

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY, NOVEMBER 2, 2015
7:30 P.M.
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Joyce Schmidt

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 Ameer Bailey-Speck.

Staff attendance: Police Chief Art Bodenheimer, Community Development Director Valerie Ferrell, Finance Director Amber Deaton, Public Works Director John Deaton, and Parks and Recreation Director Richard Weed.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated Mackay Gardens and Lakeside Preserve will host a free community gardening workshop on November 5th at 10 am, a guided nature walk on October 8th at 2 pm, and Astronomy Night on November 14th at 7 pm. Contact the Parks and Recreation Department for more details or to sign-up for one of these events.

The Good Old Days festival will be held on November 7th from 3 pm to 7 pm at the Lions Park. The event will feature family friendly events, old-fashioned food and activities, Antique car show, Buddy Canova, and fireworks.

City Offices and the library will be closed Wednesday, November 11th in observance of Veterans Day.

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

The SPCA Wellness Wagon will visit the Lake Alfred Library on Saturday November 14th from 8 till 10:30 am, offering vaccines and testing for every pet. Please contact the Library for more information.

The Parks and Recreation Department is now accepting applications for the 2015 Lake Alfred Christmas Parade. Applications 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 pictures and updates on the resurfacing project on Hwy 557, new deck at Lions Park, and landscaping in the medians along Mackay Blvd. He also thanked Judy Schelfo for her efforts with several city events during the centennial year.

CITY ATTORNEY ANNOUNCEMENTS

No announcements.

RECOGNITION OF CITIZENS

Jean Brittan, 370 S. Echo Drive thanked the City for Code Enforcement actions in Echo Terrace. She asked about the process now that the homes are labeled as a hazard. She also asked about the vegetation covering the drain near the dock.

City Manager Leavengood discussed Code Enforcement, Special Magistrate, and abatement process. He explained that the process takes time and money, although the City could recoup the cost through a property lien. He also responded that the Echo Terrace dock will be added to the list for vegetation spraying.

Marilyn Anderson, 250 East Columbia St, representing the Lake Alfred Lion Club invited staff and citizens to the Lions 70th Anniversary celebration on Sunday November 15th. There will be an open house from 2-6 pm. Hot hors d'oeuvres will be served. Everyone is invited to share memories.

PROCLAMATION – POLK COUNTY FAMILY WEEK

Mayor Lake read the proclamation recognizing November 14th - 20th as Polk County Family Week and urged all families to unite, honor and celebrate together. He presented the proclamation to Mr. and Mrs. McKendrick.

Mr. and Mrs. McKendrick discussed Family Week events that are free to the public.

PROCLAMATION: VETERANS DAY

Mayor Lake read the proclamation recognizing November 11th as Veterans Day and encouraged all citizens recognize the valor and sacrifice of our Veterans through this public ceremony at Frank C. Gardner Park and private prayers.

CONSENT AGENDA:

Commissioner Dearmin moved to approve the October 19th 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 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 recommended approval of Ordinance 1359-15 on second and final reading.

Commissioner Maultsby moved to approve Ordinance No. 1359-15 on second and final 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
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COMMISSIONER MAULTSBY	AYE

2.) ORDINANCE 1360-15: FINAL BUDGET AMENDMENT FY 2014/2015

City Attorney Frederick John Murphy read the ordinance title.

City Manager Leavengood stated as a part of the closeout process of the previous fiscal year of 2014/2015 the City is required to submit an amended budget that includes any changes made from the original budget. These changes can include unanticipated projects, expenses, or revenues that were not included; or changes to existing line items that did not meet exact revenue or expenditure projections. The proposed budget adjustment accounts for these changes with the net changes in fund balance for each fund as follows: the General Fund closed at \$65,693 positive, Enterprise Fund 39,104 positive, and Stormwater Fund 22,263 negative. The changes in the Stormwater Fund were due to the City paying for the design and engineering for the stormwater issue at Cummings. The details of the fund changes were included as part of the ordinance and briefly reviewed.

Staff recommended approval of Ordinance 1360-15 on first reading. If approved, the ordinance will be presented for second reading at the November 19th Commission meeting

The Commission asked about restrictive verses non-restricted funds.

Staff responded the summary is simplified but does include both restrictive and non-restricted funds. Some restricted funds have been used to pay off a debit and will now be placed in a reserve account.

Vice Mayor Daley moved to approve Ordinance 1360-15 on first reading the Final Budget Amendment which includes General Fund t \$65,693 positive, Enterprise Fund 39,104 positive, and Stormwater Fund 22,263 negative; seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen statements.

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3.) AGREEMENT: THE LAKES DEVELOPMENT

City Manager Leavengood stated that under Florida Statute, Sections 163.3220 through 163.3243 the City has the authority to enter into development agreements with developers. The development agreement is regarded as supplemental and additional to the powers conferred upon the City by other laws (i.e. zoning, concurrency, development approvals, etc.). The Lakes of Lake Alfred was first approved in concept in 2004. The total development encompassed 8 individual tracts totaling approximately 589 homes. Tracts 1-3 have been successfully platted and almost completely developed. Prior to foreclosure proceedings, Tract 4a was platted and infrastructure was partially complete in January 2007. The Planning Board and City Commission acknowledged that a new owner wished to proceed with the future Tracts 4, 5, 6 and 7 as a separate development project. Therefore, both Planning Board and City Commission approved a Development Agreement for this half of The Lakes, now referred to as The Lakes II. Due to market conditions, the new owner, WM SUB LA, LLC, is requesting to plat an additional 13 lots, referred to as Tract 4A. During this review process, it was noted that some items were not adequately addressed in The Lakes II Development Agreement. The amendment proposes the following:

- Tracts 4 and 4A will develop within the parameters of the existing R-1A for cluster zoning maximum density of 4.2 units per acre, and future Tracts 5 and 6 will develop within the parameters of R-1AA for cluster zoning with a maximum density of 3.6 units per acre, all in accordance with the City's Comprehensive Plan and the Unified Land Development Code.
- Owner will dedicate open space pursuant to cluster subdivision regulations. The open space tract is approximately 11 acres on the east side of the canal between Lakes Haines and Rochelle. The property is mostly wetlands and will be dedicated to the City prior to any issuance of Certificates of Occupancy in Tracts 5 or 6. A new page three was provided to the Commission for clarification that the bridge will be conveyed to the City for access to an additional eleven acres.

- Owner will grant access to the City via easement to the lift station on Tract 7. This will provide half of the access now and then the other half as part of Tract 8 which is owned by Mr. Schapiro. Transfer ownership of lift station to City to occur prior to any issuance of Certificates of Occupancy in Tracts 5 or 6.
- Owner will complete construction according to approved plans for Tract 4 and Tract 4A. The owner has secured its obligations for the improvements by posting a Subdivision Bond for \$152,772.00 which will adequately cover costs of remaining improvements.

Staff recommended approval of the amendment to the Development Agreement with the changes on page 3. The Planning Commission recommendation was also for approval.

Chris Forbes represented the owner/developer of WM SUB LA and Walton Development Management which owns the 13 lots, Tracts 5-7, and the eleven acres. He agreed with the proposed changes on page 3.

The **City Commission** discussed the transfer of development rights, the bridge, and easements. They asked about a future trail through Tract 6 to connect to Ramona. The development review process and the Commission’s role was also discussed.

Chris Forbes responded that a walking trail was identified in Plat 4 which connects to the elementary school. The site is actively under construction to complete the 13 lots. Development of Tracts 5 and 6 are completely separate and will require additional work and discussion to address several items.

Staff responded that the trail could be discussed during the processing of Tract 5 and 6. The Commission could have a workshop on proposed developments to provide comments earlier in the process.

Vice Mayor Daley moved to approve the amendment to the Development Agreement for The Lakes 2 Development with the additional condition on the bridge and conveyance; seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. There were no citizen statements.

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4.) RESOLUTION 11-15: THE LAKES II TRACT 4A FINAL SUBDIVISION PLAT

City Attorney Frederick John Murphy read the resolution title.

City Manager Leavengood stated the proposed final plat is planned as a 13-lot subdivision on approximately 4 acres, located east of Glencruiten Avenue and northeast of MacKay Boulevard. The site is to be developed as a single family detached subdivision under the existing R-1A cluster zoning district consistent with the other lots within the subdivision. The required open space has been addressed in the development agreement presented in the previous item.

The site will be accessible by Glencruiten Avenue and Mackay Boulevard. The City has accepted Mackay Boulevard and no additional improvements are necessary. All internal right-of-ways are incomplete, and need a final lift of asphalt. The internal rights-of-ways will be dedicated to the City once constructed according to City standards and inspected by City staff and consulting engineers.

Staff recommended approval of Resolution 11-15.

Commissioner Dearmin moved to approve Resolution 11-15; seconded by **Commissioner Duncan** the motion was approved by unanimous voice call vote. There were no citizen statements.

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5.) PURCHASE: SANITATION VEHICLE

City Manager Leavengood stated included in the presentation of the in-house curbside recycling program city staff identified the need to eventually increase the size of the sanitation fleet to account for the loss of flexibility in moving to a 5-day a week pickup schedule with a single side loader. The proposed plan was to purchase a side loader when the sanitation vehicle reserve account grew large enough to purchase a new side loader (in 2 years) or to make purchase sooner if city staff could find a good deal on a lightly used side loader that met our specifications.

The proposed purchase is a 2007 side loading sanitation truck with low mileage (60,000), a newly rebuilt arm, and is consistent with our needs and specifications. The truck will be used for pickup of recyclable materials twice a week. This will extend the service life of the current side loading garbage truck that was purchased in 2013 that also has approximately 60,000 miles. The added vehicle will also allow for flexibility with the holiday pickup schedule, allow for maintenance of the vehicles without creating a lapse in service, and reduce any weekend overtime for general cleaning and upkeep of the side loading garbage truck (i.e. the current side loading vehicle that is running 5 days a week). The City currently has only the one side loading truck and is in need a second even before the City began recycling.

Approximately \$152,000 is currently set aside in restricted sanitation vehicle reserves to accommodate the purchase. It is unlikely that the City will need a sanitation replacement vehicle for 5 or more years which will give ample time for the reserve account to rebuild (at \$50,000 per year). The increased operational expenses for fuel and repair & maintenance have already been included in the sanitation division's line items for the current FY 15/16 Budget to account for the additional service days associated with curbside recycling.

City staff received the following bids for the purchase:

- JLM: 2007 Condor (63,000 miles): \$69,975
- RDK: 2004 Mack LE613 (59,000 miles): \$65,000

- RDK: 2010 Autocar (91,000 miles): \$92,500

Staff recommended approval of purchasing the 2007 Condor sanitation truck from JLM equipment for \$69,975.

The **City Commission** asked about the specific vehicle requested including the paint color, how it is driven, warranties, service, delivery, and life expectancy. They asked if staff had driven or inspected the vehicle and for comparisons with purchasing a new vehicle (cost, life expectancy, etc.).

Staff responded that the vehicle will be painted to match the City Fleet. The arm will be refurbished and have a limited warrant. The vehicle was solicited through a broker and has been inspected. The vehicle has the same specs as the current vehicle with a passenger side driver's seat. The cost of a new vehicle is \$250,000 with a 4-5 year life expectancy if run daily. Running two trucks will extend the life of the fleet approximately 6-7 years before another vehicle would need to be purchased. Service is performed daily on the existing vehicle, but there is limited time for a complete service. A second vehicle will allow for proper maintenance. The arms generally need replacing every two years. The vehicle is from Conway Arkansas, but is now in Lake Wales, which is also where it would be serviced. Staff will inspect and drive the vehicle prior to any purchase. Delivery could occur within two weeks of approval.

Commissioner Dearmin moved to approve purchase the 2007 Condor sanitation truck from JLM equipment for \$69,975; seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen statements.

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RECOGNITION OF CITIZENS

No Citizen comments.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Maultsby asked about additional sidewalk connections for the Buena Vista to Lake Swoope area where there are gaps. He also asked about grant opportunities.

City Manager Leavengood stated he would work with Mr. Maultsby to determine route and gaps. The City recently completed the sidewalk around Gardner Park. The City can look at additional Safe Routes to School grants and City funding.

Mayor Lake mentioned several events that he and other Commissioners will attend over the next two weeks including: Halloween events, School Summit, Lake Alfred Addair safety meeting and their need for volunteers for the Great American Teach-In Nov 18th, reception for a new Fed

Ex Facility, Good ole Days Festival, Transportation Disadvantaged Committee Meeting, Legislative Lunch, Veterans Day, Energy and Disaster Response Training, Habitat Volunteer Lunch, and the Regional Water Cooperative meeting.

Vice Mayor Daley mentioned the Legislative Conference by the Florida League of Cities and the policy committee meetings on Nov. 20th. She attended the School Summit and discussed the debt service for schools and the lack of income for new schools. She also asked if the City Manager could write a "Thank you" to School Board members for support of Discovery High School. She attended the Ridge Art Reception and likes having the new art City Hall. Lastly, she thanked the Police Chief for his involvement during Halloween and trick or treating.

Commissioner Duncan thanked Lion's Club for supporting baseball and will invite them to the celebration.

Commissioner Dearmin stated he is proud of the City and staff.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:41 pm.

Respectfully Submitted,



Ameé N. Bailey
City Clerk