

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY OCTOBER 17, 2016
7:30 P.M.
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Pastor Strawn

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

Staff attendance: City Manager Ryan Leavengood, City Attorney Frederick John Murphy, City Clerk Ameen Bailey-Speck, Police Chief Art Bodenheimer, Public Works Director John Deaton, Parks and Recreation Director Richard Weed, and Community Development Director Valerie Vaught.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated there are several Lake Alfred Public Library events including Family Fear Factor on Saturday, October 29th from 5 till 7 pm. The event will include a Halloween costume contest, games, and strange things to touch and eat. Contact the Library for more information.

The Good Old Days festival will be held on October 22nd from 4 pm to 8 pm. The event will be a street party on E. Pomelo and feature family friendly events, old-fashioned sack races, horse shoe courts, dunk tank, competitions, and vintage cars. Contact Parks and Recreation for more details.

Mackay Gardens and Lakeside Preserve will host a free astronomy workshop on Saturday October 29th from 7 to 10 pm and a gardening workshop on Thursday November 3rd at 10 am. Contact the Parks and Recreation Department for more details.

City Offices and the Public Library will be closed on November 11th in honor of Veterans Day. Also at 11 am the Cities of Lake Alfred and Auburndale will host a Veterans Day event at the Auburndale Downtown Park. The speaker will be Kelsey Ashbrook, a Auburndale High School graduate who was accepted into all four military academies. She is currently in the Naval Academy.

Jeff Tillman, former Parks and Recreation Manager was named as the Assistant City Manager in Auburndale.

The Parks and Recreation Department is now accepting applications for the 2016 Lake Alfred Christmas Parade (Saturday, December 3rd). The theme this year is "An Enchanted Christmas." Applications are due by November 23rd. Contact Parks and Recreation Department for more information.

The City Commission received the invitation for the CVC/Sandars Real Estate event. Please let the City Clerk or City Manager know if you plan to attend.

City Manager Leavengood gave an update on the preparation that occurred for Hurricane Matthew. He thanked the Fire Department and Public Works Department for their efforts.

The City Manager provided a tax exemption letter to Mr. Juday for \$10,000 rather than the \$5,000 previously mentioned for the new City sign. When Mr. Juday found out that the original \$5,000 did not cover the cost of the sign, he donated another \$5,000.

CITY ATTORNEY ANNOUNCEMENTS

City Attorney Frederick John Murphy stated they have closed on several real estate transactions for the City and the Ad Valorem assessment has been certified

RECOGNITION OF CITIZENS

No citizen comments.

PROCLAMATION – GOVERNMENT WEEK

Mayor Lake read the proclamation and encouraged all citizens, city government officials and employees to recognize this week, celebrate, and encourage educational partnerships between city government and schools. The City is trying to encourage partnerships with the local schools, so students can learn about local government.

PROCLAMATION – COMMUNITY PLANNING

Mayor Lake read the proclamation and encouraged civil engagement. **Community Development Director Valerie Vaught** accepted the proclamation.

EMPLOYEE RECOGNITION - ASHLEY PUTNEY – 5 YEARS

Police Chief Art Bodenheimer stated that Ashley Putney began her career with the Lake Alfred Police Department on 10/17/2011. She had previous communications operator experience with the Polk County Sheriff's Office for 4 years before coming to Lake Alfred Police Department.

During the time Ashley has been with the department she has been a vital part of training and the certification for all operators within the department. With her previous experience from PCSO on the Tiburon Mobile Com, she has been able to teach both communicators and officers on the proper use and implementation of Mobile Com. Ashley has also assisted with record entry and request in the absence of the Communications Coordinator.

Ashley has a good rapport with the public that she interacts with and is willing to help others within various departments in the City. She is a pleasure to work with and has the ability to assist where ever needed.

EMPLOYEE RECOGNITION - SUE GAUDLAP – 10 YEARS

Public Works Director John Deaton stated that Sue Gaudlap has been a part of Public Works for 10 years and is responsible for keeping everything straight. She came to the City of Lake Alfred on 10/30/2006. Since she is an exemplary employee, in 2009 Sue was honored by being voted Employee of the Year for the City of Lake Alfred. She has gained respect from her colleagues and sincerely appreciates her job. Sue has taken over the administrative duties for the Cemetery and is a vital part of the Public Works Department. Congratulations for your 10 year tenure with the City of Lake Alfred and entrance into the City Retirement System. This a great achievement and goal for the any employee.

EMPLOYEE RECOGNITION - VALERIE VAUGHT - 15 YEARS

City Manager Leavengood stated that the proclamation was timely since Community Development is such a critical component to the City services, which is not always seen. Other services such as streets, water, and emergency services are visible to the public. Community Development is essential in the quality of the community. Valerie Way came to the City of Lake Alfred, after attending the Mayors Youth Council, in 1999. She started her career with the City as a part-time temporary file clerk and worked her way through the following positions including Administrative Clerk, Acting Assistant City Clerk, Deputy City Clerk, City Clerk, City Clerk and Assistant to the City Manager, and now in her current position as Community Development Director. Valerie is a key part of the City's Management Team and part of many high profile projects in the community including the Downtown Master Plan, establishment of the Community Redevelopment Agency, and recent downtown wayfinding program. Valerie brings a high level of professionalism to the City improving the processes and outcomes within her department and adding value to the organization as a whole. Her staff and the community have benefited from her leadership and commitment to public service for these past fifteen years. Congratulations

CONSENT AGENDA

Commissioner Duncan moved to approve the consent agenda, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote.

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| MAYOR LAKE | AYE |
| VICE MAYOR DALEY | AYE |
| COMMISSIONER DEARMIN | AYE |
| COMMISSIONER DUNCAN | AYE |
| COMMISSIONER MAULTSBY | AYE |

AGENDA

1.) PURCHASE: VEHICLE REPLACEMENT

City Manager Leavengood stated the current FY 16/17 budget includes \$25,000 for the purchase of a replacement vehicle in the Parks and Recreation department. The proposed purchase is for a 2017 Ford F150 super crew pickup truck consistent with recent vehicle replacement purchases. The vehicle will replace a 1999 F-150 extended cab that is at the end of its service life.

City staff has solicited the following bids for the purchase:

- Bartow Ford: \$24,730
- Weikert Ford: \$23,048
- Bill Jarrett Ford: \$23,141

Retail purchase price of the vehicle is \$35,140.

Staff recommended the purchase of a F150 pickup truck from Weikert Ford in the amount of \$23,048.

Commissioner Duncan asked if the vehicle was set-up with all needed equipment.

Commissioner Maultsby asked how long the 1999 vehicle would be kept.

Richard Weed Parks and Recreation Director, responded that the vehicle comes equipped with a recess hitch, supper crew cab, no tool box can purchase separately.

John Deaton Public Works Director, responded that 2-3 vehicles in the utility yard will be sold on Gov Deals next month, which is open to the public to bid.

Vice Mayor Daley moved to approve the purchase of a F150 super crew pickup truck from Weikert Ford in the amount of \$23,048, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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| MAYOR LAKE | AYE |
| VICE MAYOR DALEY | AYE |
| COMMISSIONER DEARMIN | AYE |
| COMMISSIONER DUNCAN | AYE |
| COMMISSIONER MAULTSBY | AYE |

2.) **BID AWARD: HUGHES BUILDING RENOVATION**

City Manager Leavengood stated the warehouse (former Hughes Building), while the building is structurally sound, a partial renovation of the interior and exterior is necessary to bring it into full operational use including: repairing sections of rotten wood; installing interior sheetrock; new interior doors; pressure washing and painting of the exterior. The City Manager showed pictures of the interior and exterior and discussed the proposed renovations and possible uses.

The current FY 16/17 budget includes \$100,000 in general government impact fees to fund project. As the Hughes building is an expansion of existing operations general government impact fees can be used to fund the renovation and improvements.

City staff has solicited the following bids for the renovation project:

- Watts Construction (Haines City): \$42,600
- A. Goff & Associates (Lake Alfred): \$44,580
- Henkelman Construction (Lakeland): \$63,662

Staff recommended awarding the bid to Watts Construction in the amount of \$42,600 for the renovation of the Hughes Building.

Commissioner Maultsby asked if the City has contracted with Watts previously.

Mayor Lake asked about space in the building for the Historical Society to store chairs.

City Manager Leavengood responded that Watts has completed several projects with the City including the bridge at MacKay, football concession, memorial, and new sign. He stated that the facility can most likely accommodate the Historical Society needs.

Michael Strawn, asked what other plans the City has for the building.

City Manager Leavengood responded that the building will generally be used for operational storage to open up space at the public works yard and allow parks and recreation to have their own storage area.

Commissioner Dearmin moved to approve to award the bid to Watts Construction in the amount of \$42,600 for the renovation of the Hughes Building, seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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| MAYOR LAKE | AYE |
| VICE MAYOR DALEY | AYE |
| COMMISSIONER DEARMIN | AYE |
| COMMISSIONER DUNCAN | AYE |
| COMMISSIONER MAULTSBY | AYE |

3.) RIDGE LEAGUE BOARD APPOINTMENT

City Manager Leavengood stated City has received a renewal notice from the Ridge League of Cities. The renewal includes a section for the selection of a Board Member and Alternate Board Member to service on the Board of Directors for the Ridge League of Cities. Vice Mayor Daley is currently the Commission representative serving on the Board.

The action item before the City Commission is to select a Board Member and Alternate Board Member for the FY 16/17 fiscal year.

Mayor Lake stated he was interested in serving on the Board and previously was not aware of how the appointment was made. He stated that Vice Mayor Daley has been on the Board for several years.

Vice Mayor Daley responded that she generally asks the Commission in September about continuing her appointment on the board prior to the September meeting of the Ridge League when the new members are sworn in. This year there was no swearing-in since the entire board moved up in positions mid-year due to a vacancy. She stated that the Mayor is on several committees and she would like to continue to serve on the Ridge League Board. She stated she is working on a grant committee. Each Member City of the Ridge League selects a member for the Ridge League Board.

City Attorney Frederick John Murphy stated that the Commission could discuss the appointment or hold a vote.

Commissioner Maultsby asked when the Mayor and Vice Mayor were up for re-election.

They responded that they both will be up in March.

Mayor Lake nominated himself as the Board Member to the Ridge League of Cities.

Commissioner Maultsby nominated Vice Mayor Daley as the Board Member to the Ridge League of Cities.

City Attorney Frederick John Murphy stated that the Commission can vote for one of the Commissioners nominated. The City Clerk handed out paper and each Commissioner cast their vote and signed their ballot. The City Clerk tallied the votes and the City Attorney read the results. Vice Mayor Daley received three votes (Daley, Maultsby, and Dearmin) and Mayor Lake received two votes (Lake and Duncan).

Commissioner Duncan moved to appoint Mayor Lake as the Alternate Member to the Ridge League of Cities, seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote.

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| MAYOR LAKE | AYE |
| VICE MAYOR DALEY | AYE |
| COMMISSIONER DEARMIN | AYE |
| COMMISSIONER DUNCAN | AYE |
| COMMISSIONER MAULTSBY | AYE |

RECOGNITION OF CITIZENS

There were no citizen comments.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Duncan stated that he and City Manager Leavengood are signed-up for the dunk tank on October 29th at the Methodist Church. The Ridge Art Show drop-off is scheduled for November 4th and 5th from 8 am to 4 pm and then till noon on Saturday. The judges will critique Saturday at 2:30 pm. The reception is tentatively scheduled for the 10th.

Commissioner Dearmin stated the dedications show how great the staff is and the activities are great.

Commissioner Maultsby stated he appreciates the way the City works and how the Commission gets along even when they disagree. He appreciated his Commission update.

Mayor Lake stated he was a judge at the animal hospital. He is headed to Tallahassee with the City Manager tomorrow to speak to the grant board regarding the Gardner House. Then they will attend the Water Coop meeting the following day. He is scheduled to judge costumes at the Fear Factor event at the library on the 29th. He is looking forward to the Good Ole Days event this Saturday.

Vice Mayor Daley stated she appreciated the opportunity to continue to serve as the Ridge League of Cities Director. Mackay has a workday tomorrow and every Tuesday. She

congratulated the employees that received their longevity awards tonight. She also attended the Discovery Academy Literacy Night and spoke to the kids about reading and her travels and careers.

Police Chief Art Bodenheimer stated that the Police Department would be participating in the Prescription Pill Drop-off this Saturday from 10-1 pm.

City Attorney Frederick John Murphy stated that newly elected Commissioner of the Canal Commission, Tracy Mercer, is in attendance tonight.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:24 pm.

Respectfully Submitted,


Ameé Bailey
City Clerk