

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY FEBRUARY 18, 2019
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Pastor Arnulfo Gomez, Rooted Outreach Ministries

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

Staff in attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, Community Development Director Ameer Bailey, Fire Chief Chris Costine, Financial Director Amber Deaton, Public Works Director John Deaton, Parks and Recreation Director Richard Weed, Deputy City Clerk Mamie Drane, and other staff.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated the road resurfacing project is all most complete including the additional roads that were discussed when the bid was awarded.

The City scheduled a joint workshop February 21st due to conflicts the meeting has been postponed until Monday, February 25, 2019 at 6:00 pm. This workshop will be for the City Commission and Planning Board to access the Unified Land Development Code rewrite. This process will develop guiding principles, documents and standards that will dictate the construction that will be occurring in the next ten years. The City has met with the developers and they have had the opportunity to voice their opinions. The joint workshop will be for the Commission and Planning Board to offer their opinions before the consultants starts the rewrite.

The City has four candidates that have qualified for the upcoming election, Albertus Maultsby, Brent Eden, Ed Smith and Cynthia Diane Pereira.

The City Manager asked Director Weed and Judy Schelfo to provide the information about Heritage Day.

Director Weed announced that Lake Alfred Heritage Day is this Saturday, February 23rd, it will start at 10:00 am and will run till 6:00 pm. There will be a car show, food, unique crafts and vendors. The Festival will be located at E. Pomelo and N. Seminole Avenues. For more information please contact the Parks and Recreation Department.

City Manager Leavengood stated the quality and attendance of the City's events continues to improve and increase with every event.

Mayor Lake stated that Director Weed along with the Parks and Recreation Department staff does a great job with all the events.

CITY ATTORNEY ANNOUNCEMENTS

No comments.

RECOGNITION OF CITIZENS

Rodney Thompson 640 N Pennsylvania Ave. stated he will miss Commissioner Duncan as he leaves the City Commission. He thanked him for all he has done for the City. He is glad to see new people running for election and getting involved. He hopes they want to make Lake Alfred better. He would like to see term limits for the Commissioners and a change in the appointment of replacement commissioners.

Commissioner Duncan stated it has been an honor to serve the citizens of Lake Alfred over the past eight years. He stated that it was a family decision for him to take a break and allow others to serve as Commissioner. He is delighted that there are four qualified candidates running for the two seats up for election. He thanked all the residents that signed his petitions so he could qualify for the election. He said his family has grown with the City, when he begin his children was small now they are teenagers. He thanked the community for their confidence and faith in his family. He stated he loves the City and will be here to serve, when gathering signatures there was an over whelming number of residents that agreed that there should be term limits for the Commissioners. He went on the ask the candidates to campaign with integrity and seek Gods guidance.

EMPLOYEE RECOGNITION – CAPTAIN BRIAN BEASLEY 20 YEARS

Fire Chief Costine stated Captain Brian Beasley started his career with the Lake Alfred Fire Department in 1992 as a volunteer firefighter under Chief Larry Cloud, and has actually provided 27 years of service to the City of Lake Alfred. Chief Costine went on to list Captain Beasley's accomplishments over his tenure as a volunteer and paid firefighter. He is married to Missy Beasley and they have a daughter, Ashley. In his off duty time he enjoys hunting, fishing and watching Ashley dance competitively.

City Manager Leavengood stated he wanted to thank Captain Beasley for his years of service, with the Lake Alfred Fire Department. He said long term employees are a benefit to the City as they bring years of experience and knowledge to their job.

CONSENT AGENDA

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

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

AGENDA

1.) ORDINANCE 1411-19: PERSONNEL POLICY HANDBOOK

Assistant City Attorney Claytor read the ordinance title.

City Manager Leavengood stated the employee handbook sets forth in detail the personnel policies, benefit programs, and rules that apply to City employees. The last formal review of the Personnel Manual was conducted in 2017, and adopted on May 1, 2017.

Following the major revisions from previous years, staff has reviewed the policies on a continuing basis and how they have been implemented and applied. The proposed changes are predominantly cleanup in nature and are designed to clarify and to improve the intent of existing policies or to provide guidance on specific issues that have arisen since the previous revision. Notes were provided within the draft text of the document providing brief explanations of the proposed changes.

Staff recommended approval of Ordinance 1411-19 on first reading.

Commissioner Daley asked about the holiday change that added the day before or after a holiday falling on a Tuesday or Thursday.

City Manager Leavengood stated when a recent holiday fell on Tuesday and a request came from the Department Heads to consider the additional holiday. He was not comfortable making the decision administratively since holidays were addressed in the handbook. The request was to add the additional day in the policy, and the budget impact is minimal.

Mayor Lake asked if there were other items that had major changes.

City Manager Leavengood stated the other clarification was in the Workers Compensation policy changing the way employees time is accrued while out on Workers Comp.

Commissioner Duncan asked if the amendment covered the right of employees to make political statements, as addressed in the first Amendment Changes last year.

City Manager Leavengood stated that section 3.05 will also be revised to be consistent with applicable with state law.

Mayor Lake opened public hearing, with no public comment, he closed public hearing.

Commissioner Duncan moved to approve Ordinance; 1411-19 Personal Policy Handbook amendment on first read, seconded by **Commissioner Daley**. The motion was approved by unanimous voice call vote.

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

2.) PRESENTATION: DEPARTMENT UPDATES

City Manager Leavengood stated at the last Commission meeting the majority of the departments gave updates. The City's final two departments, Community Development and Parks and Recreation Department will present their updates tonight.

Director Bailey, Community Development Department, commenced her presentation by stating that planning is the overarching, long term aspect, in the department. She explained the projects from the past year. The Land Development Code had a revision addressing the downtown Overlay District. The City accepted different plats across the City, including the roads in Hainesport, The Lakes Tract 2, 3, Tract 8, which is Waters Edge, and Lynchburg Rd.

City Manager Leavengood interjected that adopting Lynchburg Road was the City Commission's decision. He said that as different subdivisions develop there may be inconsistencies between the designs within the subdivisions, by taking over the roads the City can assure the roads will remain consistent.

Director Bailey, Continuing the presentation she stated zoning is the next step in the process. It is the mid to short term planning processes. Staff evaluated the construction plans or the site plans for the projects which include The Lakes at Waters Edge, Adams Estates, Grey Property, Luigi's Modifications, Warehouse sites and the Industrial Park. Over the next year staff will be reviewing and updating the Comprehensive Plan, focusing mainly on the Green Swamp policy, along with the United Land Development Code review and rewrite will be for the entire code. Upcoming projects include the Berry Property developing within the Green Swamp, The Lakes Tract 5 and 6, The Florida Club, The Gum Property, Discovery High School, Ace Hardware, and there is still the Downtown parcel that the City owns. The results for the past year in numbers are showing totals, in some areas, double last years' totals. The permit count for last year was over 800, there were 91 new homes, and 1,845 building inspections.

City Manager Leavengood stated developers coming into the City now are using a phased approach to building new homes. They are being cautious due to the past economic downturn. This is the City's opportunity to refine the Land Development Code. He said he appreciates Director Baileys' leadership and her twenty years of long range planning.

Director Bailey continued with next year's projections which included increased residential, development. The Waters' Edge is currently building, there are 58 lots in that development, Waters Ridge is unhurriedly building, they have 244 lots. Discovery High School and Hardees' will be coming in with more construction as well as the Industrial Park. The Adams Estates Wedding Venue is continuing to build, the main house is finished and they are now adding cottages.

Director Bailey moved on to say her department has had a lot of excitement with promotions and additions, along with challenges in trying to replace specific positions within the department.

City Manager Leavengood stated that a the unique feature of the Community Development Department is that the permit revenue is restricted to the Building Department. Director Bailey has a funding source to pay for the building related activities including the Building Official. This is a demand driven expense for the City.

Commissioner Duncan stated that the job of Code Enforcement Officer is not a desired position. Others cities offer their officers take home vehicles, is that something the City needs to consider.

City Manager Leavengood stated he and Director Bailey are looking at possibilities including contract options.

Director Bailey stated last year the City joined the Community Rating System (CRS). The City has an ISO rating of seven going to six in March, this program is associated with the flood-plains. For every number below ten the residents receive a five percent reduction on flood-insurance. As part of the CRS the City has additional pages on the website that deal with flood-plain management and how to prepare. Residents may also look up their property on the flood-plain map located on the website as well.

The Community Redevelopment Area (CRA) is another project the Community Development Department staff helps out with along with the website, Facebook, Business Tax Receipt, Geographic Information System, and the department also helps with grants.

She stated the departments goals for 2019 starts with being able to fill all the offices in the department while making sure everyone is cross trained. Another big project would be updating the Comprehensive Plan and the Unified Land Development Code, along with improving customer service. She went on to say residents outside the City limits are continuously asking about annexation. She would like to complete the majority of the requests for annexation in 2019. She also has been working with Finance Director Deaton on ADG development.

Vice Mayor Dearmin said he would like to thank Director Bailey and her staff for all they do for the City.

City Manager Leavengood stated the downtown parcel, that the City has been working on for several years, was taken off the market at the request of the new owner of the property adjacent to the City's. Taking it off the market allowed the private sector to develop. The City's property will be available for another projects. Since the land was vacant when the CRA was established

it will be a great opportunity for the CRA and for Lake Alfred. The industrial land east of the City that has been cleared is also in the CRA district and will be a benefit as well. He thanked Ed Smith, in the audience, he was on the County Commission when the vote was made for Lake Alfred's CRA.

Commissioner Daley congratulated Director Bailey on the successes she has had, and thanked her for her service.

Director Weed, Parks and Recreation, started his presentation going over the 2018 – 2019 highlights and progress from the past year. He stated the Master Plan was completed in 2018 and the City received CDBG funding so he was able to put the Master Plan to good use. The renovation for Echo Terrace Playground is almost finished, the playgrounds Central Park, Lions Park, Mackay Gardens and Highland Center will also be improved in the near future.

City Manager Leavengood mentioned Mackay, Central and Lions parks as the upcoming site specific projects. They are working their way through the Parks and Recreation Board then they will be presented to the Commissioners over the next few months.

Director Weed stated he has ordered playground equipment for the Highlands Center Playground improvements will begin soon. This was also done through a grant.

Through a grant from the Fish and Wildlife Conservation (FWC) the department was able to complete a mulching and restoration project at the Mackay Gardens and Lakeside Preserves allowing a prescribed burn.

Mayor Lake asked if the Fire Department was on hand during the burn.

Director Weed stated the Fire Department was not on site. They made fire breaks or used natural breaks to protect surrounding areas then burned the inside of the break area giving them control the entire burn.

City Manager Leavengood stated the City has been trying to have a prescribed burn for years, he thanked Director Weed for attaining a license to burn and completing the burning process. He asked Commissioner Daley about the natural habitats that were found after the burn.

Commissioner Daley answered when the ground cover was opened up there were more gopher tortoise burrows and communities discovered.

Director Weed continued with information about the art show hosted at the Mackay House. There was a reception and the work was well received.

He stated Astronomy Nights will continue, the presenters have a short lesson about the stars and if the night is clear, attendees can use the telescopes to look at the different planets. The department will continue to host Master Gardeners workshops, guided nature tours and an Earth Day field trip all at the Mackay Gardens and Lakeside Preserve.

City Manager Leavengood asked how far into the future has Mackay been rented out for events.

Director Weed answered the house and grounds have been booked out into 2020. The Department has noticed after the Holidays couples come in to rent the venue more than any other time of the year.

He said the Library also is under the Parks and Recreation Department and they have sponsored events as well, some have been attended by over 250 people. The Library staff is doing a great job. Co-op funding for the Library this year was increased to \$39,593. Over 36,000 people visited the Library last year, the Library is well loved.

There was a volunteer day at the Gardner House the Parks and Recreation Department installed irrigation for landscaping. The volunteers laid over 20 pallets of sod in just a few hours. Home improvements continue for the Gardner House.

The Veterans War Memorial has been maintained and restored. The docks in the City have been or are being replaced. There was a community clean-up, the Christmas Parade and the Bluegrass Bash. He thanked the Commissioners, the City Manager and the residents for their support.

Commissioner Daley thanked Director Weed for his work and all the training and classes he has attended.

City Manager Leavengood stated Director Weed has done a great job, Parks and Recreation is growing and it is going onward and upward.

Vice Mayor Dearmin said he wanted to thank Director Weed as well. When the Commissioners travel they are always receiving positive comments about Lake Alfred's events.

Mayor Lake stated he appreciates Director Weed because he listens. The City has accomplished a great deal thanks to Director Weed.

City Manager Leavengood stated that completes all of the departments presentations. The City has so much going on in all the departments. It's easy to see the difference between last year and this year.

Terry Pereira 180 Hainesport stated it has been a year since he asked the Commission about a paving project on his street. He and the community thanks everyone involved for getting the road paved.

Vice Mayor Dearmin thanked all the Department Heads for the excellent presentations. It is the dedication of great people that make Lake Alfred what it is. He is excited about Heritage Day and he will be attending IEMO 3 in a few weeks.

Commissioner Daley stated she appreciates the Staff presentations, when you see everything in its entirety it makes an impact. She also appreciates the landscape crew for not cutting the Crepe Myrtles back to the stump, it's very bad for them. The Mackay Preserve will be hosting

the First and Fifth Graders from the elementary school on field trips next month. If anyone would like to volunteer they would be welcome.

Commissioner Duncan said he put a flyer by the door for the estate sale for the late Linda Myers. The receiving for the Mackay Art Show will be at Ridge Art in Winter Haven, on March 1st and 2nd. The ribbon cutting for Our Career Center Academy, the school at the Presbyterian Church, will be on March 6th at 10:00 am.

Commissioner Maulsby stated he would like to thank the citizens of Lake Alfred for allowing him to serve on the Commission and Boards for many years. Business is beginning to pick up with the new stores in the downtown area and he believes in the City. The staff is great, the City's board members are great and they all do a great job.

Mayor Lake stated he moved to Lake Alfred ten years ago and attended his first Commission meeting nine years ago the City has greatly improved in those nine years. He talks about the City every chance he get. Lake Alfred is fortunate to have City Manager Leavengood, he has the vision of what the City should be, he appreciates that vision. The crews are working to make the City look it's best and it always does. Make sure you get your map for the Heritage Festival. He appreciates everyone being at the meeting.

Commissioner Daley wanted to congratulate all the Candidates that have qualified for the election and we all look forward to a civil and fair election process.

With no further business the meeting was adjourned at 9:08 pm.

Respectfully submitted,



Mamie Drane
Deputy City Clerk

Reviewed by.



Ameé Bailey
City Clerk