

**MINUTES OF THE
TOWN OF LADY LAKE
SPECIAL ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE MEETING
February 16, 2016**

The Economic Development Advisory Committee Meeting was held in the Town Hall Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida. The meeting convened at 2:00 p.m.

COMMITTEE MEMBERS PRESENT: Sue Nord, Heather Curry, Ronald Francis III, and Frank Kirschenheiter

MEMBERS ABSENT: Betty Salas

STAFF PRESENT: Kris Kollgaard, Town Manager/Town Clerk; Thad Carroll, Growth Management Director; Wendy Then, Town Planner; and Nancy Slaton, Deputy Town Clerk

ALSO PRESENT: Samuel Weekley, Lake County Economic Development & Tourism Coordinator

CALL TO ORDER: Acting Chairperson/Member Ron Francis called the meeting to order at 2:04 p.m.

PLEDGE OF ALLEGIANCE: All present stood to recite the Pledge of Allegiance.

OPEN FORUM

Acting Chairperson/Member Francis asked if anyone in the audience would like to address the committee. There were no questions or comments.

BUSINESS:

1. Approval of Minutes – January 5, 2016 Meeting

Acting Chairperson/Member Francis asked if the members had any questions or comments regarding the January 5, 2016 meeting minutes. There were no comments or questions.

Upon a motion by Member Nord and a second by Member Curry, the Committee approved the minutes of the meeting of January 5, 2016 by a vote of 3-0.

2. Consideration of Selection of a Chairperson and Vice-Chairperson

The background summary for this agenda item (on file in the Clerk's Office). It stated that in accordance with Chapter 1 Section 1-86 (e) of the Town of Lady Lake Land Development Regulations, entitled "Economic Development Advisory Committee", the Economic Development Advisory Committee shall elect a chairperson and a vice-chairperson to serve as officers for a one (1) year term. At this time, neither a Chairperson nor a Vice-Chairperson has

been elected. Committee members shall make nominations for individuals that they would like to see chair the committee for the next year, followed by a vote for the candidates. Subsequently, the selection of a vice-chair shall follow the same procedure.

Acting Chairperson/Member Francis asked if the members present wanted to vote on the selection of a Chairperson and Vice Chairperson today.

Member Nord asked if there were enough members to vote on this today.

Growth Management Director Thad Carroll stated that as a measure of protocol, the members could conduct the appointments today and are able to appoint members who are not present.

Upon a motion by Member Nord and a second by Member Curry, the Board appointed Member Betty Salas to act as Chairperson, by a vote of 3-0.

Upon a motion by Member Nord and a second by Member Curry, the Board appointed Member Francis to act as Vice Chairperson, by a vote of 3-0.

New Board Member Frank Kirschenheiter arrived at 2:06 p.m. Acting Chairperson/Member Francis asked him to tell the Board a little about himself.

Member Kirschenheiter gave the Board some background on his move to The Villages of Lady Lake and stated he owns a computer firm in Town. He stated he is also the Lake County Library Board liaison to the Lady Lake Library Board.

3. Presentation of the Sunshine Law and Meeting Protocol

Town Manager Kris Kollgaard passed out handouts regarding the Sunshine Law and meeting protocol. She stated that although many are afraid of the Sunshine Law and its meaning, the easiest definition is that “*the law applies to any gathering where two or more members of a public board or commission discuss some matter on which foreseeable action will be taken by that board or commission.*” She stated that it means that members can talk to staff, the Commission, or the public about any matter that comes before them, but they cannot discuss it with another board member unless it is in an open meeting.

Ms. Kollgaard stated one of the main reasons for the Sunshine Law was to help prevent back door deals. She stated that Board members can talk to one another about other subjects; just not about anything that may come before the Board. Ms. Kollgaard asked that the Board members call her if they think they may have said something that may have been a violation after the fact. She said that if there was a violation, it can be corrected; the main thing about the Sunshine Law is to avoid intentional violations.

Ms. Kollgaard stated that ethics also govern boards and committees. Individual board members, Commissioners and staff are not allowed to accept gifts or meals from outside companies, etc., as it could be perceived as encouraging special treatment. Any gifts (such as a fruit basket) that are received are shared among all. She also stated that Board members should be careful not to lean over and speak to one another or have their cell phones out texting during a meeting as it could be perceived as a Sunshine Law violation. Ms. Kollgaard stated that all public meetings are

recorded and she warned members about mumbling as well. She also warned members to be careful using social media such as Twitter and Facebook regarding Board matters as it could be a violation of the Sunshine Law. She asked that members call her if they have any questions.

4. Staff Update of New Business Openings and Projects Underway

The background summary for this agenda item (on file in the Clerk’s Office). It stated that the Growth Management Department will briefly provide a summary of recent development activity within the Town to the members of the committee at the meeting. The summary will include zoning applications that are currently being processed, site plan applications, completed projects, and other projects and activities that may soon be underway in the Town.

Mr. Carroll reviewed the projects and provided some comments on each; as listed below:

Project Status as of February 16, 2016

Project Name	Type	General Location	Project Description	Status	Ward
To Your Health Spa (V)	MJSP	S Hwy 27/441 & Hartsock Sawmill Rd.	15,824 Sq. Ft. Health/Exercise Club	Under Construction/Nearing Completion	2
Village Airport Van Campus	MJSP	121 Hermosa Street	8,820 Shop and Office/Transportation Services Facility	Under Construction	3
Titan Assisted Living Facility	MJSP	930 Alvarez Avenue	33,100 Sq. Ft. Assisted Living Facility	Under Construction	4
Van Lady Lake (Old Regions Bank)	MJSP	915 N. Highway 27/441	8,500 Sq. Ft. of Multi-Tenant Retail	Under Construction	4
Mattress One	MJSP	446 N. Highway 27/441	4,000 Sq. Ft. Retail on .64 acre outparcel on Highway 27/441)	Completed	4
Smallwood/Tudor Oak Street	MJSP	322 Oak Street	3,600 Sq. Ft. of Storage/Office	Under Construction	3
Texas Roadhouse Restaurant	MJSP	745 N. Hwy 27/441	7,163 Sq. Ft. Restaurant	Completed Jan. 2016 (March Opening)	4
Lumen Park Phase I	MJSP	1155 Highway 466	Assisted Living 3-story 151,790 Sq. Ft. building providing 154 beds in 129 units and pool amenities for its first phase	Anticipated to Begin this Year	1

Mr. Carroll also showed a rendering of the conceptual plan for Lady Lake Commons which will be presented before the Town Commission tomorrow, February 17th at 5:30 p.m. He stated it is an 80,000+ sq. ft. development proposed to be built across the street from Town Hall and no named tenants for this project are known to date. He stated that anyone can attend the meeting tomorrow if they would like to find out more about the project.

Mr. Carroll reported that Boot Barn will be the third tenant to go into the retail space beside Ulta Beauty and Stein Mart across the street.

Acting Chairperson/Member Francis asked who owns Van Lady Lake and who is building it.

Town Planner Wendy Then replied that the owner’s name is Van Lady Lake LLC and she will be able to furnish the contractor’s name after the meeting. She stated that they have been meeting with Town staff regarding this project for some time and it is finally underway.

E. CHAIRPERSON/COMMITTEE MEMBERS REPORT

Acting Chairperson/Member Francis asked if there were any reports by the Committee members. There were no comments by the committee members.

Mr. Carroll spoke regarding meeting protocol. He stated that when someone is going to state something for the record, it is protocol to address the Chair, ask to speak and be acknowledged by the Chair so there are no conflicting voices being recorded.

F. ADJOURN

With no further business or discussion, the Economic Development Advisory Committee meeting was adjourned at 2:22 p.m.

Nancy Slaton, Deputy Town Clerk

Betty Salas, Chairperson

Minutes transcribed by Nancy Slaton, Deputy Town Clerk