

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

**November 20, 2017**

The 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
  
- D. PLEDGE OF ALLEGIANCE** led by Lowell Barker
  
- 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; C.T. Eagle, Public Works Director; Mike Burske, Parks and Recreation Director; Captain Robert Tempesta, Police Department; Wendy Then, Senior Planner; Pam Winegardner, Finance Director; and Nancy Slaton, Deputy Town Clerk

**F. PUBLIC COMMENTS:** Mayor Richards asked if there were any comments from the audience. There were no comments.

**G. COMMISSION SWEARING-IN CEREMONY:** Ruth Kussard, Ward One  
Dan Vincent, Ward Three  
Jim Richards, Ward Five

Kris Kollgaard, Town Manager/Town Clerk, conducted the Swearing-In Ceremony by administering the Oath of Office to Commissioner Ruth Kussard, Ward 1; Commissioner Dan Vincent, Ward 3; and Commissioner Jim Richards, Ward 5.

**H. CONSIDERATION OF SELECTION OF MAYOR AND MAYOR PRO-TEM FOR 2017-2018**

*Commissioner Vincent nominated Mayor Richards to remain as Mayor for the next one-year period; Commissioner Holden seconded the motion, and the motion passed by a vote of 5-0.*

*Commissioner Holden nominated Commissioner Kussard to act as Mayor Pro-Tem for next one-year period; Commissioner Vincent seconded the motion, and the motion passed by a vote of 5-0.*

**I. CONSIDERATION OF SELECTION OF COMMISSION LIAISONS FOR 2017-2018**

Mayor Richards asked if the Commissioners wanted to change their liaison status for any board or committee.

Town Manager Kris Kollgaard suggested that a Commission liaison be added for the Villages Elementary School of Lady Lake.

Commissioner Kussard stated that this subject came up at one of the Library Board meetings, and she stated she would be happy to volunteer for it, in addition to the liaison position she already holds.

*Commissioner Hannan made a motioned to nominate Commission Kussard to act as liaison to the Villages Elementary School; Commissioner Vincent seconded the motion, and the motion passed by a vote of 5-0.*

*It was the consensus of the Commission to keep the remainder of the liaison assignments the same for 2017-2018 as the previous year.*

**J. CONSENT:**

**1. Minutes – November 6, 2017 – Commission Meeting**

*Upon a motion by Commissioner Kussard and a second by Commissioner Vincent, the Commission approved Consent Item J-1 by a vote of 5 to 0.*

**K. OLD BUSINESS:** No old business.

**L. NEW BUSINESS:**

**2. Consideration of Approval of a Free Baseball Clinic During the Christmas Holidays Sponsored by Former Baltimore Oriole Timothy Bascom in Coordination with the Lady Lake Little League (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 as shown in the emails included in the packet, Timothy Bascom is seeking to work with some other former professional baseball players to organize a free baseball clinic for area children, ages 14 and under. He stated Mr. Bascom contacted him earlier today to tell him he was unable to attend this evening's meeting as planned. All area children will be invited to attend the clinic; not just children from Lady Lake's Little League, and it will help in promoting the league. Mr. Burske stated that as this is a free event in coordination with the Lady Lake Little League, it is being requested that any field usage fees that may apply be waived. Mr. Bascom will purchase and provide the necessary insurance needed.

Commissioner Kussard commented that it is a wonderful opportunity for the youth in this area.

*Upon a motion by Commissioner Hannan and a second by Commissioner Kussard, the Commission granted approval of a free baseball clinic during the Christmas holidays sponsored by former Baltimore Oriole Timothy Bascom in coordination with the Lady Lake Little League, to include waiving the field usage fees, by a vote of 5 to 0.*

**M. TOWN ATTORNEY'S REPORT:**

**3. Ordinance No. 2017-41 – Second/Final Reading – Annexation – The Villages of Lake-Sumter, Inc. – Annexing Four Lots (0.55 +/- Acres Referenced by Alternate Key Numbers 1482607, 1482747, 2603763, & 2676051) – Located within Orange Blossom Gardens Units 2 and 3.1B, Lake County, FL (Wendy Then)**

Town Attorney Derek Schroth read the ordinance by title only.

Senior Planner Wendy Then gave the background summary for this agenda item (on file in the Clerk's office). She stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed an application to annex property consisting of four lots located within Orange Blossom Gardens Units 2 and 3.1B. The application involves annexing 0.55 +/- acres of property from unincorporated Lake County into the Town of Lady Lake.

The lots are addressed as follows:

- 915 Aloha Way
- 1023 Vermont Avenue
- 809 Beechwood Avenue
- 705 Royal Palm Avenue

A map of the properties was shown, as were photos of the postings, and the survey map submitted by the property owner.

The subject properties are in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions, a location map, and a sketch of the properties were included with the submitted application. The 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 properties into the Town that are non-contiguous to the existing municipal boundary.

The annexation application was received on Tuesday, September 19, 2017, 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 consideration by the Town Commission.

Ms. Then reported that notices to inform the surrounding property owners (100) within 150 feet of the property proposed by the annexation request were mailed Monday, September 25, 2017, and the properties were also posted this same day. No objections or letters of support have been received to date.

Ms. Then stated that the Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-41, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the October 9, 2017 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2017-41 by a vote of 5-0. The Town Commission voted 5-0 to approve this ordinance at first reading on November 6, 2017.

Ms. Then 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 Kussard and seconded by Commissioner Holden, the Commission approved the second/final reading of Ordinance No. 2017-41 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>

**4. Ordinance No. 2017-42 – Second/Final Reading – Small Scale Future Land Use Comprehensive Plan Amendment – The Villages of Lake-Sumter, Inc. – from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density for Four Lots (0.55 +/- Acres Referenced by Alternate Key Numbers 1482607, 1482747, 2603763, & 2676051) – Located within Orange Blossom Gardens Units 2 and 3.1B, Lake County, FL (Thad Carroll)**

Town Attorney Derek Schroth read the ordinance by title only.

Senior Planner Wendy Then gave the background summary for this agenda item (on file in the Clerk’s office). She stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed an application to amend the future land use comprehensive plan designation for properties consisting of four lots located within Orange Blossom Gardens Units 2 and 3.1B, from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density. The application involves 0.55 +/- acres of property and the lots are addressed as follows:

- 915 Aloha Way
- 1023 Vermont Avenue
- 809 Beechwood Avenue
- 705 Royal Palm Avenue

A map and an aerial view of the properties was presented showing the future land use of the subject parcel and adjacent properties.

The Small Scale Future Land Use Map Amendment application was received on Tuesday, September 19, 2017, 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 consideration by the Town Commission.

Concurrency Determination Statement: 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 Villages proposes to remove the existing manufactured homes on the lots to construct conventional built homes. There will be no increase in utility services, traffic, population, or recreation use.

Ms. Then stated there will be no impact on Town services as shown below:

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

Sewer – No impact, the 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 homes will be replaced with new homes. 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.

The subject property involves approximately 0.55 ± acres and lies 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
<b>Future Land Use of Adjacent Properties</b>	
West	Lake County Medium Urban Density (915 Aloha Way/809 Beechwood Avenue) / Lady Lake Manufactured Home High Density (1023 Vermont Avenue/705 Royal Palm Avenue)
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 to 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.

Ms. Then reported that notices to inform the surrounding property owners (100) within 150 feet of the property proposed by the SSFLUM Amendment request were mailed Monday, September 25, 2017, and the properties were also posted this same day. No objections or letters of support have been received to date.

Ms. Then stated that the Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-42, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the October 9, 2017 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2017-42 by a vote of 5-0. The Local Planning Agency voted 5-0 for approval at their meeting on November 6, 2017. The Town Commission voted 5-0 for approval of Ordinance No. 2017-42 at first reading on November 6, 2017.

Ms. Then 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 Holden and seconded by Commissioner Hannan, the Commission approved the second/final reading of Ordinance No. 2017-42 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>

**5. Ordinance No. 2017-43 – Second/Final – Rezoning – The Villages of Lake-Sumter, Inc. – Rezoning from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8) – Four Lots (0.55 +/- Acres Referenced by Alternate Key Numbers 1482607, 1482747, 2603763, & 2676051) – Located within Orange Blossom Gardens Units 2 and 3.1B, Lake County, FL (Thad Carroll)**

Town Attorney Derek Schroth read the ordinance by title only.

Senior Planner Wendy Then gave the background summary for this agenda item (on file in the Clerk’s office). She stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed an application to rezone property consisting of four lots located within Orange Blossom Gardens Units 2 and 3.1B. The application involves rezoning 0.55 +/- 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 that are presently in the Town of Lady Lake’s jurisdiction. The proposed properties are addressed as follows:

- 915 Aloha Way
- 1023 Vermont Avenue

- 809 Beechwood Avenue
- 705 Royal Palm Avenue

A map of the properties and an aerial map showing the zoning designations of the parcels and adjoining parcels was shown.

The Rezoning application was received on Tuesday, September 19, 2017, 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 consideration by the Town Commission.

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)
<b>Zoning of Adjacent Properties</b>	
West	Lake County Residential Medium (RM) (915 Aloha Way/809 Beechwood Avenue) / Lady Lake MX-8 (1023 Vermont Avenue/705 Royal Palm Avenue)
East	Lake County Residential Medium (RM)
North	Lake County Residential Medium (RM)
South	Lake County Residential Medium (RM)

Ms. Then reported that notices to inform the surrounding property owners (100) within 150 feet of the property proposed by the rezoning request were mailed Monday, September 25, 2017, and the properties were also posted this same day.

Ms. Then stated that the Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2017-43, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. At the October 9, 2017 meeting, the Planning and Zoning Board recommended approval of Ordinance No. 2017-43 by a vote of 5-0. The Town Commission voted 5-0 for approval of this ordinance at first reading on November 6, 2017.

Ms. Then 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 Holden and seconded by Commissioner Hannan, the Commission approved the second/final reading of Ordinance No. 2017-43 by the following roll call vote:*

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

**N. TOWN MANAGER’S REPORT:**

Town Manager Kris Kollgaard stated she had nothing to report this evening. She wished everyone a Happy Thanksgiving.

**O. MAYOR/COMMISSIONER’S REPORT:**

Mayor Richards asked if there were any comments from the Commissioners.

Commissioner Hannan wished everyone a Happy Thanksgiving.

Commissioner Kussard also wished everyone a Happy Thanksgiving. She also stated it is a pleasure to serve on this board with such professional people.

Commissioner Holden stated all appears to be well in his area; as did Commissioner Vincent.

Mayor Richards commented that he was in the Tampa area a couple of weeks ago, and looked for the golf cart crossing of a major highway, but could not find it. He stated he was thankful to live in The Villages after fighting the traffic in Tampa. Mayor Richards stated he was looking forward to the Christmas Parade and the lighting of the trees.

**P. PUBLIC COMMENTS<sup>ii</sup>**

Mayor Richards asked if there were any comments from the audience.

- Joe Quinn of 633 Rainbow Blvd. announced that he is putting his home up for sale and will be moving to Columbia, Missouri to live closer to his children. He stated he would like to have finished filling the two spots on the wall with more pictures of the Town, and asked if he could take the photo of himself and his late wife, Carol, off the Commission Chamber wall. Mr. Quinn bid farewell to Town employees, management, legal advisor, outstanding police department, the Town Manager, and to this wonderful Commission. He stated it has been his pleasure to be involved with this community.

The Commissioners and Town Manager assented to Mr. Quinn’s request, and stated he will be missed; they wished him well.

**Q. ADJOURN:** There being no further business, the meeting was adjourned at 6:33 p.m.

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Kristen Kollgaard, Town Clerk

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Jim Richards, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk

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<sup>i</sup> 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.

<sup>ii</sup> 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.