

1 **DRAFT MINUTES OF THE REGULAR COMMISSION MEETING**
2 **TOWN OF LADY LAKE, FLORIDA**
3 **DECEMBER 17, 2018**

4 The regular meeting of the Lady Lake Town Commission was held in the Commission Chambers
5 at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida with Mayor Jim Richards presiding.
6 The meeting convened at 6 p.m.

7 **PROCEDURE**

8 Citizens are encouraged to participate in the Town of Lady Lake meetings. Citizen groups are
9 asked to name a spokesperson. Speakers will be limited to three minutes. Additional time may
10 be granted at the Mayor’s discretion. Upon being recognized by the Mayor, please approach the
11 dais, state your name and address, and speak into the microphone. The order of agenda items
12 may be changed if deemed appropriate by the Town Commission. Please be respectful of others
13 and put your cell phone on silent mode.

14 **A. CALL TO ORDER**

15 Mayor Jim Richards

16 **B. INVOCATION**

17 By Reverend Jerry Montgomery of the Immanuel Baptist Church

18 **C. PLEDGE OF ALLEGIANCE**

19 **D. ROLL CALL**

Commissioner (Ward)	Present
Hannan (Four)	YES
Kussard (One)	YES
Holden (Two)	YES
Vincent (Three)	YES
Richards (Five)	YES

1 **STAFF PRESENT**

2 Kris Kollgaard, Town Manager; Derek Schroth, Town Attorney; Thad Carroll, Growth
3 Management Director; C.T. Eagle, Public Works Director; Interim Chief Robert Tempesta, and
4 Captain Jason Brough, Police Department; John Pearl, I.T. Director; Pam Winegardner, Finance
5 Director; Maureen Gochee, Human Resource Director; Wendy Then, Senior Planner; Julia Harris,
6 Administrative Assistant to Town Manager; and Nancy Slaton, Deputy Town Clerk

7 **E. PUBLIC COMMENT**

8 Mayor Richards asked if anyone had any comments.

9 Reverend Montgomery expressed his appreciation for allowing him to serve by giving
10 invocations at the Commission meetings now and in the past. He thanked the Commission for
11 their support and dedication. In turn, the Commission thanked Reverend Montgomery for his
12 service.

13 Judy Glasel of Ricardo Avenue commented on the proposed 7-Eleven at the corner of Rolling
14 Acres Road and County Road 466. She stated convenience stores generate a lot of traffic and she
15 is opposed to the development on that corner until Rolling Acres Road is worked on. Ms. Glasel
16 stated she believes the 7-Eleven wants to capture the business on County Road 466 before the
17 WaWa goes in at the intersection of Highway 27/441 and 466.

18 Mayor Richards announced that the reading of the ordinance for the 7-Eleven proposal has been
19 tabled at the applicant's request to the Commission meeting scheduled on Wednesday, January
20 23, 2019, at 6 p.m.

21 Sue Kelly of the Lady Lake Chamber of Commerce thanked the Town for setting up the holiday
22 lights at the Log Cabin Park. She stated it gets better every year, and many people are showing
23 up to look at them.

24 **F. CONSENT**

25 **1. Minutes – December 3, 2018 –Commission Meeting**

26 **2. Consideration of the Shumacker, Johnston & Ross, P.A. Contract Renewal (Pam**
27 **Winegardner)**

28 Mayor Richards asked if there were any questions regarding the consent items. There were no
29 questions or comments.

30 **Commissioner Kussard made a motion to approve Consent Items F-1 and F-2. Commissioner**
31 **Holden seconded the motion. The motion passed by a vote of 5-0.**

1 **G. OLD BUSINESS**

2 No old business.

3 **H. NEW BUSINESS**

4 No old business.

5 **I. TOWN ATTORNEY'S REPORT**

6 **3. Ordinance 2018-47 (Second and Final Reading) — An Ordinance of the Town of Lady Lake,**
7 **Lake County, Florida, Adopting Corrections, Updates and Modifications to the Capital**
8 **Improvements Schedule of the Town of Lady Lake Comprehensive Plan (Thad Carroll)**

9 Town Attorney Derek Schroth read the ordinance by title only.

10 Growth Management Director Thad Carroll presented the background summary for this agenda
11 item (on file in the Clerk's Office). There have been no changes since first reading.

12 Mayor Richards asked if anyone had any questions or comments. There were no comments.

13 **Commissioner Kussard made a motion to approve the Second and Final Reading of Ordinance**
14 **2018-47 as presented. Commissioner Hannan seconded the motion. The motion passed by**
15 **the following roll call vote:**

Commissioner	Vote
Hannan	YES
Kussard	YES
Holden	YES
Vincent	YES
Richards	YES

16 **4. Ordinance 2018-48 (First Reading tabled from 11/19/18) — This item will be tabled per the**
17 **Developer's request to a date certain, being Wednesday, January 23, 2019. — An Ordinance**
18 **Granting a Special Exception Use to Incorporate the Convenience Store with Fuel Operations**
19 **Land Use within the Heavy Commercial (HC) Zoning District on Approximately 1.405 Acres**
20 **Located at the Northwest Corner of the Intersection (Thad Carroll)**

21 Town Attorney Derek Schroth announced that this ordinance has been tabled.

22 **5. Resolution 2018-112 (First and Final Reading) — ERojas Investment Properties, LLC —**
23 **Variance Pursuant to Chapter 15, Article II, Section 15-52.) a).2).C). — Requesting a Driveway**
24 **Distance Setback of 25 Feet from the Intersection of South Highway 27/441 and Orange Street**

1 **for the Casa Montessori Phase II Site Located at 309 Orange Street (Identified by Alternate**
2 **Key 2669241) (Thad Carroll)**

3 Town Attorney Derek Schroth read the resolution by title only.

4 Growth Management Director Thad Carroll presented the background summary for this agenda
5 item (on file in the Clerk's Office). He stated that the resolution has been corrected since the
6 technical error was found in the dimensions of the site plan drawing on the evening of the
7 December 3, 2018 Commission meeting, when it was tabled to this meeting.

8 Mayor Richards asked if anyone had any questions or comments.

9 Commissioner Hannan asked if the FDOT has reviewed this site plan.

10 Mr. Carroll stated that staff has not submitted it to FDOT as the driveway will be on Orange
11 Street, not Highway 27/441. He stated FDOT has most likely reviewed the right of way of this
12 property. Mr. Carroll stated the final design has not been accomplished as the variance request
13 needed to be approved before they pursue final engineering for the driveway on Orange Street.

14 Mayor Richards stated it is not likely this property will need any permits from the FDOT.

15 Commissioner Kussard asked if traffic will be monitored if the variance is approved to make sure
16 there is no backup.

17 Mr. Carroll stated the applicant will be staggering drop-off times and staff feels this plan is
18 sufficient since they are using the back entrance as well.

19 Mayor Richards stated he is bothered that the plan drawings do not show the one-way or do not
20 enter signs posted at the driveways for drop off and exit.

21 Mr. Carroll stated the applicant has agreed to these improvements and signs will be posted and
22 shown on the site plans once they are fully engineered.

23 Commissioner Hannan mentioned concerns about how tight the parking lot is for the drop-off
24 and pick-up of the children, stating it was brought up in previous meetings. He stated he does
25 not feel this has changed.

26 Mayor Richards stated the pick-up area has a walkway in front of it, and the new entrance
27 should alleviate those concerns.

28 **Commissioner Holden made a motion to approve the First and Final Reading of Resolution**
29 **2018-112 as presented. Commissioner Vincent seconded the motion. The motion passed by**
30 **the following roll call vote:**

Commissioner	Vote
Hannan	YES
Kussard	YES
Holden	YES
Vincent	YES
Richards	YES

1 **6. Resolution 2018-113 (First and Final Reading) — Authorizing the Town Manager to Execute**
 2 **the Agreement with Florida Department of Transportation (FDOT) to Utilize Their Project**
 3 **Engineer for Utility Conflict Resolution Engineering and Design (Federal Project ID #3994-040-**
 4 **P; Financial Project ID #238395-5-32-01) (C.T. Eagle)**

5 Town Attorney Derek Schroth read the resolution by title only.

6 Public Works Director C.T. Eagle presented the background summary for this agenda item (on
 7 file in the Clerk’s Office).

8 Mayor Richards asked if anyone had any questions or comments. There were no comments.

9 **Commissioner Hannan made a motion to approve the First and Final Reading of Resolution**
 10 **2018-113 as presented. Commissioner Kussard seconded the motion. The motion passed by**
 11 **the following roll call vote:**

Commissioner	Vote
Hannan	YES
Kussard	YES
Holden	YES
Vincent	YES
Richards	YES

12 **7. Resolution 2018-114 (First and Final Reading) — Authorizing the Town Manager to Execute**
 13 **the Agreement with Florida Department of Transportation (FDOT) to Utilize Their Project**
 14 **Contractor for Utility Conflict Resolution Work Construction(Federal Project ID #3994-040-P;**
 15 **Financial Project ID #238395-5-56-01) (C.T. Eagle)**

16 Town Attorney Derek Schroth read the resolution by title only.

1 Public Works Director C.T. Eagle presented the background summary for this agenda item (on
2 file in the Clerk's Office).

3 Mayor Richards asked if anyone had any questions or comments.

4 Commissioner Hannan stated there was talk about conduit being laid when the utilities are
5 relocated during the Highway 27/441 widening, as it would be cheaper to do it now than after
6 the fact.

7 Mr. Eagle stated conduit could be installed during this time if the Town chooses to do so.

8 Town Manager Kris Kollgaard stated this could be discussed during the next workshop meeting
9 in February.

10 Mayor Richards agreed this would be the time.

11 Mr. Eagle stated once the engineering for the project is underway, conduit could be added to the
12 scope of work. He stated FDOT is not even putting this out to bid until July or August of 2019.

13 Mayor Richards stated that when this was discussed in the past, reasons it was held back was
14 because of the competition against other fiber optic companies, and whether the Town wanted
15 to make that kind of investment.

16 Commissioner Kussard stated she would like to know the costs for installing fiber optic conduit.

17 Mayor Richards stated the Town would have to create another utility district other than water
18 and sewer for communication or fiber optics.

19 Mr. Eagle stated it could be designated as future use conduit.

20 After further discussion, Ms. Kollgaard stated she will add this topic to the February workshop
21 meeting agenda.

22 Commissioner Kussard made a motion to approve the First and Final Reading of Resolution
23 2018-114 as presented. Commissioner Holden seconded the motion. The motion passed by the
24 following roll call vote:

Commissioner	Vote
Hannan	YES
Kussard	YES
Holden	YES
Vincent	YES
Richards	YES

1 **J. TOWN MANAGER’S REPORT**

2 **8. Consideration of an Appointment to the Library Advisory Board (Kris Kollgaard)**

3 Town Manager Kris Kollgaard presented the background summary for this agenda item (on file
4 in the Clerk’s Office). She stated there is one application from Dr. Lily Kliot, a past member, to fill
5 the vacancy on the Library Board. The voting sheets were turned in and tallied.

6 **The Commissioners voted unanimously (5-0) to appoint Dr. Lily Kliot to the Library Board.**

7 **9. Consideration to Cancel the First Commission Meeting in January (January 7, 2019) (Kris**
8 **Kollgaard)**

9 Town Manager Kris Kollgaard stated there are no items for the first Commission meeting in
10 January, which would fall on January 7, 2019, and asked if the commission would be in favor of
11 cancelling it.

12 **It was the consensus of the Commissioners to cancel the first Commission meeting in January**
13 **on Monday, January 7, 2019.**

14 **10. Consideration to Hold the Second Commission Meeting on Wednesday, January 23, 2019**
15 **due to the Martin Luther King, Jr. Holiday on Monday, January 21, 2019 (Kris Kollgaard)**

16 Town Manager Kris Kollgaard stated the second Commission meeting in January would
17 normally fall on January 21, 2019, which is the Martin Luther King, Jr. holiday. She asked if the
18 Commissioners would be in favor of holding the second meeting on Wednesday, January 23,
19 2019, instead.

20 **It was the consensus of the Commissioners to hold the second Commission meeting in**
21 **January on Wednesday, January 23, 2019.**

22 **K. MAYOR AND COMMISSIONER’S REPORT**

23 Mayor Richards asked if there were any comments.

24 Commissioner Hannan stated his son, Jay Timothy Hannan, is in the audience. He introduced
25 him to the Commissioners.

26 Commissioner Kussard wished everyone Merry Christmas and Happy New Year.

27 Commissioner Vincent stated he spoke with Lake County Commissioner Sullivan at the Florida
28 League of Cities meeting. Commissioner Sullivan assured him that the traffic people are working
29 on solutions for the intersection of Rolling Acres Road and County Road 466, which might be
30 improved with a traffic light change for left-hand turns.

1 Mayor Richards stated he also brought up this topic at the MPO meeting on December 5, 2018
2 meeting.

3 Commissioner Kussard asked if the county has money to widen Rolling Acres Road.

4 Mayor Richards stated the design for Rolling Acres Road improvements is currently on the 2022
5 comprehensive plan, and construction might not be until 2024. He stated the county reinstated
6 the impact fees in Clermont area so there may be funding available in time.

7 Mayor Richards wished everyone Merry Christmas. He thanked staff for all their work on the
8 holiday lights and suggested everyone drop by to see them.

9 **L. PUBLIC COMMENTS**

10 Mayor Richards asked if there were any comments from the audience. There were no comments.

11 **M. ADJOURN**

12 There being no further business, the meeting was adjourned at 6:35 p.m.

13 _____
14 Kristen Kollgaard, Town Clerk

15 _____
16 Jim Richards, Mayor

17 Minutes transcribed by Nancy Slaton, Deputy Town Clerk