



Town Council Meeting

August 28, 2023 at 6:00 PM

Howey-in the-Hills Town Hall

101 N. Palm Ave.,

Howey-in-the-Hills, FL 34737

Join Zoom Meeting: <https://us06web.zoom.us/j/87454863634?pwd=Si9zbWIyN0J3cVF1N2owNDk2NFhSZz09>
Meeting ID: 874 5486 3634 | **Passcode:** 517991

AGENDA

Call the Town Council Meeting to order
Pledge of Allegiance to the Flag
Invocation by Councilor Reneé Lannamañ
Reading of a Poem by Mr. Jim Steele

ROLL CALL

Acknowledgement of Quorum

AGENDA APPROVAL/REVIEW

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

- 1.** The approval of the minutes and ratification and confirmation of all Town Council actions at the July 27, 2023 Town Council Budget Workshop.
- 2.** The approval of the minutes and ratification and confirmation of all Town Council actions at the August 14, 2023 Town Council Meeting.
- 3.** Consideration and Approval: **Resolution 2023-007 Delegating Signature Authority to the Town Manager for Federal Grant Agreements**

PUBLIC HEARING

OLD BUSINESS

- 4.** Consideration and Approval: **Water Rates FY24**

NEW BUSINESS

- 5.** Consideration and Approval: **Proclamation Recognizing National Ballroom Dance Week**
- 6.** Discussion:: **Citrus Ave. ROW Vacation of Easement**

7. Discussion: **Town Noise Ordinance**

DEPARTMENT REPORTS

8. Town Manager

COUNCIL MEMBER REPORTS

9. Mayor Pro Tem Gallelli
10. Councilor Lehning
11. Councilor Miles
12. Councilor Lannamañ
13. Mayor MacFarlane

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

To Comply with Title II of the Americans with Disabilities Act (ADA):

Qualified individuals may get assistance through the Florida Relay Service by dialing 7-1-1. Florida Relay is a service provided to residents in the State of Florida who are Deaf, Hard of Hearing, Deaf/Blind, or Speech Disabled that connects them to standard (voice) telephone users. They utilize a wide array of technologies, such as Text Telephone (TTYs) and ASCII, Voice Carry-Over (VCO), Speech to Speech (STS), Relay Conference Captioning (RCC), CapTel, Voice, Hearing Carry-Over (HCO), Video Assisted Speech to Speech (VA-STs) and Enhanced Speech to Speech.

Howey Town Hall is inviting you to a scheduled Zoom meeting.

Topic: **Town Council Meeting**

Time: **Aug 28, 2023 06:00 PM Eastern Time** (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87454863634?pwd=Si9zbWlyN0J3cVF1N2owNDk2NFhSZz09>

Meeting ID: 874 5486 3634

Passcode: 517991

Dial by your location

+1 646 558 8656 US (New York)

+1 346 248 7799 US (Houston)

Meeting ID: 874 5486 3634

Passcode: 517991

Find your local number: <https://us06web.zoom.us/j/87454863634?pwd=Si9zbWlyN0J3cVF1N2owNDk2NFhSZz09>

Please Note: In accordance with F.S. 286.0105: Any person who desires to appeal any decision or recommendation at this meeting will need a record of the proceedings, and that for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. The Town of Howey-in-the-Hills does not prepare or provide this verbatim record. Note: In accordance with the F.S. 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Town Hall, 101 N. Palm Avenue, Howey-in-the-Hills, FL 34737, (352) 324-2290 at least 48 business hours in advance of the meeting.



Town Council Budget Workshop

July 27, 2023 at 1:00 PM

Howey-in the-Hills Town Hall
101 N. Palm Ave.,
Howey-in-the-Hills, FL 34737

MINUTES

Mayor MacFarlane called the Town Council Budget Workshop to order at 1:00 p.m.
Mayor MacFarlane led the attendees in the Pledge of Allegiance to the Flag.
Councilor Reneé Lannamañ delivered an invocation.

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 | John Brock, Town Clerk | Rick Thomas, Police Chief | George Brown, Police Lieutenant | Tara Hall, Library Director | Morgan Cates, Public Works Director | James Southall, Public Utilities Supervisor | Abigail Herrera, Finance Supervisor

NEW BUSINESS

Prior to the first item of business, Councilor Miles discussed wastewater as it relates to the budget. Councilor Miles stated that there were two options from which the Town Council would need to choose their direction. The first option would be building and running a Town-owned Wastewater Treatment plant. The second option would be using taxpayer money to expand the privately-owned wastewater treatment plant that is managed by the Central Lake CDD.

Councilor Miles stated that, if the Town were to use the 13.5 acres off of Number Two Road, the Town would need to get the County to agree to place its proposed fire station on the 2-acre parcel on State Road 19, currently known as Pine Park. Councilor Miles stated that there was a benefit to selling the Town-owned 2-acre parcel on State Road 19 to Lake County, with the purpose of placing a fire station on the land. Councilor Miles explained that the proximity of a fire station to the Venezia neighborhood would cause the residents' homeowners insurance rates to drop. Mayor MacFarlane stated that the 2-acre parcel, also known as Pine Park, was designated as a park and this is what it should become.

1. Discussion: **Fiscal Year 2023-2024 Budget**

Town Manager, Sean O’Keefe, introduced this item. Mr. O’Keefe explained that the proposed millage rate for fiscal year 2023-2024 would remain the same as the previous year at 7.5 mills. Mr. O’Keefe stated that the proposed staffing changes for the upcoming year included: a new full-time position in Town Hall under the Building Services Department (this position would assist with permits and development issues); moving the part-time Library Assistant to a full-time position; and creating a new full-time Administrative Assistant position in Public Works that would report to the Public Works Director. Mr. O’Keefe stated that, per Mayor MacFarlane’s suggestion, the current version of the budget included the funding necessary for the Town to switch over to the Florida Retirement System (FRS), if the Town Council authorized it.

Mr. O’Keefe explained that the revenue fees coming in for Impact Fees were all calculated with a projection of 369 new homes for the upcoming fiscal year.

Mr. O’Keefe explained that any funds that would have an unspent balance, the unspent portion of the funds would be budgeted under 950 object code (Other Non Operating Uses). Mr. O’Keefe made a reference to the Town’s “Reserves”. Councilor Miles corrected Mr. O’Keefe saying the “Reserves” was not the appropriate terminology; the Town should use the terminology of “Unappropriated Fund Balance”.

Mr. O’Keefe began the meeting’s budget discussion with the expenditure budget and explained afterwards they would discuss the revenue budget. Mr. O’Keefe referenced changes made since the first budget workshop. Mr. O’Keefe stated that the changes in the 100-200 object codes represented salary changes, workers’ compensation corrections, and health insurance changes. Mr. O’Keefe explained that, as an example, health insurance costs came in lower than expected.

Mr. O’Keefe explained that, under account 513 (Finance and Administrative), object code 522 (Gas & Oil), \$2,000 was added for a Town Hall vehicle. This vehicle would be used for traveling to meetings and conferences, rather than paying employees back for their mileage.

Mayor MacFarlane pointed out that the Town has not budgeted any salary costs to Stormwater, Wastewater, or Solid Waste expenses. Mayor MacFarlane suggested that, not this upcoming year, but in future years, the Town should budget some salary costs to those cost centers as there were labor costs associated with those services, even if it was only administrative billing labor.

Councilor Miles suggested that, rather than splitting employee costs across various cost centers, the Town should complete interfund transfers to account for the costs. Mayor MacFarlane disagreed saying that it would be clearer in reporting, but it would not be easier when running payroll.

Mr. O’Keefe stated that, within the 571 (Library) account, object codes 660 and 662 were restored. This added \$1,100 for ebooks and \$5,000 for books. Councilor Miles stated that, since the library is moving the part-time Library Assistant to full-time, he would like to see the Library’s operational hours increase by more than 3 hours, from 42 to 45 hours of open time. Councilor Miles would like to see the Library open more hours on the weekends.

Morgan Cates, Public Works Director, explained that he asked to have \$5,000 removed from the 572 (Park & Recreation) account, object 467 (R&M – Nature Trail), because he will be using Impact Fees to build a new boardwalk.

When speaking about account 573 (Historic Preservation), Councilor Miles stated that the amount raised to restore the Town’s fire truck should be placed in object code 950. Mr. O’Keefe stated that he would do this and add the equivalent amount in Revenues.

Mr. O’Keefe stated that he had increased account 574 (Special Events), which is used for the Town Christmas festival, to a total of \$22,250. Mayor MacFarlane suggested that the Christmas event could

benefit from a larger budget. Lt. George Brown, Events Committee Chairman, stated that he would need a larger budget for Christmas to account for more youth activities during the festival, such as rock walls and bounce houses. Councilor Lannamañ requested that the Special Events account should be increased to \$31,500. Mr. O'Keefe stated that he would work on finding a way to increase the Special Events account budget to \$31,500.

Mr. O'Keefe explained that, under fund 140 (Water Impact Fees), \$600,000 had been budgeted for Capital Outlay Equipment. James Southall, Public Utilities Supervisor, explained that this had been budgeted for new pumps and a hydraulic study and was not for the new water treatment plant.

Mr. Cates explained that, in fund 141 (Park & Rec Impact Fee), \$400,000 had been budgeted for the expansion of the boardwalk. Councilor Miles wanted to know if the FEMA mitigation amount for the boardwalk had been budgeted in revenue. When Mr. O'Keefe stated that it hadn't due to uncertainty as to when the Town would receive the money, Councilor Miles stated that he wanted to see the \$20,000 of FEMA mitigation accounted for in next year's revenue account.

Councilor Miles noted that there was \$738,000 in account 950 within the 141 (Park & Rec Impact Fee) Fund. Councilor Miles stated that he would like to see the Town donate to the Venezia and Talichet HOAs for the use of purchasing and installing playground equipment into HOA-owned lands in both neighborhoods. Councilor Lannamañ stated that the Venezia HOA would not be interested in this, as residents in the HOA had already expressed to her that they would not want a playground park added within their neighborhood.

Mr. Cates referenced a DOT project that would make road improvements from Groveland to the Town, and it would improve or add sidewalks in sections. Mr. Cates stated that he would email each Town Councilor a link to a 10-minute DOT improvement video about the project.

Police Chief, Rick Thomas, explained that the \$7,500 budget in 142 (Police Impact Fees) object code 640 (Capital Outlay Equipment) was for an Evidence Incinerator.

Councilor Miles noted that 155 (Building Services) Fund had \$45,542 in object 950 and that the Town would need to watch this going forward due to State laws about how the Building Services Funds must be spent.

Mr. O'Keefe explained that, under fund 401 (Water/Sanitation) Fund, account 533 (Water Utilities Services) object 520 (Operating Supplies) was increased by \$73,800 to account for updated costs for new water meters that would be needed in the upcoming year.

Councilor Miles asked that the Town Manager provide a short 5-minute discussion on debt service that the Town was paying for under Fund 401. Councilor Miles would like the discussion to include SRF loans, principal, when the debt will be paid off, what the interest rate is, etc. Councilor Miles also asked to be emailed an amortization schedule.

Councilor Miles stated that he wanted to see a Wastewater Impact Fee set up, even if it is just set up with just a budget of \$1. Mr. O'Keefe committed to doing this.

Councilor Miles stated that, in his estimation, there are two types of vehicles that are tearing up the Town's roads: school buses and solid waste trucks. Councilor Miles stated that he is concerned specifically about the solid waste trucks. Councilor Miles suggested that Town may want to provide its own solid waste hauling services and utilize small trucks like category 4 trucks. Mayor MacFarlane stated that it might be possible to work with Tavares about contracting with them and having them use smaller trucks.

Mayor MacFarlane called a short recess from 3:10 PM to 3:17 PM and would start the discussion on revenue budget after the recess.

Councilor Miles stated that he wanted a tour of the Town's current water plants. Town Clerk, John Brock, committed to setting up Councilor Miles' tour. Councilor Lannamañ stated that she also wanted a tour and Mr. Brock said he would also set her tour up as well.

Mr. O'Keefe began the discussion on the revenue budget. Mayor MacFarlane asked about account 329100 Inspection Fees Collected and wondered why \$4,000 was budgeted. Mr. O'Keefe stated that he would research this.

Councilor Miles stated that he believed that there may be errors in accounts 314400 (U.S.T. – Gas) and 314800 (U.S.T – Propane), as the gas taxes appeared to be too low. It was also noted that the Town may be putting natural gas taxes into the propane line item. Councilor Miles was concerned that some of the Town's natural gas taxes may be going to other municipalities. Mr. O'Keefe committed to researching this.

There was a discussion about the Town's water tower. Mr. Cates stated that he would look into seeing what it would cost to have the water tower inspected.

Councilor Miles recommended in future years that Mr. O'Keefe combines the revenue and expenditure pages together by fund to make it easier to read.

Mr. O'Keefe stated that the projected water revenue budget included the allowed increase of 6.69% and that the Council would need to authorize this increase, or this number would need to be amended prior to the final budget hearing.

Councilor Miles wants Mr. O'Keefe to research 312520 (State Pension) account. Councilor Miles noted that when you type in the 34737 zip code Groveland pops, but it used to be the Town of Howey-in-the-Hills that popped up. Mr. Brock stated that he would speak with the Howey Postmaster about the primary and secondary city that the USPS lists for the 34737 zip code, Councilor Miles would like to see the Town of Howey-in-the-Hills listed as the primary city.

Councilor Lehning stated that, in the future, he wanted to see a short Executive Summary to preface the budget with answers to why numbers have gone up. All other councilors said that they would like to see this as well.

Mr. O'Keefe reminded the Town Councilors that he had emailed all the Councilors a summary sheet of the salaries of all Town employees for their review.

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.

None

ADJOURNMENT

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

The Meeting adjourned at 4:15 p.m. | **Attendees: 23**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk



Town Council Budget Workshop

July 27, 2023 at 1:00 PM

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Councilor Lehning stated that, in the future, he wanted to see a short Executive Summary to preface the budget with answers to why numbers have gone up. All other councilors said that they would like to see this as well.

Mr. O'Keefe reminded the Town Councilors that he had emailed all the Councilors a summary sheet of the salaries of all Town employees for their review.

PUBLIC COMMENTS

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None

ADJOURNMENT

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

The Meeting adjourned at 4:15 p.m. | **Attendees: 23**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk



Town Council Meeting

August 14, 2023 at 6:00 PM

Howey-in the-Hills Town Hall
101 N. Palm Ave.,
Howey-in-the-Hills, FL 34737

AGENDA

Mayor MacFarlane called the Town Council Meeting to order at 6:00 p.m.
Mayor MacFarlane led the attendees in the Pledge of Allegiance to the Flag.
Councilor Reneé Lannamañ delivered an invocation.

ROLL CALL

Acknowledgement of Quorum

MEMBERS PRESENT:

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

MEMBERS EXCUSED ABSENT:

Councilor George Lehning

STAFF PRESENT:

Sean O'Keefe, Town Administrator | John Brock, Town Clerk | George Brown, Police Lieutenant | Tom Wilkes, Town Attorney | Morgan Cates, Public Works Director

AGENDA APPROVAL/REVIEW

Motion made by Councilor Lannamañ to approve the meeting's agenda; seconded by Mayor Pro Tem Gallelli. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

1. The approval of the minutes and ratification and confirmation of all Town Council actions at the July 24, 2023 Town Council Meeting.

Motion made by Councilor Lannamañ to approve the Consent Agenda; seconded by Mayor Pro Tem Gallelli. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

PUBLIC HEARING

None

OLD BUSINESS

2. Discussion: **Wastewater Update**

Councilor Miles stated that he had passed out two Position Papers on wastewater during recent meetings. He summarized the most recent Position Paper that he had handed out during the July 24, 2023 Town Council Meeting. Councilor Miles' Position Paper outlines three options for the Town to increase its capacity to deliver wastewater services. These options are:

- 1) The Town would build a publicly owned treatment plant using a 13.5-acre tract along Number Two Road owned by the Town, after the land donation described below is accepted.
- 2) The Town would invest in the privately owned plant to expand it in 435,000-gallon increments. The private owner would own the plant and land, but the Town would own the rights to an amount of capacity in the plant based on the investment amount with the private owner.
- 3) The Town would buy the existing privately owned plant and expand it. Councilor Miles stated this option was not feasible since the private owner had stated the plant was not for sale and use of the Town's eminent domain powers would be prohibitively expensive.

Councilor Miles stated that the Town Council would need to decide whether to build its own wastewater treatment plant or to pay to expand the privately owned wastewater treatment plant managed by the Central Lake CDD. Councilor Miles did not recommend using taxpayer dollars to expand the privately owned wastewater plant.

Councilor Miles also suggested that there was an opportunity for the Town to purchase a 10-acre parcel on the North side of Town that could be used for a new town hall, police station and park.

Mayor MacFarlane suggested that the Town may have an option to connect to either Tavares or Groveland. Councilor Miles did not recommend either of those two options due to the cost of running pipelines out to either Tavares or Groveland.

Councilor Lannamañ asked for resident Larry Morris (800 Citrus Ave.) to speak about the Central Lake CDD and their wastewater treatment plant. Mr. Morris stated that the Central Lake CDD's wastewater treatment plant was outdated and was not state of the art. Mr. Morris said that he thought the best option for the Town was for it to build its own wastewater treatment plant.

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite had questions about the Central Lake CDD wastewater treatment plant. Mr. Tuite said that the Town was a little town and could not afford to build everything it was talking about. Mr. Tuite stated he was not in favor of the Town drilling to the Lower Floridan Aquifer.

Mayor MacFarlane closed Public Comment.

NEW BUSINESS

3. Discussion: Fire Station Location

Sean O’Keefe, Town Manager, introduced this item. Mr. O’Keefe explained that there had been some discussion about where the Town should try to sell 2 acres to the Lake County Fire Department for them to build a new fire station on. The previous proposal had been for the Town to sell the Lake County Fire Department 2 acres off of the land the Town owned on Number Two Road. There was a more recent suggestion that the Town may want to sell the 2 acres it owned on State Road 19 (which was currently identified with the purpose of creating a park called Pines Park.) Mr. O’Keefe stated that there was no clear consensus as to what the Town Council wanted to do.

Mr. O’Keefe stated that, if the Town chose to keep the 2 acres on State Road 19 and build a park on it, the Town would need to build the park within 11 and a half months or that land would revert to its previous owners.

Councilor Lannamañ stated that she was definitely not interested in selling the Pines Park land to Lake County with the purpose of a fire station being built at that location.

Public Works Director, Morgan Cates, gave a short synopsis of the recent history of the Parks and Recreation Board’s effort to develop Pines Park.

Mayor MacFarlane thinks that the next step to building a park on the Pines Park land would need to create a design for the park.

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that he thinks the Pines Park area was flood prone.

Brian Balik, 604 Mission Lane – Mr. Balik suggested creating an off-road cycling trail park on the Pines Park land and volunteered to help create it.

Fran Wagler, 409 W. Central Ave. – Mrs. Wagler stated that if a fire station were to be built on the State Road 19 land, it would lower the insurance rates of nearby homeowners.

Mayor MacFarlane closed Public Comment.

Councilor Lannamañ wanted to know what happened to the prospective offer from Lake County to buy the 2 acres off Number Two Road from the Town for \$100,000. Mr. O’Keefe stated that the County was still considering that, but that moving forward, 3 acres would be the new minimum size for a new fire station.

Councilor Miles wanted to know if the Council was interested in further negotiation to buy the 10-acre parcel on the north side of the Town. Councilor Miles stated that he wanted to know if the other Councilors wanted to further negotiate for the land in the north or if the other Councilors just wanted to continue with the status quo.

Mayor MacFarlane stated that she thinks the Town still needs to offer the land off of Number Two Road to Lake County Fire Department for sale, but that we would need to give them a deadline to decide if they are interested in purchasing the land. Mayor MacFarlane thinks that the Town needs to give the county the first right of refusal on the land off of Number Two Road. Both Mayor Pro Tem Gallelli and Mayor MacFarlane stated that the Town should allow the County to purchase two or three acres on the Number Two Road site.

Mayor MacFarlane stated that she would only be interested in utilizing the proposed 10-acre north parcel if it was for a purpose that would not generate any additional traffic on Citrus Avenue.

Councilor Lannamañ stated that she wants to wait to see what the County's interest is in the land off of Number Two Road and that she did not want the Town to move forward with looking to buy any additional land at this time.

Councilor Miles summarized the other Town Councilors' responses as suspending any further action and utilizing the 9 acres on Number Two Road for purposes other than a wastewater treatment plant (such as a fire station, police station, and town hall.) Councilor Miles stated that, since he had not been able to convince the rest of the Town Council that it was necessary to do anything, he would like to suspend any further action on his part to pursue solving the Town's wastewater problem.

4. Discussion: **Capital Improvement Plan (CIP) Update**

Sean O'Keefe explained that the Town typically did a full update of this topic in November or December. John Brock, Town Clerk, reminded the Town Council that they had stated during their last CIP update cycle that they wanted to start earlier in the year and have the CIP update cycle run more concurrently with the Town's budget cycle.

Mr. O'Keefe did remind the Councilors that they had placed over \$16.5 million worth of projects in the upcoming fiscal year.

Mayor MacFarlane opened Public Comment for this item only.

Andi Everline, 1012 N. Lakeshore Blvd. – Mrs. Everline stated that she did not believe the Marianne Beck Memorial Library needed any further expansion.

Mayor MacFarlane closed Public Comment.

5. Consideration and Approval: **Resolution 2023-004 - Florida Retirement System (FRS)**

John Brock (Town Clerk and Human Resources Manager for the Town) gave a presentation on the benefits of the Town joining the Florida Retirement System and was available for questions.

Mayor MacFarlane opened Public Comment for this item only.

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline spoke about the growth of town staffing dollars. Mr. Everline was not in favor of the Town joining FRS. Mr. Everline stated that the Town Manager would benefit the most from joining FRS and he did not think it was appropriate for him to suggest the Town join FRS.

James Southall, (the Town's Public Utilities Supervisor) – Mr. Southall, a 15-year employee of the Town, spoke in favor of the Town joining FRS.

Joshua Husemann, 671 Avila Place – Mr. Husemann spoke in favor of the Town joining FRS.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that, historically, municipalities offered pensions to their employees and that he was in favor of the Town joining FRS.

Mayor MacFarlane closed Public Comment.

Public Works Director, Morgan Cates, spoke in favor of the Town joining FRS and that it was the right thing to do for the employees.

Motion made by Mayor Pro Tem Gallelli to approve Resolution 2023-005; seconded by Mayor MacFarlane. Motion failed by roll-call vote.

Voting

Yea: Mayor MacFarlane

Nay: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli

6. Consideration and Approval: **Resolution 2023-006 Solid Waste Rates**

Sean O'Keefe, Town Manager, introduced and explained this item. Mr. O'Keefe stated that the Town Council had already accepted an increase of 5.1% cost to the Town from the GFL (the Town Solid Waste hauler).

Councilor Miles stated that the Town's administrative overhead will also go up by 5% by October 1, 2023 (due to just wage increases).

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite was concerned about the cost of solid waste pickups going up again.

Ann Griffin, 215 E Laurel Ave. – Ms. Griffin stated that the City of Mount Dora provided for just once a week pickup, and that the Town should do that as well in an effort to lower costs.

Mayor MacFarlane closed Public Comment.

Motion made by Mayor Pro Tem Gallelli to approve Resolution 2023-006; seconded by Councilor Miles. Motion approved unanimously by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

7. Consideration and Approval: **Water Rates FY 2024**

Sean O'Keefe, Town Manager, explained that, by previous Town Ordinances, the Town was allowed to increase the water rates in the Town once a year by the municipal cost index percentage which was currently at 6.694924%.

Councilor Miles made a motion to increase the Town's water rates by 6.69%. Mayor MacFarlane seconded the motion.

Councilor Lannamañ wanted to know if the rate increase would pertain to both potable and irrigation water rates and that she was not in favor of the raise in the Town's irrigation water rates. Mr. O'Keefe stated that the rate increase was being proposed for all of the Town's water rates.

Councilor Lannamañ stated that she would not be in favor of raising the irrigation rates in the Town at all as the irrigation meters should be getting reclaim water, instead of potable water.

Councilor Miles stated that he wanted to change his motion and Mayor MacFarlane removed her second for his motion. Councilor Miles then made a motion to raise the potable water rates by 6.69% and the irrigation rates by just half that amount, by 3.34%. There was no second for this motion.

Mayor Pro Tem Gallelli made a motion that the Town would raise potable water rates by 6.69% and irrigation rates by just 2.0%. There was no second for this motion.

Public Works Director, Morgan Cates, reminded the Town Council that everyone in the Town was using potable water to irrigate their lawns unless they had their own irrigation well.

Mayor MacFarlane wanted more information on the amount of water usage in the Town in both potable and irrigation lines and how raising just one set of rates would affect the Town.

Mayor MacFarlane opened Public Comment for this item only.

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline asked about last year's rate increase.

Peter Tuite, 300 E Croton Way – Mr. Tuite spoke about CUP permits that were submitted for lake water usage in and around the Town.

Motion made by Councilor Miles to table this item until the next scheduled Town Council meeting; seconded by Mayor MacFarlane. Motion passed unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

Mayor MacFarlane called for a short 5-minute break at 8:47 PM.

DEPARTMENT REPORTS

8. Town Hall

Mayor MacFarlane noted that the Town Hall report was included in the meeting's packet. Councilor Miles noted that there was an error in the spreadsheet showing the Building Permits for the Town. John Brock, Town Clerk, stated that this would be fixed prior to the next month's department report.

9. Police Department

Mayor MacFarlane noted that all the Department reports had been included in the meeting's packet.

10. Code Enforcement

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11. Public Works

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12. Library

Mayor MacFarlane noted that all the Department reports had been included in the meeting's packet.

13. Parks & Recreation Advisory Board / Special Events

None

14. Town Attorney

None

15. Finance Supervisor

None

16. Town Manager

None

COUNCIL MEMBER REPORTS

17. Mayor Pro Tem Gallelli

Mayor Pro Tem Gallelli wanted to know when the Town Planner would be reporting back to the Town Council with a compilation of all the recommended changes to the Town's Land Development Code and Comprehensive Plan. Mr. O'Keefe explained that Mr. Harowski was currently working on compiling the submissions.

Mayor Pro Tem Gallelli asked if the audit was complete. Mayor MacFarlane responded that it was. Mayor Pro Tem Gallelli also asked about the status of the process to get the State's appropriation money for the Town new Water Treatment Plant. Mr. O'Keefe explained that there was a packet that was due into the state by August 31st and that he was currently working on the packet.

Mayor Pro Tem Gallelli confirmed that, when the Town Council cancelled the Oktoberfest event, there was approximately \$40,000 of unallocated money and that \$15,000 was going to be used to fix potholes in roads around the Town. Mayor Pro Tem Gallelli asked for an update on the Citrus Ave project. Mr. Cates stated that the County right of way department was working on it for the Town.

18. Councilor Lehning

Councilor Lehning was not in attendance at the meeting.

19. Councilor Miles

Councilor Miles presented a letter that he wanted the Town Manager to send out to County residents located off E. Revels Road that were contiguous to the Town's borders. This letter would offer water services from the Town and ask them if they would like to annex into the Town. Councilor Miles wanted the other Town Councilors to review his letter and send suggested edits to the Town Manager.

Councilor Miles explained that he had attended the August Development Review Committee (DRC) meeting and that the developers' representative had indicated that he felt the next approval step for their development was to be rubber-stamped by the Town. Councilor Miles was not happy with this statement. Councilor Miles brought up eight items that he wanted answers to when Hillside Groves comes before the Town Council. The eight items were: 1) Need to address improvements to Number Two Road to the west of the entrance to road A. 2) The road A collector road is over 8/10 of a mile long and plans have only 16 streetlights (8 on each side of the road). Councilor Miles would like to see this doubled to 32 streetlights. 3) There is no entrance sign to the development off of Number Two Road. 4) Along much of Road A there is no irrigation provided, with Bahia grass being used. Councilor Miles thinks it needs to be irrigated. 5) The L403 tract P had a pump station buffered only with landscaping. Councilor Miles stated that he wants it to have a 6-foot-high chain link fence (black or green coated) surrounding it. 6) Unnamed amenity on tract R, Councilor Miles would like to know what this is. 7) On the Property's northwest corner is a townhouse tract, with more than 50 units. Councilor Miles would like a second ingress/egress point that is not an emergency entrance. 8) At the south junction of Road A

the commercial area is only showing 3 lanes and it should have two north and two south bound lanes (as shown the last time this item came before the Town Council).

Councilor Miles would like to see a revision to the Town's Purchasing Policy. At a minimum, it needs to reflect the new form of government, with the mayor's duties being replaced by the Town Manager. Councilor Miles wants the Town Manager to address this.

Councilor Miles wanted to have an update on Mrs. Parker's problem in Venezia (the lady with rainwater intrusion in her garage). Mr. Cates stated he had tried to call the resident numerous times and had received no response, furthermore Mr. Cates did not know her address. Councilor Lannamañ stated that this was a civil issue, and the residents would need to contact their builder directly.

Councilor Miles had two issues in relation to a Mrs. Brock (no relation to the Town's Clerk). Councilor Miles has stated that Mrs. Brock has agreed to move the right-of-way for Citrus Avenue. Councilor Miles was interested in trying to get Mrs. Brock to annex another 16-acre parcel into the Town. Councilor Miles wanted the Town Council to authorize the Town Manager to negotiate with her on those two issues. Mayor MacFarlane stated that the Town Manager already has the authorization to do that.

20. Councilor Lannamañ

Councilor Lannamañ had nothing to report.

21. Mayor MacFarlane

Mayor MacFarlane stated that since the Town Council declined to go with FRS that the Town should investigate creating a 401(a) instead of the 457(b) and making a small contribution to employees that currently were not able to contribute.

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.

None

ADJOURNMENT

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

The Meeting adjourned at 9:08 p.m. | **Attendees: 44**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk



Town Council Meeting

August 14, 2023 at 6:00 PM

Howey-in the-Hills Town Hall
101 N. Palm Ave.,
Howey-in-the-Hills, FL 34737

AGENDA

Mayor MacFarlane called the Town Council Meeting to order at 6:00 p.m.
Mayor MacFarlane led the attendees in the Pledge of Allegiance to the Flag.
Councilor Reneé Lannamañ delivered an invocation.

ROLL CALL

Acknowledgement of Quorum

MEMBERS PRESENT:

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

MEMBERS EXCUSED ABSENT:

Councilor George Lehning

STAFF PRESENT:

Sean O'Keefe, Town Administrator | John Brock, Town Clerk | George Brown, Police Lieutenant | Tom Wilkes, Town Attorney | Morgan Cates, Public Works Director

AGENDA APPROVAL/REVIEW

Motion made by Councilor Lannamañ to approve the meeting's agenda; seconded by Mayor Pro Tem Gallelli. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

1. The approval of the minutes and ratification and confirmation of all Town Council actions at the July 24, 2023 Town Council Meeting.

Motion made by Councilor Lannamañ to approve the Consent Agenda; seconded by Mayor Pro Tem Gallelli. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

PUBLIC HEARING

None

OLD BUSINESS

2. Discussion: **Wastewater Update**

Councilor Miles stated that he had passed out two Position Papers on wastewater during recent meetings. He summarized the most recent Position Paper that he had handed out during the July 24, 2023 Town Council Meeting. Councilor Miles' Position Paper outlines three options for the Town to increase its capacity to deliver wastewater services. These options are:

- 1) The Town would build a publicly owned treatment plant using a 13.5-acre tract along Number Two Road owned by the Town, after the land donation described below is accepted.
- 2) The Town would invest in the privately owned plant to expand it in 435,000-gallon increments. The private owner would own the plant and land, but the Town would own the rights to an amount of capacity in the plant based on the investment amount with the private owner.
- 3) The Town would buy the existing privately owned plant and expand it. Councilor Miles stated this option was not feasible since the private owner had stated the plant was not for sale and use of the Town's eminent domain powers would be prohibitively expensive.

Councilor Miles stated that the Town Council would need to decide whether to build its own wastewater treatment plant or to pay to expand the privately owned wastewater treatment plant managed by the Central Lake CDD. Councilor Miles did not recommend using taxpayer dollars to expand the privately owned wastewater plant.

Councilor Miles also suggested that there was an opportunity for the Town to purchase a 10-acre parcel on the North side of Town that could be used for a new town hall, police station and park.

Mayor MacFarlane suggested that the Town may have an option to connect to either Tavares or Groveland. Councilor Miles did not recommend either of those two options due to the cost of running pipelines out to either Tavares or Groveland.

Councilor Lannamañ asked for resident Larry Morris (800 Citrus Ave.) to speak about the Central Lake CDD and their wastewater treatment plant. Mr. Morris stated that the Central Lake CDD's wastewater treatment plant was outdated and was not state of the art. Mr. Morris said that he thought the best option for the Town was for it to build its own wastewater treatment plant.

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite had questions about the Central Lake CDD wastewater treatment plant. Mr. Tuite said that the Town was a little town and could not afford to build everything it was talking about. Mr. Tuite stated he was not in favor of the Town drilling to the Lower Floridan Aquifer.

Mayor MacFarlane closed Public Comment.

NEW BUSINESS

3. Discussion: Fire Station Location

Sean O’Keefe, Town Manager, introduced this item. Mr. O’Keefe explained that there had been some discussion about where the Town should try to sell 2 acres to the Lake County Fire Department for them to build a new fire station on. The previous proposal had been for the Town to sell the Lake County Fire Department 2 acres off of the land the Town owned on Number Two Road. There was a more recent suggestion that the Town may want to sell the 2 acres it owned on State Road 19 (which was currently identified with the purpose of creating a park called Pines Park.) Mr. O’Keefe stated that there was no clear consensus as to what the Town Council wanted to do.

Mr. O’Keefe stated that, if the Town chose to keep the 2 acres on State Road 19 and build a park on it, the Town would need to build the park within 11 and a half months or that land would revert to its previous owners.

Councilor Miles noted that the 2 acres being discussed (Pine Park), were donated in 2014 by the developer of the Venezia subdivision for a park or another public purpose such as a police station. As Mr. O’Keefe pointed out, if not used by the Town for a public purpose within ten years, it reverts to the donating developer. Therefore, using it for a fire station site seems appropriate if the construction could be started within 11 months. The parcel is over 700 feet from the nearest house in Venezia with wetlands surrounding it on that side of SR 19. On the other side of SR 19, is the Town Cemetery and commercial zoning. It is also located at the southern terminus of the spine road through the Reserve Development, allowing easy access to properties along No. 2 Road. He then asked what had been done by the Town in the last 9 years to develop a park on the site.

Councilor Lannamañ stated that she was definitely not interested in selling the Pines Park land to Lake County with the purpose of a fire station being built at that location.

Public Works Director, Morgan Cates, gave a short synopsis of the recent history of the Parks and Recreation Board’s effort to develop Pines Park.

Mayor MacFarlane thinks that the next step to building a park on the Pines Park land would need to create a design for the park.

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that he thinks the Pines Park area was flood prone.

Brian Balik, 604 Mission Lane – Mr. Balik suggested creating an off-road cycling trail park on the Pines Park land and volunteered to help create it.

Fran Wagler, 409 W. Central Ave. – Mrs. Wagler stated that if a fire station were to be built on the State Road 19 land, it would lower the insurance rates of nearby homeowners.

Mayor MacFarlane closed Public Comment.

Councilor Lannamañ wanted to know what happened to the prospective offer from Lake County to buy the 2 acres off Number Two Road from the Town for \$100,000. Mr. O’Keefe stated that the County was still considering that, but that moving forward, 3 acres would be the new minimum size for a new fire station.

Councilor Miles wanted to know if the Council was interested in further negotiation to buy the 10-acre parcel on the north side of the Town. Councilor Miles stated that he wanted to know if the other

Councilors wanted to further negotiate for the land in the north or if the other Councilors just wanted to continue with the status quo.

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Mayor MacFarlane stated that she would only be interested in utilizing the proposed 10-acre north parcel if it was for a purpose that would not generate any additional traffic on Citrus Avenue.

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Sean O'Keefe explained that the Town typically did a full update of this topic in November or December. John Brock, Town Clerk, reminded the Town Council that they had stated during their last CIP update cycle that they wanted to start earlier in the year and have the CIP update cycle run more concurrently with the Town's budget cycle.

Mr. O'Keefe did remind the Councilors that they had placed over \$16.5 million worth of projects in the upcoming fiscal year.

Mayor MacFarlane opened Public Comment for this item only.

Andi Everline, 1012 N. Lakeshore Blvd. – Mrs. Everline stated that she did not believe the Marianne Beck Memorial Library needed any further expansion.

Mayor MacFarlane closed Public Comment.

5. Consideration and Approval: **Resolution 2023-004 - Florida Retirement System (FRS)**

John Brock (Town Clerk and Human Resources Manager for the Town) gave a presentation on the benefits of the Town joining the Florida Retirement System and was available for questions.

Mayor MacFarlane opened Public Comment for this item only.

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Peter Tuite, 300 E Croton Way – Mr. Tuite stated that, historically, municipalities offered pensions to their employees and that he was in favor of the Town joining FRS.

Mayor MacFarlane closed Public Comment.

Public Works Director, Morgan Cates, spoke in favor of the Town joining FRS and that it was the right thing to do for the employees.

Motion made by Mayor Pro Tem Gallelli to approve Resolution 2023-005; seconded by Mayor MacFarlane. Motion failed by roll-call vote.

Voting

Yea: Mayor MacFarlane

Nay: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli

6. Consideration and Approval: **Resolution 2023-006 Solid Waste Rates**

Sean O’Keefe, Town Manager, introduced and explained this item. Mr. O’Keefe stated that the Town Council had already accepted an increase of 5.1% cost to the Town from the GFL (the Town Solid Waste hauler).

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Ann Griffin, 215 E Laurel Ave. – Ms. Griffin stated that the City of Mount Dora provided for just once a week pickup, and that the Town should do that as well in an effort to lower costs.

Mayor MacFarlane closed Public Comment.

Motion made by Mayor Pro Tem Gallelli to approve Resolution 2023-006; seconded by Councilor Miles. Motion approved unanimously by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

7. Consideration and Approval: **Water Rates FY 2024**

Sean O’Keefe, Town Manager, explained that, by previous Town Ordinances, the Town was allowed to increase the water rates in the Town once a year by the municipal cost index percentage which was currently at 6.694924%.

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Yea: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli, Mayor MacFarlane

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None

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Mayor Pro Tem Gallelli confirmed that, when the Town Council cancelled the Oktoberfest event, there was approximately \$40,000 of unallocated money and that \$15,000 was going to be used to fix potholes in roads around the Town. Mayor Pro Tem Gallelli asked for an update on the Citrus Ave project. Mr. Cates stated that the County right of way department was working on it for the Town.

18. Councilor Lehning

Councilor Lehning was not in attendance at the meeting.

19. Councilor Miles

Councilor Miles presented a letter that he wanted the Town Manager to send out to County residents located off E. Revels Road that were contiguous to the Town's borders. This letter would offer water services from the Town and ask them if they would like to annex into the Town. Councilor Miles wanted the other Town Councilors to review his letter and send suggested edits to the Town Manager.

Councilor Miles explained that he had attended the August Development Review Committee (DRC) meeting and that the developers' representative had indicated that he felt the next approval step for their

development was to be rubber-stamped by the Town. Councilor Miles was not happy with this statement. Councilor Miles brought up eight items that he wanted answers to when Hillside Groves comes before the Town Council. The eight items were: 1) Need to address improvements to Number Two Road to the west of the entrance to road A. 2) The road A collector road is over 8/10 of a mile long and plans have only 16 streetlights (8 on each side of the road). Councilor Miles would like to see this doubled to 32 streetlights. 3) There is no entrance sign to the development off of Number Two Road. 4) Along much of Road A there is no irrigation provided, with Bahia grass being used. Councilor Miles thinks it needs to be irrigated. 5) The L403 tract P had a pump station buffered only with landscaping. Councilor Miles stated that he wants it to have a 6-foot-high chain link fence (black or green coated) surrounding it. 6) Unnamed amenity on tract R, Councilor Miles would like to know what this is. 7) On the Property's northwest corner is a townhouse tract, with more than 50 units. Councilor Miles would like a second ingress/egress point that is not an emergency entrance. 8) At the south junction of Road A the commercial area is only showing 3 lanes and it should have two north and two south bound lanes (as shown the last time this item came before the Town Council).

Councilor Miles would like to see a revision to the Town's Purchasing Policy. At a minimum, it needs to reflect the new form of government, with the mayor's duties being replaced by the Town Manager. Councilor Miles wants the Town Manager to address this.

Councilor Miles wanted to have an update on Mrs. Parker's problem in Venezia (the lady with rainwater intrusion in her garage). Mr. Cates stated he had tried to call the resident numerous times and had received no response, furthermore Mr. Cates did not know her address. Councilor Lannamañ stated that this was a civil issue, and the residents would need to contact their builder directly.

Councilor Miles had two issues in relation to a Mrs. Brock (no relation to the Town's Clerk). Councilor Miles has stated that Mrs. Brock has agreed to move the right-of-way for Citrus Avenue. Councilor Miles was interested in trying to get Mrs. Brock to annex another 16-acre parcel into the Town. Councilor Miles wanted the Town Council to authorize the Town Manager to negotiate with her on those two issues. Mayor MacFarlane stated that the Town Manager already has the authorization to do that.

20. Councilor Lannamañ

Councilor Lannamañ had nothing to report.

21. Mayor MacFarlane

Mayor MacFarlane stated that since the Town Council declined to go with FRS that the Town should investigate creating a 401(a) instead of the 457(b) and making a small contribution to employees that currently were not able to contribute.

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.

None

ADJOURNMENT

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

The Meeting adjourned at 9:08 p.m. | **Attendees: 44**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk

DRAFT

RESOLUTION 2023-007
of the
Town Council
for the
Town of Howey-in-the-Hills, Florida
Delegating Signature Authority to the Town Manager
for
Federal Grant Agreements

Whereas, as specified in Subsection 8(c) of the Charter of the Town of Howey-in-the-Hills, the Town Manager is the chief executive officer of Town government.

Now Therefore, Be It Resolved by the Town Council of the Town of Howey-in-the-Hills, Florida:

Section 1. Signature Authority. The Town Council of the Town of Howey-in-the-Hills hereby authorizes and empowers Sean O’Keefe, the Town Manager of the Town of Howey-in-the-Hills, to make, execute, endorse and deliver in the name of and on behalf of the Town, any and all written instruments, agreements, and documents necessary for the Town to enter into federal grant agreements when the federal grant projects have been approved by the Town Council.

Section 2. Ratification of Prior Acts. All actions previously taken by the Town Manager to make, execute, endorse and deliver federal grant agreements for federal grant project(s) approved by the Town Council are hereby ratified and approved by the Town Council.

Resolved this 28th day of August, 2023

**TOWN OF HOWEY-IN-THE-HILLS,
FLORIDA**

By: Its Town Council

By: _____
 Martha MacFarlane, Mayor

Attest:

 John Brock
 Town Clerk



Date: August 28, 2023

To: Mayor and Town Council

From: Sean O’Keefe, Town Manager

Re: Consideration and Approval: **Water Rates FY24**

Objective:

To establish rates for water services to Town residents in the upcoming fiscal year.

Summary:

As the Town approaches the beginning of its fiscal year, it is established by code that the Town may increase the water rate by a percentage not to exceed the Municipal Cost Index (MCI) of the preceding calendar year. The increase percentage of the MCI for calendar year 2022 was 6.694924%. Council needs to determine whether there will be an increase to water customers based on this inflationary change. As an example, if this rate were to be implemented, the base rate for monthly residential potable usage of 5,000 gallons or less would change from \$31.36 to \$33.46.

In considering possible proposals to mitigate increased costs, specifically for residents of new developments, a staff review of water costs and usage was undertaken. With 867 residential potable meters, and 290 residential irrigation meters as of last month (a 75/25 split), potable vs. irrigation utilization by gallons was 44% and 56% respectively, with revenues generated at 61% and 39% respectively. (The lower revenue-to-usage ratio of irrigation water is due to the lower cost of irrigation water at higher usage rates.)

In looking at the actual averages from last month, the average bill and usage for the 867 residential potable meters was \$38.20/5,409 gallons (base: \$31.35/5,000 gallons). The average bill and usage for the 290 residential irrigation meters was \$74.50/20,876 gallons (base: \$31.35/5,000 gallons). Having a second (irrigation) meter is a cost savings for those who use the average amount (or higher) of irrigation water, especially those who use more than 26,000 gallons a month for irrigation.

Recommended Motions:

The Town Council has the following options:

1. The Town Council motions to approve a rate increase up to 6.694924%
- OR
3. Motion to Deny

Fiscal Impact:

There is an overall cost to the Town for water service, which needs to be covered by the rates set by Town Council. A rate increase by the allowable MCI rate percentage is estimated to generate approximately \$56,000 in

additional revenue for the Utility Fund, and the elimination of the monthly \$10.00 Water Improvement Fee for residential irrigation meters would reduce revenue by an estimated \$34,800.

Staff Recommendation:

Staff recommends approval of the allowable MCI water rate increase of 6.694924% across all four categories and within all brackets. If a reduction in costs to residents is pursued, staff primarily recommends the elimination of the monthly \$10.00 Water Improvement fee for secondary (irrigation) meters at all residences.

Public Services

Water User Charges

Town of Howey-in-the-Hills Ordinances Chapter 171

Non-resident service charge is 1.25 times the established amount

Connection fee

New Residential, Builder or Commercial (not less than cost)	450.00
Existing Residential, Builder or Commercial	30.00

Connection fee and deposit

Residential owner deposit	150.00
Residential tenant deposit.....	250.00
Builder deposit.....	150.00
Commercial deposit.....	250.00

Delinquent reconnection (Res. 2005-22)

During Public Services (business hours Mon-Fri 7a.m. – 3 p.m.)	50.00
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Penalty for late utility bill payment

.....	10% of bill
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Water turn-off or turn-on (Res. 2010-012)

Scheduled (business hours Mon-Fri 7a.m. – 3 p.m.)	30.00
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Water availability (meter at address)

.....	14.23
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Water plant improvement (each meter)

.....	10.00
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Unpaid fee collection charges (Res. 2012-043)

.....	35.00
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Town Water Rates

Water availability (meter in ground and locked)

Monthly Base Rate.....	14.23
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Potable

Monthly Base Rate 0-5,000 gallons	31.36
Rate per 1,000 gallons 5,001-9,000	2.51
Rate per 1,000 gallons 9,001-14,000	2.75
Rate per 1,000 gallons 14,001-20,000	2.98
Rate per 1,000 gallons 20,001-30,000	4.20
Rate per 1,000 gallons 30,001-60,000	12.12
Rate per 1,000 gallons 60,001 and over	15.85

TOWN OF HOWEY-IN-THE-HILLS FEE SCHEDULE

Item 4.

Residential irrigation

Monthly Bases Rate 0-5,000 gallons	31.36
Rate per 1,000 gallons 5,001-30,000	2.51
Rate per 1,000 gallons, 30,001-60,000	2.75
Rate per 60,001 gallons and above.....	4.20

Residential irrigation 2-month new landscape with irrigation meters

Monthly Bases Rate 0-5,000 gallons	31.36
Rate per 1,000 gallons 5,001 and above.....	2.51

Commercial and homeowner associate irrigation rates

Monthly Base Charge per Connection	31.36
Rate per 1,000 gallons 0–30,000	2.51
Rate per 1,000 gallons 30,001 and over	2.75

Utility Meter Fees and Hydrant Meter Water Deposit

Meter tampering fee

Per meter (fee plus costs of all labor and materials for damages incurred)	50.00
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Meter installation fee

(minimum fee for standard installations, fee plus time and material for nonstandard installation and materials)

5/8 x 3/4 inch meter standard installation	701.10
1 inch meter standard installation.....	860.93
1 1/2 inch meter standard installation	1,180.74
2 inch meter standard installation.....	1,405.85
3 inch meter standard installation.....	5,666.12
4 inch meter standard installation.....	8,193.57

2 inch hydrant meter and backflow preventer rental	1,600.00
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The 2 inch hydrant meter and back-flow preventer is used on a temporary basis, usually for construction site. The rental fee and deposit is a minimum of \$1,600.00 with 50 percent being refundable upon return of the nondamaged and fully functional meter and back-flow preventer. A 50 percent nonrefundable fee covers the cost of installation and maintenance of the meter and back-flow preventer.

2 inch hydrant meter deposit	500.00
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They 2 inch hydrant meter water deposit is required, refundable after full payment of all water bills and the account balance of \$0.00.

Sewer user charges

Residential wastewater processing per ERU to CDD	24.00
Residential wastewater town collection infrastructure	22.00

Sanitation charges (solid waste)

Residential-monthly	28.87
Commercial-monthly	32.32

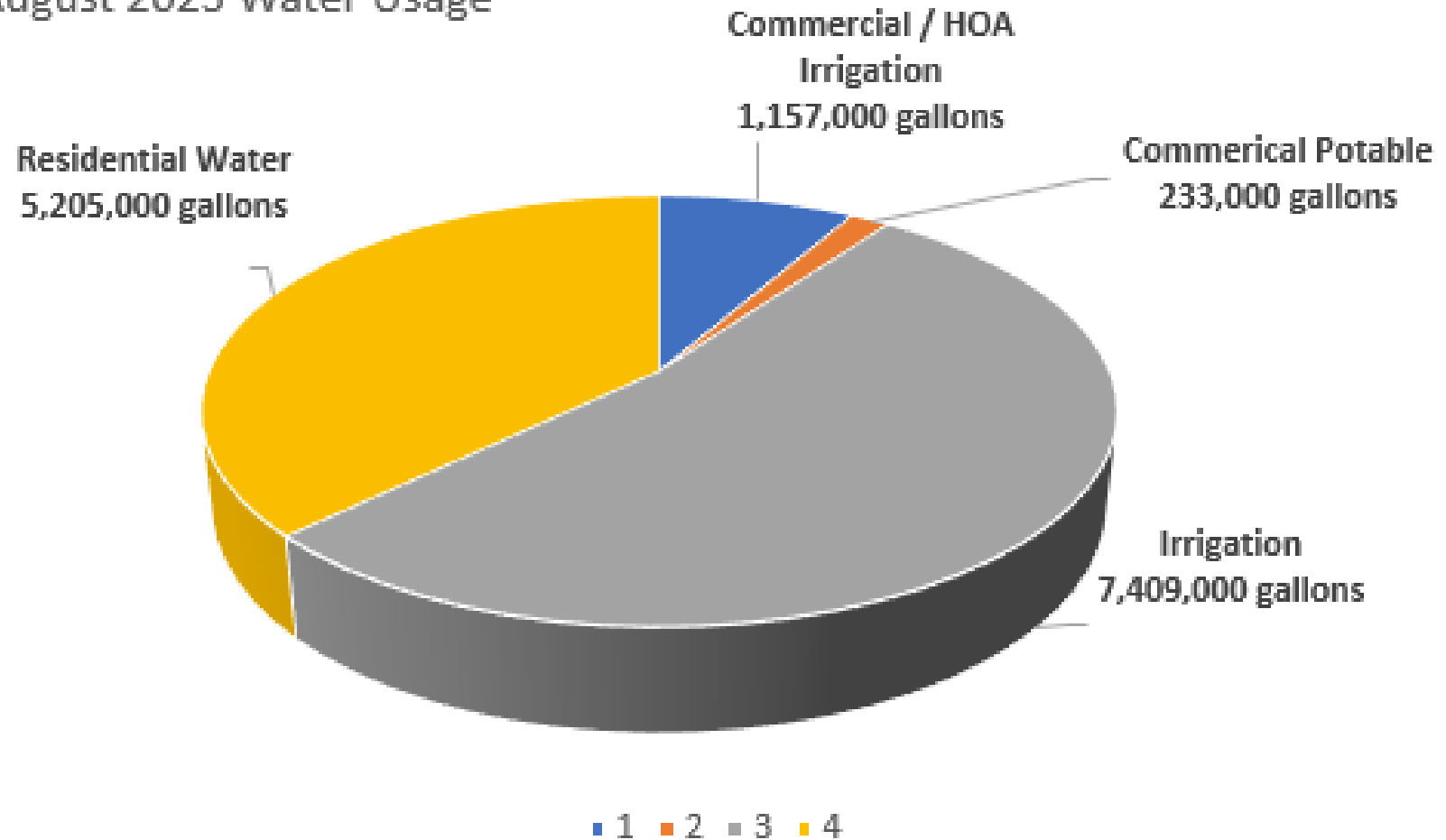
User Type	Service	Amount	Usage
COIR	COMMERCIAL & HOA IRRIGATION		
	WATER	3822.30	1157000
	UTILITY TAX	352.11	
	PENALTY	18.08	
	WATER IMPROVE	190.00	
	Total for COIR COMMERCIAL & HOA IRRIGATION	4382.49	1157000
COMM	COMMERCIAL		
	WATER	1511.57	198000
	UTILITY TAX	100.30	
	SANITATION	678.72	
	PENALTY	3.14	
	WASTEWATER TOWN	2160.42	
	WATER IMPROVE	310.00	
	WASTE WATER CDD	2743.20	
	Total for COMM COMMERCIAL	7507.35	198000
COMR	COMMERCIAL RENTER		
	WATER	177.15	35000
	UTILITY TAX	17.72	
	SANITATION	96.96	
	PENALTY	3.14	
	WATER IMPROVE	40.00	
	Total for COMR COMMERCIAL RENTER	334.97	35000
IRRI	IRRIGATION		
	WATER	26327.41	7409000
	UTILITY TAX	2599.05	
	PENALTY	427.47	
	WATER IMPROVE	3000.00	
	Total for IRRI IRRIGATION	32353.93	7409000
RESI	RESIDENTIAL		
	WATER	33341.98	4921
	UTILITY TAX	3336.56	
	SANITATION	22776.29	

Item 4.

User Type	Service	Amount	Usage
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	PENALTY	703.29	
	WASTEWATER TOWN	5500.00	
	WATER IMPROVE	8369.33	
	WASTE WATER CDD	6024.00	
	Total for RESI RESIDENTIAL	80051.45	4922000
RESR	RESIDENTIAL RENTER		
	WATER	2087.19	283000
	UTILITY TAX	208.92	
	SANITATION	1587.85	
	PENALTY	96.29	
	WASTEWATER TOWN	198.00	
	WATER IMPROVE	590.00	
	WASTE WATER CDD	216.00	
	Total for RESR RESIDENTIAL RENTER	4984.25	283000
	Grand Totals:	129614.44	14004000

August 2023 Water Usage





Proclamation

A PROCLAMATION BY THE TOWN OF HOWEY-IN-THE-HILLS RECOGNIZING NATIONAL BALLROOM DANCE WEEK

WHEREAS, ballroom dancing is an art form that combines movement, music, creativity, and emotion, drawing participants from all ages and walks of life; and

WHEREAS, ballroom dance has played a significant role in the cultural, social, and physical well-being of individuals throughout history and continues to do so today; and

WHEREAS, the National Ballroom Dance Week is an initiative aimed at promoting the joy, elegance, and benefits of ballroom dancing to communities nationwide; and

WHEREAS, the Town of Howey-in-the-Hills acknowledges the countless ways in which ballroom dancing enriches our community – from providing social interaction and building bridges across generations, to improving mental health and physical fitness; and

WHEREAS, the instructors, studios, and schools in Howey-in-the-Hills play an invaluable role in fostering a love for ballroom dance, teaching not just steps but also discipline, poise, and self-expression; and

WHEREAS, the Town of Howey-in-the-Hills recognizes Life Dance Mastery for their commitment to inspire and empower individuals in the community to live life to the fullest using dance as the medium;

NOW THEREFORE, I, Martha MacFarlane, Mayor of the Town of Howey-in-the-Hills in the State of Florida, do hereby proclaim the week of September 15-24, 2023 as:

National Ballroom Dance Week

in Howey-in-the-Hills, and urge all citizens to recognize and appreciate the significant role that ballroom dancing plays in promoting community engagement, personal well-being, and cultural enrichment.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the Town of Howey-in-the-Hills to be affixed this 28th Day of August in the year 2023.

By: _____
Martha MacFarlane, Mayor

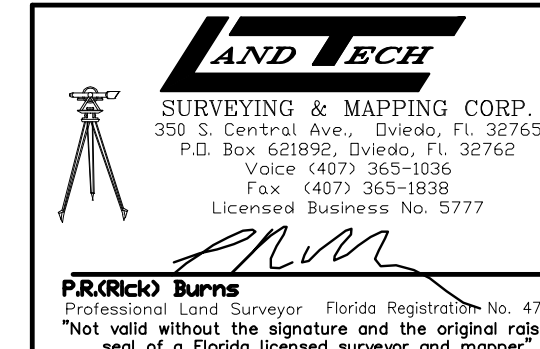
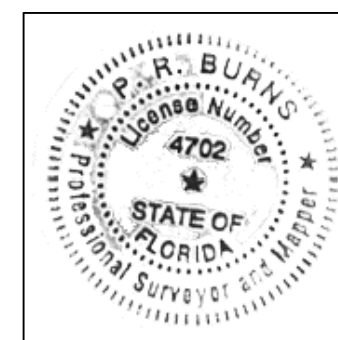
Attest: _____
John Brock, Town Clerk



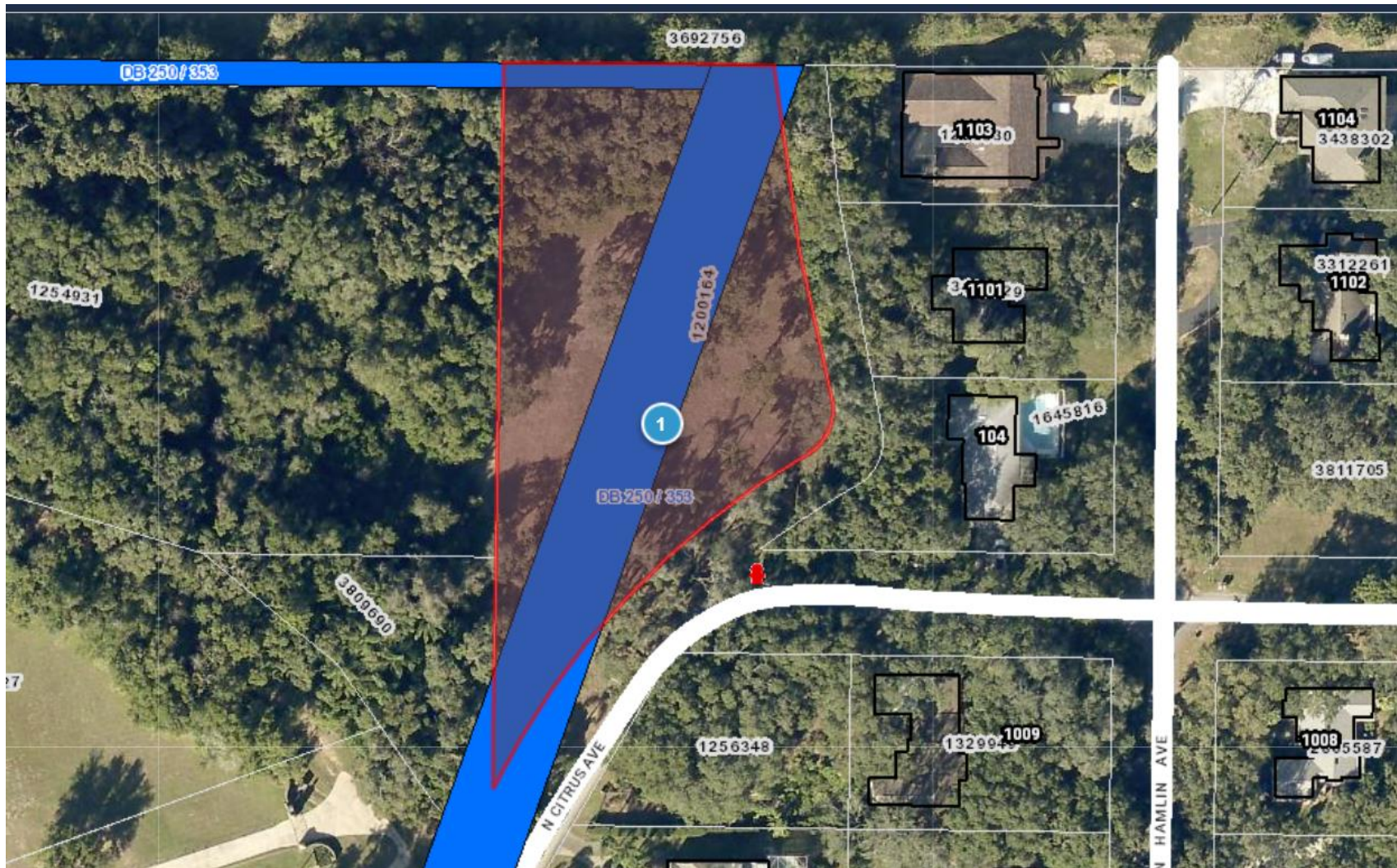
LOTS 2, 3 AND 4, BLOCK C, POCO SIERRA, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 11, PAGES 32, 33 AND 34, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, LESS AND EXCEPT THOSE PORTIONS THEREOF CONVEYED TO THE COUNTY OF LAKE BY DEED RECORDED IN DEED BOOK 250, PAGE 353, AND TO LANGFORD CORPORATION BY DEED RECORDED IN O.R. BOOK 2166, PAGE 2356, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

1. Based on the National Flood Insurance Program "FIRM" Map Community - Panel Number 12069C0485E Dated 12/08/2012 the above described Property is located in Zone "X", Areas determined to be OUTSIDE the 0.2% annual chance floodplain.
2. Bearings are based on: plot Book 11, Page 32 and Plot Book 12, Page 27 of the Public Records of Lake County, FL.
3. The Surveyor has not abstracted the lands shown hereon for easements and/or rights of way of record.
4. Underground utility improvements have been located except as noted.
5. There may be additional restrictions that are not recorded on this survey that may or may not be found in the public records of this county.
6. There is no evidence on the ground of use of the property which might suggest a possible claim of easement other than those shown on the survey.
7. This Survey was prepared for the Entities named hereon and is "nontransferable".
8. Improvements within their specific easements have not been located as a part of this survey.

CERTIFICATION:
I hereby certify that the survey represented on this map was made under my direction on the date shown based on the information furnished to me as noted and conforms to the STANDARDS OF PRACTICE FOR SURVEYING AND MAPPING IN THE STATE OF FLORIDA in accordance with CH.5J-17, Florida Administrative Code.

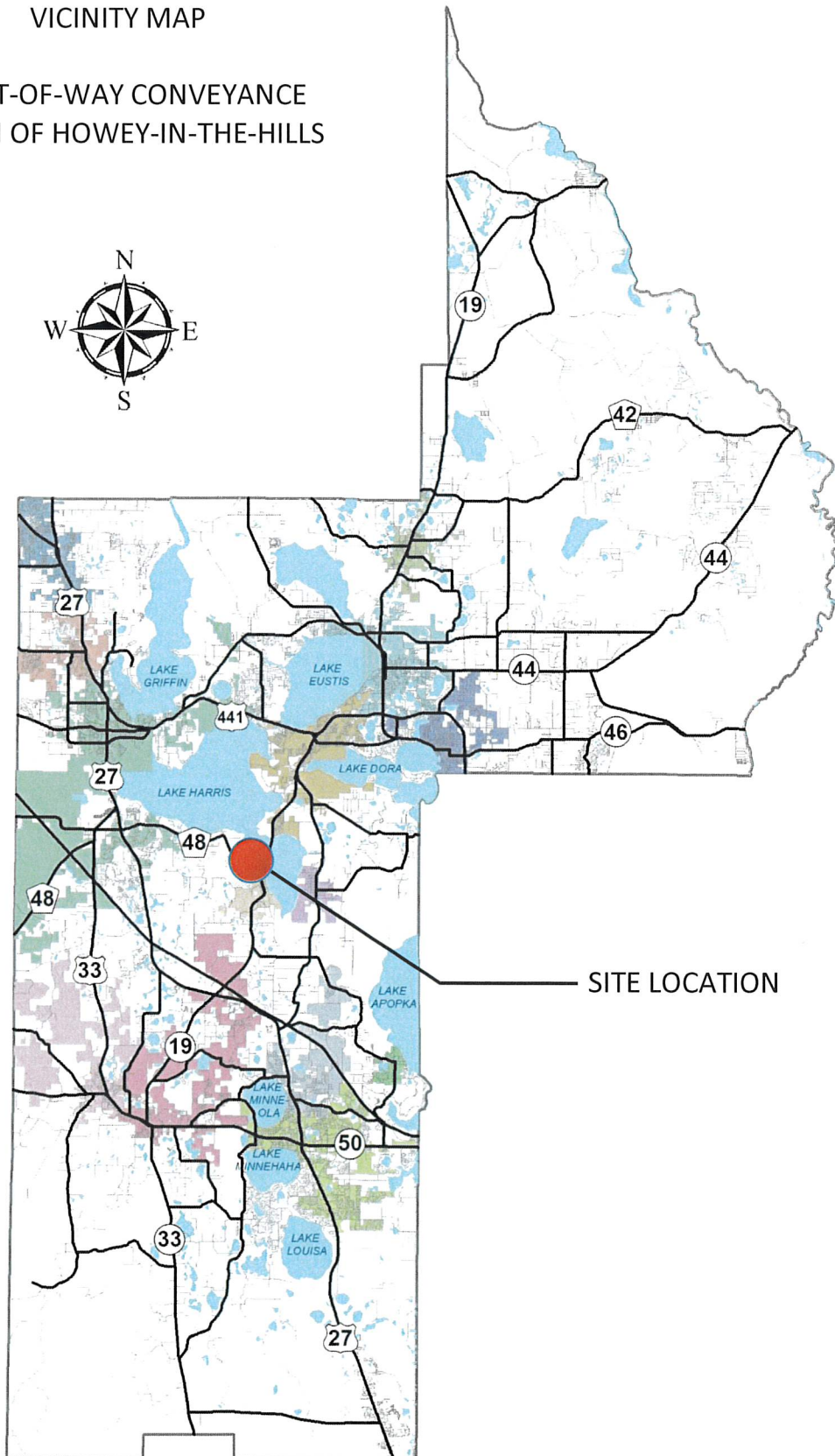


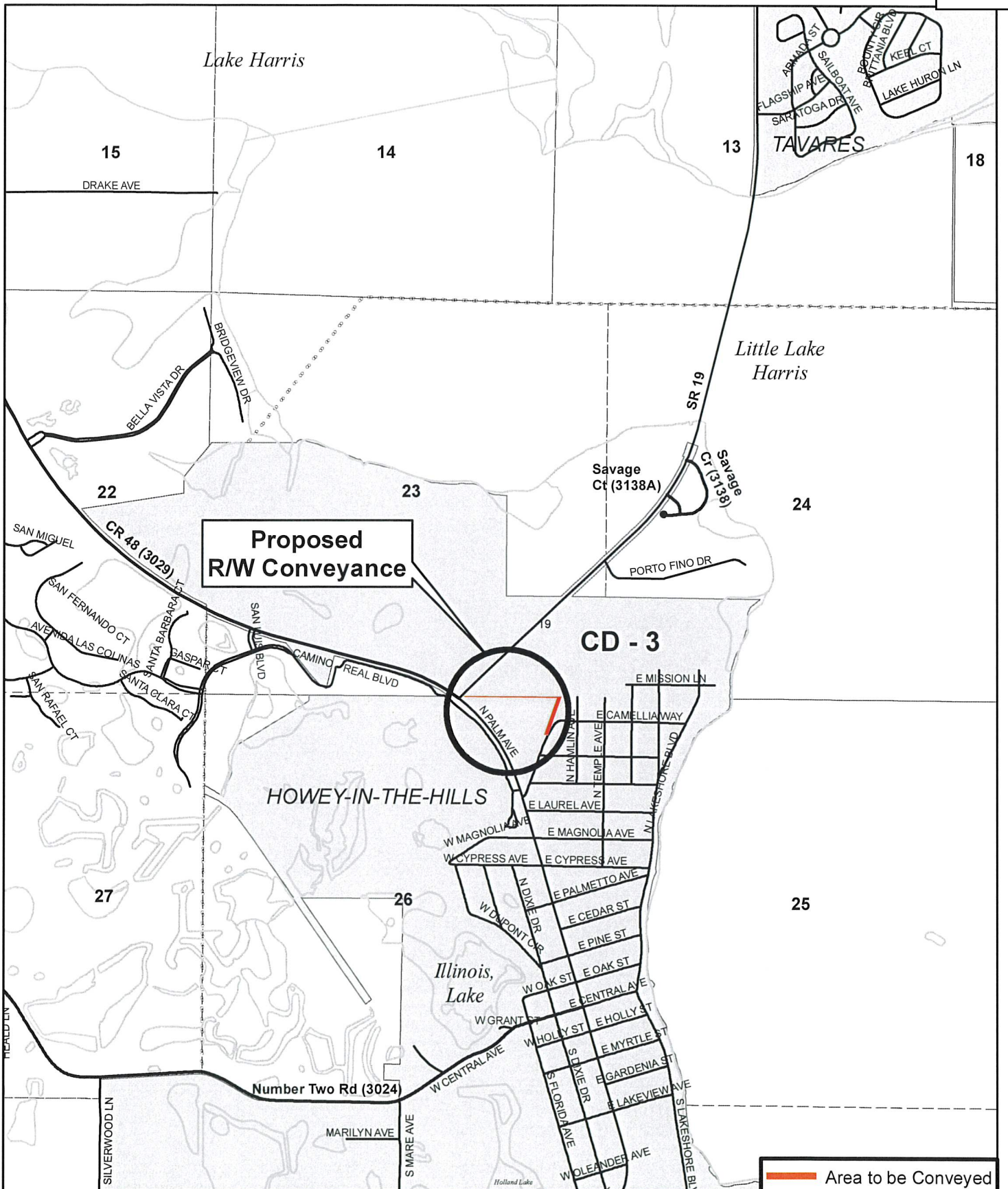
BOUNDARY SURVEY			
CERTIFIED TO: DOUGLAS P MRYGLOD			
DATE OF FIELD SURVEY 11/28/18	JOB No. 18028-BLK C	FIELD BY: WS/RS	REVISED
SCALE 1" = 40'	DRAWN BY: LR	CHECKED BY: PRB	




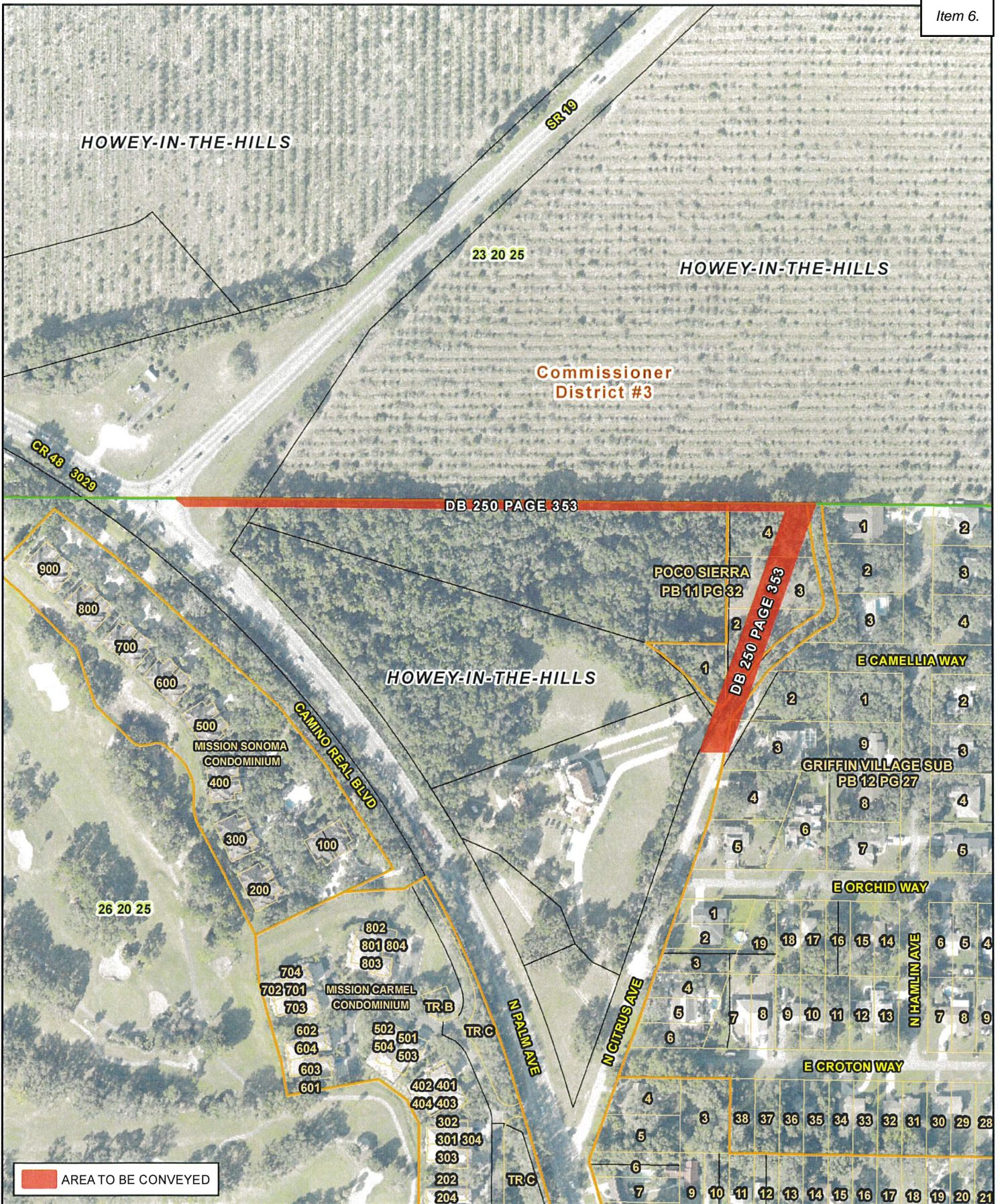
VICINITY MAP

RIGHT-OF-WAY CONVEYANCE
TOWN OF HOWEY-IN-THE-HILLS





SECTION	TOWNSHIP	RANGE		PRINT DATA	LAKE COUNTY DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION / RIGHT OF WAY SECTION <div>THIS DRAWING IS A GENERAL REPRESENTATION AND IN NO WAY DOES LAKE COUNTY CERTIFY ITS ACCURACY</div>	HOWEY-IN-THE-HILLS (Right of Way Conveyance) Location Map
26	20S	25E		SCALE Not to Scale		
PREPARED BY: KHJ				PAPER SIZE (TO SCALE) 8.5 x 11		
DATE: June 15, 2023				LAYOUT Portrait		



SECTION	TOWNSHIP	RANGE
26	20S	25E
PREPARED BY KHJ		
DATE: 6/15/2023		

PRINT DATA
SCALE Not to Scale
PAPER SIZE (TO SCALE) 8.5 x 11
LAYOUT Portrait

LAKE COUNTY
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION / RIGHT OF WAY SECTION

THIS DRAWING IS A GENERAL REPRESENTATION AND IN NO WAY DOES LAKE COUNTY CERTIFY ITS ACCURACY

FILE PATH: S:\Right of Way\Road Transfers\Howey in the Hills\Howey RW Transfer Map.pdf

HOWEY-IN-THE-HILLS
(Right-of-Way Conveyance)

(2020) 43

ARTICLE II. NOISE CONTROL¹

Sec. 14-31. Title.

This article shall be known and may be cited as the "Lake County Noise Control Ordinance."

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-32. Legislative findings.

It is found and declared that:

- (1) This article is enacted pursuant to Article II, Section 7, of the Florida Constitution, which provides that adequate provision shall be made by law for the abatement of excessive and unnecessary noise, and by the home rule power of Lake County, Florida, set forth in F.S. § 125.01(1).
- (2) Excessive sound within the unincorporated county limits is a condition which is increasing in severity with the continued residential and commercial growth of Lake County, Florida.
- (3) The necessity in the public interest for the provisions and prohibitions hereinafter contained and enacted is declared as a matter of legislative determination and public policy, and it is further declared that the provisions and prohibitions hereinafter contained and enacted are in pursuance of and for the purpose of securing and promoting the public health, safety and welfare of the citizens of the Lake County, Florida.

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-33. Scope.

This article shall be effective throughout the unincorporated areas of Lake County, Florida.

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-34. Excessive noise prohibited.

No person shall create, continue or cause to be created any excessive noise audible to persons within the unincorporated areas of Lake County, Florida. Excessive noise shall mean a noise that is:

- (1) Of such amount or of such duration, wave frequency or intensity as may be or is injurious to human or animal life or property;

¹Editor's note(s)—Ord. No. 2005-3, § 2, adopted Jan. 4, 2005, amended Art. II, in its entirety, to read as herein set out. Prior to inclusion of said ordinance, Art. II pertained to similar subject matter. See also the Code Comparative Table.

Cross reference(s)—Noisy animals, § 4-7.

- (2) Of such amount, level, duration or character as to annoy, disturb, injure or unreasonably interfere with or endanger the health, peace or comfortable enjoyment of life, property or the conduct of business; or
- (3) Of such character and in such quantity or level as to be detectable by a considerable number of persons or the public, so as to interfere with such persons or the public health, repose or safety, or to cause severe annoyance or discomfort; or which interferes with the normal conduct of business, or is otherwise detrimental or harmful to the health, comfort, living conditions, welfare and safety of the inhabitants of the county.
- (4) The definition of "noise disturbance" includes sounds that are created within a municipality or county other than Lake County, but which are detected within the unincorporated boundaries of Lake County, Florida.

Factors to be considered in determining whether such noise is excessive include, but are not limited to the level of the noise, whether the origin of the noise is natural or unnatural, the nature of the zoning of the area from which the noise emanates and the area of where it is received, the proximity of the noise to sleeping facilities, the time of day or night the noise occurs, the duration of the noise and whether the noise is recurrent, intermittent or constant.

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-35. Other prohibited activities.

The following conduct, acts and circumstances are hereby declared to be prohibited:

- (1) *Residential construction and demolition.* No person shall operate or cause the outdoor operation within any residential zoning district of any tools or equipment used in construction, drilling, repair, alteration or demolition work between the hours of 7:00 p.m. and 7:00 a.m. the following day, except for emergency work by public service utilities or for road construction by or on behalf of a governmental agency which is required by the governmental agency to be done at night. This prohibition does not apply to construction taking place in commercial or industrial zoning categories, to golf course maintenance, nor to delivery and installation of concrete and other materials associated with residential slab installation.
- (2) *Vehicular refrigeration units.* Vehicular refrigeration units located within residential zoning districts shall not be operated between the hours of 9:00 p.m. and 6:00 a.m. the following day.

For purposes of this article the term "residential zoning districts" shall include those areas zoned as Ranchette District (RA), Agricultural Residential (AR), Rural Residential (R-1), Estate Residential (R-2), Medium Residential District (R-3), Medium Suburban Residential District (R-4), Urban Residential District (R-6), Mixed Residential District (R-7), Multifamily Residential (R-10), Residential Professional (RP), Mobile Home Rental Park District (RMRP), Mobile Home Residential (RM), Recreational Vehicle Park District (RV) and residential Planned Unit Developments (PUD).

(Ord. No. 2005-3, § 2, 1-4-05; Ord. No. 2017-49, § 2, 10-10-17)

Sec. 14-36. Knowledge and permission of property owner or occupant.

The continuation of excessive noise shall be deemed to continue with the knowledge and permission of the property owner or occupant.

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-37. Exemptions.

The following uses and activities shall be exempt from the provisions of this article:

- (1) Sounds resulting from any authorized emergency vehicle when responding to an emergency call or acting in time of emergency, and including any required equipment testing of emergency vehicles during non-emergency times.
- (2) Sounds resulting from emergency work. Emergency work shall be defined to mean any work made necessary to restore property to a safe condition following an emergency, or to protect property threatened by an imminent emergency, to the extent such work is necessary to protect persons or property from exposure to imminent danger or damage.
- (3) Any aircraft operated in conformity with, or pursuant to, federal law, federal air regulations and air traffic control instruction used pursuant to and within the duly adopted federal air regulations; and any aircraft operating under technical difficulties in any kind of distress, under emergency orders of air traffic control, or being operated pursuant to and subsequent to the declaration of an emergency under federal air regulations.
- (4) All sounds coming from the normal operation of interstate motor and rail carriers, to the extent that local regulation of sound levels of such vehicles has been preempted by the Noise Control Act of 1972 (42 U.S.C. § 4901 et seq.) or other applicable federal laws or regulations.
- (5) Sounds coming from motor vehicles to the extent they are regulated by F.S. § 316.293.
- (6) Any nonamplified noise generated by noncommercial public speaking activities conducted on any public property or public right-of-way pursuant to legal authority.
- (7) Sounds produced at:
 - a. Organized sporting events;
 - b. Events with an approved special event permit;
 - c. By fireworks; and
 - d. By permitted parades on public property or public right-of-way.
- (8) Construction of commercial or industrial structures properly permitted by the agency having jurisdiction over such property.
- (9) Sounds produced by normal agricultural activities located in appropriate zoning districts.

(Ord. No. 2005-3, § 2, 1-4-05; Ord. No. 2013-4, § 3, 1-22-13)

Sec. 14-38. Liberal, non-conflicting construction.

The provisions of this article shall be liberally construed such that its purpose is effectively rendered in the interest of the health, safety and welfare of the citizens and residents of Lake County. Likewise, said provisions shall be interpreted so as not to conflict with, but be supplemental to, all applicable Lake County Codes, land development regulations, and all other laws, rules, ordinances and regulations.

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-39. Enforcement and penalties.

- (a) *Criminal penalties.* The sheriff of Lake County, Florida, and his deputy sheriffs are hereby authorized and empowered to investigate and to arrest any person when there is probable cause to believe that said person is violating any provision of this article and said person has been previously warned by a deputy sheriff that his actions or omission of actions constitutes conduct in violation of this article. Pursuant to section F.S. § 125.69, any person who violates any provision of this article shall be subject to prosecution in the name of the state in the same manner as misdemeanors are prosecuted; and, upon conviction, such person shall be punished by a fine not to exceed five hundred dollars (\$500.00) or by imprisonment in the county jail not to exceed sixty (60) days or by both such fine and imprisonment.
- (b) *Code enforcement special master.* The Lake County Code Enforcement Special Master shall have concurrent jurisdiction to enforce the provisions of this article.
- (c) *Civil penalties.* A code enforcement officer or any law enforcement officer is hereby authorized to issue civil citations for the violation of any provision of this article, when based upon personal investigation, the officer has reasonable and probable grounds to believe that a violation has occurred. Any citation issued hereunder shall be a non-criminal infraction. The citation form shall be that which has been approved by the board of county commissioners.
 - (1) A citation for initial violation of section 14-34 which is not contested shall carry a reduced civil penalty of one hundred fifty dollars (\$150.00), provided that such reduced civil penalty shall be paid to the clerk of the county court within ten (10) days of the alleged violator's receipt of the citation. A citation for initial violation of section 14-35 which is not contested shall carry a reduced civil penalty of fifty dollars (\$50.00) provided that such reduced civil penalty shall be paid to the clerk of the county court within ten (10) days of the alleged violator's receipt of the citation.
 - (2) A citation for a repeat violation which is a second violation of section 14-34 which is not contested shall carry a reduced civil penalty of three hundred dollars (\$300.00) provided that such reduced civil penalty shall be paid to the clerk of the county court within ten (10) days of the alleged violator's receipt of the citation. A citation for a repeat violation which is a second violation of section 14-35 which is not contested shall carry a reduced civil penalty of one hundred dollars (\$100.00) provided that such reduced civil penalty shall be paid to the clerk of the county court within ten (10) days of the alleged violator's receipt of the citation.
 - (3) A citation for repeat violation of section 14-34, other than a second violation, and which is not contested, shall carry a reduced civil penalty of four hundred fifty dollars (\$450.00) provided that such reduced civil penalty shall be paid to the clerk of the county court within ten (10) days of the alleged violator's receipt of the citation. A citation for repeat violation of section 14-35, other than a second violation, and which is not contested, shall carry a reduced civil penalty of one hundred fifty dollars (\$150.00) provided that such reduced civil penalty shall be paid to the clerk of the county court within ten (10) days of the alleged violator's receipt of the citation.
 - (4) An alleged violator may contest the citation by requesting a hearing date from the clerk of the court within ten (10) days of the receipt of the citation. A person who requests a hearing date shall be deemed to have waived the right to pay the reduced civil penalty.
 - (5) If a citation for violation of this article is contested, the civil penalty imposed by the county court shall not exceed five hundred dollars (\$500.00).
 - (6) Any person who willfully refused to sign and accept a citation issued by the officer shall be guilty of a misdemeanor of the second degree, punishable as provided for in F.S. Ch. 775.

- (7) After issuing a citation to the alleged violator, the officer shall deposit the original citation and one (1) copy with the clerk of the county court in Lake County.
- (8) The county court, after a hearing, shall determine whether the alleged violator has committed an infraction. If the commission of an infraction has been proven by the greater weight of the evidence, the county court may impose a civil penalty not to exceed five hundred dollars (\$500.00).
- (9) A person who fails to pay the reduced civil penalty within ten (10) days of receipt of the citation, or who fails to request a hearing, or who requests a hearing but fails to appear, shall be deemed to have waived the right to contest the citation, and the county court may enter judgment against the person for an amount not to exceed five hundred dollars (\$500.00).

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-40. Other remedies.

The violation of any provision of this article which endangers the public health, safety and quality of life of residents in the area in hereby declared a public nuisance, and may be subject to abatement by a restraining order or injunction issued by a court of competent jurisdiction.

(Ord. No. 2005-3, § 2, 1-4-05)

Sec. 14-41. Separate violation.

Each separate occurrence shall be a separate violation.

(Ord. No. 2005-3, § 2, 1-4-05)

Secs. 14-42—14-50. Reserved.