

**COMMISSION MEETING MINUTES
DECEMBER 21st, 2021
7:30 P.M.**

PRESENT:

Mayor: Mark Anderson
Commissioners: Maximilian D'Water
Sarah Schrader
John Vogel II

City Attorney: Gerald T. Buhr

City Clerk: Marissa Morales
Asst. to City Clerk: Julia Fresne
Water Clerk: Will Plazewski
Public Works Director: Scott Morrow

ABSENT:

Mayor Pro Tempore: Elayne Bassinger

MINUTES PREPARED BY: Julia Fresne

OPENING CEREMONIES: Pastor Santiago Huron led the invocation followed by the Pledge of Allegiance by Mayor Anderson.

1. **CONSENT AGENDA:** Includes minutes for November 2nd Workshop and November 16th Commission Meeting; General Fund and Water Fund disbursements for November 2021.

DISBURSEMENTS AND DEPOSITS:

<i>November 2021</i>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 65,914.22	\$ 88,329.35
Water Fund	\$ 16,109.19	\$ 27,020.81

MOTION: ACCEPT THE CONSENT AGENDA

MADE BY: Commissioner Schrader

SECOND: Commissioner D'Water

ROLL CALL VOTE:

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

2. PUBLIC COMMENT: NONE

3. MAYOR'S REPORT:

- A. Mayor Anderson advised that the approved truck was not purchased due to its bad condition upon inspection by Mr. Morrow. Other trucks which were of interest during the auction cost more than the approved amount.

4. ATTORNEY’S REPORT:

A. ORDINANCE 12-2021 (SECOND READING)

AN ORDINANCE OF THE CITY OF SAN ANTONIO, FLORIDA, AMENDING THE SAN ANTONIO COMPREHENSIVE PLAN, ADDING A PROPERTY RIGHTS ELEMENT TO ENSURE THAT PRIVATE PROPERTY RIGHTS ARE CONSIDERED IN LOCAL DECISION MAKING CONSISTENT WITH FLORIDA STATUTES 163.3177(6); PROVIDING FOR TRANSMISSION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR REVIEW AND COMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

1. City Clerk Morales confirmed that Florida Department of Economic Opportunity approved the first reading of this ordinance.

MOTION: APPROVE ORDINANCE 12-2021

MADE BY: Commissioner Vogel

SECOND: Commissioner Schrader

ROLL CALL VOTE:	Commissioner Vogel	-	AYE
	Commissioner D’Water	-	AYE
	Commissioner Schrader	-	AYE
	Mayor Anderson	-	AYE
	Commissioner Bassinger	-	ABSENT

5. COMMISSIONER REPORTS

A. BUILDING AND ZONING – COMMISSIONER VOGEL:

1. Building permit activity for November was tallied at \$718,550.19 including one Single Family Home on 3rd Ave.
2. **ORDINANCE 13-2021 (FIRST READING)**

AN ORDINANCE OF THE CITY OF SAN ANTONIO, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF THE CITY OF SAN ANTONIO; CHANGING THE LAND USE DESIGNATION OF PARCEL 02-25-20-0000-00100-0010 APPROXIMATELY TWELVE ACRES, FROM AGRICULTURAL TO LOW DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- a. Pastor Santiago Huron asked the number of homes which will be built on this parcel and petitioner Jon Christiansen advised it will be 12 homes, pending approval of Southwest Florida Water Management District.

MOTION: APPROVE ORDINANCE 13-2021

MADE BY: Commissioner Schrader

SECOND: Commissioner D’Water

ROLL CALL VOTE:	Commissioner Vogel	-	AYE
	Commissioner D’Water	-	AYE
	Commissioner Schrader	-	AYE
	Mayor Anderson	-	AYE
	Commissioner Bassinger	-	ABSENT

3. Commissioner Vogel advised that staff put together a zoning designation comparison spreadsheet including commercial zoning designations for San Antonio, Saint Leo, and Pasco County. Mayor Anderson advised that a petitioner is hoping for the city to allow storage unit facilities and the commission agreed they would be opened to that idea. A workshop to discuss potential amendments to the code would be scheduled at the January meeting.
4. Commissioner Vogel and City Clerk Morales met with Chief Frum of the Pasco County Fire Department, regarding fire inspections, permitting, and collection of inspection fees. The commission discussed the option of having Pasco County perform commercial permitting and fire inspections and amending the interlocal agreement with Dade City to only issue residential permits. Chief Frum would be contacted to attend the January meeting.

B. PARKS AND RECREATION – CITY CLERK MARISSA MORALES:

1. City Clerk Morales relayed that Commissioner Bassinger wanted to thank the Founders Garden Club for their successful work on the Christmas in the Park event.
2. A proposal for repairs of the Lake Park restrooms was estimated at \$2,400.

MOTION: ACCEPT THE CRAZY PLUMBING BID FOR \$2,400 TO FIX THE LAKE PARK RESTROOMS

MADE BY: Commissioner Schrader

SECOND: Commissioner D'Water

ROLL CALL VOTE:	Commissioner Vogel	-	AYE
	Commissioner D'Water	-	AYE
	Commissioner Schrader	-	AYE
	Mayor Anderson	-	AYE
	Commissioner Bassinger	-	ABSENT

C. STREETS – COMMISSIONER SCHRADER:

1. Commissioner Schrader stated that two Pompanic bid packets were opened but neither met the full requirements for submission. The Town of Saint Leo voted at their last public meeting to readvertise the bids.
 - a. Mayor Anderson said after consultation with City Attorney Burh, Engineering Consultant Housel, and Town of Saint Leo, the bid was recommended to go back out with a hold back percentage. The next bid packet submission would be due on January 18th by 2:30 pm and reviewed at the next meeting, if approved.

MOTION: REJECT THE TWO POMPANIC BIDS THAT WERE RECEIVED AND TO REOPEN THE BIDS

MADE BY: Commissioner Schrader

SECOND: Commissioner Vogel

ROLL CALL VOTE:	Commissioner Vogel	-	AYE
	Commissioner D'Water	-	AYE
	Commissioner Schrader	-	AYE
	Mayor Anderson	-	AYE
	Commissioner Bassinger	-	ABSENT

2. Commissioner Schrader stated that there is a request from Grand Fondo National Series for their annual event to take place on March 20th 2022 with closure of Pennsylvania Ave.

MOTION: APPROVE THE GRAND FONDO SPECIAL EVENT PERMIT APPLICATION

MADE BY: Commissioner Schrader

SECOND: Commissioner D'Water

ROLL CALL VOTE:

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

D. WATERWORKS – COMMISSIONER D'WATER:

1. Commissioner D'Water stated that the flowmeters and adapters for Wells 5 and 6 have been installed, and cost about \$5,000 less than what was budgeted for.
2. Commissioner D'Water advised that staff has provided all the data for the Florida Rural Water Association rate study and was awaiting feedback.
3. Public Works Director Morrow advised that the pumphouse at Well #3 needs electrical work to improve longevity of future new equipment.

MOTION: TO APPROVE THE COST OF UP TO \$6,000 FOR ELECTRICAL UPGRADES ON WELL #3.

MADE BY: Commissioner D'Water

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

4. Commissioner D'Water opened the sealed bids for Well #3 at the meeting. Bids were made by AC Schultes of Florida and Southeast Pump Specialist. Utility Engineering Consultant Magro will review the bids to ensure they meet the minimum requirements before moving forward.

6. CLERK'S REPORT:

- A. Central Florida Regional Planning Council was contacted to retain for planning consultant services. They provided a proposal of \$12,000 for the current fiscal year which includes work on zoning code, Comprehensive Plan, and other smaller projects, along with updated records of GIS mapping. Attorney Buhr would review the agreement.

MOTION: TO APPROVE THE CONTRACT PROPOSAL OF CENTRAL FLORIDA REGIONAL PLANNING COUNCIL UPON THE LEGAL REVIEW BY CITY ATTORNEY BUHR.

MADE BY: Commissioner Vogel

SECOND: Commissioner D'Water

ROLL CALL VOTE:

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

- B. City Clerk Morales advised that auditors from Bodine Perry will be coming during the week of January 10th and capital asset inventory has already been completed to facilitate their visit.

- C. City Clerk Morales announced that Candidates Qualifying will be starting at 12 PM on February 8th and ending at 12 PM on February 15th with three seats opened for the elections held this April.
- D. City Clerk Morales advised that the next MAP meeting will take place on February 3rd with City of San Antonio hosting. The meeting will include guest speaker Scott Dudley from Florida League of Cities, who will be speaking on upcoming legislative topics and ARPA funding. Clerk Morales asked that the commission send any recommendations for event rental locations and dinner arrangements.

7. UNFINISHED BUSINESS: NONE

8. NEW BUSINESS: NONE

9. ADDITIONAL COMMISSIONER COMMENTS:

- A. Mayor Anderson wished everyone Happy Holidays and a Happy New Year.

10. ANNOUNCEMENTS: NONE

11. ADJOURNMENT: Meeting adjourned at 8:12 PM.

Respectfully submitted,

Julia Fresne, Assistant to City Clerk