

City of Lake Alfred
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**AGENDA
CITY COMMISSION MEETING
MONDAY JUNE 03, 2019
7:30 PM
CITY HALL**

CALL TO ORDER: MAYOR NANCY DALEY

INVOCATION AND PLEDGE OF ALLEGIANCE: TBD

ROLL CALL: DEPUTY CITY CLERK MAMIE DRANE

CITY MANAGER & CITY ATTORNEY ANNOUNCEMENTS

RECOGNITION OF CITIZENS: ITEMS THAT ARE NOT ON THE AGENDA

EMPLOYEE OF THE FIRST QUARTER: RACHEL PUENTES

EMPLOYEE RECOGNITION: WALLACE NIX, 15 YEARS

CONSENT AGENDA

- 1.) CITY COMMISSION MEETING MINUTES FOR MAY 20, 2019
- 2.) CITY COMMISSION ANNOUNCEMENTS
- 3.) AGREEMENT: FDOT HIGHWAY LIGHTING MAINTENANCE

AGENDA

- 1.) ORDINANCE 1415-19: ZONING: THE LAKES TRACT 5
- 2.) AGREEMENT: CITY AUDITOR
- 3.) PURCHASE: POLICE VEHICLE
- 4.) DISCUSSION: PUBLIC ART

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

COMMISSIONER QUESTIONS AND COMMENTS:

**COMMISSIONER EDEN
COMMISSIONER MAULTSBY
COMMISSIONER LAKE**

**VICE MAYOR DEARMIN
MAYOR DALEY**

ADJOURN

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 3, 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.

1.) May 20, 2019 CITY COMMISSION MEETING MINUTES

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.

2.) CITY COMMISSION ANNOUNCEMENTS

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
June 6	Ridge League Dinner	Lakeland	6:00 pm
June 11	Legislative Wrap-up Luncheon	Bartow	11:30 am
June 18	General Employees Retirement Board	City Hall	3:00 pm
June 18	Police / Fire Retirement Board	City Hall	4:30 pm
June 25	Board of Adjustment	City Hall	5:00 pm

Should any person decide to appeal any decision made at a meeting, or any meeting announced in this agenda, such person will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made in accordance with the American with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk not later than four days prior to the proceeding at 863- 291-5748.

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 3, 2019**

3.) AGREEMENT: FDOT HIGHWAY LIGHTING MAINTENANCE

ATTACHMENTS:

- Agreement

ANALYSIS: The City has a Highway Lighting, Maintenance, and Compensation Agreement with the Florida Department of Transportation (FDOT) that provides for reimbursement to the City for maintenance of the lighting system within our municipal boundaries. A summary of the funding we have received previously from FDOT has been included. The proposed contract represents an increase of \$978.05 over the prior year's agreement due to the increase in reimbursement per light.

2016/2017	(90%) 94 Lights @ \$266.63	\$22,556.90
2017/2018	(90%) 128 Lights @ \$274.38	\$31,637.38
2018/2019	(90%) 128 Lights @ \$282.87	\$32,586.62
2019/2020	(90%) 128 Lights @ \$291.36	\$33,564.67

STAFF RECOMMENDATION: Approval of the consent agenda.

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 3, 2019**

AGENDA

1.) ORDINANCE 1415-19: ZONING: THE LAKES TRACT 5

ISSUE: The City Commission will consider a request by Lake Alfred Land Partners, III, LLC. to amend the Zoning designation for property totaling approximately ±25.7 acres located in the City of Lake Alfred from Residential Single Family Dwelling (R-1AC) on approximately 8.4 acres of land and (R-1AAC) on approximately 17.3 acres of land to Planned Unit Development-Residential (PUD-R) on approximately 25.7 acres of land.

ATTACHMENTS:

- Ordinance 1415-19
- Community Development Staff Report
- Planning Board Minutes Excerpt
- Draft Development Agreement Amendment & Draft Preliminary Plat (Reference Only)

ANALYSIS: The City has received an application from the owner of Tract 5 of The Lakes to change the zoning, modify the existing development agreement, and to approve the preliminary plat. The Development Agreement Amendment and Preliminary Plat are included as a reference in the attachment and will be brought the City Commission as action items if the zoning request proceeds to second reading.

The zoning request is to change the Single – Family Dwelling districts (R-1A-C and R-1AA-C) to Planned Unit Development- Residential (PUD-R). A chart has been provided that shows the comparison between the existing and requested development standards. The primary changes based upon the request of the applicant is the reduction of the side yard setback from 10ft to 5ft and an increase in the maximum lot coverage from 35 to 45% in order to allow greater flexibility with what home models the developer can build on each lot.

RESIDENTIAL ZONING DISTRICT COMPARISONS

Development Standard	R-1A-C	R-1AA-C	PUD
Maximum Density	4.2 du/ac	3.6 du/ac	3.1 du/ac
Minimum Lot size	10,000 sf	8,000 sf	7,000 sf
Minimum Lot width	60 ft	70 ft	60 ft
Minimum House Size	1,200 sf	1,500 sf	1,200 sf
Setbacks:			
Front	20 ft	20 ft	20 ft
Rear	15 ft	20 ft	15 ft
Sides	10 ft	10 ft	5 ft
Maximum Lot Coverage	40%	35%	45%
	EXISTING 17.3 acres	EXISTING 8.4 acres	PROPOSED 25.78 acres

The proposed zoning change does not change the number of units on the Tract. The current zoning designation and development agreement allows for 78 single family residential units and the amended development agreement associated with the proposed action will restrict the property to the same number of units.

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 3, 2019**

As a result of the requested changes several items have been added to the proposed amendment to the Development Agreement to require the following from the applicant:

- Resurfacing of the existing asphalt Mackay Pedestrian trail.
- Florida Water Star Standards on the 78 homes to be built.
- Submit a traffic impact analysis and study to determine if the road network is adequate to support the proposed development and to pay for a proportionate share of any changes that may be necessary (i.e. Mackay Blvd & 17/92 intersection).
- Provide additional landscaping along the interior road network

Staff has coordinated with the Applicant regarding the proposed development, Master Development Plan, Development Agreement Amendment, and Preliminary Plat. The Future Land Use designation is Low Density Residential, and allows for residential planned unit developments. The proposed development is also compatible with the existing development in the area and is similar to the zoning actions taken on the remainder of Tract 4 and Tract 8 by the current owner and applicant.

On Tuesday, May 28, 2018, the City of Lake Alfred Planning Board held a public hearing on the proposed Zoning District Map Amendment and unanimously voted (6-0) to provide a recommendation of approval to the Lake Alfred City Commission with the recommendation to include an additional access location to Mackay Blvd and to require a traffic routing plan for construction of Tract 5.

STAFF RECOMMENDATION: Approval of Ordinance 1415-19 on first reading.

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 3, 2019**

2.) AGREEMENT: CITY AUDITOR RENEWAL

ISSUE: The City Commission will consider renewing an agreement with Brynjulfson, CPA for auditing services for five years through 2023.

ATTACHMENTS:

- Agreement

ANALYSIS: Brynjulfson, CPA has performed auditing services for the City of Lake Alfred since 2008. The term of the proposed renewal is for five years ending at the completion of the fiscal year on September 30, 2023. Auditing services provide for the testing and analyzing of the municipality's internal controls and financial statements including: accounting functions, payroll processes, agreements, banking and investment practices, inventory controls, risk management, and general fiscal operations.

The proposed fee for auditing the basic financial statements for each fiscal year is not to exceed \$33,600 with annual adjustments for inflation and an additional \$2,700 for CAFR procedures and compliance examination required by the Auditor General. The portion of the fee for the audit of the financial statements has been rolled back to the 2016 rate due to increased efficiencies the Auditor has experienced with the finance department in the closeout process (a cost savings of approximately \$1,300). The 2014 agreement's fee amount was \$32,300 at the time of approval so there has been no substantive changes to fee amount for the audit of the basic financial statements except for inflationary adjustments.

The proposed agreement has no budget impact. The current budget contains \$45,000 for auditing services which covers the expense of this agreement and additional amounts for the preparation of the financial statements.

STAFF RECOMMENDATION: Approve the agreement with Brynjulfson, CPA for auditing services.

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 3, 2019**

3.) PURCHASE: POLICE VEHICLE

ISSUE: The City of Lake Alfred will consider purchase of a Ford Interceptor Utility vehicle for the Police Department.

ATTACHMENTS:

- Police Vehicle Bid

ANALYSIS: The City's capital improvement program includes funding for the replacement of a single police vehicle each year. This schedule allows for replacement of each of the police department's twelve vehicles (ten patrol) at the end of their expected 100,000+ mile service life (approximately ten years).

The current fiscal year 2019/2020 budget includes \$70,000 for the purchase of one additional patrol vehicle and one replacement vehicle. The proposed purchase is for the additional vehicle to help accommodate the two School Resource Officers that were hired in the current fiscal year. The second purchase for a replacement vehicle will be presented at a future meeting and will be replacing a 1995 F-250 truck.

City staff has received bids for the purchase of a new Ford Explorer with the associated emergency equipment from the following companies:

- Bartow Ford (2018 Ford Interceptor SUV): \$38,338
- Bartow Ford (2020 Ford Interceptor SUV): \$41,916
- Duval Ford (2019 Ford Interceptor SUV): \$42,558
- Coggin Ford (2020 Ford Interceptor SUV): \$44,979
- Bozard Ford (2020 Ford Interceptor Police Utility): \$50,139

Bozard & Duval Ford utilized pricing off of state contract with the Florida Sheriff's Association and Florida Association of Counties Automotive Contract. The only vehicle currently in stock is the 2018 Interceptor from Bartow Ford which is a new vehicle. The 2019s are out of stock and the 2020s would not arrive until September and are at a higher price point due to changes in the model (i.e. hybrid engine).

STAFF RECOMMENDATION: Purchase police ford explorer from Bartow Ford in the amount of \$38,338.

**LAKE ALFRED CITY COMMISSION MEETING
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4.) DISCUSSION: PUBLIC ART

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