

**MONTVERDE TOWN COUNCIL
WORKSHOP MEETING
MINUTES
February 3, 2026, at 6:30 PM**

TOWN COUNCIL MEMBERS PRESENT

Joe Wynkoop, Mayor
Carol Womack, Vice Mayor
Joe Morganelli, Councilmember
Grant Roberts, Councilmember
Bryan Rubio, Councilmember

STAFF PRESENT

Paul Larino, Town Manager
Anita Geraci-Carver, Town Attorney
Sean Parks, Town Planner
Lisa Busto, Associate Town Planner
Caroline Trepanier, Town Clerk
Iman Rashid, Administrative Assistant

CALL TO ORDER AND OPENING CEREMONIES

- **Pledge of Allegiance**
- **Invocation**
- **Roll Call**

I. WORKSHOP DISCUSSIONS

A. SHAFI Grant Construction Funding.

Town Manager Larino discussed the SHAFI Grant as well as other grants and the reimbursement processes.

Morgan French, Woodard & Curran, further explained the grant process as well as the line of credits process which would assist until the time of grant reimbursements.

There was an elaborate discussion.

The Council agreed to move forward with the line of credit process.

B. Consumptive Use Permit & LFA Well Requirements.

Town Manager Larino explained the CUP & LFA Well requirements.

Scott Shannon, Woodard & Curran also provided an explanation of the requirements.

There was an elaborate discussion.

C. Discussion of the Playground at Kirk Park – Visioning Committee.

The Visioning Committee spoke regarding a proposal for a playground to be located at Kirk Park.

There was an elaborate discussion regarding the type of playground and prices.

The Council agreed to move forward with the playground concept.

D. Policy & Procedures for Public Comment on Agenda Items.

There was a discussion regarding policies and procedures for public comments.

Town Attorney Geraci-Carver will work on a resolution regarding public comments and PowerPoint presentations.

The Council discussed a five (5) minute window, per person, for public comments and for PowerPoint presentations to be provided at least ten (10) calendar days before a scheduled Town Council Meeting so that town staff have time to review and approve.

E. Town Council Meeting Minutes.

Town Manager Larino discussed the meeting minutes and the different styles.

There was a discussion regarding the meeting minutes.

The Council agreed to move forward with action style minutes.

F. Discussion on Sidewalks Projects.

Town Manager Larino discussed the sidewalk projects.

The Council agreed to move forward with the sidewalk projects.

G. Budget Amendments for Consultants.

Town Manager Larino asked for directions regarding the Consultant invoices and where they should be applied in our town budget.

There was a discussion on a budget amendment for consultants.

The Council agreed to pull the funds needed for the consultants from Public Safety.

H. Speed Bumps/Humps Policies for Residential Areas.

Town Manager Larino explained the possible need for speed bumps, humps and tables in the residential areas.

There was a discussion regarding the speed bumps.

Town Manager Larino stated that he will work on a policy regarding speed bumps to bring back to the Council.

Mayor Wynkoop discussed the list of other topics for discussion on the agenda. He suggested that all Council Members review the list and choose eight (8) topics that they would like to discuss and send the list to Town Manager Larino so that they could be discussed at the next Town Workshop Meetings. He also suggested Town Manager Larino go over the list to see which topics could be a possible one on one discussion and training.

There was additional discussion regarding the topics and the workshop meeting times.

II. OTHER TOPICS FOR DISCUSSION

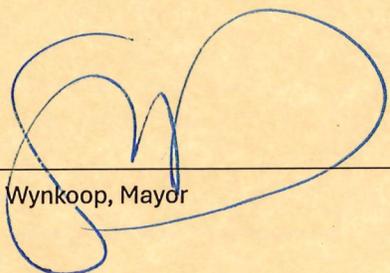
- a) CRA (Community Redevelopment Agency)
- b) Cell Phone Usage During Town Council Meetings
- c) Resident Discussion Guidelines, Including Presentations
- d) Improved Town Website & Communication Transparency CivicPlus/Howey
- e) Weekly Activities for Residents in Library for Adults and Kids (Pokémon)
 - o Weekly or Monthly Activities & Community Engagement
 - o Movie nights, fitness classes, farmers markets, senior activities
 - o Youth programming (STEM nights, sports clinics)
- f) Volunteer "Town Clean-Up Days"
- g) Community Building Discussion
- h) Resident Feedback System
 - o Create a formal Resident Request Portal for potholes, streetlights, water issues
 - o Track response times
- i) Budget Transparency Workshop
 - o Simplify budget reports
- j) Long-Term Capital Planning Workshop
- k) Traffic & Road Safety Review
- l) Developer Review Process Reform
 - o Clearer timelines, checklists, and public notification standards
- m) Update PUD Guidelines
 - o Ensure PUDs benefit all residents, not just developers
- n) Parks & Recreation
 - o Trail connectivity
 - o Shade, benches and playground improvements
- o) Christmas Event
- p) Vision 2030
 - o Where do residents want Montverde to be in 2030? Quiet, controlled, safe, and with preserved character, not overtaken by uncontrolled growth.
- q) Five-Year Capital Improvements Plan (CIP)
 - o Near-term projects, funding sources, timing, priorities.
- r) Ten-Year Capital Improvements Forecast
 - o Long-range infrastructure needs, replacement cycles, future costs.
- s) Town Vendor and Professional Service Contracts
 - o Town attorney, town planner, town engineer, IT, auditors - scope, costs, renewals.
- t) Comprehensive Plan Review
 - o Density limits, future land use, infrastructure concurrency.
- u) Land Development Code Review
 - o Zoning standards, compatibility rules, waivers and exceptions.
- v) Development Approval Process
 - o Application steps, staff review, boards, Council decisions.
- w) Infrastructure Capacity and Utility Planning
 - o Sewer, water, stormwater capacity versus approvals.

- x) Traffic and Mobility Standards
 - o Traffic studies, road capacity, construction impacts.
- y) Impact Fees and Development Exactions
 - o Eligible uses, legal limits, local comparisons.
- z) Annual Budget and Long-Term Financial Health
 - o Operating costs, capital spending, future obligations.

- aa) Reserve Policies and Financial Sustainability
 - o Emergency reserves, replacement funds, minimum balances.
- bb) Legal Authority, Charter, and Risk Exposure
 - o Approval powers, conditions, litigation risk.
- cc) Intergovernmental Agreements and Shared Services
 - o Fire, law enforcement, utilities, county coordination.
- dd) Growth Management and Construction Phasing
 - o Build-out timing, limits on simultaneous projects.
- ee) Public Works Assets and Maintenance Planning
 - o Road conditions; drainage, deferred maintenance.
- ff) Transparency, Records, and Public Communication
 - o Agenda backup, document posting, public access.
- gg) Emergency Preparedness and Resiliency Planning
 - o Storm response, utility outages, continuity plans.
- hh) Town Website Governance and Content Management
 - o Posting standards, updating schedules, document access.
- ii) Town Mobile App Purpose, Function, and Data Use
 - o Alerts, issue reporting, privacy considerations.
- jj) Setback Requirements
 - o Fences near Wetlands
 - o Trailer parking

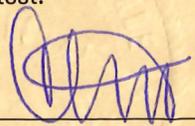
III. ADJOURNMENT

Meeting adjourned at 9:27 PM.



Joe Wynkoop, Mayor

Attest:



Caroline Trepanier, Town Clerk