

**FRUITLAND PARK CITY COMMISSION REGULAR
MEETING MINUTES
October 13, 2016**

A regular meeting of the Fruitland Park City Commission was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Thursday, October 13, 2016 at 7:00 p.m.

Members Present: Mayor Christopher Bell, Vice Mayor John L. Gunter, Jr., Commissioners Christopher Cheshire, Ray Lewis and Rick Ranize.

Also Present: Acting City Manager Marie Azzolino, City Attorney Anita Geraci-Carver, City Treasurer Jeannine Michaud-Racine; Ms. Susan Parker, Assistant City Treasurer, Ruthie Barker, Utility Clerk, Finance Department; Police Chief Michael A. Fewless, Deputy Police Chief Dennis Cutter, Police Department, Fire Chief Michael Laming; Assistant Fire Chief Don Gilpin; and Chris Lewis, Fire Department; Community Development Director Charlie Rector, Public Works Director Dale Bogle, and City Clerk Esther B. Coulson.

1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

The Reverend Aaron Hornsby, Eagle's Nest Baptist Church, gave the invocation.

Chief Fewless led in the Pledge of Allegiance to the Flag.

2. ROLL CALL

At the request of Mayor Bell, Ms. Coulson called the roll and a quorum was declared present.

3. PROCLAMATION - *City Government Week* October 16-22, 2016

On behalf of the city commission, Mayor Bell recognized the presence of the following people:

- The 2016-2017 National Elementary Honor Society (NEHS) Honor Students from Fruitland Park Elementary School, who have achieved academic points of 3.5 or higher received the pins "My City" I'm Part of It, I'm Proud of It!";
- Mrs. Connie Bame, NEHS Faculty Advisor and a member of the city's Planning and Zoning Board since 2004, accepted the proclamation with gratitude; acknowledged the school's first year as NEHS, and recognized the officers and students currently involved in working on projects within community;
- In concurring with Ms. Bame, Mrs. Tammy Langley, principal, expressed appreciation on the leadership, the volunteerism, and the students' academic achievements, and
- School Board Chairperson District 1 Bill Mathias, who will be giving a presentation later in the meeting.

On behalf of the city commission, Mayor Bell read into the record a proclamation supporting the Florida League of Cities' initiative to promote and participate in "My City" I'm Part of It, I'm Proud of It!" and sponsoring October 16 through 22, 2016 as *Florida City Government Week* and announced the forthcoming events scheduled during city government week.

4. PRESENTATIONS

(a) **District 1 Bill Mathias, Chairperson, Lake County School Board Member**

Mr. Mathias gave a historical overview leading to the concerns on the renovation of the Fruitland Park Elementary School currently on the priority list; reviewed Lake County School Board's 2019-2033 Proposed 15-Year Sales Tax Capital Plan, and pointed out the fungi report by EMSL Analytical Inc. conducted on Fruitland Park Elementary School building during the end of September 2016; which was recently considered before the Lake County School Board. Copies of the respective documents are filed with the supplemental papers to the minutes of this meeting.

Mr. Mathias recognized the air samples taken outside the school which revealed more mold outside than the study in question; explained that deep cleansing is planned for the school, and indicated that another study will take place in the future.

Mr. Mathias voiced concerns on two schools in the city which has its own wastewater (septic processing) plant which is dated and causes backups; he mentioned his review of the CR 466A roadway improvements and remodeling, and recalled the costs of \$206,500 he demonstrated earlier in the plan to remove or convert the old wastewater plant and connect it with the new line on said roadway -- which excludes the school's immediate needs which he presented earlier -- and personally committed that the \$36,000 city impact fee will in future go back to the school for FY 2017-18.

Mr. Mathias requested the city commission's consideration (as a partner) on the waiver of the plan and he agreed, at the city commission request, to present to the school board its consideration to implement same for the next school year.

After discussion, Ms. Geraci-Carver confirmed that the funds will be coming from the city's utility fund or CRA accounts to transfer to the fund to which she believes the city needs to pay which is in the CRA plan and infrastructure.

Following extensive deliberations and by **unanimous consent, the city commission agreed to waive the wastewater impact fee of \$206,500 in exchange for the approximately 19 acres of undeveloped property owned by the School Board of Lake County located on Olive Avenue (near Urick Street); authorized the city manager, upon his return, and staff to work with the school board on the concept, and accepted Lake County School Board Chair's concurrence to convey same with the school board.**

Mr. Rector relayed his recent conversations with Mr. Mathias on the initial proposal of \$36,000 impact fee presented at a previous meeting among Mr. Bogle, a representative from Booth Ern Straughan & Hiott Inc., (BESH) engineer retained by the city, the school board staff, and himself; pointed out the calculation of same with the generation of 646 enrolled students (currently displayed on the school's website) with the result of \$49,742 in impact fees and not \$36,000, and noted the estimated cost of \$46,000 from BESH for the wastewater treatment connection lines from Fruitland Park Elementary School to the city which he believed ought to be included.

Mr. Rector addressed the other option calculated to be water consumption based on a 12-month average which is considerably more than for the .025 factored time for each student (permissible under Fire Rescue and Law Enforcement Impact Fee Ordinances 2006-004 and 2006-005) to which the city opted to the lesser amount and indicated that he will convey same with Mr. La Venia.

By unanimous consent, the city commission authorized the city manager to work with the School Board of Lake County to implement the subject issue.

(b) CR 466A Roadway Improvement Project

Mr. Jim Stivender, Public Works Department Director, reviewed the CR 466A Remaining Project Timeline and the CR 466A Proposed Interests Map in phases and gave a historical overview and update of the subject project. (Copies of the respective documents are filed with the supplemental papers to the minutes of this meeting.)

In noting District 33 State Representative H. Marlene O'Toole's familiarization of the subject project and her defeat at the August 31, 2016 primary election, Mr. Stivender noted the challenges staff will face to educate the recently elected senator and representative for new funding when the state legislature meet in December 2016 and in Tallahassee on Wednesday, February 15 and Thursday, February 16, 2017.

In response to several questions posed, Mr. Stivender explained the lack of money over the years to fund the subject project and the difficulty to predict the \$7 million shortfall for the whole project as being realistic in the future.

Mr. Stivender acknowledged the funds available to improve the roadway project -- Sunny Court to west of Poinsettia Avenue -- as a full intersection and recognized the scheduling problem to deal with the right-of-way which requires due process.

Commissioner Ranize referred to his conversations with Lake County Chairperson District 2 Commissioner Sean Parks earlier this day with the anticipation that the roadway completion would be met before October 2017, and noted the losses to the city and county, and the poor planning on the subject roadway and CR 466 to the

Town of Lady Lake to which Mr. Stivender, in concurring, recognized the challenges which will be addressed at future workshops scheduled with the newly elected county commission.

Commissioner Ranize recognized the \$2.5 million the city borrowed with the utilization of its one cent sales tax earmarked towards its wastewater system and suggested that the county borrow the money and use it for the city residents.

In response to Vice Mayor Gutner's inquiry on the status in funding Cutoff Road, Urick Street, and Shiloh Street listed on the county's five-year plan over the years, Mr. Stivender outlined the miles of road that the county is required to fund which increases annually and that he needs three times the amount. He mentioned how state funds were initially allocated, in previous years, to complete the three phases which were unfulfilled; relayed the comments from Mr. Fred Schneider, Public Works Department County Engineer, noting the requirements and identifying the area as a retention pond, and mentioned the county's requirement, if it goes to Poinsettia Avenue, to redesign and make modifications.

Mayor Bell referred to the concerns on stormwater at the intersection of CR 466A and Dixie Avenue and relayed Mr. Stivender's previous remarks before the city commission on the resolution of same to which he indicated he is unaware of the status; however, identified the curb and drainage work taking place.

Commissioner Ranize pointed out his earlier conversations with Chairperson Parks regarding the attempts for the county to work with the city on the 40-foot square piece of county-owned property for the lift station and relayed City Manager Gary La Venia's remarks, to which he expressed disappointment, that if the city proceeds on the retention ponds, the county would provide 40 foot to erect a lift station.

Commissioner Ranize noted the county's control over the value of the land versus the long term care; mentioned the city's intent to purchase private property to erect a lift station, and questioned the county maintaining the drainage pond where he intends to communicate with Mr. La Venia to determine whether assistance could be provided.

With respect to the other half of Poinsettia Avenue, Mr. Stivender recognized the contractor implementing the work, which is how the price originated; confirmed that any negotiations with the price the county and city possess would be clarified in the two prices, and stated that they would work together to ensure that both sides of the roadway are paved. He indicated that \$40,000 and \$70,000 being high would be required to close the shortfall.

Mr. Rector conveyed Mr. Stivender's concurrence that the county is bound by the contractor by resurfacing and described how staff would demonstrate to the county its computation for the wastewater connection work involved on CR 466A.

5. PUBLIC COMMENTS

Mr. Michael Warren, City of Fruitland Park resident, expressed his gratitude to the city staff for their time in clearing up on during the aftermath of Hurricane Mathew on October 8, 2016.

6. CONSENT AGENDA

On motion of Commissioner Lewis, seconded by Commissioner Cheshire and unanimously carried, the city commission approved the following consent agenda items:

(a) Approval of Minutes

- i. April 7, 2016 workshop meeting,**
- ii. September 8, 2016 regular meeting, and**
- iii. September 22, 2016 regular meeting minutes.**

and

(b) Fourth Annual Wreaths Across America at Shiloh Cemetery

The request of Ms. Lucy McCann, President, John Gella Memorial Unit 219 Inc., American Legion Auxiliary to hold Wreaths Across America at Shiloh Cemetery on Saturday, December 17, 2016 at 12 noon.

7. REGULAR AGENDA

(a) Fire Services Advisory Committee Status Update

Upon Mayor Bell's request and by unanimous consent, the city commission agreed for the city attorney to draft a resolution to include the Fire Services Advisory Committee members' names for consideration with all appointments' names to be submitted to the city clerk.

After considerable discussion, Mayor Bell encouraged advertisement of positions on the city's website and soliciting same on its Facebook™ page.

Following further discussion and by unanimous consent, the city commission agreed that the first organizational meeting (including public records and Government-in-the-Sunshine laws) will be held on Tuesday, November 15, 2016 at 7:00 p.m.

(b) Sanitary Sewer Force Main and Lift Station Improvements – CR 466A and Poinsettia Avenue – Lake County - ILA

The city commission considered its action to approve an Interlocal Agreement between Lake County, Florida, a political subdivision of the State of Florida, hereinafter the "County," and the City of Fruitland Park, Florida, a municipal corporation organized under the laws of the State of Florida, hereinafter the "City," for the installation of City's sanitary sewer infrastructure along CR 466A and Poinsettia Avenue in Fruitland Park and authorize the mayor and city clerk to execute same.

After Ms. Geraci-Carver recalled reasons why the subject agreement ought to be withdrawn, Mr. Rector revisited discussions he previously had with Mr. La Venia, noting the city commission's knowledge, of Rainey Construction company's estimate for the wastewater connection line.

In order to commence work on the construction of water plant improvements and the extension of the water and wastewater lines down Poinsettia Avenue, Mr. Rector identified the total bid at about \$1,485,000 which includes the lift station; noted The Villages' obligation in contribution which remains at an estimated \$630,000 -- reducing the total to approximately \$1.1 million already budgeted in the loan for the city's wastewater system improvements, and made reference to the completed computer-aided drawings in this regard.

Mr. Rector requested the city commission's approval of the construction bid at \$1.75 million to commence the first phase of work extending the installation of the wastewater line from the Rodeo arena to the city's wastewater plant (which amends the destination points); addressed the need to expedite same for Monday, October 17, 2016, and recognized the four-month contract. He explained that the second phase would be presented before the city commission at a later date.

In response to Mayor Bell's inquiry, Ms. Geraci-Carver explained that she has not seen the subject agreement between The Villages and Rainey Construction; mentioned the intent to amend same as The Villages would undertake the work through its contract with Rainey Construction, and indicated that the city would revise the subject ILA to deal with the funding to which Mr. Rector voiced his concurrence.

Additionally, Ms. Geraci-Carver stated that she was waiting for the city or BESH to provide her with revised language to incorporate into the ILA.

After discussion, Ms. Geraci-Carver and Mr. Rector confirmed in the affirmative to Commissioner Ranize' inquiry that the subject ILA could be made by the October 27, 2016 regular meeting for consideration and addressed his intent to proffer a motion to postpone the item.

Mr. Rector indicated that he had been absent from the city and addressed the consequences if the October 15, 2016 deadline is not met. He noted The Villages' contractual arrangements with the city; identified the modification to the agreement where The Villages would be paying for the lift station, and relayed the conversations held earlier this day on the intent to withdraw the four-month offer to fulfill the work.

Commissioner Lewis voiced concerns on the amended ILA not presented to the appropriate participants and without Ms. Geraci-Carver's review which could have been approved at this evening's meeting.

In response to Ms. Geraci-Carver's inquiry, Mr. Rector referred to conversations held earlier with The Villages' representative who is agreeable to the terms of the subject ILA and relayed, earlier in a meeting held this week with its production manager, Mr. Bogle, and himself on the willingness to proceed, similar to the work conducted on the wastewater connection.

Ms. Geraci-Carver suggested that the city commission could accept the amount, contingent upon approval of the agreement with the anticipation to proceed and complete work on same by October 17, 2016. She mentioned her offer to provide the amendment needed for the ILA outlining the details of what would be changed -- specifications with the dollar amount and detailing the work (the destination point) to be conducted -- before providing same to The Villages' attorney for review.

After extensive deliberations and **a motion was made by Commissioner Ranize and seconded by Commissioner Gunter that the city commission postpone the approval of the Interlocal Agreement, as previously cited, until staff provides the amendment for consideration at a noticed emergency meeting for approval of same.**

Following continued discussion, **Mayor Bell called for a vote on the motion and declared it carried unanimously.**

(c) **Resolution 2016-044 Amended and Restated WWTP Capacity Reservation and Bulk Treatment Agreement**

At Mayor Bell's request, Ms. Geraci-Carver read into the record the following title of proposed Resolution 2016-044:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, ADOPTING THE AMENDED AND RESTATED TO WASTEWATER TREATMENT PLANT CAPACITY RESERVATION AND BULK TREATMENT AGREEMENT BETWEEN THE CITY OF FRUITLAND PARK, FLORIDA AND THE TOWN OF LADY LAKE, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE.

After continued discussions and **on motion of Commissioner Cheshire, seconded by Commissioner Lewis and unanimously carried, the city commission adopted Resolution 2016-044 as previously cited.**

(d) **Resolution 2016-045 - Release - Murphy Act State Road Reservation - Applicant: Westerhall Point LLC**

At Mayor Bell's request, Ms. Geraci-Carver read into the record the following title of proposed Resolution 2016-044:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, STATING ITS POSITION OF NO OBJECTION TO RELEASE OF MURPHY ACT STATE ROAD RESERVATION AS APPLIED FOR BY WESTERHALL POINT, LLC EXCEPTING ANY NEEDED RIGHT OF WAY AS DETERMINED BY LAKE COUNTY FOR CR 466A IMPROVEMENTS; PROVIDING FOR AN EFFECTIVE DATE.

After further discussion and **on motion of Vice Mayor Gunter, seconded by Commissioner Lewis and unanimously carried, the city commission adopted Resolution 2016-044 as previously cited.**

(e) **On-Line Utility Payment – Citizen Self-Service**

The city commission considered its action to approve Tyler Technologies' sales quotation for the total amount of \$8,013 towards the implementation of the Citizen Self-Service (Online Payments).

Mses. Parker and Michaud-Racine described the service involved; identified the number of utility customers who expressed preference to make their utility payments online, and confirmed in the affirmative that the system outlined in the following item relate with the subject issue.

Following considerable discussions, Mr. Mike Sweeney, City of Fruitland Park resident, expressed concerns on the method in which utility customers will be making their payments; the appropriate fee involved, and the survey conducted whereby participation did not involve all utility customers. He explained that he does not see the need for the subject self-service.

Due to the increase in population, Ms. Pat Guy, City of Fruitland Park resident, indicated that after the city implements the citizen self-service and build sa base of utility customers with other online services, she suggested, similar to other governmental entities, that the fees be reduced.

After Mr. Warren questioned the charge per person including the credit fees, Mses. Michaud-Racine and Parker identified the funding source of \$1,925 for the self-service system coming from the utilities revenue.

Mr. Peter Hurtt, City of Fruitland Park resident, referred to Mr. Sweeney's statements and gave reasons why he does not believe the subject system is a good expenditure of city funds.

After discussion, Ms. Ruthie Barker, Utility Clerk, gave examples of the cumbersome process undertaken primarily by Ms. Teri Bogle, Utility Clerk, when customers appear in person to pay their utility bills and described the available options to pay however, she recognized their preference to do so online by credit cards which would alleviate the burden on staff.

After discussion, a motion of Commissioner Cheshire, seconded by Commissioner Lewis and unanimously carried, the city commission approved Tyler Technologies' sales quotation as previously cited with the caveat that the fees are amortized for individuals who use the online payment system.

In response to Vice Mayor Gunter's inquiry, Ms. Michaud-Racine concurred with Ms. Geraci-Carver's explanation that she will draft a resolution establishing the fees for the city commission's consideration at a future meeting once she receives the information from Ms. Michaud-Racine.

Mayor Bell called for a vote on the motion and declared it carried unanimously.

(f) Utility Billing Module Upgrade

The city commission considered its action to approve Tyler Technologies' quotation for \$20,575 to purchase and implement the upgrade of the city's utility billing software.

After discussion, Mses. Parker, Michaud-Racine, and Barker confirmed the convoluted process to research information for the utility customers which was a concern raised by Commissioner Ranize at the September 22, 2016 regular meeting.

On motion of Commissioner Cheshire, seconded by Vice Mayor Gunter and unanimously carried, the city commission approved Tyler Technologies' quotation for \$20,575 to purchase and implement the upgrade of the city's utility billing software.

(g) August 2016 EOM Financial Report

On behalf of Ms. Michaud-Racine, Ms. Parker reviewed the August 2016 End of the Month Financial Report for August 2016.

By unanimous consent, the city commission accepted the report as submitted.

PUBLIC HEARING

By unanimous consent, Mayor Bell opened the public hearings scheduled for this evening's meeting.

(h) Second Reading and Public Hearing - Ordinance 2016-018 - Wastewater Rates

It now being the time advertised to hold a public hearing to consider the enactment of proposed Ordinance 2016-018, Ms. Geraci-Carver read into the record the title, the substance of which is as follows, and the public was called to be heard:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY
OF FRUITLAND PARK, FLORIDA, AMENDING CHAPTER 99,

SECTION 99.60 (B) OF THE CODE OF ORDINANCES TO PROVIDE FOR AN INCREASE IN WASTEWATER RATES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE. (The first reading was held on August 25, 2016.)

After Ms. Guy received clarification on the proposed ordinance and **by unanimous consent, Mayor Bell closed the public hearing.**

A motion was made by Commissioner Lewis and seconded by Commissioner Cheshire that the city commission enact Ordinance 20126-018 as previously cited to become effective October 1, 2016 as provided by law.

Mayor Bell called for a roll call vote on the motion and the motion was declared carried unanimously.

QUASI-JUDICIAL PUBLIC HEARING

(i) Second Reading and Quasi-Judicial Public Hearing - Ordinance 2016-019 Repealing Ordinance 2016-012 – Small-Scale Comprehensive Plan Amendment

It now being the time advertised to hold a quasi-judicial public hearing to consider the enactment of proposed Ordinance 2016-012, Ms. Geraci-Carver read into the record the title, the substance of which is as follows, and the public was called to be heard:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, REPEALING ORDINANCE 2016-012 A SMALL SCALE COMPREHENSIVE PLAN AMENDMENT ASSIGNING A FUTURE LAND USE DESIGNATION OF COMMERCIAL; PROVIDING FOR AN EFFECTIVE DATE. (The first reading was held on September 22, 2016.)

There being no one from the public and **by unanimous consent, Mayor Bell closed the public hearing.**

A motion was made by Commissioner Cheshire and seconded by Commissioner Lewis that the city commission enact Ordinance 0216-012, as previously cited, to become effective immediately as provided by law.

END QUASI-JUDICIAL PUBLIC HEARING

8. NEW BUSINESS

There was no new business to come before the city commission at this time.

9. OFFICERS' REPORTS

(a) City Manager

Due to Mr. La Venia's absence, there was no report to submit at this time.

(b) City Attorney

Ms. Geraci-Carver reviewed the agenda summary which referenced the following:

i. Election of Mayor Position

The city commission's request at the September 22, 2016 regular meeting to research the election of a commissioner to serve as mayor and upon the review of the charter, the vote of the mayor and vice mayor will take place after the November 8, 2016 General Election at the November 10, 2016 regular meeting.

ii. Special Fire Services Assessment - GSG Inc. Agreement

The agreement by Ms. Sandi Melgarejo, Government Services Group Inc., to make herself available to the Fire Services Advisory Committee with a proposal of an hourly rate of \$160.00 and establishing a not-to-exceed flat fee to be considered as a future agenda item.

After discussion, and by **unanimous consent**, the city commission recommended that the committee can be provided with Government Services Group Inc.'s (GSG's) report and make its determination on:

- the time required for GSG's service,
- the preparation of a response to questions or survey to be submitted to the city clerk;
- appearing before the committee initially as introductory and other meetings by Skype™ (video chat and voice call service) to save travelling costs, and
- explanation on the method of the special assessment fire fee;

iii. Angelica Dobruck vs. City of Fruitland Park

The ruling not yet received from the judge regarding the Angelica Dobruck case.

iv. George Fernandez v. City of Fruitland Park

The ruling not yet received from the judge regarding the George Fernandez case.

iv. Casino and New Library

Ms. Geraci-Carver referred to a letter dated October 3, 2016 from the Florida Department of State Division of Historical Resources and State Historic Preservation recommending that the city select a different site for the construction of the new library or to avoid the adverse effect, propose a mitigation requirement to be placed into the library grant award agreement. She explained that she is seeking the city commission's direction to proceed with the demolition of The Casino, construct the new library or select a different site for the new library before drafting a resolution for final approval.

After discussion and **on motion of Commissioner Ranize, seconded by Vice Mayor Gunter and unanimously carried, the city commission directed the city attorney to draft a resolution to proceed with demolition and mitigation of the Casino building.**

v. Moratorium

Ms. Geraci-Carver referred to an email she recently received regarding the Lake County Board of County Commissioners' action at its October 11, 2016 regular meeting approving the advertisement of medical marijuana ordinance public hearings -- moratorium on the issuance of business tax receipts for medical dispensaries -- to be held on October 25 and November 8, 2016 respectively (similar to its actions on the pain management clinic a few years ago).

Ms. Geraci-Carver pointed out emails which were exchanged amongst municipal attorneys; noted other debates on the subject issue, and relayed the City of Leesburg attorney's position citing reasons why it is not necessary due to the Federal government's statement that marijuana is illegal; therefore, the state proceeding in this regard would be a violation of federal law even though the federal government is not enforcing same. She explained that she will provide more information at the next meeting.

10. COMMISSIONERS' COMMENTS

(a) Commissioner Ranize

i. Fire Services Advisory Committee

Commissioner Ranize anticipated the submittal by Mr. William "Bill" Galbreath, City of Fruitland Park Resident, of his boards/committee application for the Fire Services Advisory Committee to be forthcoming.

ii. Leesburg High School Band

Commissioner Ranize relayed Leesburg High School Band's request to hold fundraising activities – which is not within the 90-day timeframe for the permitting process – on Saturday, November 17, 2016. ending at 6:00 p.m.

Commissioner Ranize questioned the ability for a variance (Children's Rodeo at Windy Acres) and indicated that he promised to present the matter before the city commission.

iii. CR 466A Roadway Improvement Project

Commissioner Ranize reiterated previous discussions he had with Chairperson Parks who requested a report back on October 14, 2016 on the outcome of the CR 466A Roadway Improvement Project presentation that was held earlier at this evening's meeting where the issue addressed on CR 466A to Poinsettia Avenue was fruitless.

(b) Commissioner Cheshire

i. Hurricane Matthew

Commissioner Cheshire conveyed his thanks to the public works, police, and fire departments for the work they conducted following the aftermath of Hurricane Matthew.

ii. Reserve Funding

Commissioner Cheshire addressed the need for funding to be put aside as reserves earmarked specifically for disasters.

iii. Residents' Relocation to City

Commissioner Cheshire conveyed the interest of several individuals to relocate to the city.

iv. Fire Services Advisory Committee

With respect to the Fire Services Advisory Committee, Commissioner Cheshire addressed the need to convey and disseminate better information to the citizens by posting on the city's social network, providing information by electronic mail, and/or messages on the city's utility bill. He noted the requirement to be transparent and noted additional workshops, planning meetings, and updates on city-related projects.

(c) Commissioner Lewis

i. Reserve Funding

Commissioner Lewis questioned the ability to establish additional lines of credit in an emergency to which Ms. Geraci-Craver indicated that she will research the issue.

ii. Excused Absence

Commissioner Lewis announced that he will not be present at the next regular meeting and requested that his absence be excused.

iii. City Manager Performance Evaluation

Commissioner Lewis questioned the procedures for conducting a performance evaluation for past city managers.

Following discussion and after Mayor Bell recognized previous reviews conducted one-and-one by the city commission, Ms. Geraci-Carver described the process on performance evaluations utilized by council-manager forms of governments which can be adopted by the city commission.

Mayor Bell indicated that he serves on the Lake Emergency Management Services (EMS) Board and referred to the performance evaluation forms, which he expressed preference to adopt, and the process used for the executive director.

After Commissioner Lewis questioned the city manager's contract, he suggested the need to periodically conduct the performance evaluation.

(d) Vice Mayor Gunter, Jr.

i. Reserves Funding

After Vice Mayor Gunter addressed the need to build reserves and develop an emergency line of credit in the event of a disaster, Ms. Geraci-Carver responded that a revenue source would be required which she will research.

ii. City Manager Performance Evaluation

After Vice Mayor Gunter referred to the way in which the city received the city manager's performance evaluation forms in their mailboxes where upon completion were provided to the city clerk, Mayor Bell suggested that Ms. Geraci-Carver provide examples for the city commission to pursue.

After Ms. Coulson referred to the Florida City and County Management Association's (FCCMA's) sample performance manager evaluations, Ms. Geraci-Carver agreed to provide performance evaluation forms previously utilized by the city, the EMS Board, and FCCMA to the city commission for review.

11. MAYOR'S COMMENTS

(a) Hurricane Mathew

Mayor Bell expressed his gratitude for a job well done by the public works, police, fire departments and the City of Leesburg's Fire Department, who responded to the service call relating to the fallen tree around his home and that he briefly lost power in the aftermath of Hurricane Matthew.

(b) NW Lake Community Park Soccer Field Joint Development ILA

With reference to Commissioner Cheshire's comments, Mayor Bell referred to the Northwest Lake Community Park Soccer Field Joint Development Interlocal Agreement which will be considered before the city commission at the next regular

meeting and the county's commitment of \$50,000 for fiscal year 2016-17 and \$50,000 for FY 2017-18.

(c) Excused Absence

In addition to Commissioner Lewis' request, Mayor Bell explained that he will not be in attendance at the next regularly scheduled meeting and requested that he also be excused.

(d) Dates to Remember

Mayor Bell recognized the following events:

- October 14, 2016 Lake County League of Cities' Board of Directors Meeting "MPO Update;
- October 21, 2016, Movie on the Lawn "Monster House" Fruitland Park City Hall at 7:00 p.m.;
- October 27, 2016, Regular City Commission Meeting at 7:00 p.m.;
- October 29, 2016, 2nd Annual Trick-or-Trot Costume 5k, Fruitland Park Elementary School, 304 West Fountain Street, Fruitland Park, FL 34731 at 8:00 a.m.;
- October 31, 2016 Halloween Night City Hall, and
- November 8, 2016 General Election

12. ADJOURNMENT

There being no further business to come before the city commission at this time, on motion made, second and unanimously carried, the meeting adjourned at 9:58 p.m.

The minutes were approved at the November 10, 2016 regular meeting.

Signed



Esther B. Coulson, City Clerk

Signed



Chris Cheshire, Mayor

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