

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

April 17, 2017

This regular 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 Jim Richards presiding. The meeting convened at 6:00 p.m.

- A. CALL TO ORDER:** Mayor Jim Richards
- 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. INVOCATION:** Moment of Silence in Honor of First Responders
- D. PLEDGE OF ALLEGIANCE** led by Joe Quinn
- E. ROLL CALL:** Paul Hannan, Commissioner Ward 4
Ruth Kussard, Commissioner Ward 1
Tony Holden, Commissioner Ward 2
Dan Vincent, Commissioner Ward 3
Jim Richards, Mayor/Commissioner Ward 5

STAFF MEMBERS PRESENT: Kris Kollgaard, Town Manager; Derek Schroth, Town Attorney; Thad Carroll, Growth Management Director; C. T. Eagle, Public Works Director; Marsha Brinson, Library Director; Wendy Then, Town Planner; Chief Chris McKinstry, Police Department; and Nancy Slaton, Deputy Town Clerk

F. PUBLIC COMMENTS: Mayor Richards asked if there were any comments from the audience.

- Thomas Whyte of 289 Magnolia Dr. in Fruitland Park (snowbird from Pennsylvania) read a prepared statement thanking two Lady Lake police officers who came to the aid of his significant other, Arlene Parkinson, when she collapsed in the parking lot of Arby's around 4 p.m. on Monday, April 3, 2017. He stated that a bystander contacted the police and one of the officers performed CPR and most likely saved her life. He asked that they have a citation put in their personnel records for their commendable service. Mr. Whyte stated one officer was Ron Michaud, but he did not get the name of the other officer.
- Ms. Parkinson's son also came forward to thank the officers for assisting his mother.

Town Manager Kris Kollgaard thanked the gentlemen and stated she will meet with the Chief and make sure something is put in the officers' files.

G. CONSENT:

1. Minutes – April 3, 2017 – Regular Commission Meeting

2. Consideration of the Water Utility Agreement for Recreation Plantation, Phase 6 – An Agreement to Provide Water Capacity to Serve 229 Recreational Vehicle Lots with a Clubhouse and Amenities – Located at 609 Highway 466 (Thad Carroll)

The background summary for this agenda item is on file in the Clerk's Office. It states that Lady Lake, Inc. is the fee simple owner of property addressed as 609 Highway 466, located at the intersection of Highway 466 and Rolling Acres Road, identified by Alternate Key Number 1120829, within the jurisdiction of Lady Lake, Lake County, Florida. At the March 20, 2017 meeting, the Town Commission granted approval for the development of 229 additional recreational vehicle lots with a clubhouse and other amenities. A Development Order for Recreation Plantation Phase 6 was issued on Tuesday, March 21, 2017.

In order to serve the additional development with water supply, the owner is seeking to reserve 22,000 gallons per day, or 88 Equivalent Residential Units (ERUs), at this time. The 88 ERUs reflect a calculation of .369 per lot based on historic water consumption records by the Town (84), and an additional four ERUs for the clubhouse (3) and lift station (1). At present, the RV Park has a private wastewater plant; therefore, no additional sanitary capacity is being sought at this time, nor will any reclaimed water capacity be reserved.

The Developer has agreed to utilize the Town's water distribution to benefit the Development and to the use of the water facilities on the terms and conditions hereinafter set forth in the attached Agreement, as provided by Utility (the Town). This agreement was reviewed by Town Attorney Derek Schroth, and was determined to be correct in form for consideration and approval by the Town Commission.

Mayor Richards asked if there were any questions regarding the consent items, and hearing none, asked for a motion.

Upon a motion by Commissioner Kussard and a second by Commissioner Holden, the Commission approved Consent Items G-1 and G-2 by a vote of 5 to 0.

H. OLD BUSINESS: No old business.

I. NEW BUSINESS:

3. Consideration of Award of Bid No. 2017-0001 for Interior Buildout Construction Services for the Second Floor of the Library (C.T. Eagle)

Public Works Director C.T. Eagle gave the background summary for this agenda item (on file in the Clerk's office). He stated that the Town Commission previously approved for staff to advertise Bid No. 2017-0001 for the interior build-out construction services for the second floor of the library. The bid was properly advertised and two bids were received for the services. The bid evaluation and recommendation from the Town Engineer was included in the packet for review.

Mayor Richards asked if there were any questions. He stated that this interior build-out is being done for the MPO to lease office space, and they have not made a written commitment yet. He stated that he would like to get a written commitment from the MPO and since this bid should be good for up to

60 days, he would like the motion to award the bid to include giving the Town Manager discretion on the timing of the project to make sure that the MPO gives written commitment.

Mr. Eagle stated the bids are usually good for 30 to 60 days.

Ms. Kollgaard agreed that this would be the best way to act on this without tabling the award of the bid. She stated she would also like to have a written commitment from the MPO before moving forward with the construction of the conference room and office for them. If there is no commitment from the MPO, then staff could move forward with finishing all the ceilings and the halls of the second floor of the library.

Upon a motion by Commissioner Kussard and a second by Commissioner Holden, the Commission approved the award of Bid No. 2017-0001 for Interior Build-Out Construction Services for the Second Floor of the Library to Mark Cook Builders for the lump sum contract amount of \$175,248.00, and gave the Town Manager discretion to decide on the timing of moving forward with the project, by a vote of 5 to 0.

J. TOWN ATTORNEY'S REPORT:

4. Ordinance No. 2017-15 – First Reading – Rezoning/CP MOA Amendment – VVLL Properties, LLC – Village Veranda at Lady Lake – Requesting to Rezone/Amend the Existing CP Memorandum of Agreement (Ord. 2013-06) for Approximately 8.22 +/- Acres of land – Located at 955 South Highway 27/441 (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 a Planned Commercial (CP) Memorandum of Agreement (MOA) amendment/rezoning application has been filed with the Town of Lady Lake by Greg Beliveau, on behalf of VVLL Properties, LLC, to rezone/amend the existing Memorandum of Agreement for an 8.22 +/- acre parcel of land located approximately 260 lineal feet north of the intersection of Hartsock Sawmill Road and South Hwy 27/441, identified by Alternate Key Number 1699100, within Lake County, Florida.

A map of the parcel and surround area was shown, as was a zoning map showing the zoning of the subject parcel and adjacent parcels. A conceptual plan of the project was shown, as were photos of the property from different viewpoints and photos of the posting of the property.

Mr. Carroll stated the proposed Rezoning/Memorandum of Agreement Amendment is requesting to modify the allowed number of beds for the Assisted Living Facility (ALF) and the Memory Care (MC) under the existing agreement (Ordinance No. 2013-06). The applicant is proposing to increase the number of ALF beds from 90 to 116, and they are proposing to reduce the MC number of beds from 40 to 30; for a total net 16-bed increase for the Village Veranda at Lady Lake MJSP 10/14-002 project. The number of beds is proposed to be interchangeable between ALF and Memory Care as long as the total number of beds does not exceed the 146-bed count.

Mr. Carroll stated there should not be any significant impacts of the 16-bed increase, including traffic pm peak trips.

Commissioner Holden commented that it would have been nice to have an access road installed to Hartsock Sawmill Road with this project.

Mayor Richards stated that there is an access road shown on the plan going to the Too Your Health Spa.

Mr. Carroll agreed; stating that as part of the Too Your Health Spa Phase III, language was included that when Phase III was to be constructed, an access road would be constructed.

The subject property lies in Section 28, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions, a location map, and a sketch of the property were included with the submitted application.

The rezoning application was received on Monday, March 27, 2017, and has been reviewed and determined to be complete, satisfying the necessary criteria as required for rezoning. 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.

Zoning

Subject Property	Lady Lake –Planned Commercial (CP)
Zoning of Adjacent Properties	
West	ROW/Heavy Commercial (HC)
East	Lake County –R-1- Rural Residential
North	Lady Lake –MH-9 Manufactured Homes(9 du/pa) and Lady Lake- Heavy Commercial (HC)
South	Lady Lake- Heavy Commercial (HC)

Future Land Use

Subject Property	Lady Lake Commercial General-Retail Sales and Services (RET)
FLU of Adjacent Properties	
West	Lady Lake Commercial General-Retail Sales and Services (RET)
East	Lake County- Urban Medium Density
North	Lady Lake Commercial General-Retail Sales and Services (RET) and Lady Lake Manufactured Home High Density (MH-HD)
South	Lady Lake Commercial General-Retail Sales and Services (RET)

Mr. Carroll reported that notices to inform the surrounding property owners (7) within 150 feet of the properties proposed by the rezoning request were mailed Monday, March 27, 2017, and the properties were also posted this same date.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-15, provided comments by April 3, 2017, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Planning and Zoning Board reviewed Ordinance No. 2017-15 Rezoning/CP MOA amendment at their regular meeting on Monday, April 10, 2017; and recommended approval by a 5-0 vote. The Town Commission is scheduled to consider Ordinance No. 2017-15 for second/final reading on Monday, May 1, 2017 at 6:00 p.m.

Mr. Carroll stated the applicant is present if there are any questions.

Mayor Richards 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 Hannan, the Commission approved the first reading of Ordinance No. 2017-15 by the following roll call vote:

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

K. TOWN MANAGER’S REPORT:

5. Consideration of Advertisement in the Issue of “Quality Cities” for the 2017 Florida League of Cities 91st Annual Conference (Kris Kollgaard)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk’s office). She stated that the Town Commission approved placing a ¼ page ad in the conference issue of “Quality Cities” for the Florida League of Cities Annual Conference last year. This year, they will be hosting their 91st conference and the Town has once again been invited to advertise in the conference issue with “Quality Cities”. Last year’s ad and the proposed ad for this year were included in the packet for the Commissioners’ review should the Commission decide to advertise.

Commissioner Hannan asked if the catch phrase “the friendly hometown” could be changed since it is so close to The Villages’ catch phrase.

- Joe Quinn suggested using “Gateway to The Villages” instead.

After discussion, the Commissioners could not come up with another acceptable catch phrase.

Upon a motion by Commissioner Kussard and a second by Commissioner Vincent, the Commission approved a ¼ page ad in the conference issue of “Quality Cities” as presented for the 91st Annual Conference of the Florida League of Cities by a vote of 4 to 1 (Hannan).

Ms. Kollgaard stated that she and C.T. Eagle, Public Works Director, met with Mr. Nazaro, the owner of 10+ acres of property backing up to the Public Works facility. He had contacted staff to ask if the Town is interested in purchasing the property. The property owner purchased the parcel for \$52,000 at a short sale and has had it appraised at \$125,000, but is willing to sell it for \$115,000. Ms. Kollgaard stated that the site is a long piece of property with two old structures on it that would need to be removed and it would involve a lot of clearing, costing approximately \$30,000. She stated there is a big drop off toward the end of the property across from the Hidden Oaks subdivision where some beautiful, approximately half million dollar homes back up to the property along the water. She stated she is not sure how the Town would be able to use this property.

Mayor Richards stated there were drainage problems in that area a few years back.

Commissioner Kussard commented that she has a problem spending tax payers’ money on property the Town has no purpose for.

Mayor Richards commented that purchasing it would also take it off the tax rolls.

Ms. Kollgaard stated she will let Mr. Nazaro know to go ahead and put it on the market; that the Town is not interested at this time.

L. MAYOR/COMMISSIONER'S REPORT:

Mayor Richards commented that he was glad that the Town is working on the parking ordinance as it has been a pain for over 20 years. He thanked the Chief for stepping up on this issue.

M. PUBLIC COMMENTSⁱⁱ

Mayor Richards asked if there were any comments from the audience. There were no comments.

N. ADJOURN: There being no further business, the meeting was adjourned at 6:21 p.m.

Kristen Kollgaard, Town Clerk

Jim Richards, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk

i 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.

ii 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.