

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY, OCTOBER 19, 2015
7:30 P.M.
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Ron Schelfo

Roll Call: Those in attendance were Mayor Charles Lake, Vice Mayor Nancy Daley, Commissioner John Duncan, Commissioner Jack Dearmin, Commissioner Albertus Maultsby, City Manager Ryan Leavengood, City Attorney Frederick John Murphy, and City Clerk Ameeré Bailey-Speck.

Staff attendance: Police Chief Art Bodenheimer

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated a new Art Competition will be held inside Lake Alfred City Hall beginning on Friday Oct. 16th. The original drawings, oils, watercolors, acrylics, graphics, photography, mixed media, fiber, and sculptures will be on display until September of 2016. A reception to meet the artist will be held on October 29th in City Hall.

The City to City 5 K and 1 mile Fun Walk will be held on October 29th. Participants will start in Auburndale and travel Adams Barn Road to Lake Alfred. All proceeds benefit Polk Training Center, Inc. The Center, a 501(c)(3) organization, and provides day training programs and employment to individuals with developmental disabilities.

The Good Old Days festival will be held on November 7th from 3 pm to 7 pm at Lions Park. The event will feature family friendly events, old-fashioned sack races, horse shoe courts, apple bobbing, dunk tank, competitions, and fireworks. Contact Parks and Recreation for more details. The event is featuring 1950's pricing on food. He thanked Ron and Judy Schelfo for their help in organizing the event and car show.

On November 11th at 11 am the Cities of Lake Alfred and Auburndale will honor all those who served in times of war and in times of peace. Please join us for this Veterans Day event at the Veterans Memorial, Frank C. Gardner Park.

The Parks and Recreation Department is now accepting applications for the 2015 Lake Alfred Christmas Parade. The theme this year is 100 Years of Magic. Application are due by November 20th. The application and more information can be found on the website or by calling the Parks and Recreation Department.

City Manager Leavengood also provided an update on the wayfinding signage. The signs are under fabrication at the Gulf State Signs in Auburndale. The signs installation is expected to begin in three weeks.

CITY ATTORNEY ANNOUNCEMENTS

No announcements.

RECOGNITION OF CITIZENS

There were no citizen statements.

PROCLAMATION: FLORIDA CITY GOVERNMENT WEEK

Mayor Lake read the proclamation recognizing October 18-24 as Florida City Government Week and encouraged all citizens, city government officials and employees to recognize this week, celebrate, and encourage educational partnerships between city government and schools.

PROCLAMATION – COMMUNITY PLANNING MONTH

Mayor Lake read the proclamation recognizing October as Community Planning Month and presented the proclamation to Irving Spokony, Vice Chair of the Lake Alfred Planning Board who has served on the Planning Board for 8 years.

Irving Spokony, Vice Chair of the Planning Board, appreciated the opportunity for the Planning Board and citizens to advise the City Commission.

Vice Mayor Daley stated that the School Board approved the application for the Discovery High School charter school. She read an excerpt from a letter posted on the schools website. The letter stated the school expects to begin construction in January of 2016 and to be ready for 9th and 10th graders by August 2016. A video was played showcasing the school.

CONSENT AGENDA:

Commissioner Dearmin moved to approve the October 5th meeting minutes and Commission announcements; seconded by **Commissioner Maultsby** and the motion was approved by unanimous voice call vote.

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

AGENDA

1.) ORDINANCE 1358-15: POLICE AND FIREFIGHTER RETIREMENT SYSTEM

City Attorney Frederick John Murphy read the ordinance title.

City Manager Leavengood stated the proposed ordinance cleans up the pension regulations within the City's Police and Fire Pension in accordance with the recent adoption by the Florida

Legislature of Chapter 2015-39, Laws of Florida; changes to the Internal Revenue Code (IRC); and guidance from the Internal Revenue Service (IRS).

Staff recommendation is for approval of Ordinance 1358-15 on second and final reading.

The Commission asked if the item had been reviewed at the Retirement Board.

Staff responded that the Retirement Board had reviewed the item and the Commission was presented the item on first reading at the October 5, 2015 Commission meeting.

Commissioner Maultsby moved to approve Ordinance 1358-15 Police and Firefighter Retirement System on second and final reading; seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen statements.

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

2.) ORDINANCE 1359-15: TRAVEL & PER DIEM POLICY

City Attorney Frederick John Murphy read the ordinance title.

City Manager Leavengood stated as a part of a comprehensive review of City codes and policies, city staff has identified an opportunity to clean up and update the City's travel and per diem policy. The current policy was adopted back in 2007 and provided for up to a \$60 per day reimbursement for meals and incidental expenses as well as the IRS mileage reimbursement for use of personal vehicles.

The proposed ordinance removes the fixed per day reimbursement and ties the total per diem allowance to the Meals and Incidental Expenses (M&IE) breakdown published by the General Services Administration (GSA). Similar to the IRS mileage reimbursement, this allows for the per diem allowance to scale with inflation or deflation and makes it consistent with federal agency travel guidelines and other governmental agencies that utilize the GSA's standards.

Staff recommendation is for approval of Ordinance 1359-15 on first reading.

The Commission asked about the second reading, the M&IE index, and daily rates.

Staff responded that the ordinance will have a second reading on November 2nd. The revision ties the per diem to an index eliminating updates for inflation. The index is updated based on the economy. This change reduces the need to update the ordinance to make inflation adjustments, however the Commission can review or change to the ordinance as needed. The maximum rate was increased based on the index, but would exclude any meals covered by an event registration. Receipts were provided as an examples.

Vice Mayor Daley moved to approve Ordinance No. 1359-15 travel and per diem policy on first reading; seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote. There were no citizen statements.

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

3.) CIVIL CITATIONS FOR ULDC OFF-STREET PARKING VIOLATIONS

City Manager Leavengood stated the City has received several complaints regarding off-street parking of heavy commercial vehicles and trailers on residential property. Off-street parking is currently regulated through the Unified Land Development Code (ULDC) and is enforced by the code enforcement officer and the Special Magistrate hearing process.

Code enforcement is unable to effectively remediate these issues as the Magistrate does not have the authority to hear cases where evidence proves that the violation does not exist as of the day of the hearing (i.e. the vehicle is moved). Code enforcement cases general include unsafe structures and property maintenance. The code enforcement may not move quick enough to address all vehicle issues.

There is an opportunity to bring elements of the ULDC vehicle restrictions into the City's code of ordinances that can be enforced as a civil citation through the police department; essentially writing a parking ticket for these violations instead of going through the code enforcement process. This may address some vehicular complaints before they become habitual issues.

Staff recommendation is at the pleasure of the Commission, if desired staff would draft language to be reviewed by the City Attorney and the Commission. The discussion item is to determine the interest of the Commission. The Community Development Director provided a summary of different options and items to be considered.

The Commission asked if the Police would issue a civil violation, how fees would be collected, and how commercial vehicles were defined. The Commission also discussed other UDLC provisions such as the street parking, grass parking, the number of cars parked on a property, safety and quality of life concerns.

Staff responded that the Florida Statues allow for a civil citation code and due process. The current code enforcement process or ULDC is not favorable to enforcement of violations on vehicles, even when there is evidence of violations. The process would need to be determined if the Commission wanted staff to peruse the item similar to the County's noise ordinance. Staff would not recommend a process that included jail time. The process would be similar to a parking ticket to the vehicle owner, which if not paid, could accrue fines. The citation would not contribute points to a driver's license. The ordinance would need to define the type of vehicles, parking locations, and duration of parking. An example was discussed about using the good

neighbor process first with warnings and code enforcement notifications prior Police involvement to issue a citation. The goal would be to address the habitual nuisance without creating a mechanism for neighbor disputes or selective enforcement.

Ron Schelfo 640 East Lake Rd, also asked if addressing the number of residences allowed in a single-family home would assist with some parking situations.

Staff responded that codes should not be written for specific cases since they will be enforced city-wide and in the future. Staff would need to take some time to draft a practical policy. Staff will draft an ordinance and provide a preliminary draft in a Commission update for comments.

The Commission provided a general consensus that there is a need for another enforcement mechanism to address off street parking.

RECOGNITION OF CITIZENS

No Citizen comments.

COMMISSIONER QUESTIONS AND COMMENTS

Mayor Lake mentioned ethics training. The Water Coop meeting and Chamber lunch are Wednesday with the BBQ at the Leland Young Farm on Thursday. Next Thursday is the School Summit in Auburndale and the City to City 5K. The Buchanan building now gone and soon the site will be ready for sale. He thanked Vice Mayor Daley for the update and video on the Discovery High School. He requested that the Director present the school plans to the City Commission. He also reminded everyone to set their clocks back one hour on Nov 1st.

Vice Mayor Daley stated there was a control burn at MacKay which is a needed land management tool. She also presented a summary of the Mackay Gardens and Lakeside Preserve Fact finding Committee report. The committee is very diverse with different areas of expertise. The report details a list of priorities for improvements to make the facility more appealing and accessible. The report also discusses the need for grants, a coordinator, and history book. Committee members also went to Tallahassee to research the property and family. She thanked the City for reimbursing the committee members for a portion of their travel expenses. The report also suggested fund raising projects such as pavers to memorialize a wedding.

City Manager Leavengood stated there were pictures prior to the burn and he would get pictures after the burn for the next Commission update. The committee report will also be included. The Commission can review the suggestions and specific projects can be identified and included during the capital improvements projects (CIP) discussion. The City allocated \$30,000 for Mackay this year and \$20,000 each year for the 5-year CIP. Grants also serve to extend the money allocated. The budget also allows for money to roll-over if not completely spent.

Commissioner Duncan stated the art reception for the art show is October 29th and the committee will be announcing a John Dame award. The enjoyed the pet costume contest. He

also asked if the \$30,000 budgeted for Mackay this year was for the second floor project. He also stated that Mackay Blvd. looks great.

City Manager Leavengood stated the \$30,000 was separate. The funding for the second floor was approved last year, but the project was held until the grant was reviewed and then received. The City has invested in Mackay improvements along with general maintenance repairs. The City was also able to fund other improvement projects around the City such as the docks. He mentioned that the Track 4 HOA assisted with the Mackay Blvd improvements. As the areas develops, residents will look to Mackay as a source of passive recreation. Development agreements in the area can also be used to fund additional improvements in the area.

Commissioner Dearmin stated he was proud to see all the movement for improvements since the budget adoption. He asked about the dock.

City Manager Leavengood stated the dock has been removed at Lions Park.

Commissioner Maultsby stated that Lake Alfred is the greatest city with great citizens. He hopes the City will continue to grow with new commercial development.

Mayor Lake thanked Public Works for the improvements at the Historical Society. He hopes that the City will be able to fund similar projects at the Gardner House in the future.

City Manager Leavengood stated that staff would continue to reach out to the owner of the Gardner House.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:33 pm.

Respectfully Submitted,



Ameen N. Bailey
City Clerk