

**TOWN OF ST. LEO
COMMISSION MEETING
October 12, 2015
7:00 PM**

OPENING Mayor Christmas

INVOCATION AND PLEDGE OF ALLEGIANCE – Mayor Pro Tem Hallett

ROLL CALL Donna DeWitt, O.S.B. – Commissioner
Gregory P. Smith - Commissioner
Richard H. Christmas – Mayor
James Hallett, O.S.B. - Mayor Pro Tem
Curtis Dwyer – Commissioner, absent

STAFF Joan Miller, MMC - Town Clerk
Patricia Petruff, Esquire – Town Attorney
Jan Norsoph – Town Planner

GUESTS David Parrish – San Antonio
Dennis Berberich – San Antonio Commissioner
Barbara Berberich – San Antonio
Deputy John Windsor – Pasco County Sheriff's Office
Lieutenant Strube – Pasco County Sheriff's Office

MINUTES **MOTION: TO APPROVE MINUTES OF THE SEPTEMBER 14, 2015 AND SEPTEMBER 28, 2015 COMMISSION MEETINGS.**

MOTION: Commissioner Smith
SECOND: Commissioner Hallett
Discussion
VOTE: Unanimous for Approval, 4/0

EXPENSE AND BUDGET REVIEW

MOTION: TO ACCEPT FINANCIAL REPORT DATED OCTOBER 12, 2015.

MOTION: Commissioner Hallett
SECOND: Commissioner Smith
Discussion.
VOTE: Unanimous for Approval, 4/0

PUBLIC COMMENT

San Antonio Commissioner Berberich said he observed that there are mud tracks created by some type of vehicle on McMullen Drive and he wondered who (City of San Antonio or the Town) will communicate with Saint Leo University regarding stipulations of construction traffic for the Plant Operations building. The Town Clerk was directed to research this complaint.

COMMISSIONER'S REPORT

Dunne Road Commissioner Smith reported that he has made some progress finding the appropriate person within Pasco County to discuss the possibility for the Town to acquire a portion of Dunne Road (east from Pompanic Street). Smith will update the commission at a future meeting.

Road Maintenance Spreadsheet

A spreadsheet containing all Town streets including history of maintenance and square footage will be created to assist in a process for long range street maintenance.

ATTORNEY'S REPORT – none

PLANNER'S REPORT

Resolution 16-01 Plant Operations SPR/VAR #14-A Minor Modification #1

Planner Norsoph discussed the Saint Leo University request to modify the storm water pond and the landscape plan and recommended the resolution for approval.

MOTION: TO APPROVE RESOLUTION 16-01, A RESOLUTION APPROVING SPR/VAR #14-A MINOR MODIFICATION #1, THE SAINT LEO UNIVERSITY PLANT OPERATIONS FACILITY WITH CONDITIONS.

MOTION: Commissioner Hallett

SECOND: Commissioner Smith

Discussion.

VOTE: Unanimous for Approval, 4/0

Resolution 16-02 Benedictine Hall Parking Lot submittal.

Saint Leo University is proposing to construct a 127 space parking lot adjacent to Benedictine Hall. This parking lot is not listed as a project on PUD #10-A, Major Modification #2 map (PUD-1A).

Based on the submission, Planner Norsoph recommended this resolution for approval with conditions.

Planner Norsoph said that Eric Weekes had been notified by email reminding him that the West Campus Master Plan was required, and to date it has not been received by the Town.

The parking lot request was not shown on the last PUD submittal so within a future PUD modification (possibly to be included on the West Campus Plan), the parking lot would need to be added to the project list as well as updating the campus data table related to parking spaces and pervious/impervious surface on campus.

Discussion. In the PUD approved in 2014, the cart path may not have been shown as in the drawing this evening. The golf cart path as shown on this plan, which connects the existing golf cart path from the Plant Operations building to SR 52, does not appear to have anything impeding cars from the parking lot to travel toward the Plant Operations building. Having a connector cart path that was not shown on a previous site plan approval is of concern. Traffic control devices such as bollards and signs could be a stipulation of approval.

The width of the cart path on the diagram does not appear to be consistent with previous approvals and discussions. Although grading and drainage plans were noted on the diagram, a 16 foot width cart path requirement may be considered. Attorney Petruff suggested that Saint Leo University should be available to answer these and any other questions prior to the commission voting on the resolution. Planner Norsoph was asked to tie together this request with the prior approvals so that a better understanding of the request will be provided. A greater understanding of what constitutes a golf cart vs. a lightweight tractor and what type of vehicles will be using the path is also of interest.

In the future, if Saint Leo University receives FDOT approval for SR 52 access to west campus, the Town will request a copy of that documentation for our files.

The language in the resolution does not include tonight's stipulations and Saint Leo University is not here this evening to discuss or answer any questions.

MOTION: TO CONTINUE DISCUSSION OF RESOLUTION 16-02 AT THE NOVEMBER 2015 MEETING.

MOTION: Commissioner Hallett

SECOND: Commissioner Smith

Discussion.

VOTE: Unanimous for Approval, 4/0

CLERK'S REPORT

The Town truck had new rear brake pads installed today by Viking Automotive.

The well near the new Plant Operations building is for potable water only.

An East Pasco Water Coalition meeting will take place on Friday, October 16th and will be attended by Mayor Pro Tem Hallett and Clerk Miller.

OLD BUSINESS – The planning and execution of the Town of St. Leo Pumpkin Patch at the Rattlesnake Festival is moving forward. The Pumpkin Patch will be held at the lot South of Park Place Antiques in San Antonio on Saturday, October 17th.

ADJOURNMENT

MOTION: TO ADJOURN THE MEETING AT 8:05 P.M.

MOTION BY: Commissioner Smith

SECOND BY: Commissioner Hallett

Discussion.

VOTE: Unanimous for Approval, 4/0

Joan Miller, MMC