

COMMISSION MEETING MINUTES

APRIL 18th, 2023

7:30 P.M.

PRESENT:

Mayor: Mark Anderson
Mayor Pro Tempore: John Vogel II
Commissioners: Alison Cagle
Maximilian D'Water
Sarah Schrader

City Attorney: Gerald T. Buhr

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

MINUTES PREPARED BY: Julia Fresne

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

1. **CONSENT AGENDA:** Includes minutes for the March 9th Workshop, March 10th Special Meeting, and March 21st Commission Meeting; General Fund and Water Fund disbursements for March 2023.

DISBURSEMENTS AND DEPOSITS:

<i>March 2023</i>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 229,784.97	\$ 110,222.90
Water Fund	\$ 27,986.15	\$ 30,840.64

MOTION: ACCEPT THE CONSENT AGENDA

MADE BY: Commissioner D'Water

SECOND: Commissioner Cagle

ROLL CALL VOTE:

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

2. PUBLIC COMMENT:

- A. Joyce Harig, 12900 Oak Street, requested a culvert be added in front of her home to manage drainage issue. Commissioner Schrader advised that Oak Street was scheduled to be widened once most of the Carmela subdivision construction was completed. Public Works Director Morrow said he would work on temporary measures until then.
 1. Joan Huckins, 32508 Pasco Road, stated that Mrs. Harig's yard was flooded after the last rain.

3. MAYOR’S REPORT:

- A. Mayor Anderson attended the Pasco County Orange Belt Trail workshop and advised that alternate routes were proposed going through San Antonio. The public can access the website where they may vote for a preferred route. Staff would post the link to the city website.

4. ATTORNEY’S REPORT:

- A. Attorney Buhr presented a new legal services agreement that includes Saxon Gilmore & Carraway firm taking on more work on his behalf to ease into retirement. Rates would remain the same.

MOTION: ACCEPT THE NEW CONTRACT FOR LEGAL SERVICES

MADE BY: Commissioner Cagle

SECOND: Commissioner D’Water

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

- B. Attorney Buhr advised that he reviewed the new contract for the utility software, gWorks, and he did not recommend agreeing to the terms due to the company refusing to wave sovereign immunity to the city. The Commission discussed the new contract. Mayor Anderson directed staff to research other utility software. Attorney Buhr recommended contacting other cities to see what they used.

5. COMMISSIONER REPORTS

A. BUILDING AND ZONING – COMMISSIONER VOGEL:

- 1. Building permit activity for March was tallied at \$130,323.15.
- 2. **ORDINANCE 03-2023 (SECOND READING)**

AN ORDINANCE AMENDING THE DISTRICT BOUNDARIES OF THE ZONING MAP OF SAN ANTONIO, FLORIDA, AS ENACTED BY CHAPTER 82, SAN ANTONIO CODE, SO AS TO CHANGE THE ZONING CLASSIFICATION OF A PARCEL OF LAND TOTALING 8.20 ACRES LOCATED ON PROPERTY WEST OF OAK STREET, AND ON THE NORTH SIDE OF CR 52 (PARCEL ID 02-25-20-0000-05100-0000), FROM RURAL RESIDENTIAL DISTRICT (R-1) TO PLANNED UNIT DEVELOPMENT (PUD) PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION: ADOPT ORDINANCE 03-2023

MADE BY: Commissioner Vogel

SECOND: Commissioner D’Water

- a. Mayor Anderson opened the public hearing.
 - i. Commissioner Schrader questioned the description of the location. Mayor Anderson advised that the legal description comes from the Property Appraiser.
 - ii. Joan Huckins asked where this was located and was provided with a detailed explanation.

- iii. Joyce Harig questioned the location description. Mayor Anderson clarified that the legal description from the Property Appraiser's office was likely written before Palm Street was put in.
 - iv. Ronald Burcham, 32236 Corbin Ridge Street, asked what was to be built there and was advised it would be a commercial building based on the zoning change, but no specifics were known at this time.
- b. Mayor Anderson closed the public hearing.

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

3. ORDINANCE 04-2023 (FIRST READING)

AN ORDINANCE AMENDING THE DISTRICT BOUNDARIES OF THE ZONING MAP OF SAN ANTONIO, FLORIDA, AS ENACTED BY CHAPTER 82, SAN ANTONIO CODE, SO AS TO CHANGE THE ZONING CLASSIFICATION OF A PARCEL OF LAND TOTALING ±0.43 ACRES LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF CURLEY STREET AND MASSACHUSETTS AVENUE (PARCEL NUMBER 02-25-20-0010-00200-0090), FROM THE ZONING OF RESIDENTIAL DWELLING DISTRICT (R-3) TO PLANNED UNIT DEVELOPMENT (PUD); PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION: ADOPT ORDINANCE 04-2023

MADE BY: Commissioner Vogel

SECOND: Commissioner Schrader

- a. Commissioner Vogel advised this request was meant to rectify an issue on Curley Street for businesses that were rezoned under residential districts many years ago.
- b. Marisa Barmby, planning consultant from Central Florida Regional Planning Council, presented the planning report. Ms. Barmby advised this zoning change is required to comply with the current Future Land-Use designation.
- c. A member of the public (name and address unknown) asked if he would be authorized to manufacture clarified butter and coconut oil at this property. Mayor Anderson advised he would be if it was allowed under the zoning designation and recommended that he speak with staff. The member asked if he could tie into the sewer system and was advised to contact Pasco County since they own that utility.

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

B. PARKS AND RECREATION – COMMISSIONER CAGLE:

- 1. Commissioner Cagle advised that Lake Park was closed until further notice due to safety concerns with people trespassing the closed dock. The dock needs to be

completely replaced due to the wood rotting. Director Morrow advised he would present proposals for a new dock at a later meeting. Two quotes were presented for the demolition including \$5,750 from Quality Docks and \$12,000 from Gude LLC, both would remove the dock then take the debris away from the site.

MOTION: APPROVE ESTIMATE FOR \$5,750 FROM QUALITY DOCKS TO DEMOLISH THE LAKE PARK DOCK

MADE BY: Commissioner Cagle

SECOND: Commissioner D'Water

- a. Josh Madden, 13109 Antonio Way, asked whether repairs were considered instead of replacement and Director Morrow advised the deterioration was too bad to repair.
- b. City Clerk Morales advised that the Town of Saint Leo waived the permitting fee and offered to assist with overall cost of the project. Attorney Buhr recommended to only go into an agreement for maintenance costs.
- c. Director Morrow said temporary rails would go up after the removal is complete to block off the end of the sidewalk prior to reopening the park.
- d. Joyce Harig asked if it would still be considered a public park and was advised yes.

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

C. STREETS – COMMISSIONER SCHRADER:

1. A quote from D.C. Johnson was presented to complete a topographic survey of Palm Street from CR-52 to Pennsylvania Avenue, for \$7,450. Commissioner Schrader advised this would be used for creating plans to fix the drainage on this street.

MOTION: ACCEPT THE D.C. JOHNSON QUOTE FOR \$7,450

MADE BY: Commissioner Schrader

SECOND: Commissioner D'Water

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

2. Commissioner Vogel stated his concern over seeing multiple golf carts driven by children around the city and asked if staff could reiterate this safety concern to the deputy.

D. WATERWORKS – COMMISSIONER D'WATER:

1. Well #6 is currently down. Well #4 is back online after repairs were completed therefore the city is back to three online pumps.
2. Commissioner D'Water presented the water tank maintenance contract renewals with Leary Construction. The tank is nearly 100 years old, which means this will be the last time a company will contract for maintenance. Mayor Anderson stated the

need to look for replacements soon. Attorney Buhr advised that grants were not likely to be afforded but low interest loans or pitching to legislators for funding are options to look into.

MOTION: SPEND \$11,863.47 PER YEAR FOR TEN CONSECUTIVE YEARS FOR LEARY CONSTRUCTION COMPANY TO SERVICE THE ELEVATED WATER TANK

MADE BY: Commissioner D'Water

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

MOTION: SPEND \$3,446.32 PER YEAR FOR TEN CONSECUTIVE YEARS FOR LEARY CONSTRUCTION COMPANY TO SERVICE THE 5,000 GALLON HYDRO TANK

MADE BY: Commissioner D'Water

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

MOTION: SPEND \$3,156.42 PER YEAR FOR TEN CONSECUTIVE YEARS FOR LEARY CONSTRUCTION COMPANY TO SERVICE THE 2,500 GALLON HYDRO TANK

MADE BY: Commissioner D'Water

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

3. Commissioner D'Water advised that now that well #4 is back online, it needs flow meters upgrade to stay in compliance.

MOTION: SPEND \$5,337 TO PURCHASE FLOW METERS FOR WELL #4

MADE BY: Commissioner D'Water

SECOND: Commissioner Vogel

ROLL CALL VOTE:

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

4. **ORDINANCE 05-2023 (FIRST READING)**

AN ORDINANCE OF THE CITY OF SAN ANTONIO, FLORIDA ESTABLISHING A PROGRAM OF ANNUAL INFLATIONARY ADJUSTMENT (INDEXING) OF THE CITY'S WATER RATES; PROVIDING FOR RAISING OF MONTHLY WATER UTILITY SERVICE RATES PURSUANT TO A FLORIDA RURAL WATER ASSOCIATION RATE STUDY; PROVIDING FOR SCRIVENER'S ERRORS, CONFLICTS, SEVERABILITY, INCLUSION IN THE CODE, AND PROVIDING FOR AN EFFECTIVE DATE.

- a. Dyana Stewart, Utility Asset Manager for FRWA, provided an explanation of the updated rates. The commission discussed which of the three scenarios provided to approve.
- b. Commissioner Vogel asked whether the commission could approve to space out the implementation of the new rates. Attorney Buhr advised that would mean revising the rates proposed and recommended not waiting any further to pass rates.
- c. Ronald Burcham stated his preference for scenario six.
- d. Joyce Harig asked that the commission vote on the ordinance.
- e. Josh Madden stated his favor for this increase and asked that the commission consider in the future having a lower base fee and shift the burden of cost onto higher users through tiers.

MOTION: ADOPT ORDINANCE 05-2023

MADE BY: Commissioner Vogel

SECOND: Commissioner Cagle

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

- a. Ronald Burcham asked how the growth of the community will affect the water department. Mayor Anderson advised that it would be a larger capacity to handle. Commissioner Schrader stated that a capacity fee is collected for new buildings.
- b. Mayor Anderson stated concerns over miscommunication and misinformation on social media. Commissioner Schrader agreed and encouraged residents to attend all commission meetings to stay informed.
- c. The commission scheduled a special meeting on May 15th at 6:30 PM for the second reading of Ordinance 05-2023.

6. CLERK'S REPORT:

- A. City Clerk Morales advised that FDOT provided a draft of the promissory agreement pending the final bids to provide a final estimate. The initial estimate for \$20,800 per year for 20 years with no interest.
- B. City Clerk Morales presented a quote from Municode for the annual supplement update which includes addition to the city code on their website and hard copies at City Hall for the ordinances passed in 2022.

MOTION: APPROVE THE EXPENSE TO MUNICODE FOR \$1,493.

MADE BY: Commissioner D'Water

SECOND: Commissioner Cagle

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

- C. City Clerk Morales advised that a quote was provided for the mini truck, however, further issues were found after the initial quote and asked that the commission approve an amount up to \$3,500 to diagnose repairs needed to the truck.

MOTION: TO HAVE MINI TRUCK LOOKED AT FOR REPAIRS FOR UP TO \$3,500

MADE BY: Commissioner Schrader

SECOND: Commissioner Vogel

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

- D. City Clerk Morales advised that the public works staff requested the purchase of welding equipment to facilitate the need to make certain repairs themselves.

MOTION: TO PURCHASE WELDING EQUIPMENT FOR PUBLIC WORKS FOR UP TO \$1,200

MADE BY: Commissioner Cagle

SECOND: Commissioner D'Water

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

- E. City Clerk Morales recommended doing large tree canopy trimmings again. A quote was obtained from CAM Unlimited to perform the work for \$2,000 per day around various streets and city-owned parks. Commissioner Schrader questioned why the charge per day rather than an overall quote for the work. Attorney Buhr recommended getting a project quote outlining what would be done with cost.
- F. The next MAP meeting will be held on May 4th at 6:30 PM in New Port Richey. By-law amendments will be considered which requires a quorum present, including at least one commissioner from San Antonio. Commissioner Schrader will be attending.

7. UNFINISHED BUSINESS: NONE

8. NEW BUSINESS: NONE

9. ADDITIONAL COMMISSIONER COMMENTS:

- A. Commissioner Schrader asked if Mayor Anderson could mention meeting procedures at the beginning of each meeting to help run smoother. Mayor Anderson directed staff to create a template.
- B. Attorney Buhr advised the commission to keep track of usage capacity to prevent overselling the capacity to new developments. Director Morrow stated that this was already being tracked.

C. Commissioner Cagle reminded the public to take the parks amenities survey located on the city website.

10. ANNOUNCEMENTS: NONE

11. ADJOURNMENT: Meeting adjourned at 9:35 PM.

Respectfully submitted,

Julia Fresne, Assistant to City Clerk