

**FRUITLAND PARK CITY COMMISSION REGULAR
MEETING MINUTES
July 23, 2020**

A regular meeting of the Fruitland Park City Commission was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Thursday, July 23, 2020 at 6:00 p.m.

Members Present: Mayor Chris Cheshire, Commissioners Patrick DeGrave, and John Mobilian. Vice Mayor John L. Gunter, Jr. and Commissioner Christopher Bell were available by telephonic conference.

Also Present: City Manager Gary La Venia; City Attorney Anita Geraci-Carver; City Treasurer Jeannine Racine; Police Chief Erik Luce, Sergeant David Cox, Police Department; Public Works Director Robb Dicus; Parks and Recreation Director Michelle Yoder; Community Development Director Tracy Kelley; Commission District 4 Candidate Andrew LoFaro and City Clerk Esther B. Coulson.

1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

ACTION: 6:00 p.m. After Mayor Cheshire called the meeting to order, Chief Luce gave the invocation, and Commissioner DeGrave led in the Pledge of Allegiance to the flag.

2. ROLL CALL

ACTION: 6:04:36 p.m. Mayor Cheshire requested that Ms. Coulson call the roll and a quorum was declared present.

Agenda Changes:

Mayor Cheshire announced the following changes to this evening's agenda:

ACTION: 6:04:58 p.m. **By unanimous consent, the city commission accepted the following changes to this evening's agenda.**

3.(a) Bessie Hoffman – Proclamation

Correct date of the proclamation to this day's date;

5.(a) Approval of Minutes – July 9, 2020

Page three, Item 5.(b) should read: “3-2” and not “3-1 vote” and page seven, Item 7, should read: “Burch” and not “Burke”, and

6.(f) Resolution 2020-036 Development Review Applications - Engineering Services Review Fee Schedule

To be approved with addendum.

3. SPECIAL PRESENTATIONS

(a) Bessie Hoffman – Proclamation

On behalf of the city commission, Mayor Cheshire read into the record a proclamation which recognized Thursday, July 14, 2020 as “*Bessie Pantheia Hoffman Day*” in Fruitland Park; recognized her numerous years of tireless endurance that she represented in the community and expressed sincere condolences to her family and loved ones.

ACTION: 6:05:31 p.m. Mr. Joseph “Joe” R. Moseley, partner; Mses. Diane Woods, daughter, Gail and Donna Wessel, granddaughters accepted the proclamations with appreciation.

(b) City Clerk Designation

Mayor Cheshire recognized the presence of Mses. Patricia “Pat” J. Burke, Florida Association of City Clerks (FACC) Central East District Director, the Professional Education Committee Co-Chair, the FACC Education Task Force Member, and the Town of Palm Shores Clerk, who acknowledged the attendance of Mses. Bea L. Meeks, Immediate Past FACC President, City of Edgewood Clerk and former Fruitland Park City Clerk, and Michelle Hawkins, FACC Membership Committee Chairperson and City Clerk of Mascotte.

Ms. Burke gave a presentation highlighting the promotion of continuing education by the International Institute of Municipal Clerks and FACC Master Municipal Clerk designation and congratulated Ms. Coulson on her recent accomplishment in reaching same.

ACTION: 6:09:00 p.m. The mayor, on behalf of the city commission, expressed appreciation to Ms. Coulson who accepted the recognition with gratitude.

4. COMMUNITY REDEVELOPMENT AGENCY

As soon as practical at 6:15 p.m., recess to the Community Redevelopment Agency meeting.

ACTION: 6:18:24 p.m. At this time and by unanimous consent, the city commission recessed its meeting to the Community Redevelopment Agency and reconvened at 6:30 p.m.

5. CONSENT AGENDA

**(a) Approval of Minutes
July 9, 2020 regular**

(b) Resolution 2020-033 – Board of Trustees’ Appointment – C. Themm

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, APPOINTING A MEMBER TO THE BOARD OF TRUSTEES OF THE MUNICIPAL FIRE FIGHTERS PENSION TRUST FUND OF THE CITY OF

FRUITLAND PARK; AND PROVIDING FOR AN EFFECTIVE DATE.

ACTION: 6:30:25 p.m. On motion of Commissioner DeGrave, seconded by Commissioner Mobilian, DeGrave, the city commission approved the consent agenda as previously cited.

By unanimous consent, Mayor Cheshire took agenda item 6.(b) out of order on this evening's agenda.

(Vice Mayor Gunter was no longer available by telephonic conference during the following item.)

6. REGULAR AGENDA

(b) Gardenia Park Phase III FRDAP Grant (Skate Park) Update Status Report
Prior to Ms. Yoder giving a status update report on the Gardenia Park Phase III Florida Recreation Development Assistance Program Grant (Skate Park), Mr. La Venia referred to the proposal submitted by Bay to Bay Construction and additional information obtained by Ms. Yoder on the half pipe concrete ramp version as well as the warranty statement from American Ramp Company (ARC); copies of which are filed with the supplemental papers to the minutes of this meeting.

Ms. Yoder mentioned the discussions she had with various skate park firms; namely, Cape Coral Eagle Skate Park, Royal Palm Beach and Flagler Skatepark; however, no responses were received.

After discussion, Ms. Yoder gave reasons why she recommended ARC half pipe with 3 4 and 5 with two different heights for approximately \$61,000 inclusive of installation.

(Commissioner Bell was no longer available by telephonic conference at this time.)

ACTION: 6:30:37 p.m. After much discussion, a motion was made by Commissioner Mobilian and seconded by Commissioner DeGrave that the city commission accept staff's recommendation to award the bid to American Ramp Company as the sole source bidder and approve the amount of \$61,000 for the half pipe concrete ramp for Gardenia Park Skate Park utilizing the Gardenia Park Phase III Florida Recreation Development Assistance Program Grant of \$50,000 and the remaining amount of \$21,000 from contingency funds (some of which to be utilized towards the grant writer and the as-built from Booth Ern Straughan & Hiott Inc., engineers, surveyors, and land planners both retained by the city.).

Mayor Cheshire called for a roll call vote on the motion and declared it carried unanimously.

(a) Request for Qualifications

i. RFQ 2020-01 Professional Architectural Services Design Architect Proposals - Presentations

The city commission considered the selection committee's recommendation to hold 10-minute-presentations on the best qualified firm's Request for Qualifications 2020-01 Professional Architectural Services Design Architect proposal as follows:

- GatorSkitch Corporation, Architects and Planners, Clermont
- Blaise, Fiebach and Associates PA, Leesburg, and
- Architects Design Group, Winter Park

Power-point presentations were given and handouts submitted by the aforementioned firms; copies of which are filed with the supplemental papers to the minutes of this meeting.

After much discussion and by **unanimous consent, the city commission ranked the firms as follows:**

Mayor Cheshire (1) **Architects Design Group,**
(2) **GatorSkitch Corporation, and**
(3) **Blaise, Fiebach and Associates PA**

Commissioner Mobilian (1) **GatorSkitch Corporation**
(2) **Architects Design Group, and**
(3) **Blaise, Fiebach and Associates PA**

Commissioner DeGrave (1) **GatorSkitch Corporation**
(2) **Architects Design Group, and**
(3) **Blaise, Fiebach and Associates PA**

ACTION: 6:41:15 p.m. and 7:38:55 p.m. Following much discussion, **and on motion of Commissioner Mobilian, seconded by Commissioner DeGrave and unanimously carried, the city commission approved the selection and ranking of the aforementioned firms for Request for Quotations (RFQ) 2020-01 for Professional Architectural Services in the following order:**

- (1) **GatorSkitch Corporation, Clermont;**
- (2) **Architects Design Group, Winter Park, and**
- (3) **Blaise, Fiebach and Associates PA, Leesburg;**

and awarded the RFQ to GatorSkitch Corporation as the first-place ranked firm considered to be the best qualified.

Following further discussion and by unanimous consent, the city commission directed the city manager to commence compensation negotiations with the first-place ranked firm, GatorSketch Corporation, (if an agreement is not accepted, the second-ranked firm, Architects Design Group) and agreed that the city attorney draft a contract agreement with GatorSketch for consideration on the August 13, 2020 regular agenda.

ii. **RFQ 2020-02 Grant Writing Services Update Status Report**

Mr. La Venia reported on the lack of response on RFQ 2020-02 Professional Grant Writing Services and addressed the plan to expand the scope by revisiting same.

ACTION: 7:38:55 p.m. No action was necessary.

(c) **Resolution 2020-035 – CardKnox CentralSquare Contract**

Ms. Geraci-Carver read into the record Resolution 2020-035, the substance of which is as follows:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, APPROVING CONFIRMATION PAGE, PROGRAM GUIDE AND ASSOCIATED DOCUMENTS FROM CARDKNOX TO ALLOW FOR THE CITY TO ACCEPT CREDIT CARD PAYMENTS ASSOCIATED WITH CENTRALSQUARE TECHNOLOGIES SOFTWARE UTILIZED BY THE BUILDING DEPARTMENT; AUTHORIZING THE MAYOR TO EXECUTE THE CONFIRMATION PAGE; PROVIDING FOR AN EFFECTIVE DATE.

ACTION: 7:40:26 p.m. After discussion, a motion was made by Commissioner DeGrave and seconded by Commissioner Mobilian that the city commission adopt Resolution 2020-035 as previously cited.

Mayor Cheshire called for a roll call vote on the motion and declared it carried unanimously.

(c) **Resolution 2020-034 Document Redaction Software Services - Veritone**

Ms. Geraci-Carver read into the record Resolution 2020-034, the substance of which is as follows:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, APPROVING LICENSE AGREEMENT BETWEEN THE CITY OF FRUITLAND PARK AND VERITONE, INC. FOR DOCUMENT REDACTION SOFTWARE RELATING TO PUBLIC RECORDS;

AUTHORIZING THE MAYOR TO EXECUTE THE LICENSE AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE.

ACTION: 7:42:30 p.m. After discussion, a motion was made by Commissioner DeGrave and seconded by Commissioner Mobilian that the city commission adopt Resolution 2020-034 as previously cited.

Mayor Cheshire called for a roll call vote on the motion and declared it carried unanimously.

(e) Resolution 2020-028 - LPG Urban Planners Inc. Contract

Ms. Geraci-Carver read into the record Resolution 2020-028, the substance of which is as follows:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, APPROVING THE PLANNING SERVICES AGREEMENT BETWEEN THE CITY OF FRUITLAND PARK AND LPG URBAN & REGIONAL PLANNERS, INC. FOR PROFESSIONAL PLANNING SERVICES; PROVIDING FOR AN EFFECTIVE DATE.

ACTION: 7:41:28 p.m. After discussion, a motion was made by Commissioner Mobilian and seconded by Commissioner DeGrave that the city commission adopt Resolution 2020-028 as previously cited.

Mayor Cheshire called for a roll call vote on the motion and declared it carried unanimously.

(f) Resolution 2020-036 Development Review Applications - Engineering Services Review Fee Schedule

Ms. Geraci-Carver read into the record Resolution 2020-036, the substance of which is as follows:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, APPROVING AND ADOPTING A REVIEW FEE SCHEDULE FOR ENGINEERING SERVICES RELATING TO DEVELOPMENT REVIEW APPLICATIONS; REPEALING ALL FEES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

ACTION: 7:44:51 p.m. After considerable discussion, a motion was made by Commissioner DeGrave and seconded by Commissioner Mobilian that the city commission adopt aforementioned Resolution 2020-036 with addendum to the October 27, 2011 agreement.

After discussion, **Mayor Cheshire called for a roll call vote on the motion and declared it carried unanimously.**

(g) Resolution 2020-032 Proposed Millage Rate - FY 2020-21

Mayor Cheshire announced that the city is prepared to set the proposed millage rate of 3.9134 which is 3.64% increase over the roll back rate of 3.776; indicated that the millage rate of 3.9134 mills is the same rate as the last two years and explained that the ad valorem increase is due to an increase in the taxable value due to new construction. He noted that the city commission cannot exceed the proposed rate once it is established.

Ms. Geraci-Carver read into the record Resolution 2020-032, the substance of which is as follows:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, LAKE COUNTY, FLORIDA, ADOPTING A NOT TO EXCEED MILLAGE RATE OF 3.9134 LEVYING OF AD VALOREM TAXES FOR FISCAL YEAR 2020-2021 AND SETTING THE DATE, TIME AND PLACE OF PUBLIC HEARING ON THE BUDGET FOR FISCAL YEAR 2020-2021; PROVIDING FOR AN EFFECTIVE DATE.

ACTION: 7:48:33 p.m. A motion was made by Commissioner Mobilian and seconded by Commissioner DeGrave that the city commission adopt Resolution 2020-032 as previously cited.

Mayor Cheshire called for a roll call vote on the motion and declared it carried unanimously.

PUBLIC HEARING

(h) Ordinance 2020-004 Professional and Consultant Fees

Ms. Geraci-Carver read into the record the title of proposed Ordinance 2020-004, the substance of which is as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, AMENDING PROVISIONS IN CHAPTER 102 OF THE CODE OF ORDINANCES TO REQUIRE REIMBURSEMENT OF PROFESSIONAL AND CONSULTANT FEES FOR DEVELOPMENT PRE-APPLICATION MEETINGS; IMPOSING JOINT AND SEVERAL LIABILITY FOR PAYMENT OF SUCH FEES BETWEEN THE PROPERTY OWNER AND PRE-APPLICANT AND BETWEEN THE PROPERTY OWNER AND ANY DEVELOPMENT APPLICANT; IMPOSING PENALTY FOR FAILURE TO PAY; PROVIDING FOR CODIFICATION,

SEVERABILITY AND CONFLICTS, AND PROVIDING FOR AN EFFECTIVE DATE. (The second reading will be held on August 13, 2020.)

ACTION: 8:00:24 p.m. After discussion, a motion was made by Commissioner DeGrave and seconded by Commissioner Mobilian that the city commission approve Ordinance 2020-004 as previously cited.

Mayor Cheshire called for a roll call vote on the motion and declared it carried unanimously.

7. OFFICERS' REPORTS

(a) City Manager

i. Economic Development Status Update

Mr. La Venia indicated that the economic development status update was addressed earlier this evening at the Community Redevelopment Agency meeting. He mentioned the number of developers who have filed applications which, due to the Coronavirus Disease 19 epidemic, have slowed them down.

ACTION: 7:53:49 p.m. No action was taken.

ii. COVID-19 Status Update

Mr. La Venia referred to the daily situation response report received from the county which he forwarded on to the commission; gave more explanation on the confirmed case numbers identified in the report and addressed the safety measures undertaken and instituted at city hall. (A copy of the report is filed with the supplemental papers to the minutes of this meeting.)

ACTION: 7:54:25 p.m. No action was taken.

iii. Fruitland Park Library Café

Mr. La Venia referred to the February 13, 2020 executed lease agreement (Resolution 2020-003) with Fountain Lake Properties LLC (aka *The Rose Plantation*) and reported on the decision of the president, John M. Gibson, to separate himself from the respective business. Mr. La Venia referred to the reasonably priced Fruitland Park Library Gardenia Café menu; a copy of which is filed with the supplemental papers to the minutes of this meeting.

ACTION: 7:54:21 p.m. After further discussion, and by unanimous consent, the city commission approved the city manager's recommendation for city staff to manage the Fruitland Park Library (Gardenia) Café in-house. (Start date anticipated to commence January 2021.)

(b) City Attorney

i. City of Fruitland Park v. T. D. Burke

Ms. Geraci-Carver reported that the T.D. Burke case is scheduled for the July 27, 2020 virtual court hearing.

ACTION: 8:00:26 p.m. No action was taken.

ii. City of Fruitland Park v. State of Florida Department of Management Services

Ms. Geraci-Carver reported that the State of Florida Department of Management Services, Division of Retirement case regarding Michael Fewless is scheduled to take place on August 18 to 20, 2020 whereby the interrogatories are due by August 14, 2020.

ACTION: 8:00:38 p.m. No action was taken.

iii. Michael and Laurie Fewless v. City of Fruitland Park

Ms. Geraci-Carver indicated that nothing was scheduled with the Michael and Laurie Fewless case in the Lake County Court.

ACTION: 8:01:02 p.m. No action was taken.

iv. Norman C. Cummins v. Stephen P. Angelillo and City of Fruitland Park, Lake County Case No. 2020-CA-1026

With respect to the Norman C. Cummins v Stephen P. Angelillo case, Ms. Geraci-Carver announced that the city's insurance company appointed Attorney Andrew Dayes to represent the city. She confirmed that there is coverage and there is no deductible in this regard.

ACTION: 8:01:07 p.m. No action was taken.

8. PUBLIC COMMENTS

There were no public comments at this time.

ACTION: 8:01:24 p.m. No action was necessary.

9. UNFINISHED BUSINESS

There was no unfinished business at this time.

ACTION: 8:01:26 p.m.. No action was necessary.

10. COMMISSIONERS' COMMENTS

(a) Commissioner Mobilian

Commissioner Mobilian had nothing to report at this time.

ACTION: 8:01:47 p.m. No action was necessary.

- (b) **Commissioner DeGrave**
Commissioner DeGrave nothing to report at this time.

ACTION: 8:01:49 p.m. No action was necessary.

- (c) **Commissioner Bell**
Commissioner Bell was absent at this time.

ACTION: 8:01:51 p.m. No action was taken.

- (d) **Vice Mayor Gunter, Jr.**
Vice Mayor Gunter was absent at this time.

ACTION: 8:01:51 p.m. No action was taken.

11. **MAYOR'S COMMENTS**

- (a) **2020 Census -**

Mayor Cheshire announced the importance of responding to The 2020 Census and outlined how the questionnaire can be completed online, by telephone or email.

ACTION: 8:01:51 p.m. No action was taken.

- (b) **DATES TO REMEMBER**

- August 3, 2020 City Commission Workshop at 6:00 p.m.;
- August 4, 2020 City Commission Workshop at 6:00 p.m.;
- August 10, 2020 Lake County Tourist Development Council at 3:00 p.m.;
- August 10, 2020 Lake County Parks Recreation Trails Advisory Board at 3:30 p.m.
- August 13, 2020 City Commission Meeting regular at 6:00 p.m.;
- August 26, MPO Governing Board Virtual
- August 27, 2020 City Commission Meeting regular at 6:00 p.m.
- September 7, 2020 City Hall Closed, Labor Day;
- September 10, 2020 City Commission Meeting regular at 6:00 p.m.;
- September 17, 2020 City Commission/P&Z Board Joint Workshop Meeting at 6:00 p.m.
- September 24, 2020 City Commission Meeting regular at 6:00 p.m.

ACTION: 8:02:13 p.m. No action was taken.

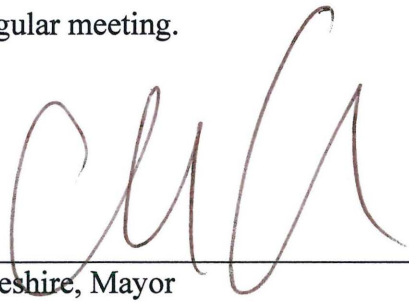
12. ADJOURNMENT

There being no further business to come before the city commission, the meeting adjourned at 8:03 p.m.

The minutes were approved at the August 13, 2020 regular meeting.

Signed 

Esther B. Coulson, City Clerk, MMC

Signed 

Chris Cheshire, Mayor