

**MINUTES  
PLANNING BOARD MEETING  
July 10, 2018  
6:00 P.M.**

**CALL TO ORDER: CHAIR JOSEPH HULTS**

**INVOCATION AND PLEDGE OF ALLEGIANCE CHAIR HULTS**

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

**Members in Attendance,** Chairman Joseph Hults, Vice Chair Deborah Byrne, Board Member Wanda Daley, Board member Loretta Vittorio

**Members not in attendance:** Board Member Karen Abdul Hameed and Board Member Bette Biggar.

Also in attendance: Community Development Director Ameen Bailey, Deputy City Clerk Mamie Drane, and CFRPC Jennifer Codo-Salisbury

**APPROVAL OF MINUTES:** June 05, 2018 Meeting

**Board Member Byrne** moved to approve the minutes from June 05, 2018 meeting seconded by **Board Member Vittorio**. The motion was approved by unanimous voice call vote.

**BUSINESS ITEMS - PUBLIC HEARING:**

**1) EVALUATION AND APPRAISAL REPORT (EAR)-BASED AMENDMENTS**

**Jennifer Codo-Salisbury** Central Florida Regional Planning Council stated the amendments were advertised in the local newspaper, this is a city initiated text amendment to the City of Lake Alfred Comprehensive Plan relating to the Evaluation and Appraisal Report Letter from 2017. Every 7 years local governments are required to evaluate its comprehensive plan. The City looks at the plan and compares them to growth management related changes in Florida Statutes. The amendments submitted were identified as being needed to be consistent with Florida Statutes. The City submitted a letter to the Florida Department of Economic Opportunity in November 2017 which said the City has three elements that require updating, the Future Land Use, Intergovernmental Coordination Elements and the Definitions Section. Minor amendments throughout the Plan include the removal 9J-5 of the Florida Administrative Code, most of the policies are the same, however, the reference (9J-5) was removed in 2011. DCA was renamed in 2011 to the Florida Department of Economic Opportunity.

There is one amendment to the Future Land Use Element stating that the City will take into consideration the height and lighting of any development purposed within the City that will fall

within the Airport zones. The City is creating a new policy, 1.5.5 in the Future Land Use Element, this is consistent with what has been adopted in the Land Development Regulations.

The amendment to the Intergovernmental Coordination Element is to be consistent with the Polk County Airport board. It will also be consistent with Chapter 333 of Florida Statutes and Consistent with the Land Development Regulations previously adopted by the City.

The update to the Definitions Section will incorporate the changes or additions to the Comprehensive Plan to be consistent with State Statutes.

**Chair Hults** opened the public hearing, with no public comment he closed public hearing.

**Board Member Vittorio** asked about the removal of 9J-5

**Director Bailey** stated staff didn't identify every place that 9J-5 was mentioned, examples were used to explain the changes. The policy's will not be removed, just the reference to 9J-5.

**Board Member Noone** made a motioned to forward the purposed text amendments to the Comprehensive Plan to the City Commission with the recommendation of approval, **Board Member Vittorio** seconded the motion. The motion was approved by unanimous voice call vote.

## 2) RECREATION OPEN SPACE AMENDMENT

**Director Bailey** stated this is a city initiated text amendment to the City of Lake Alfred Comprehensive Plan relating to the Recreation and Open Space Element. This was advertised in the local paper June 25, 2018 no mailers were required and the City did not receive any inquiries. The existing Comprehensive Plan has levels of service for every element including Recreation and Open Space. Currently, it states that the City should have 5.5 acres per 1,000 residents. The City actually has 28.6 acres per 1,000 residents. After the projection for year 2045, the City would still have 19 acres of Recreation and Open Space per 1,000 residents. She further explained the purposed amendment additions and changes

**Chair Hults** opened the public hearing, with no public comment he closed public hearing.

**Board Member Noone** asked about the time associated with addressing items within the Parks Master Plan. He also asked with regards to the City working with developers, will that address existing subdivisions and he asked about Magnolia Ridge, stating the current level of the playground in that subdivision has issues regarding safety. He stated if the City had guidelines for existing subdivisions the playgrounds would be safer for the children.

**Director Bailey** stated within the Master Plan long term, midterm and short term goals along with the cost associated with each. Upon implementation there were some things already in the City's Capital Improvements, some in this year's CIP and there are line items in the budget that are pooling for the long term projects. The partnerships with developers coming into the City will concern new development.

Regarding the Magnolia Ridge subdivision playground she stated because that is private property the playground would fall under the HOA's authorization. The City can check the playground to see if the facility is meeting requirements and can remind the HOA of what the requirement is. Each development or subdivision had different provisions to meet the green space requirements. Every subdivision is different.

**Chair Hults** stated if you look at the development plan it was way beyond just a playground. He doesn't understand why Mackay Gardens is considered a recreation area.

**Board Member Daley** stated the Highland Center will meet the requirement of a recreation area soon.

**Board Member Vittorio** asked about the process for someone to report a violation against a park not meeting the requirements.

**Board Member Noone** asked about the partnership with the schools and if that meant the public would have access to their playground facilities.

**Director Bailey** replied that as a resident of that subdivision they have a voice within the HOA. The approved site plan would point out what the HOA of a given subdivision is responsible for. The schools would have to allow the public that is an individual decision.

**Board Member Daley** made a motion to recommend and approve the city initiated text amendment to the Recreation and Open space element of City of Lake Alfred comprehensive Plan consistent with Parks and Recreation Master Plan. The motion was seconded by Board Member Noone. The motion was approved by unanimous voice call vote.

### 3) CAPITAL IMPROVEMENTS PLAN

**Jennifer Codo-Salisbury** Central Florida Regional Planning Council stated this is a city initiated amendment consistent with the City's purposed budget. It identifies those infrastructures improvements that support the Comprehensive Plan as well as the day to day operations of the City. This was advertised in the local newspaper. The handouts contain the purposed Capital improvements projects consistent with the City budget. This is a 5 year plan starting with the fiscal year 2018/2019 to 2022/2023.

**Board Member Daley** asked if the \$150,000 will be utilized over the next 5 year span.

**Director Bailey** explained the process used to develop the budget, pointing out the capital improvements for the Police and Fire Departments, CRA, Parks and Recreation, utilities, and streets. The \$150,000 for playgrounds is for the budget year starting October 2018 thru September 2019. Money is being set aside for future Library expansion, a Nature Center, and Gardner House restoration. She explained the budget item for the redundant water plant and the need for listing it in the Capital Improvement Plan.

**Board Member Noone** asked if the new water plant will be utilized for reclaimed water.

**Board Member Vittorio** asked if the water plant was part of the 2021/2022 budget item. She said, there were two engineers that came to a Commissioners meeting that spoke on the long term water supply using a reclaimed filtering, processing. She asked if the process they were talking about would have anything to do with the new plant. Also, has there been any talk about tax impact or pass through involving the purposed improvements?

**Director Bailey** stated that reclaimed water is an entity of its own. The City has discussed reclaimed water both in house and with the Polk County Regional Water Cooperative. Reclaimed water may have to have separate lines or may be able to use existing lines, at this point it's unknown. The water plant in the budget is not designed for reclaimed water. What's in the budget is more for design and engineering cost. If we receive a grant for the water plant it will move up in priority, but it's important to show it in the CIP. The Water Cooperative is working out which process, among three, will benefit the County as far as water usage in the future. During the Parks and Recreation presentations there was talk about what it would cost, but the City Commission did not want the cost passed to the residents.

**Chair Hults** opened the public hearing, with no public comment he closed public hearing.

**Board Member Daley** stated she didn't want the residents to fund the cost.

**Chair Hults** stated we don't know how much water we will have 50 years down the road. The City needs another water plant.

**Board Member Vittorio** made a motion to forward the purposed text amendments to the Comprehensive Plan to the City Commission with the recommendation of approval, **Board Member Byrne** seconded the motion. The motion was approved by unanimous voice call vote.

#### **BOARD MEMBER COMMENTS**

**Board Member Vittorio** stated the work done on the Parks and Recreation meeting was tremendous, it's exciting for Lake Alfred.

**Board Member Noone** asked, in regards to the Parks and Recreation projects, will most of them be funded by grants and is there a limit on how many grants the City receives?

**Director Bailey** stated the Planning Board will meet on August 14, 2018. The City is expecting a planned unit development with multiple houses purposed. The grants are all different, it depends on what the grants are used for and who offers them.

**ADJOURNED AT 7:24**

Respectively Submitted,

  
Mamie Drane  
Deputy City Clerk