



**MONTVERDE TOWN COUNCIL  
REGULAR MEETING AGENDA  
JULY 11, 2023, AT 7:00 P.M.**

The Montverde Staff and Council invite you to join the Town Hall meeting in person, on your computer, or by dialing in to listen. You can watch and listen to the meeting from home by following the directions below. **(Note: you will not be able to ask any questions during the meeting if you attend by zoom or dialing in).** Join the Zoom Meeting by clicking on the link below, copying and pasting the link into your browser, or going directly to zoom on your browser. Once in zoom, enter the Meeting ID and Passcode to be joined to the meeting. You may also call into the meeting by using the call-in number.

<https://us06web.zoom.us/j/83699855762?pwd=cGJ4UDRzdkNUL2J2NIU5b2JYaENnZz09>

Meeting ID: 836 9985 5762

Passcode: 820875

Call in Number: 646-558-8656

**TOWN COUNCIL MEMBERS**

Joe Wynkoop, Mayor

Allan Hartle, Vice Mayor

Billy Bates, Councilmember

Jim Ley, Councilmember

Jim Peacock, Councilmember

**STAFF**

Paul Larino, Town Manager

Anita Geraci-Carver, Town Attorney

Sean Parks, Town Planner

Lisa Busto, Associate Planner

Sandra Johnson, Town Clerk

BJ Cowan, Finance Director

**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.

**CALL TO ORDER AND OPENING CEREMONIES**

- Pledge of Allegiance
- Invocation
- Roll Call

**I. PRESENTATION AND ADMINISTRATIVE MATTERS**

- A. Selection of voting delegate for Florida League of Cities Conference.
- B. Attendance of Mayor/Council to Florida League of Cities Conference.

**II. MINUTES APPROVAL**

- A. Minutes of the Town Council Regular Meeting held June 13, 2023
- B. Minutes of the Town Council Workshop held June 20,2023.

**III. CITIZENS QUESTION/COMMENT PERIOD**

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 Geraci-Carver Report.
- C. Town Planner Parks Report.
- D. Lake County Commission Report.
- E. Fire Department Report  
Fire Run Report June 2023
- F. Committee Reports
- G. Town Council Reports.
- H. Mayor Wynkoop Report.

**V. JUNE FINANCE REPORT**

Beginning Bank Balance	\$ 4,519,602.44
Revenues	\$ 597,538.51
Expenditures	\$ 433,167.23
Ending Balance	<u>\$ 4,683,973.72</u>
Grant Clearing Account	\$ 4,869,411.67
Total Bank Balance	\$ 9,403,986.42

**VI. DISCUSSION AND ACTION ITEM**

- A. Legislative update**
- B. Photo enforcement**
- C. Review of Clean Waterways Act Requirements for Wastewater Plans & Onsite Sewage Treatment and Disposal System (OSTDS) Remediation Plans in Basin Management Action Plans (BMAPs)**

**VII. PUBLIC HEARINGS, ORDINANCE AND RESOLUTIONS**

- A. Ordinance No. 2023-33** An Ordinance of the Town of Montverde Florida amending Chapter 5 of the Town of Montverde Land Development Code to include Article III titled unfit and unsafe buildings; including definitions, reporting or observance of violations, identifying an unfit or unsafe structure, disposition of unfit structures, determination of owner and manner of serving notice, process for violations and an appeal procedure; providing for liens, emergency action and penalties; providing for codification and severability; providing for the repeal of ordinances in conflict herewith; and providing for an effective date. **(First Reading)**
- B. Resolution No. 2023-64** A Resolution of the Town of Montverde Florida, approving the Memorandum of Understanding for driver's license and/or motor vehicle record data exchange between the Town of Montverde and the Florida Department of Highway Safety and Motor Vehicles; providing for a three year term unless sooner terminated or cancelled or otherwise extended by an amendment; authorizing the Town Manager to execute the Memorandum of Understanding and implement administrative actions; providing for scrivener's errors; providing for conflicts; providing for severability; and providing an effective date
- C. Resolution No. 2023-65** A Resolution of the Town Council of the Town of Montverde Florida, authorizing the Town Manager to Execute the Agreement Initiation Form, Agreement Contact Information Form and any other necessary Documents for the FDEP Montverde Storm water Grant Agreement in the amount of \$375,000; and providing for an effective date.
- D. Resolution No. 2023-66** A Resolution of the Town Council of the Town of Montverde Florida, approving task order #2023-01-WWTP for Montverde Wastewater Collection and Treatment System for design services of the system, between the Town of Montverde and Woodard & Curran, inc. issued pursuant to RFQ 21-01; authorizing the town manager to execute the agreement; providing for an effective date.

## **VIII. REMINDERS AND ADJOURNMENT**

- A.** Town Council Discussion items
- B.** Motion to 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.