

City of Lake Alfred  
120 E. Pomelo Street  
Lake Alfred, Florida 33850



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**AGENDA  
CITY COMMISSION  
MONDAY, APRIL 4, 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

Water Conservation Month  
Donate Life Month

**Consent Agenda:**

- 1.) City Commission Meeting Minutes for March 21, 2022
- 2.) City Commission Announcements

**Agenda:**

- 1.) Ordinance 1478-22: Waylanco Road Annexation (2<sup>nd</sup> Parcel)
- 2.) Ordinance 1479-22: Lake Lowery Road Annexation
- 3.) Ordinance 1480-22: Lynchburg Road Annexation
- 4.) Ordinance 1481-22: Polk Training Center Annexation (Correction)
- 5.) Resolution 04-22: Urban Services Report (South of Clark Road)

**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**  
**APRIL 4, 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 March 21, 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
4/14	Planning and Zoning Meeting	City Hall	6:00 p.m.
4/18	City Commission Meeting	City Hall	7:30 p.m.
4/21	Code Enforcement Special Magistrate	City Hall	3:00 p.m.
5/2	City Commission Meeting	City Hall	7:30 p.m.

**LAKE ALFRED CITY COMMISSION**  
**APRIL 4, 2022**

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**1.) Ordinance 1478-22: Waylanco Road Annexation (2<sup>nd</sup> Parcel)**

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**Issue:** The City Commission will consider an annexation request.

**Attachments:**

- Ordinance 1478-22 with Exhibit

**Analysis:** Pursuant to Florida Statutes Chapter 171, the City may consider the annexation of unincorporated areas of a county that are contiguous to the municipality, compact, and will not create an enclave. The applicant has submitted to the City voluntary annexation petitions under Chapter 171.044 to request the annexation of one (1) parcel into the city limits of Lake Alfred. The property is 0 Highway 557, further described as north of Waylanco Road, east of Highway 557, and south of Polk City Road. The applicant is seeking annexation to receive city services and for the possible development of the properties.

The total area is approximately 16.7± acres. The site is currently developed as a citrus grove. The property is located in the Green Swamp Area of Critical State Concern (GSACSC) and contains areas of wetlands and flood zone 'AE.' The property to the west, across County Road 557, is the site of a planned subdivision. The subdivision development has submitted plans to extend the City's potable water and wastewater lines to serve the site. Future development of the annexed site would be able to extend and connect to the City's potable water and wastewater lines. Future developments would also be able to connect to the extended utility services.

The action currently before the City Commission is only on the annexation of the property into the City. If approved, establishing Future Land Use and Zoning designations would be considered in future action items presented to the Planning and Zoning Board and City Commission. If approved on the first reading, the proposed Ordinance will be presented for the second and final reading on April 18, 2022.

**Staff Recommendation:** Approval of Ordinance 1478-22 on first reading.

**LAKE ALFRED CITY COMMISSION**  
**APRIL 4, 2022**

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**2.) Ordinance 1479-22: Lake Lowery Road Annexation**

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**Issue:** The City Commission will consider an annexation request.

**Attachments:**

- Ordinance 1479-22 with Exhibit

**Analysis:** Pursuant to Florida Statutes Chapter 171, the City may consider the annexation of unincorporated areas of a county that are contiguous to the municipality, compact, and will not create an enclave. The applicants have submitted to the City voluntary annexation petitions under Chapter 171.044 to request the annexation of seven (7) parcels into the city limits of Lake Alfred. The property is 0 and 4970 Lake Lowery Road, further described as northwest of Lake Lowery Road, east of White Road, and north of Old Haines City/ Lake Alfred Road. The applicant is seeking annexation to receive city services and for the possible development of the properties.

The total area is approximately 37.81± acres. The site is currently developed as a residence, agriculture, and agricultural support business. The property is located in the Green Swamp Area of Critical State Concern (GSACSC) and contains areas of wetlands and flood zone 'AE.' The property to the west, across County Road 557, is the site of a planned subdivision. A subdivision is planned for the southern end of Lake Lowery Road, which would include this additional area if annexed. The subdivision development would extend the City's potable water and wastewater lines to serve the site. Future development of the annexed site would be able to extend and connect to the City's potable water and wastewater lines. Future developments would also be able to connect to the extended utility services.

The action currently before the City Commission is only on the annexation of the property into the City. If approved, establishing Future Land Use and Zoning designations would be considered in future action items presented to the Planning and Zoning Board and City Commission. If approved on the first reading, the proposed Ordinance will be presented for the second and final reading on April 18, 2022.

**Staff Recommendation:** Approval of Ordinance 1479-22 on first reading.

**LAKE ALFRED CITY COMMISSION**  
**APRIL 4, 2022**

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**3.) Ordinance 1480-22: Lynchburg Road Annexation**

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**Issue:** The City Commission will consider an annexation request.

**Attachments:**

- Ordinance 1480-22 with Exhibit

**Analysis:** Pursuant to Florida Statutes Chapter 171, the City may consider the annexation of unincorporated areas of a county that are contiguous to the municipality, compact, and will not create an enclave. The applicant has submitted to the City voluntary annexation petitions under Chapter 171.044 to request the annexation of two (2) parcels into the city limits of Lake Alfred. The property is 1403 Lynchburg Road and 462 Chamberlain Dr., further described as west of Lynchburg Rd, south of Pine Wood Ln, and north of Stewart Ave. The applicants are seeking annexation to receive city services and for the possible development of the properties.

The total area is approximately 13.6± acres. The site is currently undeveloped waterfront property that contains areas of wetlands and flood zone 'AE.' City potable water and wastewater lines are available to serve the site. Future development of the annexed site would be able to extend and connect to the City's potable water and wastewater lines.

The action currently before the City Commission is only on the annexation of the property into the City. If approved, establishing Future Land Use and Zoning designations would be considered in future action items presented to the Planning and Zoning Board and City Commission. If approved on the first reading, the proposed Ordinance will be presented for the second and final reading on April 18, 2022.

**Staff Recommendation:** Approval of Ordinance 1480-22 on first reading

**LAKE ALFRED CITY COMMISSION**  
**APRIL 4, 2022**

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**4.) Ordinance 1481-22: Polk Training Center Annexation (Correction)**

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**Issue:** The City Commission will consider the annexation of three parcels for the Polk Training Center annexation.

**Attachment:**

- Ordinance 1481-22 with Exhibit

**Analysis:** Pursuant to Florida Statutes Chapter 171, the City may consider the annexation of unincorporated areas of a county that are contiguous to the municipality, compact, and will not create an enclave. The City may process annexations under Chapter 171.0413 provided the criteria are met. The Polk Training Center requested the annexation of two (2) parcels. The parcels are currently located within an enclave. Polk County has consented to the annexation of the right-of-way for the adjacent roads without a transfer agreement. To further reduce the enclave, the parcel owned by the Florida Gas Transmission Co., at the intersection of Evenhouse Road and CR 557, has been added to this annexation process. Together there are three parcels proposed for annexation, a total of approximately 9.86± acres. The additional right-of-way of approximately 2.27 acres creates a total of approximately 12.13 acres for annexation. The Polk Training Center parcels total 81% of the proposed annexation.

The City can pursue annexation of the parcels according to Section 171.0413, Florida statutes, provided:

- No registered electors are residing in any of the parcels proposed for annexation;
- Owners of more than 50 percent of the land area consent to annexation; and,
- Owners of more than 50 percent of the parcels in the area proposed for annexation consent to the annexation.

Section 171.042 of the Florida Statutes required that the City Commission prepare and file a report with the Board of County Commissioners of Polk County, Florida, setting forth the City's plans to provide urban services to the proposed annexation area. On October 4, 2021, Resolution 20-21 was adopted by the City Commission for the Urban Services Report which authorized the City Manager to file the Urban Services Report with the Board of County Commissioners of Polk County, Florida.

The annexation was previously approved on December 6, 2021, however, there was an error in the legal description. The action currently before the City Commission is only on the annexation of the property into the City. The future land use and zoning classification on the property would be presented following approval of the annexation. If approved on the first reading, the proposed Ordinance will be presented for the second and final reading on April 18, 2022.

**Staff Recommendation:** Approval of Ordinance 1481-22 on first reading.

**LAKE ALFRED CITY COMMISSION**  
**APRIL 4, 2022**

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**5.) Resolution 04-22: Urban Services Report (South of Clark Road)**

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**Issue:** The City Commission will consider a resolution regarding an annexation Urban Services Report.

**Attachment:**

- Resolution 04-22
- Urban Services Report

**Analysis:** Several property owners within the Serdjeanian Subdivision have requested the annexation. The subdivision is located at the western edge of the city limits. Polk County has consented to the annexation of the right-of-way for the roads within the subdivision without a transfer agreement. Together there are 25 parcels proposed for annexation, totaling approximately 25.15± acres. The additional right-of-way of approximately 2.55± acres creates a total of approximately 27.7± acres for annexation.

The City can pursue annexation of the parcels according to Section 171.043 subsections (1) and (2) (c) respectively.

- The total area to be annexed must be contiguous to the municipality's boundaries and reasonably compact, and no part of the area shall be included within the boundary of another incorporated municipality.
- It is developed and at least 60 percent of the total number of lots and tracts in the area at the time of annexation are used for urban purposes, and it is subdivided into lots and tracts so that at least 60 percent of the total acreage, not counting the acreage used at the time of annexation for nonresidential urban purposes, consists of lots and tracts 5 acres or less.

Section 171.042 of the Florida Statutes requires that the City Commission prepare and file a report with the Board of County Commissioners of Polk County, Florida, setting forth the City's plans to provide urban services to the proposed annexation area. This Resolution adopts the Urban Services Report for the annexation of the proposed area and authorizes the City Manager to file the Urban Services Report with the Board of County Commissioners of Polk County, Florida. If approved by the City Commission, the annexation ordinance would follow in May.

**Staff Recommendation:** Approval of Resolution 04-22.