

City of Lake Alfred  
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Lake Alfred, Florida 33850



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

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**Call to Order:** Mayor Nancy Z. Daley

**Invocation and Pledge of Allegiance**

**Roll Call:** Linda Bourgeois, City Clerk

**City Manager & City Attorney Announcements**

**Recognition of Citizens:** Items that are not on the Agenda.

**Consent Agenda:**

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

**Agenda:**

- 1.) Public Hearing: Ordinance 1471-21: ULDC Text Amendments
- 2.) Resolution 01-22: SunRail Extension Support
- 3.) CPH Task Order No. 6: CR 557 Force Main Extension Project
- 4.) Infrastructure Funding Priorities
- 5.) City Manager Evaluation

**Recognition of Citizens:** Please Limit Your Comments to 5 Minutes.

**Commissioner Questions and Comments:**

Commissioner Maultsby  
Vice Mayor Dearmin  
Mayor Daley  
Commissioner Fuller  
Commissioner Eden

**Adjourn**

**LAKE ALFRED CITY COMMISSION**  
**JANUARY 24, 2022**

*All matters listed under this item are considered to be routine, and action will be taken by one motion without discussion. If a discussion is requested by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.*

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**1.) City Commission Meeting Minutes for January 10, 2022**

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**Attachments:**

- Draft Minutes

**Analysis:** Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact City Clerk Linda Bourgeois at (863) 291-5270.

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**2.) City Commission Announcements**

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**Analysis:** Each of the meetings/ events scheduled below may constitute a public meeting at which two or more City Commissioners or Board Members may attend and discuss issues that may come before the City Commissioners.

DATE	MEETING/ EVENT	LOCATION	TIME
2/7	City Commission Meeting	City Hall	7:30 p.m.
2/10	Planning and Zoning Meeting	City Hall	6:00 p.m.
2/17	Code Enforcement Special Magistrate	City Hall	3:00 p.m.
2/21	City Commission Meeting	City Hall	7:30 p.m.

**Staff Recommendation:** Approval of consent agenda.

**LAKE ALFRED CITY COMMISSION**  
**JANUARY 24, 2022**

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

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**Issue:** The City Commission will consider text amendments to the Unified Land Development Code.

**Attachment:**

- Ordinance 1471-21 with the exhibit

**Analysis:** 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 changes since the first reading.

**Staff Recommendation:** Approval of Ordinance 1471-21 on the second and final reading

**LAKE ALFRED CITY COMMISSION**  
**JANUARY 24, 2022**

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**2.) Resolution 01-22: Sunrail Extension Support**

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**Issue:** The City Commission will consider a resolution supporting the expansion of the SunRail commuter system into Polk County and the Lake Alfred Region.

**Attachment:**

- Resolution 01-22
- Resolution 06-19

**Analysis:** On September 12, 2019, the City Commission approved Resolution 06-19 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.

**Staff Recommendation:** Approval of Resolution 01-22.

**LAKE ALFRED CITY COMMISSION  
JANUARY 24, 2022**

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

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**Issue:** The City Commission will consider approval of a CPH, Inc. Task Order No. 6 for the design and permitting of the CR 557 Northern Force Main Extension Project at a cost not to exceed \$110,442.

**Attachments:**

- CPH Task Order No. 6
- CPH Continuing Services Agreement

**Analysis:** 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).

**Staff Recommendation:** Approve CPH Task Order No. 6 at a cost not to exceed \$110,442.

**LAKE ALFRED CITY COMMISSION**  
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**4.) Infrastructure Funding Priorities**

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**Issue:** The City Commission will discuss and provide guidance on the infrastructure funding priorities for the City of Lake Alfred's projects.

**Attachments:** N/A

**Analysis:** 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:

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 557 and through downtown to connect to the Winter Haven Airport.

Brownfields:

1. Growers Fertilizer

**Staff Recommendation:** Pleasure of the City Commission.

**LAKE ALFRED CITY COMMISSION**  
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**5.) Discussion: City Manager Evaluation**

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**Issue:** The City Commission will be presented with a summary of the City Manager evaluation.

**Attachments:**

- Evaluation Summary
- Manager Evaluations
- Activity Summary

**Analysis:** 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 that allowed for a numerical ranking as well as available space for additional comments under each category and at the end of the evaluation.