



MINUTES OF THE HOWEY-IN-THE-HILLS TOWN COUNCIL
HELD OCTOBER 25, 2021

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 Martha MacFarlane explained that one of the Town Councilors, Mayor Pro-Tem, Ed Conroy, was not physically present at the Meeting due to a family issue but was attending virtually via ZOOM. Mayor MacFarlane further explained that she would like to allow Mayor Pro-Tem Conroy to participate and vote in the Town Council Meeting, even though he was participating via ZOOM.

Councilor Lehning made a motion to allow Mayor Pro-Tem Conroy to participate and vote virtually during the Town Council Meeting; Councilor Gallelli seconded the motion. The motion was approved unanimously by voice vote.

ROLL CALL

Members Present:

Martha MacFarlane, Mayor
Ed Conroy, Mayor Pro-Tem (Virtual)
Rick Klein, Councilor
Marie V. Gallelli, Councilor
George Lehning, Councilor

Staff Present:

Sean O'Keefe, Town Administrator
John Brock, Town Clerk
James Southall, Public Utilities Supervisor (Virtual)
Tom Harowski, Town Planner

AGENDA APPROVAL

Motion made by Councilor Lehning to approve the agenda; Councilor Gallelli seconded the motion. Motion was approved unanimously by voice vote.

CONSENT AGENDA

1. The approval of the minutes and ratification and confirmation of all Town Council actions at the October 11, 2021, Town Council Meeting.

Motion made by Councilor Gallelli to approve the minutes; Councilor Lehning seconded the motion. Motion was approved unanimously by voice vote.

PUBLIC HEARING

None

NEW BUSINESS

2. Consideration and Approval: (First Reading) Ordinance 2021-009 Purchasing Policy.

Martha MacFarlane, Mayor, read the Ordinance 2021-009 by title only:

AN ORDINANCE OF THE TOWN OF HOWEY-IN-THE-HILLS, FLORIDA ADOPTING A PURCHASING POLICY; REPEALING SECTIONS 5-1 THROUGH 5-6 OF CHAPTER 5 OF THE TOWN'S CODE OF ORDINANCES TITLED "BIDS"; ADOPTING A NEW SECTION 5-1 TO PROVIDE FOR THE ADOPTION, AMENDMENT AND REVISIONS TO THE TOWN'S PURCHASING POLICY TO BE DONE BY RESOLUTION; REPEALING THE CURRENT PURCHASING POLICY AND ADOPTING A NEW PURCHASING POLICY PERTAINING TO PURCHASING AND CONTRACT AWARD PROCEDURES, CONTRACT ADMINISTRATION, RIGHTS OF THE TOWN COUNCIL, TOWN PROCUREMENT RECORDS, AND ETHICS IN PUBLIC CONTRACTING; PROVIDING FINDINGS; PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

Sean O'Keefe, Town Administrator, introduced the item and gave an overview of the proposed ordinance.

Mayor Pro-Tem Conroy suggested that the Town have a notification list of vendors that are interested in bidding on future projects.

Public Comment:

Berniece Hower, 444 Bellissimo Place – Mrs. Hower had questions about bids and proposals.

Donna Klein, - Mrs. Klein was concerned about how the bidding process was laid out in the Ordinance. She also wanted to make sure that the bidding process included making it mandatory for the town to solicit vendors for bids.

Pat Miller, - Mrs. Miller asked if it is a problem to only call some contractors asking for bids.

Motion made by Councilor Lehning to approve the First Reading of Ordinance 2021-009; Councilor Gallelli seconded the motion. Motion was approved by a unanimous voice vote.

3. Consideration and Approval: (First Reading) Ordinance 2021-010

Martha MacFarlane, Mayor, read the Ordinance 2021-010 by title only:

AN ORDINANCE OF THE TOWN OF HOWEY-IN-THE-HILLS, FLORIDA, PERTAINING TO LAND USE; REZONING PARCELS OF PROPERTY, IN THE AGGREGATE ABOUT 378 ACRES, LOCATED GENERALLY NORTH OF SOUTH PALM AVENUE AND REVELS ROAD, SOUTH OF NUMBER TWO ROAD, AND STRADDLING THE EAST AND WEST SIDES OF SOUTH MARE AVENUE, WHICH PARCELS ARE IDENTIFIED WITH LAKE COUNTY PROPERTY APPRAISER ALTERNATE KEY NUMBERS 1098131, 1209587,

1096149, 1098688, 3847580, 1255708, AND 3847578, AND WHICH ARE KNOWN GENERALLY AS “THE RESERVE AT HOWEY-IN-THE-HILLS”; AMENDING THE TOWN’S ZONING MAP TO REFLECT AMENDMENTS TO THE EXISTING PLANNED UNIT DEVELOPMENT ZONING FOR THE PARCELS; PROVIDING FINDINGS OF THE TOWN COUNCIL; APPROVING THE AMENDED PUD ZONING FOR THE PARCELS SUBJECT TO AN AMENDED AND RESTATED DEVELOPER’S AGREEMENT FOR THE PARCELS, A REVISED MASTER SITE PLAN, A REVISED PRELIMINARY SUBDIVISION PLAN, INCLUDING PUD DESIGN STANDARDS AND A LANDSCAPE PLAN, AND THE TOWN’S LAND DEVELOPMENT CODE AND ALL OTHER TOWN ORDINANCES GOVERNING THE DEVELOPMENT OF THE PARCELS; REPEALING ORDINANCE 2004-323; PROVIDING FOR CONFLICTING ORDINANCES, SEVERABILITY, CODIFICATION AND AN EFFECTIVE DATE.

Tom Harowski, Town Planner, introduced the item and gave an overview of the proposed ordinance.

Mark McDonald, Senior Vice President for Lennar, and Ryan Blaida, Engineer of Record for the project, gave a presentation for the applicant. Mr. Blaida explained that, based on feedback that they had received from the Planning and Zoning Board, they had added more on-road parallel parking throughout the development.

Councilor Gallelli suggested that new Development Agreement should expire if construction of the development does not start within a given time.

Public Comment:

Doug Hower, 444 Bellissimo Place – Requested that Town Councilors visit other communities prior to voting on this issue.

Berniece Hower, 444 Bellissimo Place – Had questions about the old Development Agreement’s commercial property.

Motion made by Councilor Gallelli to approve the First Reading of Ordinance 2021-010; Councilor Klein seconded the motion. Motion was approved by roll call vote.

Councilor Lehning	NO	Councilor Klein	NO
Mayor Pro-Tem Conroy	YES	Councilor Gallelli	YES
Mayor MacFarlane	YES		

4. Consideration and Approval: RFP 2021-007 Howey Fishing Pier Renovation Project – Contract Approval.

Martha MacFarlane, Mayor, introduced the agenda item and asked Sean O’Keefe to present to Council.

Mr. O’Keefe gave an overview of the RFP and contract approval. This RFP had previously come before Town Council and ESX Construction had been chosen as the vendor. Mr. O’Keefe stated that ESX Construction had pulled their bid out just after they were selected.

Mr. O’Keefe gave the staff recommendation that Town go with Docks & Dwellings, using the WearDeck Polymer/Composite Material, who had given the second lowest bid. This bid, with the WearDeck option, is for \$49,600.

Public Comment:

None

Motion made by Councilor Lehning to accept the bid from Docks & Dwellings; Councilor Klein seconded the motion. Motion was approved by a unanimous voice vote.

Old Business:

None

Council Member Reports:

Mayor Pro-Tem Conroy

Mayor Pro-Tem Conroy thanked everyone and stated that he thought it was a tough decision on the Reserve.

Councilor Lehning

Nothing to report.

Councilor Gallelli

Councilor Gallelli thanked Mr. Ernest for rebuilding the book box by the gazebo and she gave a report for the Howey Events committee about the upcoming Halloween events.

Councilor Klein

Nothing to report.

Mayor MacFarlane

Mayor MacFarlane stated that the Sara Maude Mason Park’s boardwalk had been reopened and that sealant would be applied in February. Sean O’Keefe read a letter of thanks from a Yalaha resident for reopening the boardwalk. Mayor MacFarlane also reminded residents that the Solid

Waste Assessment fee was moving off the utility bill and was now a non-ad valorem assessment on the property tax bill. Sean O’Keefe explained that the water rate would be increased by the allowable amount of the Municipal Cost Index increase of 1.1733%, on top of the 2018 water rate.

Public Comments

Berniece Hower, 444 Bellissimo Place – Mrs. Hower stated that she thought the mural that had been painted on the wall at the Howey Market looked great.

ADJOURNMENT

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

The Meeting adjourned at 8:10 p.m. | **Attendees: 23**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk