

4
5 The City of Minneola Council Meeting was called to order by Mayor David Yeager.
6 Present were: Councilman Pat Kelley, Councilman Victor Ortega, Councilwoman Kelly
7 Price, Vice Mayor Sue Cordova, Scott Gerken (City Attorney), Jan McDaniel (City
8 Clerk), Laura Zielonka (Finance Director), Sam Oppelaar (City Manager), Lt. Greg Link
9 (LCISO), Jerry Rhoden (Minneola Fire Dept.) Laura Jones (Planning Director) and Tim
10 Green (GCG).

11
12 A moment of silence was observed and the Pledge of Allegiance was lead by Vice Mayor
13 Cordova.

14
15 **AGENDA REVIEW**

16
17 **Victor Ortega** requested items 9 and 10 be moved forward on the agenda. Council
18 agreed.

19
20 **Sue Cordova** requested item 3b be removed from the Consent Agenda. Council agreed.

21
22 **Tab 1 Operation Safety 91**

23
24 **Mayor Yeager** read the proclamation (Exhibit A) designating September 8, 2009 as “A
25 Day to Honor America’s 1st Responders”.

26
27 **Tab 2 FY10 Budget**

28
29 **Sam Oppelaar** read his “City Manager Address to the Council” (Exhibit B) and
30 presented the Council with the FY10 Budget.

31
32 **AUDIENCE TO BE HEARD**

33
34 No comments.

35
36 **Tab 3a Minutes**

37
38 **Victor Ortega** made a correction to the June 2, 2009 minutes; page 1 line 40 to include
39 the information provided was inaccurate.

40
41 **MOTION by Victor Ortega, SECONDED by Sue Cordova to approve the minutes**
42 **of May 19th and June 2nd minutes as written with additional comments**

43
44 **AYE:** Kelley, Ortega, Yeager, Price, Cordova

45
46 **NAY:** None

47
48 **MOTION PASSED: 5-0**

1 **Tab 3b Ordinance 2009-14 Waste Pro Contract Changes**

2
3 **Scott Gerken** read Ordinance 2009-14 by title only for the second time.

4
5 **Mayor Yeager** asked for Council comments; there were no comments.

6
7 **Mayor Yeager** asked for public comments; there were no comments.

8
9 **MOTION by Victor Ortega, SECONDED by Kelly Price to approve Ordinance**
10 **2009-14 Waste Pro Contract Changes as written.**

11
12 **Pat Kelley** noted that there were times when pick-up times began earlier than allowed
13 and asked what was done to correct it and what the penalty was.

14
15 **Sam Oppelaar** explained that periodically when there were complaints the company
16 was called and also fined, which the company then deducts that fine amount from the
17 amount owed.

18
19 **AYE:** Kelley, Ortega, Yeager, Price

20
21 **NAY:** Cordova

22
23 **MOTION PASSED: 4-1**

24
25 **Tab 9 Site Plan 217 S. Hwy. 27 Quasi-Judicial Hearing @ 7:15 p.m.**

26
27 **Tab 10 Public Hearing (1 of 2) The Reserve 4th Amendment to the DA**

28
29 **Jim McNeil** (Attorney for The Reserve) thanked the Council for the opportunity to
30 revisit the request for approval to build 1,200 sq. ft. homes.

31
32 *Council comments:*

- 33 • **Pat Kelley** asked if the park improvements were complete. *Paul Smerge*
34 *explained that the park was 99% complete and would soon be ready to be turned*
35 *over to the City.*
- 36 • **Victor Ortega** expressed concerns with the ‘roll over’ clause in the agreement
37 and asked that it be removed and asked when the sign on Old 50 would be moved.
38 *Paul Smerge* replied the sign would be moved in the near future as soon as a
39 company to install the footer was found.
- 40 • **Sue Cordova** explained her view of the “roll over” clause.
- 41 • **Pat Kelley** suggested capping the number at 40 in any phase.

42
43 **Mayor Yeager** asked for public comments.

44
45 **Jim Frana (Minneola resident)** commended Mr. Smerge and Mr. McNeil for their due
46 diligence and agreed with the cap.

1 **Council agreed** that the number would be capped and after changes are made, the item
2 be on the Consent Agenda for the next meeting.

3
4 **Tab 4 Special Event Permit**

5
6 **Ramon Flores** explained the request for a special event permit requested by residents of
7 Jayhil Drive in Pine Bluff for a 4th of July party in their cul-de-sac. He stated he would be
8 there on that morning to ensure the street was closed properly regarding safety.

9
10 **MOTION by Sue Cordova, SECONDED by Victor Ortega to close Jayhil Dr. upon**
11 **the request from 1:00 p.m. until dark letting Ramon find a way for safety regarding**
12 **fire truck access.**

13
14 **AYE:** Kelley, Ortega, Yeager, Price, Cordova

15
16 **NAY:** None

17
18 **MOTION PASSED: 5-0**

19
20 A break was called at 8:24 p.m. and the meeting reconvened at 8:38 p.m.

21
22 **Tab 6 FL League of Cities Annual Conference**

23
24 **Jan McDaniel** explained the request was for Council to appoint a member of Council to
25 be the voting delegate at the FL League Conference in August.

26
27 Council consensus was for the Mayor to be the voting delegate representing Minneola at
28 the Florida League of Cities Annual Conference.

29
30 **Tab 7 Lake County Arts & Cultural Board Appointment**

31
32 **Jan McDaniel** requested Council recommend a resident of Minneola to the County
33 Commission for appointment to the Lake County Arts & Cultural Board. She stated
34 Mary Kay McGuire had offered to serve on the board.

35
36 **MOTION by Sue Cordova, SECONDED by Kelly Price to appoint Mary Kay**
37 **McGuire to the Lake County Arts & Cultural Board.**

38
39 **AYE:** Kelley, Ortega, Yeager, Price, Cordova

40
41 **NAY:** None

42
43 **MOTION PASSED: 5-0**

44
45 **Tab 8 Ordinance 2009-04 Amending LDR-Sign Code**

46
47 **Scott Gerken** read Ordinance 2009-04 by title only for the first time.

1 **Laura Jones** explained that this ordinance was drafted in house and reviewed by the City
2 Attorney. She explained that the Ordinance would bring the sign code up to date.

3
4 *Council comments:*

- 5 • **Mayor Yeager** explained the need for an amended sign code to include sandwich
6 signs and information signs.
- 7 • **Victor Ortega** expressed his concern with the time restrictions of banner signs.
- 8 • **Sue Cordova** requested inflatable signage be addressed in the code update.

9
10 A general discussion pursued.

11
12 **Mayor Yeager** asked for public comments.

13
14 **Jim Frana** (Minneola resident) explained his interpretation of banner signs.

15
16 **Laura Jones** stated the suggested changes would be made prior to second reading.

17
18 *First reading; no action taken.*

19
20 **Tab #5 Vehicle Exhaust Removal System Fire Station 1**

21
22 **Sam Oppelaar** explained bids had been received for an exhaust system for the bay areas
23 of the station and asked for Council direction.

24
25 *Council comments:*

- 26 • **Mayor Yeager** stated he believed the bids were too costly but agreed that an
27 exhaust system was needed.
- 28 • **Sue Cordova** asked if there was an alternative for this project but agreed an
29 exhaust system was needed.

30
31 **Sam Oppelaar** suggested having the City Engineer look at the issue and to make a
32 recommendation at the next meeting.

33
34 Council agreed.

35
36 **REPORTS**

37
38 **Sam Oppelaar** referred to his City Manager Report (Exhibit C) and touched on the
39 following:

- 40 • Informed Council of a meeting with the School Board regarding concurrency
41 where he had made a presentation regarding smaller areas and that the
42 information had been well received.
- 43 • Reported that a new comprehensive plan document would soon begin.
- 44 • Suggested implementing an overly system regarding types of business allowed
45 and asked for Council direction to move forward. *Council consensus was to move*
46 *ahead with the overlay for approval by Council at a later time.*

- 1 • Asked for approval to rebid the building inspections contract. Consensus of
2 *Council was to rebid for services.*
3 • Suggested a workshop with Sarah Whitaker regarding the City's CUP renewal.
4 *Council determined to hold a workshop on July 21st at 5:30 p.m. prior to that*
5 *evenings' Council meeting.*
6 • Acknowledged the fire department for their work at cleaning up the overgrowth
7 on S. Galena Ave.
8 • Informed Council that the City was continuing working with the Health
9 Department regarding sewer lines South on Hwy. 27.
10 • Stated the deed transfer for the athletic complex at The Reserve would be
11 forthcoming following an inspection by the City.
12

13 *Council comments:*

- 14 • **Pat Kelley** asked if any monies would be drawn from reserves in FY10. He also
15 questioned cars for sale at the pawn shop, asked if a representative from Pop
16 Warner had inquired about field rental and asked if the bleachers at Trail Head
17 Park could be used at the MAC. *Sam Oppelaar explained the payment for the*
18 *wastewater plant would come from reserves. Ramon Flores explained that the*
19 *business was allowed to have cars for sale on the lot.*
20 • **Victor Ortega** asked if there had been a response to the bid on the property on E.
21 Chester Street. *Sam Oppelaar replied that nothing had been received.*
22 • **Sue Cordova** thanked Mr. Oppelaar for his work on the school concurrency areas
23 and congratulated him on a job well done.
24

25 **Mayor Yeager** reminded Mr. Oppelaar that prior to The Reserve deeding the park to the
26 City, to ensure all obligations are met.
27

28 **Scott Gerken** explained the award of the lightning protection bid was challenged by the
29 other bidder and that he had looked into the objections and found no problem with the bid
30 award. He informed Council that the City has not yet heard from DCA regarding the
31 Lowndes property and he stated the City would be filing a claim against the bonding
32 company regarding the misplacement of the lines. He also informed Council that the
33 Harb project was behind on their payments to the City and asked for Council consensus
34 to send a letter asking for payment and letting them know that a lien could be filed
35 against the property. *Council agreed to a letter requesting payment be sent at this time*
36 *and if no response, move forward with further action.*
37

38 **Sue Cordova** suggested an option for a quiet claim deed for some property in lieu of
39 monies.
40

41 **Scott Gerken** stated he would send a letter to Mr. Harb and report back to Council.
42

43 **Lt. Link** reported on recent arrest near a local business and stated he was working with
44 City Staff to determine an evening available for a weekly Midnight Basketball.
45

46 Pat Kelley reported on the school bussing issue and that the school board was looking for
47 a solution, and asked that the City support the 2 mile radius stipulation.

1 **Victor Ortega** reported he would be attending the 1st Annual Hispanic Luncheon for
2 public figures, disclosed he had spoken to Paul Smerge from Standard Pacific regarding
3 the amendment, and requested someone from the City attend an upcoming seminar.
4

5 **Kelly Price** had no report.
6

7 **Sue Cordova** requested a report on the locations of emergency call responses by the
8 Minneola Fire Department.
9

10 **Mayor Yeager** requested the City look into a prescription discount for citizens. *Sue*
11 *Cordova stated Lake County has the same program for uninsured residents and that she*
12 *would provide cards to the City.* He also reported the Water Alliance was now an action
13 committee and requested a motion to excuse Ms. Cordova from the May 19th meeting.
14

15 **MOTION by Kelly Price SECONDED by Victor Ortega to excuse Vice Mayor**
16 **Cordova from the May 19th meeting.**

17
18 **AYE:** Kelley, Ortega, Yeager, Price
19

20 **NAY:** None
21

22 **MOTION PASSED: 4-0**
23

24 *Note: Vice Mayor Cordova did not vote.*
25

26 **Mayor Yeager** continued by asking Council to reinstate Council pay.
27

28 **Laura Zielonka** explained that the 09 budget would need to be amended by \$13,200.00.
29

30 **Sam Oppelaar** explained that budget amendments, per the charter, required an
31 Ordinance, although that has not been how it has been handled in the past.
32

33 **Scott Gerken** explained that the budget had been adjusted to a lower amount of pay per
34 Council direction but the salaries had been determined by an Ordinance in 2007.
35

36 A general discussion pursued with Council consensus to consider the request to amend
37 the budget and make a determination at the next meeting.
38

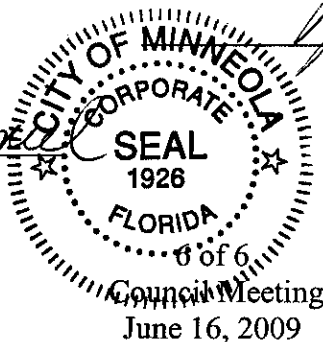
39 **MOTION by Victor Ortega, SECONDED by Kelly Price to adjourn.**
40

41 *The meeting adjourned at 9:58 p.m.*
42

43
44
45 **ATTEST:**

46 *Jan McDaniel*
47 Jan McDaniel, CMC

48 *Approved July 7, 2009*



49 *David Yeager*
50 Mayor David Yeager

Minneola City Hall Office
 800 N. US Hwy 27
 Minneola, FL 34715
 352-394-3598 Ext 216
www.minneola.us



Mailing Address
 P.O. Box 678
 Minneola, FL 34755
 352-394-3598 Ext 216
soppelaar@minneola.us

The City of Minneola

Samuel R. Oppelaar Jr.
 City Manager

16 June 2009

City Manager Address to the City Council

In this great city, so richly appointed in history and character, and so invested by the spirit of its inhabitants, now reaches a new and bold turning point on the pathway of its very life. Over decades of serenity the City of Minneola has added to its quest the vision of greatness and establishment of a new nexus of a city bright with new development, yet steeped at its core the character of its ancestry.

In a period of economic atrophy, unseen years past by all, but more permeating than conceived possible by most, has curtailed the vision and stressed the very constitution of the City of Minneola, its government, and its people. In the words of President Abraham Lincoln, "*The dogmas of the quiet past are inadequate to the stormy present. The occasion is piled high with difficulty, and we must rise with the occasion. As our case is new, so we must think anew and act anew.*" Whatever the bright spots shall be, only those whose character stands the test of change will see the dawning of tomorrow's promise.

In a world of change, nothing remains static...with the force of change powered by those who seek it, and tempered by those who resist it, things will either change for the better, or for the worse. In this world our mantle must be to enable the better, no matter the cost, for failure will surely result in detrimental change. Lincoln said, "*Be sure you put your feet in the right place, then stand firm.*" This charge is as salient for all of us today as it was 146 years ago.

Within this scope we have travelled far, with diligence and patience to correct as many faults as possible with resolve and tenacity. Together we have first seen the potential for fiscal failure in the City of Minneola, then acted as one team to move our vision forward. Implementation of the "Minneola Business-2009 model has saved the City of Minneola over \$1.3 Million in real money since its conception in 2008.

Today we reach the turning point, and as its navigator we must continue to plot the new course to achieve the vision set before us by the people we serve.

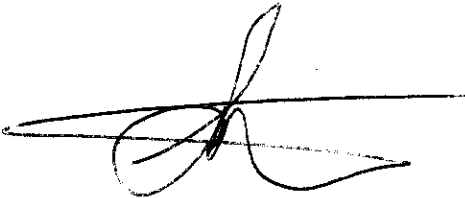
"Excellence...Delivered"

The extent of our fiscal challenge is well known, and the vortex of revenue decline has so proven it.

At this turning point, the City of Minneola brings to you a budget that is fresh and bold, one that preserves the richness of service to those who have placed us with this trust...a budget that reflects the commitment of the government to its constituents, that reflects to resolve to move forward, that provides for the services we are so obligated to provide, and one that accounts for the economic storm through which we travel. We meet this turning point not with despair, but with resolve to succeed, a resolution to realize the vision of a bright new city just on the horizon.

On behalf of the entire staff of the City of Minneola, I present to you the Fiscal Year 2010 Budget and ask that each of you *put your feet in the right place, then stand firm!*

Thank you for your commitment to excellence and the opportunity to serve this great city!

A handwritten signature in black ink, appearing to read 'SAMUEL R. OPPELAAR JR.', with a large, stylized flourish extending to the left.

SAMUEL R. OPPELAAR JR.
City Manager

Minneola City Hall Office
800 N. US Hwy 27
Minneola, FL 34715
352-394-3598 Ext 216
www.minneola.us



Mailing Address
P.O. Box 678
Minneola, FL 34755
352-394-3598 Ext 216
soppelaar@minneola.us

The City of Minneola

Samuel R. Oppelaar Jr.
City Manager

16 June 2009

MEMORANDUM FOR: City Council Members

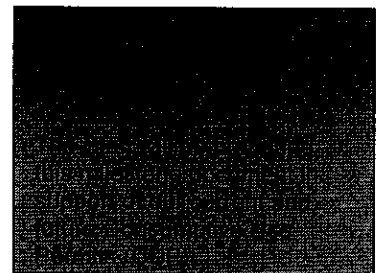
SUBJECT: City Manager Report

Significant Events

- Attended the Lake County School Board Educational Concurrency Review Committee Meeting, and presented Minneola's presentation on restructuring the Concurrency Service Areas (CSA). Also attending were Vice Mayor Cordova, Laura Zielonka, and Laura Jones. The presentation was very well received by the committee and some discussion followed culminating in the committee voting to show a strong recommendation to the School Board to request the School Board Staff take action on restructuring the CSA's using the criteria contained in our presentation. Huge win-win for Minneola and Lake County.

Significant Meetings or Discussions

- Met with James Hollingshead and Sarah Whitaker at SJRWMD in Maitland concerning the city's CUP request for reclaimed system water augmentation. The application is for 350K gpd to be drawn from a well (that must be drilled at the WWTP) to augment the reclaimed water system to provide a level of service availability for reclaimed water users. SJRWMD is inclined to support approval of the CUP but will require some additional details and input from the city with regard to overall conservation efforts and water use plan. SMW is working this for us and expects there to be at least one more round of comments to RAI's before the application goes forward for approval.
- Met with Assistant School Superintendent Noah Powers and six other members of the School Board staff to go over their plans and work on developing "Parent Responsibility Areas" related to courtesy busing of students within 2 miles of school. There will be a school board workshop on this issue on 15 Jun 09, 2 pm.



"Excellence... Delivered"

- Met with Vice Mayor Cordova, Richard Burton of Elite Mobile Lube, and Philip Toppino of Elite Car Wash to hear a proposal to provide vehicle washes and vehicle oil change services for the city's fleet.
 - Met with PW and Finance staff to review the proposal from Elite Car Wash and Oil Service to provide services to the Minneola vehicle fleet. The city's cost for oil changes is \$21.50 per vehicle, compared with the commercial offering price of \$24.95 per vehicle. Our cost for oil also includes high quality Kendall Synthetic blend oil. Time to perform the oil changes was factored out of the equation as driving to and from Clermont and waiting for the service would take about the same time as actually doing it organically. Additionally, our team performs full service on the vehicles in conjunction with the oil changes, to include rotating tires, brake linings and rotor inspections, belts, hoses, etc.; which we would still need to do. The other offering was for unlimited car washes per vehicle per month for \$14.95 each. With our 25 vehicles that would cost the city an additional \$4,485 per year, which is not currently budgeted. The PW team currently washes the vehicles once per week on site with minimal cost for bio-degradable detergent. As with the oil service, time is factored out for the same reasons. We will be sending a "thank you" letter to Mr. Burton for meeting with us and his offering to help the city. I met again with Mr. Burton on 11 Jun 09 at his facility to discuss and we both agreed to keep the door open for a potential arrangement in the future.
- Met with Adrienne Castellano and Laura Zielonka to review grant submission information provided by the FCCMA and by Vice Mayor Cordova. Focus for our grants effort will be to seek funding for the city's capital projects through state and federal sources.
- Visited Mae Griffith on Main Avenue to look at the drainage issues on her property. Public Works has already made repairs to the curb/berm and re-graded the drainage field on the City ROW. Great job!
- Met with Mr. Jim Frana, Vice-Chair of the Minneola P&Z Commission to discuss his concerns on the operation of the P&Z, staff interface, and City Council interface.
- Met with Mr. Rick Anderson, a private consultant and "dealer" for "KVAR" electrical units. He attempted to show how installing such devices on induction-type applications could save the city anywhere between 8-10% on power costs per device. The Public Works Director and Fire Chief have both spoken with him as well. Mr. Odell advises that he has researched this particular application with other municipalities and found that it caused damage to equipment that far outstripped the amount of power cost savings.
- Attended the Progress Energy (PE) Community Leaders Luncheon. PE discussed their plan for increasing the energy supply for Florida to meet growth demands, the replacement of coal-fueled plants with nuclear power plants, and the associated cost of construction. Information was provided to allow political leadership to better answer questions from constituents on the impending rate increases needed for power supply expansion.
- Met with Jim Modica and Elaine Imbruglia of Modica and Associates. Provided them with a summary of current activities in the city related to

development, planned and pending projects, and an update on future economic drivers for Lake County.

Actions Taken

- The City of Minneola will be initiating effort to conduct our Evaluation, Assessment and Report (EAR), in parallel with developing a new comprehensive plan entitled, "Minneola Decade-2010...Regeneration", A Comprehensive Plan for the Next Decade. This new visionary document will incorporate public input from the EAR process, Council visioning sessions and guidance, and all items required by statute...developed together into a plain-language document that people can read and understand, that can be used as a real tool for decision-making, while presenting a colorful depiction of the City of Minneola and its future.
- Appointed Mr. Mark Jacobson, City Engineer, additional duty of City Safety Officer
- The City of Minneola has placed an "all stop" on further work on the Harb Property. Mr. Harb is in breach of his agreement to pay the city \$5000/month against a \$50K amount owed and has not paid the required payments for two months. Florida Department of Community Affairs has requested additional information/graphics for this component of the Comp Plan Amendment and will not consider approval until the information is provided. We have informed Harbco of this action and further work on this project will only continue when payments to the city have been made.
- Signed letter to FEMA regarding the flood plain and flood insurance issues related to a home on Crescent. Letter is in support of the property owner efforts to obtain flood insurance.

Items for Council Consideration & Information

- For Council Consent to Proceed: The staff has discussed the prospect of developing an ordinance that would create or otherwise establish an overlay district that would restrict the types of businesses the city would allow to be established within B-1 zoned property in the new district (along US 27). The city has recently seen an increase in the number of businesses getting occupational licenses that may better be accommodated in I-1 zoned areas. Planning department will draft an ordinance for consideration by the planning and zoning commission and City Council.
- For Council Consent: The City's contract to provide building permit and inspection services was last executed over nine years ago in March 2000. Since that time the contract went out for re-bidding one time and the previous city manager retained the services of the current provider, even though there were "irregularities" in the bid evaluation process. In the 5 May 09 City Manager report I recorded that we had a meeting with another company who may be able to provide the same service but with

"Excellence...Delivered"

significantly higher revenue generating capacity than current. Seeking Council's consent to re-bid this contract through an RFP, with a tentative execution date of 1 Oct 09 to coincide with the new fiscal year. Our current permit fee structure was last modified in 2000. As part of the re-contracting of the building and inspections contract, the staff will recommend a new fee structure that is more contemporary and in line with neighboring communities.

Pending and Planned Actions

- Meeting with Ken Small: Ken Small, Finance expert from the Florida League of Cities, 9 July 09 all day to workshop revenue sources for the city with the staff
- Request Concurrence from Council on the date: Water & Consumptive Use Permit Workshop: 14 July 2009 @ 6:00 PM (Tentative) Hosted by SMW Geosciences, Inc.
- Reminder: School Board Workshop in Tavares, Monday 15 Jun 09/2PM. They will be discussing "Parent Responsibility Zones" (Courtesy Busing).
- Reminder: Visioning Workshop with Marilyn Crotty and Tim Green, 18 Jul 09, 8:30 AM>All day.

Fire Department:

- On 11 Jun 09, members of the Fire Department volunteered to mow and clean up the strip of land on South Galena. It was overgrown like last year and we appreciate the FD stepping in to help the community. Thanks!



**City Manager's Office
Major City Initiatives & Projects**

KEY	
Complete or "On-Track"	
Actions in Progress	
Planned (Pending approval or funding)	
Concept Stage	

Current as of: 16 June 09

Traffic Camera System	RFP drafted in staff coordination.	
Minneola Decade-2010 New Comprehensive Plan and EAR	This will be an 18 month process that will include meeting our obligations to conduct the Evaluation, Analysis, and Report (EAR), and in parallel develop a new comp plan.	
Water Conservation Plan	This effort will produce a singular document for the City of Minneola that will meet CUP permitting requirements, while capturing various non-sequitur water conservation documents and sources.	
Potable Water Solution for WWTF & Reclaimed System	Components needed to connect the WWTF to the on-site well are on order and plans for reclaimed water conversion are proceeding	
Minneola-WAVES	Made contact with MWH, Inc, who are planning to visit Minneola to discuss potential for locating within the city!	
Niagara Effluent Project	City is in consultations at the engineering and science level (PBS&J) to determine technical feasibility, scientific analysis, and impact on FDEP permitting for the WWTF.	
Raptor Effluent and Septic	Septic report submitted to Council on 21 Apr 09. PBS&J and PW continue work on effluents.	
New Minneola Post Office	Concept Stage.	
Main Avenue Redevelopment	New techniques in storm water management are now available (Bio-Retention) that can support this project without the need for in-ground drainage and treatment. Project will be passed to Mark Jacobson for continued work and concept development. This project also has a capital funding line in the FY10 Proposed Budget.	
New Web Site Development	Staff directors have provided content requirements to IT. IT is looking at potential web site development services to create the shell of the new web site, which they can then expand to include all common area and department information.	
US 27 Utility Extension	Entering bid process.	
New Public Works Facility	First step: Site selection.	

Most Respectfully Submitted,

Sam

SAMUEL R. OPPELAAR JR.
City Manager

"Excellence... Delivered"