

**SPECIAL COMMISSION MEETING MINUTES**  
**FEBRUARY 10<sup>th</sup>, 2022**  
**6:00 P.M.**

**PRESENT:**

<b>Mayor:</b>	Mark Anderson
<b>Commissioners:</b>	Elayne Bassinger Maximilian D'Water Sarah Schrader John Vogel II
<b>City Clerk:</b>	Marissa Morales
<b>Asst. to City Clerk:</b>	Julia Fresne
<b>Water Clerk:</b>	Will Plazewski

**MINUTES PREPARED BY:** Julia Fresne

**1. POMPANIC BIDS**

A. Commissioner Schrader stated there were two bids received and opened at the last Commission meeting from Ajax Paving (\$1,441,00.00) and Superior Siteworks (\$831,748.90). Town of St. Leo Mayor Richard Christmas, in attendance, advised that the Town of St. Leo commission voted to move forward with the Superior Siteworks bid.

**MOTION: ACCEPT THE POMPABIC BID FROM SUPERIOR SITEWORKS FOR \$831,748.90.**

**MADE BY:** Commissioner Schrader

**SECOND:** Commissioner Bassinger

<b>ROLL CALL VOTE:</b>	Commissioner Bassinger	-	AYE
	Commissioner Schrader	-	AYE
	Commissioner D'Water	-	AYE
	Commissioner Vogel	-	AYE
	Mayor Anderson	-	AYE

**2. SUMMERFIELD**

A. Commissioner D'Water presented a notice of violation letter reviewed by City Attorney Buhr and issued to Adams Homes-Northwest Florida due to ongoing water tampering and theft issues in Summerfield. The letter informed Adams Homes that the city reserved the right to seek an emergency injunction to stop all work if the company continues to act irresponsibly. Water Clerk Will Plazewski informed the Commission that the city started charging fines to Adams Homes and those were paid in timely manner, however, issues continued to arise. Commissioner Vogel advised of issues with Adams Homes on Building & Zoning practices. Adams Homes had confirmed the receipt of the letter.

**3. PURCHASING THRESHOLD**

A. Commissioner D'Water mentioned that with the rising cost of building and materials, he would like to discuss increasing the purchasing threshold for projects. City Clerk Morales advised that cities of similar size were within the \$25,000 threshold, but often did not have their own utility system. The Commission agreed that they should revise the current threshold and would discuss the topic further.

**4. CARMELA SUBDIVISION**

- A. Commissioner D'Water advised that Carmela subdivision developer, Mr. Terry Schrader, and development engineer, Sean O'Connor, had met with him to request a utility easement modification from 15 to 10 feet along Oak Street. Utility Engineering consultant Daniel Magro would be in attendance on February 15<sup>th</sup> to discuss this request further.

**5. FIRE INSPECTION**

- A. Commissioner Vogel advised that staff had put together a spreadsheet comparing Pasco County and City of Dade City's permit fee schedule for commercial buildings. City Clerk Morales advised that staff had contacted Dan Biles, Pasco County Administrator, regarding the process for new interlocal agreements and was awaiting a response. Additional questions related to permitting fee schedules would be researched by staff and presented at the February meeting.

**6. ZONING DESIGNATIONS**

- A. The Commission discussed adding storage facilities to the city's commercial zoning designations, along with other potential uses. Commissioner Vogel recommended amending the code in phases beginning with small changes and progressing to large scale amendments. The commission would send recommendations of new zoning uses to staff for future discussion.

**7. ANNOUNCEMENTS**

- A. Commissioner Vogel mentioned the loss of two beloved residents, Jerry Greif and Marlene Sumner. Mayor Anderson advised that Mr. Greif was the Chair of the Board of Adjustment, and the vacant seat would need to be filled.

- 8. ADJOURNMENT:** Meeting adjourned at 6:58 PM.

Respectfully submitted,

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Julia Fresne, Assistant to City Clerk