

COMMISSION MEETING MINUTES

APRIL 19TH, 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 March 15th Commission Meeting; General Fund and Water Fund disbursements for March 2022.

DISBURSEMENTS AND DEPOSITS:

<i>March 2022</i>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 62,788.11	\$ 74,693.98
Water Fund	\$ 78,154.22	\$ 37,988.85

MOTION: ACCEPT THE CONSENT AGENDA

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

2. PUBLIC COMMENT:

- A. Janice Davis of Palm Street expressed concern over large trucks and vehicles speeding on Palm Street. She asked about putting up a No Truck sign. City Attorney Buhr advised that such a sign must follow certain standards per Florida statute, and would investigate the matter within the code. Commissioner Vogel asked that staff put together a suggested list of streets to include speed tables and reach out to Pasco County on installation of them.

3. MAYOR'S REPORT:

- A. Mayor Anderson read a thank-you card from the Kendricks for the addition of pedestrian flashing crossing signs.
- B. Mayor Anderson read a thank-you letter from the San Antonio Citizens Federal Credit Union for the City's assistance in opening their new operations building.

4. ATTORNEY'S REPORT:

- A. City Attorney Buhr readdressed developing a stormwater utility. Documents to receive quotes for a rate study performed for the City and the three other municipalities Attorney Buhr represents would be prepared for future consideration.

5. COMMISSIONER REPORTS

A. BUILDING AND ZONING – COMMISSIONER VOGEL:

- 1. Building permit activity for March was tallied at \$1,207,286.48 including two Single-Family Homes on Railroad Avenue.
- 2. Commissioner Vogel discussed contacting Central Florida Regional Planning Council about updating the Comprehensive Plan.
- 3. Proposals for firehouse and City Hall repairs, septic to sewer connections, and flooding issues were sponsored by Senate President Wilton Simpson, State Senator Danny Burgess, and Representative Randy Maggard. The \$2 million dollar funding proposal was pending approval by Governor DeSantis. Commissioner Vogel commended staff for their efforts in putting together the funding requests.

B. PARKS AND RECREATION – COMMISSIONER BASSINGER:

- 1. One bid was received for the Lake Park fencing project from Keeler Landscaping (\$11,335.00).

MOTION: SPEND UP TO \$11,500 ON THE INSTALLATION OF A FENCE AND GATE AT LAKE PARK

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

- 2. Commissioner Bassinger found playground equipment to replace the swing set which was removed from Lake Park.

MOTION: SPEND UP TO \$2,500 TO REPLACE THE PLAYGROUND EQUIPMENT AT LAKE PARK

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

- 3. All bathrooms, except one at City Park, were upgraded with the need ADA compliant equipment. The remaining bathroom was estimated to be completed by the May commission meeting.

C. STREETS – COMMISSIONER SCHRADER:

1. The Pompano Street agreement was signed, with Superior Siteworks in the process of ordering materials. An estimated timeline for construction would be available once materials were received.
2. Quotes to repair several culverts and handrails on Michigan Avenue and Palm Ridge Drive, Pennsylvania Avenue and Palm Ridge Drive, and Palm Street and Meadow Lane. Quotes were also received for portions of Oak Street, but were removed from consideration due to Oak Street being widened in the future.

MOTION: APPROVE UP TO \$13,000 FOR CULVERTS AND HANDRAILS REPAIRS THROUGHOUT THE CITY

MADE BY: Commissioner Schrader

SECOND: Commissioner Vogel

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

3. Plans to install additional sidewalks around the city and connect to existing sidewalks would be presented at a future commission meeting.

D. WATERWORKS – COMMISSIONER D'WATER:

1. Well #3 was installed and required additional testing prior to being put back online. The well house at Well #3 required repairs to the roof to better protect the equipment inside.

MOTION: TO ACCEPT A BID FROM WIDNER ROOFING FOR \$5,202 TO REPAIR THE ROOF OF THE WELL HOUSE

MADE BY: Commissioner D'Water

SECOND: Commissioner Schrader

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

6. CLERK'S REPORT:

- A. The final rule for ARPA funding was officially released on April 1st. The rule allowed cities to claim a standard allowance of revenue loss with a wider variety of uses for the funds. Additional information on procurement requirements was pending release, along with anticipated dates for the second installment of funds.
- B. The FACC Summer Academy was scheduled for June 19th through 22nd. City Clerk Morales recommended the commission allow herself and Assistant to the City Clerk Fresne to attend to make progress on their MMC and CMC designations respectively. Registration and lodging costs were estimated at \$937 per person, with additional expenses for mileage and meals anticipated.

MOTION: ALLOW UP TO \$1,200 EACH TO SEND CITY CLERK MORALES AND ASSISTANT TO CITY CLERK FRESNE TO THE FACC SUMMER ACADEMY

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

7. UNFINISHED BUSINESS:

- A. Barbara Berberich of Michigan Avenue inquired about finding a replacement for garden maintenance. Commissioner Bassinger stated that two bids were received, with Peter Neuhofer's quote of \$180 per month selected.

MOTION: TO SPEND UP TO \$2,160 FOR PARK MAINTENANCE IN CITY PARK FOR THE YEAR

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

8. NEW BUSINESS:

- A. Commissioner Schrader discussed including requirements for cluster mailboxes in new developments. City staff would discuss with the planning consultant on the matter.
- B. Commissioner Bassinger was contacted by the Pasco County Planning department to provide feedback for the 2050 Comprehensive Plan.
- C. Sergeant Bunner of the Pasco County Sheriff's Office reported that several burglaries occurred at business along State Road 52, and that increase deputy presence in the areas was expected due to prevention and investigation efforts.

9. ADDITIONAL COMMISSIONER COMMENTS: NONE

10. ANNOUNCEMENTS:

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

11. ADJOURNMENT: Meeting adjourned at 8:38 PM.

Respectfully submitted,

Julia Fresne, Assistant to City Clerk