

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY DECEMBER 04, 2017
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Joyce Schmidt

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 City Attorney Seth Claytor, City Clerk Amée Bailey-Speck, Fire Chief Chris Costine, Parks and Recreation Richard Weed, Police Chief Art Bodenheimer, and Public Works Director John Deaton.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated the Florida Department of Transportation (FDOT) is hosting a public meeting tomorrow, December 5th from 5-7 pm to discuss the Old Dixie Trail (ODT). The meeting will be held at the Lion's Club in an open house format with no formal presentation. The Old Dixie Trail PD&E Study is intended to provide regional connectivity that will offer recreational and economic development benefits. The study will determine the location and conceptual design of the Old Dixie Trail (approximately 12 miles) connecting the trail heads of the Auburndale-TECO Trail, Lake Alfred Trail, Chain of Lakes Trail and the Haines City Trail, as well as other planned future trails.

CSX will be performing repairs to the railroad tracks at CR 557 next week. Detours will direct traffic to Experiment Station Road and Evenhouse Road. The City will work with the County and CSX to notify local residences and communities of the detour.

The Lake Alfred Christmas Parade will be held on December 9th beginning at 6:30 pm. The Parade route will start at Central Park and it will head west on Cummings to 17/92 and end at Gardner Park.

Mackay Gardens and Lakeside Preserve will present Celebrating Preservation Sunday, December 10th at 2:00 pm and a Landscaping Workshop on Thursday December 14th at 10 am Contact the Parks and Recreation Department for more details or to sign-up.

The Bluegrass and BBQ Bash-will be held on January 13th, 2018 at Lions Park, from 11:00 am till 9:00 pm.

City Hall renovations will continue during the break with the windows and staff offices.

The bid packages are out for the Police Department Renovations. The bid opening will be held on December 20th at 2:00 pm.

The Ridge Art League reception and awards for the new art in the chambers was held and the new art is now displayed on the chamber walls.

CITY ATTORNEY ANNOUNCEMENTS

No Comments.

RECOGNITION OF CITIZENS:

Mayor Lake recognized Tracy Mercer.

CONSENT AGENDA

Commissioner Dearmin moved to approve the Consent Agenda, seconded by **Commissioner Duncan**. 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

1. RESOLUTION 17-17: COMMUNITY RATING SYSTEM PERFORMANCE MEASURES

Assistant City Attorney Claytor read the Resolution title.

City Manager Leavengood stated the Community Rating System (CRS) is a voluntary program that recognizes and encourages community floodplain management activities that exceed the minimum National Flood Insurance Program (NFIP) standards. These activities fall into four categories: Public Information, Mapping & Regulations, Flood Damage Reduction, and Warning & Response. The CRS is a point based system, with each 500 points earned resulting in a 5% reduction in annual flood insurance premiums for the community's residents and property owners. The goals of the CRS program are to (1) reduce flood damage to insurable property, (2) strengthen and support the insurance aspects of the NFIP, and (3) encourage a comprehensive approach to floodplain management.

In order to join the CRS program a community must first adopt the seven performance measures which helps ensure that key regulatory standards of the National Flood Insurance Program (NFIP) are implemented as a condition for joining CRS. Secondly, the community must submit a letter of interest to join the program. The community will then be evaluated to determine eligibility. If the community is deemed eligible then they have 6-months to prepare the official application (with assistance from the Florida Division of Emergency Management). The goal is to be approved in the October 2018 cycle. He asked Community Development Director Bailey for more information.

Community Development Director Bailey stated based on the City's existing policies and zoning with the vast majority of the City's floodplain located in conservation areas the City is prepared to join the Community Rating System (CRS). The state auditors commented that it's not common to have so much of the floodplain in a conservation districts. CRS communities are rated on a scale of 1-10 and upon the initial state review they think the City will receive a significant reduction in cost of insurance policies. There are approximately seventy five flood

insurance policies in the City with citizens paying an average of \$500 per year. The City will need to add a page on the web site but very few changes will be needed in the Land Development Code. The state has a grant program to assisting smaller communities with their initial CRS applications. The process takes approximately 6 months.

Staff recommended approval of Resolution 17-17 and for the Mayor to sign the Letter of Interest.

Mayor Lake opened the public hearing. There were no comments.

Mayor Lake closed the public hearing.

Commissioner Dearmin thanked **Community Development Director Bailey** for keeping an eye out and taking care of the citizens.

Mayor Lake asked about the areas in the City that are flood prone.

Community Development Director Bailey responded that approximately thirty five to forty percent of the City is located in a high risk flood zone. If you look at the land use and zoning map a lot of that is in the conservation. There are a few older communities that are in the flood plain. We also have policies in areas that are considered low risk zone.

Commissioner Dearmin moved to approve Resolution 17-17 and for the Mayor to sign the Letter of Interest; seconded by **Commissioner Maultsby**. 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

2. DOCK REPLACEMENT BIDS

City Manager Leavengood stated as a part of the Capital Improvements Program (CIP) the city has budgeted funding each year for dock replacement throughout the City. The existing docks are at the end of their service life and are being replaced with aluminum frame and pilings with composite planks that will resist wear and have much longer life spans than traditional wooden docks. The Lions Park Boat Ramp and Lake Echo docks have already been replaced in this manner.

The current budget includes \$70,000 for dock replacement with the planned replacements being for Lake Haines and Lake Rochelle boat ramp docks. The proposed replacement bid is for the Lake Haines dock which experienced some damage following the hurricane it was closed for use but the Canal Commission came in and did a minor repair so the dock is now in operation, but it still needs to be replaced. The City received the following bids for the project situation

- John Carver: \$29,500
- Watts Construction: No bid

- Golden Manufacturing: No bid
- EMC Docks: No bid
- Curtis T. Campbell Marine Construction: No response

John Carver received the bid for the Lake Echo docks and the City was more than satisfied with the work that was performed.

The Lake Rochelle Dock that was budgeted will be completed later in the year. Staff is attempting to work out a labor/materials split with the Canal Commission to see if there is an opportunity for cost savings (similar to the Lions Dock project). Alternatively, we may piggyback off of this bid if the price is honored for John Carver to perform the work.

Staff recommended approval of Lake Haines Dock replacement bid from John Carver for \$29,500

Mayor Lake opened the public hearing. There were no comments.

Mayor Lake closed the public hearing.

Vice Mayor Daley stated that the Lakes Region Lakes Management collects money for the maintenance of the docks and should be paying half of the cost for the repairs. She stated the longer life of the dock could be impacted by future changes in the water height.

Commissioner Duncan stated he was glad the City has the money for the docks.

City Manager Leavengood stated the Lakes Management works with the City. Even in this case they included funding for demolition and removal they are receptive to pulling the dock out. The City will most likely get a deducted change order and for a savings of \$500 to \$1,000 based on the cost of the work. The City will always look for partnership opportunities. In addition, the City is installing higher quality docks which the Lakes Management District is evaluating. The Lions Park ramp is adjustable but not all the docks will have the same functionality.

Parks and Recreation Director Weed stated this dock will not be adjustable. Public Works Director John Deaton researched the 100 year high water level for Lake Echo and Lake Haines and the dock height was based on his research. Lake Alfred experiences more fluctuation than other lakes.

Commissioner Dearmin moved to approve Lake Haines Dock replacement bid from John Carver for \$29,500; seconded by **Commissioner Duncan**. 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

City Manager Leavengood stated the Parks and Recreation Master Plan Focus Group meetings will start on December 12, 2017 with the focus groups in December and the public

meetings will be held in January. Then the Commissioners will be presented with the outcome in February for budget preparations in March.

Vice Mayor Daley asked if the commissioners will be involved in a focus group or public meeting in February. She stated she would like to meet with the consultants together or individually. She also asked how many focus groups will there be and who will make up the groups.

Parks and Recreation Director Weed stated the consultants wanted to wait on meeting with Commissioners and Board Members until they had compiled the information from the public meetings. They will present first to the Parks and Rec board then bring it to the Commission. He went on to say the consultants wanted to break the development into focus groups and let everyone interested have a chance to input their ideas in smaller setting. There will be three different groups, staff, and two for outside stake holders. The consultants will then present the ideas to the Commission. Groups included homeowner associations, the sports community and anyone with an interest in the parks. There will be a few participants from outside the City like the Winter Haven Bike Club because they ride the trails though out Lake Alfred.

Community Development Director Bailey stated that the focus groups would need to be advertised public meetings if attended by the City Commission or Board members. The consultants wanted to meet with the different types of park users first, the meeting with the Commissioners would be held as a public meeting. There will still be a public work shop in January. The consultants will have some basic ideas based on the earlier meetings.

Mayor Lake stated he was going to be in a focus group representing a Homeowners Association.

Commissioner Duncan asked about noticing the meetings. He also asked if the City will be holding workshops and what two groups make up the focus groups. He went on to ask if interested residents could contact the Parks and Rec department about attending the meetings.

City Manager Leavengood stated the Commissioner could have a standalone meeting or a workshop at a Commission meeting. The benefit of splitting into focus groups over several months, the City will have the initial feedback from the focus groups; staff will then have a better idea of the existing gaps and if a workshop is needed. If staff identifies an opportunity or a need to improve the process we can always add more workshops or more interaction with the Commissioners. We can evaluate as we go. The goal is to have as much feedback as possible. The City Manager stated he has received information from the consultants, they are trying to be economical and efficient as possible, but he is more concerned about the quality of the end product. If additional focus groups are called the City will make sure that happens.

RECOGNITION OF CITIZENS

Police Chief Bodenheimer stated FDOT has changed their process for road closures. He described the proposed parade and traffic routes. The route starts at Central Park, comes down Cummings St to State Road 600 continue on to turn on N. Rochelle. The traffic pattern on 17/92 will continue as usual in the west bound direction, however east bound will be rerouted from Hoffman St to Glencruiten St. then back out to SR 600, traffic off of CR 557 will turn left and come back to CR 557 then anyone coming onto CR 557 toward Haines City will make a loop to Thelma St to Glencruiten St. and back out to SR 600.

Vice Mayor Daley asked if the CSX closure would impact the parade.

Police Chief Bodenheimer stated the parade would occur prior to the CSX railroad closure. He asked for a motion for the parade and traffic route.

Commissioner Duncan moved to approve the parade and traffic route as described; seconded by **Vice Mayor Daley**. 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

Mayor Lake opened the public hearing.

Mayor Lake closed the public hearing.

Loretta Vittorio 260 Oak Ln. stated she was excited about the CRS program. Homeowners on floodplains try to decide if they can afford flood insurance. She also discussed the Christmas for Kids program which is in its 17th year. They are supporting 100 kids in 35 families from several Lake Alfred schools. This year they also added a readers and writers program. The party is Dec. 16 at the Highland Center.

Margaret Wheaton, 330 Carolina Ave. South asked if there would be only one representative per interest group.

Parks and Recreation Director Weed responded by saying in an effort to keep the groups to ten people, there would be only one per interest group.

City Manager Leavengood stated he would work with the department head on focus group representation this week. It will probably evolve into multiple focus groups over different dates.

COMMISSIONER QUESTIONS AND COMMENTS

Vice Mayor Daley stated she enjoyed the Ridge Art reception. Mackay held the first Forest Magic session which went well. There will be a second one in about a month. She wished everyone a Merry Christmas.

Commissioner Duncan stated the City will participate in a drone pilot program on the regulation of where they can travel. The City is one of 250 cities participating in the program. He received quotes for possible downtown art. He wished everyone Merry Christmas and Happy New Year.

City Manager Leavengood stated there is an opportunity for a branding effort, utilizing several programs such as the Parks and Recreation Master Plan, CRA, and trails projects. This is also an opportunity to involve local artist.

Commissioner Dearmin wished everyone a Merry Christmas and a Happy New Year. He is glad of the accomplishments this year for the City and Staff.

Commissioner Maulsby stated he would like to see a historical marker for Fruitland Park and the historic structures built by Gardner.

Mayor Lake stated that this would be a project for the Historical Society. They were already compiling information on the area.

Vice Mayor Daley stated the City also was interested in a historical tourism program.

City Manager Leavengood stated the Historical Society has expressed an interest in a local historic recognition program.

Mayor Lake read a letter of Thanks to the citizens, staff, attorney, and City Commission.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:27 pm.

Respectfully Submitted,

Ameé Bailey
City Clerk