



**MONTVERDE TOWN COUNCIL
REGULAR MEETING AGENDA
DECEMBER 8, 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, Vice Mayor
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

Appointment of Holly Broker to the Planning & Zoning Board

II. MINUTES APPROVAL

A. Minutes of the November 10, 2020 Town Council Meeting

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 Geraci-Carver 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 Parks Report

G. Lake County Commission Report

H. Other Staff Reports

I. November Finance Report

Beginning Bank Balance	\$ 2,375,113.31
Revenues	\$ 264,840.44
Expenditures	\$ 142,563.67
Ending Balance	\$ 2,497,390.08

V. PUBLIC HEARINGS AND RESOLUTIONS

- A.** 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 DIRECTION TO TOWN MANAGER; AND PROVIDING FOR AN EFFECTIVE DATE.
- B.** Second Reading and Adoption 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.
- C.** Second Reading and Adoption of 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, ROVIDING FOR AN EFFECTIVE DATE.
- D.** Resolution No. 2020-015 - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MONTVERDE, FLORIDA, GRANTING A VARIANCE FROM MINIMUM BUILDING REAR YARD SETBACK REQUIREMENT AND MAXIMUM SQUARE FOOTAGE FOR A SHED IN A RESIDENTIAL MEDIUM DENSITY ZONING DISTRICT TO ALLOW A REDUCTION FROM A TWENTY-FIVE FOOT REAR SETBACK TO A SEVEN FOOT REAR SETBACK AND TO ALLOW FOR A SHED IN EXCESS OF 125 SQUARE FEET FOR THE REAL PROPERTY LOCATED AT 17406 PORTER AVENUE, TOWN OF MONTVERDE, FLORIDA OWNED BY WILLIAM A. CIOCI, JR;

PROVIDING FOR CONDITIONS; PROVIDING FOR AN EXPIRATION DATE; AND PROVIDING FOR AN EFFECTIVE DATE.

VI. DISCUSSION AND ACTIONS ITEMS

- A. Review of Strategic Plan Draft.
- B. Appeal to the Council Re: Town's Letter of Response Regarding Flooding Complaint filed by Jean Frazier, 16643 Seventh St. on June 9, 2020.
- C. Review of Right-Of-Way Encroachment at Lakeside Drive and Division Street.
- D. Review and Approval of Amended CARES Act Funding.
- E. Discussion: Replacement of Water Line near the Roundabout.
- F. Approval of Internet Contract
- G. Discussion: Employee Handbook PTO
- H. Discussion on Monument Sign for the Roundabout.
- I. Discussion on Farmers Market Request.
- J. Discussion: Town Property Assets – Stecher Property, Yellow House, and Building on Seventh St.
- K. Code Enforcement Action – Foreclosure - Santana at 16751 CR 455.

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.