

## COMMISSION MEETING MINUTES

JULY 16<sup>th</sup>, 2024

6:30 P.M.

### PRESENT:

John Vogel II, Mayor

Randy Huckabee, Mayor Pro Tem

Caitlin Bolender, Building & Zoning Commissioner

Kevin Damic, Water Commissioner

Blaze Drinkwine, Parks Commissioner

Gerald T. Buhr, City Attorney

Marissa Morales, City Clerk

Adam Ray, Public Works Director

Will Plazewski, Water Clerk

Julia Fresne-Sandifer, Assistant to City Clerk

**MINUTES PREPARED BY:** Julia Fresne-Sandifer

**OPENING CEREMONIES:** Commissioner Huckabee led the Pledge of Allegiance.

1. **CONSENT AGENDA:** Minutes for the June 18 Commission Meeting, General Fund and Water Fund disbursements and deposits for June 2024.

**MOTION: ACCEPT THE CONSENT AGENDA**

**MADE BY:** Commissioner Drinkwine

**SECOND:** Commissioner Damic

**VOTE:** Motion passed unanimously.

2. **PUBLIC COMMENT: NONE**

3. **MAYOR'S REPORT:**

A. Mayor Vogel introduced the new Public Works Director, Adam Ray.

B. Mayor Vogel will start attending Town of Saint Leo meetings when able to.

C. The Public Works Director is discussing the next steps with the contractors for the firehouse renovations.

4. **ATTORNEY'S REPORT:**

A. ADA issues with pompanic st, Marissa looking on as built surveys to review what needs to be addressed

B. The commission discussed introducing a resolution to opt out of the Live Local Act at the next meeting.

5. **COMMISSIONER REPORTS**

- A. **BUILDING AND ZONING – COMMISSIONER BOLENDER:**

1. Building permit activity for June was tallied at \$1,963,476.78.

- B. **PARKS AND RECREATION – COMMISSIONER DRINKWINE:**

1. Commissioner Drinkwine found a vendor to organize a local market in City Park starting in September. Those who would like a booth can reach out to him.

- C. **STREETS – COMMISSIONER HUCKABEE:**

1. The sod would soon be going down on Palm Ridge Drive and the city was working on surveying the elevation to make sure water will evacuate properly after construction is done.

- D. **WATERWORKS – COMMISSIONER DAMIC:**

1. Contractors were on site at Well 6 the previous week to pull the parts to repair and will be back to install them later.
2. Attorney Buhr advised to get involved in legislative budget meetings to advocate for funding projects.
3. The new water software gWorks was scheduled to go live in August.
4. The lead service line inventory is currently ongoing throughout the city.
5. The roundabout main tie-in would take place on July 17. A Precautionary Boil Water notice was issued to affected customers.

**6. CLERK'S REPORT:**

- A. The city has equipment surplus that can be advertised to be sold.

**MOTION: LIST ITEMS ON GOV DEAL**

**MADE BY:** Commissioner Drinkwine

**SECOND:** Commissioner Huckabee

**VOTE:** Motion passed unanimously.

- B. A large tree in City Park would need to be cut after TECO has trimmed it off the power lines. Quotes were received from CAM Unlimited for \$5,000 and Blue Line Tree Co for \$8,400 for the same scope of work.

**MOTION: APPROVE TREE REMOVAL FOR \$5,000**

**MADE BY:** Commissioner Drinkwine

**SECOND:** Commissioner Damic

**VOTE:** Motion passed unanimously.

- C. A tree is hanging over Pennsylvania Avenue and needs to be trimmed back for safety. Quotes were received from CAM Unlimited for \$1,500 and Blue Line Tree Co for \$1,700.

**MOTION: AWARD THE BID TO CAM UNLIMITED**

**MADE BY:** Commissioner Huckabee

**SECOND:** Commissioner Drinkwine

**VOTE:** Motion passed unanimously.

- D. There are overgrow trees in the easements at Wells 5 and 6. Quotes were received from CAM Unlimited for \$4,000 and Blue Line Tree Co for \$3,800.

**MOTION: ACCEPT THE BLUE LINE TREE CO BID**

**MADE BY:** Commissioner Drinkwine

**SECOND:** Commissioner Bolender

**VOTE:** Motion passed unanimously.

- E. A tentative millage rate needed to be set for the upcoming budget cycle.

**MOTION: TENTATIVELY SET THE MILLAGE RATE AT 5.0 FOR FY 2025**

**MADE BY:** Commissioner Bolender

**SECOND:** Commissioner Huckabee

**VOTE:** Motion passed unanimously.

- F. Budget meetings were scheduled:  
i. Budget Workshop – August 17, 8 AM

- ii. Budget Workshop – August 26, 6 PM
- iii. First Budget Hearing – September 5, 6:30 PM
- iv. Final Budget Hearing – September 19, 6 PM

**7. UNFINISHED BUSINESS: NONE**

**8. NEW BUSINESS: NONE**

**9. ADDITIONAL COMMISSIONER COMMENTS:**

- A. Commission Huckabee expressed his appreciation for the Public Works staff.

**10. ANNOUNCEMENTS:**

- A. Woods Pepperman of Palm Street asked whether speed tables could be put in as a permanent solution to speeding. The commission asked that staff reach out to Pasco County Fire Rescue again regarding the ability to do so.
- B. Pam Pepperman of Palm Street asked whether the city looked into different signage for the non-designated truck routes. The city clerk advised that the ones who were put up were specifically listed in the MUTCD.

**11. ADJOURNMENT:** Meeting adjourned at 7:16 PM.

Respectfully submitted,

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Julia Fresne-Sandifer, Assistant to City Clerk