

**Minneola City Council  
Meeting Minutes  
Minneola City Hall  
January 17, 2023 at 6:30 PM**

The City of Minneola City Council meeting was called to order by Mayor Pat Kelley. Also present were Councilor Pam Serviss, Vice Mayor Debbie Flinn, Councilor Joe Saunders, Scott Gerken (City Attorney), Mark Johnson (City Manager), and Kristine Thompson (City Clerk). Councilor Erick Hernandez was absent.

**CALL TO ORDER**

**Mayor Kelley** called the meeting to order at 6:30 p.m.

**MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE**

A moment of silence was observed, and the Pledge of Allegiance was led by **Vice Mayor Flinn**.

**AGENDA REVIEW**

**Councilor Serviss** requested Council consider tabling Item 7: Discussion – Update of the Carpeting and Chairs in the City Hall Council Chambers.

**MOTION by Councilor Serviss, SECONDED by Vice Mayor Flinn to table Item 7: Discussion – Update of the Carpeting and Chairs in the City Hall Council Chambers until the next meeting.**

**AYE:** Serviss, Flinn, Kelley, Saunders

**NAY:** None

**MOTION PASSED: 4-0**

**MOTION by Councilor Serviss, SECONDED by Vice Mayor Flinn, to excuse Councilor Hernandez's absence from the meeting.**

**AYE:** Serviss, Flinn, Kelley, Saunders

**NAY:** None

**MOTION PASSED: 4-0**

**PUBLIC COMMENTS**

**Banks Helfrich**, 9100 Sams Lake Road, spoke about a tour of his farm he offers to the public on the second Saturday of each month.

47 **PROCLAMATION**

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49 **Mayor Kelley** read a proclamation declaring January 22 through January 28, 2023, National  
50 School Choice Week within the City of Minneola.

51  
52 **CITY MANAGER'S CONSENT AGENDA**

53  
54 **Item 2: City Council Meeting Minutes – January 3, 2023**

55 **Item 3: Assignment & Assumption of Professional Services Agreement**

56  
57 There were no public comments.

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59 **MOTION by Vice Mayor Flinn, SECONDED by Councilor Serviss to approve the City**  
60 **Manager's Consent Agenda.**

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62 **AYE:** Serviss, Flinn, Kelley, Saunders

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64 **NAY:** None

65  
66 **MOTION PASSED: 4-0**

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68 **COUNCIL DISCUSSION & ACTION ITEMS**

69  
70 **Item 4: Ordinance 2022-30 Moratorium 180-days Minneola Mountain CRA – Second**  
71 **Reading**

72  
73 **Scott Gerken** read the ordinance by title. He noted the ordinance was changed since the last  
74 reading which would allow microbreweries, allow any currently existing liquor stores, and grocery  
75 stores which sell beer or wine.

76  
77 **Public Comment**

78  
79 There were no public comments.

80  
81 **MOTION by Councilor Serviss, SECONDED by Vice Mayor Flinn to approve Item 4:**  
82 **Ordinance 2022-30 Moratorium 180-days Minneola Mountain CRA – Second Reading.**

83  
84 **AYE:** Serviss, Flinn, Kelley, Saunders

85  
86 **NAY:** None

87  
88 **MOTION PASSED: 4-0**



**Item 5: Sugarloaf Ridge – Preliminary Subdivision Plat – Quasi-Judicial**

**Scott Gerken** stated this item is continued from the January 3, 2023, City Council meeting and those who previously swore in were still under oath, then swore in any additional audience members who wished to speak on the item.

**Eric Raasch**, City's consultant from Inspire Placemaking Collective, stated after speaking with Lake County it was concluded that a traffic signal was not warranted at the entrance of this subdivision. He suggested other conditions to consider are traffic calming and controlling measures along Hancock Road subject to Lake County approval, evaluation of turn lanes and turn lane lengths agreeable to the city and Lake County, potentially increasing the length of the turn lanes, decorative street light plans internal to the subdivision and external along Hancock Road which would be installed and maintained by the developer or HOA, decorative street signs should be considered within the subdivision, and concurrency review once they reach the second phase of the project. He explained the development is vested for the first phase but once past this threshold they will be required to go through concurrency and required to go through a full and complete traffic study. The city has requested the following items: identify what schools the children of this development would attend and then provide a traffic study which would indicate how to accommodate safe routes to school for those children, 6-foot internal sidewalks along the boulevard of the project connecting back to the amenity, an emergency road and pedestrian access to the east, subject to Lake County approval, landscaping along the ponds and identifying the trail along the ponds as an amenity, a 15-foot utility easements dedicated to the city along Hancock Road and Sugarloaf Mountain Road. The developer is required to resolve any flood zone issues on the construction plans, participate in the adaptive improvement plan for bicycle facilities, to provide a 15-acre school site in conjunction with the Hills of Minneola development for a total of 30 acres. If the two parties cannot agree on a location of this school site, the applicant would be required to provide a 25-acre school site. The city has the right to require additional modifications prior to final site plan.

**Mayor Kelley** suggested he and Mark met with Fred Schneider, Lake County Engineer, and considered some ideas to redesign Hancock Road to with a traffic calming design in place of a traffic light.

**Mayor Kelley** asked Scott Gerken which of the items listed by Eric Raasch need to be included in the motion for the preliminary plat and which items are included in the existing development agreement.

**Scott Gerken** suggested a motion for the preliminary plan could include traffic related conditions such as: update the traffic study as necessary, request traffic calming devices on north Hancock Road pending approval from Lake County, and any intersection modifications on the plat which affect North Hancock Road and are approved by Lake County.

**Mayor Kelley** inquired about streetlights on North Hancock Road. Fred Schneider stated if the developer put them in the county would give them credit for them.

**Mark Johnson** stated he does not recall if Lake County would be agreeable to giving the developer credits for the lights, but he believes they are required to install them in the development agreement.

**Matt Young**, representative for Richland Communities, indicated they agree with the conditions described by Scott Gerken. He read an excerpt from the development agreement relating to streetlight requirements which are exterior to the project. He suggested the developer would be agreeable to accommodate the request for 6-foot sidewalks off primary road accesses.

There was a discussion regarding traffic calming devices.

**Mayor Kelley** explained the traffic calming devices would be more than speed bumps, it would be design elements along North Hancock Road which encouraged traffic calming.

#### **Public Comments**

There were no public comments.

**MOTION by Councilor Saunders, SECONDED by Vice Mayor Flinn to approve Preliminary Subdivision Plat with the condition the traffic study would be updated prior to final plat, determining if a traffic signal is warranted at the intersection on North Hancock Road, install traffic calming devices as requested by City and approved by Lake County on North Hancock Road, and address any intersection modifications at the entrance of the development (such as turn lanes and streetlights) as deemed necessary by the City and accepted by Lake County.**

**AYE:** Serviss, Flinn, Kelley, Saunders

**NAY:** None

**MOTION PASSED: 4-0**

**Matt Young** confirmed he agreed with these conditions.

#### **Item 6: Resolution 2023-01 Lake County Impact Fees**

**Mayor Kelley** explained this ordinance would express council's support for Lake County to increase impact fees for development outside of city limits.

#### **Public Comment**

There were no public comments.

**MOTION by Councilor Saunders, SECONDED by Councilor Serviss to approve Ordinance 2023-01 Lake County Impact Fees.**



179 **AYE:** Serviss, Flinn, Kelley, Saunders

180 **NAY:** None

181  
182 **MOTION PASSED: 4-0**

183  
184 **Item 7: Discussion – Update of the Carpeting and Chairs in the City Hall Council**  
185 **Chambers**

186  
187 Item tabled to the February 21, 2023, Council meeting.

188  
189 **FINAL PUBLIC COMMENTS**

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191 **David Yeager** spoke about roll-off containers, the demolition of the parsonage on Old Highway  
192 50, the demolition of the city owned building at the corner of Pearl Street and Main Avenue,  
193 districting, and suggested the city should create a police department.

194  
195 **REPORTS**

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197 **Mark Johnson**

- 198 • Stated the Minneola Artworx Committee would be having a 5k and festival at Trailhead Park  
199 on Saturday, January 21, 2023, from 8:00 a.m. to 4:00 p.m.

200  
201 **Mayor Kelley**

- 202 • Asked for the City Hall bathrooms to be added to the Council Chamber carpeting discussion.

203  
204 **Vice Mayor Flinn**

- 205 • Asked for council to consider sponsoring the Strong Towns organization.

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207 **MOTION by Vice Mayor Flinn, SECONDED by Councilor Serviss, to adjourn.**

208  
209 **AYE:** Serviss, Flinn, Kelley, Saunders

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211 **NAY:** None

212  
213 **MOTION PASSED: 4-0**

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215 *(Meeting adjourned at 7:25 P.M.)*

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220 **ATTEST:**

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223  
224 Kristine Thompson, City Clerk

