

**Village of Highland Park
Commission Meeting
Thursday, March 2, 2006
7:00 p.m.**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes of the Previous Meeting
- IV. Mayor's Report
 - SWFWMD Water Report Update
 - Oulette Request for Annexation
- V. Beautification Committee Update
 - Scope of Work for Whidden Design Studio
 - Lake Amoret Cleanup
- VI. Unfinished Business
- VII. New Business
- VIII. Announcements
- IX. Adjournment

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Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
March 2, 2006

A regular meeting of the Village Commission was held on March 2, 2006 at the Mayor's residence located at 1337 North Highland Park Drive. The Mayor called the meeting to order at 7:00 p.m.

Present: Earl Sehi, Mayor/Commissioner; Mark Smith, Commissioner; Rusty Ingley, Commissioner; Chuck Galloway, Village Attorney; Lita O'Neill, Village Clerk; Martha Sehi, Resident; Horace Herndon, Resident; Ginny Herndon, Resident; Ann Lohrentz, Resident

Roll call was taken at 7:05 p.m. Commissioner Rusty Ingley – present; Commissioner Mark Smith – present; Mayor-Commissioner Earl Sehi – present

The minutes of the last meeting, which was held on January 5, 2006, were considered for approval. Commissioner Ingley moved to accept the minutes as written. Commissioner Smith seconded. Three ayes. Minutes approved.

Mayor Sehi presented the Mayor's Report addressing the current status of the Village's Consumptive Use Permit issued by the Southwest Florida Water Management District (SWFWMD)

For six years, the Village has been out of compliance for per capita per day use, which is now 140 gallons per day (GPD) as determined by SWFWMD. Last year, the Village averaged 360 GPD. Reasons for this discrepancy are twofold: 1) the average "lot" size is 1.5 acres and 2) Our winter residents can only be counted as 1/4 of a person although their lots are cared for year-round. Over the years, the Village has performed a number of measures in an attempt to get in compliance with SWFWMD, including raising water rates in October 2005. SWFWMD staff person, Paul Murphy, has told the Mayor that SWFWMD has sought a variance from their Governing Board so that Highland Park will no longer be concerned with SWFWMD's compliance measures, provided that the water rates stay in effect for a minimum of one year. Our permit is good until 2011. If there are no problems at that time, the permit is renewable. Discussion ensued about water use and water conservation. One thing residents must know is that by law we are allowed to water only two times per week (Odd-numbered households on Wednesdays and Sundays, and even-numbered households on Tuesdays and Saturdays.)

Ouelette Request for Annexation and Water Supply

At the January 5, 2006 meeting, the Commission asked Mayor Sehi to look at the possibility of providing water to Lot #1, which is owned by Mr. Ouelette and lies adjacent to the Village south of the Village limits. The Mayor estimates it would cost \$1200-\$1500 to run a 6-inch water line from the Village to Mr. Ouelette's property. Additionally, it would cost \$2500 for another fire hydrant, which would be required. Based on these items, in addition to the question raised about the stability and accessibility of the spur road that leads to Lot #1 from the Village side, the Mayor

recommends not permitting the annexation and not providing water service. The Village Attorney suggested that the Village could require Mr. Ouelette to bear the costs associated with annexation and connecting to the water supply. Commissioner Smith volunteered to discuss the issue with Mr. Ouelette, and he will ask Mr. Ouelette to bring a proposal to the Commission at a future meeting if he is still interested, considering the costs.

Beautification Committee

Commissioner Ingley updated the Commission on beautification project. He is working with Bill Crone of Whidden Design Studio to get a master planting plan for the Highland Park Beautification effort. The Commission approved funding at \$3000 during the January 5th meeting. Commissioner Ingley explained that the Village would need to spend another \$800 for a master planting plan complete with plant lists and maintenance strategies and recommendations. Commissioner Mark Smith motioned to approve up to an additional \$1000 to be spent on the beautification project for the design of the master planting plan. Commissioner Ingley seconded the motion.

Roll Call: Rusty Ingley – yes; Mark Smith – yes; Earl Sehi - yes

Road Resurfacing

The Mayor has spoken with Polk County Roadway Maintenance about resurfacing our roads. The County referred the Mayor to a company called Florida Highway Products, which has a contract with the County. Commissioner Smith suggested looking at other projects this company has done (in Lakeland) to see what the product looks like before committing. He also mentioned that when roads are resurfaced, the Village should consider also installing some speed humps.

Lake Amoret Cleanup

The DEP permit has not yet been received, but it is expected soon. When it is in hand, Lita O’Neill will work to get the Polk County Invasive Plant Management crew out to treat the problem plants on Lake Amoret. In addition, Lita will follow up with Senator Alexander to see if SWFWMD can provide the manpower and equipment to remove dead, woody debris from Lake Amoret.

General Announcements

April 1st Event – The Village has received a community education grant in the amount of \$2,600 for a one-day event scheduled for April 1st. Educational boat tours on Lake Easy, a Florida-friendly landscaping workshop, and water-wise plant giveaways are scheduled. Everyone is encouraged to participate.

The meeting adjourned at 8:17 p.m. The next meeting is scheduled for May 4, 2006.

Respectfully submitted,

Lita O’Neill
Village Clerk

Village of Highland Park
Agenda for a Regular Meeting of the Village Commission
Thursday, May 4, 2006
7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Oath of Office
- IV. Designation of Mayor-Commissioner
- V. New Business
 - Presentation of FY2004-2005 Audit by Mark Cox of Wicks, Brown, Williams, & Co.
 -
- VI. Approval of Minutes of the Previous Meeting - March 2, 2006
- VII. Unfinished Business
 - SWFWMD Water Use Permit Update
 - Ouelette Request for Annexation
 - Beautification Committee Update
 - Lake Amoret Cleanup
- VIII. Announcements
- IX. Adjournment

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
May 4, 2006

A regular meeting of the Village Commission was held on Thursday, May 4, 2006 at the Mayor's residence located at 1337 North Highland Park Drive. The Mayor called the meeting to order at 7:05 p.m.

The following individuals were in attendance:

Earl Sehi, Mayor/Commissioner
Mark Smith, Commissioner
Chuck Galloway, Esq., Village Attorney
Lita O'Neill, Village Clerk
Martha Sehi, Resident
Brian Updike, Resident
Mark Cox, Auditor from Wicks, Brown, Williams & Company

Roll call was taken at 7:06 p.m. Prior to the meeting, the Clerk was notified that Commissioner Rusty Ingley would not be able to attend. Commissioners Mark Smith and Earl Sehi were present and constituted a quorum.

As a first order of business, the Clerk administered the oath of office to Commissioner Sehi, who as the incumbent running unopposed for the seat of Commissioner during the April 4, 2006 municipal election, was elected to another three-year term.

The designation of Mayor was postponed until the next regular meeting when all three Village Commissioners are present.

Presentation of audit year ending September 30, 2005 (FY2004-2005)

Mark Cox of Wicks, Brown, Williams & Co. (WBW) presented the audit for FY2004-2005. Mr. Cox stated that the Village of Highland Park has a clean opinion this year. He further explained and answered questions regarding the financial statements contained within the audit. Additional copies were given to the Clerk and will be kept on file in the Clerk's office.

Mr. Cox also presented a cost estimate for bookkeeping services by WBW (attached). His proposal provides an additional segregation of duties. If the Village does hire WBW for such bookkeeping services, another auditing firm must be hired to conduct the annual audit. Commissioner Smith recommended that the Clerk, Mr. Cox and Commissioner Ingley get together to discuss the best system for the Village. We'd like to have this in effect starting with next fiscal year. (Beginning October 1, 2006)

The minutes of the March 2, 2006 meeting were considered for approval. Commissioner Smith moved to accept the minutes as written. Mayor Sehi seconded. Two ayes. Minutes approved.

Unfinished Business

SWFWMD Water Use Permit Update

SWFWMD has sent a letter to the Village that states a variance has been accepted by the governing board of SWFWMD. We will no longer have to submit any records of any water

withdrawals in any areas of the Village of Highland Park. The overall Village usage is now well below the permitted 180,000 gpd. Our permit is valid until 2011. SWFWMD only asks that we keep our rates in place for one year (until October 1, 2006).

Ouelette Request for Annexation and Water Supply

The Southwest Florida Water Management District (SWFWMD) contacted Commissioner Sehi to see if we'd provide water to Mr. Ouelette, who had contacted them about drilling a well. According to SWFWMD rules, Mr. Ouelette will not be permitted to drill a well since he's within 500 ft to an existing water system. Commissioner Sehi does not recommend providing service. Discussion ensued about charging higher rates for service outside jurisdiction, annexation, who should incur the costs associated with hooking up to the Highland Park water system, and access road issues (to Mr. Ouelette's Lot #1).

The question of access arose during discussion. If Mr. Ouelette's property line abuts the city limits, then it is possible that he could access his property through the Village. Commissioner Sehi pointed out that there is an Ordinance on the books from 1977 or 1978 that addresses this issue. He requested that the Village Clerk provide to Commissioner Smith a copy of the Ordinance before the next meeting.

Commissioner Sehi moved that the Commission wait until Commissioner Ingley is present to discuss this issue further. Commissioner Smith seconded the motion. Two ayes. Motion passed.

Beautification Committee

Beautification Committee Chairman, Commissioner Ingley, was not present. Village Clerk and committee member Lita O'Neill stated that the committee continues to work with Whidden Design Group to develop a conceptual master plan as well as a design document for landscaping the common areas of the Village.

The Clerk also noted that as soon as their invasive plant crew becomes available, the Polk County Natural Resources Division will spray aquatic vegetation in Lake Amoret as permitted by Florida Dept. of Environmental Protection (DEP). Commissioner Sehi will contact Jeff Spence, Natural Resources Director, to follow up on the timing of the treatment. The Village Clerk will also find out from Senator J.D. Alexander if SWFWMD can provide the manpower and equipment to remove dead, woody trees and debris from Lake Amoret.

General Announcements

Martha Sehi provided an update of the Scenic Highway and mentioned that the Village may qualify for grant funding if we submit a written report to Ryan Kordek with the Polk County Transportation Planning Organization about any educational programs that have been held.

The meeting adjourned at 8:37 p.m. The next meeting is scheduled for July 13, 2006.

Respectfully submitted,

Lita O'Neill

Village of Highland Park
Agenda for a Regular Commission Meeting
Thursday, July 13, 2006
7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes of the Regular Meeting held May 4, 2006
- IV. Designation of Mayor and Vice-Mayor
- V. Unfinished Business
 - A. Ouelette Request for Annexation
 - B. Beautification Committee Update
 - C. Road Resurfacing
- VII. New Business
 - A. Mims Development
 - B. Florida Retirement System Enrollment
 - C. Truth in Millage (TRIM) 2006 – Set public hearing dates
 - D. Budget Workshop
- VIII. Announcements
- IX. Adjournment

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
July 13, 2006

A regular meeting of the Village Commission was held on Thursday, July 13, 2006 at the Mayor's residence located at 1337 North Highland Park Drive. The Mayor called the meeting to order at 7:05 p.m.

The following individuals were in attendance:

Earl Sehi, Commissioner
Mark Smith, Commissioner
Rusty Ingley, Commissioner
Chuck Galloway, Esq., Village Attorney
Lita O'Neill, Village Clerk
Martha Sehi, Resident
Gary Porterfield, Resident
Horace Herndon, Resident

Roll call was taken at 7:05 p.m. Commissioners Mark Smith, Rusty Ingley, and Earl Sehi were present and constituted a quorum.

Approval of Minutes

As a first order of business, the minutes of the May 4, 2006 meeting were considered for approval. Cmr. Ingley motioned that the minutes be approved as written. Cmr. Smith seconded. Roll call was taken. Three ayes. The minutes were approved.

Designation of Mayor and Vice-Mayor

Cmr. Smith made a motion that Cmr. Earl Sehi serve as Mayor and that Rusty Ingley serve as Vice-Mayor. Cmr. Ingley seconded. Roll call was taken. Three ayes.

Unfinished Business

Ouelette Request for Annexation and Water Supply

Mark Smith noted that no formal request has been made and no further discussion was necessary at this time.

Mayor Sehi mentioned that some residents have contacted him regarding use of the short spur across from 1136 South Highland Park Drive (letter attached). Construction vehicles have been delivering fill to Lot 1 owned by Mr. Ouelette. Cmr. Smith noted that this is a public road, and Mr. Ouelette does not need our permission to use it. Mr. Galloway concurred. The Village may block the road if they so wish. Village Ordinance No. 39 was reviewed and discussion of whether Mr. Ouelette was in violation of this Ordinance resulted. Mr. Galloway noted that Mr. Ouelette cannot connect to the road with anything except a driveway. Ordinance No. 39 would prohibit construction of a road across his property.

Beautification Committee Update

Cmr. Ingley requested that discussion about the Beautification Project be moved to the last item of discussion during the meeting.

New Business

Truth in Millage (TRIM) FY2006-2007

Com. Smith made a motion to propose the maximum millage rate for FY2006-2007 at one (1) point higher than the current rate of 7.4294. Com. Ingley seconded. Roll call was taken. Three ayes.

The Budget Workshop was scheduled for Tuesday, September 5, 2006, at 7:00 pm, and the Tentative Budget Hearing was scheduled for Tuesday, September 5, 2006, at 7:30 pm. The final hearing was scheduled for Tuesday, September 19, 2006, at 7:00 pm. All meetings will be held at the Mayor's residence at 1337 North Highland Park Drive.

Mims Development

For information purposes, Mr. Galloway summarized a meeting he attended with Mr. Mims, a developer that has proposed purchase of the Highland Park Hills golf course and possibly some of its associated buildings. If his proposed development is annexed into the Village of Highland Park, Mr. Mims is willing to bear the cost of infrastructure improvements to the water system. His plans include purchasing the land to develop townhouses and to construct a new road providing access via Hunt Brothers Road. The development proposal would require an amendment to the land development code, and at this point, it is still dependent upon Mr. Mims acquiring the property.

Florida Retirement System Enrollment

Mr. Galloway has reviewed a draft resolution and agreement pertaining to the Village enrolling in the Florida Retirement System for its regular-class general employees. The current rate for regular-class general employees is 9.53%. The Clerk was advised to prepare a resolution and agreement for consideration by the Commission at the next meeting.

General Announcements and Requests from the Audience

Mr. Herndon asked the Village Clerk to create a job description for the city manager position. Mr. Porterfield requested a spreadsheet with Village contact information.

Bookkeeping Services

The Village Clerk is working with Mark Cox of Wicks, Brown, Williams and Company to define duties and associated costs for bookkeeping services for the new fiscal year. Also, starting in the new fiscal year, two signatures will be required on checks issued by the Village to further segregate bookkeeping duties. Com. Ingley has agreed to be the second signer. Com. Smith will also be authorized on the account as a backup.

Beautification Committee

Beautification Committee Chairman, Commissioner Ingley, presented the draft conceptual master plan for the common areas. Com. Smith recommended getting sketches of the landscape design. Discussion about seeking grants and other fund raising opportunities ensued. The Village will prepare a grant application to the Florida Recreation Development Assistance Program for FY2007-2008. The grant deadline is September 15, 2006.

The meeting adjourned at 9:27 p.m. The next meeting is scheduled for September 5, 2006.

Respectfully submitted,
Lita O'Neill

Village of Highland Park
Commission Meeting and Public Hearing
Tuesday, September 5, 2006
7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Budget Workshop, FY2006-07
- IV. First Budget Hearing, FY2006-07
- V. Adoption of Tentative Budget and Millage for FY2006-07
- VI. Approval of Minutes of the Regular Meeting held July 13, 2006
- VII. Resolution 2006-01, Florida Retirement System Enrollment
- VIII. Resolution 2006-02, Commitment to Amend Capital Improvement Plan
Should Florida Recreation Development Assistance Program Funding Be
Awarded
- IX. Announcements
- X. Adjournment

Village of Highland Park
Minutes of the Village Commission Meeting Held on
September 5, 2006

A meeting of the Village Commission was held on Tuesday, September 5, 2006 at the Mayor's residence located at 1337 North Highland Park Drive. The Mayor called the meeting to order at 7:02 p.m.

The following individuals were in attendance:

Earl Sehi, Mayor-Commissioner
Mark Smith, Commissioner
Rusty Ingley, Commissioner
Lita O'Neill, Village Clerk

Meeting Agenda:

1. Budget Workshop for FY 2006-2007
2. First Public Hearing - Adoption of Tentative Budget and Millage for FY 2006-07
3. Regular Meeting
 - A. Approval of Minutes of the Regular Meeting held July 13, 2006
 - B. Resolution 2006-01, Florida Retirement System Enrollment
 - C. Resolution 2006-02, Commitment to Amend Capital Improvement Plan Should Florida Recreation Development Assistance Program Funding Be Awarded
 - D. Announcements
 - E. Adjournment

Roll call was taken at 7:03 p.m. Commissioners Mark Smith, Rusty Ingley, and Earl Sehi were present and constituted a quorum.

1. Budget Workshop (FY 2006-07)

Mayor Sehi opened the meeting to a Budget Workshop for Fiscal Year 2006-07. The Clerk supplied the Commissioners with copies of last year's budget as well as a profit and loss statement for October 2005 through August 2006. The Commissioners addressed the budget line by line. After a discussion of each item, a tentative budget was prepared (attached).

2. Public Hearing

Mayor Sehi closed the workshop and opened the meeting to the first budget hearing. There were no questions from the public. Commissioner Sehi motioned to adopt a millage rate of 7.4294, which was the same as the rate for the previous year, for Fiscal Year 2006-07. Commissioner Ingley seconded the motion. A roll call vote was taken: Earl Sehi, aye; Rusty Ingley, aye; Mark Smith, aye. Three ayes. It was noted that this millage rate would produce 38.59% more revenue over that generated by the rolled-back rate. Any excess funds would increase reserve funds for the Village.

Commissioner Ingley then motioned to approve the proposed tentative budget of \$214,920 for Fiscal Year 2006-07. Commissioner Smith seconded the motion. A roll call vote was taken: Earl Sehi, aye; Rusty Ingley, aye; Mark Smith, aye. Three ayes.

A notice advertising the second public hearing to finalize the millage rate and budget will be published in a newspaper of general circulation as required (F.S. 200.065) with a meeting date of September 19, 2006 at 7:00 p.m. at the Mayor's residence.

Mayor Sehi closed the public meeting and opened up the meeting to regular business.

3. Regular Meeting

Commissioner Ingley motioned to accept the minutes of the previous meeting held on July 13, 2006, as written. Commissioner Smith seconded the motion.

The Clerk read Resolution 2006-01, "A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, JOINING THAT FLORIDA RETIREMENT SYSTEM (FRS) FOR GENERAL EMPLOYEES AND PROVIDING AN EFFECTIVE DATE." Commissioner Ingley made a motion to adopt the resolution as read. Commissioner Smith seconded the motion. The Clerk will process the required paperwork.

The Clerk then read Resolution 2006-02, "A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, COMMITTING THE VILLAGE OF HIGHLAND PARK TO AMENDING ITS FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF THE COMPREHENSIVE PLAN, PROVIDED STATE AND/OR FEDERAL GRANTS TO FUND RECREATION IMPROVEMENTS ARE RECEIVED." Commissioner Ingley made a motion to adopt the resolution as read. Commissioner Smith seconded the motion.

There were no announcements, and the meeting was adjourned at 9:27 p.m.

The Final Public Hearing to discuss millage and budget for FY 2006-07 is scheduled for September 19, 2006 at 7:00 p.m.

Respectfully submitted,

Lita O'Neill

Village of Highland Park
Meeting of the Village Commission and Public Hearing
September 19, 2006

A meeting of the Village Commission and a public hearing to discuss and finalize the millage rate and budget for Fiscal Year 2006-07 was held on Tuesday, September 19, 2006 at the Mayor's residence located at 1337 North Highland Park Drive. The Mayor called the meeting to order at 7:07 p.m.

The following individuals were in attendance:

Earl Sehi, Mayor-Commissioner
Rusty Ingley, Commissioner
Lita O'Neill, Village Clerk
Horace Herndon, Resident
Gary Porterfield, Resident

Commissioner Mark Smith had notified the Clerk prior to the meeting that he would be unable to attend. A quorum was present.

Mayor Sehi briefed those in attendance about the tentative budget that was adopted at the September 5th meeting. The Mayor asked the Clerk to summarize the revisions made to the budget summary from the previous meeting.

Mayor Sehi noted that the millage rate of 7.4294 would produce 38.59% more revenue over that generated by a rolled-back rate of 5.3608. The Mayor asked for any questions from the public. Being none, Commissioner Ingley made a motion to adopt a millage rate of 7.4294 for Fiscal Year 2006-07. Commissioner Sehi seconded the motion. A roll call vote was taken: Earl Sehi, aye; Rusty Ingley, aye. Two ayes.

Mayor Sehi read Resolution 2006-03, "A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR FISCAL YEAR 2006-2007 AND PROVIDING FOR AN EFFECTIVE DATE." Commissioner Ingley made a motion to adopt Resolution 2006-03 as read. Commissioner Sehi seconded the motion. A roll call vote was taken. Two ayes. The Clerk recorded the time of adoption at 7:22 p.m.

Mayor Sehi summarized the budget, which totals \$403,329 when including all the carry forward and reserve funds. Of this total amount, actual operating expenditures total \$173,750, only a 5.4% increase over last year's operating budget.

Mayor Sehi read Resolution 2006-04, "A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2006-2007 AND PROVIDING FOR AN EFFECTIVE DATE." Commissioner Ingley made a motion to adopt Resolution 2006-04 as read. Commissioner Sehi seconded the motion. A roll call vote was taken. Two ayes. The Clerk recorded the time of adoption at 7:27 p.m.

The Mayor closed the public hearing and opened the meeting to regular business.

The only item to discuss was reading of Resolution 2006-05, "A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, TO CHANGE THE SCHEDULING OF THE MEETINGS OF THE BOARD OF COMMISSIONERS OF THE VILLAGE AND PROVIDING FOR AN EFFECTIVE DATE."

Mayor Sehi explained the need to change the bimonthly meeting days of the Board of Commissioners from the first Thursday to the second Tuesday of the month, beginning with the November meeting. Commissioner Ingley made a motion to adopt Resolution 2006-05 as read. Commissioner Sehi seconded the motion.

Announcements and Requests from the Public

The Clerk announced submission of a FRDAP grant, in which the Village is seeking \$50,000 for Fiscal Year 2007-2008.

Gary Porterfield requested the Village organize a clean up effort of Lake Amoret. The Clerk mentioned contact has been made with the Southwest Florida Water Management District to see about removing dead, woody debris. A site visit with their staff will be scheduled soon.

Gary Porterfield inquired about the possible Mims Development. Mayor Sehi responded that Mr. Mims had contacted Chuck Galloway to check the possibility of connecting to Lake Wales utilities for wastewater treatment. Since Lake Wales cannot handle the additional treatment, it does not appear that the development will move forward.

Mr. Porterfield also requested adding a line on the water bills showing the date the meter readings are taken.

The meeting adjourned at 7:40 p.m. The next regular meeting of the Village Commission is scheduled for Tuesday, November 14, 2006 at 7:00 p.m.

Respectfully submitted,

Lita O'Neill

**Village of Highland Park
Commission Meeting and Public Hearing
Tuesday, November 14, 2006
7:00 p.m.**

- I. Call to Order
- II. Roll Call
- III. Mayor's Report
- IV. Beautification Committee Update
- V. Announcements
- VI. Adjournment

**Village of Highland Park
Commission Meeting and Public Hearing
Tuesday, November 14, 2006
7:00 p.m.**

- I. Call to Order
- II. Roll Call
- III. Mayor's Report
- IV. Beautification Committee Update
- V. Announcements
- VI. Adjournment

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
November 14, 2006

A regular meeting of the Village Commission was held on Tuesday, November 14, 2006 at the Mayor's residence located at 1337 North Highland Park Drive. The Mayor called the meeting to order at 7:07 p.m.

The following individuals were in attendance:

Earl Sehi, Mayor-Commissioner
Mark Smith, Commissioner
Rusty Ingley, Commissioner
Chuck Galloway, Esq., Village Attorney
Lita O'Neill, Village Clerk
Martha Sehi, Resident
Gary Porterfield, Resident

Roll call was taken at 7:07 p.m. Commissioners Mark Smith, Rusty Ingley, and Earl Sehi were present and constituted a quorum.

Mayor's Report

Water System

A new certified water operator, Linda Fisher, will be inspecting the pump house and well, as well as perform other tasks related to operation of the water system as needed, in order for the Village to remain in compliance with Polk County Health Department regulations.

There is now a chain across the easement entry off North Highland Park Drive to the well area. Mr. Weaver provided the Village with a key and lock for access. Only those conducting Village business, such as our water operator, are permitted access.

The elevated water tank will be due for a cleaning within the next two years. Funds are available in the Enterprise Fund. Costs are estimated to be roughly \$10,000 for this service.

Roads

The Mayor has been in touch with Polk County (Mr. McNabb) regarding road repair. The County has a company under contract that can do "cape-seal" road surface maintenance. It will likely cost more than \$100,000. The road fund as of year end was \$76,659 (FY 2005-06). Commissioner Ingley mentioned that a transfer of funds from the general fund to the road fund would cover the balance of the cost for road repair.

This item will be discussed as a regular agenda item at the March meeting. Commissioner Smith recommended that the Village look at getting the roads done in April or May. The Mayor suggested May, since traffic is slower then, and the rainy season hasn't begun.

The Mayor will get a cost based on the existing County bid and provide that information at a future meeting, wither in January or March.

Commissioner Smith mentioned that he would like to see speed tables installed. This will have to wait until the road resurfacing is completed

Seaplane Issue

The Village passed an Ordinance prohibiting the use of seaplanes on Lake Easy; however, seaplanes continue to be observed on the lake. A Sheriff's deputy served a citation to an individual for illegal use of a seaplane, and Commissioner Ingley will contact the state attorney's office to check on the status of the charge for violating the Village ordinance.

Non-conforming Uses

The Mayor distributed copies of pages referencing "non-conforming uses" from both the Village Comprehensive Plan and the Land Development Regulations (pages attached). Discussion ensued about the Lekarica/Highland Park Hills property.

Discussion then ensued about code compliance issues. The Polk County Code Enforcement Division will enforce codes established by the County and by the Village upon request, going so far as issuing fines, if warranted. Anyone can report violations; however, it is the County's jurisdiction to issue citations for code violations.

Beautification Committee Update

Commissioner Ingley reported that the committee is pulling together information to get prices, photographs, potential grant sources, and timeline in order to conduct fundraising for the project.

Martha Sehi mentioned that the Scenic Highway Committee held a meeting on Monday to discuss grants, and there are potential opportunities for the Village to secure grants through the Scenic Highway project. Lori Carlton with DOT is the contact person. The Clerk will follow up with Ms. Carlton to discuss the possibilities.

Attorney Galloway reviewed portions of Florida Statute 255.20. The Clerk will ensure that the Beautification Committee is familiar with the Statute so that the Village acts in compliance when it comes to purchasing goods and services for the Beautification project.

The committee will present the Commission with costs, phases, and photographs of the proposed project at the next meeting, which will be held in January.

Approval of Minutes

The minutes of the September 5 and 19, 2006 meetings were considered for approval. Commissioner Smith motioned that the minutes be approved as written. Commissioner Ingley seconded. The minutes were approved.

The meeting was adjourned at 8:32 p.m. The next meeting is scheduled for Tuesday, January 9th, at 7:00 p.m.

Respectfully submitted,

Lita O'Neill

Lita O'Neill