and survey information

have been included with the submitted application. The zoning designation of the subject properties and adjacent properties are as follows:

Zoning

Subject Property	Lake County Residential Medium (RM)
Zoning of Adjacent Properties	
West	Lake County Residential Medium (RM)
East	Lake County Residential Medium (RM)
North	Lake County Residential Medium (RM)
South	Lake County Residential Medium (RM)

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-13, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the April 11, 2016 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2016-13 by a vote of 3-0. At the May 2, 2016 meeting, the Town Commission voted 5-0 for approval of Ordinance No. 2016-13 upon First Reading. At the May 16, 2016 meeting, Ordinance No. 2016-13 was tabled until the June 6, 2016 meeting. Mr. Carroll stated Martin Dzuro is present to answer any questions.

Mayor Kussard asked if anyone had any questions or comments, and hearing none, asked for a motion.

Upon a motion by Commissioner Richards and seconded by Commissioner Holden, the Commission approved the second/final reading of Ordinance No. 2016-13, by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>HANNAN</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

13. Ordinance No. 2016-17 – Second/Final Reading – Revisions to the Land Development Regulations Chapter 17, Sign Regulations; Amending Sections 17-2. - Permitting Requirements, 17-3. - General Requirements, 17-4. - Permanent Signs, and 17-5. Temporary Signs (Thad Carroll)

Town Attorney Derek Schroth read the ordinance by title only.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated that on October 5, 2009, Town Commission approved Ordinance No. 2009-15 in an effort to update Chapter 17, Sign Regulations, which were originally adopted in 1994. The changes that were incorporated sought to put more detailed sign restrictions both for safety and aesthetic purposes, as well as signage provisions for temporary and promotional events.

It has been almost seven years since the sign Code have been amended, and as staff has been progressively working with the sign Code provisions, particularly our Code Enforcement, Growth Management Dept., and even Public Works, Town staff has been directed to revise certain sections of Chapter 17 that continuously result in variance applications; issues which appear to be more the norm rather than the exception. In addition, the changes made under section 17-2) will help clarify

permitting requirements and diminish conflicts in the interpretations to the Sign Code, thus communicating a better understanding to our citizens and the general public of our regulations.

Mr. Carroll reviewed the proposed revisions on 17-4) which aim to allow flexibility for businesses to select which façade to place wall signage, as long as the sign proposal adheres to maximum square footage allowed and the wall sign is placed on exterior elevations facing the public street with an unobstructed view of seventy-five percent minimum when viewed from any given point along the right of way or along the patron’s parking areas. This would allow St. Albans Church to do what they wanted to do without applying for a variance. He stated this is the only change to the ordinance since the first reading.

Amendments to section 17-5) will extend the display of promotional banners and/or feather flags an additional time a year for a maximum of four times a year per each business. Overall, the proposed amendments to Chapter 17- Sign Regulations seek to align and reconcile existing practices with the written provisions of the Code.

The Planning and Zoning Board recommended approval with a 3-0 vote at the meeting held on Monday, May 9, 2016. The Town Commission heard Ordinance No. 2016-17 for first reading on Monday, May 16, 2016, and recommended approval with a 5-0 vote.

Mayor Kussard asked if there were any questions or comments from the audience.

- Joe Quinn of 633 Rainbow Blvd. commented that now would be the time to incorporate other changes to include requirements regarding lumens or brightness, flashing, and message changes per minute, as these could be distracting.

Mayor Kussard stated the current regulations do not allow for flashing signs.

Town Manager Kris Kollgaard agreed that the LDRs already address some of these issues.

Mr. Carroll confirmed that these items are already addressed in the sign regulations, especially regarding changes per minute on the billboard signs. He asked that staff be notified if any signs are noted that are distracting due to brightness or flashing.

Upon a motion by Commissioner Holden and seconded by Commissioner Richards, the Commission approved the second/final reading of Ordinance No. 2016-17, by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>HANNAN</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

M. TOWN MANAGER’S REPORT:

12. Consideration of Rescheduling the First Commission Meeting in July to Wednesday, July 6, 2016 Due to the 4th of July Holiday (Kris Kollgaard)

Town Manager Kris Kollgaard stated that the 4th of July falls on the first Monday in July. She asked the Commission for their approval to hold the first Commission meeting in July on Wednesday, July 6th instead.

Commissioner Richards stated he may not be able to attend the Commission meeting that week.

The Commission approved this request by consensus.

Ms. Kollgaard reminded the Commissioners that the budget workshop is scheduled for Tuesday, July 12, 2016, at 9 a.m., and work books will be available on July 6th.

Ms. Kollgaard reported that the Town has gotten a lot of compliments on the portable speed sign purchased by the Police Department, and there have been many requests for it to be installed in their neighborhoods. She asked if the Commissioners would be in favor of looking at the budget to see if another could be purchased (cost of \$4,635) out of any extra funds in this year's budget.

Mayor Kussard agreed that she has heard a number of positive comments regarding the portable speed signs. She suggested purchasing more than two if possible.

Ms. Kollgaard stated that staff could look into purchasing more out of the upcoming year's budget.

Commissioner Richards stated he liked the idea of looking at the upcoming budget for this, rather than out of this year's budget.

Commissioner Hannan asked if there was a possibility of getting a discount if the Town purchased more than one.

Ms. Kollgaard stated that staff will check on this.

Ms. Kollgaard reported that the Police Pension Board decided by a vote of four to one to replace the current Police Pension attorney. She stated she will be meeting with the chairperson to draw up an RFP for the Board members to review, and they will make their selection from the responses at a public meeting.

Ms. Kollgaard reported that she and Mr. Carroll attended the FDOT and Lake County partnering meeting and the Rolling Acres Road cross-over changes were discussed. Lake County has advised that they are finalizing the plans, which should be available to the Town in a couple of weeks. She stated she will forward the plans for the changes to the Commission once received.

Ms. Kollgaard asked if the Commissioners were in agreement to allow Waste Management to distribute the flyers to residents regarding pick-up dates and times, etc. The Commissioners were in agreement with this.

Ms. Kollgaard stated that the Police Department vacation and sick time was merged into paid time off (PTO) a couple of years ago, and it allowed Police Department employees to sell back up to 80 hours if they did not call in more than three days during the year. This was a good incentive and has reduced employees calling in sick quite a bit. She asked if the Commissioners would be in agreement with sending out a survey to general employees of the Town to see how they would feel about PTO versus separate vacation and sick time. Ms. Kollgaard stated the incentive to sell back up to 80 hours if an employee has not called in sick more than three times, and has taken at least 40 hours of vacation time, was well received by Police Department employees and is especially helpful

at Christmas time. She stated it will also help the Town as the employees are paid out time at their current rate, and if it was paid out two or three years later, it may be at a higher rate. Financially, it helps keep it off the books.

The Commissioners were in agreement. Ms. Kollgaard stated she will send the survey out to the Commissioners for their review.

N. MAYOR/COMMISSIONER’S REPORT: There were no reports.

O. PUBLIC COMMENTS:

Mayor Kussard asked if there were any further questions or comments. There were no comments.

P. ADJOURN: The meeting was adjourned at 6:43 p.m.

Kristen Kollgaard, Town Clerk

Ruth Kussard, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk

ⁱ *This section is reserved for members of the public to bring up matters of concern or comments. It is not limited to items on the agenda and it is open to any concern or comments that the public may have.*

ⁱⁱ *All items listed under consent are considered routine by the Town Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Town Commissioner so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence.*