

City of Lake Alfred
120 E. Pomelo Street
Lake Alfred, Florida 33850



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**AGENDA
CITY COMMISSION MEETING
MONDAY NOVEMBER 2, 2020
7:30 PM
CITY HALL**

Call to Order: Mayor Nancy Z. Daley

Invocation and Pledge of Allegiance:

Roll Call: City Clerk Ameen Bailey

City Manager & City Attorney Announcements:

Recognition of Citizens: Items that are not on the Agenda

Veterans Day Proclamation

Consent Agenda:

- 1.) City Commission Meeting Minutes for October 19, 2020
- 2.) City Commission Announcements

Agenda:

- 1.) Ordinance 1445-20: Polk County Government Center: Future Land Use
- 2.) Ordinance 1446-20: Polk County Government Center: Zoning
- 3.) Ordinance 1447-20 Sunset Mobile Home Parks: Future Land Use
- 4.) Ordinance 1448-20: Sunset Mobile Home Parks: Zoning
- 5.) Ordinance 1449-20: FY 19/20 Final Budget Adjustment
- 6.) Resolution 15-20: Urban Service Report

Recognition of Citizens: Please Limit Your Comments to 5 Minutes.

Commissioner Questions and Comments:

Commissioner Eden
Commissioner Maultsby
Mayor Daley
Vice Mayor Dearmin
Commissioner Lake

Adjourn

**LAKE ALFRED CITY COMMISSION MEETING
NOVEMBER 2, 2020**

Consent Agenda:

All matters listed under this item are considered to be routine, and action will be taken by one motion without discussion. If a discussion is requested by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

1.) City Commission Meeting Minutes for October 19, 2020

Attachments:

- Draft Minutes

Analysis: Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact the City Clerk Amée Bailey at (863) 291-5748

2.) City Commission Announcements

Analysis: Each of the meetings/ events scheduled below may constitute a public meeting at which two or more City Commissioners or Board Members may attend and discuss issues that may come before the City Commissioners.

DATE	MEETING/ EVENT	LOCATION	TIME
11/10	Planning Board	City Hall	6:00 pm
11/11	Veterans Day Ceremony	Gardner Park	11:00am
11/16	FLC Legislative Policy Conference	Orlando	
11/17	Board of Adjustment	City Hall	Cancelled
11/19	Code Enforcement Special Magistrate	City Hall	3:00 pm
11/19	Parks and Recreation Board	City Hall	6:00 om
11/26-27	Thanksgiving Holiday		

Should any person decide to appeal any decision made at a meeting, or any meeting announced in this agenda, such person will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made in accordance with the American with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk not later than four days prior to the proceeding at 863- 291-5748.

**LAKE ALFRED CITY COMMISSION MEETING
NOVEMBER 2, 2020**

AGENDA

- 1.) Ordinance 1445-20: Polk County Government Center: Future Land Use**
 - 2.) Ordinance 1446-20: Polk County Government Center: Zoning**
-

Issue: The City Commission will consider an applicant-initiated request to change the Future Land Use Map and the Official Zoning Map.

Attachments:

- Ordinances 1445-20 and 1446-20
- Staff Report
- Excerpt from draft Planning Board meeting minutes

Analysis: The property currently owned by the Polk County Board of County Commissioners was voluntarily annexed into the City in 2008 as part of a larger tract. In 2009, the future land use classification of Industrial. The zoning district of Light Industrial (I-1) was also assigned to the site in 2009. The Industrial development was limited after the EAR-based amendments in 2010 because water and wastewater lines had not yet been extended to the area. In 2018, Gapway Groves received site plan approval for the road, utilities, and stormwater improvements. In 2020, the water and wastewater lines were extended to the property.

Polk County now requests that the future land use classification be changed from Industrial-limited to Public Buildings and Grounds, and the zoning district changed from I-1 to Public Buildings and Grounds (P-B). The property will be the site of the future Polk County Government Center, which will replace the current Gill Jones Government Center. The future development will be served by City water and sewer, thus there is no more need to impose development limitations on the site.

On October 13, 2020, at their regular meeting, the Planning Board unanimously voted to recommend that the City Commission approve the future land use amendment and rezoning requests.

If approved on first reading, the future land use and zoning amendments will be transmitted to the Department of Economic Opportunity for review. The proposed amendments would be presented for second reading in January of 2021.

Staff Recommendation:

- 1.) Approve Ordinance 1445-20 on first reading.
- 2.) Approve Ordinance 1446-20 on first reading.

**LAKE ALFRED CITY COMMISSION MEETING
NOVEMBER 2, 2020**

- 3.) Ordinance 1447-20 Sunset Mobile Home Parks: Future Land Use**
 - 4.) Ordinance 1448-20: Sunset Mobile Home Parks: Zoning**
-

Issue: The City Commission will consider an applicant-initiated request to change the Future Land Use Map and the Official Zoning Map.

Attachments:

- Ordinances 1447-20 and 1448-20
- Staff Report
- Excerpt from draft Planning Board meeting minutes

Analysis: On July 6, 2020, the three properties encompassing 14.51± acres were annexed into the City. The three properties are under the same ownership and form two mobile home parks. The City allows mobile home parks to be established in the Medium Density Residential future land use district and the Multiple Family Dwelling (R-2) zoning district.

The site is currently served by City water, wastewater and sanitation services. Police and fire services are located approximately 3.5 miles from the site. The mobile home park has a density of approximately 5.9 dwelling units per acre. The maximum residential density of mobile home parks in the R-2 district is 12 dwelling units per acre.

On October 13, 2020, at their regular meeting, the Planning Board unanimously voted to recommend that the City Commission approve the plan amendment and rezoning requests.

If approved on first reading, the future land use and zoning amendments will be transmitted to the Department of Economic Opportunity for review. The proposed amendments would be presented for second reading in January of 2021.

Staff Recommendation:

- 1.) Approve Ordinance 1447-20 on first reading.
- 2.) Approve Ordinance 1448-20 on first reading.

**LAKE ALFRED CITY COMMISSION MEETING
NOVEMBER 2, 2020**

5.) Ordinance 1449-20: FY 19/20 Final Budget Adjustment

Issue: The City Commission will consider an ordinance for the fiscal year 2019/2020 final budget adjustment.

Attachments:

- Ordinance 1449-20

Analysis: As a part of the closeout process of the previous fiscal year of 2019/2020 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 and rebalances the total budget and each of the funds.

Staff Recommendation: Approval of Ordinance 1449-20 on first reading.

**LAKE ALFRED CITY COMMISSION MEETING
NOVEMBER 2, 2020**

6.) Resolution 15-20: Urban Service Report

Issue: The City Commission will consider a resolution regarding an annexation Urban Services Report.

Attachment:

- Resolution 15-20
- Urban Services Report

Analysis: On October 21, 2019, the City annexed 1.25± acres of land located at 4904 US Highway 17/92 with Ordinance 1420-19. Three out of the four owners of the parcels abutting 4904 US Highway 17/92 and 200 Government Center Boulevard have also submitted petitions to voluntarily annex into the City. Additionally, the Polk County Board of County Commissioners has also submitted a petition to voluntarily annex the former right-of-way, Fletcher Cutoff Road, that was vacated on October 1st, 2019 with County Resolution 19-105.

Together there are five parcels proposed for annexation, totaling approximately 22.87± acres for possible annexation. The five parcels are owned by five different owners. The owners of three of the five parcels have consented to the annexation by virtue of fully executed Petitions for Voluntary Annexations, which represent 60% of the total parcels. Additionally, the three parcels total approximately 22.32± acres, which represent approximately 97.6% of the approximately 22.87± total acres. The City is still working with the Dollar General regarding the annexation of the formal right-of way- vacated under their ownership. The remaining parcel is a one acre cell tower property located interior to the County Auto Auction property. This parcel must be included in the annexation process in order to prevent the creation of an enclave. The City is able to pursue annexation of the parcels pursuant to Section 171.0413, Florida statutes, provided:

- There are no registered electors residing in any of the parcels proposed for annexation;
- Owners of more than 50 percent of the land area consent to annexation; and,
- Owners of more than 50 percent of the parcels in the area proposed for annexation consent to the annexation.

Section 171.042 of the Florida Statutes requires that the City Commission prepare and file a report with the Board of County Commissioners of Polk County, Florida, setting forth the City's plans to provide urban services to the proposed annexation area. Resolution 15-20 adopts the Urban Services Report for the annexation of the US Highway 17/92|Fletcher Cutoff Road area, dated November 1st, 2020, and authorizes the City Manager to file the Urban Services Report with the Board of County Commissioners of Polk County, Florida. If approved by the City Commission, the annexation ordinance will follow on November 16, 2020.

Recommendation: Staff recommends approval of Resolution 15-20.