



**Town Council Meeting**  
**February 14, 2022 at 6:00 PM**  
**In Person and via Zoom**

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**MINUTES**

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 Marie Gallelli led the Town Council with an Invocation

**ROLL CALL**

Acknowledgement of Quorum

**MEMBERS PRESENT:**

Councilor George Lehning | Councilor Marie V Gallelli | Councilor Rick Klein | Mayor Pro-Tem Ed Conroy |  
Mayor Martha MacFarlane

**STAFF PRESENT:**

Sean O'Keefe, Town Administrator | John Brock, Town Clerk | Rick Thomas, Police Chief | Morgan Cates,  
Public Works Director | Azure Botte, Code Enforcement Officer (via ZOOM) | James Southall, Public Utilities  
Supervisor (via ZOOM)

**AGENDA APPROVAL/REVIEW**

Motion made by Mayor Pro-Tem Conroy to approve of the agenda; Seconded by Councilor Lehning. Motion  
approved unanimously by voice vote.

**Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, 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 January 24, 2022 Town Council Meeting.
2. The approval of the minutes and ratification and confirmation of all Town Council actions at the January 26, 2022 Town Council Workshop Meeting.

Motion made by Mayor Pro-Tem Conroy to approve the Consent Agenda; Seconded by Councilor Gallelli.  
Motion approved unanimously by voice vote.

## **Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, Mayor MacFarlane

**Nay:** None

## **PUBLIC HEARING**

None

## **OLD BUSINESS**

### 3. Discussion: **Utility Consultants Review**

Mayor MacFarlane asked Town Administrator, Sean O’Keefe, to introduce this topic. Mr. O’Keefe gave an update on the process of the town hiring a consultant for Public Utilities: Water and Wastewater services. Mr. O’Keefe stated that the town had spoken with several different consultants including Black & Veatch, who suggested that the town should work with the Florida Government Utilities Authority (FGUA). Mr. O’Keefe stated that the town could enter an intergovernmental agreement with FGUA and that they could help the town through all of the steps including feasibility studies, engineering, planning, 10-year projects, all the way up to and including getting funding sources for obtaining and building utilities. The FGUA typically works with municipalities to assist with an acquisition plan over time.

Mayor Pro-Tem Conroy thought that it was important to do studies on both water and wastewater because they are linked together. This is due to reclaimed water from wastewater being utilized with irrigation lines. Mayor Pro-Tem Conroy wants the town to get a comprehensive plan for both.

Councilor Klein was concerned with the cost of feasibility studies and thought that the town would need to move forward carefully and perhaps do one study at a time, doing just the water study for now.

Public Comment:

Peter Tuite, 300 E Croton Way- Mr. Tuite thought that the town getting a comprehensive consultant was important. Mr. Tuite was also concerned about the town’s water quality. Mr. Tuite is concerned about sulfur in the water, the town’s CUP, springs in Yalaha going dry, the town’s water ph level, and possibility of lead in the town’s water. Mr. Tuite was also concerned about the Lake County School Board building new buildings within the town.

Doug Hower, 444 Bellissimo Place – Mr. Hower wanted to know about the status of the town purchasing property for Well #5.

## **NEW BUSINESS**

### 4. Consideration and Approval: **Venezia Townhomes Final Subdivision Plan Review**

Mayor MacFarlane asked Town Administrator, Sean O’Keefe, to introduce this topic. Mr. O’Keefe gave an overview of this topic and read out the seven conditions that the town’s Planning and Zoning Board had placed on their recommendation for this item to the Town Council.

Mayor MacFarlane asked Town Planner, Tom Harowski, to give his staff report on this topic. Mr. Harowski explained that the rear of the six townhome buildings, adjacent to Venezia Boulevard, should have variation in their roofline and these variation standards were minimally met without adding gables on the rear of the buildings. Mr. Harowski stated that the rear of the six townhome buildings adjacent to Venezia Blvd. would be considered a primary façade and would be required to have four design elements. The windows, shutters, and doors would each count as one design element per category. Some other trim design would need to be evident to meet this requirement for a fourth element.

Dave Matt, representative from DR Horton, was available for questions to the developer.

**Public Comment:**

Renee Lannaman, 710 Calabria Way – Mrs. Lannaman stated that she was on the Venezia HOA and their HOA does not allow short-term rentals.

Doug Hower, 444 Bellissimo Place – Mr. Hower was concerned about stucco falling off the walls on the townhomes.

Richard Mulvany, 308 W Dupont Circle - Mr. Mulvany stated that state code required two layers of water barrier beneath stucco, so that it would not fall off. Mr. Mulvany also suggested that the corbeling around the windows in the picture that was shown in Exhibit B of the Venezia Townhome Exhibits from DR Horton should work for the fourth design element necessary for the rear of the townhomes adjacent to Venezia Blvd.

Ron Francis III, - Mr. Francis did not believe that roof line should be a design element. Mr. Francis also stated that he wanted the townhomes to have to have a two-car garage like a normal single-family residency would be required to have.

Dave Matt, representative from DR Horton – Mr. Matt stated that DR Horton would be willing to add the corbeling around the windows that was shown in Exhibit B of their submitted Venezia – Townhome Exhibit.

Motion made by Mayor Pro-Tem Conroy to conditionally approve the Venezia Townhomes Subdivision Plan contingent on the developer ensuring that shutters and corbeling were placed around the rear windows of the six townhome buildings that have their rears backing Venezia Boulevard (as shown in Exhibit B of the Venezia – Townhome Exhibits attachment of this meeting’s Packet); Seconded by Councilor Gallelli. Motion was approved unanimously by roll call vote.

**Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, Mayor MacFarlane

**Nay:** None

**DEPARTMENT REPORTS**

5. Town Hall

Town Clerk, John Brock, gave the Town Hall report for January 2022. Mr. Brock also gave a short training to Town Councilors on using the new Town Council Meeting Packets feature on the town’s website.

6. Police Department

Police Chief, Rick Thomas, gave Police Department report for January 2022. Chief Thomas also gave a brief update on the car crash that Mr. Frank von Frankenstein, the town’s Building Official, was in.

7. Code Enforcement

Code Enforcement Officer, Azure Botts, gave the January 2022 Code Enforcement report/update.

8. Public Works

Public Utilities Supervisor, James Southall, gave the January 2022 Public Utilities report.

Public Works Director, Morgan Cates, gave the January 2022 Public Works Department report. Mr. Cates also gave updates on the Town Marker project, Downtown Sewer Project, and Town Hall Messenger Sign Project. Mayor Pro-Tem Conroy suggested that Public Works consider using solar lights for the Town Marker project.

9. Library

Town Administrator, Sean O'Keefe, gave an update on the town's library. Mr. O'Keefe stated that there were two members of the town's Library Board with terms that would be expiring soon, and he encouraged citizens to volunteer to be on the board.

10. Parks & Recreation Advisory Board / Special Events

Town Administrator, Sean O'Keefe, explained that the Parks & Recreation Advisory Board had met the previous week and had given suggestions on updates to the town's 5-year Capital Improvement Plan (CIP). The CIP plan would next come to Town Council for approval at the 2<sup>nd</sup> February meeting.

11. Town Attorney

Tom Wilkes, the Town Attorney, had nothing to report this month.

12. Town Administrator / Finance Manager - Finance and Development Reports

Sean O'Keefe, Town Administrator, gave the January 2022 Financial Report.

**COUNCIL MEMBER REPORTS**

13. Mayor Pro-Tem Conroy

Mayor Pro-Tem Conroy wished everyone a Happy Valentine's Day.

14. Councilor Lehning

Councilor Lehning explained that he had attended a Howey Library Event recently, this event had been sponsored by the Friends of the Library (FOL). Councilor Lehning said that the FOL was looking for suggestions for how the library could better serve the town's residents.

15. Councilor Gallelli

Councilor Gallelli had nothing to report.

16. Councilor Klein

Councilor Klain had nothing to report.

17. Mayor MacFarlane

Mayor MacFarlane solicited the Town Council for dates for the next Town Council Charter Workshop Meeting. There was a consensus from the Town Council, that this meeting should occur on February 28<sup>th</sup> at 5:15pm, just prior to the normal 6pm Town Council meeting.

Mayor MacFarlane also discussed that the town still does not have a Special Magistrate for Code Enforcement. Mayor MacFarlane asked that if anyone had a suggestion for a Special Magistrate for the town, that they should let Town Hall know. Mayor MacFarlane stated that if the town could not find a

Special Magistrate, the town would need to consider moving to a fines and court system for Code Enforcement.

**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

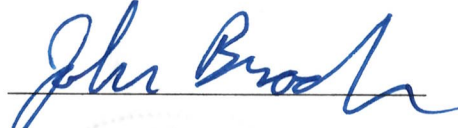
**ADJOURNMENT**

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

The Meeting adjourned at 7:57 p.m. | **Attendees: 33**

  
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Mayor Martha MacFarlane

ATTEST:

  
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John Brock, Town Clerk

