

**FRUITLAND PARK CITY COMMISSION WORKSHOP  
MEETING MINUTES  
August 2, 2021**

A workshop meeting of the Fruitland Park City Commission was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Monday, August 2, 2021 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 Treasurer Jeannine Racine; Police Chief Erik Luce, Public Works Director Robb Dicus; Parks and Recreation Director Michelle Yoder; Community Development Director Dwayne Williams; and City Clerk Esther B. Coulson.

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

After Mayor Cheshire called the meeting to order, Chief Luce led in the Pledge of Allegiance to the flag.

**2. ROLL CALL**

Mayor Cheshire requested that Ms. Coulson call the roll and a quorum was present.

**By unanimous consent, the city commission accepted Mayor Cheshire's suggestion on the order of business for this evening's agenda.**

**3. FY 2021-22 PROPOSED BUDGET**

Ms. Racine gave a power-point presentation and reviewed the following FY 2021-22 proposed budget:

- **General Fund** - millage rate 3.9134 same as the last three years two percent over the roll back rate of 3.8365 which increases the city's ad valorem by \$174,000 where the total budget for all funds to be \$13.5 million.
- **Law Enforcement** - Chief Luce addressed the changes as it relates to the increases or decreases in the proposed budget; outlined the reasons on the limited number of current law enforcement personnel, and expressed his desire to manage a future six-person assignment shift.

After much discussion and, **by unanimous consent, the city commission agreed with Commissioner DeGrave's suggestion for staff to develop a plan assessing the law enforcement positions required based on service needs.**

After Chief Luce pointed out the July 30, 2021 Daily Commercial newspaper article *Man Convicted of 2018 Fruitland Park Murder, Armed Burglary* and recognized the law enforcement personnel for their work on the matter, on behalf of the city commission, Commissioner DeGrave commended him on the work well done. (A copy of the article is filed with the supplemental papers to the minutes of this meeting.)

- **Contractual Services** - Chief Luce referred to and described the new request, CLEAR data investigative data base, an addition to the proposed FY 2021-22 budget.
- **Vehicles (Repairs and Maintenance)** - After Chief Luce explained the \$3,000 adjustment, he addressed his plan to utilize state bids to order police vehicles for \$98,004.16 for October 1, 2021 anticipated for delivery by August 1, 2022, Vice Mayor Gunter recalled the city commission's acceptance of Chief Luce's recommendation at its May 23, 2019 regular meeting authorizing the expenditure for two fully equipped patrol vehicles.

Following Ms. Racine's confirmation, Mr. La Venia recognized that the \$70,000 additional funds -- supplanted for the Michael Fewless case -- be set aside and designated as general surplus funds, if unused, for two vehicles and as such would remain in impact fees earmarked for the proposed public safety building.

With respect to the July 7, 2021 discussions with Mr. La Venia amongst the Lake County Fire Rescue Services management staff and GatorSkitch Corporation, architect retained by the city, Chief Luce explained how the estimated project costs have reduced since the May 13, 2021 Professional Architectural Services Design on the public works and public safety buildings presentation was made by GatorSkitch before the city commission.

**By unanimous consent, the city commission accepted the city manager's suggestion, as previously cited, to designate a schedule for two law enforcement vehicles annually; agreed that the change be reflected in the FY 2021-22 proposed budget and accepted the city treasurer's recommendation for the reallocation to vehicle and police department impact fee be transferred.**

Chief Luce addressed 15 Axon – Body Cameras Grant Assistance Program which is not included in the FY 2021-22 budget with a matching grant at \$2,000 per camera at \$149,000 for five years and \$33,000 and \$28,000 respectively for the remaining four years; an upgrade every 2.5 years on a new TASER and camera, and the integration at \$30,000 per annum with Evidence.com, a reporting management training program available for the police department records management liaison officer.

**By unanimous consent and upon Commissioner DeGrave's suggestion, the city commission authorized staff to pursue the Body Cameras Grant Assistance program.**

- **Fire Rescue Services** - Ms. Racine recognized that there is no personnel costs or capital purchases fire rescue services and relayed the request for her to allocate \$15,000 towards operating costs to maintain the facility.

Commissioner DeGrave referred to The Villages proposal (for state legislative approval) to create an independent special fire district and Sumter County's Ad Hoc Committee on Fire Emergency Medical Services and Medical Transport to study options and recommend ambulance service improvements; recognized Sumter County's management of the existing fire protection that the city's paying to Lake County as well as the municipal services taxing unit for ambulance and emergency medical service, and recommended that the city have a voice on the matter and place said issue on a future regular city commission meeting agenda.

- **Legislative** – reviewed by Ms. Racine.
- **Executive** - After reviewing the executive budget and following some discussion, Mr. La Venia referred to his memorandum dated July 28, 2021 regarding the increase of municipal match to the city manager's retirement plan; a copy of which is filed with the supplemental papers to the minutes of this meeting.

**By unanimous consent, the city commission approved the same municipal matching contribution to the city manager's retirement fund, provided to all other non-public safety employees, to be included in the FY 2021-22 budget.**

- **Finance** - After Ms. Racine addressed the addition of a finance clerk position to administer permits and related duties, she and Mr. La Venia outlined the transition from TRAKiT/Superion (Solutions) LLC Citizens' Engagement (CentralSquare Technologies) to Tyler Technologies Inc., MUNIS® Division system. He relayed City Attorney Anita-Geraci-Carver's concurrence in that regard.

Upon Commissioner DeGrave's suggestion and **by unanimous consent, the city commission directed the city treasurer to report back on the auditor's findings on billings for lien inspections as permit-related direct expense.**

- **Building and Zoning** – After Ms. Racine reviewed the increase in the building and zoning budget was due to personnel, Mr. La Venia gave reasons why the deputy community development position is eliminated as former Community Development Director Tracy Kelley recently elected to resign and described the changes in the department since Mr. Williams' employment.
- **Parks and Recreation** - After Ms. Racine reviewed the parks and recreation budget and following some discussion, Ms. Yoder recognized the 2021 sales tax rate collected for the swimming pool admission fee to \$3.21 and agreed with Mayor Cheshire's suggestion to propose for FY 2021-22 the fee of \$3.25 which includes tax and clarified the fee for movie night to be \$5.00 with the exception of individuals not utilizing the pool.

At Commissioner Mobilian's request, Ms. Yoder addressed the phases and design renderings for the skate park and grant funds sought for same to which Mr. La Venia reported on the competitive grant funds statewide with plans to possibly apply for same.

After Mr. La Venia voiced the need to change the focus to utilize a multi-use court as opposed to a tennis court and install cameras and gates, Ms. Yoder identified the necessity to replace the buildings (pool buildings, concession stands and pavilion) except the community center's roof which need to be repaired to which Ms. Racine recognized as Community Redevelopment Agency (CRA) funding.

After considerable discussion, Mr. La Venia:

- reported on the preliminary conceptual plans for the construction of the Fruitland Park Elementary School at Urick Street earmarked for Year 2024;
- confirmed that there are no immediate plans on the future use of the existing school site at 304 West Fountain Street;
- in response to Commissioner Bell's proposal to develop an interlocal agreement with the school district permitting the city to utilize the subject property, referred to Lake County's Community Development Block Grant (CDBG) program for development of an American Disabilities Act compliant playground for Northwest Lake Community Park (formerly known as Roy A.) Cales Memorial Athletic Complex) Multipurpose Soccer Field or *Recreation Complex* and repurposing said park which can be similarly implemented as dog parks based on interest from the residents for Olive Park and the land space near the public works building, and
- suggested waiting until October 2021 to determine the outcome of the CDBG program grant.

Mr. La Venia agreed that he would, with Mr. Dicus, explore the idea proposed by Vice Mayor Gunter to utilize the vacant parks and recreation building as restrooms to support the recreational activities in the respective area.

After Commissioner DeGrave referred to recent conversations he had with Mr. La Venia regarding conferences held out of state, he confirmed that the costs of flights are not included in the budget.

- **Interfund Transfers** - After Ms. Racine reviewed the interfund transfers and following considerable discussion on the need to prioritize the payment of debts and earmark funds for infrastructure improvements, **the city commission, by unanimous consent, accepted Commissioner DeGrave's suggestion encouraging the city manager to work with the public works director to contact the University of Wisconsin regarding the use of the PASERWARE computerized pavement management data system to evaluate, assess and rate roadway conditions for local**

**governments; develop a schedule on the roadway projects and set aside funds for discussion in the FY 2022-23 budget.**

After discussion, **the city commission, by unanimous consent agreed with Commissioner DeGrave's suggestion that the Land Development Regulations be amended to include a provision for roadway construction standards and requirements for consideration before adoption.**

- **FY 2021-22 CRA Budget** – After Ms. Racine reviewed the FY 2021-22 CRA budget and **by unanimous consent, the city commission agreed to address the FY 2021-22 CRA budget at the August 3, 2021 workshop.**
- **Capital Improvement Program (CIP) and Equipment** – After Ms. Racine reviewed the CIP and equipment budget, **by unanimous consent, the city commission agreed to address the Capital Improvement Program and equipment budget at the August 3, 2021 workshop.**

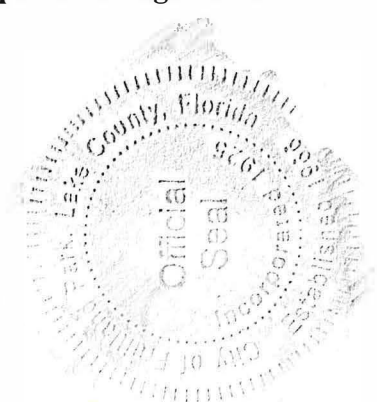
**4. OTHER BUSINESS**

There was no other business to address at this time.

**5. ADJOURNMENT**

**The meeting adjourned at 8:20 p.m.**

The minutes were approved at the October 14, 2021 regular meeting.



Signed \_\_\_\_\_  
Esther B. Coulson, City Clerk, MMC

Signed \_\_\_\_\_  
Chris Cheshire, Mayor