

**MINUTES
CITY COMMISSION
MONDAY, JANUARY 24, 2022
7:30 PM
CITY HALL**

Call to Order: Mayor Nancy Z. Daley called the City Commission meeting to order at 7:31 p.m. in the City Commission Chambers located at 120 E. Pomelo Street, Lake Alfred, FL 33850.

Senior Pastor Kim DuBreuil of the First United Methodist Church of Lake Alfred provided the invocation and **Mayor Daley** led the Pledge of Allegiance.

Roll Call: City Clerk Linda Bourgeois

City Commissioners in attendance: Mayor Nancy Daley, Vice Mayor Jack Dearmin, Commissioner Mac Fuller, Commissioner Albertus Maultsby, and Commissioner Brent Eden.

Staff in attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, City Clerk Linda Bourgeois, Fire Chief Wallace Nix, Police Chief Art Bodenheimer, Finance Director Amber Deaton, Public Works Director John Deaton, and Community Development Director Ameer Bailey.

Assistant City Attorney Claytor said he remained grateful to represent the great City of Lake Alfred.

City Manager Leavengood announced the following:

1. Polk County Day in Tallahassee will be on Wednesday, January 26, 2022. The City of Lake Alfred will have the representation of two City Commissioners and the City Manager in attendance.
2. Karen Siegel Academy is hosting a recognition event this Friday, January 28, 2022, at 2 p.m. in celebration of Ashely Brannon's selection of the Teacher of the School and the District.
3. The 3rd Annual Heritage Day will be held on Saturday, February 26, 2022, near City Hall from 10:00 a.m. until 5:00 p.m. There will be a marketplace with craft vendors, food trucks, and fun for the whole family.
4. The City is putting the final touches on the Residential Façade Grant Program applications. The City has also received some Commercial Façade Grant Program applications and they will be coming before the CRA board for consideration at a future meeting.
5. The new Grant Writer and Management Analyst, Aubrey Fuller was introduced to the City Commission.

Mayor Daley recognized Mr. Darren Veriday from Congressman Darren Soto's Office in attendance.

Recognition of Citizens:

Rock Pileri from Polk City, Florida asked about a pile of asphalt and gravel at the intersection of Pomelo and US Highway 17/92. He wanted to know why it had not been removed and said he was asking for a friend.

City Manager Leavengood explained it was a hot asphalt spill from a truck driving through the city and said we will revisit the area to see if it can be improved.

Mayor Daley presented the consent agenda for consideration of approval.

Consent Agenda:

- 1.) City Commission Meeting Minutes for January 10, 2022
- 2.) City Commission Announcements

Vice Mayor Dearmin made a motion to approve the consent agenda. The motion was seconded by **Commissioner Fuller**. The motion was unanimously approved.

Mayor Daley introduced the first business item for consideration.

- 1.) Public Hearing: Ordinance 1471-21: ULDC Text Amendments

Assistant City Attorney Claytor read the title of the Ordinance into the record.

City Manager Leavengood read the analysis into the record. He said in 2021, the City Commission approved the new Unified Land Development Code (ULDC) repealing the previous code adopted in 1993 as amended. The development of an entirely new code created new criteria for staff and developers and through implementation, staff has documented areas for clarification.

Following the adoption of the new code in April, amendments to Florida Statutes impacted some of the regulations included in the newly adopted ULDC. The main Articles impacted were Article 2 Zoning Districts and Article 3 Use Provisions. Topics included solar facilities, home-based businesses, building design elements, and Master Planned Communities.

The proposed amendments are designed to satisfy the statutory changes as well as provide clarification within the new code. Additional detail has been provided in Article 2 to provide more details on architectural elements and their usage in Article 3. The criteria for the Green Swamp Overlay District have been better defined. Lastly, formatting has been updated in some areas to provide clarification and apply rules on a larger scale.

On November 16, 2021, the Planning and Zoning Board provided a favorable recommendation to the City Commission. On December 6, 2021, the City Commission approved the ordinance on the first reading. There have been no substantive changes since the first reading.

He said the staff was recommending approval of Ordinance 1471-21 on the second and final reading.

There was no discussion from the City Commission.

Mayor Daley opened the floor to the public hearing. There were no members of the public that came forward to speak and she closed the public hearing.

Vice Mayor Dearmin made a motion to approve Ordinance 1471-21 for the ULDC Text Amendments on the second and final reading. The motion was seconded by **Commissioner Eden**. The motion was unanimously approved.

Mayor Daley introduced the next business item for consideration.

2.) Resolution 01-22: SunRail Extension Support

Assistant City Attorney Claytor read the title of the Resolution into the record.

City Manager Leavengood read the analysis into the record. He said on September 12, 2019, the City Commission approved Resolution 16-19 in support of the expansion of the SunRail system into Polk County from Poinciana into Haines City, Lake Alfred, Auburndale, and Lakeland.

Currently, SunRail provides Central Florida with commuter rail services along a 61.5-mile route from DeBary in Volusia County to Poinciana in Osceola County. Congressman Darren Soto has been heading up the support for the extension project into Polk County to provide an alternate method of transportation for our citizens and visitors.

This resolution reiterates Lake Alfred's position in support of having an extension of the SunRail commuter system extended into Polk County, Florida as well as Lake Alfred. The Staff's recommendation is for approval of the Resolution.

Darren Veriday said this was something they have been pushing for since 2019 and he spoke about the current Florida Department of Transportation administration, ridership surveys, and said this resolution goes a long way in helping to get SunRail to Auburndale and perhaps even Lakeland to help alleviate the traffic congestion in Polk County.

Commissioner Eden asked if Lake Alfred was being considered as a rail stop and Mr. Veriday said they were advocating for rail stops in Davenport, Haines City, Lake Alfred, and Auburndale.

Commissioner Maultsby asked if there would be a rail spur run to I-4 and Mr. Veriday said the existing rail line runs through Lake Alfred so there won't be any new additional rail lines for SunRail.

Vice Mayor Dearmin commented he had utilized the SunRail on several occasions and it has a clean ridership and is excellent for transportation.

A brief discussion ensued regarding the benefits of rail transportation, their capacity to hold many riders, other countries being ahead of the United States, and the potential to create new jobs.

Mayor Daley asked if we were to get a stop would SunRail be the entity to pay for the depot.

Mr. Veriday said he was not prepared to answer that question and thought there would be some type of Federal or State grant money. He said we will figure that out after we get the extension approved.

City Manager Leavengood said there may be some type of partnership opportunities with them, with the County, and other private partners.

Mayor Daley opened the floor to public comments. There were no members of the public that came forward to speak and she closed the floor to public comments.

Vice Mayor Dearmin made a motion to approve Resolution 01-22 for the SunRail support. The motion was seconded by **Commissioner Maultsby**. The motion was unanimously approved.

Mayor Daley introduced the next business item for consideration.

3.) CPH Task Order No. 6: CR 557 Force Main Extension Project

City Manager Leavengood read the analysis into the record. He said on July 18, 2019, the City Commission approved negotiations with CPH, Inc. for a continuing service agreement to deliver engineering and consultant services to the City of Lake Alfred. The city executed the Master Professional Engineering Services Agreement with CPH, Inc. on November 19, 2019.

CPH, Inc. is currently working on the design for the force main (FM) along CR 557, and then eastward along East Swoope Street, transitioning to East Oak Street, and terminating at the wastewater plant site. This task order will cover the design and permitting for the northern extension of that project.

The northern extension will extend approximately 7,400 linear feet northward along CR 557, starting at the current force main connection point, and will terminate at the "Y" (where CR 557 splits with CR 557A). There are impact fees to cover the costs of the project and the project timeline was added to the agreement that was presented in the agenda packet.

Scott Breitenstein of CPH, Inc. was in attendance. He said he was glad to be here tonight and stood for any questions.

City Commission discussion surrounded the timeline for development after the design, the project development is based upon the need, the widening of CR557 and the new right-of-way, and the need to revisit the final plans of the right-of-way during the design phase.

Further, the City Commission discussion encompassed the downturn of the economy in 2007, the city paying for the plans to ensure all developers are following the same playbook, the city only paying for the design, and the developers paying for the utility lines.

City Manager Leavengood said we wanted to design this to scale to support any future development in the area and the potential costs to the city would be for upsizing the lines.

A brief discussion ensued regarding the Waylenco Road property and Public Works Director John Deaton said that the parcel was beyond the plan design.

Commissioner Eden said he thought it was great that we were trying to stay ahead of the development because right now the developers can't build the houses fast enough.

Mayor Daley opened the floor to public comments. There were no members of the public that came forward to speak and she closed the floor to public comments.

Vice Mayor Dearmin made a motion to approve CPH Task Order No. 6 at a cost not to exceed \$110,442. The motion was seconded by **Commissioner Eden**. The motion was unanimously approved.

Mayor Daley introduced the next business item for consideration.

4.) Infrastructure Funding Priorities

City Manager Leavengood read the analysis into the record. He said the Mayor and City Manager attended a virtual meeting to discuss federal funding for infrastructure-related projects from 4 different categories which include: transportation, utilities, broadband, and brownfields.

Based on the capital improvement program and future needs staff has identified several potential projects to be included on the list: He said this was a ten-year evolving funding cycle.

Transportation:

1. US 17/92: Downtown-lane repurposing including signalization and improvements to intersections at Mackay, Pomelo & CR 557, Experiment Station Road, and 17/92.
2. Bring roads up to standards: Cass Rd. Old Lake Alfred Rd., Old Lake Lowery Rd., Old Haines City/Lake Alfred Rd.
3. Old Dixie Trail Project

Utilities:

1. New Water Plant
2. Sewer Plant expansion
3. Sewer Infill (including lines, lift stations, and septic to sewer conversion)

Broadband:

1. Projects in this category will require further evaluation for need, opportunity, and the City's role in them. There is an effort at the state level to expand broadband access and the federal funding may be appropriated to it at the state level. Potential Lake Alfred projects include dark fiber extension along CR 557 and through downtown to connect to the Winter Haven Airport.

Brownfields:

1. Growers Fertilizer

City Commission discussion surrounded the broadband fiber and the potential to meet with Summit Fiber out of Lakeland, setting a meeting with the Strangs on the appraisal and Phase II Environmental Study on the Growers Fertilizer property, and the number one priority being the safety factor related to transportation.

Mayor Daley asked if there was a change in administration would the funding go away, and Darren Veriday said he did not think it would go away and shared what they don't know at this point is how the funding will flow through the agencies.

A brief discussion ensued about the Growers Fertilizer property and the potential for it to become the SunRail Depot with a parking lot and an entrance into Lion's Park.

Mayor Daley opened the floor to public comments. There were no members of the public that came forward to speak and she closed the floor to public comments.

There was a consensus from the City Commission as to the infrastructure funding priorities.

Mayor Daley introduced the business item for consideration.

5.) City Manager Evaluation

City Manager Leavengood read the analysis into the record. The City Manager is to receive a performance evaluation biennially in advance of the adoption of the annual operating budget. The evaluation format was consistent with previous evaluations and was composed of eight (8) categories.

- Fiscal Management
- Management and Organization
- Management of City Assets
- Program Development and Follow-Through
- Community Relations
- Communication with Commission and Others
- Intergovernmental Relations
- Management Style

City Manager Leavengood scored the highest ranking from all of the City Commissioners in each category.

Vice Mayor Dearmin said he read all of the City Commission comments and was proud to be one person in a group that recognizes how hard the City Manager works and what he does for the city.

Mayor Daley said she appreciated Ryan giving credit to his team of directors because it is not just the City Manager. The fact that we have this team here in Lake Alfred is a testament to the City Manager because if people hate their boss they are not going to stay. We have a really good team and everyone is amazing at their job.

City Manager Leavengood spoke and said it is a pleasure to work with each of you and I always say I work for the Commission but I work with the Commissioners. He shared when he looks at the evaluation it does not mean it's perfect and as he looks back over the past few years there were areas where we could have done better or there may have been room for improvement. He said his goal is to be worthy of the scores not only from the past but also going forward.

He continued and said he will always look for the needs of the future and said it is also a reflection of the City Commission on how well they work together. That is a testament to your leadership. He said he has one of the best groups of department heads in the entire county and it is a pleasure to work with them. He said this evaluation is not just about him, it is about the entire organization. He concluded by saying Lake Alfred is his home and thanked them for their support.

Mayor Daley shared she was impressed with the fiscal management and cited her reason as being a full-service city without a lot of debt.

Mayor Daley opened the floor to public comments.

Darren Veriday said he moved to Polk County in 2018 and said every City Manager is very friendly but there are a few that are easier to work with. He said Mr. Leavengood has been exemplary because he never has to worry about communication. He said he is happy and proud of his stellar review and looks forward to continuing working with him.

Commissioner Fuller recognized the City Clerk for her work behind the scenes saying he sincerely appreciated her.

Mayor Daley closed the floor to public comments.

Vice Mayor Dearmin made a motion to accept the City Manager's evaluation. The motion was seconded by **Commissioner Maultsby**. The motion was unanimously approved.

Commissioner Maultsby asked if the City Manager received the same increases as the employees or if the City Commission would do something special for him.

A brief discussion ensued and it was shared by the Mayor that the City Manager was on the same step-plan as the employees. Further discussion was that there is a provision in the contract where it can come back to them for review from time to time and the city is currently conducting a salary study.

City Manager Leavengood said he would transmit the salary study to the City Commission.

Recognition of Citizens

There were no citizens that came forward to speak to the City Commission.

Commissioner Maultsby congratulated the City Manager. He asked for an update on the dirt being moved on CR 557 and Lake Lowery Road.

City Manager Leavengood shared Caribbean Distillers was moving dirt for potential residential development, and on CR557 the dirt was from the Rohlfing Groves project. He said he would update the project list and also include the anticipated number of homes for each project.

Vice Mayor Dearmin said he was excited to represent Lake Alfred at the Polk County Day this week in Tallahassee and was looking forward to this new year.

Mayor Daley spoke about an author who writes about historic homes and said he studied Craftsman homes. She shared he confirmed the Mackay Estate was a Craftsman home designed by Gustav Stickley but it was altered by flipping it the other way and adding a wing for the caretaker. He is going to include this property in his next book. She said he provided some suggestions to make the home more authentic such as changing out the curtains. She spoke about the home as an elegant wedding venue, and not being on the historical register. She shared she attended the retirement event for Wil the canine and asked about the rental policy for the new field at Central Park and the lighting.

City Manager Leavengood said he would have the Parks and Recreation Director incorporate the rental policy in the department presentation and said the lighting would be a phased-in approach with potential grant funding.

Commissioner Fuller thanked the City Clerk and City Manager. He said the Lavendar and Lace Tearoom was featured on an episode of Florida on a Tankful. He complimented the City Manager on the article he wrote and asked him to share it with the citizens on Social Media. Take the bow when you can. He said thank you for those opportunities to bring success and stability to our community. He mentioned the pharmacy coming into town, the new pizza place, and asked about the Wells Fargo property. City Manager Leavengood said he would follow up with the owners and

provide an update to the City Commission. He thanked the Community Development Director, her staff, the directors, and the City Manager.

Commissioner Eden congratulated the City Manager and applauded hiring someone dedicated to writing grants for the City. He said he would appreciate an update on the Wells Fargo building as well. He said he hoped everyone had a happy and safe holiday season and thanked the first responders, the Police and Fire Chiefs, and the department heads.

At 8:43 p.m., the City Commission Meeting was adjourned.

Respectfully Submitted,



Linda Bourgeois, BAS, MMC,
City Clerk