MICANOPY, SEMINOLE CHIEF

Minutes

Town Commission
Regularly Scheduled Meeting
Tuesday • March 8, 2016 • 7:30 pm

1. Call to Order: 8:00 pm (following Canvassing Board Meeting)

2. Invocation & Pledge of Allegiance to Flag

3. Roll Call:
   Commissioners Attending:

• Joseph Aufmuth	On Sabbatical – Joined meeting via Skype
• Michael Berkowitz, Mayor Pro-Tem	Present
• Virginia Mance, Mayor	Present
• Richard Shutterly	Present
• Mike Roberts	Present
• Debbie Gonano, Town Administrator	Present
• Stephen Lee, Town Attorney	Present
• Patty Polk, Deputy Town Clerk	Present

4. Consent Agenda Approval:
   A. Agenda Approval
   B. Minutes of Regular Meeting February 9, 2016
   C. Review & Acceptance of Financial Transactions & Reports
   Motion made and seconded (Shutterly/Berkowitz) to approve the consent agenda as submitted; passed 5-0

5. Micanopy 2016 Town Commission Election – Swearing in of Commissioners
   Town Administrator Gonano swore in Commissioner Aufmuth via Skype, and Commissioner Parker in person, who took his seat at the dais upon the outgoing of Commissioner Berkowitz.
   A. Organizational Meeting:
      Town Administrator Gonano called for nominations for Mayor.
      Commissioner Aufmuth nominated Commissioner Mance with a second from Commissioner Roberts.
      Nominations closed. Commissioner Mance is unopposed as Mayor for the fiscal term 2016-2017.

      Nominations open for Mayor Pro-Tem.
      Commissioner Roberts nominated Commissioner Shutterly with a second from Commissioner Parker.
      Nominations closed. Commissioner Shutterly is unopposed as Mayor Pro-Tem for the fiscal term 2016-2017.

6. Guests:
   A. O'Steen Brothers – Proposed Use of Franklin Crates Property – Patrice Boyes, Esquire, was present and representing O'Steen Bros., Inc. Ron, Brad, and Dexter O'Steen were present to answer any questions that may arise. The O'Steen brothers have a real estate contract to purchase the Franklin Crates property and they would like to affirm that their intended use of the property meets the Town's zoning and land use regulations. Discussion ensued.

Mayor Pro-Tem Shutterly questioned the portion of the property that is located in the County and if it will be annexed into the Town? Attorney Boyes stated that they have not considered annexation of the County portion of the property; but she would like to know if the Commission will recommend an affirmation letter. Mayor Pro Tem Shutterly agreed that the plans, as presented, are allowed within our Land Development Code (LDC). However, the Micanopy LDC does not provide that the Town should issue an affirmation letter.

Commissioner Aufmuth questioned the status of a preservation conservation easement survey which was done by the current owners with the intent of lowering the tax base, from what route the trucks will be accessing the property, and if the memory of Franklin Crates history will be preserved? Ron O'Steen answered that there has been no evidence of a conservation easement found, but they will follow the regulations if one is found. Additionally, Mr. O'Steen met with FDOT concerning Hwy. 441 access for large trucks, and they have obtained a permit to use the Hwy. 441 access point. Bay Ave will be used only for personal vehicles. Commissioner Parker questioned if FDOT requires signs stating that trucks are entering the highway and was reassured that they will follow all FDOT standards. To preserve the town's history, O'Steen Bros. indicated their willingness to work with the Town to place an historic marker remembering Franklin Crates.

Commissioner Roberts discussed the milled asphalt which will be stored on the property and any possible odor. Ron O'Steen assured the commission that the asphalt will not be milled on site; therefore there will be no odor. Hours of operation will be 6:00 am – 6:00 pm with only a small number of employees working at this site. Valerie Shutterly would like to know how many trees will be removed and was reassured that they will apply for a tree permit if they need to remove any trees.

Motion made and seconded (Shutterly/Aufmuth) to affirm O'Steen Bros., Inc. interpretation of the Town's regulations as it relates to the property for the construction materials, equipment, storage yard and intended ingress and egress to the property; passed 5-0

7. Citizen's Forum (public comments limited to 5 minutes per speaker, please)
   A. Ralph DisPagno, NE Easy St, is resigning from the Code Enforcement Board. He and his neighbors thank you for taking down the tree.

8. Citizen Board and Committee Reports:
   A. Planning & Historic Preservation Board – Fro Warren gave a verbal report.
      1. Recommend approval to the Town Commission of draft ordinance 2016-01 Indoor Entertainment Venue.
      2. Moved along with the Historical district information booklet; which should be complete in a few months.
      3. Agreed to a checklist for site plan review which will soon be sent to Attorney Lee for recommendation.

   B. Tree Committee: Karen Hill, Chair
      1. They have one tree permit open right now at 102 NW Seminary Ave for 3 Hackberry trees and 2 Laurel Oaks; the permit process should be completed by next week.
      2. Christine Steurer described the successful Arbor Day celebration with the proclamation being read by Mayor Mance and the Micanopy Middle School students participating in the planting of a Spruce tree. The Tree Committee will apply for Tree City certification soon.

9. Town Attorney Report:
   A. Public Hearing: First Reading Ordinance No. 2016-01 Indoor Entertainment Venue
      Attorney Lee read on short title. Discussion ensued. The changes to the LDC will be adding: C. Uses Permitted by Special Use Permit in C-1.; 1. Indoor entertainment venues.
      Motion made and seconded (Aufmuth/Shutterly) to approve the first reading of Ordinance 2016-01 as submitted; passed 5-0

10. Town Administrator Report: Town Administrator presented.
   A. Micanopy Great American Clean-Up Day Saturday, April 2, 2016 – Hard-working cleanup volunteers will be offered special lunch treats including pizza from Blue Highway Pizzeria and DeDe DesForges' potato salad, baked beans, and pulled pork sandwiches. Volunteers are encouraged to help on cleanup day.

   B. Fee Schedule Corrections & Amendments – Discussion ensued. The commission asked for additional time to review and asked for the schedule to be brought back next meeting.

C. Chris Monaco, Micanopy Trust for Historic Forts & Battlefields, is working on plans to install an information kiosk at the Micanopy Native American Heritage Preserve (MNAHP) instead of the Historical Marker they had already received permission to place there last year. The commissions' consensus is to send this to the Planning & Historic Preservation Board for approval of sign placement.

11. New Business:

A. Alachua County Wild Spaces/Public Places Ballot Initiative Projects – Alachua County is pushing for voter acceptance in November of a new eight year half-cent sales tax increase to be used for land conservation, recreation projects, and water projects. The County Commission is looking for the Town to submit an updated list of possible projects for 2016. Discussion ensued with many new project ideas presented. Mrs. Gonano will send out an email and put a request on our website asking citizens for ideas, and then she will update the list and forward the information to the County on Monday, March 14.

B. Field Use/Field Fees – Mayor Mance presented. Discussion ensued. Commissioners Roberts and Aufmuth recommended that any organized teams who use our fields should be required to show proof of insurance, pay for electric used, field maintenance fees, and should first be authorized by Town Hall staff. The team currently using the field should be charged retroactively for their field use, and if they are not willing to pay, then they can go elsewhere. Town Administrator Gonano questioned if ball park fees can be added to the park rules ordinance which will be on next month's agenda? Attorney Lee agreed that this can be added to the proposed ordinance and the fees will be set by resolution.

12. Unfinished Business:

A. Draft Tree Ordinance & LDC Amendment – Attorney Lee presented the draft ordinance, which has been edited by the Mayor, Town Administrator, and Town Attorney from the original version received from the Tree Committee. The revisions were returned to the Tree Committee, who have made comments on the suggested changes. All the changes and comments are combined in this draft tree ordinance. Discussion ensued. The draft ordinance is available on our website for review and will be on our next agenda.

B. Generator Installation – Engineered Drawing Cost Estimates – Will be on our next agenda.

C. Comprehensive Plan EAR Amendment – Commissioner Shutterly and Mrs. Gonano researched possible alternatives to updating our Comprehensive Plan amendments and, based on a recommendation by Matt Surrency, have contacted North Central Florida Regional Planning Council. The Planning Council can assist the Town with preparation of the required comprehensive plan evaluation-based amendments checklist and letter this fiscal year at no cost. The Council can assist the Town with preparation of the required comprehensive plan evaluation-based amendments in Fiscal Year 2016-17 for the amount of $5,000 which is due one-year after the evaluation is completed.

Motion made and seconded (Aufmuth/Shutterly) to use North Central Florida Regional Planning Council to do our Comprehensive Plan EAR amendment for the amount of $5,000; passed 5-0

13. Town Commissioner Reports:

- Commissioner Joseph Aufmuth: Congratulations to everyone in Town, to our new commissioner, and our outgoing commissioner. Thank you to the citizens present, and he appreciates your comments.
- Commissioner Timothy Parker: Thank you to everyone who voted for him. He hasn't had time to prepare his comments.
- Commissioner Mike Roberts: Congratulations to Commissioner Aufmuth; the Town is lucky to have you. Congratulations to Commissioner Parker. Commissioner Roberts apologized to everyone for getting out of line last month with Commissioners Berkowitz and Shutterly. He's had the opportunity to travel to other towns recently and has noticed nice advertising poles; each displaying individual business advertisements with an arrow pointing in the direction of their store. It would add a flare to the Town. Mayor Mance will add to the next agenda.
- Commissioner Richard Shutterly: Offered congratulations to Commissioner Aufmuth, Commissioner Parker, and Mayor Mance for her reappointment to Mayor. A lot of stuff went on in the last couple months, and we need to get back to civility. We, as Commissioners, do a good job with the public and budgeting.

14. Mayor Virginia Mance Report: Congratulations Commissioner Aufmuth, she is glad to have you onboard again. Commissioner Berkowitz thank you again, you were an invaluable asset to this commission and community. Welcome Commissioner Parker; it's a wild ride so hold onto your chair. Thank you to Commissioner's Shutterly and Roberts for doing this job.

15. Adjourn: 10:05 pm

MINUTES APPROVED:

As submitted _____ as amended _____ at Town Commission Meeting _____

_____ **_____**

Virginia Mance, Mayor **Patty S. Polk, Recorder**