



Town Council Meeting
February 28, 2022 at 6:00 PM
In Person and via Zoom

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.
Mayor MacFarlane asked the attendees to pray for Councilor Gallelli who had recently lost her husband, Salvatore, and town resident Doug Hower who had recently lost his wife, Berniece (a member of the town's Planning and Zoning Board).
Mr. Jim Steele read aloud his poem, "All That Matters".

ROLL CALL

Acknowledgement of Quorum

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Councilor Marie V. Gallelli

STAFF PRESENT:

Sean O'Keefe, Town Administrator | John Brock, Town Clerk | Rick Thomas, Police Chief | Morgan Cates, Public Works Director | James Southall, Public Utilities Supervisor (via ZOOM) | Tom Wilkes, Town Attorney (via Zoom)

AGENDA APPROVAL/REVIEW

Motion made by Mayor Pro-Tem Conroy to approve the meeting's agenda; Seconded by Councilor Klein. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lehning, 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 February 14, 2022 Town Council Meeting.

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

Voting

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

Nay: None

PUBLIC HEARING

2. Consideration and Approval: (First Reading) **Ordinance 2022-001 Capital Improvements Schedule Update**

Martha MacFarlane, Mayor, read Ordinance 2022-001 by title only:

AN ORDINANCE OF THE TOWN OF HOWEY-IN-THE-HILLS, FLORIDA AMENDING THE CAPITAL IMPROVEMENTS ELEMENT IN CHAPTER 8 OF THE TOWN'S COMPREHENSIVE PLAN BY UPDATING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS TO INCLUDE ESTIMATED CAPITAL IMPROVEMENTS FOR FISCAL YEAR 2021-2022 THROUGH FISCAL YEAR 2025-2026 PURSUANT TO THE REQUIREMENTS OF CHAPTER 163 OF THE FLORIDA STATUTES; PROVIDING FOR CONFLICT, CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

Mayor MacFarlane asked Town Administrator, Sean O'Keefe, to introduce this item to the council and give an overview of the Ordinance. Mr. O'Keefe explained what the Capital Improvement Plan (CIP) was and how the CIP was used by the town and other organizations. Mr. O'Keefe asked Town Planner, Tom Harowski, to further explain the CIP.

Mr. Harowski also explained that this year, the town was adding a schedule for traffic concurrency to the CIP and this was added because of the new development projects coming into town. A supplemental table (table 20A) was added to the CIP, putting the traffic schedule into the CIP. This table was not in the meeting's packet, it was read out and explained that it would be added to the next reading of the Ordinance if approved for a second reading.

Mayor Pro-Tem Conroy stated that the replacement well and water treatment plant on the north side of the town was only listed at \$1.5 million and should be updated with a higher, more accurate, amount before the second reading.

Mayor MacFarlane opened this item for Public Comment and Questions.

Renee Lannaman, 710 Calabria Way – Ms. Lannaman wanted to know if the addition of a back entrance to Venezia was included on the CIP. She also expressed that there were residents of Venezia that would be very concerned about this second access into Venezia.

Bob Yates, 120 E Croton Way – Mr. Yates stated that he would like to have a pickleball courts added to a park and that this project should be added to the CIP.

Mayor MacFarlane closed this item for Public Comment.

Mayor MacFarlane opened this topic up for further council discussion. Mayor MacFarlane explained that the town may be given the Howey Mausoleum and that even though the town did not currently own this mausoleum, the costs associated with renovating it should be added to the CIP. Sean O'Keefe, Town Administrator, agreed with the mayor and stated that the costs associated with the mausoleum should be added to the CIP.

Motion made by Mayor Pro-Tem Conroy to approve Ordinance 2022-001 and amend it to account for a more accurate cost to replace the North Water Treatment Plant, the addition of the traffic table, and the

addition of the Howey Mausoleum as an item under Parks & Recreation; seconded by Councilor Lehning. Motion passed unanimously and will be moved to a second reading.

Voting

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

Nay: None

OLD BUSINESS

None

NEW BUSINESS

3. Discussion: **Mid-Year Budget Review Workshop Date Selection**

Mayor MacFarlane explained that the Town Council would need to setup a future workshop meeting to go over the mid-year budget review. There was a consensus from the council to have this meeting on April 11, 2022, at 5:00 p.m., before the regular Town Council meeting.

Mayor MacFarlane also stated that the town's department directors should be prepared to provide their next year's budget information to the Town Administrator by June 15, 2022. Mayor MacFarlane also asked the town councilors to think about when they would like to do the first budget meeting for the upcoming fiscal year. It was suggested that this meeting would occur during the last week in July.

COUNCIL MEMBER REPORTS

4. Mayor Pro-Tem Conroy

Mayor Pro-Tem Conroy stated that the executive leadership of the MPO was creating tools to assist municipalities in acquiring funds for transportation needs.

5. Councilor Lehning

Councilor Lehning stated that he had been approached by his neighbors about the potential for a cut-through road to the Thompson Grove property and that Councilor Lehning's neighbors were not happy about that potential. Mr. O'Keefe explained how the Land Development Code (LDC) establishes that that town's existing road grid structure should be continued into newly developed areas, when possible.

Councilor Lehning challenged other Town Councilors to purchase tickets or a table to attend the Friends of the Library fundraiser. This fundraiser is currently scheduled for June 11, 2022.

6. Councilor Gallelli

N/A

7. Councilor Klein

Councilor Klein had nothing to report.

8. Mayor MacFarlane

Mayor MacFarlane spoke about potential developments such as Thompson Groove and the benefits of these new developments, such as a greater development of parks.

Mayor MacFarlane also stated that FDOT is working on a project to enhance or expand State Road 19 in the Venezia subdivision area and that this would include adding sidewalks in that area. Mayor MacFarlane also stated that she would like FDOT to add more streetlights on SR 19 for safety purposes.

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.

Frances O’Keefe Wagler, 409 W Central Ave – Mrs. Wagler wanted to know if the population of the town had risen to the point where there was a need for a traffic light at Central and 19.

ADJOURNMENT

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

The Meeting adjourned at 6:57 p.m. | **Attendees: 22**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk