



VILLAGE OF HIGHLAND PARK – Board Work Session

1650 Highland Park Drive North

Thursday, December 7, 2023, Immediately following the 5:30 p.m. Final TRIM/Budget Hearing

I. CALL TO ORDER

The Board work session was called to order at 5:45 p.m.

II. ROLL CALL

The Clerk took roll call. The following Commissioners were present:

- Mayor-Commissioner Brandon McWhorter, Seat 2
- Commissioner Derek Camann, Seat 1
- Commissioner Amanda Updike, Seat 3

III. PUBLIC COMMENT

Mayor-Commissioner McWhorter opened up the meeting for public comment. Being none, the Mayor closed the public comment session.

IV. OLD BUSINESS

Mayor-Commissioner McWhorter opened the discussion for previous business.

Cmr. Camann asked the City Manager for an update on security cameras. Commissioner Camann asked for an update on the security cameras. The City Manager can view it remotely from his phone, and the cameras are also monitored from the computer in the Village office.

Cmr. Camann asked the City Manager for an update on the Duke Energy issues. The City Manager reported that he met with Duke Energy staff. The hanging wire is being addressed and will provide a follow up report at the next meeting. Two lights are being moved.

Cmr. Camann asked for an update on the speed bumps. Cmr. Updike noted that she has received complaints about the new speed bumps. It was noted that the new speed bumps are working as a deterrent. The City Manager stated that the large speed bump is \$1400 and the smaller one costs \$138, but the invoice needs to be pulled for actual pricing. (The Treasurer located the invoice in

the amount of \$5,718 - paid to Olson Construction for the “speed bump project.”) The City Manager will contact Olson Construction for more details about detailed costs of speed bumps and installation costs.

Discussion ensued about speed bumps. The smaller one is noisy. The open space in the middle allows water to run down the street and allows bicyclists to ride through. Mayor-Commissioner McWhorter noted that three more need to be purchased, and the City Manager stated that it is in the budget. The goal is to replace the two big ones with two smaller ones and replace the one by Mr. Stoughton’s house. The larger speed bumps were a problem and it was noted that perhaps too aggressive, while the smaller speed bumps work fine.

Mayor-Commissioner McWhorter asked the City Manager to look for another and less expensive meter reader. The current cost is \$400 per month.

V. NEW BUSINESS

Mayor-Commissioner McWhorter opened the meeting up for discussion about new business.

Cmr. Camann pursued a fact-gathering line of questioning. He asked what we need to do to protect the Village from outside interests who want to develop? Focus Homes did reach out to Highland Park, and the City Manager called back (Lino Cervino). No one returned his call.

Discussion then ensued about the history of the golf course property. The City Manager provided the most recent color maps from the Central Florida Regional Planning Council.

The golf course was designed as an 18-hole golf course designed by Stiles and Van Kleek. The Clerk could not recall details but will forward information about the historical significance of the golf course design. (Blair Updike has historical information about the golf course - <https://www.nytimes.com/2008/08/04/sports/golf/04golmain.html?smid=nytcore-ios-share&referrerSource=articleShare>)

Cmr. Camann asked about a holiday party. The City Manager stated that in previous years it was held at a private residence, but this year it will be held at the Village administration building.

To advertise and spread the word about the event, the Facebook page administrator for Highland Park Group (Jan Meeks) will be asked to post the flier, and the Village Clerk has posted on the website.

Cmr. Camann asked the City Manager to clarify who is the point of contact with the City Attorney. It was noted that any staff or elected officials who need to contact the City Attorney should be able to contact him. Cmr. Camann suggested that prior to meetings, staff should reach out to the City Attorney to ensure the Village is meeting all of the requirements and operating within the law.

Mayor McWhorter brought up a new legislation that requires the fiscal impact needs to be stated on the ordinances or resolutions. The Village Clerk will follow up with the City Attorney when new resolutions or ordinances are being developed.

Cmr. Updike asked about the purchase of furniture for the administration building. The City Manager asked the Commission what they wanted to see. Conversation ensued about the type of table and chairs. The City Manager asked the Commissioners what style they were interested in, and they stated they had no preference. It was noted that lighting needs to be improved in the office. The Clerk asked for a budget for this project. The Treasurer noted that the Village has until November 1 to file a budget amendment, if that comes up in the future. Funding for the furniture comes from the Beautification Fund.

The City Manager noted that a park bench in memoriam of Frank Kanzinger will be installed soon.

The Mayor-Commissioner asked the City Manager for some signage to hang on the building.

Mayor-Commissioner McWhorter thanked the Treasurer for working with the auditor. He noted she made a few recommendations, including that the Clerk will generate water bills, but the Treasurer should receive and deposit payments. The second item the auditor raised is that the signers on the accounts should check the original invoices and initial next to the costs to verify the check amount is correct.

The Mayor made a suggestion to get a credit card through Citizens Bank to eliminate the need for reimbursement. It was recommended to try to set up an in-house account with Ferguson.

Mayor McWhorter asked the Clerk to view the water bill for 3205 South Scenic Highway. The Clerk printed a statement for the water service at the property and provided it to the Mayor.

The Mayor asked to print at the end of each month a report of delinquent accounts. The City Manager noted that there is an ordinance or resolution (Ordinance #2010-01) already on the books that addresses how to handle delinquent accounts.

The City Manager asked the Commission whether they wanted the City Manager to enforce the “no parking on the grass” ordinance. The Mayor noted that if there are rules, they need to be enforced. The Mayor asked the City Manager to check with the City Attorney about how a “no fishing” ordinance would be allowed and what is the process required to allow that to happen.

The City Manager asked the Village Clerk for an interlocal agreement, and the Treasurer handed it to him.

The City Manager asked whether there should be a parking pad with 1-3 parking spaces at the playground.

The City Manager provided an update about the erosion issue onto the road from the base of the water tower. The City Manager has spoken to the property owner. He also noted that there is funding in the budget for curbing. There is a plan to sod and irrigate in the right-of-way, and this would be instead of curbing, saving the Village the costs of the curbing.

VI. QUESTIONS/COMMENTS/ANNOUNCEMENTS

Mayor-Commissioner McWhorter opened the floor for any questions, comments, or announcements. Being none, the Mayor closed this portion of the meeting.

VII. ADJOURNMENT

With no further business to discuss, the board workshop was adjourned at 6:54 p.m.

Respectfully submitted,

Lita O'Neill, Village Clerk