D R A F T

CITY OF BROOKSVILLE
MINUTES OF THE REGULAR CITY COUNCIL MEETING
Joseph E. Johnson III, Council Chambers
201 Howell Avenue, Brooksville, FL 34601
7:00 pm

ORDER OF BUSINESS
January 26, 2026

Present:	Mayor Christa Tanner; Vice Mayor W. Thomas Bronson; Council Member Betty Erhard; Council Member Louis Hallal; Council Member John McKethan III
Also Attending:	City Manager Lisa Hendrickson; City Attorney Becky Vose, Via Phone; City Attorney Chloe Berryman; City Clerk Jennifer Battista; Finance Director Autumn Sullivan; Community Development Director David Hainley; Public Works Director Richard Weeks; Parks & Recreation Director Jared Marsdsen; HR/Risk Management Director Kyle Martin; IT Administrator Brenda Nelson

A. **CALL TO ORDER**

Mayor Tanner called the meeting to order at 7:00 p.m.

B. **INVOCATION AND PLEDGE OF ALLEGIANCE**

Dr. Hal Hester, VineLife Christian Church, provided the invocation which was followed by the Pledge.

C. **APPROVAL/MODIFICATIONS OF THE AGENDA**

(Limited to City Council and City Manager)

Motion made by Council Member Betty Erhard, seconded by Vice Mayor W. Thomas Bronson to approve the January 26, 2026 agenda.

Vote: 5 - 0

D. **CITIZEN INPUT** [limited to 3 minutes per speaker about anything on agenda or any other matter]

Commending staff

Cindy Gandy commended Public Works Direcotr, Richard Weeks, and the Parks staff for what she viewed as outstanding work for the community.

Firefighter Pension Ordinance No. 1010
Joe Pecora, former Chairman of the Firefighter Pension Trust Fund Board of Trustees, voiced concern about the pension of the firefighters and felt that City staff did not reach out to him, when he was Chairman, or to the Board's attorney.

Joe Keefer, Stan Mettinger and Jim Adkins voice concern about the pension, with some desire expressed that the Second and Final Reading of Ordinance No. 1010 be postponed. The question was also posed on how much money is currently in the fund, how much money would be needed to terminate the pension plan and how much money would be needed to close the pension plan.

E. **RESPONSE BY CITY MANAGER, STAFF/COUNCIL**
Firefighter Pension Ordinance No. 1010
In response to Council Member Erhard's question about communication on the pension, City Manager Hendrickson advised that there were several communications between City Attorneys Becky Vose and Nancy Stuparich, the City's Pension attorneys, Glenn Thomas and David Miller and the Firefigher Pension Board's attorney, Pedro [Herrera]. She added that she both met with, and spoke on the phone with, Joe Pecora, when he was chairman of the board. She addressed concerns brought up by the retirees, stating that before consideration of this ordinance, the City did request, then received and reviewed, impact statements from the actuary for both closure and termination. She went over the separate roles of the City Council and the Pension board. She stated that the pension board has discussed the two options of annuities or lump sum but are waiting for City Council to take action on this ordinance.

F. **PUBLIC HEARING**

1. Second and Final Reading – Ordinance No. 1010 - Termination of Firefighters' Retirement Trust Fund. First Reading was approved January 5, 2026.

City Clerk Battista read the ordinance by headnote only, as follows:

AN ORDINANCE OF THE CITY OF BROOKSVILLE, FLORIDA, TERMINATING THE CITY OF BROOKSVILLE FIREFIGHTERS' RETIREMENT TRUST FUND ADOPTED PURSUANT TO ORDINANCE NO. 525 AND AMENDED AND RESTATED BY ORDINANCE NOS. 525-C AND 525-I, AS SUBSEQUENTLY AMENDED; PROVIDING FOR IMPLEMENTATION BY THE TRUST FUND BOARD OF TRUSTEES AND CITY STAFF; REVOKING THE CITY'S PARTICIPATION AND PREMIUM TAX UNDER CHAPTER 175, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

The Clerk advised that it had been properly advertised.

City Manager Hendrickson introduced the item, advising that this is Second and Final Reading of Ordinance No. 1010 and implements Council's prior direction to terminate the firefighter pension retirement trust fund following the consolidation of fire services with Hernando County Fire Rescue. The consolidation agreement became effective October 1, 2025. Ordinance No. 1010 implements that direction by formally terminating the pension plan in accordance with Chapter 175, Florida Statutes, protects the members accrued and vested benefits, and authorizes the Pension Board of Trustees in collaboration with City staff, the City Attorney and the City's Pension attorney, to complete all required actions and state filings and administrative steps. First Reading of Ordinance No. 1010 was approved January 5, 2026.

She introduced the City's pension attorney, Glenn Thomas, and the pension board attorney, Pedro Herrera, who were appearing virtually. Present at the meeting was Patrick Donlan, Foster and Foster, who is the Pension board's actuarial firm.

The following was discussed by Council, attorneys, actuarial and/or staff:

- the difference between termination and closure
- Annuities and lump sum options to be offered by the Pension board
- Fiduciary responsibilities of Council
- The option of the purchase of annuities will mean the City will have to come up with additional monies for the portion not covered by the pension fund. Donlan advised that the cost is unknown as the annuities quotes have not been requested because the plan has not been terminated by Council yet. The fund is currently funded at 85 to 88% and the estimated amount that the City would have to pay for the remainder will be about $3.7 million.
- Closing the plan instead of terminating will mean there will be an ongoing cost [until the last beneficiary] by the City at an estimated $200,000 a year
- When the decision is made by Council to either close or terminate, then it is the pension board's responsibility to terminate or close according to Florida law.
- It was pointed out that the pension board is waiting for Council's decision. Members are also waiting for Council's decision as they are up against a time deadline if some, who are now County employees, want to join FRS.
- It was mentioned that Council had expressed the desire that terminating would be the most financially responsible decision for the long term.
- Mayor Tanner wanted it made clear that the obligation of the City is to fully fund what is owed to the members to make them "whole" and Attorney Glenn Thomas confirmed that is the obligation of the City
- Mr. Donloan pointed out there will be a difference in closed or terminated or FRS to the lifetime benefit, for example, of the 18-year veteran.
- The actuary sent out statements in November, 2025, to each member giving them information based on closure of the plan compared to FRS
- Today, January 26, the actuary did calculations comparing annuities versus lump sum, which will be provided to members shortly.

Public Input

Jim Adkins and Joe Keefer spoke about the ordinance.

Continued discussion by Council, attorneys, actuarial and/or staff:

- The City hired Foster and Foster to do the impact statements for closing or terminating and those were received and reviewed before the Ordinance was considered.
- Discussion ensued regarding the fund being currently funded at 85 to 88% and if the plan is terminated, the estimate for the City's responsibility has been updated to $4.9 million [max] rather than $3.7 as it was estimated before. Final calculations would be after the plan is terminated and the members decide how they would get the money.
- The Excise Tax State contribution to the plan would terminate if the plan is terminated.
- Council Member Hallal went over his cost estimates between closing and terminating, He stated that, long term, terminating will be several million dollars less than closing the plan

Motion made by Council Member Louis Hallal, seconded by Vice Mayor W. Thomas Bronson to terminate - approval of Second and Final Reading of Ordinance No. 1010.

Upon roll call, motion carried 4-1, as follows:

Hallal	Aye
Erhard	Aye
McKethan	Nay
Bronson	Aye
Tanner	Aye

Vote: 4 - 1

NAY: Council Member John McKethan III

G. CONSENT AGENDA

1. Approval of December 1, 2025 Regular Council minutes

Motion made by Council Member Betty Erhard, seconded by Council Member John McKethan III to approve the Consent Agenda with Item 2 (Hernando County Fine Arts Council request) being moved to the Regular Agenda.

Vote: 4 - 1

NAY: Council Member Louis Hallal

H. DISCUSSION OF CONSENT AGENDA ITEMS (IF ANY)

None

I. REGULAR AGENDA

1. Request by the Hernando County Fine Arts Council to waive Park rules to allow alcohol in the Park [moved from Consent Agenda]
Event: 41st annual Art in the Park, March 14 and 15, 2026

City Manager Hendrickson stated that the waiver is strictly for the awards reception at the close of the show. Council Member Erhard expressed the desire to see more backup in the agenda material. She further asked about insurance, which organizer, Cherly Hill, assured that they did have insurance with the City named as additional insured.

Motion made by Vice Mayor W. Thomas Bronson, seconded by Council Member Betty Erhard to approve the request.

Vote: 5 - 0

2. Relocation of the City Hall bus stop to the north west side of the City Hall parcel along Howell Avenue.

Darlene Lollie, Hernando County Transit Administrator, made a Power Point presentation. There will be no shelter. The City would need to install the sign and an ADA concrete pad. The bus stop will be finished within 30 days after the City's improvements. In response to Council Member Erhard's question on cost, the City Manager stated it would be done internally at a cost of about $4,000.00, which includes materials and City manhours.

Motion made by Council Member Louis Hallal, seconded by Vice Mayor W. Thomas Bronson to approve the new bus location which will be out of the City's parking lot.

Vote: 5 - 0

3. Council Meeting Agenda Items Policy (tabled from 1/5/26 meeting)

City Manager Hendrickson went over the staff report, which included the following information:

> At the November 17, 2025 City Council meeting, Council reached consensus to create a formal policy defining agenda items and clarifying the structure associated with City Council agendas. This Administrative Regulation organizes that direction by establishing consistent agenda organization, defining agenda categories, clarifying responsibilities among the City Clerk, City Manager, Mayor, City Attorney, departments, and Council, and reinforcing transparency and compliance with applicable laws.
>
> Currently, agenda preparation practices rely on a combination of past practice, resolutions, and informal procedures. As the City's operations and workload continue to grow, the absence of a single, comprehensive regulation has led to inconsistencies in agenda placement, submission timing, and item categorization.The proposed Administrative Regulation was developed in direct response to Council's November 17th consensus and is intended to:
>
> Clearly define agenda item types, including Consent Agenda items, Regular Agenda items, Public Hearings, and Correspondence to Note (CTN);
>
> > Establish a consistent and predictable agenda structure;
> > Clarify who may submit, modify, and approve agenda items and under what circumstances;
> > Formalize submission deadlines, review requirements, and supporting documentation standards;
> > Reinforce compliance with statutory noticing requirements, public comment procedures, and Sunshine Law obligations; and
> > Preserve the City Council's authority to modify agendas and the Mayor's Charter authority to set the order of business.
>
> This regulation governs staff processes only and does not limit Council's authority or discretion during meetings. Adoption will improve efficiency, transparency, internal coordination, and understanding of Council proceedings.

Council Member Erhard asked what in the policy is a change from what is currently done, to which Hendrickson responded that it captures what is already being done, but now is in a structured, written format.

Motion made by Vice Mayor W. Thomas Bronson, seconded by Council Member Louis Hallal to approve the agenda policy.

Vote: 5 - 0

4. Specimen Tree Removal Request-TR 2026-01; Dave Schmitt Engineering, Inc. on behalf of CBD Real Estate Investments LLC.
Location: Approximately 41.19-acre property located on the north side of Wiscon Road approximately 615 feet west of the Wiscon/Broad Street intersection and immediately east of Horse Lake Road and south of Barnett Road

Community Development Director Hainely went over the staff report:

The petitioner, Dave Schmitt Engineering Inc. on behalf of CBD Real Estate Investments LLC, requests City Council's approval to remove certain Specimen Trees from an approximately 41.19-acre property located on the north side of Wiscon Road approximately 615 feet west of the Wiscon/Broad Street intersection and immediately east of Horse Lake Road and south of Barnett Road. Land Development Code (LDC) Article IV, Section 4-5.6 states "any Live Oak tree over eighteen (18) inches in caliper shall be determined to be a "Specimen Tree…. A specimen tree shall not be removed except for extraordinary circumstances and only by final approval of the City Council."The subject site is currently zoned PDP-R (Planned Development Project-Residential) and is currently vacant. The petitioner proposes to remove ninety-eight (98) Live Oak Specimen Trees with a diameter breast height (DBH) of eighteen (18) inches or greater. The Specimen Trees to be removed have a total of 3,077 caliper inches.

In accordance with LDC Section 4-5.8(e), the petitioner proposes to mitigate removal of the trees by payment into the tree mitigation fund. As established by Resolution 2025-66, mitigation requires a fee of $150.00 per caliper inch for a total of 3077 caliper inches, plus $100.00 for each of the 98 trees requiring City Council approval to remove. The mitigation fee is thus $471,350.00 for removal of the Specimen Trees. The tables below detail the fees and application thereof established in Resolution 2025-06.

STAFF RECOMMENDATION:
Staff finds that the required mitigation activity and fee of $221,324.00 meets the requirements of the City's tree preservation regulations and it is recommended that City Council authorize and conditionally approve the petitioner's request to remove designated Specimen Trees from the site as outlined in its Landscape/Tree removal and preservation plan dated 12/03/2025. The authorization includes the following specific conditions:
1. The developer shall protect all existing trees to be preserved in accordance with the Land Development Code.2. The developer of the property shall employ a professional licensed landscape architect to design and oversee the construction of a tree-root protection system, to better ensure the health and viability of the existing trees to be preserved on the property. Construction plans shall specify planting details, tree and root protection details and maintenance & irrigation details.
3. All the replacement trees must be at least 3-inches DBH at the time of planting.
4. Any trees slated to be preserved that do not survive the first five years from the date that the project receives a Certificate of Completion will be required to be replaced by the petitioner/property owner.

Council Discussion
Council Member Hallal expressed concern about the amount of trees being targeted for removal, especially in areas slated for a dog park, the borders, between lots and the retention areas. He would like the developer to work with the City to save more trees. Alyson Utter, Landscape Architect, Anderson Lesniak, addressed trees in the retention ponds, stating that the trees will eventually die once development starts and more water is retained, which is an environment they are not used to. She reminded all that due to the wetlands, several feet has to be added to the dog park, driveways, roadways and lots to be brought up out of the flood plain and critical root zones on any tree in those areas will be affected. She added that arborists' guidelines show that those trees will die. Council Member Hallal stated and Ms. Utter confirmed, that no trees are scheduled to be saved. Ms. Utter went on to clarify that 459 3-inch trees are being added, along with 78 mitigation trees, and mitigation tree fees. A lengthy discussion ensued around the code requirements of 2 trees per lot, trees along roadways and trees along perimeters and fencing. Discussion took place over Ms. Utter's assertion that even trees in a fenced in retaining wall situation will die. In response to Mayor Tanner's question on whether there is proof that the trees will die, Ms. Utter stated that it is her recommendation that all trees be removed because they will all die.

Mayor Tanner and Council Member Erhard both requested proof that the trees are going to die. Council Member Hallal requested that they come back with a different plan with some way to save trees.

Motion made by Council Member Louis Hallal, seconded by Council Member Betty Erhard to table the request and give them a chance to come back, possibly at the beginning of March, if they so choose to.

Vote: 5 - 0

5. Consider adopting Resolution 2026-02 to approve a school concurrency agreement for Milkaway Farms, Sections 1A, 1B and 1C.

City Clerk Battista read the resolution by headnote, as follows:

A RESOLUTION OF THE CITY OF BROOKSVILLE, FLORIDA, RELATING TO THE SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION AGREEMENT FOR MILKAWAY FARMS PHASE 1A, 1B, & 1C TO WHICH THE CITY OF BROOKSVILLE IS A REQUIRED SIGNATORY; GRANTING A CERTIFICATE OF CONCURRENCY TO THE APPLICANT; AND PROVIDING FOR AN EFFECTIVE DATE.

Community Development Director Hainley presented the item, and stated there was no expense to the City.

Public Input
None

Motion made by Council Member Betty Erhard, seconded by Council Member John McKethan III to approved Resolution No. 2026-02.

Hallal	Aye
McKethan	Aye
Erhard	Aye
Bronson	Aye
Tanner	Aye

Vote: 5 - 0

6. Road Milling and Resurface RFP Evaluations and Recommendation.

Director of Public Works went over the request and the staff report, which is included in its entirety below:

> The City allocates money in the budget each fiscal year towards Council approved road milling and resurfacing. During the November 3, 2025 Council meeting, approval was given for the FY2025-2026 Roadway Resurfacing & Reconstruction List. Three streets were prioritized during that approval: W. Fort Dade (Main St. to Gary St.), Asmara St. (Jefferson to Union St.), and Hernando St. (full length). Procurement policy was followed to solicit an RFP for evaluation.
>
> Procurement solicited an RFP on December 5, 2025, with the final bid evaluation occurring January 13, 2026. Six (6) bid packets were received on time, with one packet received following the deadline time for submission. This bid packet was not included in the evaluations. The top three (3) bids received:

- C.W. Roberts Contracting, Inc., $553,700, average evaluation score 91.33;
- Goodwin Bros. Construction, Inc., $405,444.32, average evaluation score 92.33;
- Superior Asphalt, Inc., $545,001, average evaluation score 96.67.

> These total bid amounts include all 13 streets listed in the solicitation, with the three priority streets as primary. These three (3) listed bids came in under the allocated budget amount of $600,000. To note, the additional three (3) bids received were priced above the budgeted amount, and were not given local preference. As a reference, Goodwin Bros. Construction, Inc. and Superior Asphalt, Inc. are located in Hernando County, and C.W. Roberts Contracting, Inc. is based in Wildwood.

Council Discussion

Council and staff discussed Council Member Hallal's statement that although Goodwin was not the top firm selected by the Evaluation Committee, he would like Council to consider awarding it to Goodwin Bros. Daniel Goodwin was present at the meeting, and addressed Council on the reasoning behind the lower bid they submitted.

Motion made by Council Member John McKethan III, seconded by Council Member Betty Erhard to approve Goodwin Bros. for this RFP.

Vote: 5 - 0

7. City Manager Annual Performance Evaluation (4/30/2025-12/31/2025)

Kyle Martin, Human Resources Director, presented a PowerPoint. Per the City Manager employment contract, the evaluation is to occur every January. The evaluation period was 4/30/25 - 12/31/25. She touched on the evaluation process and the scores received. She mentioned the compensation adjustments that are tied to the evaluation. The highest score would be a 4: Exceeds expectations and the lowest would be a 1: unacceptable. City Manager Hendrickson received an average score of 36.6 which can warrant a pay compensation increase of 4- 5 %. Each Council Member addressed their scores and commented on the performance of City Manager Hendrickson. Citing the agenda memo, Ms. Martin stated: Any potential merit increase up to 5%, or approximately $6,500 is fully offset by at least two vacant positions within the General Fund since October 1, 2025. As the City is currently in the second quarter of FY26, only 66.7% of the annual merit amount would be utilized in this fiscal year if implemented in February 2026.

Motion made by Council Member John McKethan III, seconded by Council Member Louis Hallal to accept the evaluation and approve a merit adjustment of 5%. Motion and second were amended to include that it be effective the 1st pay period in February.

Vote: 4 - 1

NAY: Council Member Betty Erhard

J. **CITIZEN INPUT** (Limited to 3 Minutes per Speaker)

Various Items

Kojack Burnett commended the City Manager. He was concerned the bench outside of City Hall was removed. He did not like the location of the new staff table in the Chambers and the disturbance of the area he used to sit in. He felt that Wreaths Across America went well at the Cemetery.

K. **RESPONSE BY CITY MANAGER AND STAFF/COUNCIL**

None necessary

L. **ITEMS BY CITY ATTORNEY**

None

M. **ITEMS BY CITY MANAGER**

Discussion of traffic data at Zoller and Highland (verbal only - tabled from 1/5/26 meeting)

City Manager Hendrickson recounted that this was first brought up at the December 1, 2025 meeting. There is a concern from residents about speeding and whether a four-way stop is warranted. She advised that the HCSO put out a data collector on vehicles during the testing period. The speed limit is 30 and the average speed collected was 13 mph, with only 3 being above the posted speed limit. Discussion ensued on the cost of purchasing a traffic counter, which by consensus, was not agreed to. Director of Public Works Weeks advised that he would be putting up more speed limit signs and "slow traffic" signs.

Brooksville Matters

The City Manager would be speaking at the next Brooksville Matters on February 4th.

Quarterly reports
They are posted on the City's website and have been emailed to Council.

N. **ITEMS BY COUNCIL**
BETTY ERHARD
She thanked all who attended.

Snap on contract (Diagnostic scanner and software for Fleet Division) and Critical Facility backup generator appropriation (both listed under CTN)
Council Member Erhard asked for clarification on the contracts, which were addressed by Director Weeks and Procurement Administrator, Emily Bennett.

More info needed as back-up for agenda items
Council Member Erhard requested that more back-up be included in the agenda material. She gave examples as no costs were included for the removal of the bus stop and no event application or insurance were included for the Art in the Park agenda item.

COUNCIL MEMBER MCKETHAN
He thanked staff.

Duke Energy Presentation
City Manager Hendrickson advised that they would be coming to the February 9th meeting.

COUNCIL MEMBER HALLAL
He thanked staff and particularly Director Martin for her presentation.

Bike bridge at Truck route
Council Member Hallal noted that it was a rust color. He had information from the MPO that seemed to indicate that no color was chosen at the time of installation. Hallal wondered if staff could be directed to find out what the process would be for FDOT to paint the bridge. There was a consensus by Council to direct staff to proceed on this.

VICE MAYOR BRONSON
He thanked staff and he encouraged all to look to faith.

MAYOR TANNER
She thanked staff and all who attended.

Fire Pension
She acknowledged the hard decisions made by Council and appreciated the service of all City firefighters.

Next Council meeting
February 9, 2026

O. **ADJOURNMENT**
There being no further business to bring before Council, the meeting was adjourned at 10:06 p.m.

P. **CORRESPONDENCE TO NOTE**

1. 01-05-2026 Snap-On Industrial diagnostic scanner and software for Fleet
2. December, 2025 Code Enforcement Report
3. L0379 - Agreement - Executed Critical Facility backup (generators)

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Jennifer Battista, CMC, City Clerk

Attest: ___________________________
Christa Tanner, Mayor

Approved: ______________________