

Village of Highland Park Regular Commission Meeting
Tuesday, January 22, 2008
7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes from the December 11, 2007 Special Call Meeting
- IV. Presentation of the FY2006-07 audit – Mark Cox, Wicks, Brown, Williams & Co.
- V. First Reading of Contraction Ordinance #2008-01 – Commissioner Mark Smith
- VI. Codes Compliance Letter – Lita O’Neill, Village Clerk
- VII. Other Business
- VIII. Announcements and Public Comment
- IX. Adjournment

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
January 22, 2008

A regular meeting of the Village Commission was held on Tuesday, March 11, 2008 at the Clerk's residence located at 1351 South Highland Park Drive. Commissioner Rusty Ingley called the meeting to order at 7:08 p.m. Due to the size of the group present, it was decided to hold the meeting outside on the front lawn.

The Clerk took roll call at 7:08 p.m. Commissioner Ingley, Commissioner Smith, Commissioner Updike and were all present.

The Clerk issued the oath of office to Rusty Ingley, who as the incumbent and sole qualifying candidate, was elected to a new three-year term

Designation of Mayor

Approval of Minutes

The minutes of the January 22, 2008 regular meeting of the Village Commission were considered for approval. Commissioner Smith motioned that the minutes be approved as written. Commissioner Updike seconded. Three ayes. The minutes were approved.

Resolution #2008-01

Village Attorney Chuck Galloway read Resolution #2008-01 in its entirety. A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, AND OF THE BOARD OF DIRECTORS OF THE FLORIDA LEAGUE OF CITIES, INC., HONORING EARL SEHI FOR MORE THAN THIRTY YEARS OF ELECTED SERVICE, AND COMMENDING HIM FOR HIS UNSELFISH COMMITMENT TO MUNICIPAL LEADERSHIP AND GOVERNANCE.

Second Reading of Ordinance #2008-01

Mayor-Commissioner Ingley asked Mr. Galloway to read Ordinance #2008-01 by title, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, VOLUNTARILY CONTRACTING THE BOUNDARY OF THE VILLAGE BY DEANNEXING THAT CERTAIN PROPERTY OWNED BY HUNT BROS., INC., DESCRIBED HEREIN CURRENTLY LYING WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF HIGHLAND PARK; PROVIDING FOR AN EFFECTIVE DATE."

Mayor-Commissioner Ingley opened a public hearing to discuss the ordinance. There was no public comment or questions.

Commissioner Smith made a motion to approve Ordinance #2008-01. Commissioner Updike seconded the motion. The Clerk took a roll call vote: Commissioner Updike – aye; Mayor-Commissioner Ingley – aye; Commissioner Smith – aye. The motion passed unanimously.

Beautification Project Update

Commissioner Updike briefed those in attendance about irrigation improvements that will be made to automate the irrigation on the common grounds. The Goff, Herndon, Updike, Josh Smith, and Tomkinson families are contributing

FRDAP Grant Project – The Clerk provided

Commissioner Updike made a motion to approve spending the money to purchase the playground equipment per the quote presented at tonight's meeting. Commissioner Smith seconded the motion. The Clerk took a roll call vote. Commissioner Updike – aye; Mayor-Commissioner Ingley – aye; Commissioner Smith – aye.

Other Business, Public Comments and Announcements

Chad Riedel asked if more speed bumps were planned for the North Highland Park Drive side. Discussion ensued about potential locations and their effectiveness.

(At this point, the meeting was moved inside due to rain. It took a few minutes to get chairs and people back inside.) The discussion about traffic calming devices continued in the Clerk's Office. This item will be placed on the May meeting agenda. Mrs. Padgett requested a radar speed check with the Sheriff's Office. The Clerk agreed to follow up with the Sheriff's Office to try to find out if we can borrow or pay for that equipment and or service to check speeds of motorists traveling Village roads.

Commissioner Smith introduced the proposed Mims development for discussion. Mr. Mims has already contacted each of the three Commissioners about his proposal. Commissioner Smith suggested that the residents should have an opportunity to hear from Mr. Mims about what is proposed, perhaps in a public workshop format, then hold another public workshop to discuss the proposal among residents only. Due to the fact that input from seasonal residents is desired on this topic and due to the fact that they will be leaving for northern residences soon, the workshops should be held before the end of March. Discussion then ensued about the potential benefits and potential impacts of the proposed development.

It was discussed that a visioning workshop should be scheduled for residents. The Village Clerk will contact the Central Florida Regional Planning Council to see if they will be able to facilitate this workshop.

Some comments were made about current zoning and the result of beautification efforts. Mayor-Commissioner Ingley stated that he would contact Mr. Mims to let him know the Village of Highland Park did not want to consider his proposal.

There being no additional business or comment, the meeting was adjourned at 8:13 p.m.

The next regular meeting of the Highland Park Commission will be held in May. The date and location will be announced and published in April.

Respectfully submitted,

Lita O'Neill
Village Clerk

Village of Highland Park Regular Commission Meeting
Tuesday, March 11, 2008
7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Oath of Office for Commissioner. R.A. “Rusty” Ingley, Jr.
- IV. Designation of Mayor
- V. Approval of Minutes from the January 22, 2007 Commission Meeting
- VI. Resolution #2008-01, “A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FLORIDA LEAGUE OF CITIES, INC., HONORING EARL SEHI FOR MORE THAN THIRTY YEARS OF ELECTED SERVICE, AND COMMENDING HIM FOR HIS UNSELFISH COMMITMENT TO MUNICIPAL LEADERSHIP AND GOVERNANCE.”
- VII. Second Reading of Contraction Ordinance #2008-01, “AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, VOLUNTARILY CONTRACTING THE BOUNDARY OF THE VILLAGE BY DEANNEXING THAT CERTAIN PROPERTY OWNED BY HUNT BROS., INC., DESCRIBED HEREIN CURRENTLY LYING WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF HIGHLAND PARK; PROVIDING FOR AN EFFECTIVE DATE.”
- VIII. Beautification Project Update
 - ★ Irrigation Improvements – Commissioner Brian Updike
 - ★ FRDAP grant project – Lita O’Neill, Village Clerk
- IX. Other Business
- X. Announcements and Public Comment
- XI. Adjournment

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
March 11, 2008

A regular meeting of the Village Commission was held on Tuesday, March 11, 2008 at the Clerk's residence located at 1351 South Highland Park Drive. The meeting was convened and held as noticed. Commissioner Ingley called the meeting to order at 7:08 p.m.

The Clerk took roll call at 7:08 p.m. Commissioner Ingley, Commissioner Smith, and Commissioner Updike were all present. Staff members present were the Village Attorney, Chuck Galloway; City Manager, Earl Sehi; and Village Clerk, Lita O'Neill.

The Clerk issued the oath of office to Rusty Ingley, who as the incumbent and sole qualifying candidate for the Commission seat open for election, will be elected to a new three-year term. His new term will expire in 2011.

Designation of Mayor

The Commission designated one of its members as Mayor, as authorized by the Village Charter. Commissioner Ingley was designated as Mayor-Commissioner.

Approval of Minutes

The minutes of the January 22, 2008 regular meeting of the Village Commission were considered for approval. Commissioner Smith motioned that the minutes be approved as written. Commissioner Updike seconded. Three ayes. The minutes were approved.

Resolution #2008-01

Village Attorney Chuck Galloway read Resolution #2008-01 in its entirety, "A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, AND OF THE BOARD OF DIRECTORS OF THE FLORIDA LEAGUE OF CITIES, INC., HONORING EARL SEHI FOR MORE THAN THIRTY YEARS OF ELECTED SERVICE, AND COMMENDING HIM FOR HIS UNSELFISH COMMITMENT TO MUNICIPAL LEADERSHIP AND GOVERNANCE." The Resolution was then executed by the Mayor and attested by the Clerk to be entered into the Village records.

Second Reading of Ordinance #2008-01

Mayor-Commissioner Ingley asked Mr. Galloway to read Ordinance #2008-01 by title, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, VOLUNTARILY CONTRACTING THE BOUNDARY OF THE VILLAGE BY DEANNEXING THAT CERTAIN PROPERTY OWNED BY HUNT BROS., INC., DESCRIBED HEREIN CURRENTLY LYING WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF HIGHLAND PARK; PROVIDING FOR AN EFFECTIVE DATE."

Attorney Galloway provided a brief explanation for this Ordinance. Mayor Ingley opened a public hearing to discuss Ordinance #2008-01. There were no public comments or questions. The Mayor closed the public hearing.

Commissioner Smith made a motion to approve Ordinance #2008-01. Commissioner Updike seconded the motion. The Clerk took a roll call vote: Commissioner Updike – aye; Mayor-

Commissioner Ingley – aye; Commissioner Smith – aye. Three ayes. The motion passed unanimously.

Beautification Project Update

Commissioner Updike briefed those in attendance about irrigation improvements that will be made to automate the irrigation on the common grounds. The Goff, Herndon, Updike, Story, Josh Smith, and Tomkinson families are contributing.

FRDAP Grant Project – The Clerk, on behalf of the Beautification Committee, sought approval for playground equipment as described in a quote from Playworld Systems (attached) to be purchased through the Florida Recreation Development Assistance Program grant funds. Playworld Systems has an existing contract with the City of Jacksonville, so the Village may “piggyback” off of that contract. The City Manager asked the Clerk to clarify the location of the playground. The Clerk presented the Planting Plan and gave a description of the location. Discussion ensued. Commissioner Updike made a motion to approve spending \$27,128.10 for materials and installation costs of the playground equipment per the quote presented. Commissioner Smith seconded the motion. The Clerk took a roll call vote. Commissioner Updike – aye; Mayor-Commissioner Ingley – aye; Commissioner Smith – aye. Three ayes. The motion passed unanimously.

Other Business, Public Comments and Announcements

Chad Riedel, 1255 North Highland Park Drive, would like to see more speed bumps planned for the North Highland Park Drive side. Discussion ensued about potential locations and their effectiveness.

(At this point, the meeting was moved inside due to rain. It took a few minutes to get chairs and people back inside. The City Manager left the meeting due to health issues.)

The discussion about traffic calming devices continued inside. The item will be placed on the May meeting agenda.

Mrs. Padgett, 1921 South Highland Park Drive, requested a radar speed check with the Sheriff’s Office. The Clerk agreed to follow up with the Sheriff’s Office to try to find out if we can borrow or pay for that equipment and or service to check speeds of motorists traveling Village roads.

The Clerk invited anyone willing to host a future Commission meeting, to please consider doing so. Also, the meeting date in May may be changed from the second Tuesday to another Tuesday in May. The Clerk will notice residents of the change of meeting date once the date is set.

Commissioner Smith then introduced the proposed Mims development for discussion. Mr. Mims has already contacted each of the three Commissioners about his proposal.

Commissioner Smith suggested that the residents should have an opportunity to hear from Mr. Mims about what is proposed, perhaps in a public workshop format, then hold another public workshop to discuss the proposal among residents only. Due to the fact that input from seasonal residents is desired on this topic and additionally that they will be leaving for

northern residences soon, it was noted that the workshops should be held before the end of March.

Jean Wilshere, 1442 South Highland Park Drive, voiced her opinion that the Commission should not even consider the proposal. Discussion then ensued about the potential benefits and potential impacts of the proposed Mims development.

The many residents in attendance at the meeting opined about code enforcement, dilapidated buildings, historic buildings, keeping the unique character of the community, and current zoning, specifically as these items pertain to the Weaver property, the site under consideration for the Mims proposal.

The Village Clerk will contact the Central Florida Regional Planning Council to see if they will be able to facilitate a visioning workshop for the Village—if possible before the end of March so the northern seasonal residents may participate. Attorney Galloway advised that the meeting must be held within the Village limits.

Due to the opinions expressed at the meeting, Mayor-Commissioner Ingley stated that he would contact Mr. Mims to let him know the Village of Highland Park was not interested in the proposed development.

There being no additional business or comment, the meeting was adjourned at 8:13 p.m.

The next regular meeting of the Highland Park Commission will be held in May. The date and location will be announced and published in April.

Respectfully submitted,

Lita O'Neill
Village Clerk

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
May 27, 2008

A regular meeting of the Village Commission was held on Tuesday, May 27, 2008 at the Clerk's residence located at 1351 South Highland Park Drive. The meeting was convened and held as noticed. Mayor-Commissioner Ingley called the meeting to order at 7:08 p.m.

The Clerk took roll call at 7:08 p.m. Commissioner Ingley, Commissioner Smith, and Commissioner Updike were all present. Staff members present were the Village Attorney, Chuck Galloway; City Manager, Earl Sehi; and Village Clerk, Lita O'Neill.

Approval of Minutes

The minutes of the March 11, 2008 regular meeting of the Village Commission were considered for approval. Commissioner Smith motioned that the minutes be approved as written. Commissioner Updike seconded. Three ayes. The minutes were approved unanimously.

First Reading of Ordinance #2008-02

Village Attorney Chuck Galloway read Ordinance #2008-02 by title, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, TO BE KNOWN AS THE SEX OFFENDER/DESIGNATED PREDATOR RESIDENCE RESTRICTION ORDINANCE AND RELATING TO THE RESIDENCES OF SEXUAL OFFENDERS/DESIGNATED PREDATORS (THOSE CONVICTED OF A VIOLATION OF §794.011, §800.04, §827.071 OR §847.0145, FLORIDA STATUTES OR WHO HAS BEEN DESIGNATED A SEXUAL PREDATOR PURSUANT TO CHAPTER 775, FLORIDA STATUTES, OR EQUIVALENT VIOLATION IN ANOTHER STATE REGARDLESS OF WHETHER ADJUDICATION HAS BEEN WITHHELD) WITHIN THE VILLAGE OF HIGHLAND PARK; CREATING SECTIONS WITHIN SAID CHAPTER; PROVIDING FOR A PROHIBITION AGAINST SEXUAL OFFENDERS/ DESIGNATED PREDATORS LIVING WITHIN 2,500 FEET OF A PUBLIC PARK OR PUBLIC PLAYGROUND; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR PENALTIES; PROVIDING FOR SEPARATE VIOLATIONS; PROVIDING FOR OTHER REMEDIES; AND PROVIDING FOR AN EFFECTIVE DATE."

Commissioner Updike motioned to approve Ordinance #2008-02 on first reading. Commissioner Smith seconded. Roll Call was taken: Commissioner Updike – Aye; Commissioner Smith – Aye; Mayor-Commissioner Ingley - Aye

Code Enforcement Ordinance (#2008-03)

Attorney Chuck Galloway explained that language for this ordinance was not ready for first reading; however, he explained the purpose of the ordinance. Several years ago, Highland Park and Polk County entered into an interlocal agreement for code enforcement. In order for a uniform application of penalties for code enforcement violations to occur, Highland Park is developing a code enforcement ordinance based on Polk County Land Development Code, Chapter 2. Attorney Galloway distributed copies of Chapter 2 to members of the Village Commission. The Commissioners were requested to review Chapter 2 and discuss it with Mr. Galloway prior to a June 10th call meeting in order to decide what provisions need to be included. Mrs. Catherine Heaman Weaver inquired whether this document was available. Mr.

Galloway explained that Chapter 2 of the Polk County Land Development Code was available on the Polk County website.

Resolution #2008-02, “A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, VOLUNTARILY FORGIVING DEBT IN THE AMOUNT OF \$51,807 OWED BY THE ENTERPRISE FUND TO THE GENERAL FUND OF THE VILLAGE OF HIGHLAND PARK, FLORIDA.”

Attorney Galloway read Resolution #2008-02 by title. The Village Clerk explained that debt owed from the enterprise fund to the general fund has accrued over the years to an amount of \$51,807. At the recommendation of the Village’s auditors, formally forgiving the debt through a resolution will allow the debt showing on the books annually to be removed. Commissioner Updike made a motion to approve Resolution #2008-02. Commissioner Smith seconded the motion. Three ayes. The resolution passed unanimously.

City Manager’s Report

Mr. Sehi provided background about the Evaluation Appraisal Report (EAR) and distributed copies of a memo he sent to the Central Florida Regional Planning Council (CFRPC) regarding the Village’s list of major issues. (See attached.)

Mr. Sehi further explained that the list of major issues came about from the March 11th public workshop. He addressed some of the comments resulting from the EAR public opinion survey. Regarding the requests to widen the roads, Mr. Sehi noted that the road in use today is a 20-foot dedicated alley. Both sides are under private ownership, and condemnation is unlikely due to the expense. Mr. Sehi then addressed the street lighting issue. Florida Power and the Village worked together to install continuous lighting, i.e. lighting alongside the roads such that when one walked on road, no area would be unlit, some years ago. Thirty-four (34) lights were installed. Outages are reported promptly and fixed quickly.

Mr. Sehi then distributed copies of a letter addressed to Mr. Eubanks with the Department of Community Affairs (See attached) to the Commission.

New Business

Commissioner Updike introduced one of the Polk County Sheriff Deputies to talk about the Polk County Sheriff’s Neighborhood Watch Program. Crime Prevention Specialist Stephanie Templeton was introduced. Ms. Templeton described the way the program worked (30% participation, i.e., 30 homes of 100 total) and provided brochures and magnets. The Village Clerk circulated a sign-up sheet for those interested.

Mr. Sehi asked the Clerk to circulate a picture of the Village entrance from 1986 (attached). He noted the prolific azalea blooms and the absence of oak trees in the picture.

Mayor Ingley asked who in attendance was interested in a Neighborhood Watch meeting with Ms. Templeton. The meeting will be held June 10th immediately following the special call meeting set for 7:00 p.m.

Commissioner Smith opened discussion about scheduling a visioning workshop, which would be facilitated by the CFRPC, to solicit citizen input on the future of Highland Park. The Clerk mentioned that she had talked to the CFRPC staff about them facilitating a workshop of this type. It is within the scope of their contract, but they will not be available until January 2009.

Commissioner Smith also inquired about trash pick-up of large debris – should the Village get a large dumpster and place it in an inconspicuous location? It was decided it was unnecessary to do so.

Announcements and Public Comments

The Mayor opened the floor up to public comments. Two action items were initiated:

- 1) Mr. Herndon noted that he did not receive the opinion survey. The Clerk will ask the CFRPC staff if it's too late to submit additional copies of the survey.
- 2) The Mayor asked the Clerk to bring to the September regular meeting a list of survey questions for the Commission's consideration. Commissioner Smith expressed his wish to solicit additional comments from those who may not have submitted an EAR survey, whether we use the original EAR survey or another survey. He made the suggestion that the Clerk come to the September regular meeting with survey questions to present for consideration, mail out the survey in October, receive responses in November, publish results in late November/December and have a January workshop to discuss the results.

There being no additional business or comment, the meeting was adjourned at 8:23 p.m.

The next regular meeting of the Highland Park Commission will be held July 8, 2008. The date and location will be announced and published in June.

Respectfully submitted,

Lita O'Neill
Village Clerk

**Village of Highland Park
Regular Commission Meeting
Tuesday, July 8, 2008, 7:00 p.m.
1421 North Highland Park Drive**

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes from the May 27, 2008 Commission Meeting
- IV. Ridge Selected Area Study (SAS) Presentation - Susan Wellborn, Babson Park Visioning Group
- V. Public Hearing and Second Reading of Ordinance #2008-02, **“AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, TO BE KNOWN AS THE SEX OFFENDER/DESIGNATED PREDATOR RESIDENCE RESTRICTION ORDINANCE AND RELATING TO THE RESIDENCES OF SEXUAL OFFENDERS/DESIGNATED PREDATORS (THOSE CONVICTED OF A VIOLATION OF §794.011, §800.04, §827.071 OR §847.0145, FLORIDA STATUTES OR WHO HAS BEEN DESIGNATED A SEXUAL PREDATOR PURSUANT TO CHAPTER 775, FLORIDA STATUTES, OR EQUIVALENT VIOLATION IN ANOTHER STATE REGARDLESS OF WHETHER ADJUDICATION HAS BEEN WITHHELD) WITHIN THE VILLAGE OF HIGHLAND PARK; CREATING SECTIONS WITHIN SAID CHAPTER; PROVIDING FOR A PROHIBITION AGAINST SEXUAL OFFENDERS/ DESIGNATED PREDATORS LIVING WITHIN 2,500 FEET OF A PUBLIC PARK OR PUBLIC PLAYGROUND; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR PENALTIES; PROVIDING FOR SEPARATE VIOLATIONS; PROVIDING FOR OTHER REMEDIES; AND PROVIDING FOR AN EFFECTIVE DATE.”**
- VI. Public Hearing and First Reading of Ordinance #2008-03, **“AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, ADOPTING GENERAL PROVISIONS; ADOPTING CERTAIN SIMILAR PROVISIONS OF THE POLK COUNTY CODE OF ORDINANCES TO BE ENFORCED IN ACCORDANCE WITH THE PROVISIONS OF THAT CERTAIN INTERLOCAL AGREEMENT BETWEEN POLK COUNTY AND THE VILLAGE OF HIGHLAND PARK PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF VILLAGE OF HIGHLAND PARK CODES AND ORDINANCES; PROVIDING DEFINITIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.”**
- VII. Resolution #2008-02, **“A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, ADOPTING A PUBLIC RECORDS POLICY; AND PROVIDING FOR AN EFFECTIVE DATE.”**
- VIII. Schedule Commission Budget Workshop and TRIM Public Hearing dates
- IX. New Business
- X. Announcements/Public Comment
- XI. Adjournment

Village of Highland Park Regular Commission Meeting
Tuesday, May 27, 2008
7:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes from the March 11, 2008 Commission Meeting
- IV. First Reading of Ordinance #2008-02, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, TO BE KNOWN AS THE SEX OFFENDER/DESIGNATED PREDATOR RESIDENCE RESTRICTION ORDINANCE AND RELATING TO THE RESIDENCES OF SEXUAL OFFENDERS/DESIGNATED PREDATORS (THOSE CONVICTED OF A VIOLATION OF §794.011, §800.04, §827.071 OR §847.0145, FLORIDA STATUTES OR WHO HAS BEEN DESIGNATED A SEXUAL PREDATOR PURSUANT TO CHAPTER 775, FLORIDA STATUTES, OR EQUIVALENT VIOLATION IN ANOTHER STATE REGARDLESS OF WHETHER ADJUDICATION HAS BEEN WITHHELD) WITHIN THE VILLAGE OF HIGHLAND PARK; CREATING SECTIONS WITHIN SAID CHAPTER; PROVIDING FOR A PROHIBITION AGAINST SEXUAL OFFENDERS/ DESIGNATED PREDATORS LIVING WITHIN 2,500 FEET OF A PUBLIC PARK OR PUBLIC PLAYGROUND; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR PENALTIES; PROVIDING FOR SEPARATE VIOLATIONS; PROVIDING FOR OTHER REMEDIES; AND PROVIDING FOR AN EFFECTIVE DATE."
- V. First Reading of Ordinance #2008-03, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, ADOPTING CERTAIN ENUMERATED PORTIONS OF THE POLK COUNTY LAND DEVELOPMENT CODE ("LDC") TO BE ENFORCED IN ACCORDANCE WITH THAT CERTAIN INTERLOCAL AGREEMENT BETWEEN POLK COUNTY AND THE VILLAGE OF HIGHLAND PARK PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF VILLAGE OF HIGHLAND PARK CODES AND ORDINANCES; ADOPTING THE APPLICABLE DEFINITIONS REQUIRED FOR INTERPRETATION AND ENFORCEMENT AS FOUND IN CHAPTER 10 OF THE LDC; ADOPTING THE APPLICABLE GENERAL PROVISIONS REQUIRED FOR INTERPRETATION AND ENFORCEMENT AS FOUND IN CHAPTER 1 OF THE LDC; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE."
- VI. Resolution #2008-02, "A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, VOLUNTARILY FORGIVING DEBT IN THE AMOUNT OF \$51,807 OWED BY THE ENTERPRISE FUND TO THE GENERAL FUND OF THE VILLAGE OF HIGHLAND PARK, FLORIDA."
- VII. City Manager's Report
- VIII. New Business
 - A. Commissioner Updike
 - B. Commissioner Smith
 - C. Mayor-Commissioner Ingley
- IX. Announcements and Public Comment
- X. Adjournment

NOTICE TO HIGHLAND PARK RESIDENTS

A Special Meeting of the Commission for the Village of Highland Park WILL NOT BE held Tuesday, June 10, 2008 at 7:00 p.m. as discussed at the May 27th Regular Commission Meeting.

The next meeting of the Village Commission will be a Regular Meeting of the Commission, which is scheduled for Tuesday, July 8th at 7:00 p.m.

The agenda for the July 8th meeting will be available for review in the Clerk's Office prior to the meeting. Please check the community bulletin board for draft agendas and future postings.

Posted: June 3, 2008

Florida Statutes 286.0105 states that:

"Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

**Village of Highland Park
Regular Commission Meeting
Tuesday, July 8, 2008, 7:00 p.m.
1421 North Highland Park Drive**

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes from the May 27, 2008 Commission Meeting
- IV. Ridge Selected Area Study (SAS) Presentation - Susan Wellborn, Babson Park Visioning Group
- V. Public Hearing and Second Reading of Ordinance #2008-02, **“AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, TO BE KNOWN AS THE SEX OFFENDER/DESIGNATED PREDATOR RESIDENCE RESTRICTION ORDINANCE AND RELATING TO THE RESIDENCES OF SEXUAL OFFENDERS/DESIGNATED PREDATORS (THOSE CONVICTED OF A VIOLATION OF §794.011, §800.04, §827.071 OR §847.0145, FLORIDA STATUTES OR WHO HAS BEEN DESIGNATED A SEXUAL PREDATOR PURSUANT TO CHAPTER 775, FLORIDA STATUTES, OR EQUIVALENT VIOLATION IN ANOTHER STATE REGARDLESS OF WHETHER ADJUDICATION HAS BEEN WITHHELD) WITHIN THE VILLAGE OF HIGHLAND PARK; CREATING SECTIONS WITHIN SAID CHAPTER; PROVIDING FOR A PROHIBITION AGAINST SEXUAL OFFENDERS/ DESIGNATED PREDATORS LIVING WITHIN 2,500 FEET OF A PUBLIC PARK OR PUBLIC PLAYGROUND; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR PENALTIES; PROVIDING FOR SEPARATE VIOLATIONS; PROVIDING FOR OTHER REMEDIES; AND PROVIDING FOR AN EFFECTIVE DATE.”**
- VI. Public Hearing and First Reading of Ordinance #2008-03, **“AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, ADOPTING GENERAL PROVISIONS; ADOPTING CERTAIN SIMILAR PROVISIONS OF THE POLK COUNTY CODE OF ORDINANCES TO BE ENFORCED IN ACCORDANCE WITH THE PROVISIONS OF THAT CERTAIN INTERLOCAL AGREEMENT BETWEEN POLK COUNTY AND THE VILLAGE OF HIGHLAND PARK PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF VILLAGE OF HIGHLAND PARK CODES AND ORDINANCES; PROVIDING DEFINITIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.”**
- VII. Resolution #2008-02, **“A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, ADOPTING A PUBLIC RECORDS POLICY; AND PROVIDING FOR AN EFFECTIVE DATE.”**
- VIII. Schedule Commission Budget Workshop and TRIM Public Hearing dates
- IX. New Business
- X. Announcements/Public Comment
- XI. Adjournment

Meeting Agenda

Regular Commission Meeting of the Village of Highland Park, Florida
1060 North Highland Park Drive
Tuesday, September 9, 2008, 7pm

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes from the July 8, 2008 Commission Meeting
- IV. Public Hearing and Second Reading of Ordinance #2008-03, **“AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, ADOPTING GENERAL PROVISIONS; ADOPTING CERTAIN SIMILAR PROVISIONS OF THE POLK COUNTY CODE OF ORDINANCES TO BE ENFORCED IN ACCORDANCE WITH THE PROVISIONS OF THAT CERTAIN INTERLOCAL AGREEMENT BETWEEN POLK COUNTY AND THE VILLAGE OF HIGHLAND PARK PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF VILLAGE OF HIGHLAND PARK CODES AND ORDINANCES; PROVIDING DEFINITIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.”**
- V. Announcements/Public Comment
- VI. Adjournment

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
September 9, 2008

A regular meeting of the Village Commission was held on Tuesday, September 9, 2008 at the Lake Amoret Nature Park, 1060 North Highland Park Drive The meeting was convened and held as noticed. Mayor Rusty Ingley called the meeting to order at 7:01 p.m.

The Clerk took roll call at 7:01 p.m. Commissioners Ingley, Updike and Smith were present. Staff members present were the Village Attorney Chuck Galloway, City Manager Earl Sehi, and Village Clerk Lita O'Neill.

Approval of Minutes

The minutes of the July 8, 2008 regular meeting of the Village Commission were considered for approval. Commissioner Smith motioned that the minutes be approved as written. Commissioner Updike seconded. The minutes were approved.

Public Hearing and Second Reading of Ordinance #2008-03

Village Attorney Chuck Galloway read Ordinance #2008-03 by title, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, ADOPTING GENERAL PROVISIONS; ADOPTING CERTAIN SIMILAR PROVISIONS OF THE POLK COUNTY CODE OF ORDINANCES TO BE ENFORCED IN ACCORDANCE WITH THE PROVISIONS OF THAT CERTAIN INTERLOCAL AGREEMENT BETWEEN POLK COUNTY AND THE VILLAGE OF HIGHLAND PARK PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF VILLAGE OF HIGHLAND PARK CODES AND ORDINANCES; PROVIDING DEFINITIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE."

Mayor Ingley opened a public hearing to consider the proposed Ordinance. There being no questions or comments from the public, Mayor Ingley closed the public hearing.

Commissioner Smith motioned that Ordinance #2008-03 be adopted. Commissioner Updike seconded the motion. The Clerk took a roll call vote: Commissioner Updike – aye; Commissioner Smith – aye; Mayor Ingley – aye. The motion passed unanimously.

Announcements/Public Comment

Deputy Chris Hartfield made an announcement that he is one of two deputies assigned to our area for community policing.

The Mayor announced that there will be a special meeting of the Highland Park Commission on Tuesday, September 30, 2008 at 6:00 pm at the Lake Amoret Nature Park.

There being no additional business or comment, the meeting was adjourned at 7:06 pm.

Respectfully submitted,

Lita O'Neill, Village Clerk

Village of Highland Park, Florida
Tentative Public Hearing to Discuss FY2008-2009 Millage and Budget
Thursday, September 18, 2008

The tentative public hearing to discuss the millage rate and budget for the Village of Highland Park, Florida for FY2008-2009 was held on Thursday, September 18, 2008 at the Lake Amoret Nature Park located at 1060 North Highland Park Drive.

Mayor Ingley called the public hearing to order at 7:05 p.m. Roll call was taken by the Clerk at 7:05 p.m. Mayor-Commissioner Rusty Ingley, Commissioner Mark Smith, and Commissioner Brian Updike were present and constituted a quorum.

Proposed Millage for FY 2008-2009

The Mayor explained that a millage of 7.3161 would be the same as FY 2007-2008 and would generate \$128,934 based on figures from the Polk County Property Appraiser's Office.

Proposed Budget for FY 2008-2009

Copies of the draft Tentative Budget were distributed (copy dated 9/16/08 attached). Projected Revenues are \$202,976, with a total budget of \$325,255, which includes fund balances/carry forwards. Projected Expenditures are \$158,944, with a total budget of \$325,155, which includes reserves.

Mr. Herndon asked for clarification about the Enterprise Fund. The City Manager explained that we are required by the Polk County Health Department to fence in all the waterworks. He is working on getting more accurate figures before the final budget hearing for this work.

At 7:27 p.m. the Mayor called a 5-minute recess to attend to private business and excused himself from the meeting place. The Mayor then returned and called the meeting back to order at 7:28 p.m. The Mayor closed the public hearing after asking for any additional public comment.

Resolution #2008-04

The Mayor asked the Clerk to read by title Resolution #2008-04, **"A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR POLK COUNTY FOR FISCAL YEAR 2008-2009; PROVIDING FOR AN EFFECTIVE DATE."**

Commissioner Smith made a motion to adopt Resolution #2008-04. Commissioner Updike seconded the motion. A roll call vote was taken: Commissioner Smith – yes; Commissioner Updike – yes; Mayor-Commissioner Ingley – yes. The motion passed unanimously at 7:30 p.m.

Resolution #2008-05

The Mayor asked the Clerk to read by title Resolution #2008-05, **“A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2008-2009; PROVIDING FOR AN EFFECTIVE DATE.”**

Commissioner Smith made a motion to approve adoption of Resolution #2008-05. Commissioner Updike seconded the motion. A roll call vote was taken: Commissioner Smith – yes; Commissioner Updike – yes; Mayor-Commissioner Ingley – yes. The motion passed unanimously at 7:32 p.m.

Announcements

Commissioner Smith noted that he had received a complaint call tonight from Mr. Eric Weaver about damage to a water line. Commissioner Updike mentioned he had received the same complaint, and that he had talked to the City Manager who was addressing the problem. Discussion ensued. Mr. Sehi explained to the Commission that a water line was inadvertently damaged by some site prep work under the elevated tank. Mr. Sehi further explained that there were some stumps being removed in preparation for fence installation. Since the workers were not able to locate where the pipe was metered, they turned off a valve to stop water from running until they can repair the line tomorrow.

The Mayor closed the public hearing and adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Lita O’Neill, Village Clerk



The Village of Highland Park, Florida, hereby calls a special meeting of the Village Commission to be held at the Lake Amoret Nature Park, 1060 North Highland Park Drive, on Tuesday, September 30, 2008, at 6:30 p.m., to act on the following agenda:

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes from the September 9, 2008 Commission Meeting
- IV. Financial Report
- V. City Manager's Report
- VI. Community Building Proposal
- VII. Review of Proposed FY2008-09 Budget
- VIII. 5-Year Schedule of Capital Improvements
- IX. Public Comment
- X. Adjournment

No other business may be brought before this meeting.

Please Note: If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this section do not apply to the notice provided in s. 200.065(3).

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings and/or hearings is asked to advise the Clerk's Office at least 48 hours before the hearing by contacting (863) 676-2760.

Village of Highland Park
Minutes of the Special Meeting of the Commission of the Village of Highland Park
Lake Amoret Nature Park, 1060 North Highland Park Drive
September 30, 2008, 6:30 p.m.

Call to Order

A special meeting of the Village Commission was held on Tuesday, September 30, 2008 at the Lake Amoret Nature Park located at 1060 North Highland Park Drive. The Mayor called the meeting to order at 6:33 p.m.

Roll Call

Roll call was taken at 6:33 p.m. Commissioners Ingley, Smith and Updike were present and constituted a quorum. Staff members present were the Village Clerk Lita O'Neill and City Manager Earl Sehi.

Approval of Minutes from the September 9, 2008 Commission Meeting

The minutes of the September 9, 2008 regular meeting of the Village Commissioner were considered for approval. Commissioner Updike motioned that the minutes be approved as written. Commissioner Smith seconded. The minutes were approved.

Financial Report

The Clerk presented the balances on Village funds as of September 29. General Fund - \$80,200.09; Road Fund - \$10,936.01; Enterprise Fund – \$29,817.23; Beautification Fund - \$3,834.12.

City Manager's Report

1. Survey work has been completed for the pump house and the area between Ali Baba and the Patio Apts. Survey work will soon be completed for the Main Well (#2) and the elevated water tank area. Copies of the surveys completed are available in the Clerk's office for the Commissioners.
2. Fence Work
We are ordered by the Polk County Health Department to fence in all the water works. Mr. Sehi has two quotes for fencing: Meisel and Gator (attached). The City Manager suggested to the Commission to do the fence work around the Main Well (#2 Site) first. Meisel is the lower quote and could tie into the existing fence there by the main well. Mr. Sehi recommended fencing Site #2 for \$2300. Eric Weaver asked for clarification about where the main well was. Mr. Sehi confirmed the main well is situated near the golf course driving range.

Commissioner Smith asked Mr. Sehi why there is an existing fence by the main well already. Commissioner Smith then asked why the Village has to fence the entire perimeter rather than just the well area. Mr. Sehi recommended it. Mr. Eric Weaver commented that he didn't believe the properties connected and that you can't fence an easement. Mr. Sehi told Mr. Weaver that he could contact the Village Attorney Chuck Galloway to discuss this issue.

Commissioner Updike asked Mr. Sehi why the Village should fence the entire area and not just the well area. Mr. Sehi replied that the proposed fence work is in the

easement and that this can be fenced. The mandated requirements made by the Health Department do not require that we fence the entire perimeter.

Commissioner Smith made a motion to authorize the City Manager to hire a fence company to fence around the #2 well site to the extent necessary to comply with the law. Commissioner Updike seconded the motion. The Clerk took a roll call vote: Commissioner Ingley – yes; Commissioner Smith – yes; Commissioner Updike – yes. The motion passed.

Commissioner Updike asked how soon we needed to fence around the elevated tank. Mr. Sehi replied by November. Mayor Ingley asked the City Manager to get a third bid (quote) for the fencework by the elevated tank.

Community Building Proposal

Mr. Sehi presented a proposal for the Commission's consideration regarding a portable community building from Robin Builders.

The City Manager distributed copies of the building layout (attached). Mr. Sehi explained that this building would meet the needs of the Village on a temporary basis (3 to 5 years). The Commissioners reviewed the floor plan with estimated costs and options as presented. The City Manager answered questions from the Commission about the style and details about the proposed portable building.

Mr. Sehi described different details and options and stated the estimated total cost is \$40,000. Commissioner Smith noted that at this amount, bids would need to be obtained before approval.

During discussion, Commissioner Updike asked how a permanent building would compare in cost.

Commissioner Smith asked the Clerk to conduct some research on grants for a community building. He also asked if there were any other area on Village property that would be more appropriate. Commissioner Updike stated that the proposed area was good due to the fact that room for parking is available.

Commissioner Updike asked the City Manager if the property under and adjacent to the elevated tank had been surveyed. The City Manager replied that it had been surveyed recently.

The City Manager and Village Clerk were directed by the Commission to further research building options to include: vinyl siding vs. aluminum siding and roof styles/materials. The building should include an office, ADA bathroom, A/C, storage, open meeting area, and ADA accessibility. Costs for associated landscaping, parking, septic tank, and other site work need to be considered.

Commissioner Smith asked if we could get a good faith estimate from one portable building vendor and at least one estimate from a builder about an equivalent concrete block structure.

Review of Proposed Budget for FY 2008-2009

Since no major capital improvements were approved by the Commission, there would be no changes to the adopted tentative budget that will be presented at the Final Public Hearing to discuss millage and budget.

Five-Year Schedule of Capital Improvements

The Clerk explained that since no major capital improvements were approved by the Commission, there would be no need tonight to establish a five-year schedule of capital improvements.

Public Comment

Eric Weaver told the Commission that while the property under consideration for the community building does belong to the Village, access is an issue. He stated that the road between South Highland Park Drive and the drive that comes into Altamira is not a described right-of-way; it is owned by Robert Weaver. Mr. Eric Weaver also referred to a previous settlement agreement from 2004 wherein boundary issues around the pump house/groundwater storage tank need to be finalized. He further commented that the Village and the Weavers need to get the right-of-way issues solved before the fencing goes up. Mayor Ingley told Mr. Weaver that he would contact Attorney Galloway and with the City Manager's assistance would arrange a meeting with all the parties to work through these issues.

As there was no additional business, the meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Lita O'Neill, Village Clerk

Village of Highland Park, Florida
Final Public Hearing to Discuss FY2008-2009 Millage and Budget
September 30, 2008

The final public hearing to discuss the millage rate and budget for the Village of Highland Park, Florida for FY 2008-2009 was held on Tuesday, September 30, 2008 at the Lake Amoret Nature Park located at 1060 North Highland Park Drive.

Mayor Ingley called the public hearing to order at 7:32 p.m. Roll call was taken by the Clerk. Commissioners Mark Smith, Rusty Ingley and Brian Updike were present and constituted a quorum.

Proposed Millage for FY 2008-2009

The Mayor introduced the first substantive issue to be discussed, which was the percentage decrease in millage under the rolled back rate necessary to fund the budget for the Village of Highland Park for FY 2008-2009. The Mayor explained that the “rolled-back rate” means that millage rate which will provide the same ad valorem tax revenue for the Village as was levied during the prior year. A millage rate of 7.3161 has been tentatively adopted. This is the same millage rate as last year (FY 2007-2008). **The proposed millage rate is a 4.57% DECREASE from the rolled-back rate, and generates the minimum funds necessary from ad valorem taxes to meet the Village’s needs for essential public services.** Based on information from the Polk County Property Appraiser’s office, this millage rate will generate \$128,934.

Proposed Budget for FY 2008-2009

Copies of the Tentative Budget were distributed. Projected Revenues total \$325,155, which includes fund balances/carry forwards. Projected Expenditures total \$325,155, which includes reserves.

Public Comments

- The Mayor opened the floor up for any member of the public wishing to comment on the millage rate or on the budget prior to final adoption.
- Mr. Eric Weaver made a comment that the Village should look at the existing houses on the market and may benefit from having a long-term asset.
- Commissioner Smith asked the Clerk to prepare a summary report of the houses currently on the market within the Village limits to consider all the options.
- Mr. Herndon asked Mr. Weaver if his family had any properties on the market that they were willing to sell.

Resolution #2008-06

The Mayor asked the Clerk to read by title Resolution #2008-06, **“A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, ADOPTING THE**

FINAL LEVYING OF AD VALOREM TAXES FOR POLK COUNTY FOR FISCAL YEAR 2008-2009; PROVIDING FOR AN EFFECTIVE DATE.”

Commissioner Smith made a motion to adopt Resolution #2008-06. Commissioner Updike seconded the motion. A roll call vote was taken: Commissioner Smith – yes; Commissioner Updike – yes; Mayor-Commissioner Ingley – yes. The motion passed unanimously at 7:44 p.m.

Resolution #2008-07

The Mayor asked the Clerk to read by title Resolution #2008-07, **“A RESOLUTION OF THE VILLAGE OF HIGHLAND PARK OF POLK COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2008-2009; PROVIDING FOR AN EFFECTIVE DATE.”**

Commissioner Smith made a motion to approve adoption of Resolution #2008-07. Commissioner Updike seconded the motion. A roll call vote was taken: Commissioner Smith – yes; Commissioner Updike – yes; Mayor-Commissioner Ingley – yes. The motion passed unanimously at 7:46 p.m.

The Mayor closed the public hearing and adjourned the meeting at 7:46 p.m.

Respectfully submitted,

Lita O’Neill, Village Clerk

Village of Highland Park
Minutes of the Special Called Meeting of the Commission of the Village of Highland Park
October 21, 2008

A special called meeting of the Village Commission was held on Tuesday, October 21, 2008 at the Lake Amoret Nature Park, 1060 North Highland Park Drive. The meeting was convened and held as noticed. Mayor Rusty Ingley called the meeting to order at 6:33 p.m.

The Clerk took roll call at 6:33 p.m. Commissioners Ingley, Smith, and Updike were present. Staff members present were the City Manager Earl Sehi and Village Clerk Lita O'Neill.

Annual Update to the Comprehensive Plan

Bettina Coleman with the Central Florida Regional Planning Council (CFRPC) provided background on new State requirements through its Department of Community Affairs to annually review and update the Capital Improvements Element (CIE) of the Comprehensive Plan. The CFRPC is assisting the Village with its annual update. Ms. Coleman reviewed recommended changes to the CIE and asked the Commission for their input, if any other changes need to be made. Commissioner Smith asked Ms. Coleman if a future community building would have to go on the 5-Year Capital Improvements Plan (CIP). Ms. Coleman will check with other CFRPC staff to find out if this type of project would affect level of service and whether it would need to be included in the CIP.

First Reading of Ordinance #2008-03

The Clerk read Ordinance #2008-04 by title, "AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS ELEMENT OF THE COMPREHENSIVE PLAN, SAID AMENDMENT BEING KNOWN AS "AMENDMENT #2008-04-CIE-01"; SPECIFICALLY, AMENDING THE ADOPTED CAPITAL IMPROVEMENTS ELEMENT AND UPDATING THE 5-YEAR CAPITAL IMPROVEMENTS PLAN; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE."

Commissioner Smith made a motion to adopt Ordinance #2008-04 upon first reading. Commissioner Updike seconded. The Clerk took roll call: Mayor-Commissioner Ingley- aye; Commissioner Smith – aye; Commissioner Updike – aye.

Ms. Coleman asked for confirmation on the date for the Second Reading of the Ordinance. The next regular meeting scheduled for November 11th was confirmed.

Review of Zoning and Land Use Maps

Ms. Coleman distributed draft copies of color maps for review. The original maps that are part of the adopted comprehensive plan were done in black and white. These include zoning, existing land use and future land use maps.

Ms. Coleman also distributed color copies of the color aerial and potable water system map, potable water service area map, and the color aerial map showing where Highland Park is in relation to the Southwest Florida Water Management District boundary.

Ms. Coleman noted that these color maps were created based on the original black and white maps in the Comprehensive Plan that have already been adopted.

Ms. Coleman explained that the Comprehensive Plan's Future Land Use Map and its text defines and guides the type of development that can occur. She noted that the Village is not changing text in its Comprehensive Plan; it is simply creating better display maps.

Mr. Eric Weaver asked about the Evaluation Appraisal Report (EAR) process. Ms. Coleman responded that the deadline for the EAR is in 2009 and further explained that the EAR is basically an audit of the current Comprehensive Plan. If, at that time, the Village wants to create a new category of Future Land Use or Zoning, the Board can discuss and make those changes at the appropriate time.

Ms. Coleman noted that any changes made to any map must be made by ordinance as a Map Change Amendment to the Comprehensive Plan.

Ms. Coleman will email the color maps to the Clerk.

10-Year Water Supply Plan

Ms. Coleman explained that as part of the 10-Year Water Supply Plan, the CFRPC was digitizing a map showing where all the water facilities and outfalls are. The State wants to ensure that we have the water capacity to meet the level of service within the next ten years. Ms. Coleman will present the draft plan to the Board at the November 11 meeting. SWFWMD is involved in the process.

Announcements/Public Comment

There were no announcements or public comments.

There being no additional business or comment, the meeting was adjourned at 7:07 pm.

Respectfully submitted,

Lita O'Neill, Village Clerk

Meeting Agenda

Regular Commission Meeting of the Village of Highland Park, Florida
1060 North Highland Park Drive, Lake Amoret Nature Park
Tuesday, November 11, 2008, 7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Minutes from the September 18 & 30 TRIM Public Hearings; and the September 30 & October 21 Special Meetings
- V. Second Reading and Public Hearing of Ordinance #2008-04, **AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS ELEMENT OF THE COMPREHENSIVE PLAN, SAID AMENDMENT BEING KNOWN AS "AMENDMENT #2008-04-CIE-01"; SPECIFICALLY, AMENDING THE ADOPTED CAPITAL IMPROVEMENTS ELEMENT AND UPDATING THE 5-YEAR CAPITAL IMPROVEMENTS PLAN; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**
- VI. Update on the 10-Year Water Supply Plan
- VII. First Reading of Ordinance #2008-05, **AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, AMENDING ORDINANCE 2008-03 TO ADD PROVISIONS TO SECTION 1 OF THE ORDINANCE AS PREVIOUSLY ADOPTED AND TO AMEND SECTION 6 OF THE ORDINANCE TO DEFINE CODE ENFORCEMENT SPECIAL MAGISTRATE AND APPELLATE SPECIAL MAGISTRATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**
- VIII. First Reading of Ordinance #2008-06, **AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, AMENDING ORDINANCE 2004-01 TO CORRECT A SCRIVENER'S ERROR BY DELETING THE AUTOMATIC ANNUAL ADJUSTMENT WHICH WAS ERRONEOUSLY INCLUDED IN THE ORDINANCE EXECUTED SUBSEQUENT TO ITS ADOPTION; AMENDING ORDINANCE 2005-02 TO PROVIDE AN AMENDED SCHEDULE FOR WATER SERVICE CHARGES; AND PROVIDING FOR AN EFFECTIVE DATE.**
- IX. City Manager's Report
 - Fencing for Water Works
 - Transfer of Deeds per 2004 Settlement Agreement
- X. Unfinished Business
 - Portable Community Building
 - Other Options
- XI. New Business
- XII. Announcements/Public Comment
- XIII. Adjournment

Village of Highland Park
Minutes of the Regular Meeting of the Commission of the Village of Highland Park
November 11, 2008

A regular meeting of the Village Commission was held on Tuesday, November 11, 2008 at the Lake Amoret Nature Park, 1060 North Highland Park Drive. The meeting was convened and held as noticed. Commissioner Mark Smith called the meeting to order at 7:00 p.m.

The Clerk took roll call at 7:00 p.m. Commissioners Updike and Smith were present. Mayor-Commissioner Ingley notified the Clerk in advance of the meeting that he would be unable to attend. Staff members present were the Village Attorney Chuck Galloway, City Manager Earl Sehi, and Village Clerk Lita O'Neill.

Approval of Minutes

The minutes of the September 18 & 30 TRIM Public Hearings and the September 30 & October 21 Special Meetings were considered for approval. Commissioner Updike motioned that the minutes be approved as written. Commissioner Smith seconded. The minutes were approved.

Items V and VI on the agenda were tabled until Ms. Bettina Renee Coleman, Central Florida Regional Planning Council, arrived.

First Reading of Ordinance #2008-05

Village Attorney Chuck Galloway read by title Ordinance #2008-05, **AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, AMENDING ORDINANCE 2008-03 TO ADD PROVISIONS TO SECTION 1 OF THE ORDINANCE AS PREVIOUSLY ADOPTED AND TO AMEND SECTION 6 OF THE ORDINANCE TO DEFINE CODE ENFORCEMENT SPECIAL MAGISTRATE AND APPELLATE SPECIAL MAGISTRATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

Attorney Galloway explained that Polk County, through an interlocal agreement with the Village, is to enforce our code enforcement ordinance; however, the County is no longer using a "Code Board" as defined in Ordinance #2008-03, but a "Special Magistrate." It is now necessary to amend Ordinance #2008-03 with #2008-05. Commissioner Updike motioned to approve Ordinance #2008-05. Commissioner Smith seconded the motion. The Clerk took a roll call vote: Commissioner Updike – yes; Commissioner Smith – yes. The motion passed and the Ordinance was approved on first reading.

First Reading of Ordinance #2008-06

Village Attorney Chuck Galloway read by title Ordinance #2008-06, **AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, POLK COUNTY, FLORIDA, AMENDING ORDINANCE 2004-01 TO CORRECT A SCRIVENER'S ERROR BY DELETING THE AUTOMATIC ANNUAL ADJUSTMENT WHICH WAS ERRONEOUSLY INCLUDED IN THE ORDINANCE EXECUTED SUBSEQUENT TO ITS ADOPTION; AMENDING ORDINANCE 2005-02 TO PROVIDE AN AMENDED SCHEDULE FOR WATER SERVICE CHARGES; AND PROVIDING FOR AN EFFECTIVE DATE.**

Attorney Galloway also provided background on Ordinance #2004-01 and explained that the adopted version included an erroneous automatic escalator of 2.5% per year. The Village Clerk then provided six potential "Exhibit A" base rate alternatives to the Commissioners for their consideration and discussion (attached). After some discussion, Commissioner Updike motioned that the "base rate," (which is currently \$8.44 for the first 0-4M gal) should be increased to \$19.99 and appended to Ordinance #2008-06 as Exhibit A. Commissioner Smith seconded the motion. A roll call vote was taken: Commissioner Smith – aye; Commissioner Updike – aye. The motion passed.

The Clerk noted to Commissioner Smith that Ms. Coleman with the Central Florida Regional Planning Council had arrived to the meeting. Vice-Mayor Smith recognized Ms. Coleman and she introduced the first of two agenda items that she was scheduled to present.

Public Hearing and Second Reading of Ordinance #2008-04

Commissioner Smith asked the Commission if they had any questions about this Ordinance. There were none.

Village Attorney Chuck Galloway then read by title Ordinance #2008-04, **AN AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS ELEMENT OF THE COMPREHENSIVE PLAN, SAID AMENDMENT BEING KNOWN AS "AMENDMENT #2008-04-CIE-01"; SPECIFICALLY, AMENDING THE ADOPTED CAPITAL IMPROVEMENTS ELEMENT AND UPDATING THE 5-YEAR CAPITAL IMPROVEMENTS PLAN; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Commissioner Smith opened a public hearing to consider the proposed Ordinance. There being no questions or comments from the public, Commissioner Smith closed the public hearing.

Commissioner Updike motioned that Ordinance #2008-04 be adopted. Commissioner Smith seconded the motion. The Clerk took a roll call vote: Commissioner Updike – aye; Commissioner Smith – aye. The motion passed and the Ordinance was adopted upon second reading.

Update on the 10-Year Water Supply Plan

Ms. Coleman presented base maps, which will be attached to our water supply plan, and asked that the Village review the draft plan prior to the next regularly scheduled meeting in January. The draft plan is expected to be sent to the Village at least two weeks prior to the next meeting. The 10-year water supply plan must be adopted by ordinance, so Ms. Coleman requested that the first reading be placed on the agenda at the January meeting.

Ms. Coleman additionally brought some color maps and noted that the existing land use map will reflect changes and dates of those changes.

The Clerk had asked Ms. Coleman prior to the meeting whether the current zoning designation of Open Space, Agricultural and Recreational (AR) designation would allow for a public building. Ms. Coleman said yes. The other site under consideration near the elevated water tank is zoned single-family residential (R-2). A community building/city hall is not allowable under R-2 zoning; however, the Village could approve the building as a conditional use per the Land Development Code Section 2.01.01, Conditional Uses.

Ms. Coleman finished up by asking the Clerk to provide possible dates for a Visioning Workshop to be facilitated by CFRPC staff on a Saturday or weekday evening in February or early March. The goals of the workshop would be to take major concerns and discuss. Maps would be presented to introduce everyone to zoning and land uses and to see if there is consensus among residents about growth issues. The Clerk agreed to check with the Commissioners' calendars and get back to Ms. Coleman to schedule the Visioning Workshop in February.

City Manager's Report

Mr. Sehi signed a consent order on October 22, 2008. Three of 24 items have yet to be completed, and these include the fencework and cross connection report.

The City Manager also reported that he had asked Doug (Tomkinson) to provide some construction pricing for a permanent community building. Mr. Tomkinson provided rough costs (attached) and mentioned that he would need \$2,000 to begin by hiring a draftsman for the initial site plan.

Discussion about location of the community building ensued. The location of the community building would be either near the elevated water tank or next to the playground. Mr. Tomkinson commented that the site near the playground is preferable; however, it may need to be “dressed up” a bit more since it would be more visible than the other location.

Commissioner Smith asked the Clerk to provide an update of the houses on the market in Highland Park. The Clerk provided Commissioners Smith and Updike a summary report (attached).

Mr. Sehi mentioned that he felt it was appropriate to spend \$2,000 on a site plan. Commissioner Smith noted that he would like the City Manager provide all possible site locations for the community building at the next meeting.

Commissioner Updike motioned to approve spending \$2,000 to hire Highland Park Renovation and Restoration to produce a preliminary site plan drawing. Commissioner Smith seconded and the motion passed.

Commissioner Smith asked the City Manager to complete his City Manager’s report by addressing the deed transfer per the 2004 settlement agreement. The City Manager deferred to Attorney Galloway, who explained that the Clerk has the deed to be executed by the Mayor, and Mr. Galloway has the deed to be executed by Mr. Weaver. At this point, all that is needed is signatures.

Commissioner Smith then noted that at the last meeting, a concern was expressed by Eric Weaver regarding the road being used next to the elevated water tank. Commissioner Smith asked Attorney Galloway to look into that issue since that site is under consideration for a public building and access will be an issue.

Announcements/Public Comment

Commissioner Smith then asked for public comments and announcements.

Mr. Horace Herndon, 1736 South Highland Park Drive, asked if action was being taken by the Polk County Code Enforcement. Attorney Galloway explained that until we amend Ordinance #2008-03 with Ordinance #2008-05, the County Code Enforcement will not be able to act.

There being no additional business or comment, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Lita O’Neill, Village Clerk