

City of Lake Alfred  
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**AGENDA  
CITY COMMISSION MEETING  
MONDAY APRIL 15, 2019  
7:30 PM  
CITY HALL**

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**CALL TO ORDER: MAYOR CHARLES LAKE**

**INVOCATION AND PLEDGE OF ALLEGIANCE: PASTOR ROB TERRY**

**ROLL CALL: DEPUTY CITY CLERK MAMIE DRANE**

**CITY MANAGER & CITY ATTORNEY ANNOUNCEMENTS**

**RECOGNITION OF CITIZENS: ITEMS THAT ARE NOT ON THE AGENDA**

**PROCLAMATION: WATER CONSERVATION MONTH  
PROCLAMATION: POLICE OFFICERS MEMORIAL DAY  
POLICE OFFICER SWEARING IN CEREMONY**

**CONSENT AGENDA**

- 1.) CITY COMMISSION MEETING MINUTES FOR APRIL 1, 2019
- 2.) CITY COMMISSION ANNOUNCEMENTS
- 3.) INTERLOCAL AGREEMENT: CITY OF AUBURNDALE: IT SERVICES

**CANVASSING BOARD AGENDA:**

- 1.) CANVASSING BOARD MINUTES FOR APRIL 2, APRIL 4, AND APRIL 8, 2019.

**AGENDA**

- 1.) PUBLIC HEARING: ORDINANCE 1414-19: RELEASE OF REVERTER (WELLS FARGO PROPERTY)
- 2.) RESOLUTION 04-19: DOWNTOWN SITE REMEDIATION: GRANT
- 3.) RESOLUTION 07-19 DOWNTOWN SITE REMEDIATION: SERVICES
- 4.) BID: MACKAY SCHOOL HOUSE REBUILD
- 5.) DISCUSSION: SITE SPECIFIC PARK PLANS
- 6.) DISCUSSION: PUBLIC ART

**RECOGNITION OF CITIZENS: (PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.)**

**COMMISSIONER QUESTIONS AND COMMENTS:**

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

**MAYOR LAKE  
VICE MAYOR DEARMIN  
COMMISSIONER DALEY  
COMMISSIONER DUNCAN  
COMMISSIONER MAULTSBY  
ADJOURN**

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

**CONSENT AGENDA**

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

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**1.) MARCH 18, 2019 CITY COMMISSION MEETING MINUTES**

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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 the Deputy City Clerk Mamie Drane at (863) 291-5748.

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**3.) 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.

<b>Date</b>	<b>Meeting/ event</b>	<b>Location</b>	<b>Time</b>
APRIL 23	Board Of Adjustment	City Hall	5:00 pm

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**4.) INTERLOCAL AGREEMENT: CITY OF AUBURNDALE: IT SERVICES**

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**ATTACHMENT:**

- Interlocal Agreement

**ANALYSIS:** The proposed agreement formalizes the arrangement with the City of Auburndale for the provision of Information Technology Services. In consideration for \$25,000 annually the City of Auburndale provides twenty hours a week of onsite office hours from one of their network technicians for IT support services. The contract amount was included in the current FY 18/19 budget so no additional budget appropriation is required.

**STAFF RECOMMENDATION:** Approval of the consent agenda.

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

**CANVASSING BOARD AGENDA**

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**1.) CANVASSING BOARD MEETING MINUTES**

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**ATTACHMENT:**

- 4/2, 4/4, and 4/8 Draft Canvassing Board Minutes

**ANALYSIS:** Please review the minutes at your earliest convenience and if there are any questions, comments or concerns please contact the City Clerk, Ameen Bailey or Deputy City Clerk Mamie Drane at (863) 291-5748.

**STAFF RECOMMENDATION:** Approve the Canvassing Board Meeting Minutes.

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

**AGENDA**

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**1.) PUBLIC HEARING: ORDINANCE 1414-19: RELEASE OF REVERTER (WELLS FARGO)**

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**ISSUE:** The City Commission will consider an ordinance releasing a reverter/reservation of land for public right of way for an alley on the Wells Fargo property to allow for redevelopment.

**ATTACHMENTS:**

- Ordinance 1414-19
- Associated deeds with Reverter & Reservations

**ANALYSIS:** In the 1950s the City conveyed a portion of the current Wells Fargo property to the Bank of Lake Alfred with a reversionary interest in the event the conveyed property no longer operated as a bank. Additionally, the City reserved areas for alley right of way in the immediate area around the existing building. The City has no interest in maintaining the reservation of right of way. Additionally, releasing the reverter is in the City's best interest in order to facilitate redevelopment. The final component of the ordinance is the donation of the currently owned bank parcel to the east of the drive through to the City which we currently use in combination with the City owned property for event parking.



**STAFF RECOMMENDATION:** Approve Ordinance 1414-19 on second and final reading.

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

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- 2.) RESOLUTION 04-19: DOWNTOWN SITE REMEDIATION: GRANT**  
**3.) RESOLUTION 07-19 DOWNTOWN SITE REMDIATION: SERVICES**
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**ISSUE:** The City Commission will consider a resolution to receive a grant from the CFRPC and a separate resolution to perform services related to the downtown site remediation.

**ATTACHMENTS:**

- Resolution 04-19
- Resolution 07-19
- Interlocal Subgrant Agreement (CFRPC)
- Contract with Cardo & Proposal for Brownfields Environmental Programmatic Support
- Cardo, Inc: City of Palmetto Agreement

**ANALYSIS:** The proposed resolution 04-19 enters into an interlocal agreement with the Central Florida Regional Development Council to receive a subgrant in the amount of \$79,800 for support services related to the remediation of the downtown site. The proposed resolution 07-19 enters into an agreement with Cardno to perform these support services. Cardno is the Qualified Environmental Professional of the CFRPC related to the EPA Revolving Loan Fund. They also performed the initial environmental testing on the downtown site. To comply with the Consultant's Competitive Negotiation Act city staff is proposing to piggyback off of the City of Palmetto's agreement for professional engineering and consulting services.

The purpose of these support services is to perform additional testing in order to limit the area requiring cleanup thereby reducing the cost of the actual site remediation. Funding for the site remediation of up to \$130,450 was provided through a low interest loan through the CFRPC's EPA Revolving Loan Fund that was approved through Ordinance 1412-19. Resolution 07-19 also allows for the execution of the site remediation agreement with the scope of work to be determined by the subgrant activities up to the loan amount of \$130,450.

**STAFF RECOMMENDATION:** Approve Resolution 04-19.

**STAFF RECOMMENDATION:** Approve Resolution 07-19.

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

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**4.) BID: MACKAY SCHOOL HOUSE REBUILD**

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**ISSUE:** The City Commission will consider a bid to rebuild the Mackay School Huse

**ATTACHMENTS:**

- Austin Historical Proposal
- October 15<sup>th</sup>, 2018 Staff Analysis

**ANALYSIS:** The “school house” structure is a part of the Mackay family home at the Mackay Gardens and Lakeside Preserve. Historically, the structure was used as a small school house for the Mackay family children. The current structure has no roof and is used as the primary location for the wedding ceremonies. Weddings rentals at Mackay currently generates approximately \$40,000 per year in revenue.

The school house structure is in an advanced state of disrepair due to its age (e.g. walls leaning, undermined foundation, etc.). The City’s engineering firm has looked at the building as well as several contractors and the consensus was to rebuild the structure. No contractor that we spoke to was willing to attempt to renovate it due to the risk of causing further damage and forcing a rebuild anyway.

Due to the unique nature of the project city staff originally solicited and worked with specific contractors and allowed them to present their own solutions based upon the overall goal of rebuilding the structure while replicating the historic look and feel of the structure. City staff solicited bids from three contractors and presented the item at the regular meeting on October 15, 2018 recommending Austin Historical to perform the work with a low bid of \$70,820.24.

In addition to being the low bid Austin Historical has experience with historic restoration work. We received a reference from a company that is having Austin Historical perform brick restoration work on a 120 year old structure and they have been very satisfied with the workmanship they have seen on the project. The proposed rebuild will use “reclaimed bricks” to preserve the aged and historical look.

Based upon public feedback at the October 15, 2018 meeting the item was pulled to prepare engineered drawings and to advertise for sealed bids to ensure everyone had the opportunity to bid and that it was “apples to apples.” The City’s engineering firm, CPH prepared engineered drawings and a request for sealed bids was advertised. Five companies picked up bid packets (three of which were marketing services that advertise projects). The bid opening was on February 28<sup>th</sup>, 2019 and the City received no bids on the project.

City staff reapproached Austin Historical to see if they would still be interested in performing the rebuild work. They have submitted an updated proposal of \$72,359.86 with the stipulation that they utilize their own engineered drawings. Their drawings would be sealed by an engineer and the work would be inspected by the City’s Building Official.

**LAKE ALFRED CITY COMMISSION MEETING**  
**APRIL 15, 2019**

The current FY 18/19 Budget includes \$150,000 for Mackay trail improvements and a rebuild of the Mackay School House. If sufficient funding remains, the remaining will be utilized for trail equipment and lighting. If approved, the work would be completed in June as we have no weekends booked for rentals.

**STAFF RECOMMENDATION:** Award the project to Austin Historical in the amount of \$72,359.86.

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

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**5.) DISCUSSION: SITE SPECIFIC PARK PLANS**

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**ISSUE:** The City Commission will be presented with and provide feedback/direction on the proposed site specific plans for Central Park, Lions Park, and the Mackay Preserve.

**ATTACHMENTS:**

- Site Specific Plans: Central Park, Lions Park, Mackay Preserve
- Phasing Plan & Cost Estimates
- P&R Board Meeting Minutes Excerpt

**ANALYSIS:** The Parks and Recreation Plan was adopted in March of 2018 and was the culmination of staff and consultant work, focus group meetings, a public workshop, City Commission feedback and public hearings. Included in the plan was a recommendation to perform site specific planning for the larger facilities (e.g. Lions & Central) in order to optimize the space with the amenities that were contemplated in the plan.

In the current FY 18/19 budget funding was included to perform the site specific plans. In December of 2018 the City Commission awarded a task order to GAI Consultants to perform the site specific plans for Lions & Central Park, as well as the Mackay Preserve.

Included in the plans are phasing recommendations as well as probable cost estimates. As expected, cost estimates for the specific sites were higher than the baseline estimates included in the original plan for these sites. Cost estimates for all three total approximately \$20 million. While this may seem like an insurmountable number we can begin chipping away at it with a phased approach. The CRA is gaining approximately \$50k a year in project dollars in addition to the general fund, grant opportunities, and the recent increase to park impact fees (which may need to be evaluated again in the near term due to the estimated cost increase). Targeted debt service for specific components may also be worth considering to achieve cost savings if phasing isn't practical and to speed up the implementation (e.g. Central Park).

The site specific plans for Central and Lions received a unanimous recommendation of approval from the Parks and Recreation Board. The site specific plan for Mackay was presented to the Mackay Steering Group and also received a unanimous recommendation of approval. This item is being presented to the City Commission as a discussion item in order to receive any feedback or changes that may be desired before being formally adopted as a part of the park master plan.

**STAFF RECOMMENDATION:** Proceed with preparing a resolution to include the proposed site specific plans, phasing, and probable cost estimates into the Parks & Recreation Master Plan.

**LAKE ALFRED CITY COMMISSION MEETING  
APRIL 15, 2019**

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**6.) DISCUSSION: PUBLIC ART**

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**ISSUE:** The City Commission will be presented with the public art bass sculpture mold for consideration before going into production.

**ATTACHMENTS:**

- Pictures of Bass Mold