

**MINUTES
CITY COMMISSION MEETING
MONDAY, NOVEMBER 3, 2014
7:30 P.M.
CITY HALL**

Call to order – Nancy Z. Daley, Mayor

Invocation: Reverend Mike Jones of the First Baptist Church of Lake Alfred

Pledge of Allegiance: Nancy Z. Daley, Mayor

Roll Call: Those in attendance were Mayor Nancy Z. Daley, Vice Mayor Charles Lake, Commissioner John Duncan, Commissioner Albertus Maultsby, Commissioner Jack Dearmin, City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, and City Clerk Linda Bourgeois.

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

RECOGNITION OF CITIZENS

There were none.

CITY MANAGER ANNOUNCEMENTS

Tomorrow, Tuesday November 4, 2014 is Election Day for the General election; polls will open in City Hall at 7:00 a.m. and close at 7:00 p.m.

The Chamber of Commerce will host the first annual men's forum on Wednesday, November 5, 2014 at the Mackay Gardens and Lakeside Preserve. The guest speaker will be Jon Brown from Jack Brown's Seaplane Base speaking on the subject "Seaplane Flying In Florida". The event will start at 11:30 a.m. and tickets are \$12.00 each.

In addition, on Wednesday, November 5, 2014 at the Mackay Gardens and Lakeside Preserve, the Chamber of Commerce will host their 5th annual women's forum. The event is at 11:30 a.m and the guest speaker will be Jennifer Hall from SEMCO Construction, speaking on the topic of "Serving For Your Own Good". Tickets are \$12.00 each. Please place your reservations through the Lake Alfred Chamber of Commerce.

There will be a Nature Appreciation Tour at the Mackay Gardens and Lakeside Preserve on Sunday, November 9th at 2:00 p.m.; these tours will continue every first Sunday afternoon of each month until May. Please contact the Parks and Recreation Department for additional information.

City offices will be closed on Tuesday, November 11, 2014 in observance of Veteran's Day.

Also that same Tuesday, November 11, 2014 the City of Lake Alfred and the City of Auburndale will host the second co-op Veterans Day celebration at Auburndale City Park beginning at 11:00a.m. honoring all who served.

The employee Thanksgiving Luncheon will be held on Monday, November 24, 2014 at the Highlands Community Center 11:30a.m. – 1:00p.m.

City offices will be closed on Thursday and Friday; November 27th – 28th in observance of the Thanksgiving Holidays.

The Lake Alfred Christmas Parade and Tree Lighting Ceremony will be held on Saturday, December 6th, 2014. The parade will start at 6:30 p.m. beginning at Mackay Boulevard and will end at Gardner Park. Participants in the parade should be at the Mackay Gardens and Lakeside Preserve at 5:30 p.m. for check-in and placement order. For additional information please contact the Parks and Recreation department.

The employee Christmas Party will be held on Friday, December 12, 2014 at 6:00p.m. at the Lions Club. This year all volunteer board members have been invited to show our appreciation for their service to our community.

City Manager Leavengood provided a follow up about a recent citizen request, and the Lake Alfred Little League.

CITY ATTORNEY ANNOUNCEMENTS

Assistant City Attorney Claytor thanked the City Commission, staff, and residents of the City of Lake Alfred. He shared his family recently suffered a loss, and the City went out of their way to make sure his family was in their thoughts and prayers. He said acts like that make the City of Lake Alfred a great place to, not only work, but feel like he is a part of it. Thank you very much to the residents, citizens, and the Commission.

EMPLOYEE RECOGNITION - MIKE DAVIS, PUBLIC WORKS SUPERINTENDENT; 5 YEARS

Mayor Daley said we are here this evening to honor Mike Davis for five (5) years of return (2002-2008) service to the City of Lake Alfred. Mike returned to the City on November 4, 2009 as a service worker within the public works department. He worked hard on obtaining certifications and became the Public Works Superintendent in July of this year. Mike oversees and manages the daily operations of sanitation, streets, landscaping, and stormwater. She continued and said he is a dedicated and hard-working employee. Mike is truly an asset to the City and we hope to have him here for many years. Again we want to thank you for all of your hard work and years of service. Congratulations!

VETERANS DAY 2014 JOINT PROCLAMATION

Mayor Daley read the proclamation into record.

CONSENT AGENDA: APPROVE CITY COMMISSION MEETING MINUTES 10/20/14

Vice Mayor Lake moved to approve the minutes from the October 20, 2014 regular meeting; seconded by **Commissioner Maultsby** and the motion was approved by unanimous voice call vote.

There were no public comments.

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

AGENDA

1.) PUBLIC HEARING: ORDINANCE 1340-14: ELECTION CHARTER ARTICLE IV; CANDIDACY

Mayor Daley stated the next three items are public hearings, and read the ordinances into record.

City Manager Leavengood said following approval on first reading from the City Commission, these proposed ordinances are being presented as a public hearing. The proposed ordinance would amend Article IV of the City Charter to improve our election procedures and better align them with State Law.

Consistent with the previous discussion, the proposed ordinance improves the provisions in the following areas:

- 1.) 1340-14: Proposes a procedural cleanup for candidate acceptance requirements for City Commission.
- 2.) 1341-14: Proposes to amend the "write-in" candidate procedures to be consistent with the state law.
- 3.) 1342-14: Proposes to amend the "tie" votes election process to be decided by a drawing of lots rather than a having a "second election."

He concluded and said the ultimate approval of the proposed changes will be contingent upon a successful referendum in the April 2015 election.

Mayor Daley opened the public hearing.

There were none.

Mayor Daley closed the public hearing.

Without any comments, **Commissioner Dearmin** moved to approve Ordinance 1340-14 on second and final reading; seconded by **Commissioner Duncan and Commissioner Maultsby** and the motion was approved by unanimous voice call vote.

There were no public comments.

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

2.) PUBLIC HEARING: ORDINANCE 1341-14: ELECTION CHARTER ARTICLE VI; WRITE-IN

Mayor Daley opened the public hearing.

There were none.

Mayor Daley closed the public hearing.

Without any comments, **Commissioner Maultsby** moved to approve Ordinance 1341-14 on second and final reading; seconded by **Commissioner Duncan** and the motion was approved by unanimous voice call vote.

There were no public comments.

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

3.) PUBLIC HEARING: ORDINANCE 1342-14: ELECTION CHARTER ARTICLE VI; TIE VOTES

Mayor Daley opened the public hearing.

Judy Schelfo of 640 Lakeview requested clarification on the drawing of lots.

A discussion ensued about Florida State law allowing for the drawing of lots, and how it saves the expense of a second election. In addition, the procedure would be at the pleasure of the City Commission with approval from the City Attorney.

Assistant City Attorney Claytor said the drawing of lots would be under the direction of the election authorities.

Rodney Thompson 640 N. Pennsylvania Avenue asked if the City ever had a tie.

City Clerk Bourgeois said that according to the minutes for December in 1915, there was a four way tie. In addition, since she has been a clerk, the City of Eagle Lake had to deal with a tie.

Mayor Daley closed the public hearing.

Vice Mayor Lake moved to approve Ordinance 1342-14 on second and final reading; seconded by **Commissioner Duncan** and the motion was approved by unanimous voice call vote.

There were no public comments.

MAYOR DALEY	AYE
VICE MAYOR LAKE	AYE

COMMISSIONER DEARMIN AYE
COMMISSIONER DUNCAN AYE
COMMISSIONER MAULTSBY AYE

4.) ORDINANCE 1343-14 FINAL BUDGET AMENDMENT 2013/2014

Mayor Daley read the Ordinance 1343-14 into record.

City Manager Leavengood said as a part of the closeout process the previous fiscal year of 2013/2014 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. He presented an overview of the adjustments and said staff's recommendation is for approval of 1343-14.

Without any comments, **Commissioner Dearmin** moved to approve Ordinance 1342-14 on first reading; seconded by **Vice Mayor Lake** and the motion was approved by unanimous voice call vote.

There were no public comments.

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

5.) ORDINANCE 1344-14: SCHOOL ZONING

Mayor Daley read the Ordinance 1344-14 into record.

City Manager Leavengood said the City of Lake Alfred has received a request to assign a Public Building & Grounds (PB) zoning classification to 44.47 acres located east of CR 557 and between Evenhouse Road & Creek Road. Additionally, 11 acres at the center of the site are proposed to be zoned as Conservation (CN).

He continued and said the total 55.47 acre tract of land has a designated future land use of Medium Density Residential (MDR) but does not currently have an assigned zoning classification. For perspective: An R-2 zoning classification would be permitted under the MDR future land use and would allow 12 units per acre or 536 residential units on 44.47 acres.

In addition, the proposed zoning assignment of Public Building/Grounds (PB) is consistent with the future land use designation and surrounding area. Wetland mitigation, stormwater, transportation impacts, permitting and other site specific considerations would be addressed during the site development review process. The Lake Alfred Planning Board would have to approve any proposed site development on the property.

He concluded by saying the proposed zoning assignment request received a recommendation of approval from the Planning Board, and staff has no objections to the approval of ordinance 1344-14.

Steve Lockhart introduced his associate Mardy Castro and Carol Faulks the Executive Director of Discovery Academy. He said Lockhart and Associates were representing A.J. Holdings in regards to the potential high school property. He concluded and said they were here this evening to answer any questions the Commission may have for them.

Commissioner Maultsby asked if the 44 acres would be large enough to accommodate this school in twenty-five years? Would you share facilities with the existing school if there were a stadium?

Carol Faulks said the property is adequate for the needs. The student projection is approximately 600, and in the future there may be a need for growth. There are other areas around if expansion is needed. She said there would be a sharing of staff and facilities as appropriate.

A discussion occurred about the engineers and drainage going east around Lake Haines to prevent flooding the neighbors; concerns about bus traffic; and that there are no bells ringing at the school during the changing of classes.

Vice Mayor Lake asked about the Charter school appeal process and when the high school is anticipated to break-ground.

Carol Faulks said if the governing board decides to appeal, they will still remain on the planned schedule. She continued and said the school board has not approved any Charter schools for the past two years.

Mike Jones of 155 S. Glenn Avenue spoke in favor of the zoning change for the high school, and said it would be beneficial to our community. He concluded by saying this community needs quality schools and he is in favor of the zoning change.

Commissioner Maultsby moved to approve Ordinance 1344-14 on first reading; seconded by **Vice Mayor Lake, Commissioner Duncan, and Commissioner Dearmin** and the motion was approved by unanimous voice call vote.

There were no public comments.

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

6.) ORDINANCE 1345-14: CAPITAL IMPROVEMENT PLAN

Mayor Daley read the Ordinance 1345-14 into record.

City Manager Leavengood said as part of an annual update, the City must review the Capital Improvement Element and the 5-year Schedule of Capital Improvements. This process is mandated by Florida Statutes Section 163.3177. The Schedule is updated every year and transmitted to the Department of Economic Opportunity for review by December of every year. The Schedule includes the capital improvements scheduled for construction within the community during the next five years necessary to meet previous adopted Levels of Service in

the 2030 Lake Alfred Comprehensive Plan. Capital improvements are generally nonrecurring larger scale projects or purchases.

He continued and said the proposed amendment is based on the adopted Capital Improvement Plan as part of the Lake Alfred 2014/2015 Budget. It does not include those capital items within Administration, Police, Fire and any other departments that are not used to meet previously adopted Levels of Service in the Comprehensive Plan. He concluded by saying staff recommends approval of Ordinance 1345-14 on first reading.

Mayor Daley asked about the document.

City Manager Leavengood said this is the same document which was approved within the budget; the only difference is that this one is smaller because it only includes the elements in the Comprehensive Plan that were identified.

Vice Mayor Lake moved to approve Ordinance 1345-14 Capital Improvement Plan, on first reading; seconded by **Commissioner Dearmin and Commissioner Duncan** and the motion was approved by unanimous voice call vote.

There were no public comments.

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

7.) RESOLUTION 16-14: TRAIL NAME

Mayor Daley read the Resolution 16-14 into record.

City Manager Leavengood said On October 20, 2014 the City Commission gave consensus to select the "Lake Alfred Memorial Trail" as the name of the City portion of the Chain of Lakes Trail. The proposed resolution formalizes the selection of the name.

An overview of the trail naming process was shared, and the intention of the City to place markers along the trail was discussed.

There were no public comments.

Commissioner Duncan moved to approve Resolution 16-14;

Commissioner Maultsby asked if at some time the City would have a dedication of the trail or a ribbon cutting?

Mayor Daley said she said during the Centennial Celebration we may unveil the plaques, maybe one at every meeting, or once a month, or just do them all at one time. We can decide this at our next committee meeting.

City Manager Leavengood said city staff will work with the Historical Society to construct a list of names of who they feel would be appropriate for consideration.

With a motion on the floor, **Commissioner Maultsby** and the motion was approved by unanimous voice call vote.

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

8.) PURCHASE: VARIABLE FREQUENCY DRIVE UPGRADES

City Manager Leavengood said the variable frequency drives will allow for the continuation of water flow throughout the City of Lake Alfred in event that water tower is under repair. It will also help reduce wear and tear on the high service pumps allowing for a longer life span. These devices essentially regulate the power output of the high service pumps. Bid submissions were:

Central Electric	\$30,350
Barney's Pumps	\$40,000
Siemens	\$58,000

He concluded by saying \$39,000 was set aside in FY 13/14 for the VFDs and refurbishment of a high service pump, and staff recommendation is for awarding the bid to Central Electric in the amount of \$30,350.

Commissioner Duncan asked if we did not do this service on the pumps.

City Manager Leavengood stated these are in the CIP and we have them in there every couple of years in order to catch and then it is just a judgment call from the Utilities Department.

John Deaton Public Works Director said the City has three high service pumps and currently they are working but they are old and that is why they are in the CIP to update and refurbish them. He provided a summary of what the variable frequency drives function is in conjunction with the water tower, and the difference between the brands and controls which were quoted.

A discussion ensued about the potential of causing stress on the system by switching out new parts, heat loads, power loads, and efficiency.

City Manager Leavengood explained the price differences in the quote, and said Payne was already out here doing another City job.

It was clarified it would be paid for out of the Enterprise Fund.

Vice Mayor Lake moved to approve the purchase of the VFD pumps from Central Electric in the amount of \$30,350.97; seconded by **Commissioner Dearmin** and the motion was approved by unanimous voice call vote.

There were no public comments.

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

9.) CENTENNIAL LOGO SELECTION

City Manager Leavengood said following the Centennial Workshop, city staff had begun research and planning on the different elements discussed and presented for the City's upcoming Centennial Celebration. One of the key elements discussed was the opportunity to design and select a Centennial Logo. He continued and said City staff reached out to a multimedia design company that assisted the City of Homestead in designing their Centennial Logo. These concepts were generated based upon the City's seal as well as other design concepts that were submitted to the company. He added another consideration the mayor requested, which was a hybrid of logo option one and three combined. He concluded by saying staff's recommendation is at the pleasure of the City Commission.

Vice Mayor Lake shared a concern about the logo being very artistic, and asked how it would translate into an embroidered emblem.

City Manager Leavengood stated we may need to generate a generic emblem that is not too heavy on the detail.

Commissioner Dearmin said he liked the Mayors idea and **Commissioner Duncan** said he liked the orange branches as well.

A consensus was given to use the combination suggested by the Mayor with larger oranges and tree branches.

RECOGNITION OF CITIZENS

Judy Schelfo of 640 East Lakeview requested an update on the wayfinding signage program.

City Manager Leavengood said the plan had been submitted for permitting after City Commission approval, and we have not heard back from them yet. At this time we are drawing up the scope of services for the signs to be built. This will be a sealed bid process, with the bid opening in December, and the bid award in January.

COMMISSIONER QUESTIONS AND COMMENTS

Vice Mayor Lake asked if the City could get dirt for the ball fields from the construction site. He shared he attended the Central Florida Water Management Workshop Meeting and said they were trying to find ways to improve water quality and water supply. He commented that the City Hall oak tree had been removed and said it looked like the City had doubled the size of the road. He said, behind the fruit stand on 17/92 towards Haines City, there is 1904 home which was hidden in the woods. He shared he understood it was a doctor's office and there was somebody named "Uncle Buddy" who used to go there to the doctor to get his medicine. He said Lake Alfred has a hidden jewel, and here we are going into our anniversary year. He suggested having the home listed as a historical home. He concluded by saying the Florida Department of Transportation had finally placed a sign to deter wrong way drivers from turning onto Lake Shore Way.

Commissioner Maultsby asked when did FDOT put the lighted sign up? (Thursday) He shared he had someone coming towards him just last week and then witnessed an accident two blocks away just two weeks before that. He thanked his fellow Commissioners and staff for doing a great job. He concluded by thanking the citizens of Lake Alfred.

Mayor Daley shared about the art work on the wall and said we have some local celebrities here tonight like Margaret Wheaton, Heather Duncan, and John Dame, Sr. She explained we get to keep the art work for an entire year, and said there was a great article in the newspaper about it too. She went on to say last week they attended the Board of County Commissioners work session on CRA. The City Manager did a really nice presentation and she thanked him for his hard work. She went on to say the County Commissioners seemed receptive, they did not ask a lot of questions, but that could be a good thing.

City Manager Leavengood said he believes November 18, 2014 will be when they will consider the CRA plan for approval.

Commissioner Dearmin apologized for missing the last City Commission meeting. He commended his fellow Commissioners on the dedication and hard work that they all put in for the City. He concluded by thanking City staff and said he is proud to be a citizen of Lake Alfred.

Commissioner Duncan echoed the Mayor's statement about the CRA work session. He said to the City Manager that he did a fantastic job. He said the Veterans Park Enhancement Project looks fantastic and said it was fun throwing some grass around. He thanked the Lions Club, Judy and Ron Schelfo for getting the grant and the local restaurants for the food. He thanked the City Manager, Police Chief, and Fire Chief for sitting in the dunk tank chair. He continued and said the art reception was impressive, and the Central Florida Agriculture News came out and took photos of the artwork. He shared the 100th anniversary of the First Presbyterian Church will be held on November 15th 3:00 p.m. and invited everyone to attend.

Mayor Daley shared about the upcoming nature tours, and thanked the audience for their attendance.

Meeting adjourned at 8:53 p.m.

Respectfully Submitted,



Linda Bourgeois, M.M.C.
City Clerk