

**Minneola City Council
Meeting Minutes
Minneola City Hall
April 19, 2022 at 6:30 PM**

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

CALL TO ORDER

Mayor Kelley called the meeting to order at 6:30

MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

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

AGENDA REVIEW

There were no comments.

MOTION by Vice Mayor Serviss, SECONDED by Councilor Flinn, to excuse Councilor Kelly Price.

AYE: Serviss, Flinn, Kelley, Saunders

NAY: None

MOTION PASSED: 4-0

PUBLIC COMMENTS

Bank Helfrich, Lake Soil and Water Conservation District Chairperson, spoke about the month of April being Florida's Water Conservation Month.

CITY MANAGER'S CONSENT AGENDA

Item 1: City Council Meeting Minutes – April 5, 2022

Item 2: Purchase Request – Acoustic Panels – Budgeted

Item 3: Surplus and Donation of Equipment

Item 4: Proposal from Kinz Consulting, LLC

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

AYE: Serviss, Flinn, Kelley, Saunders

NAY: None

MOTION PASSED: 4-0

COUNCIL DISCUSSION & ACTION ITEMS

Item 5: Ordinance 2021-20 Singh Comprehensive Plan Amendment – Second Reading

Scott Gerken read the ordinance by title.

Joyce Heffington explained council previously approved an ordinance rezoning this property to Industrial. This ordinance is the final reading of the comprehensive plan amendment relating to the rezoning. The Department of Economic Opportunity (DEO) and other state agencies had no objections. The property owner, Chris Singh, has requested council allow the billboard to remain until the property is sold. It is currently under a two-year contract and the income from this billboard covers the cost of property taxes.

Scott Gerken explained the ordinance allows for the billboard to remain until the site is developed.

Council's consensus was the allow the billboard to remain until the site was developed.

MOTION by Vice Mayor Serviss, SECONDED by Councilor Flinn, to approve Item 5: Ordinance 2021-20 Singh Comprehensive Plan Amendment – Second Reading.

AYE: Serviss, Flinn, Kelley, Saunders

NAY: None

MOTION PASSED: 4-0

Item 6: Ordinance 2022-07 Accessory Dwelling – Second Reading

Scott Gerken read the ordinance by title.

Joyce Heffington explained Lake County is working to pass a similar ordinance. Since the first reading, the following conditions have been added: the accessory dwelling must have a foundation and be anchored, the lot must be legal and at least a fifth of an acre, the accessory dwelling must have their own water and electric meter, the accessory dwelling must have its own sewer connection, if the property has a septic tank, the accessory dwelling may utilize the same tank with proper certification from Lake County Health Department.

Councilor Flinn expressed concern with the requiring a separate electric meter due to the high cost of these meters.

MOTION by Vice Mayor Serviss, SECONDED by Councilor Flinn, to approve Item 6: 2022-7 Accessory Dwelling – Second Reading

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

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97 **NAY:** None

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99 **MOTION PASSED: 4-0**

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101 **Item 7: Ordinance 2021-25 Park Ridge Annexation & Rezoning – First Reading – Quasi-**
102 **Judicial**

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104 **Scott Gerken** read the ordinance by title. He mentioned there are members of the council who
105 reside in this development and suggested they could abstain from vote out of caution.

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107 **Mayor Kelley** explained the lakefront property belonging to Park Ridge is currently in
108 unincorporated Lake County. This ordinance would bring the property in to the city.

109
110 **Joyce Heffington** informed council this was one parcel, split by Lakeshore Drive. Explained the
111 property will be zoned RSF-2 but they would not be able to build homes on either lot, as they are
112 a part of the subdivision's green space.

113
114 **Item 8: Ordinance 2021-26 Park Ridge Comprehensive Plan Amendment – First Reading**

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116 **Scott Gerken** read the ordinance by title.

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118 No discussion.

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120 **Item 9: Ordinance 2022-10 Community Redevelopment Agency Moratorium – First Reading**

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122 **Scott Gerken** read the ordinance by title.

123
124 **Mark Johnson** explained research has found some of the uses listed in this ordinance are generally
125 located in areas of low to moderate income. Data supports the fact that it increases crime rates.
126 The goal of the Downtown CRA is to redevelop and protect, which increases property values and
127 safety.

128
129 **Mayor Kelley** asked where the Downtown CRA ended.

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131 **Mark Johnson** stated it ends at the U-Haul location on Division Street and incorporates Ardmore
132 Reserve and Education Avenue.

133
134 No public comment.

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136 **Item 10: Ordinance 2022-12 Hills of Minneola Developer Agreement Amendment – First**
137 **Reading**

Scott Gerken read the ordinance by title. Explained this amendment that changes the location of the K-8 school in the Hills of Minneola. The school site was originally on North Hancock Road, south of Keystone Pass. Lake County School Board (LCSB) expressed concern with possible stacking issues at this site and requested to move the school site to the southern end of the park property. The property on North Hancock Road would become the city's property and could be used for whatever the city desired. The southern 30 acres of the park site would become LCSB's property to be used for the K-8 school, the northern portion would remain the city's property to be used for the park.

A discussion followed regarding the change in labels on the master plan to reflect the new school location.

Virginia Miller, 17942 Triple E Rd., asked if there would be any school traffic on Triple E Road.

Mayor Kelley confirmed there would be no school traffic on Triple E Road.

A discussion followed regarding the school's proposed location, what could be seen from Triple E Road, and proposed buffers.

Mayor Kelley suggested staff can provide Virginia Miller a copy of the school's concept plan to provide a better idea of what has been proposed.

Item 11: Hills of Minneola School Site Memorandum of Understanding

Scott Gerken explained this Memorandum of Understanding took insight from council and forwarded it to Lake County School Board (LCSB). LCSB made changes and sent it back for councils' consideration. One change that was made was the removal of the request to include this site in the school board's 5-year plan and make it a priority. This raised some concern, but LCSB assured the city their intent is to have the school constructed by Fall of 2024. They also changed the request to have the school built in 5 years, this was changed to 10 years. LCSB suggested this was only because the original agreement stated 10 years. They removed the request for the city to have naming rights, removed language about it being a S.T.E.M. school, but have since said they would reinsert this.

A discussion followed regarding naming rights.

Councilor Saunders discussed access roads, stacking lanes, and a road which would give access to the north side of park property.

Mayor Kelley asked Virginia Miller if Triple E Road was maintained by the Lake County, or was it privately maintained.

Virginia Miller confirmed the road is maintained by Lake County.

Councilor Saunders discussed the need for a traffic light.

Mayor Kelley suggested a traffic light would likely be installed when North Hancock Road was widened to four lanes.

Councilor Saunders spoke about school districts.

Scott Gerken suggested LCSB's position is they provide schools for the county; they are not able to make an agreement with any city which says only students from that city can attend the school. Though, their intention is to accommodate students as it's permissible by law. They would make every effort permitted by law to prioritize available seats.

Councilor Saunders spoke about the city retaining the 75' buffer and the need to require an additional 15' utility easement. The city should also require the school to provide street lighting or install the wiring for streetlights. Suggested when the school site is graded, we should ensure it does not negatively affect the city's park site.

Mark Johnson stated we can require LCSB to tie the grading of the school site into the grading of the park site.

Public Comment

There was no public comment.

FINAL PUBLIC COMMENTS

There was no public comment.

REPORTS

Mark Johnson

- Informed council staff met with a traffic engineer who specializes in school zones. They drafted a plan to show how they recommend changing the current school zones. They are looking to shift the school zone further east. Small flashing lights have been ordered to attach to stop signs.
 - **Mayor Kelley** asked if these changes would take effect next school year.
 - **Mark Johnson** suggested they would like to have this done now. They also want to lengthen the school zone on Grassy Lake Road and across to the other side into Ardmore Reserve.
- Provided council a spreadsheet detailing projects which could be funded using ARPA funds. This list of projects will be turned in to the state and federal government.
- Reminded council there was a workshop next Tuesday with Richmond regarding their proposed projects.
- Staff has met with Lake County to come up with concept plans for the park in the Hills of Minneola and the property across from the Minneola Athletic Complex.
- Informed council the dumpster issues experienced in the Hills of Minneola has been resolved.

Vice Mayor Serviss

- Spoke about emails received from Mark.
 - **Mark Johnson** explained due to the construction at City Hall, we are unable to host the food distribution event. In the past, council expressed concern with hosting the food distribution event at Trailhead Park and opted to host it at the Minneola Athletic Complex (M.A.C.) due to traffic concerns. Perhaps during the summer months, the event could be held at the high school. Suggested the event could be held wherever council desired.
 - **Vice Mayor Serviss** discussed the food distribution event being held at the M.A.C. on April 29th at 10:00. Suggested Marva Kelley, the event organizer, had wanted to hold the event at Trailhead Park and was willing to go door-to-door to address any residents concerns with traffic. At the M.A.C., the event will be held at 10:00 a.m. to avoid school traffic and prevent stacking on Education Avenue. Informed council Lake County Commissioner Sean Parks will be present at the event.
 - **Mark Johnson** suggested council could let him know if they would like to host the event somewhere else.

Scott Gerken

- Spoke about legislative changes and bills that had recently been passed by the state.

Mayor Kelley

- Asked if money from the Community Redevelopment Agency (C.R.A.) could be used to remove defunct billboards and signs along Highway 27, should the owner's wish to do so.

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

AYE: Serviss, Flinn, Kelley, Saunders

NAY: None

MOTION PASSED: 4-0

(Meeting adjourned at 7:53 P.M.)



Pat Kelley, Mayor

ATTEST:



Kristine Thompson, City Clerk