

COMMISSION MEETING MINUTES
FEBRUARY 15th, 2022
7:30 P.M.

PRESENT:

Mayor: Mark Anderson
Mayor Pro Tempore: Elayne Bassinger
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

MINUTES PREPARED BY: Julia Fresne

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

1. **CONSENT AGENDA:** Includes minutes for January 18th Commission Meeting; General Fund and Water Fund disbursements for January 2022.

DISBURSEMENTS AND DEPOSITS:

<i>January 2022</i>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 66,416.20	\$ 63,995.93
Water Fund	\$ 34,282.02	\$ 34,122.21

MOTION: ACCEPT THE CONSENT AGENDA

MADE BY: Commissioner Vogel

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

2. PUBLIC COMMENT:

- A. Donna Swart, of 11920 Oak Street, stated that the Founders Garden Club is requesting to have Christmas in the Park 2022 restored to in-person with bandstand entertainment and refreshments. Commissioners agreed that they were in favor of this request.
- B. Pam Pepperman, of 12046 Palm Street, stated that she was concerned about the safety of residents due to the excessive speeding on her street. She asked Mayor Anderson for an update on the speed tables referenced at the January Commission meeting and asked what other means are being considered to increase public safety on San Antonio streets. Mayor Anderson advised that the city was working with the Pasco County Fire Department

to create an interlocal agreement and once in place, the Fire Department can receive and evaluate safety plans for speed tables. Commissioner Schrader stated that staff is waiting to receive an estimate on speed trailers to help slow down speeders. Mayor Anderson also noted the continued effort to expand roads and put in sidewalks.

3. MAYOR'S REPORT:

- A. Mayor Anderson advised that Florida Department of Economic Opportunity accepted the recent comprehensive plan amendment. Any affected person may challenge this amendment within 30 days of February 2nd, 2022. If no person object, the amendment becomes effective after 31 days.

4. ATTORNEY'S REPORT: NONE

5. COMMISSIONER REPORTS

A. BUILDING AND ZONING – COMMISSIONER VOGEL:

- 1. Building permit activity for January was tallied at \$1,053,349.20 including two Single Family Homes on Orange Street and 3rd Avenue.
- 2. **ORDINANCE 01-2022 (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 LOCATED SOUTH OF DUNNE ROAD AND EAST OF CURLEY STREET FROM SAN ANTONIO A (AGRICULTURE ZONING DISTRICT) TO SAN ANTONIO R-2 (RESIDENTIAL DWELLING DISTRICT).

MOTION: APPROVE ORDINANCE 01-2022

MADE BY: Commissioner Schrader

SECOND: Commissioner Bassinger

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

- 3. Commissioner Vogel revisited the zoning designation discussion at the Special Meeting on February 9th. Once staff received all Commissioners' selections and an analysis is conducted, staff would compile a list of recommended uses to be added. City Attorney Buhr advised that staff should send the list to Central Florida Regional Planning Council for the next steps. There was discussion on the timeline for notifying the public and holding a public hearing.
- 4. Commissioner Vogel requested to vote on starting the interlocal agreement process with Pasco County to conduct fire inspections and commercial permitting through the county. City Clerk Morales verified that permitting fee schedule outlined set fees based on project types and those not categorized were calculated based on the project valuation. City Clerk Morales reached out to Dan Biles, Pasco County Administrator, and he advised that Chief Frum would be the point of contact throughout the interlocal agreement process.

MOTION: REACH OUT TO PASCO COUNTY TO DRAFT AN INTERLOCAL AGREEMENT FOR COMMERCIAL PERMITTING AND FIRE INSPECTIONS

MADE BY: Commissioner Vogel

SECOND: Commissioner D'Water

ROLL CALL VOTE:

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

B. PARKS AND RECREATION – COMMISSIONER BASSINGER:

1. Commissioner Bassinger consulted with the Founders Garden Club regarding the current maintenance of gardens and parks around the city. Members felt they could no longer assist with planting and weeding, but were willing to continue organizing Christmas in the Park as long as the city could assist with funding the event.

MOTION: TO PROVIDE UP TO \$1,000 TO THE FOUNDERS GARDEN CLUB FOR CHRISTMAS IN THE PARK 2022

MADE BY: Commissioner Bassinger

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

- a. Commissioner Bassinger requested for the club to continue maintenance of the pots around the city, but the club was unsure whether they would be able to continue. Commissioner Schrader suggested that more residents would be willing to volunteer if the club meetings were scheduled outside of normal business hours.
2. Commissioner Bassinger advised that new toilets were installed at Lake Park. Additional upgrades were recommended to make the restrooms in both parks ADA accessible. The \$3,500 estimate provided by Public Works Director Morrow would bring all three public restrooms to compliance. City Attorney Buhr advised that there is a grant through the Department of Environmental Protection which may be able to fund this.
3. Commissioner Bassinger advised that the new Lake Park swing set is too large and there is not enough swing space. She has asked Public Works to send this back to the manufacturer and see about receiving a credit to find smaller equipment to replace it.
4. Commissioner Bassinger announced that she approved the purchase of \$200 end caps for the bleachers at City Park for safety.
5. Commissioner Bassinger advised that the parking lot at Lake Park on McMullen Road needed tree trimming. The quote provided by Public Works from Storch's Tree Service was for \$2,550.

MOTION: TO ACCEPT THE BID OF \$2,550 FROM STORCH'S TREE SERVICE TO TRIM THE TREES IN THE PARKING LOT AT LAKE PARK

MADE BY: Commissioner Bassinger

SECOND: Commissioner Vogel

ROLL CALL VOTE:

Commissioner Vogel	-	AYE
Commissioner Bassinger	-	AYE
Commissioner D'Water	-	AYE

Commissioner Schrader - AYE
Mayor Anderson - AYE

C. STREETS – COMMISSIONER SCHRADER:

1. Commissioner Schrader advised that the Pompanic bid was approved at the recent Town of Saint Leo commission meeting. City Clerk Morales stated that Engineer consultant Bill Housel was working on the contract award documents and once those were submitted and signed by the awardee, the city will be able to have a timeline for project commencement.

D. WATERWORKS – COMMISSIONER D’WATER:

1. Commissioner D’Water advised that the developers for Carmela subdivision requested to reduce the width of the utility easement on Oak Street from 15 to 10 feet. City Attorney Burh advised that industry standard was 20 feet, and he recommended that there be enough width for heavy equipment to drive through without entering private property. Utility Engineer Daniel Magro advised that when Oak Street is eventually widened, it would benefit the utility process to have at minimum a 15-foot easement. No motion was made, retaining the previously agreed 15-foot easement.
2. Commissioner D’Water advised that Southeast Pump Specialists requested a change order due to unforeseen damage to the components during the Well #3 repairs which will cost an additional \$5,800.

MOTION: TO SPEND UP TO \$5,800 TO REPAIR THE PUMPHEADS ON WELL #3

MADE BY: Commissioner D’Water

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

3. Commissioner D’Water advised that Public Works had to make an emergency water main repair on Ohio Avenue on February 10th which required the removal of a large section of asphalt from the area. The estimate provided by Gude Paving to repair the excavated roadway is \$2,500.

MOTION: TO SPEND UP TO \$2,500 TO REPAIR THE ROADWAY ON OHIO AVENUE

MADE BY: Commissioner D’Water

SECOND: Commissioner Schrader

ROLL CALL VOTE:

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

4. Commissioner D’Water advised that the hydrants in the city needed to be serviced, tested, inspected, and painted. R&M Service Solutions quoted the work at \$10,700, including GPS mapping for hydrants.

MOTION: TO SPEND UP \$10,700 TO ALLOW R&M SERVICE SOLUTIONS TO SERVICE, INSPECT, TEST, AND PAINT CITY HYDRANTS

MADE BY: Commissioner D'Water

SECOND: Commissioner Vogel

ROLL CALL VOTE:

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

5. Mayor Anderson briefly mentioned potential mercooid switches replacement which Public Works Director Morrow would be able to install using his electrical experience. As this would be done in-house, cost be significantly lower due to only paying for component parts.

6. CLERK'S REPORT:

- A. City Clerk Morales advised that the qualifying period for elections ended on February 15th at noon with four qualified candidates: Commissioner Schrader, Commissioner Vogel, Timothy Pettis, and Alison Cagle. The municipal election would take place on April 12th from 7:00 AM to 7:00 PM at the Parish Center.
- B. City Clerk Morales noted that the MAP meeting was well received in San Antonio. Scott Dudley of the Florida League of City spoke on the final ruling of ARPA funds which helped to identify possible city use. The next MAP meeting will be hosted by the Town of St. Leo with potential Pasco County representatives coming to speak on county-wide issues. Mayor Anderson advised that ARPA funds could potentially be used on Pompanic Street repairs.

7. UNFINISHED BUSINESS:

- A. Commissioner Vogel requested to revisit the discussion on Adams Homes in Summerfield. He advised that after the Special Meeting on February 9th, there were further damages done to city water property on construction sites. Commissioner Vogel stated that Adams Homes was dismissive of staff time and disrespectful to citizens and he would be in favor on an emergency injunction if the Commission were to vote on it. City Attorney Buhr advised that an injunction would be more appropriate if Adams Homes had occurrences of removing backflow meters and water meters as it would endanger the residents. The Commission agreed to set an emergency meeting to vote on an injunction if such occurrences take place.

8. NEW BUSINESS:

- A. Commissioner Vogel read a proclamation honoring the contribution of African Americans in the San Antonio community, notably the Piney Grove Missionary Baptist Church, in recognition of Black History Month.

9. ADDITIONAL COMMISSIONER COMMENTS: NONE

10. ANNOUNCEMENTS:

- A. Mayor Anderson announced that another Blood Drive will be held on March 24th, 2022.
- B. Commission Vogel acknowledged the recent passing of several residents including Jerry Greif, Marlene Sumner, Jack McTague, and Steve Hedgecock. They will all be greatly missed within the city.

11. ADJOURNMENT: Meeting adjourned at 8:44 PM.

Respectfully submitted,

Julia Fresne, Assistant to City Clerk