

**MINUTES OF THE REGULAR MEETING
OF THE LADY LAKE TOWN COMMISSION
LADY LAKE, FLORIDA
July 6, 2015**

The Regular Meeting of the Lady Lake Town Commission was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida with Mayor Ruth Kussard presiding. The meeting convened at 6:05 p.m.

A. CALL TO ORDER: Mayor Ruth Kussard

B. PROCEDURAL: *Citizens are encouraged to participate in the Town of Lady Lake meetings. Speakers will be limited to three (3) minutes. Additional time may be granted by the Mayor. Citizen groups are asked to name a spokesperson and the Mayor, at his/her discretion, may allow longer than three minutes. Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone. The order of agenda items may be changed if deemed appropriate by the Town Commission. Please be respectful of others and put your cell phone on silent mode.*

C. PLEDGE OF ALLEGIANCE: Led by Joe Quinn.

D. INVOCATIONⁱ: Reverend Michael Smith – North Lake Presbyterian Church

E. ROLL CALL: Tony Holden, Commissioner Ward 2
Dan Vincent, Commissioner Ward 3
Jim Richards, Commissioner Ward 5
Ruth Kussard, Mayor/Commissioner Ward 1

ABSENT: Paul Hannan, Commissioner Ward 4

STAFF MEMBERS PRESENT: Kris Kollgaard, Town Manager; Derek Schroth, Town Attorney; Thad Carroll, Growth Management Director; C.T. Eagle, Public Works Director; Chief Chris McKinstry, Capt. Rob Tempesta, Capt. Jason Brough, Elvira Barrett, and Michelle Herbster, Police Department; John Pearl, IT Director; Jeannine Michaud, Finance Director; and Nancy Slaton, Deputy Town Clerk

F. PUBLIC COMMENTSⁱⁱ

Mayor Kussard asked if anyone in the audience would like to speak on any item. There were no comments at this time.

Mayor Kussard requested that Chief McKinstry to come to the podium for a presentation.

Police Chief Chris McKinstry reported that Ms. Teresa Oulette of the Villages Elementary School PTO approached him and stated they would like to express their appreciation of the work done by Michelle Herbster, Community Service Aide (CSA), who directs traffic at the school. Ms. Oulette presented Ms. Herbster with a proclamation and thanked her for smiling attitude and all that she does at the school. The Commission congratulated Ms. Herbster.

G. CONSENTⁱⁱⁱ:

Mayor Kussard asked if the Commissioners would like to pull any Consent items for discussion.

1. Minutes – June 15, 2015 – Regular Commission Meeting

2. Budget Amendment to Establish Budget for Guava Concession Stand from Parks and Recreation Impact Fees; and to Utilize Retained Earnings in Utilities to Establish a Budget for WWTP Aeration Improvement (Jeannine Michaud)

The background summary for this agenda item is on file in the Town Clerk's office. It states that Amendment BT 15-010 appropriates a budget for the Guava Concession Stand Preliminary Engineering. This amendment will increase the expense line item for Parks and Recreation Building Expense funded by Parks and Recreation Impact Fees. The Commission approved preliminary engineering at the July 21, 2014 Commission meeting and an increase at the April 20, 2015 Commission meeting. At the end of FY 2014, there was \$353,486 in P&R Impact Fees.

Amendment BT 15-010 also appropriates a budget for the WWTP Aeration Improvement Project Engineering Services; increasing the expense line item for Sewer Improvement Other Than Building. The Commission approved the engineering services at the March 16, 2015 Commission meeting. At the end of FY 2014, there is \$2,365,504 in Utility Retained Earnings (Unrestricted Reserves).

3. Budget Amendment to Increase Revenues Actually Received and Increase Corresponding Expense Line Items (Jeannine Michaud)

The background summary for this agenda item is on file in the Town Clerk's office. It states that Amendment BT15-013 increases revenues \$134,724 and increases expenses \$134,724 to properly reflect expenses with corresponding reviews. The revenues have only been increased by what the Town has actually received to date. The expense line items currently reflect that they are over budget. This amendment will correct this situation. This budget amendment will increase the bottom line of the budget.

4. Consideration and Approval of Proposal from GIS Associates, Inc., in Association with Mannion Geosystems, LLC and Nikos Computer Engineering, LLC, for Geographic Information System (GIS) Continued Support (John Pearl)

The background summary for this agenda item is on file in the Town Clerk's office. It states that this project is in support of the continued development and maintenance of the Town's general purpose GIS infrastructure, for both internal staff and the citizens of the Town of Lady Lake. This project is a continuation of previous years' implementations and scopes of work. This proposed scope of work was originally budgeted for in the previous fiscal year, but was postponed due to the Communication Services Tax issue. This is a budgeted item.

5. Consideration of Renewal of the Lease Agreement for One (1) Harley Davidson Police Motorcycle (Chris McKinstry)

The background summary for this agenda item is on file in the Town Clerk's office. It states that to maintain the current fleet configuration, the Police Department requests to renew the lease agreement with Gator Harley Davidson of Leesburg for one Harley Davidson police motorcycle for a period of two years, commencing October 1, 2015 and terminating on September 30, 2017. This lease contains the exact same terms as the previous lease with no increase in price.

6. Acknowledgement of the Appointment of Leonard Cieciek to the Police Pension Board (Kris Kollgaard)

The background summary for this agenda item is on file in the Town Clerk's office. (The minutes of the Police Pension Board meeting of June 10, 2015 confirm that the members appointed Leonard Cieciek as a member at that meeting.)

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved Consent Items #G-1 through #G-6 by a vote of 4 to 0.

H. OLD BUSINESS: No old business.

I. NEW BUSINESS:

7. Consideration of the Second Amendment to the Agreement between the Town and Waste Management Inc. (Kris Kollgaard)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk's office). By the adoption of Ordinance 92-08, the Town established a solid waste collection program, and on September 20, 2007, executed an agreement with Waste Management Inc. (WMI), giving them the exclusive right to furnish solid waste collection services to the Town. On June 18, 2012, the Town approved the First Amendment to the original contract, which extended the contract through September 30, 2019.

Ms. Kollgaard stated that with this proposed Second Amendment, the Town is also including residential units located within the Town limits and currently controlled by The Villages (serviced by WMI under its contract with The Villages of Lake-Sumter, Inc.). She stated that these residential units will be transferred to the control of the Town and serviced by WMI under this amended agreement beginning October 1, 2015. Ms. Kollgaard stated that the second amendment also extends the contract through September 30, 2024. She stated that Derek Schroth, Town Attorney, has reviewed and approved the Second Amendment to the contract.

Ms. Kollgaard reported that WMI will continue providing current service levels to these residences (garbage/yard waste twice a week with resident supplied bags, bulk pick up and curbside recycling once weekly with resident supplied clear bags) at the residential rates applicable to the Town. She stated that these additional units (approximately 5,079) will be placed on the Town's tax roll and WMI is paid by the Town for these units. Ms. Kollgaard reported that there are some residences that are still under a previous arrangement with The Villages where their solid waste collection is paid by The Villages, and The Villages has provided a contact number for those residents to call to discuss reimbursement. She stated a sample letter to the residents was included in the packet.

Ms. Kollgaard stated that the residents who currently have their waste management paid by The Villages are charged about \$17-\$18 per month, whereas the cost to residents will be \$162.00 yearly (or \$13.50 monthly); noted on their tax bill as a non-ad valorem assessment, when put under Lady Lake by this agreement. She stated that the Town has utilized Waste Management for many years and have been extremely satisfied with their service. Ms. Kollgaard also stated that Lady Lake currently gets charged the lowest rate of any other municipality in Lake County for solid waste collection.

Mayor Kussard disclosed that she spoke with Skip McCall of Waste Corporation of America by telephone, and he was hoping that the Town would do an RFP for solid waste collection when the

contract was up in 2019, rather than the Town extending the current contract with Waste Management until 2024. She stated that she feels the Town has negotiated a very good contract with Waste Management for its residents, and since the surrounding communities are paying a significantly higher cost, she does not see why the Town should make a change as there is no change in service to the residents.

Commissioner Richards commented that the cost to residents of \$162.00 yearly or \$13.50 monthly is listed on the cover sheet for this agenda item, but is not listed on Exhibit B. He asked if it will be added to Exhibit B if this is approved.

Ms. Kollgaard replied that the rates are set by a resolution that was put in place years ago and may not need to be on the agreement.

Commissioner Richards stated that he appreciates the negotiations for this lowered rate for residents of The Villages, but he feels it should be tied into the agreement with Waste Management on Exhibit B unless the Town Attorney feels that the approval in the minutes would suffice.

Town Attorney Derek Schroth replied that the Town should be okay if the resolution has the correct rate, although he sees no harm in amending Exhibit B to reflect consistency with the agreement.

Ms. Kollgaard asked Doug McCoy of Waste Management if he agrees with the amendment to Exhibit B to reflect the rate of \$162.00 yearly (or \$13.50 monthly).

Mr. Schroth noted that Mr. McCoy stated from the audience that he is fine with that change.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved Second Amendment to the Agreement between the Town and Waste Management Inc., with the addition to Exhibit B as noted above, by a vote of 4 to 0.

8. Village Center Service Area Wastewater Treatment Plant – Major Modification MJM 05/15-001 – Proposing for the Construction of Stormwater Management that Includes Swales and Detention Pond for the Wastewater Treatment Plant Facility – Located at 501 Sunbelt Road (Thad Carroll)

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated that Janet Tutt, representing the Village Center Community Development District, property owner, has submitted a Major Modification to the Site Plan as per Town of Lady Lake Land Development Regulations, Chapter 7, Section 11.b.1, where a 10% or more change in the project acreage or square footage requires the submittal and approval of a Major Modification application. He stated that the project proposes the construction of stormwater management that includes swales and detention pond for the wastewater treatment plan facility located at 501 Sunbelt Road, within The Villages area (Alternate Key #3635493). The site plan was reviewed and was determined to be in compliance with the Land Development Regulations (LDRs), including engineering and environmental protection regulations.

Mr. Carroll reported that the present use of the property is a wastewater treatment plant and the proposed uses of the property are to install swales and a detention pond for the facility. He stated that the property is zoned Public Facilities District (PFD,) and the Future Land Use Map designation for the site is Government Facilities (GF), which is consistent with directives of the Comprehensive Plan. The site plan modification engineering plans have been drawn and certified by Wesley D. Barrow,

Professional Engineer with Farner Barley and Associates, Inc., dated May 6, 2015. Aerial views of the parcel and plans of the proposed changes were reviewed.

Mr. Carroll stated the applicant's original intent was to install 20 new parking spaces and they decided against doing that at this time, although the swales and pond were already designed. They decided to move forward with these plans and may come back with a plan for additional parking spaces at a later date.

Reviews were completed for the Town by Town staff and The Villages Fire Department. The following items were included in the packet:

- 1) Response to comments by applicant, dated 04/28/2014, addressing outstanding site plan comments completed by Town Engineer, dated 06/8/2015 (Satisfied).
- 2) Fire Review comments for the general site development completed by The Villages Fire Department, dated 06/08/2015 (Satisfied).

All outstanding engineering comments have been properly satisfied by the applicant.

The Village Center Service Area Wastewater Treatment Plant - Stormwater Improvement Project received an Environmental Resource Permit by St. John's River Water Management District (SJRWMD) for the proposed improvements under Permit No. ERP35-0332683-001-EI; for the swales and detention pond improvements. The improvements do not require a permit or authorization from the U.S. Army Corps of Engineer nor a State-owned submerged lands authorization. The applicant has met all requirements of the Land Development Regulations (LDRs) for site plan submittal per Chapter 7 of the Land Development Regulations.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed the Major Modification application and determined the application to be complete and ready for transmittal to the Town Commission. He noted that the Planning and Zoning Board does not make recommendations on site plan applications.

Mr. Carroll stated Jeff Head with Farner/Barley is present to answer any questions.

Upon a motion by Commissioner Vincent and a second by Commissioner Holden, the Commission approved the Village Center Service Area Wastewater Treatment Plant – Major Modification MJM 05/15-001 as presented by a vote of 4 to 0.

9. Green Key Subdivision – Preliminary Plat Phase II, a Partial Replat of Green Key Village Subdivision and Chetwynd Land Company – to Provide a Subdivision Recreation Center for the Green Key Village Single Family Residential Subdivision – Proposing an 1,800 Sq. Ft. Pickle Ball Court, a 7,200 Sq. Ft. Tennis Court, a 2,350 Sq. Ft. Half Basketball Court, an 8,906 Sq. Ft. Area for a Subdivision Community Pool with Concrete Deck and Two Pavilions (480 Sq. Ft. Each) – Located at 1257 Fiesta Key Circle (Thad Carroll)

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated that the applicant and owner, Greg Thomas of Mainsail Solutions, Inc., has submitted plans for Preliminary Plat Phase II which includes 41.33 acres for Tract B, replat of six existing lots, and approval of 1.54 +/- acres for amenities to include a recreation center for the Green Key Village subdivision; proposing an 1,800 sq. ft. pickle ball court, a 7,200 sq. ft. tennis court, a 2,350 sq. ft. half basketball court, an 8,906 sq. ft. area for a subdivision community

pool with concrete deck and two) pavilions consisting on 480 sq. ft. each. He stated the present use of the property is vacant single family residence on the parcel located at 1257 Fiesta Key Circle.

The Preliminary Plat was reviewed to determine if it is in compliance with the Land Development Regulations (LDRs). The following items were included in the packet:

1. Preliminary Plan Review completed by Public Works dated May 27, 2015.
2. Fire Review No. 2 for the Preliminary Plat completed by Kerry Barnett dated May 14, 2015 (Satisfied).
3. Review No. 3 for Preliminary Plat completed by Neel-Schaffer Engineering, dated June 2, 2015.
4. Lady Lake Building Official comments dated June 2, 2015.

Mr. Carroll stated that the property Future Land Use designation is Single Family Medium Density (SF-MD). He stated that the Zoning designation is Single Family Medium Density (RS-6), allowing up to six dwelling units per acre. Aerial views of the property and zoning maps were shown. Mr. Carroll stated that this preliminary plat is a technicality to satisfy the Town's LDRs as it states that any less than 10% of the total number of lots can be incorporated in any phase. Plans were reviewed, as were some recent photos of the property

The Preliminary Plan meets the design requirements of the Town of Lady Lake Land Development Regulations, Chapter 8 – Subdivision and Plats, and adheres to the requirements of the Comprehensive Plan of the Town of Lady Lake. The preliminary plat plans, consisting of nine sheets, are drawn in 24"x36" pages and have been certified by Charles Cecil Hiott, Professional Engineer with Booth Ern Straughan Hiott, Inc. dated June 2, 2015.

All comments have been satisfied for the Preliminary Plat application.

To be submitted at the Time of Improvement Plans Submittal:

- 1) In accordance with the provisions of Chapter 8, Section 8-6).e).1, the applicant shall submit copies of all jurisdictional agency approved permits and/or Exemption Letters (when applicable), including:
 - Florida Department of Environmental Protection Water Main Extensions permit and/or exemption.
 - Florida Department of Environmental Protection Wastewater Collection/ Transmission System and/or exemption.
 - St. John's River Water Management District ER Permit
- 2) The applicant will be required to submit the Street Lighting Plan for that portion of the recreation center at the time of Improvement Plans submittal.
- 3) All utilities (gas, water, sewer, electric, telephone, cable) for new construction shall be underground as per Chapter 9, Section 9-6).a).1).

It was noted that the Preliminary Plat Approval does not permit the construction of any improvements. All permits from other agencies with jurisdiction must be completed before a development order may be issued.

Mr. Carroll stated that application was received on April 14, 2015. The Technical Review Committee members individually reviewed the application on Monday, June 1, 2015, and provided

comments regarding the Preliminary Plat Plan application which have been satisfied. The Planning and Zoning Board heard the application for the Green Key Subdivision Phase II Replat Preliminary Plat at their regular meeting on Monday, June 8, 2015, and recommended approval by a 4-0 vote.

Mr. Carroll stated that Greg Thomas is present if there are any questions.

Commissioner Richards commented that he is happy this developer is in Town, as he recently had a neighbor talking about solar power and how not many in the sunshine state are making use of it. He stated he showed his neighbor this development as an example of someone building energy efficient housing.

Commissioner Holden, Mayor Kussard and Commission Vincent agreed that this development is a vast improvement for the area.

Upon a motion by Commissioner Holden and a second by Commissioner Richards, the Commission approved the Preliminary Plat of Green Key Subdivision – Phase II, a Partial Replat of Green Key Village Subdivision and Chetwynd Land Company, to provide a Subdivision Recreation Center, by a vote of 4 to 0.

10. Consideration of Application for the Pet Food Donation Program from Sam's Club/Wal-Mart (Chris McKinstry)

Police Chief Chris McKinstry gave the background summary for this agenda item (on file in the Clerk's office). He stated that staff is requesting approval to apply for, and accept if awarded, the Pet Food Donation Program from Sam's Club consisting of the donation of pet food for use by the Town's Animal Control Officer. This pet food donation is through a program offered by Sam's Club/Wal-Mart) for charitable purposes. Chief McKinstry stated that any pet food donated will only be used for the intended purpose of feeding animals in the care and custody of the Town and will not be sold or recycled for any other purpose. He stated that Town Attorney Derek Schroth has reviewed and approved this agreement.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved the application for the Pet Food Donation Program from Sam's Club/Wal-Mart by a vote of 4 to 0.

Town Manager Kris Kollgaard commented that staff has created a separate line item in the budget for animal control donations.

11. Consideration of Approval to Utilize Funds from the Infrastructure One-Cent Sales Surtax to Purchase One Fully Equipped Marked Vehicle (Chris McKinstry)

Police Chief Chris McKinstry gave the background summary for this agenda item (on file in the Clerk's office). He stated that the current five year Police Department vehicle rotation plan provides for the purchase of four police vehicles and one specialty vehicle each year to maintain the police fleet in a state of operational readiness and to ensure that all vehicles are covered under an extended warranty to manage repair costs more effectively.

Chief McKinstry stated that this fiscal year to date, the PD has only purchased three vehicles due to budgetary restrictions, and there is currently \$101,100 available in excess of any other obligation in the Infrastructure One Cent Sales Surtax budget line item. He stated the price point for a fully equipped, marked police vehicles is \$37,472, and to maintain the vehicle rotation plan as closely as

possible, the PD is requesting to utilize the Infrastructure One Cent Surtax funds for the purchase of one fully equipped marked unit.

Commissioner Richards asked if the Town received more funds from the Infrastructure One-Cent Sales Surtax than originally budgeted for as a reason for the excess.

Town Manager Kris Kollgaard replied that the Town receives about \$1.1 million a year from the tax and the \$900,000 library payment comes out of this. She stated the Town usually keeps any excess funds in this fund in case the tax is not renewed, and because it can only be used for infrastructure or emergency vehicles.

Commissioner Vincent asked if any items from the old vehicles can be reused on the new vehicles.

Chief McKinstry stated that they repurpose any items that they can, although some items off the older vehicles such as light bars will not fit the newer body styles.

Upon a motion by Commissioner Holden and a second by Commissioner Vincent, the Commission approved utilizing funds from the Infrastructure One-Cent Sales Surtax to purchase one fully equipped marked vehicle by a vote of 4 to 0.

12. Consideration of Approval of the Wastewater Treatment Plan Capacity Reservation and Bulk Treatment Agreement between the Town and the City of Fruitland Park (Kris Kollgaard/C.T. Eagle)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk's office). She stated that staff has been coordinating with the City of Fruitland Park staff for the possible implementation of a wastewater collection system interconnection between the two municipalities. Ms. Kollgaard stated that the attached final agreement stipulates the terms and conditions discussed by the Town and the City of Fruitland Park and revisions from the original agreement are non-substantial and they were highlighted. She reviewed the changes and noted that Derek Schroth, Town Attorney, has reviewed and approved the agreement, as has Fruitland Park staff.

Commissioner Richards stated that staff did a great job on these negotiations.

Commissioner Vincent asked if Fruitland Park will be responsible for building and maintaining the lift station.

Ms. Kollgaard replied that Fruitland Park will be responsible for the piping up to the connection to the lift station and then the Town will be responsible for everything from the lift station to the Town.

Upon a motion by Commissioner Vincent and a second by Commissioner Richards, the Commission approved the Wastewater Treatment Plan Capacity Reservation and Bulk Treatment Agreement between the Town and the City of Fruitland Park by a vote of 4 to 0.

J. TOWN ATTORNEY'S REPORT:

13. Ordinance No. 2015-05 – First Reading – Sawmill Holdings, LLC – Large Scale Future Land Use Amendment Application to Change Future Land Use from Single Family Medium Density (SF-MD) to Commercial Tourist (CT) to Establish an RV Park Facility – Located at 3105 Hartsock Sawmill Road, Approximately 1,500 Ft. East of Highway 27/441 (Thad Carroll)

Town Attorney Derek Schroth read the ordinance by title.

Growth Management Director Thad Carroll stated that this item was discussed and voted on at the Local Planning Agency meeting just prior to this meeting, and he asked if the Commission could move forward to a vote as all terms and conditions are the same.

Mr. Schroth stated this could move forward to a vote after public comment is offered.

The background summary for this agenda item (on file in the Clerk's office). It states that the applicant, LPG Urban & Regional Planners, has filed an application on behalf of Sawmill Holdings, LLC to amend the Future Land Use designation of property (AK# 1771358) located at 3105 Hartsock Sawmill Road, approximately 1,500 feet east of US Highway 27/441, which includes 53.14± acres within the Lady Lake town limits, from Single Family Medium Density (SF-MD) to Commercial Tourist (CT).

The Large Scale Future Land Use Map Amendment application was received on April 28, 2015, and has been reviewed and determined to be complete; satisfying the necessary criteria as required to meet the requirements of the Land Development Regulations (LDRs), as well as the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (13) within 150' of the property of the proposed amendment were mailed by certified mail return receipt on Thursday, May 21, 2015 and the property was also posted this same day.

The conceptual bubble plan dated May 22, 2015, submitted by LPG Urban and Regional Planners, Inc., highlights a complete facility to include a clubhouse, bath house, registration/office building, and park with a Frame Vernacular Architectural Style. The projected density for the plan is 3.56 units/acre with a typical RV lot size of 3,600 sq. ft. (40' x 90'). The lots will be individually sold for fee-simple ownership.

Impact on Town Services:

Potable Water -

- ◆ Potable Water Systems – CUP allocation of 1.18 million gpd (2015)
- ◆ Current water systems usage – 687,016 gpd
- ◆ Demand Contingent on Occupants of Development (500,984 gpd available)

Sewer -

- ◆ 1,000 gpd is maximum capacity for sanitary sewer plant
- ◆ Current sanitary sewer usage – 240,000 ± gpd
- ◆ 480,000 gpd available for sanitary sewer
- ◆ At build-out, the proposed RV Park would utilize 23,250 gpd for water and sewer.

Schools –

- ◆ Not factored for project – no foreseen impact of students.

Transportation –

- ◆ Traffic analysis indicates that the proposed Future Land Use designation of CT – RV park only will generate 125 fewer a.m. peak hour trips and 125 fewer p.m. peak hour trips than the current SF-MD designation, assuming maximum potential under the Future Land Use Classification.

Parks & Recreation –

- ♦ Addition in population will not cause P&R Level of Service to be exceeded.

Stormwater –

- ♦ Project will be required to adhere to SJRWMD guidelines.

Applications have been reviewed and determined to be complete. The applicant has submitted all appropriate material in compliance with the Land Development Regulations (LDRs) and the application is ready for transmittal to the Town Commission. Additionally, the applications were reviewed and determined to be in compliance with the directives of the adopted Comprehensive Plan in accordance with the sought designation. A justification statement has also been included as part of the Large Scale Comprehensive Plan Amendment Application, which the applicant submitted for justifying why the future land use should be amended for the development proposed.

The subject property involving approximately 53.14 ± acres lies in Section 27, Township 18, Range 24, in Lake County, Florida. The Future Land Use of the adjacent properties is as follows:

Future Land Use

Subject Property	Lady Lake – Single Family- Medium Density (SF-MD)-Up to 6 du/ac
Future Land Use of Adjacent Properties	
West	Lady Lake – Manufactured Home High Density (MH-HD)-Up to 9 du/ac and Lake County- Urban Medium Density
East	Lake County – Urban Low Density
North	Lady Lake – Single Family- Medium Density (SF-MD)-Up to 6 du/ac
South	Lake County – Urban Medium Density

Comments:

- 1) Rezoning and Special Exception Use Applications have been submitted concurrently with this Large Scale Future Land Use Amendment Application.
- 2) Applicant must submit a site plan for the proposed 185-Unit RV Park site if the Town Commission approves the comprehensive plan amendment, rezoning, and Special Exception Use applications to allow the RV Park.
- 3) Since the property to be developed is within a Special Flood Hazard Area- Flood Zone AE and Wetlands, a flood study will be required by the applicant establishing BFE during the site plan review and to mitigate compensation storage.
- 4) Town of Lady Lake Commercial Design Standards outlined in Chapter 20 of the LDRs must be adhered to prior to any design of site plans for the proposed buildings associated with this development.
- 5) Connection to Town Utilities will be required to service this RV Park Site.
- 6) Prior to the initiation of development activities, the applicant will need to conduct a coverboard survey to identify the existence of Sand Skink and mitigate with a FWC permit accordingly if found.

7) Mitigation may be necessary for site plan approval to address concurrency deficiencies associated with the impacts of this project.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2015-05 and provided comments on May 27, 2015, determining the application to be complete and ready for transmittal to the Planning and Zoning Board. The Planning and Zoning Board heard the application for Ordinance No. 2015-05 at their regular meeting on Monday, June 8, 2015, and recommended approval by a 4-0 vote. The Local Planning Agency is scheduled to consider Ordinance No. 2015-05 on Monday, July 6, 2015. The Town Commission is scheduled to consider Ordinance No. 2015-05 for second and final reading after the Florida Department of Economic Opportunity (DEO) has reviewed the transmitted amendment.

Mayor Kussard asked if the Commissioners or the audience had any questions or comments.

Greg Beliveau of LPG commented and recognized that there were several members of the audience in attendance in support of this project. Those in support raised their hands.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved the first reading of Ordinance No. 2015-05 by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

14. Ordinance No. 2015-06 – First Reading – Sawmill Holdings, LLC – Rezoning Application to Change Future Land Use from Single Family Medium Density (RS-6) to Commercial Tourist (CT) to Establish an RV Park Facility – Located at 3105 Hartsock Sawmill Road, Approximately 1,500 Ft. East of Highway 27/441 (Thad Carroll)

Town Attorney Derek Schroth read the ordinance by title.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated that this is the accompanying ordinance to Ordinance No. 2015-05. He stated that the applicant, LPG Urban & Regional Planners, has filed an application on behalf of Sawmill Holdings, LLC to amend the Future Land Use designation of property located at 3105 Hartsock Sawmill Road (AK# 1771358), approximately 1,500 feet east of US Highway 27/441, which includes 53.14± acres within Lady Lake town limits, from Single Family Medium Density (RS-6) to Commercial Tourist (CT). The proposed use of the property will be a 185 unit subdivision for Recreational Vehicles. The conceptual plan (attached Exhibit "C") details the applicant's proposal; in addition, a Special Exception use will be required for the RV Park uses.

The Rezoning application was received on April 28, 2015, and has been reviewed and determined to be complete; satisfying the necessary criteria as required to meet the requirements of the Land Development Regulations (LDRs), as well as the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

The subject property lies in Section 27, Township 18, Range 24, in Lake County, Florida. Appropriate legal descriptions, a survey of the property, and conceptual plan have been included with the submitted application. The zoning designation of the subject property and adjacent properties are as follows:

Zoning

Subject Property	Lady Lake– Single Family Medium Density (RS-6)- Up to 6 du per acre
Zoning of Adjacent Properties	
West	Lady Lake – Manufactured Home High Density (MH-HD) and Lake County – R-1
East	Lake County – R-1
North	Lady Lake– Single Family Medium Density (RS-6)- Up to 6 du per acre
South	Lake County – Agriculture

Aerial views of the parcel, zoning of the property and adjacent parcels, and the conceptual plan for Sawmill Holdings were reviewed.

Mr. Carroll stated there is an accompanying Memorandum of Agreement with this ordinance included as Exhibit B which details the project more specifically, and Exhibit C is the conceptual plan.

Mr. Carroll reported that notices to inform the surrounding property owners (13) within 150' of the property of the proposed amendment were mailed by certified mail return receipt on Thursday, May 21, 2015 and the property was also posted this same day. Photos of the posting of the property were shown. He stated the same two inquiries and one objection have been received.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2015-06 and provided comments on May 27, 2015, determining the application to be complete and ready for transmittal to the Planning and Zoning Board. The Planning and Zoning Board heard the application for Ordinance No. 2015-06 at their regular meeting on Monday, June 8, 2015, and recommended approval by a 4-0 vote. The Town Commission is scheduled to consider Ordinance No. 2015-06 for second and final reading after the Florida Department of Economic Opportunity (DEO) has reviewed the transmitted amendment.

Mr. Carroll stated that Mr. Believeau is present if there are any questions.

Mayor Kussard asked if there were any questions or comments from the Commissioners or the audience, and hearing none, asked for a motion.

Upon a motion by Commissioner Holden and a second by Commissioner Richards, the Commission approved the first reading of Ordinance No. 2015-06 by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

15. Ordinance No. 2015-07 – First Reading – Sawmill Holdings, LLC – Special Exception Use Application to Incorporate Terms and Conditions for the Development and Operation of a 185 Unit RV Park Facility with a 4,500 Sq. Ft. Clubhouse, Bathhouse, Registration Building and Park – Located at 3105 Hartsock Sawmill Road, Approximately 1,500 Ft. East of Highway 27/441 (Thad Carroll)

Town Attorney Derek Schroth read the ordinance by title.

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk’s office). He stated that the applicant, LPG Urban & Regional Planners, Inc., has submitted a Special Exception Use (SEU) application to incorporate the Commercial Tourist land use as permitted for the existing parcel located at 3105 Hartsock Sawmill Road (Alternate Key 1771358), formerly part of a project known as the Lady Lake Landing LLC. In accordance with the Town of Lady Lake Land Development Regulations, Chapter 5, Section 5-4, k).2).B), upon approval of a Special Exception Use application, a Recreational Vehicle (RV) Park can be established within the Commercial Tourist Zoning District.

Mr. Carroll stated that the property is currently vacant residential and future land use plan amendment and rezoning applications have been submitted concurrently to change the land use and zoning from Single Family Medium Density “RS-6” to Commercial Tourist “CT” to allow for the proposed 185-unit RV Park. The conceptual plan highlights a complete facility to include a clubhouse, bath house, registration/office building, and park. The projected density for the plan is 3.56 units/acre with a typical RV lot size of 3,600 sq. ft. The lots will be individually sold for fee-simple ownership. He stated that staff recommends approval of this ordinance.

As per the Town's Land Development Regulations, a Recreational Vehicle park (or RV park) is defined as a parcel of land under single ownership, where sites are offered for rent for the temporary placement of recreational vehicles being used for travel, recreation, or vacation purposes. The subject property involving approximately 53.14 ± acres lies in Section 27, Township 18, Range 24, in Lake County, Florida. The Future Land Use of the adjacent properties is as follows:

Future Land Use

Subject Property	Lady Lake – Single Family- Medium Density (SF-MD)-Up to 6 du/ac
Future Land Use of Adjacent Properties	
West	Lady Lake – Manufactured Home High Density (MH-HD)-Up to 9 du/ac and Lake County- Urban Medium Density
East	Lake County – Urban Low Density
North	Lady Lake – Single Family- Medium Density (SF-MD)-Up to 6 du/ac
South	Lake County – Urban Medium Density

Zoning

Subject Property	Lady Lake– Single Family Medium Density (RS-6)- Up to 6 du per acre
Zoning of Adjacent Properties	
West	Lady Lake – Manufactured Home High Density (MH-HD) and Lake County – R-1
East	Lake County – R-1
North	Lady Lake– Single Family Medium Density (RS-6)- Up to 6 du per acre
South	Lake County – Agriculture

Mr. Carroll reviewed the following information and comments:

- 1) The applicant has properly addressed the review criteria for Special Exception Uses as outlined in the Land Development Regulations, Chapter 6, Section 2, (e), (2). The application is complete and meets the requirements for submittal to the Town Commission per the requirements of the Land Development Regulations.

- 2) Applicant must submit a site plan for the proposed 185-Unit RV Park site if the Town Commission approves the comprehensive plan amendment, rezoning, and Special Exception Use applications to allow the RV Park.
- 3) Since the property to be developed is within a Special Flood Hazard Area-Flood Zone AE and Wetlands, a flood study will be required by the applicant establishing BFE during the site plan review and to mitigate compensation storage.
- 4) Town of Lady Lake Commercial Design Standards outlined in Chapter 20 of the LDRs must be adhered to prior to any design of site plans for the proposed buildings associated with this development. Connection to Town Utilities will be required to service this RV Park Site. Additionally, all necessary regulatory agency permits will be required to be submitted during the site plan process, and required mitigation will be assessed during site plan process to address concurrency deficiencies associated with the impacts of this project.

Chapter 6, Section 2, (e), (2) Review Criteria.

When reviewing an application for a special exception the Town Commission shall consider the following requirements and criteria, including but not limited to:

- a) Traffic generation and access for the proposed use shall not adversely impact adjoining properties and the general public safety.
- b) Off-street parking, loading and service areas shall be provided and located such that there is no adverse impact on adjoining properties beyond that generally experienced in the district.
- c) Required yards, screening or buffering, and landscaping shall be consistent with the district in general and the specific needs of the abutting land uses.
- d) Size, location or number of special exception uses in the area shall be limited so as to maintain the overall character of the district as intended by this Code.
- e) Architectural and signage treatments shall comply with the general provisions applicable to permitted uses in the district, to the greatest extent possible, and be sensitive to surrounding development.
- f) The availability of utilities services (such as water, sewer, and solid waste) and recreational facilities.

Mr. Carroll stated that the application was received on April 28, 2015 and the application has been reviewed and been determined to be complete. In accordance with all supporting appropriate material, the application is deemed in compliance with the Land Development Regulations (LDRs).

Mr. Carroll reported that notices to inform the surrounding property owners (13) within 150' of the property of the proposed amendment were mailed by certified mail return receipt on Thursday, May 21, 2015 and the property was also posted this same day. He stated that the same responses have been received on this ordinance as the two previous ordinances.

Mr. Carroll reported that the Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2015-07 and provided comments on May 27, 2015, determining the application to be complete. It was noted that the Planning and Zoning Board does not review Special Exception Use applications. The Town Commission is scheduled to consider Ordinance No. 2015-07

for second and final reading after the Florida Department of Economic Opportunity (DEO) has reviewed the transmitted future land use map amendment (Ord. No. 2015-05) for this project.

Mr. Carroll stated that Mr. Beliveau and the applicant's counsel are both present if there are any questions.

Mayor Kussard asked if there were any questions or comments from the Commissioners or the audience, and hearing none, asked for a motion.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved the first reading of Ordinance No. 2015-07 by the following roll call vote:

<i>HOLDEN</i>	<i>YES</i>
<i>VINCENT</i>	<i>YES</i>
<i>RICHARDS</i>	<i>YES</i>
<i>KUSSARD</i>	<i>YES</i>

K. TOWN MANAGER'S REPORT:

Town Manager Kris Kollgaard reported that the budget books for the workshop will go out Wednesday. She asked if the Commission would be able to attend a budget workshop scheduled for July 15th at 9 a.m.

Commissioner Vincent replied that he has a conflicting appointment, but that he could make 10 a.m.

The Commissioners agreed that they could all attend the budget workshop on July 15th at 10 a.m.

Ms. Kollgaard reported that Mike Burske has been working closely with Sgt. Major Robert A. Sullivan regarding the traveling Vietnam Wall. She stated she met with him last week as well and all is going well, and they have decided not to serve beer.

Ms. Kollgaard reported that the department heads and supervisors will be attending a round table workshop for a supervisor training session in Maitland on Friday, conducted by PRM.

L. MAYOR/COMMISSIONER'S REPORT:

Commissioner Richards stated he was glad the Mayor would be attending the Wednesday meeting in The Villages regarding the Del Mar gate/intersection as he is unable to attend.

Ms. Kollgaard stated she will be attending, as will Thad Carroll, C.T. Eagle and Commissioner Hannan. She stated she will forward any information or handouts to the other Commissioners.

Mayor Kussard announced that she will be on a guard shift when the Traveling Vietnam Wall is in Lady Lake.

Ms. Kollgaard stated she will also be taking a 6 a.m. to 9 a.m. guard shift for the wall.

M. PUBLIC COMMENTS^{iv}

Mayor Kussard asked if anyone in the audience would like to speak on any item.

- Dr. Braxton Price of 1411 Meadow View Way, Lakes of Lady Lake, stated he has a problem with the tree police in Lady Lake. He distributed some photos of two oak trees he had aggressively trimmed as they were in awkward places close to structures. Dr. Price stated he had a tree person trim these two trees (out of 14 on his property), and received a knock on his door afterward by the Town's Code Enforcement officer, who told him the trees were trimmed incorrectly, or hat-racked. The code enforcement officer stated there would be an \$87 fine and he would be subject to having an arborist inspect them in a year, or he could have them cut down by getting a \$25 permit to cut each tree down. Dr. Price stated that he paid the \$87 fine and saved the trees, and the photos show that the trees are coming back fine after approximately three months. He stated that the code enforcement officer was courteous and an asset to the Town, but suggested that the Town review its regulations regarding trees.

Town Manager Kris Kollgaard informed Dr. Price that this has already been brought to staff's attention and they are reviewing the tree ordinance and regulations and will bring any proposed changes back to the Commission.

N. ADJOURN: There being no further discussion, the meeting was adjourned at 6:52 p.m.

Kristen Kollgaard, Town Clerk

Ruth Kussard, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk

ⁱAny invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.

ⁱⁱThis section is reserved for members of the public to bring up matters of concern or comments. It is not limited to items on the agenda and it is open to any concern or comments that the public may have.

ⁱⁱⁱAll items listed under consent are considered routine by the Town Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Town Commissioner so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence.

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