

**MONTVERDE TOWN COUNCIL
REGULAR MEETINGS MINUTES
June 10, 2025, AT 7:00 PM**

TOWN COUNCIL MEMBERS PRESENT

Joe Wynkoop, Mayor
Carol Womack, Vice Mayor
Allan Hartle, Councilmember
Joe Morganelli, Councilmember

STAFF PRESENT

Paul Larino, Town Manager
Sandy Minkoff, Temporary Town Attorney
Sean Parks, Town Planner
Caroline Trepanier, Administrative Assistant

CALL TO ORDER AND OPENING CEREMONIES

Mayor Wynkoop called the meeting to order and lead the Pledge of Allegiance.

PRESENTATION, ADMINISTRATIVE MATTERS AND DISCUSSION

Mayoral Election Proclamation & Charter Amendment Proclamation

Temporary Town Attorney Sandy Minkoff read the Mayoral Proclamation.

CITIZENS QUESTION/COMMENT PERIOD

Mayor Wynkoop opened the public discussion.

Mike Furin, 17179 Ridgewood Ave, asked about the Butterfly Garden's Maintenance.

Town Manager Larino said that the landscaping crew was working on it this weekend and the weeds were picked up. He also said that Cory from Public Works was also working on the Butterfly Garden this afternoon and most of the plants are doing okay and it is expected for some of the plants to be struggling out of a thousand plants, and that we are waiting & are currently on a list for Duke Energy to put the meter in as to finish the fountain.

There was a brief discussion.

Farmer Banks Helfrich South Lake County shared farming tips as well as information on a study related to the highest cause of death in children, which is firearms. He shared car safety tips. He said that the City of Groveland's Police Department offers courses in firearm safety and awareness and that these are free courses. A.W. Peterson also offers courses at a cost. He asked who our generation's Ralph Nader will be and explained the reason for this question.

There was a brief discussion.

Mayor Wynkoop closed the public discussion.

DEPARTMENT & COMMITTEE REPORTS

Town Manager Larino's Report.

Town Manager Larino mentioned that he attended the Florida City Manager Association conference, and that it was a very good conference and mentioned the continued education for his ICMA credentials, and that he appreciates the council for affording him the opportunity to always improve. He also shared that the building inspections are done by Alpha Inspection, the company was sold to Willdan, there are no changes to services, and they said that the benefits are better. He shared that he & Mayor Wynkoop attended a two-hour meeting at Lake County regarding a Charter type county, this has potential to give power to a small group of people and that it could impact our Town, advised residents to monitor going forward.

Town Manager Larino provided a Capital Project Update.

1. Library
2. Library Emergency Generator
3. Outdoor Park Bathroom
4. Small Water Storage Tank & Pump House
5. Butterfly Garden
6. Community Building
7. Fire Station – County
8. Kirk Park Playground
9. Ridgewood Ave – ADA Ramps and

Sidewalk Connections

10. Lakeside Ave Storm/Street Project
11. Porter and 1st Storm/Street Project
12. Boat Ramp and Storm Project
13. Truskett Park – Dock, Storm, FEMA

Recovery

14. 455 Storm Street, Sidewalk Project
15. 8th, 9th, Temple: Street, Sidewalk & Storm
16. Well # 1 Generator Replacement
17. Elevated Water Storage Tank
18. Redundant Upper Floridan Well
19. New Lower Floridan Well
20. Consumptive Use Permit
21. Water line Upsizing, Loops, and Hydrants
22. Sports Court – Completed
23. Kirk Park Stage – Completed
24. Baseball Field Conversion – Completed
25. Public Works Storage – Completed
26. Park Lighting – Completed

Temporary Town Attorney Sandy Minkoff introduced himself and stated that he is filling in for Town Attorney Geraci-Carver. He also briefly reviewed the Attorney Report regarding the sod requirements.

Town Planner Parks said that he will sit down soon with Town Attorney Geraci-Carver & Town Manager Larino and analyze the damage done by legislation and how that might change the development codes and comp plan requirements. He mentioned a zoning request clearance and other applications coming in. He also reported as Commissioner, that Sandy Minkoff did a wonderful job as attorney for Lake County and brought Melanie up and that she has been awesome. He informed all of a series of growth management workshops and directed everyone to go to the Lake County Facebook page or the Lake County website for all the information briefly provided information on the workshops and provided the website address: <https://www.lakecountyfl.gov/growth>. He discussed rural and annexation and units per acre, June 30th, roads, and change, what the cities and county can do to take care of projects on the list. Discussed funding and timeframes. He also shared information on the survey on the Lake County website.

Mayor Wynkoop mentioned problems related to the charter that are being addressed, when cities annex in a property, they are not following the long future land use that the county designated.

Town Planner Parks explained how the discussion of charter county came up and he explained other options such as joint planning agreements and urban growth boundary.

Mayor Wynkoop mentioned the roads.

There was additional discussion on the Lake County roads & JPAs.

Councilmember Morganelli asked if this information can be added to the Town's Facebook page as well as the Town website.

Town Manager Larino stated that it can be added and that it would be good.

Councilmember Morganelli asked for an update regarding the golf cart resolution.

Town Manager Larino stated that this ordinance was tabled by Council, and that it needed additional discussion and resident feedback. He explained that the golf cart ordinance would allow golf cart use anywhere in zones where the speed limit is 30 mph or less. They had previously spoken of safety, and it was tabled. He said that we could bring this back as a discussion item if Council wanted

Mayor Wynkoop asked if the Council would like to bring it back

Town Manager Larino will add it to the August meeting.

Councilmember Morganelli mentioned that he had requested and received a report on highway patrol from Town Manager Larino. He reviewed the information listed in the report and asked Council about their perceptions of what highway patrol should be doing. He also discussed his views on the report and the budget.

Mayor Wynkoop would have liked to have seen the times of day as well as the days of week listed in the ticket part of the report.

Councilmember Morganelli mentioned that he asked Town Manager Larino for employee contracts and that Town Manager Larino had replied to ask Council if they wanted to see copies.

Mayor Wynkoop asked for clarification on the requested contracts.

Councilmember Morganelli stated that he wanted to see the Parks Consulting contract as well as others, as he wanted to wrap his head around them as the budget is coming out soon.

Town Manager Larino said that he received an email from Councilmember Morganelli requesting that all contracts be given to the Council and he wanted to make sure that this was something every council member wanted before printing all the pages.

Mayor Wynkoop said that he does not need a copy of the contracts.

Vice Mayor Womack would not mind reviewing them.

Councilmember Hartle said that he would like to glance at them.

There was a discussion on law enforcement.

Town Manager Larino explained the goals and benefits of having a highway patrol.

There was an elaborate discussion on law enforcement.

Vice Mayor Womack spoke of the park and irrigation and asked for the silk fence to be cut at the entrance so there is access to the trail and spoke of an ant problem.

Councilmember Hartle spoke of the Butterfly Garden & mentioned that the monarch butterflies are enjoying the garden, he brought up a newsletter that mentioned three (3) outstanding people who attended Montverde Academy and are joining a military academy and he commended them for choosing a career that serves our country in an admirable way.

Mayor Wynkoop mentioned the Montverde Academy NBA players.

There was a brief discussion.

Mayor Wynkoop brought up the League of Cities meeting in August which will take place in Orlando. He highly recommended that Council attends. He also spoke of the Savvy Citizen App and explained how it works and that he would like Town Manager Larino to look into it.

Town Manager Larino mentioned that he has attended a couple of conferences that covered the new apps and A.I. information. He stated that he will research this further.

There was a brief discussion.

Mayor Wynkoop requested an update on a resident concern regarding the installation of an ADU (accessory dwelling unit) discussed at the previous town council meeting and wanted to make sure that this was indeed resolved. He also asked Town Manager Larino to add a year-to-date on the Grant Reimbursement Tracking sheet and asked for clarification on the breakdown.

Town Manager Larino explained the Grant Reimbursement Tracking spreadsheet.

There was additional discussion regarding the Grant Reimbursement Tracking spreadsheet.

There was a brief discussion on the resident concern regarding the installation of an ADU, the permitting process and communication.

Councilmember Hartle welcomed Attorney Sandy Minkoff to Montverde.

MAY FINANCE REPORT

Beginning Bank Balance	\$ 6,108,478.35
Revenues	\$ 329,978.31
Expenditures	\$ 603,691.30
Ending Balance	\$ 5,834,765.36
Pending Liabilities	\$ 1,639,181.69
Available Cash	\$ 4,195,583.67
Total Bank Balance	\$ 4,195,583.67

Mayor Wynkoop went over the May Finance Report listed on the PowerPoint presentation.

Town Manager Larino stated that the amount shown reflects all the money reimbursed to Lake County from the ARPA funds.

CONSENT AGENDA

Minutes of the Town Council Regular Meeting held May 13, 2025

Vice Mayor Womack moved to approve the minutes of the Regular Town Council Meeting held May 13, 2025. Councilmember Morganelli seconded. Minutes approved 4-0.

DISCUSSION AND ACTION ITEM

Presentation by the Vision Committee on the new Kirk Park playground

Connie Seybert 17651 9th Street, Montverde, FL introduced herself and said that she was elected Chairman of the Visioning Committee, the Kirk Park group, and that they are working on obtaining playground equipment.

Kalena Myers 17313 Second Street, Montverde, FL, Montverde Academy, stated that she has been on the Visioning Committee for the past year and a half.

Cynthia Velasco 15227 Willow Ridge Dr., Montverde, FL, introduced herself and stated that she is the secretary of the Visioning Committee.

Connie Seybert explained that they were tasked to find new playground equipment for the older children, 7 to 12-year-olds. She pointed to the PowerPoint presentation and stated that she would like the park with the sunshade as shown, she mentioned that the price was \$300,000 and she was able to have the price dropped to \$282,000, and that with further work, she said that she could get the price down to \$234,000. She also stated the reason for presenting to the Council and discussed that they were given a budget of \$245,000 and further explained.

Town Manager Larino explained that the Council approved up to \$242,000 for the playground in the fiscal year 2025 budget, and that we really need a handicapped accessible playground and further elaborated.

Connie Seybert mentioned four swings; two handicap accessible swings and further detailed the playground demonstrated on the slide.

There was further discussion on the playground.

Vice Mayor Womack asked where the playground would go.

There was discussion on the area and the playground

Mayor Wynkoop asked if this would be in the Town Council meeting's budget discussion.

Town Manager Larino stated that this is in this year's budget and that an amendment could be done should they want to proceed with the playground over \$242,000 or rollover the amount into next year's budget.

There was further discussion on the playground and the costs.

Kalena Myers stated that the company listed was the only company to respond.

Mayor Wynkoop asked Temporary Town Attorney Sandy Minkoff if we had to request bids for this amount.

Temporary Town Attorney Sandy Minkoff stated that it would depend on our purchasing policy, and normally for this amount a request for bids may be needed.

Mayor Wynkoop asked Town Manager Larino for additional information.

Town Manager Larino stated that under our current contract, we could put a seven (7) day advertisement bid and said that this is a specialty project and that this is the Council's discretion, he does not think there are any state statutes that he is aware of as it is not considered a road public works project.

Mayor Wynkoop said that he will need time to think about it and to go see other similarly built playgrounds.

Councilmember Hartle stated that this is a lot of money and shared his thoughts on the costs of the playground.

There were further discussions on the playground, the costs and budget.

Mayor Wynkoop and the Council decided to go see the current playgrounds to gather more information.

Review of Bill Paying & Processing

Town Manager Larino said that he has heard of unusual posts on Facebook and wanted to clarify checks and balances. He said that the Council does a tremendous job as well as Town staff at verifying checks and balances and wanted to review and explain the full bill paying process. He explained the process and communicated that there is also an auditor that verifies everything each year and that everything is transparent and open for everybody to see. He asked the Council to please reach out should they have any question or need clarity while going over the finance report.

Approval of Library Construction Vendor List

Town Manager Larino spoke of the vendor list provided and that it is an updated list as additional vendors were added, the Council approved the 2.45 million dollar budget for the library, all paid with grants and impact fees, this is the final run where furniture is being brought in, and it looks like we will be on budget for the library.

Councilmember Morganelli questioned the 20% contingency and said that he had an issue with this.

Town Manager Larino explained the remaining obligation is \$643,000 and explained the contingency and that it would not change the bottom line. He also thanked John Arellano who has been working for the Town, on the library, and keeping the costs down.

There was a brief discussion on the playground and the liabilities.

Councilmember Morganelli moved to approve the vendor list with the Council being notified before any of the contingency funds are spent. Vice Mayor Womack seconded the motion.

Vendor List Approved 4-0.

PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS

Ordinance No. 2025-50 An Ordinance of the Town Council of The Town of Montverde, Florida, Adopting the Town of Montverde, FL Development Impact Fee Study, dated April 2025, prepared by Willdan; Adopting the Town of Montverde, FL Water Impact fee Study dated April 2025, by Willdan; Amending Chapter 16 of the Town of Montverde Code of Ordinances; Incorporating Legislative Findings; Adopting Updated Impact Fees for Transportation, Parks and Recreation, and administrative; Adopting updated water connection fees also referred to as water impact fees; providing for annual adjustment of fees; Providing for Codification; Providing for severability and conflicts; And providing an Effective Date. (First Hearing) TM Larino explained the Impact Fees

Temporary Town Attorney Sandy Minkoff read the ordinance by title only.

Town Manager briefly went over the Impact Fees Ordinance and reintroduced Tara Hollis from Willdan and Associates, and that she could assist with any questions regarding this ordinance.

There was a brief discussion.

Town Manager Larino briefly went over the Impact Fee slides on the PowerPoint presentation.

Councilmember Morganelli mentioned the ordinance passed in January of 2018 to do CPI adjustments every year in April and asked if these could be done so that we do not get behind.

Town Manager Larino confirmed that CPI adjustments are made every year.

Mayor Wynkoop also confirmed that this is done every year.

There was a brief discussion explaining impact fees.

Mayor Wynkoop opened the public hearing.

John Arellano, 17531 County Road 455, Montverde, FL asked what the policy is on prepaids, are you going to allow it?

Town Manager Larino said that from his understanding, impact fees cannot be prepaid as impact fees are assessed at the time of permit, and he provided additional information.

There was additional discussion on impact fees.

Mayor Wynkoop closed the public hearing.

Councilmember Hartle moved to approve Ordinance No. 2025-50. Councilmember Morganelli seconded. Ordinance No. 2025-50 approved 4-0.

Ordinance No. 2025-57 An Ordinance of the Town of Montverde, County of Lake, State of Florida, Providing for Amendment of the Town of Montverde Charter by creating a new section that requires a Supermajority vote of Town Council of any Comprehensive Plan Amendment that increases the allowable density within the municipal boundaries of the Town of Montverde; Requesting the Supervision of Elections to place the ballot language on the ballot for the November 4, 2025 Regular Election; Providing for severability and conflicts; Providing for inclusion in the Charter; and Providing for an Effective Date.

Temporary Town Attorney Sandy Minkoff read the ordinance by title only.

Mayor Wynkoop provided a detailed explanation of the ordinance.

Mayor Wynkoop opened the public hearing.

No one spoke in favor of or against the ordinance.

Mayor Wynkoop closed the public hearing.

Councilmember Hartle asked for clarification regarding the sharing of their views on the passing of this ordinance.

Mayor Wynkoop stated that his understanding is that he cannot share his views in the Town's newsletter however, he can share his thoughts and views on his personal Facebook page.

Temporary Town Attorney Sandy Minkoff confirmed this.

Town Manager Larino said that you will not see it on the Town's newsletter, it is up to the residents to advertise, and the Town cannot legally spend money to promote it.

There was a brief discussion.

Mayor Wynkoop moved to approve Ordinance 2025-57, Councilmember Hartle seconded.

Ordinance No. 2025-57 approved 4-0

Ordinance No. 2025-55 An Ordinance of the Town of Montverde, Florida, amending regulations in Chapter 10 of The Town of Montverde Land Development code relating to setbacks for accessory structures; providing for codification and severability; providing for the repeal of Ordinances in conflict herewith; and providing for an effective date. (Second Reading.)

Temporary Town Attorney Sandy Minkoff read Ordinance 2025-55 by title only.

Town Planner Parks provided a detailed description of this ordinance.

Mayor Wynkoop opened the public hearing.

No one spoke in favor of or against the ordinance.

Mayor Wynkoop closed the public hearing.

Councilmember Morganelli asked for clarification regarding the setbacks and if this ordinance changes anything additional.

Town Manager Larino explained that when these types of changes are made, a description of the entire section of the code is provided, everything else that is listed is already in the code. The changes are underlined or crossed out and he provided further explanation.

Town Planner Parks confirmed this.

There was further discussion on the changes.

Councilmember Hartle moved to approve Ordinance No. 2025-55, Vice Mayor Womack seconded the motion. Ordinance No. 2025-55 approved 3-1.

Resolution No. 2025-176 A Resolution of the Town Council of the Town of Montverde, Florida, vacating portions of Sixth Street, Franklin Avenue, Fifth Street, and certain alleys in Blocks 3, 4 and 7 in Division C, all as shown on the unrecorded Plat of the Town of Montverde, Lake County, Florida,; Vesting of Title; Providing for Severability; Providing for Conflicts and Scrivener's Errors; and Providing for an Effective Date. (First Hearing)

Temporary Town Attorney Sandy Minkoff read the resolution by title only.

Town Manager Larino explained the reason for the resolution, that it is to clean up the alleys, vacating the roads, and provided further details.

Mayor Wynkoop asked for clarification.

Town Manager Larino explained the state law when vacating a property; the right of way splits in the middle, and that the properties on each side get half.

Temporary Town Attorney Sandy Minkoff confirmed.

Vice Mayor Womack asked for clarification on the map shown on the PowerPoint presentation.

There was further discussion on the resolution.

Mayor Wynkoop asked Attorney Sandy Minkoff about the disadvantages.

Temporary Town Attorney Sandy Minkoff stated that there are no disadvantages.

Councilmember Hartle asked Attorney Sandy Minkoff for the reason the Town of Montverde would have unrecorded plat.

Temporary Town Attorney Sandy Minkoff explained that Lake County used to be part of Sumter County and that there was a fire and that some of the plats may have been burned, and that another way may have been that people often had a drawing and that the lot was conveyed by that drawing, and the drawing itself was not recorded in public records and that over time it became accepted as the plat.

Councilmember Morganelli asked for clarification on the wording as it states that it is to be used for Kirk Park, the library and the sports court.

Town Manager Larino explained that they are using the pieces that are being vacated for those purposes, explained deed restrictions and that they want the people to know that they are not vacating those pieces as to sell them or develop them, the purpose is to pull the park and library together.

Councilmember Morganelli stated that it would be nice to have a golf cart path assuming the roads will be torn.

Town Manager Larino stated that the roads will not change, the park is how it will be. He also explained that the current set up is causing issues and provided an example of an issue obtaining a septic permit for an outside bathroom.

Vice Mayor Womack also asked for clarification on all being one platted lot.

There was additional discussion on the Resolution.

Councilmember Hartle moved to approve Resolution 2025-176, Councilmember Morganelli seconded. Resolution 2025-176 approved 4-0.

Resolution No. 2025-171 A Resolution of the Town Council of the Town of Montverde, Florida Amending the 2024-2025 Fiscal Year Budget pursuant to Section 5.05 of the Town Charter to transfer funds from general fund revenues to various general funds departments for increased expenditures, provide for a decrease of administrative Impact Fees and Parks Impact Fees, and account for an increase of revenues for reimbursement from insurance and receipt of a FDEP Grant; providing for an Effective Date.

Temporary Town Attorney Sandy Minkoff read the resolution by title only.

Town Manager Larino described the resolution and mentioned the detailed staff report provided to the Council, explained that we are halfway through the budget year and further explained the budget amendment.

Mayor Wynkoop opened the public hearing.

No one spoke in favor of or against the resolution.

Mayor Wynkoop closed the public hearing.

Councilmember Morganelli asked if there is a plan if FEMA does not pay.

Town Manager Larino said that we would eat the cost and explained the process.

Councilmember Morganelli questioned the \$125,000 and if Town Manager Larino has made changes so things don't get missed going forward.

Town Manager Larino stated that it was an oversight and provided additional explanation.

Councilmember Morganelli asked if it was approved.

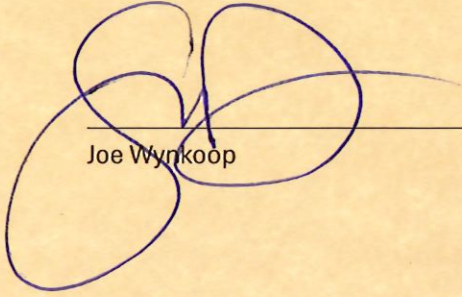
Town Manager Larino stated that it was approved, it was a number that was missed.

Councilmember Hartle made a motion to approve Resolution 2025-171. Morganelli seconded the motion. Resolution 2025-171 approved 4-0.

REMINDERS AND ADJOURNMENT

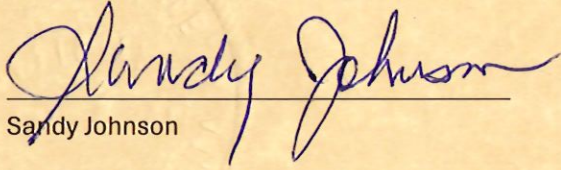
Mayor Wynkoop moved to adjourn. Councilmember Hartle seconded.

Meeting adjourned at 8:53 p.m.



Joe Wynkoop

Attest:



Sandy Johnson