

## COMMISSION MEETING MINUTES

December 18<sup>th</sup>, 2018

7:30 P.M.

### PRESENT:

**Mayor:** Mark Anderson  
**Mayor Pro Tempore:** Elayne Bassinger  
**Commissioners:** James Markley  
Eric Stallworth  
Sarah Schrader

**City Attorney:** Gerald T. Buhr

**City Clerk:** Rick Alley  
**Asst. to City Clerk:** Marissa Morales  
**Water Clerk:** Will Plazewski

**Minutes Prepared By:** Marissa Morales

**OPENING CEREMONIES:** Mayor Anderson led the invocation and the Pledge of Allegiance.

1. **CONSENT AGENDA (00:00:55):** Includes minutes for the November Commission Meeting; General Fund and Water Fund disbursements for November 2018.

### DISBURSEMENTS AND DEPOSITS:

<b><i>November 2018</i></b>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 50,133.85	\$ 109,649.66
Water Fund	\$ 9,574.42	\$ 23,472.87

### MOTION: ACCEPT THE CONSENT AGENDA

**MADE BY:** Commissioner Bassinger

**SECOND:** Commissioner Schrader

**VOTE:** Motion passed unanimously.

### 2. PUBLIC COMMENT (00:01:54):

- A. Mary Louise Clift of Orange Street asked about restrictions on parking RVs in Rosewood, with regards to previously existing deed restrictions prohibiting RV storage. Attorney Buhr advised that due to the deed restrictions expiring and the lack of a Home Owners Association, the City's code on vehicle parking would be enforced.
- B. Dennis Berberich of Michigan Avenue asked for clarification on the process for making public comments on agenda items.

### 3. MAYOR'S REPORT (00:12:22)

- A. Resolution 19-2018, regarding requests for references of former employees, was presented to the commission. Attorney Buhr advised the only information the City should verify in requests were employment dates and rates of pay.

### RESOLUTION 19-2018

**AN RESOLUTION OF THE CITY OF SAN ANTONIO, FLORIDA,  
PROVIDING FOR PROCEDURES FOR RESPONDING TO REQUESTS  
FOR REFERENCES FOR FORMER AND PRESENT EMPLOYEES;  
PROVIDING FOR SEVERABILITY, CONFLICTS, AND PROVIDING AN  
EFFECTIVE DATE.**

**MOTION: ADOPT RESOLUTION 19-2018**

**MADE BY:** Commissioner Stallworth

**SECOND:** Commissioner Bassinger

**ROLL CALL VOTE:**

Commissioner Bassinger	-	AYE
Commissioner Markley	-	AYE
Commissioner Stallworth	-	AYE
Commissioner Schrader	-	AYE
Mayor Anderson	-	AYE

- B. Mayor Richard Christmas of the Town of St. Leo expressed interest in both communities adopting ordinances regulating the use of golf carts. Expenses to the City and legal requirements for carts were discussed. Further consideration would be given to the topic.
- C. Commissioners were advised to submit project lists to the City Clerk in order to apply for state funding.
- D. A City issued cell phone for the mayor was recommended to conduct City business. The option of having phones for all commissioners in the future was discussed.

**MOTION: ALLOW THE PURCHASE OF A PHONE FOR THE MAYOR FOR CITY  
BUSINESS**

**MADE BY:** Commissioner Bassinger

**SECOND:** Commissioner Schrader

**VOTE:** Motion passed unanimously.

- E. A \$50 Christmas bonus for City staff and the meter reader was allotted in the budget. An additional \$125 would be given to full-time employees, and an additional \$75 given to the part-time employee, based on staff's performance.

**4. ATTORNEY'S REPORT (00:41:04):**

- A. A draft of the waste services contract was presented to the commission.
  - 1. Sam Sessa of Curley Street asked about the provisions for picking up bags, tote sizes, and bulk waste in the contract.
- B. Revisions to the Public Records Policy would be made by Attorney Buhr.

**5. COMMISSIONER REPORTS**

**A. BUILDING AND ZONING – COMMISSIONER MARKLEY (00:48:35):**

- 1. Commissioner Markley tallied November's permitted activity at \$31,646.00.
- 2. **ORDINANCE 09-2018**

**AN ORDINANCE AMENDING THE DISTRICT BOUNDARIES OF  
THE ZONING MAP OF SAN ANTONIO, FLORIDA, AS ENACTED BY  
CHAPTER 82, SAN ANTONIO CODE, SO AS TO PROVIDE FOR A  
REZONING CLASSIFICATION OF A PARCEL OF LAND AS  
DESCRIBED IN EXHIBIT A LOCATED EAST OF CURLEY ROAD,  
NORTH OF 3RD AVENUE AND WEST OF POMPANIC ST FROM (A)**

**(AGRICULTURE ZONING DISTRICT) TO (R-2) (RESIDENTIAL DWELLING DISTRICT).**

- a. City Planner Phil Waldron presented the staff report for the rezoning, with a recommendation for approval.
- b. Barbara Martin of Featherbed Lane discussed concerns with increased water runoff entering her properties with the development of the parcels.
- c. Al Keifer of Pompano Street explained potential locations for retention ponds on the parcels.
- d. Chad Abraham of Amelia Avenue stated an engineer would further revise the drainage plans.

**MOTION: ACCEPT THE 1<sup>ST</sup> READING OF ORDINANCE 09-2018**

**MADE BY:** Commissioner Schrader

**SECOND:** Commissioner Markley

e. Attorney Buhr advised a deposit to be collected from the petitioner to be applied towards the City's use of consultants.

**ROLL CALL VOTE:**

Commissioner Bassinger	-	AYE
Commissioner Markley	-	AYE
Commissioner Schrader	-	AYE
Commissioner Stallworth	-	AYE
Mayor Anderson	-	AYE

3. Costs to rezone the fire station were estimated at \$3,000. The commission agreed that a short-term lease on the building would be the best direction after the rezoning.

**MOTION: REZONE TO GENERAL COMMERCIAL AND AMEND THE LAND USE OF THE FIRE STATION WITH THE INTENT TO LEASE**

**MADE BY:** Commissioner Stallworth

**SECOND:** Commissioner Bassinger

- a. Betty Burke of Oak Street felt the fire station could be better used for City's use or as a meeting area for the community and its organizations.
- b. Donna Swart of Oak Street asked for clarification on the motion and whether the post office was still interested in the location.

**VOTE:** Motion passed unanimously.

**B. PARKS AND RECREATION – COMMISSIONER BASSINGER (01:18:03):**

1. The Founders Garden Club was thanked for their work organizing the Christmas in the Park event. Donna Swart thanked the City for their support.

**C. STREETS – COMMISSIONER SCHRADER (01:19:11):**

1. City Engineer Bill Housel presented preliminary drawings of the Pompano improvements. With 40' of available right-of-way, there would be limitations on where to build swales with the widened road. A workshop with the Town of St. Leo to discuss revisions to the plan was scheduled for January 17<sup>th</sup> at 7:00 PM.
2. Gude Paving quoted \$30,500 to redo the swales on a portion of Palm Street and Meadow Lane. Other solutions for the drainage issues in the area would be looked into.

**D. WATERWORKS – COMMISSIONER STALLWORTH (01:48:09):**

1. A leak in a valve riser on Pennsylvania Avenue was declared an emergency. Superior Siteworks would perform the repair at the beginning of the new year. Affected residents would be placed on a 48-hour boil water notice, and the fire department notified of the road closures.
  - a. Sam Sessa asked if the line extends from the well to the tank.
  - b. Mike Stubbs of Magnolia Street if the shut off would extend to his street.

**MOTION: RATIFY THE DECISION TO HIRE SUPERIOR SITEWORKS**

**MADE BY:** Commissioner Stallworth

**SECOND:** Commissioner Bassinger

**VOTE:** Motion passed unanimously.

2. Daniel Magro of Aclus Engineering presented a list of projects to improve the City's water system and prepare for further growth. Capacity fees and a solution to the mercoid switches were included in the project authorization list.

**MOTION: ALLOW ACLUS ENGINEERING TO BEGIN ON THE OUTLINED PROJECTS**

**MADE BY:** Commissioner Stallworth

**SECOND:** Commissioner Schrader

**VOTE:** Motion passed unanimously.

**6. CLERK'S REPORT (02:09:31):**

1. CenturyLink requested to dig in the right-of-way along Magnolia Street and Pennsylvania Avenue to perform an upgrade to their existing service lines.

**MOTION: APPROVE THE CENTURYLINK LINE UPGRADE IN THE CITY'S RIGHT-OF-WAY**

**MADE BY:** Commissioner Schrader

**SECOND:** Commissioner Stallworth

**VOTE:** Motion passed unanimously.

2. Audit field work had been completed by Baggett, Reuitmann & Associates. A full report would be available at the February commission meeting.
3. A community booth for the Pasco County Fair in February would be created.
4. The decommissioned dump truck was auctioned for \$8,610.
5. The City would be hosting the February MAP meeting. Venues for consideration included the former Local, Methodist Church, and Parish Center.

**7. UNFINISHED BUSINESS (02:21:24)**

- A. The special event application for the 2019 Gran Fondo was reviewed for the proposed street closures.

**MOTION: GIVE THE STREET COMMISSIONER AUTHORITY TO CLOSE THE NECESSARY ROADS FOR THE GRAN FONDO**

**MADE BY:** Commissioner Bassinger

**SECOND:** Commissioner Stallworth

**VOTE:** Motion passed unanimously.

**8. NEW BUSINESS – (02:23:03):**

- A. The proclamation on Catholic Schools Week would be read at the February meeting. Mayor Anderson would be giving a reading at the opening ceremony at St. Anthony's Catholic Church.

**9. ADDITIONAL COMMISSIONER COMMENTS (02:24:05):**

- A. Notice would be posted that multiple commissioners would be attending a Christmas luncheon.
- B. Mayor Anderson approved staff's request to close the office on Christmas Eve and remain open on New Year's Eve.
- C. Commissioner Bassinger was approached about keeping areas in unincorporated Pasco County outside City limits designated as San Antonio. The decisions would be under the jurisdiction of postal code assignments.

**10. ANNOUNCEMENTS (02:32:27):**

- A. The Scout Troop would have their annual yard sale on January 26<sup>th</sup>.
- B. The Rotary Club would hold their first Movies in the Park on January 21<sup>st</sup>. The commission requested that a mosquito spraying be scheduled beforehand.

**11. ADJOURNMENT:** Meeting adjourned at 10:08 PM.

Respectfully submitted,

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Marissa Morales, Assistant to the City Clerk