

**MINUTES
TOWN COUNCIL REGULAR MEETING
TUESDAY AUGUST 2, 2016
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday, August 2, 2016 at 100 Smith Ave, Lake Hamilton, FL 33851.

CALL TO ORDER

Vice Mayor Kehoe called the meeting to order at 6:00 p.m.

INVOCATION

Invocation was given by Bob Howland .

PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by all.

ROLL CALL

Kehoe, O'Neill, Tomlinson, Roberson along with Administrator/Clerk Sara Irvine and Attorney Christman. Mayor Wagner was absent.

APPROVAL OF MINUTES

Motion Made by O'Neill and a second by Roberson to approve the minutes of June 21, 2016 Budget Workshop; July 5, 2016 Budget Workshop and July 5, 2016 Regular meeting. **Motion Carried.**

RECOGNITION OF CITIZENS/SPECIAL PRESENTATION

Florida Recreation Development Program – Ani Henry, Lake Kissimmee State Park presented the Town Council with a \$50,000 grant to refurbish Bruce Martin Ball Field and Park. This is the third grant the town had received for improvements to our parks.

Appointment to Committee: **Motion** made by O'Neill and second by Roberson to appoint Mike Shorette to the Park and Recreation Board and the Citizen Advisory Task Force. And appoint Pixie Kehoe to the CATF. **Motion carried.**

Water System Update – Steve Dutch from Chastain Skillman was not able to attend the meeting. Doug Leonard updated the council on the progress and the grant application.

OLD BUSINESS

Public Hearings: Vice Mayor Kehoe closed the regular meeting at 6:11 PM and opened the public hearings.

Ordinance 2016-04- An Ordinance Rezoning Two Parcels of Land Totaling 58.38 Acres From R-3 Single Family Dwelling Zoning District To M-1 Industrial Zoning District. The Larger Parcel Is 38.89 Acres And Is Located At The Southeast Corner Of The Intersection Of Scenic Highway (SR17) And Hughes Road, And The Smaller Parcel Is 19.49 Acres

And Is Located On The North Side Of Hughes Road Approximately 660 Feet West Of Detour Road In Section 9, Township 28 South, Range 27 East, Polk County, Florida; Repealing All Ordinances In Conflict Herewith; And Providing An Effective Date.

Motion by O'Neill second by Tomlinson to adopt Ordinance 2016-4. Vice Mayor Kehoe asked for comments from the Council and citizens. Councilmember Roberson asked Doug Leonard if the other property in the area was rezoned to Industry. He stated it was. Vice Mayor Kehoe asked if there were any projects proposed yet. Leonard replied there are no plans submitted yet. **Roll call vote was taken and the motion passed 4-0. O'Neill – aye; Tomlinson-aye; Roberson-aye; Kehoe-aye.**

Ordinance 2016-05

An Ordinance Amending Chapter 16, Land Development Code, Article II, Administration And Enforcement, Section 16-45 Stormwater Management Plans Of The Code Of Ordinances Of The Town Of Lake Hamilton Florida; Providing For Severability; Repealing All Ordinances In Conflict Herewith; And Providing For An Effective Date.

Motion made by O'Neill and second by Kehoe to adopt Ordinance No. 2016-05. Vice Mayor Kehoe asked the Council and the audience if there were any more questions. Councilmember Roberson asked Doug Leonard if this ordinance was in relation to the fee adopted last month. It was explained that the ordinance would allow development to deviate from the current restrictions if they meet certain standards regarding stormwater management. **Roll call. Kehoe – aye O'Neill – aye Roberson – aye; Tomlinson – aye. Motion carried. 4-0.**

Vice Mayor Kehoe closed the public hearings at 6:17 PM and returned to the regular meeting.

Public Meeting: Application for Community Facilities Loan and Grant – Doug Leonard reported that the town has prepared an application for the U.S. Department of Agriculture Community Facilities Loan and Grant Program for the renovation of Town Hall and the renovation and addition to the Police Department offices. The architect of record Parlier + Crews estimated the projected would be \$350,000. Mr. Leonard stated that he spoke with local USDA staff in Davenport and the increased amount would not be an issue for them. The grant would be 55%. The floor plan presented by Parlier + Crews was reviewed. The project would start immediately upon grant approval. The preliminary architect report will be completed by Parlier + Crews. The environmental report is complete. The landscape and sitework is estimated at \$40-50,000. The total budget is broken down as the Police Department addition is \$118,000 and the renovations are \$225,000. With a \$50,000 contingency, the total cost is \$400,000. Fifty-five percent is \$220,000. The town also plans to use already committed funding from this fiscal year for police vehicle of \$33,500. This then leaves an amount of \$146,500 from town reserves. Council felt comfortable with the updated estimate, as the money that was being set aside for police vehicles next should be available to pay for this project if the other grant is approved for vehicles. The town would still have to bid the work out which would show the final cost. There is also an allowance in the estimate for the furnishings and casework. There were no comments from the public.

NEW BUSINESS

Authorize staff to pay off SRF Loan, transfer funds and close an account –Town Administrator Irvine reported that the town has an account set up as Water Plant Expansion Fund. CPA Mike and Auditor Ramos have determined that this account is not restricted for any purpose. Irvine is requesting authorization to use this account to payoff the SRF Loan in the amount of \$29,070.16. The account will then be renamed Customer Water Deposits and the amount as of 9-30-15 is \$79,745. The remaining \$76,480.33 left over will be transferred to the USDA Reserve Account which will bring that account closer to compliance with the loan agreement. Staff is also requesting to close a miscellaneous account which is not being used.

Motion by O’Neill second by Roberson to authorize payoff of the SRF loan in the amount of \$29,070.16. Motion carried 4-0.

First Reading of Ordinance NO: 2016-06

An Ordinance Amending Chapter 16, Land Development Code, Article Iii, Land Use, Section 16-72 Off-Street Parking And Loading And Section 16-175 General Regulations For Single-Family Detached Dwellings Of The Code Of Ordinances Of The Town Of Lake Hamilton, Florida; Providing For Severability; Repealing All Ordinances In Conflict Herewith; And Providing For An Effective Date.

Motion made by O’Neill second by Tomlinson to approve first reading of Ordinance 2016-06. Discussion on establishing a moratorium on building mobile homes, modular homes, and manufactured homes so the planning commission can better review standards. The PC wants to consider establishing a district. Staff was directed to research what other cities allow. Doug Leonard advised the council to approve the ordinance in the meantime. Kehoe asked for clarification on the proposed changes to Section 16-175(d). Current language currently is stated.

Motion amended to approve first reading with no change to Section 16-175(d). Roll call: Kehoe – aye O’Neill – aye Roberson – aye; Tomlinson – aye. Motion carried. 4-0.

Request for Waiver of Section 26-6 for Special Event: Administrator Irvine reported that an application to reserve Sample Park for a special event that would involve dogs was received. The ordinance for Parks does not allow dogs, but will allow other type of animals if a special event permit is issued. Council discussed parking and boat ramp concerns. Staff indicated they could mark off an area for extra parking. **Motion by O’Neill second by Tomlinson to authorize a waiver to Section 26-6 (c) to allow dogs in the park for a special event on September 10, 2016. Motion carried 4-0.**

TOWN ADMINISTRATOR/CLERK’S REPORT:

Town Administrator requested permission to be absent from the October meeting. The charter requires attendance at all meetings unless excused by the Council. **Motion by O’Neill second by Tomlinson to authorize and excused absence from the October 4, 2016 regular council meeting. Motion carried 4-0.**

POLICE: Included in packets. Tomlinson asked about the false alarm calls. May want to consider assessing a fee for false alarms.

COMMUNITY DEVELOPMENT: Included in packets.

PUBLIC WORKS: Included in packets.

CODE ENFORCEMENT: Included in packets.

APPROVAL OF INVOICES:

Tomlinson asked what we paid Britts Land Clearing for. Nathan Lewellen replied it was for mulch. Not for services. **Motion made** by O'Neill and a second by Roberson to pay the bills. **Motion carried.**

ATTORNEY COMMENTS: She will have the ordinance for a moratorium at the next meeting.

COUNCIL COMMENTS: None

ADJOURNMENT: **Motion made** by O'Neill/Roberson to adjourn the meeting at 7:27 pm. **Motion carried.**

ATTEST:



Town Administrator/Clerk – Sara Irvine



Michael Kehoe, Vice Mayor