



**MONTVERDE TOWN COUNCIL
REGULAR MEETING AGENDA
NOVEMBER 10, 2020 AT 7:00 P.M.**

Please note: To reduce the spread of COVID-19, the Town of Montverde Council Meeting will limit inside seating to a maximum of 24 persons. The inside seating is on a first come first serve basis. The Town will have a speaker set up outside in front of the Town Hall to broadcast the meeting. You are welcome to sit outside on the benches or bring your own chair. If you have any questions or need assistance, please contact the Town Clerk.

TOWN COUNCIL MEMBERS

Joe Wynkoop, Mayor
Billy Bates, Councilmember
Jim Ley, Councilmember
Judy Smith, Councilmember
Allan Hartle, Councilmember

STAFF

Paul Larino, Town Manger
Brenda Brasher, Town Clerk
Anita Geraci-Carver, Town Attorney
Sean Parks, Town Planner

DISCLAIMER

This booklet has been prepared for the convenience of the Montverde Town Council In discussing matters before them. Every effort has been made to include all items to be discussed at this Town Council Meeting, however, the Mayor or Council Members may add items, which are not part of this Agenda, or items may be removed from consideration. While it has been the goal to present error-free information, we do not represent that documentation is without errors or omissions.

In addition to regular Council Meetings, the Mayor or Town Council may, from time to time, schedule a workshop during which they will receive information from Staff, have discussions with Staff and among themselves, and then proceed to give Staff direction on the subject matter being discussed unless otherwise shows on the Agenda item. These discussions and workshops do not take the place of the formal public hearing process during which any member of the public may comment, and formal action is taken.

The Council and Staff welcome written comments prior to workshops and other meetings. If you have comments or questions regarding the subject matter of any Council action or workshop, please deliver your written comments to the appropriate Town Staff or mail to the Town of Montverde, P.O. Box 560008, Montverde, FL 34756.

**ITEMIZED AGENDA
NOVEMBER 10, 2020 AT 7:00 P.M.**

CALL TO ORDER AND OPENING CEREMONIES

- Pledge of Allegiance
- Invocation
- Roll Call

I. PRESENTATIONS

- A. Swear into Office Mayor Joe Wynkoop
- B. Swear into Office Councilmember Billy Bates
- C. Motion to Nominate Vice-Mayor

II. MINUTES APPROVAL

- A. Minutes of the Town Council Meeting held October 13, 2020.

III. CITIZENS QUESTION/COMMENT PERIOD

- A. The Town Council invites the public to come forward with questions, comments and concerns. Action will not be taken by the Council at this meeting, but questions may be answered by Staff or issues may be referred for appropriate Staff action. If further action is necessary, the item may be placed on a future agenda for further review and consideration.

NOTE: Public Comment will not be taken under Citizens Questions/Comment Period for matters listed on this agenda. Public Comment on such items will be taken once the agenda item is before the Council for consideration.

IV. DEPARTMENT & COMMITTEE REPORTS

- A. Town Manager Larino's Report
- B. Town Attorney Report
- C. Mayor Wynkoop Report
- D. Town Council Report

- E. Committee Reports – Visioning, Parks & Recreation, Cemetery, Public Safety, and Historical are welcome to report.
- F. Town Planner Report
- G. Other Staff Reports
- H. October Finance Report

Beginning Bank Balance	\$2,422,783.28
Revenues	\$123,536.14
Expenditures	\$171,206.11
Ending Balance	\$2,375,113.31

V. PUBLIC HEARINGS AND RESOLUTIONS

- A. Second Reading and Adoption of Ordinance No. 2020-009 – AN ORDINANCE BY THE TOWN OF MONTVERDE AMENDING THE TOWN OF MONTVERDE LAND DEVELOPMENT CODE CHAPTER 4 DESIGN STANDARDS, ARTICLE XIX DEVELOPMENT WITHIN FLOODPRONE AREAS, TO MAKE MODIFICATIONS TO BRING THE REGULATIONS INTO CONFORMANCE WITH THE MOST CURRENT FEMA-APPROVED, FLOODPLAIN MANAGEMENT ORDINANCE FOR FLORIDA COMMUNITIES THAT IS COORDINATED WITH THE FLORIDA BUILDING CODE; PROVIDING FOR APPLICABILITY AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
- B. Second Reading and Adoption of Ordinance No. 2020-004 – AN ORDINANCE OF THE TOWN OF MONTVERDE, FLORIDA, AMENDING REGULATIONS IN CHAPTER 4 OF THE TOWN OF MONTVERDE LAND DEVELOPMENT CODE TO CORRECT THE SCIENTIFIC NAME OF WAX MYRTLE AND TO REGULATE THE QUALITY, SIZE, AND TYPE OF PLANT MATERIALS TO BE USED IN LANDSCAPING OF REAL PROPERTY WITHIN THE TOWN OF MONTVERDE; PROVIDING FOR CODIFICATION AND SEVERABILITY; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.
- C. Resolution No. 2020-023 - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MONTVERDE, FLORIDA, AMENDING THE TOWN OF MONTVERDE FEE SCHEDULE TO REDUCE THE WATER ONLY AND WATER/GARBAGE DEPOSIT FEE IMPOSED ON TENANT/LESSEE ACCOUNTS; AND PROVIDING FOR AN EFFECTIVE DATE. (Continued from October 13, 2020 Town Council Meeting).

- D. First Reading of Ordinance No. 2020-024 – AN ORDINANCE OF THE TOWN OF MONTVERDE, FLORIDA, AMENDING CHAPTER 10 OF THE TOWN OF MNTVERDE LAND DEVELOPMENT CODE BY PROVIDING REGULATIONS RELATING TO WETLAND AND SURFACE WATER SETBACKS AND; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
- E. Resolution No. 2020-025 - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MONTVERDE, FLORIDA, AMENDING THE 2019-2020 FISCAL YEAR BUDGET PURSUANT TO SEC. 5.05 OF THE TOWN CHARTER TO TRANSFER FUNDS FROM GENERAL FUND REVENUES TO PERMITTING, GARBAGE/SOLID WASTE AND LIBRARY FOR INCREASED EXPENDITURES IN EACH BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.
- F. Resolution No. 2020-026 - A RESOLUTION OF THE TOWN COUNCIL OF MONTVERDE, FLORIDA ESTABLISHING A DEFERRED COMPENSATION PLAN; PROVIDING FOR EXECUTION OF TRUST JOINDER AGREEMENT; PROVIDING FOR ADOPTION OF A DEFERRED COMPENSATION PLAN; PROVIDING FOR ACKNOWLEDGEMENT OF MASTER TRUSTEES; PROVIDING FOR EXECUTION OF AN ADOPTION AGREEMENT; PROVIDING FOR ABIDING BY TERMS AND ACCEPTANCE OF SERVICES; PROVIDING FOR TERMINATION OF PARTICIPATION; PROVIDING FOR ACKNOWLEDGEMENT REGARDING ASSETS; PROVIDING FOR APPROVAL BY MASTER TRUSTEES; PROVIDING FOR FULL FORCE AND EFFECTIVENESS; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.
- G. Resolution No. 2020-027 - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MONTVERDE, FLORIDA, ADOPTING THE EMPLOYEE HANDBOOK DATED NOVEMBER 10, 2020; AND PROVIDING FOR AN EFFECTIVE DATE.
- I. Ordinance No. 2020-028 – AN ORDINANCE OF THE TOWN OF MONTVERDE, COUNTY OF LAKE, STATE OF FLORIDA, AMENDING ARTICLE VI IN CHAPTER 2 OF THE TOWN OF MONTVERDE CODE OF ORDINANCES REQUIRING A PURCHASING POLICY FOR THE PURCHASE OF GOODS AND SERVICES; PROVIDING FOR THE ADOPTION OF A PURCHASING POLICY BY RESOLUTION; PROVIDING FOR THE PURCHASING POLICY TO BE ON FILE WITH THE OFFICE OF THE TOWN CLERK; PROVIDING FOR CONFLICTS, CODIFICATION AND SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

J. Resolution No. 2020-029 – A RESOLUTION OF THE TOWN OF MONTVERDE, COUNTY OF LAKE, STATE OF FLORIDA, ADOPTING A PURCHASING POLICY OF THE TOWN OF MONTVERDE; PROVIDING FOR AN EFFECTIVE DATE.

K. Resolution No. 2020-030 - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MONTVERDE, FLORIDA, APPROVING TOWN MANAGER AS SIGNATORY ON TOWN OF MONTVERDE ACCOUNTS AT UNITED SOUTHERN BANK AND PROVIDING FOR AN EFFECTIVE DATE.

VI. DISCUSSION AND ACTIONS ITEMS

A. Discussion: CARES Act Funding.

B. Discussion: Town Property Assets – Stecher Property, Yellow House, and Building on Seventh St.

C. Appointment of Director to Lake County League of Cities (*must be an elected official*) and Alternate Director to Lake County League of Cities (*may be elected official or staff member*).

D. Discussion: Capital Project for Water Treatment Plant – SCADA System Improvements.

E. Bob Tomlinson Utility Bill. *Continued from October 13, 2020 Town Council Meeting.*

F. Code Enforcement Action – Foreclosure - Santana at 16751 CR 455. *Continued from October 13, 2020 Town Council Meeting.*

G. Update on the Roundabout.

VII. ADJOURN

The Town Council reserves the right to move any Agenda item to an earlier time during the meeting as its schedule permits, except in the case of the items and appointments that have been advertised in a newspaper for a specific time.

Pursuant to the provisions of Chapter 286 Florida Statutes, Section 286.0105, if a person decides to appeal any decision made by the Town Council with respect to any matter considered at this Council meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record may include the testimony and evidence upon which the appeal is to be based.

Persons with disabilities needed assistance to participate in any of these proceedings should contact Town Hall at (407) 469-2681, 48 business hours in advance of the scheduled meeting.