

**FRUITLAND PARK CITY COMMISSION WORKSHOP  
MEETING MINUTES  
August 5, 2019**

A workshop meeting of the City of Fruitland City Commission was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Thursday, August 5, 2019 at 6:00 p.m.

**Members Present:** Mayor Chris Cheshire, Vice Mayor John L. Gunter, Jr., Commissioners Christopher Bell, Patrick DeGrave, and John Mobilian.

**Also Present:** City Manager Gary La Venia, City Attorney Anita Geraci-Carver; City Treasurer Jeannine Racine; Police Chief Erik Luce; Interim Fire Chief Don Gilpin; Deputy Chief Tim Yoder and Firefighter Steven “Steve” R. Odgen, Fire Department; Library Director JoAnn Glendinning; Parks Recreation Department Director Michelle Yoder, Public Works Director Dale Bogle; Human Resources Director Diane Kolcun, and City Clerk Esther B. Coulson.

**1. CALL TO ORDER**

Mayor Cheshire called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Mayor Cheshire requested that Ms. Coulson call the roll.

**3. FY 2019/20 MILLAGE - BUDGET SUMMARY**

Ms. Racine reviewed the FY 2019/20 Millage Budget Summary and gave a power point presentation on same as well as item 4, Capital Purchases and item 5, General Fund Expenses on this evening’s agenda.

**4. CAPITAL PURCHASES**

Earlier in the meeting, Ms. Racine reviewed the capital purchases.

**5. GENERAL FUND EXPENSES - CATEGORY AND 5-YEAR TREND**

Earlier in the meeting, Ms. Racine reviewed the general expenses.

**6. GENERAL FUND DEPARTMENTS (Personnel, Operating, Transfers, General Fund and Revenues)**

Ms. Racine reviewed the following general fund departments.

- **(Law Enforcement) Police Department**

Later in the meeting and after much discussion, the city commission, by **unanimous consent, agreed with Mayor Cheshire’s suggestion that before transferring to reserves the \$70,000 towards the Fewless Back Retirement, that the City Attorney report to the city commission at its next meeting the status of the State of Florida Department of Management Services, Division of Retirement, Florida Retirement System appeal against the decision ruled at the hearing.**

- **Fire Department**

Earlier in the meeting, Ms. Racine reviewed the fire department budget.

- **(Building and Zoning) Community Development Department**

Earlier in the meeting, Ms. Racine reviewed the building and zoning budget.

Mr. La Venia addressed the need for the city attorney to review the existing building official's contract (Alpha International Inc.) as it will be expiring at the end of the year; thus, the intent to renew same and to re-evaluate the department for potential growth in the city.

In response to Mayor Cheshire question, Mr. La Venia believed that the following house bills, to his knowledge, would have no impact to the city; however, the matter would be referred to City Attorney Anita Geraci-Carver:

- HB 441, E911 Systems,
- HB 7098, Death Benefits – First Responders Survivors and Military Members,
- SB 426, Firefighters Cancer Benefits,
- HB 207, Impact Fees, and
- HB 9, Community Redevelopment Agency

- **Library Department**

Earlier in the meeting, Ms. Glendinning reported on a previous study she conducted and the justification made on the need to open the library on Saturdays which she prefers.

After discussion, Ms. Glendinning agreed with the requests of Vice Mayor Gunter and Mayor Cheshire to conduct a survey on the need for the library to open on Saturdays and for some of the existing staff to be scheduled to work on the day in question.

Following further discussion and **by unanimous consent, the city commission agreed with the city manager's suggestion to draft an ordinance implementing a liquor liability policy identifying the insurance requirements allowing for same.** (The library director addressed her plan to contact the Cities of Mount Dora, Tavares and Leesburg on their respective alcoholic beverage policies.)

- **(Roads and Streets) Public Works Department**

Mr. La Venia addressed the urgency of constructing a new public works building; described the plans and cost involved for same and addressed the need for the city commission's decision. He recognized the expiration of the current architectural services contract; requested that consideration be given to implement a design-build on the subject issue and the feasibility of utilizing available grant (emergency operations) funding towards same.



- **(Solid Waste, Stormwater, Pool and Recreation) Sewer and Water**  
Earlier in the meeting and after much discussions, the city commission requested that Mr. Bogle find out from Waste Management Inc. its services on the city's recyclable materials and whether same are being hauled to the landfill.

Ms. Racine reviewed the stormwater budget.

- **Parks and Recreation Department**  
Ms. Racine reviewed the parks and recreation department budget.

After discussion and following Vice Mayor Gunter's reference to the allocation of \$10,000 towards a water fountain at Veterans Park identified as a water aerator, at Fountain Lake (formerly the beach), **by unanimous consent, the city commission agreed to set aside the allocation of said funds until further notice subject to receiving more information from the commercial donor.**

Following Vice Mayor Gunter's reference to contractual services (Fruitland Park Day), Mr. La Venia recognized the \$300 increase in fees to which Mayor Cheshire addressed the need for the city commission to consider changing the existing recreation community center rentals fees by resolution.

Subsequent to further discussion, and **by unanimous consent, the city commission upon Commissioner DeGrave's suggestion, requested that staff conduct a recreation center rental fee comparison with other municipal agencies to determine whether the costs would align with the city's.**

- **Finance Department**  
Ms. Racine reviewed the finance department's budget.

- **Legal**  
Earlier in the meeting, Ms. Racine reviewed the increase in the budget of \$15,000 for legal fees (utilizing an additional attorney).

After discussion, city commission, **by unanimous consent, agreed to transfer \$15,000 to contingency.**

- **(Executive) Administration**  
Earlier in the meeting and in response to Mayor Cheshire's question, Ms. Coulson outlined the costs involved to remediate all the city's website documents and identified the legal obligations; namely, Senate Bill 7014, Government Oversight and Accountability which became effective July 15, 2019 and the Annual Drinking Water Quality Report to post on the city's internet website, and indicated that she would provide more information to the city commission on Aha Consulting Inc.® (Municode's subsidiary company) for the website design to be in compliance with the Americans with Disabilities Act.

After discussion and **by unanimous consent, the city commission agreed to transfer \$50,000 allocated for the website to be compliant under the Americans with Disabilities Act to reserves.**

- **Legislative**

Ms. Racine reviewed the legislative budget.

- **Other General Government**

Earlier in the meeting and after much discussion, Mayor Cheshire referred to the following items in the general fund *paint city hall, new floor commission room for \$50,000 and paint city hall, spray foam attic and city hall, new floor in commission room for \$50,000*, Ms. Racine agreed to remove one of the line items.

Mr. La Venia gave reasons to review additional funding due to the need for a part time service worker/custodian position during the course of FY 2019/20 which staff initially removed during the pre-budget session.

Following Commissioner Bell's reference to the city commission's discussions at its May 9, 2019 regular meeting to consider temporarily postponing for the FY 2019-20 budget the annual volunteer and employee appreciation picnic due to the low turnout at the May 4, 2019 event and Ms. Yoder's recognition of the historical turnout by employees with the subsequent combination of volunteers where the employees waned, Commissioner Bell suggested reinstating same by avoiding a year.

After discussion and **by unanimous consent, the city commission agreed to eliminate \$2,500 allocated towards the annual employee (volunteer/sponsor) picnic from the budget and transfer same to the reserves.**

Mayor Cheshire referred to the city commission's July 11, 2019 regular meeting regarding the electronic signs at the new Fruitland Park Library the \$3,3000 allocation towards new flags (vertical banners) with the new city logo.

In response, Mr. La Venia recalled the city commission's approval of the electronic sign to reflect: *City of Fruitland Park Municipal Complex* featuring the windmill logo; recognized the costs involved to change the city's signs on its roadways, letterheads, flags and so forth.

Discussions ensued with Ms. Racine regarding the subsidized \$240,000 interfund transfer from the general fund for wastewater and the increase in the water rates to cover the Town of Lady Lake's utilities; payments and Mr. La Venia's explanation of the Water and Wastewater Treatment Plant Capacity Reservation Bulk Treatment Agreement with the Town of Lady Lake costs to be \$300,000 and not \$240,000.



After considerable deliberations and **by unanimous consent, the city commission directed staff to invite the consultant to appear before the city commission at its August 8, 2019 regular meeting or otherwise, arrange to meet with Commissioner DeGrave and the city treasurer regarding his concerns regarding the separation of day-to-day expenses versus contractual expenses presented at the June 13, 2019 regular meeting.**

**Community Redevelopment Agency (CRA)  
Capital Improvement Program (Sales Surtax)  
Recreation Fund**

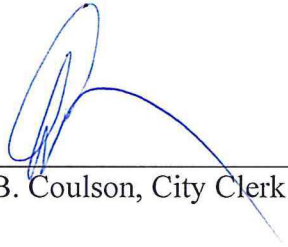
Earlier in the meeting, Ms. Racine explained that the recreational fund will be addressed at the August 6, 2019 workshop.

Later in the meeting and in response to Mayor Cheshire's statements, Ms. Racine confirmed that the items on utilities, CRA and Capital Improvement Program would need to be addressed at the August 6, 2019 workshop meeting.

**7. ADJOURNMENT**

The meeting adjourned at 8:47 p.m.

The minutes were approved at the October 10, 2019 regular meeting.

Signed   
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Esther B. Coulson, City Clerk

Signed   
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Chris Cheshire, Mayor