



## **Town Council Workshop**

**February 10, 2023 at 1:00 PM**

**Howey-in-the-Hills Town Hall**

**101 N. Palm Ave.,**

**Howey-in-the-Hills, FL 34737**

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### **MINUTES**

Mayor MacFarlane called the Town Council Meeting to order at 1:00 p.m.  
Mayor MacFarlane led the attendees in the Pledge of Allegiance to the Flag.

### **ROLL CALL**

Acknowledgement of Quorum

### **MEMBERS PRESENT:**

Councilor Reneé Lannamañ | Councilor David Miles | Councilor George Lehning | Mayor Pro Tem Marie V Gallelli | Mayor Martha MacFarlane

### **STAFF PRESENT:**

Sean O'Keefe, Town Administrator | Morgan Cates, Public Works Director | Rick Thomas, Police Chief | Abigail Herrera, Finance Supervisor | Tara Hall, Library Director | Tom Harowski, Town Planner (via Zoom)

### **NEW BUSINESS**

#### **1. Discussion: Capital Improvement Plan (CIP)**

Mayor MacFarlane asked Tom Harowski, Town Planner, to introduce and explain this item. Mr. Harowski gave a summary of the CIP process. Town Manager, Sean O'Keefe, explained the changes in the CIP in relation to its previous version that had been presented to the Council. Mr. O'Keefe noted that all street paving projects had been consolidated under Transportation Mitigation Projects. Mr. O'Keefe also explained that with the Thompson Grove Project taking a step back, the North Wastewater project has been stricken from the CIP. The Mausoleum project has been struck through since it is no longer a valid project. Mr. O'Keefe identified that the parcel that the Howey Mausoleum was located on was not being given to the Town or being offered to the Town for a reasonable sum of money.

Councilor Miles stated that he would like the funding source of projects listed on the CIP to be more specific when listing Impact Fees as the funding source. Mr. O'Keefe explained that the source of the impact fee is identified by the department that the project is listed under. Councilor Miles stated that he thought that the Town might need to charge Wastewater Impact Fees in the future. Councilor Miles stated that he would still like the Finance Supervisor to go back and be more specific with the funding sources listed on the CIP.

Library Director, Tara Hall, explained that Lake County Library System Director, George Taylor, had indicated that the County might not open up the Library Impact Fees for projects this fiscal year. Mrs. Hall explained the proposed Library projects on the CIP.

Police Chief, Rick Thomas, explained the New Police Station project. There was a consensus from the Council that the \$50,000, in FY 2024, for the Design of a New Town Hall project should remain. Councilor Miles stated that he would like the Finance Supervisor to create an additional table that further explains the funding sources by year in finer detail than the CIP currently reflects. Councilor Lehning explained that he would like to see a site development plan for the 9 acres that the Town owns. Mayor MacFarlane stated that Mr. O’Keefe would share the GatorSkch designs for the new Police Department with the Town Councilors.

A discussion occurred about the possibility of acquiring the Central Lake CDD.

Public Works Director, Morgan Cates, presented the Public Services projects. Councilor Miles suggested completing the Water Mains – North and Water Mains – South projects all at one time, as opposed to doing it over multiple years. Councilor Miles suggested changing the FY 2024 for the Water Mains – North project to \$500,000 and zeroing out the FY 2025 through FY 2027. Councilor Miles also suggested reducing Water Mains – South FY 2026 and FY 2027 to \$50,000 each. He further suggested using a short-term bank loan to fund the larger project, paying it back over the next three years. There was no decision made about these changes. Councilor Miles then asked the Town Manager to find a way to finance the \$500,000 for the Water Main – North project in FY 2024 and the Public Works Director to give him a timeline of when design work for the Water Main – North project would be completed.

The Citrus and Camellia Intersection project was discussed. Mayor MacFarlane stated that impact fees should not be the funding source for this repair project. Councilor Miles suggested increasing the FY 2025 amount to \$50,000 for the Citrus and Camellia Intersection project.

Councilor Miles stated that he would like the Town staff to complete a Wastewater Impact Fee study.

Mr. Cates presented the Parks and Recreation projects. Mayor MacFarlane stated that she would like to see a discussion on the potential Landfill Park added to a future Town Council Agenda.

Mr. Cates presented Table 20 A, Transportation Mitigation Projects. Councilor Miles asked the Public Works Director to create a list of the roads that will be repaired in the Road Reconstruction project, each year, for the next five years, in priority order. Mr. Cates stated that he could probably provide a prioritized Road Reconstructions list by mid-May. Councilor Miles suggested changing the funding source for the Road Reconstruction project to “Various” and budgeting \$300,000 a year for future years. It was discussed and decided that the Road Reconstruction project should be moved under the Public Services projects.


## **PUBLIC COMMENTS**

*Any person wishing to address the Mayor and Town Council and who is not on the agenda is asked to speak their name and address. Three (3) minutes is allocated per speaker.*

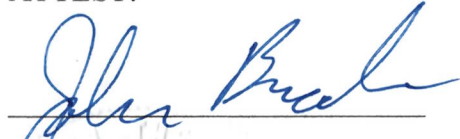
## ADJOURNMENT

There being no further business to discuss, a motion was made by Councilor Miles to adjourn the meeting; Councilor Lannamañ seconded the motion. Motion was approved unanimously by voice vote.

The Meeting adjourned at 3:41 p.m. | Attendees: 12

  
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Mayor Martha MacFarlane

ATTEST:

  
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John Brock, Town Clerk

