

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY, NOVEMBER 16, 2015
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, Commissioner Albertus Maultsby, City Manager Ryan Leavengood, City Attorney Seth Claytor, and City Clerk Amée 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 City Offices and the library will be closed Thursday, November 26th and Friday November 27th in observance of the Thanksgiving holiday.

Mackay Gardens and Lakeside Preserve will host a free guided nature walk on December 6th at 2 pm. Contact the Parks and Recreation Department for more details or to sign-up for one of these events.

The Parks and Recreation Department is now accepting applications for the 2015 Lake Alfred Christmas Parade. Applications are due this Friday November 20th. The application and more information can be found on the website or by calling the Parks and Recreation Department.

The Christmas Parade will be held on Saturday, December 5, 2015 and begins at 6:30 pm. The parade will start at Central Park (455 E. Cummings St.) at South Glencruiten and it will end at Gardner Park.

The Lake Alfred Bluegrass & BBQ Bash will be held on Saturday, January 9th, 2016 from 11:00 am until 9:00 pm at Lions Park. Join us for a great day of music and some of the top BBQ competitors from across the state! For more information please contact the Parks and Recreation Department.

City Manager Leavengood also commented on the retention pond fence repair by Freedom Insurance. FDOT has been contacted and should be fixed by the end of next week. He also stated the Centennial plaque has been installed for the time capsule. He stated the last Centennial event was a successful and thanked the staff, Judy Schelfo, and the organizations that participated in the event. The event ended with a bang!

City Manager Leavengood provided several updates. The Fire Department washer and dryer was replaced with new LG models. The Echo terrace dock was cleaned-up however a permit is needed to spray the vegetation in the water. The Wayfinding signs by Gulf State signs have run into difficulties obtaining pipe and paint needs to cure 10-20 days prior to installation. Installation of bases should begin soon and a sign should be ready for display at the December meeting.

City Manager Leavengood provided an update on the Library improvements and recognized the Friends to the Library for their efforts at the public library. The group donated over one million dollars to build the facility and continue to be committed to improvements. The recent group spent approximately \$7,000 for additional shelving, materials, and furniture in the children, teens and adults areas.

Denise Johnson, President of the Friends of the Library, stated that the Friends are thrilled to continue the partnership. The majority of the money to build the facility was inherited from Dr. Moore. The Friends and volunteers are dedicated and love the library. They were excited to complete the 5-year vision for improvements within three years. She stated that the library is the heart and hub of the community. She invited everyone to come by the library on Saturday for the book sale.

City Manager Leavengood stated the employee luncheon was moved to Thursday to accommodate the Commission legislative committee meetings.

CITY ATTORNEY ANNOUNCEMENTS

No announcements.

RECOGNITION OF CITIZENS

No citizen comments.

City Manager Leavengood provided the tentative schedules for 2016 for the City Commission, Planning Board, and Board of Adjustment. The City Commission schedule is generally the first and third Monday except when there is a conflict due to a holiday. The City Manager also requested that the second meeting in December be canceled due to the proximity to the holiday. There was general consensus among the Commission to cancel the second meeting.

EMPLOYEE SERVICE RECOGNITION: VALENTINE VILLARREAL – 5 YEARS

Mayor Lake stated that Valentine Villarreal, better known as Tino, has been employed with the City since 2010. During that time Tino has worked in the Utilities Service Department as a Utility Service Worker. Tino is experienced in meter installs, reading meters, main line repairs and lift station repair and maintenance. Tino's knowledge of the City's distribution and collection system is a very valuable asset to the City of Lake Alfred. Tino has a great attitude and is willing to do any and all tasks assigned.

The City of Lake Alfred is lucky to have an employee like Tino. We are happy to celebrate this 5 year anniversary and we look forward to celebrating his 10th Anniversary with the City.

CONSENT AGENDA:

Commissioner Dearmin moved to approve the November 2nd meeting minutes and Commission announcements; seconded by **Commissioner Duncan** and the motion was approved by unanimous voice call vote.

City Manager Leavengood provided a clarification note that on page 4 on the minutes in reference to The Lakes Development. The written analysis stated the 11 acres was wetlands, however he had stated uplands during the meeting due to information from Vice Mayor Daley. Staff provided evidence that the property is wetlands and the minutes reflect that change.

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

AGENDA

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

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 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 deficit. 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 second and final reading.

Commissioner Dearmin moved to approve Ordinance 1360-15 on second and final reading; seconded by **Commissioner Maultsby**. 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.) DISCOVERY ACADEMY PARKING EXEMPTION

City Manager Leavengood stated The Site Development Plan for the Discovery Academy's proposed High School was reviewed by the Planning Board and approved at their October 21, 2015 meeting. The subject site consists of 55 total acres, 40 of which are proposed to be used for the future site of the high school. The applicant intends to build the school and facilities in a phased approach, with Phase I focusing on 15 acres of the site. The total number of students proposed is 950, plus 64 staff and faculty.

The item before the City Commission is a request to use Florida Building Code standards in lieu of the City's applicable land development regulations for the site. City regulations would require 395 paved parking spaces and the Florida Building Code would require 135 paved spaces. The proposed parking included in the site development plan is a compromise between the two standards with 194 paved parking spaces and 188 grass parking spaces for a total of 382 parking spaces. Per section 3.03.02 of the City's land development regulations the City Commission may approve the alternate parking standard for the site development plan.

City Manager Leavengood reviewed the site plan and stated that staff has no objections to this request.

The **City Commission** discussed the parking options, benefits to grass parking, parking locations, fencing, additional parking, turn lane, bus and school entrance. A question was also asked about the City Commissions role in the site development process.

Kriss Kaye, Envisors represented the high school, stated the entrance is off Evenhouse Road. Additional spaces are designated along Evenhouse Road. The entire perimeter of the school will be fenced. Individual wetlands will not be fenced.

Staff responded that the City Commission approved the zoning last year. The use is approved within the zoning category and therefore only requires the Planning Board to review the the technical requirements. The plan meets the Florida State Building Code standards. The City requirements are more restrictive and the City Commission has the authority to approve a waiver for the parking requirements.

Denise Johnson commented on the pronunciation the road name "Evenhouse".

Vice Mayor Daley moved to approve the Discovery Academy parking exemption, seconded by **Commissioner Maultsby**.

Michael Strawn asked if one entrance was enough to accommodate 190 parking spaces.

Kriss Kaye responded that a traffic study was completed. Evenhouse Road will be widened with turn lanes. A traffic signal was not warranted. An additional 1,200 feet is available for stacking on-site for busses which has a second entrance off Creek Road. There will also be a turn lane on Creek Road. Vehicles can also be routed around the parking.

Kriss Kaye requested a clarification to the motion to strictly comply with the Florida Building Code. He requested 323 spaces (135 paved and 188 grass spaces). This accommodates 55 student spaces, 64 staff spaces, 10 visitor spaces, and 6 ADA spaces.

Vice Mayor Daley moved to amend the motion to approve the Discovery Academy parking exemption by adding “to meet the Florida Building Code parking requirements,” seconded by **Commissioner Maultsby**.

The amendment to 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

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

RECOGNITION OF CITIZENS

No citizen comments.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Dearmin thanked the City Manager, Mayor and Vice Mayor for attending various meetings and representing the City. He enjoyed the Centennial event and Lions Anniversary celebration. He also commented on the upcoming employee luncheon.

Commissioner Maultsby stated that he was going on vacation but would be back for the next meeting.

Mayor Lake thanked Richard Weed on both events. He attended a Legislative luncheon and meeting and spoke with State Representatives. He also recently attended a transportation, Water Cooperative meeting. He enjoyed the Veterans Day event and Good Ole Days. He was in Haines City to hear General Honoré speak about disaster recovery in New Orleans after Hurricane Katrina. He attended a Habitat for Humanity Picnic and the Lions Anniversary celebration. He wished everyone a happy, safe Thanks Giving.

Vice Mayor Daley also mentioned the events and thanked the Schelfo for their assistance in the events. She attended the Ridge League of Cities Board Meeting and the Florida League of Cities (FLC) representatives spoke about creating an Advocacy Team. The FLC requested each city have an elected official on the Team. The FLC will pay for the team to go to

Tallahassee to represent the interest of cities and Home Rule. She wished everyone a happy, safe Thanks Giving.

Commissioner Duncan thanked the Friends of the Library and appreciates the organization in the city that do great work for the city.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:20 pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Ameen N. Bailey".

Ameen N. Bailey
City Clerk