

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

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Pastor Blocker

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, Assistant Attorney Seth Claytor, City Clerk Ameé Bailey-Speck, Police Chief Art Bodenheimer, Finance Director Amber Deaton, Public Works Director John Deaton, Parks and Recreation Director Richard Weed, and Community Development Director Valerie Vaught.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated the upcoming Lake Alfred Public Library events include story time, Lego Mania, adult coloring, jewelry and computer class. The Library will also be hosting the SPCA Wellness Wagon and Mobil Career Source. Contact the Library for more information.

City Offices and the Public Library will be closed on November 11th in honor of Veterans Day. The Public Works Department will pick-up all recycling on Thursday.

Also 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, in Auburndale.

Auburndale Rotary will also be hosting a free breakfast from 8:30 until 10:30 am at the Auburndale Civic Center.

The City will hold its annual Employee Luncheon on Friday November 18th at the Highlands Community Center at 11:30 am. The event is being catered by Sonny's BBQ.

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

Please let the City Clerk or myself know if you plan to attend the FLC Legislative Conference in December at the Embassy Suites Orlando.

The Southern Jeep Society (SJS) donated \$1,000 to the Lake Alfred Police Department for the purchase of new bullet-proof vests through their "Back to Blue" fund raising program.

Police Chief Art Bodenheimer stated the SJS first contacted the City in August wanting to have a fundraiser for students and donated school supplies to all the Lake Alfred Schools. They also discussed the vest replacements. The club invited Chief to meet the club members. When he arrived they presented him with a check for \$1,000 for the vest purchases.

City Manager Leavengood stated that the vest are not in the budget because they are purchased from police forfeiture funds. The purchase will need to be approved by the City Commission later this year. The \$1,000 will be applied towards the purchase.

Mayor Charles Lake also asked them to join the Christmas Parade.

CITY ATTORNEY ANNOUNCEMENTS

No announcements.

RECOGNITION OF CITIZENS

Jean Brittain, 370 South Echo Dr. thanked for the dock and lakefront clean-up. She asked about demo of the two houses that were condemned and when they would be removed.

Valerie Vaught Community Development Director stated staff has submitted four properties to Polk County for CDGB for demolition. The City was approved for \$20,000 and the first two properties have been awarded (610 N. Buena Vista and 390 W. Davis). Contractors are inspecting the sites and there should be movement in the next few weeks. The house (1135 S. Nacoma) is pending depending on how much funding remains after the first two are completed.

City Manager Leavengood stated the plan is to spend the County's money first and then the City has some money budgeted for Code Enforcement abatement. The City now has the ability to place a lien on the property if City funds are used for the demolition.

John Strang announced the City to City Walk on Sunday November 20th at 8:30 am to benefit the Polk Training Center.

PROCLAMATION – VETERANS DAY

Mayor Lake read the proclamation and encouraged citizens to recognize the valor and sacrifice of our Veterans through this public ceremony and private prayers.

PROCLAMATION – POLK COUNTY FAMILY WEEK

Mayor Lake read the proclamation and encouraged all families to unite, honor and celebrate together.

CONSENT AGENDA

Commissioner Dearmin moved to approve the consent agenda, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. No citizen comments.

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

AGENDA

1.) **ORDINANCE 1372-16: ULDC FLOODPLAIN AMENDMENT**

City Manager Leavengood stated in 2012, the City adopted Ordinance 1315-12, which updated the FIRM maps and floodplain management regulations. The regulations were prepared using a model floodplain ordinance developed by Florida Department of Emergency Management (DEM). The language in the model ordinance provided text consistent with newly updated flood design regulations that were established in the 2010 Florida Building Code (FBC) update and consistent with requirements established by the American Society of Civil Engineers (ASCE 24) standards for flood resistant design and construction. After the date of the City's adoption, FEMA required a number of relatively minor changes, which are incorporated into the attached Ordinance.

Section 5.01.02.03 of the current ordinance establishes the basis for flood hazard areas as the FIS/FIRMs and all subsequent amendments and revisions thereto by reference. As such, the City is not required to adopt these updated text changes. However, to ensure consistency with the current edition of the Florida Building Code and the ASCE 24 standards, the DEM State Floodplain Management Office encourages the City to adopt these corrections and also update the date of the Flood Insurance Study and FIRMs. The updated FIRM maps will be effective on December 22, 2016.

Staff recommended approval of Ordinance 1372-16 on first reading.

Assistant City Attorney Seth Claytor read the Ordinance title.

Commissioner Daley asked about the requirements for flood insurance.

Commissioner Duncan asked the Lakes subdivision.

City Clerk Ameé Bailey responded that the major changes occurred with the last revision 1-2 years ago. The City submitted and received the letter of map amendment for The Lakes Subdivision at that same time.

Commissioner Dearmin moved to approve Ordinance 1372-16 ULDC Floodplain Amendment on first reading, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

2.) ORDINANCE 1373-16: COMP PLAN AMENDMENT TO ADD MIXED USE

Assistant City Attorney Seth Claytor read the Ordinance title.

City Manager Leavengood stated the Future Land Use Element of the City of Lake Alfred Comprehensive Plan currently provides for a variety of residential, commercial and other land uses. Mixed Use will allow for developments that are comprised of multiple or mixed uses which require specific or selected land use districts. This type of flexible land use category, outside of the downtown area, is not set forth by the City's existing Future Land Use designations. It was added for the downtown overlay and allows a two story structure to have commercial on the bottom with residential on the top. The zoning regulations would provide further detail.

Staff recommended approval of Ordinance 1373-16 on first reading.

Vice Mayor Daley asked about the timeframe for second reading.

Marisa Barmby responded that the process is to transmit the Ordinance to the state and they have 30 days to review. Staff would then address any state comments during the second reading. .

Commissioner Maultsby moved to approve Ordinance 1373-16 Comprehensive Plan Amendment to add Mixed Use on first reading, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

3.) ORDINANCE 1374-16: FUTURE LAND USE FOR GAPWAY GROVES

4.) ORDINANCE 1375-16: ZONING PUD FOR GAPWAY GROVES

Assistant City Attorney Seth Claytor read the Ordinance 1374-16 title.

City Manager Leavengood stated Gapway Groves Corporation has requested to amend the Future Land Use designation and zoning on 91.5 acres. The property, known as the Adams Estate, is located adjacent to the southwestern shore of Lake Alfred, north of Lake Alfred Road and east of Adams Barn Road (near the Fort Cummings sign just past the railroad tracks on Pierce Road).from

The Future Land Use request is to change approximately 81.1 acres from “Low Density Residential (LDR) to Mixed Use (MU) while retaining the Conservation (CON) land use on approximately 10.4 acres of land for the total approximate 91.5 acres.

The subsequent Zoning request is to change the 81.1 acres from Single Family Dwelling District (R1-A) to Planned Unit Development-Mixed Use (PUD-MU) while retaining the Conservation (CON) zoning on the approximately 10.4 acres of land.

The applicant’s intended goal is to create a special events facility utilizing the existing structures (dating back to the 1940s), and provide additional facilities on-site for reconfiguration as a facility for weddings, conferences, and similar special events on approximately 27 acres (Phase I; 2017-2021). The remainder of the site will be used for the eventual development of the property for residential with accessory resort related commercial uses (Phases II and III; 2027).

Gapway Groves Corporation intends to maintain ownership of the property after development and will maintain common open space and facilities, including the existing entrance road.

The Lake Alfred Planning Board has recommended approval of the proposed future land use and zoning designations.

Mark Bennett, Director of Planning for the Ridge Professional Group 4425 US Hwy 92 East in Lakeland introduced the team which includes project Manager Erik Polumbo, John Strang representing Gapway Groves, and Matt Strang as the architect.

Mr. Bennet reviewed the concept of the facility and showed pictures of the existing and proposed site development. The facility is designed to have cottages with the estate house for special events such as weddings, weekend retreat, and conferences. The cottages would house guests for these events. The facilities would include a garden, event lawn, and dance floor.

The conditions of approval set a maximum of 250-300 people per event. The ideal wedding size would be approximately 150 people. Traffic was addressed at the Planning Board meeting. Polk County will require a Level 2 review process. They have also disused a second future access on Adams Barn Road. A traffic study will be required for future phases. Mr. Bennett also addressed the condition regarding the wetland transitional zone and requested a modification to 30’. Wetland protection will be accomplished through open space, buffers, and storm water retention.

The project will provide economic opportunities for Lake Alfred.

John Strang stated that the estate house was built in 1941 and was his grandparents’ house. The family has held two family weddings at the home. Others have asked about using the estate for weddings. He thanked staff for their assistance.

Vice Mayor Daley asked if there was a limit or percentage of commercial associated with the proposed 91 acres of mixed use. She also asked about the notification process, and distance. She specifically asked if the Lake Cumming and the Water Ridge subdivisions were noticed.

Commissioner Duncan asked if the property would be divided into lots.

Mayor Lake asked about the existing buildings and if there were any cottages.

Marisa Barmby, Central Florida Regional Planning Commission, responded that the mixed use future land use category does not have a percentage like the downtown category. However it does have a 0.5 Floor Area Ratio (FAR). The request is followed by the zoning request for a PUD with a detailed master plan for the entire property which is more restrictive. The first phase addresses the event center. The remainder of the site will have conceptual approval which has site specific condition addressing the maximum number of house and commercial. The remaining property would need to return for approvals from the Planning Board and City Commission. Notices were sent for the Planning Board Meeting to properties within 300'. This did not include Lake Cummings or Water Ridge Subdivisions.

Mark Bennett responded that the mixed use allows for a maximum of 12 units per acre, however the proposed PUD request 9 units per acre. The concept did not fit into traditional residential or commercial category, which is why they requested mixed use. The cottages would allow for rentals, however they would not be separated into individual lots. The existing buildings include the estate house, pool house, and boat house. The PUD also sets a limitation of 20% on the 64 acres could be commercial. It may be logical to have commercial at the Adams Barn intersection in the future.

City Manager Leavengood stated that the land use and zoning go together, although the Commission is first hearing the land use. Staff has tried to address concerns in the PUD.

Commissioner Duncan moved to approve Ordinance 1374-16 on first reading, seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

Assistant City Attorney Seth Claytor read the Ordinance 1375-16 title.

City Manager Leavengood stated the Planned Unit Development (PUD) allows for flexibility and tailors the site rather than allowing the straight zoning without any control. Staff outlined thirteen conditions which were reviewed. These conditions are above and beyond the Code of Ordinances and specific to this development. The goal is to alleviate any staff concerns for existing and future residents.

Conditions

- A detailed traffic study for Phases IA and IB shall be completed by the applicant prior to final site plan approval.
- Events attracting more than 300 people are prohibited without special event approval by the City. There shall be a minimum of two (2) hours between events to limit the potential off-site traffic congestion along Adams Barn Road and Lake Alfred Road.
- Parking within the public right-of-way shall be prohibited. The uses and parking shall be contained within the 27 acre Phase I boundary shown on the Master Development Plan.
- There shall be no permanent alcohol or retail sales except in accordance with the Land Development Code and Comprehensive Plan requirements.

- Prior to site plan approval, the applicant shall complete a jurisdictional wetlands determination. There are different thresholds for development near the lake shore. There is a 50' buffer requirement from the lake shore. The wetland transitional zone adds 30-200' in addition to the other standards. The water management district has additional criteria. The City Commission needs to set the transitional zone and staff recommends 50'+30' transition for a net 80' buffer.
- Outdoor amplified music may be played between 7:00 a.m. and 10:00 p.m. on any day of the week.
- The development is proposed on a County road however, there are conditions to address traffic. To proceed to Phases II and III of the development, the applicant will be required to submit a detailed traffic study showing the impacts of the development, and mitigation.

Since Phase II and III will require another review by the Planning Board and City Commission, there will be another chance to address any addition concerns.

Mayor Lake asked about alcohol sales.

Mark Bennett responded that condition number seven addresses alcohol and allows for caterers rather than a store. He also addressed other conditions such as the 300 people cap and 2 hours between events. They anticipate one event per day. People may come in on a Friday for a wedding and leave on Sunday. Another condition requires an event management plan, which will also address concerns such as traffic, security, and alcohol. Traffic should be filtering in rather than everyone trying to enter the site at one time. The management plan would also set parameters for law enforcement presence for traffic.

Vice Mayor Daley asked about a sign and right hand turn/loading area from the Lake Alfred direction due to the limited sight distance from the curve. She is concerned about accidents.

Marisa Barmby, responded that the applicant is working with the County and requested that any additional condition state that the traffic be addressed through a traffic study.

Mark Bennett responded that by January they may also have a better handle on what the County Development Review Committee may require for access.

Assistant City Attorney Seth Claytor stated he would recommend the City Commission vote on the PUD and conditions as presented. Based on the comments, there can be amendments to the PUD for consideration at the second reading, otherwise you are not looking at the language you are voting on.

City Manager Leavengood stated that the Commission should discuss concerns and then staff can add conditions at the second reading. If there is still concerns at the second reading conditions can be changed or addressed at a third meeting.

Leon Juday, 535 North Todhunter Way, discussed the history of the Water Ridge subdivision and asked about adding the "s" curve to Adams Barn Road at Lynchburg to create a single cross road and additional access. This would create a safe option for additional access.

Mark Bennett responded that they have started looking at Phase II and the options for access.

Vice Mayor Daley asked about lakefront uses and noise enforcement due to the noise traveling across the lake.

Mark Bennett responded that there is not any lakefront development planned.

City Manager Leavengood stated that the time limitation was designed to address the noise on the lake. The City Commission can address the traffic at second reading or at Phase II.

Assistant City Attorney Seth Claytor stated the Commission can make a motion to approve the ordinance and items on other items can be brought back on second reading.

Commissioner Duncan moved to approve Ordinance 1375-16 with conditions on first reading, seconded by **Commissioner Dearmin**. 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

5.) ORDINANCE 1376-16: FY 2015/2016 FINAL BUDGET AMENDMENT

Assistant City Attorney Seth Claytor read the Ordinance title.

City Manager Leavengood stated as a part of the closeout process of the previous fiscal year of 2015/2016 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 presented below:

**CITY OF LAKE ALFRED
FY 2015/2016 BUDGET
SUMMARY**

General Fund	Original	Final	Stormwater	Original	Final
Revenues	4,201,704	4,765,377	Revenues	55,000	59,848
Expenditures	4,196,789	4,690,145	Expenditures	40,890	33,954
Contingency	4,915	75,232	Contingency	14,110	25,894
Enterprise Fund			CRA		
Revenues	2,186,000	2,414,255	Revenues	20,165	26,111
Expenditures	2,165,185	2,386,602	Expenditures	20,165	973
Contingency	20,815	27,653	Contingency	-	25,138

The general fund contingency increased even with the purchase of the duplex property. The impact is similar for the other funds. In addition the CRA took in more revenue than expected.

Commissioner Dearmin moved to approve Ordinance 1376-16 on first reading, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

6.) PURCHASE: PUBLIC WORKS VEHICLE

City Manager Leavengood stated the current FY 16/17 budget includes \$25,000 for the purchase of a replacement vehicle in the Public Works department. The proposed purchase is for a 2017 Ford F250 pickup truck. The vehicle will replace a 2000 F-250 utility service vehicle that is at the end of its service life.

City staff has solicited the following bids for the purchase:

- Bartow Ford: \$26,369
- Weikert Ford: \$25,988
- Bill Jarrett Ford: \$26,456

Retail purchase price of the vehicle is \$33,730 (23% savings).

Staff recommended the purchase of a F250 pickup truck from Weikert Ford in the amount of \$25,988.

Commissioner Duncan asked if the vehicle was a crew cab and if it will be set-up with all needed equipment.

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

John Deaton Public Works Director, single cab with utility body. Staff will add pipe rack. Staff has 2-3 vehicles in the utility yard that 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 F250 pickup truck from Weikert Ford in the amount of \$25,988, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

Vice Mayor Daley stated she attended her policy committee meeting in Kissimmee and she is looking forward to some discussion from the other commissioners and their committee decisions. She attended and enjoyed the Good Ole Days event. She appreciated the Police Chief on the Segway monitoring and handing out candy on Halloween.

Commissioner Duncan stated the Florida Art Traditions show started this past weekend. They had 25 artist submit pieces from as far away as St. Petersburg. The judge chose 60 of the 67 submitted pieces to be displayed. The nine winners are along the back wall and the reception is Thursday at 6 pm with awards at 6:30 pm.

He thanked Richard Weed for coordinating the delivery of sand for Lions Park. He also thanked Chief for his efforts on Halloween. He is still working on outdoor sculptures and hopes to have an update soon. He asked about the Lions park docks. He stated he gets traffic alerts regarding the backup from Pomelo to Family Dollar. He asked if there was anything the City can do regarding this traffic issue.

John Deaton Public Works Director stated he met with the Canal Commission to start construction by the end of the month. The dock will be installed in the exact same spot. Some pylons will stay, but the rest of the old dock will be removed.

Mayor Lake stated the City met with TPO regarding the traffic issues and tractor trailer impacts.

City Manager Leavengood stated timing of the light seems to be wrong. The issue is also leading to accidents. The one lane of traffic is causing issues even outside of railroad delays.

Commissioner Dearmin thanked the Strang family for their vision. He also thanked the churches in the community for all the fall festivities for the community. He is also looking forward to the policy discussions. His policy committee discussed CRAs.

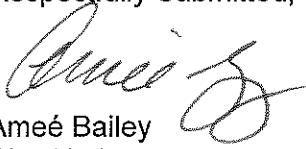
Commissioner Maultsby stated he attended his policy committee. They discussed workers compensation, local business, communications, property and infrastructure taxes. Workers Compensation is scheduled to increase 14%. The committee chose business taxes and 1% property infrastructure surtax.

Mayor Lake reminded everyone of the Veterans day event in Auburndale. He was at the FBC event on Halloween, which was attended by over 1,000 people. He took 108 pictures at the photo booth. He provided an update on the Gardner House Grant application. He went with the City Manager to Tallahassee and the application was ranked at 28 out of 87. The City has a very good shot at being funded. He also attended his policy committee meeting and their two topics are public records and vacation rentals. He reminded everyone to get out and vote.

City Manager Leavengood thanked Valerie Vaught and Connie White for their efforts on the grant application. The application and representation at the review in Tallahassee led to the high ranking.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 9:15 pm.

Respectfully Submitted,


Amée Bailey
City Clerk