

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY JANUARY 22, 2018
CITY HALL**

Call to Order: Vice Mayor Nancy Daley

Invocation and Pledge of Allegiance: Police Chief Bodenheimer

Those in attendance were Vice Mayor Nancy Daley, Commissioner John Duncan, Commissioner Jack Dearmin and Commissioner Albertus Maultsby.

Commissioner Duncan moved to approve the absence of Mayor Charles Lake, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote.

VICE MAYOR DALEY	AYE
COMMISSIONER DEARMIN	AYE
COMMISSIONER DUNCAN	AYE
COMMISSIONER MAULTSBY	AYE

Staff attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, City Clerk Amée Bailey-Speck, Finance Director Amber Deaton, Fire Chief Chris Costine, Parks and Recreation Richard Weed, Police Chief Art Bodenheimer, and Public Works Director John Deaton.

CITY ATTORNEY ANNOUNCEMENTS

No Comments.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated The Mackay Gardens and Lakeside Preserve will host a free Forest Magic Tour on Sunday January 28th at 2 pm. and a Celebration of Preservation on Sunday February 4th at 2:00 pm. Contact the Parks and Recreation Department for more details or to sign-up for one of these events.

The Parks and Recreation Master Plan survey has been posted on the City website and on social media. A Parks and Recreation Master Plan “focus group meeting” has been scheduled for the Commissioners February 5th at 6 pm in City Hall before the regularly scheduled City Commission Meeting.

The City will conduct its Municipal Election on Tuesday, April 3rd for the purpose of electing one commissioner. Qualifying for candidates will begin Monday, February 12th at 8:30 am and close on Friday, February 16th at 12:00 noon.

Staff has reached out to the Ten Minute Walk Organization there should be more information at the next meeting. This is actually a combination of three organizations, one of which is the Public Land Trust.

A support of Home Rule resolution has been forwarded by the Ridge League of Cities and the Florida League of Cities to the Commissioners and Staff if the Commissioners choose it can be brought forward at the next meeting for consideration.

Public Works Director Deaton stated he had met with the Contractors concerning the Thelma Rd. closing and they plan to have the road open by Tuesday afternoon. Thelma will remain open and then close again for one to two days to allow the crews to permanently patch the road. They are making good progress on installing the pipe. The delay has been due to pipes that had to be replaced.

RECOGNITION OF CITIZENS:

Margaret Wheaton, 330 Carolina Ave. South, stated she would like to congratulate the Commissioners; she visited Mackay gardens Saturday morning and was very impressed at all the activities.

Beverly Moore 165 E. Pierce St. stated she was also an advocate for Mackay gardens, and encouraged everyone to attend Forrest Magic walk.

CONSENT AGENDA

Commissioner Maultsby moved to approve the Consent Agenda; seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote.

VICE MAYOR DALEY	AYE
COMMISSIONER DEARMIN	AYE
COMMISSIONER DUNCAN	AYE
COMMISSIONER MAULTSBY	AYE

AGENDA

1. DEPARTMENT UPDATES

City Manager Leavengood stated he liked to have the department heads present about the work taking place in their office, what's been accomplished, what's in the works and the goals going forward.

Community Development Director Bailey stated she would review some of the different areas of the Department, projects accomplished last year and what the department would like to accomplish in the coming year. She went over the planning updates which included the downtown overlay, the water supply plan with utilities, new zoning designation to some of the land use categories, Medical marijuana and pharmaceutical regulations, and solar power generation to the Land Development Code. They worked with the Department of Economic Opportunity to update the status of the Green Swamp Area of Critical State Concern. In 2018 Community Development will be working on annexation especially the enclaves. Additionally, they will be working with the County to determine streets should be annexed that we are willing to take over and maintain. This will help the City move into areas where we want clean up our annexation boundary. There are also properties within the City limits that have land use but they are not zoned, going forward we are going to address zoning not only on the properties

without zoning but also correcting properties within the City that have erroneous zoning. She also spoke of the resolution for the Community Rating System (CRS) and the Evaluation and Appraisal Report (EAR). The Land Development Code will be updated and inconsistent items will be corrected. She went on to present the updates and statistics for the Building Department and Code Enforcement.

Finance Director Deaton stated the accomplishments for the year included the implementation of the vacation reimbursement procedure and the new time card module. The finance department has added a purchasing card program that minimizes the number of credit transactions for the City. She stated the department is still receiving awards.

City Manager Leavengood explained more about the vacation reimbursement procedure and asked Director Deaton how she thought the program was working.

Director Deaton replied stating there will always be special circumstances regarding what qualifies for vacation status. Overall the usage on the customer's account will be the deciding factor. The goals for next year would be to help the Library with a cash handling process, update the fixed asset policy, and automating the fuel system. The renovation of the administration lobby will begin this year, not only for aesthetics but for safety. She said she appreciated the City Manager and the Commissioners for their support and also her staff.

Fire Chief Costine highlighted the past year saying the bulk of their calls, 723 are medical rescues. The Fire Department was able to purchase and train with a variety of new tools for cutting and extraction to aid in emergency rescues.

Police Chief Bodenheimer provided some of the police department statistics stating 9-1-1 calls increased by about 600 calls and overall the calls increased by almost 3,000 totaling 8,302. All of the vacant positions have been filled, a new camera system for evidence was purchased and installed, and updated Taser equipment has been purchased along with a new SUV. Two major search warrants were issued resulting in the arrest and seizure of two drug operations. He also detailed the grants that the department received over the past year. The goals he listed for 2018 were to getting rid of evidence that has met the retention guidelines and to seek bids for a revitalization of the station. He is researching a Fire Arms Training system for the department which would save time and the cost of ammunition. Chief Bodenheimer went on to commend his staff and thanked the Commission for their support.

Parks and Recreation Director Weed stated it has been a great year for Parks and Rec. He started his year-end review with Mackay Preserve and Garden pointing out the new shrubs and trees that have been planted. He also mentioned the work the volunteers do through-out the year to make the gardens exceptional. This past year Mackay had their Centennial Celebration which was wonderful success. The Mackay house and gardens have become a popular venue for weddings generating \$35,500 in revenue for the year. They also host Astronomy Nights, Master Gardener Workshops, Nature Tours, Earth Day and they be adding a second Thursday Workshop. He also said between the new signs on the highway and the brochures, the number of visitors at Mackay have greatly increased. He went on to mention the donation of a ceramic figure collection donated by Ron Birchfield. There was also a \$15,000 grant the Department received, from the State. The Library had another great year, circulation is up and the services they offer have increased. They also received a grant of \$3,000 for the Children's library to help build the children's collection. He stated the goal for this year is to rebuild the dock at Haines and Rochelle. There have been six Parks and Recreation Master Plan "focus group" meetings

and surveys are still available for residents to offer their comments. He also wanted to thank the citizens for another good year.

Public Works Director Deaton stated this year their projects included the Ramona Street repave and widening, the demolition on Lake Shore Way and the duplex next to the library. New additions to the department include a bucket truck, with a reach of forty two feet. The water tower was painted, and the buzzard problem was addressed. Sidewalk repairs are an on-going project. The Ramona lift station was refurbished with new pumps, panel, lid and an early warning system. The Sanitation department got a new sanitation truck. The department picked up 395 tons of recyclables last year, and disposed 1,344 tons of yard trimmings, and 2,716 tons. The amounts were more than last year due to the growth of the City. He wanted to thank The First Baptist Church for allowing the City to use their property in the aftermath of Hurricane Irma. Around 6,000 yards of debris was collected by City staff. Crews worked seven days a week for the clean-up effort. The City is still waiting for the totals from FEMA regarding how much debris they cleaned up in the City. Next year there will be a sewer line replacement in Marianna Acres in an effort to up-grade the water and sewer lines in that area. Public Works is also working on a Cemetery project to reset the head stones and level them. The goal is to be 80 – 90 percent done with Oak Grove Cemetery by the end of January and then move into Lake Lowery. They will be up-grading Echo Terrace lift station. They are also in the process of acquiring generators for the lift stations in the event of another storm. He stated he appreciates the opportunity to work for the City, and it's been a very good year for Public Works.

Vice Mayor Daley asked how high the bucket truck will reach.

City Manager Leavengood stated going forward the Parks and Rec's Master Plan is one of the biggest projects the City has going on this upcoming year. The CRA will continue to grow with the redevelopment of the Gray property and the development at Gapway Grove. He would like to preserve as much as possible for project dollars. The City acquired the Buchanan property the Hugh's property, and the Junk Trunk. Each has been demolished and cleaned-up. Mackay Preserve will go through habitat restoration and the Gardner House will be landscaped early this year. If the upcoming homestead exemption vote passes the impact would be approximately \$80,000 a year impact starting in 2019. The City has the financial strength to make the appropriate decision however the Commissioner wants. He is looking forward to working with the Commission and Staff and 2018 will be an exciting year for the City.

RECOGNITION OF CITIZENS

There were no citizen comments.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Dearmin stated he wanted to commend the City staff they all work as a team and he is honored to be part of the City. He also acknowledged the loss of a citizen of the City, Mrs. Barbara Smith. He wanted to thank the citizen that comes out for the meetings.

Commissioner Maultsby stated he thought the Staff did a good job and he's looking forward to annexation. He also acknowledged the great leadership of the City Manager and he thought the City had a great group of citizens and he's glad to be a part of the City.

Vice Mayor Daley stated it's easy to serve on a commission when you have a staff as great as the one at the City. She also wanted to remind the other Commissioners that the City Managers

evaluation is coming up. He is a great leader of a great staff and they all work together well. That's a testament to why Lake Alfred is great. She went on to say the citizens that come to the meetings are appreciated.

Commissioner Duncan stated it's a pleasure to work with the staff and the citizens of Lake Alfred, there are so many exciting things the City has to look forward to in the upcoming year.

With there being no further business to discuss, Vice Mayor Daley adjourned the meeting at 8:46 pm.

Respectfully Submitted,



Ameé Bailey
City Clerk