

COMMISSION MEETING MINUTES

MAY 4TH, 2022

7:30 P.M.

PRESENT:

Mayor: Mark Anderson
Mayor Pro Tempore: Elayne Bassinger
Commissioners: Sarah Schrader
 John Vogel II

Commissioner Elect: Alison Cagle

City Attorney: Gerald T. Buhr

City Clerk: Marissa Morales
Asst. to City Clerk: Julia Fresne
Water Clerk: Will Plazewski

ABSENT:

Commissioners: Maximilian D'Water

MINUTES PREPARED BY: Julia Fresne

OPENING CEREMONIES: Mayor Anderson led the invocation and Pledge of Allegiance.

- 1. CONSENT AGENDA:** Includes minutes for April 19th Commission Meeting; General Fund and Water Fund disbursements for April 2022.

DISBURSEMENTS AND DEPOSITS:

<i>April 2022</i>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 54,802.71	\$ 76,777.20
Water Fund	\$ 22,667.76	\$ 29,083.01

MOTION: ACCEPT THE CONSENT AGENDA

MADE BY: Commissioner Schrader

SECOND: Commissioner Bassinger

ROLL CALL VOTE:

Commissioner Vogel	-	AYE
Commissioner Bassinger	-	AYE
Commissioner Schrader	-	AYE
Mayor Anderson	-	AYE
Commissioner D'Water	-	ABSENT

- 2. PUBLIC COMMENT: NONE**

3. MAYOR'S REPORT:

- Revisions to the employee manual's social media policy were recommended. The commission and staff would review the manual in full for additional revisions, including restrictions on use of City property by employees.

4. **ATTORNEY’S REPORT: NONE**

5. **COMMISSIONER REPORTS**

A. **BUILDING AND ZONING – COMMISSIONER VOGEL:**

1. Building permit activity for April was tallied at \$174,039.50.

B. **PARKS AND RECREATION – COMMISSIONER BASSINGER:**

1. The Lake Park playground equipment was expected to arrive and be installed in the coming weeks. The additional ADA compliant equipment had been installed in the park restrooms.
2. Playground King quoted \$2,625.95 each for installation of new adjustable basketball hoops at City Park.

MOTION: TO APPROVE THE PURCHASE OF TWO GOALRILLA BASKETBALL HOOPS FOR UP TO \$2,625.95 EACH

MADE BY: Commissioner Bassinger

SECOND: Commissioner Schrader

ROLL CALL VOTE:

Commissioner Vogel	-	AYE
Commissioner Bassinger	-	AYE
Commissioner Schrader	-	AYE
Mayor Anderson	-	AYE
Commissioner D’Water	-	ABSENT

3. Commissioner Bassinger approved a Special Event application from Saint Anthony’s School to use City Park on May 12th for the end-of-year party.
4. Commissioner Bassinger thanked all commissioners and staff members who have served alongside her for the past 10 years.

C. **STREETS – COMMISSIONER SCHRADER:**

1. A change order was submitted by Superior Siteworks, however, quantities varied from the original contract. Commissioner Schrader submitted the work order to Engineering Consultant Bill Housel for review.
2. Commissioner Schrader requested the approval of the addition of sidewalk handrails throughout the city.

MOTION: TO APPROVE THE REPLACEMENT OF SIDEWALK HANDRAILS FOR UP TO \$3,965

MADE BY: Commissioner Schrader

SECOND: Commissioner Bassinger

ROLL CALL VOTE:

Commissioner Vogel	-	AYE
Commissioner Bassinger	-	AYE
Commissioner Schrader	-	AYE
Mayor Anderson	-	AYE
Commissioner D’Water	-	ABSENT

3. Commissioner Schrader met with Pasco County Commissioner Ron Oakley to discuss streets issues. She was waiting to hear back after requesting better drainage and sidewalk connections on Curley Street and redesign of the San Antonio Sports Complex parking lot.
4. Mayor Anderson stated addressed damage incurred to city property near the San Antonio Sports Complex. He advised that residents or staff call the police department as soon as the damage is noticed for future instances.

D. WATERWORKS – WATER CLERK PLAZEWSKI:

1. The wellhouse at Well # 3 was rewired in preparation of installing new control switches. Water Clerk Plazewski advised that staff will be able to monitor pumping and usage of city water with better accuracy with digital control switches.

MOTION: TO SPEND UP TO \$2,300 TO UPGRADE CONTROL SWITCHES AT THE WELLHOUSE

MADE BY: Commissioner Schrader

SECOND: Commissioner Bassinger

ROLL CALL VOTE:

Commissioner Vogel	-	AYE
Commissioner Bassinger	-	AYE
Commissioner Schrader	-	AYE
Mayor Anderson	-	AYE
Commissioner D'Water	-	ABSENT

2. Water usage per capita in the city was exceeding permitted limits. Attorney Buhr recommended designating city staff and code enforcement officer to enforce water conservation through implementation of watering day violation fee schedule.

MOTION: TO ALLOW CITY STAFF TO SERVE AS CONSERVATION CODE ENFORCERS

MADE BY: Commissioner Vogel

SECOND: Commissioner Schrader

ROLL CALL VOTE:

Commissioner Vogel	-	AYE
Commissioner Bassinger	-	AYE
Commissioner Schrader	-	AYE
Mayor Anderson	-	AYE
Commissioner D'Water	-	ABSENT

6. CLERK'S REPORT:

- A. The quarterly MAP meeting would be hosted by Town of Saint Leo on May 5th at the new Saint Leo University Wellness Center.

7. UNFINISHED BUSINESS: NONE

8. NEW BUSINESS:

- A. Commissioner Cagle, Commissioner Schrader, and Commissioner Vogel were sworn in by City Attorney Buhr. Attorney Buhr accepted nominations for Mayor and Mayor Pro Tem.

MAYOR: Commissioner Anderson nominated by Commissioner Schrader.

Commissioner Vogel nominated by Commissioner Cagle.

ROLL CALL VOTE:

Commissioner Cagle	-	Commissioner Vogel
Commissioner Vogel	-	Commissioner Anderson
Commissioner Schrader	-	Commissioner Anderson
Mayor Anderson	-	Commissioner Anderson
Commissioner D'Water	-	ABSENT

MAYOR PRO TEM: Commissioner Vogel nominated by Commissioner Schrader.

ROLL CALL VOTE:

Commissioner Cagle	-	AYE
Commissioner Vogel	-	AYE
Commissioner Schrader	-	AYE

Mayor Anderson - AYE
Commissioner D'Water - ABSENT

MAYOR: Commissioner Anderson

MAYOR PRO TEM / BUILDING & ZONING: Commissioner Vogel

STREETS: Commissioner Schrader

PARKS: Commissioner Cagle

WATER: Commissioner D'Water

- B. The Meadows of San Antonio Subdivision preliminary plans were submitted to consultants for review and would be addressed at a future meeting.

9. ADDITIONAL COMMISSIONER COMMENTS:

- A. Mayor Anderson asked for an update on Adams Homes. Commissioner Vogel stated that city staff was continuing to monitor for violations and no major issues had been reported since the February meeting.

10. ANNOUNCEMENTS:

- A. The next Blood Drive would be held on May 19th, 2022.

11. ADJOURNMENT: Meeting adjourned at 8:08 PM.

Respectfully submitted,

Julia Fresne, Assistant to City Clerk