

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY, MARCH 2, 2020
CITY HALL**

Call to Order: Mayor Nancy Daley

Invocation and Pledge of Allegiance: Police Chief Bodenheimer

Roll Call: Those in attendance were Mayor Nancy Daley, Vice Mayor Jack Dearmin, Commissioner Charles Lake, Commissioner Brent Eden, and Commissioner Albertus Maultsby.

Staff in attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, Public Works Director John Deaton, Finance Director Amber Deaton, Parks and Recreation Director Richard Weed, Community Development Director Ameé Bailey, Fire Chief Wallace Nix, Police Chief Art Bodenheimer, Deputy City Clerk Mamie Drane, and other staff.

City Manager Announcements:

City Manager Leavengood stated March 9th - 13th will be Spring Cleanup Week and the City offers special pick-ups at no charge. Household hazardous waste can be dropped off at the Public Works facility on Haines. For more information please call the Public Works Department.

Lovin' Lake Alfred Community Cleanup Day will be held on Saturday, March 14th. Participants are asked to meet at City Hall at 9:00 am for instructions. For more information please call the Parks and Recreation Department.

He provided an update on the first Lake Alfred Multi-Cultural Achievement Day Celebration (LAMA Day) held at Lions Park. The City Manager thanked staff as well as the community for coming together for the event.

Heritage Day was also held with good attendance and a variety of vendors. He thanked everyone for participating and coming out.

City Attorney Announcements:

No Comment.

Recognition of Citizens:

Judy Schelfo 640 E Lakeview stated the second Heritage Day event was a great success. The sponsors were TECO, Center State Bank, Florida Distillers, Harvest Market, Dairy Queen, Dunkin, The Natives Ink, The Citrus Center, and Rons Tacklebox. She thanked the Parks and Recreation crew, The Masonic Lodge, Historic Society Volunteer Committee, The Teen Advisory Board, and the Lake Alfred Police Department.

Yvette Eden 235 S. Seminole thanked everyone for participating in Lake Alfred Black History Day (LAMA). The event was a success and they are planning to make it an annual event.

Brenda Arnold 345 E Pierce St. thanked everyone for helping with LAMA, making it a great success. The organizers are planning on making it larger next year.

Wanda Daley 562 Grapefruit Ave thanked everyone for participating in the event. She is looking forward to working with everyone next year making the event larger.

Proclamation: Girl Scout Week

Mayor Daley read the proclamation for Girl Scouts Week proclaiming March 8th through the 14th as Girl Scout Week.

Ameé Bailey Girl Scout Leader stated the girls have participated in Lake Alfred Clean-up Day, Heritage Day and visited Mackay Gardens for an event. They are learning that there is a wide variety of opportunities and many things for them to do and experience around them. They are learning that their world is unlimited. The girls passed out thank you cards to the Commission.

Employee Recognition: Randy Knight 5 years.

Director Deaton stated Randy has been with the City for five (5) years. He is a resident of Lake Alfred, not just an employee. Randy started with Lake Alfred working in the Utilities Department, where he was valuable working with the lift stations while in the department due to his electrical background. He installs lights and repairs electrical fixtures, and this saves the City from high electrical charges. He is currently working with the Street Department. Randy has been an asset to the City and he is looking forward to working with Randy another five (5) years.

Citrus Connection Presentation:

Tom Phillips Citrus Connection explained the benefit and services of Citrus Connection Transportation, including the new e-purse system, this allows riders to deposit funds into their account and pay using a pre-paid card. Citrus Connection has also implemented an m-pass that you can use via your smartphone. Mr. Phillips gave a brief synopsis on how each app might be used.

Commissioner Lake stated he had the pleasure of being the Chairman of the Transportation Disadvantaged Board for five (5) years. This is a critical and important service to the citizens that have to rely on public transportation.

Mayor Daley stated the City appreciates everything Citrus Connections public transportation has done for the City of Lake Alfred.

Mr. Phillips stated that 87 percent of the residents that utilize Citrus Connection are transportation dependent, 56 percent use the system for employment and 42 percent use the system for medical or medical-related purposes.

Police Department Presentation:

Chief Bodenheimer brought each officer up for recognition stating their length of service and their job in the Department.

- **Sargent Jennifer Gillette** - July 1995, 24 years. She is the investigative communicative Sargent and the SRO at Discovery Academy.
- **Officer Anthony Gettle** – 2014. He is a road patrol officer.
- **Officer Juan Tony Lopez** – 2010. He is the K-9 officer.
- **Officer Carlos Diaz** – 2015. He is a road patrol officer.
- **Officer Adam Leatherberry** – returned in 2016. He the SRO at Hartridge Academy. He will be taking over the custodial evidence responsibilities from Lieutenant Dempsey.
- **Officer Robert Fiore** – 2016. He is a night shift officers and is known throughout the County for being one of the leading narcotic arrest officers.
- **Officer Robert Lewis** – 2017. He is a night shift road patrol officer.
- **Officer Clyde Harris** – 2018. He is the SRO at Poly Technic.
- **Officer Matthew Trent O’Neal** – returned in 2018. He is the SRO for Discovery High School.
- **Officer Bradley Calloway** - 2018. He is a road patrol officer.

Chief Bodenheimer, leading into the presentation for Lieutenant Gerald Dempsey. He stated Lieutenant Gerald Dempsey has been with the City for 32 years. He is the patrol Lieutenant responsible for administrating investigations, and he takes care of the evidence room and its contents. LT. Dempsey started with the Lake Alfred Police Department in March 1988 after working with Haines City Police Department for almost three (3) years. In April of 2000 he was promoted to Corporal in June 2001 he was promoted to Sargent and in April 2010 he was promoted to Lieutenant. He is second in command and was presented with his Captains' badge. He congratulated Captain Dempsey on both his promotion and his retirement. He thanked the officers for being at the meeting. He also thanked the Commission and the City Manager.

Consent Agenda:

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

Agenda:

1.) RESOLUTION 05-20: PARK MASTER PLAN UPDATE

Assistant City Attorney Claytor read the title into the record.

City Manager Leavengood stated In April of 2018 the City Commission adopted the Parks and Recreation Master Plan to guide future capital investment planning efforts into parks and recreation. The plan is comprehensive, detailing out walkability to parks, boat ramps, sidewalk connectivity, future needs, and renovation of existing facilities. The master plan recommended site-specific plans for the larger sites, including Lion’s Park, Central Park, and the Mackay Preserve due to the complexity, cost, and the need for phasing while still attempting to achieve an overall vision for the specific sites and the larger plan (the pieces of the puzzle needed to fit). In December of 2018, the City Commission awarded a task order to GAI Consultants for the site-specific plans. They were presented in April of 2019 and included an order of magnitude cost estimates as well as phasing recommendations. The proposed resolution formally includes the site-specific plans into the Park Master Plan. This has the benefit of refreshing the original plan as well as incorporating the specific sites for use in future impact studies or grant/appropriations requests. The City is currently setting aside \$160,000 per year for these site-specific projects at

Lions, Central, and Mackay and staff anticipates presenting a phase in the next fiscal year. This amount also excludes impact fees and any potential grants or appropriations that may be received. Using pictures of Central Park, Lions Park and Mackay Reserve he detailed each park from the Master Plan. Stating there needs to be a long term strategy as to how the phases will work.

Staff recommended the approval of Resolution 05-20.

Commissioner Eden acknowledged the Lake Alfred Little League football and cheerleaders that attended the Commission Meeting. He stated everyone is doing a great job as far as making sure all the different projects are running efficiently and properly funded. The City has a Little League that has been running strong for over ten (10) years. He asked the City Manager for a time-line for the development of Central Park. He asked about using general fund reserves to enhance the park similar to other projects such as the expansion of the Public Works compound, and the property purchase in Downtown on Hwy 17/92. The City has different revenue sources coming in that would help pay off the Parks Master plan. The people representing the Little League organization has done a great job of building what they have. His goal is to get the ball rolling for the community parks.

City Manager stated it depends on how much money the City gets and when. The decision is Commission driven if the Commission elects to implement a \$5,000,000 debt service he can tell them how much translates into project dollars. The City has identified over \$20,000,000 in potential projects and that would not happen all at once. If the City phases in the projects and completes some work in-house to save money. We have seen the success of Auburndale and Haines City parks as well as other communities that have made those investments. The parks will depreciate and if the City goes with the debt service, the City would be looking at the principle, the interest, the maintenance, and staffing. He is planning on hiring one additional person for Central Park. Operational expenses follow capital expenses.

Commissioner Eden stated he is in favor of going after grants for these projects and he realizes that is why the City has the Master Parks Plan.

Mayor Daley stated it is a matter of setting priorities and evaluation the citizen and cost benefits. However, she cautions against large debt service because of the future water project. At one time the City was in a serious situation because of debt.

Commissioner Lake stated he agreed with Commissioner Eden, but he does not want the City to go into debt. You cannot get the amenities without the money coming in. The City has a great plan going and it will gain momentum as the projects progress.

Mayor Daley opened the public hearing.

Greg Ossinac, address unknown stated he is excited about the upcoming improvements to Central Park. The Lake Alfred Raiders football team brings money to the City throughout the year. He thinks it would be beneficial for the City to incorporate the improvements to the park sooner rather than later.

Brenda Arnold 345 W. Pierce St. stated the Little League Football Organization is looking for a timeline for the park improvements.

Yvette Eden 245 Seminole Ave stated 13 years ago after the school building was torn down leaving an empty field, a group went to the City Manager and asked if the Little League football could use the field. The City Manager permitted the groups to utilize the field. They all pooled their resources, made use of what they had and started using the field. They had a make-shift concession stand and it is still make-shift. Leagues are coming from other cities to play in Lake Alfred's fields, and if the City would show interest in the Leagues that would promote the organization and bring more people to the City.

Rodney Thompson 640 Pennsylvania Ave. said he would like to see the citizens more involved in the planning phase of the projects. He suggested having workshops to gather information on what the people want. He stated the City should do more for the handicapped.

Mayor Daley pointed out to Mr. Thompson the City has a Master Plan for the Parks in Lake Alfred which is available online. The City had many meetings about two years ago and there was input from the community which was all coordinated into the Master Plan.

City Manager Leavengood stated the plan was adopted in March 2018 the community workshops started in the fall of 2017. As the City builds the facilities the ADA components will be incorporated in the design.

Commissioner Eden stated the plan calls for 60–70 parking spots, yet hundreds of people come to the games at Central Park. He asked if parking could also be around the outside of the park as well.

City Manager Leavengood stated the green space around the park may be used for additional parking.

Vice Mayor Dearmin stated we have great controlled growth, the growth we foresee will push this forward sooner than later.

Commissioner Maultsby asked if the City could start with the are smaller and less expensive upgrades while waiting for the park budget to increase. He also asked if the City could get power to the concession stand.

City Manager Leavengood stated the Commission will balance out the priorities, it could just as easily be the Library asking for an expansion. There are unlimited wants and needs and there is a limited amount of money. Staff will look at the projects that will most benefit the City for the least amount of dollars, then present the options to the City Commission. Central Park and Lions benefit from the CRA funds which will be a benefit to the park's redevelopment.

Mayor Daley stated it will be the Commission's job to decide what will be the next project to be funded and they will look at everything in that planning process.

Commissioner Lake stated there has to be a way to get to the parks, repairing sidewalks and road connections have to be done first.

City Manager Leavengood stated the first phase for Central Park will be to correct the slope of the site, retaining walls built-in key locations will be needed so the park will be flat. Fields are relatively inexpensive, but field lights may cost \$400,000 to \$500,000 they may have to be included in a second phase.

Commissioner Eden asked if the City has someone actively pursuing grants.

City Manager Leavengood stated he plans on presenting a phased approach. He will present a \$320,000 phase and it will be up to the Commission as to where the money is utilized. It could be Central, Lions or Mackay Park. The timetable will be the phase for the next fiscal year. He explained that the \$320,000 will be from operating expense it does not include impact fees or grants. Central Park and Lions Park have the strategic advantage of being within the CRA. In answer to Commissioner Eden's question, he said Director Weed is currently working on the FRDAP grant.

Wanda Daley 562 Grapefruit Ave. asked if there was anything staff can do at the football field in the interim to make the facilities better.

Mayor Daley asked what the greatest need was at Central Park. The City will not stop working on the parks if we know about the problems.

Greg Ossinac said the sink rarely works and the concession stand has a lot of issues, Director Weed has been a great help. Another problem the League faces is lighting for the play-off night games.

City Manager Leavengood stated the City will always be willing to accommodate what we can and he will research their request.

Mayor Daley closed the public hearing.

Vice Mayor Dearmin moved to approve Resolution 05-20; seconded by **Commissioner Eden**. The motion was approved by a unanimous voice call vote.

2.) BIDS: LAKE SWOOP PARK PAVILION

City Manager Leavengood stated The City of Lake Alfred partners with Polk County as a sub-recipient of Community Development Block Grant (CDBG) funding. Each year the County requests project proposals from its municipal partners. In the current cycle, the City received a proportionate share allocation of \$29,000 for eligible projects. In March of 2019, the City Commission approved the submittal of a CDBG application to Polk County for the construction of an additional pavilion at the Lake Swoope Park. The new pavilion is consistent with the Parks and Recreation Master Plan with the removal of the playground equipment from the park (to the Highland Center) and the conversion of Lake Swoope Park into a passive recreation neighborhood park. On January 18, 2020, the project was advertised for sealed bids and placed on DemandStar. On February 18th, 2020 a bid opening was held at City Hall. The following bids were received:

- Medley Sports Construction: \$24,950
- Bliss Products: \$28,380
- Advanced Rec. Concepts: \$44,936.47
- Whitehead Construction: \$45,315
- Close Construction: \$51,000

Staff recommended awarding the bid to Medley Sports Construction for \$24,950.

Commissioner Maultsby asked why there was such a discrepancy in the bids.

Director Weed stated he followed up with the high bidder, they specialize in parks and sports facilities.

Mayor Daley asked if composite material will be used for the picnic tables and if video surveillance will be installed at the park to prevent the vandalizing of the pavilion.

City Manager stated video surveillance was used at Highland Park and Echo Terrace Park and recently had a situation with vandalism at Highland Park. The act was caught on tape, the police identified the person, and made contact and the City trespassed the person and received restitution from the parents for the damage. As the City continues to invest funds in the facilities it is a long term goal to have them all under surveillance.

Mayor Daley opened the public hearing, seeing no one, she closed the public hearing.

Commissioner Lake moved to approve awarding the bid to Medley Sports; seconded by **Commissioner Maulsby** The motion was approved by a unanimous voice call vote.

2.) PRESENTATION: DEPARTMENT UPDATES

Police Department

Police Chief Bodenheimer went over the Police Department statistics for 2019 stating the Department had 9,244 total service calls for the year, 226 vehicle accidents, 1,886 911 calls, and 2,072 traffic stops.

The Department has received grants totaling \$71,061 over a five (5) year span. The grants came from FDLE JAGC and PCSO, last year's grant funding was used on ballistic helmets for the officers and a speed trailer that has been working very well throughout the City.

The goals for 2020 include the disposal of evidence and records that have reached their retention date and the City no longer has to keep them.

Another goal is receiving the Byrnes grant that will provide the officers with patrol rifles, which is another source of protection. The Florida Highway Patrol donated fourteen (14) rifle/shotgun racks to the City for the patrol cars, complete with electric locks so the rifles will be transported safely.

The Police Department is starting the bid process on a hybrid vehicle. The fuel savings will be around 25%, the emissions will be less and resale will be higher, and in the long run, save the City money.

Chief Bodenheimer thanked the Commission and the City Manager for allowing him to present the department and promote CPT Dempsey.

Commissioner Lake thanked the department for notifying him when his garage door was left open.

Commissioner Eden asked is there an option for an electric car for the Police Department.

Chief Bodenheimer stated the cars they bid on now are close to electric.

City Manager Leavengood stated the Commissioners will see the up-tick in the budget for the hybrid SUV for the Police Department but what is expended in capital funds will be saved on fuel, maintenance, and resale value.

Vice Mayor Dearmin stated there is a debt of gratitude to the officers. He commended the Chief and the Police Department.

Mayor Daley stated the kids in the schools, teachers and staff appreciate the Student Resource Officers (SRO).

Parks and Recreation

Parks and Recreation Director Weed stated the drawing used for Central Park is a fluid document and can change the entire plan can be found in the Master Park Plan. The Park Plan considers ADA, walkability, and accessibility you need to look at the whole document for the full picture. GAI did a great job putting everything on the map and making it all fit. Using an overhead picture of Lions Park and Mackay he explained the future design of the parks pointing out placements of the dog park, wedding areas and other amenities for both parks.

City Manager Leavengood stated the plans are not static documents, no project will ever look the same as it does on the map. The project may change as the different phases are completed.

Director Weed said the official ribbon cutting for Echo Terrace Park was in 2019. The pavilion is complete and there is a sidewalk to the park. There are ADA accessible tables the playground has a ramp and is accessible. The neighboring cities are coming to us now to ask questions and find out how we accomplished what we have. Fort Meade was complementary when they visited and toured the parks. Their Recreation Manager took the information back to the Fort Meade's City Manager and stated Lake Alfred is setting the pace on parks now.

Highlands Park parking lot has been extended, a playground and shade structures were added, and there is also a picnic pavilion and a restroom. The Lake Swoope Park dock was replaced, the old playground equipment was taken down, the old swing set was kept and bench swings were added, and a new pavilion is planned for this year. There are new benches on the Veterans Memorial Trail. Plaques will be placed next to the benches with short Bios of the people that helped build Lake Alfred.

Mackay has had events over the past year that included Astronomy Nights, Master Gardener Workshops, Guided Nature Tours, Earth Day Field Trips and on Thursday there is Natures Finest Yoga. The house at Mackay Gardens and Lakeside Preserves was rented for Weddings, Parties, and various meetings. Mackay is hosting another art show this year and there are a lot of interesting pieces.

The Library has hosted several events this past year all have been very successful. The Co-Op funding for this year was \$47,528 it was up \$7,000 from last year. Circulation was up 834 over last year to 35,484.

Capital purchases for the past year included a new work truck, a new utility vehicle and a new lawnmower.

The City had several events over the past year all very successful. The parade was a big hit with Santa riding in a boat.

He ended the presentation stating that everything that has been accomplished the past year and all that is in the works for the upcoming year is due to a vision and the Commission and he thanked the Commission for everything.

Mayor Daley stated Director Weed is doing a wonderful job.

Commissioner Eden asked if the City could upgrade the stove in the Highland Center to a commercial stove.

City Manager Leavengood stated there is a fund used for miscellaneous renovations on the facilities. The City will take care of that on the facilities side.

Public Works Department

Public Works Director Deaton stated a new storage building was approved for Public Works last year, it is large enough to house a truck and it is secure. Public Works replaced several sidewalks around the City. The dock on Lake Alfred was converted to a floating dock, the existing dock was built three (3) feet out of the water and was flooded despite best efforts.

Spring clean-up is upcoming on March 9th through the 13th. Last year Public Works picked up 31 tons of brush in the one week of clean-up. There were also 18 tons of debris and 6 pallets of hazardous material dropped off at the Public Works on Haines. This year it is expected to be the same.

There were cemetery repairs the past year as the department had to repair a few of the vaults that have become brittle and have started crumbling.

He thanked the Commissioners for all they do for the Public Works Department.

Vice Mayor Dearmin stated he applauds the Public Works Department and how as the City works together to bring up-grades that are needed in a control fashion.

Mayor Daley thanked Director Deaton for all he and his department does.

4.) DISCUSSION: CITY MANAGER EVALUATION

City Manager Leavengood stated 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.

Vice Mayor Dearmin stated he commends everyone on the Dias for the forethought of what the City Manager has done since day one. Also, he applauds the comments from fellow Commissioners and pledges to improve.

Commissioner Maultsby stated if he could have he would have scored the City Manager higher than he did. He said he is concerned about affordable housing. He likes balanced budgets and

does not like the City to spend more than we have. He also thinks the City needs more grants. Good job well done.

Commissioner Lake stated you got a five (5) because you deserve a five, you have done a good job.

Commissioner Eden thanked the City Manager for all the hard work he is involved in throughout the City.

Mayor Daley stated we could not have a better City Manager.

City Manager Leavengood stated he wanted to take this opportunity to thank the management team nothing gets done without them and they feel the same about their teams. We have an all-star team. The City is in exciting times.

Commissioner Maultsby asked if the City Manager will receive the same pay increase as the other employees.

City Manager Leavengood stated this year there will be a salary survey to benchmark other cities with every position in the organization. That data will be provided for comparative analysis to the Commission in August.

Recognition of Citizens:

Brenda Arnold asked if there had been any decisions regarding the Charter Review Committee Board.

City Manager Leavengood stated he will coordinate with the Commissioners over the next week and there will be an item on the next agenda to discuss appointments.

Carolyn Underwood 745 Lake Swoope Drive stated if the agenda could be in a different order so people attending the meeting could see the projects the City has completed.

City Manager Leavengood stated we could move the department presentations to the beginning of the meeting in the future.

Commissioners Questions and Comments:

Commissioner Eden thanked the City for repairing the Railroads they look beautiful. He enjoyed the events over the past few weekends. Thanked City Manager for coming out to Black History Day.

Mayor Daley thanked Commissioner Eden for the work he did for LAMA Day.

Commissioner Maultsby thanked the team for LAMA Day and for Heritage Day he looks forward to having both in the future.

Commissioner Lake stated he took 115 pictures at the festival, it was a great day. He attended lunch with Grady Judd and it was informative.

Vice Mayor Dearmin said the presentations were great. The sections close to the railroad tracks were done by CSX but Public Works came back and finished the work so it looks great.

Mayor Daley stated it was a great meeting so many projects were highlighted.

With no other business, the meeting was adjourned at 10:29 pm.

Respectfully Submitted,



Mamie Drane
Deputy City Clerk

Reviewed by,



Ameer Bailey
City Clerk