

**MINUTES  
CITY OF LAKE ALFRED  
CITY COMMISSION MEETING  
MONDAY, DECEMBER 7, 2015  
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, City Manager Ryan Leavengood, City Attorney Seth Claytor, and City Clerk Ameen Bailey-Speck.

**Vice Mayor Daley** moved to excuse Commissioner Albertus Maultsby from the meeting this evening; seconded by **Commissioner Duncan** and the motion was approved by unanimous voice call vote.

<b>MAYOR LAKE</b>	<b>AYE</b>
<b>VICE MAYOR DALEY</b>	<b>AYE</b>
<b>COMMISSIONER DEARMIN</b>	<b>AYE</b>
<b>COMMISSIONER DUNCAN</b>	<b>AYE</b>

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 will be closed on December 24<sup>th</sup> and 25<sup>th</sup>. The Public Library will be closed December 24<sup>th</sup> - 27<sup>th</sup> in observance of Christmas and on January 1<sup>st</sup>, 2016 for New Year's Day. Changes to the Solid Waste schedule were distributed and posted on the City website.

The Mobile Career Source will visit on Tuesday Dec. 8<sup>th</sup> from 9 am until 3 pm to provide employment and training-related services. Then the SPCA Wellness Wagon will visit on Saturday Dec. 12<sup>th</sup> from 8 till 10:30 am, offering vaccines and testing for every pet.

The Florida Licensing on Wheels staff will be at your Lake Alfred Public Library on Friday, Jan. 8<sup>th</sup> from 10 am until 2 pm to provide a convenient method to renew, obtain or change driver license or an identification card.

The Lake Alfred Bluegrass & BBQ Bash Saturday, January 9<sup>th</sup>, 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 Lake Alfred Parks and Recreation Department.

The Christmas Parade and events at Gardner Park was a great success. Photos from the events have been placed on the City website and Facebook page. He thanked staff for the team effort and the investment by the City Commission. Citizens have commented that this was the best event in years.

**City Manager Leavengood** introduced Mark Cavitt the new Ledger Reporter covering the City of Lake Alfred.

### **CITY ATTORNEY ANNOUNCEMENTS**

No announcements.

### **RECOGNITION OF CITIZENS**

**Joe Hults**, 824 James Way, received FEMA map amendment for The Lakes and thanked staff for their work on this project.

### **PROCLAMATION – AGRICULTURAL AND LABOR PROGRAM, INC. (ALPI)**

**Mayor Lake** read the proclamation in its entirety. The proclamation was received by Al Miller who stated the program started for agricultural workers, but has expanded to low income families and the elder. He thanked the City for their partnership in the work assistance program.

### **EMPLOYEE OF THE QUARTER – BRIAN BEASLEY**

**Mayor Lake** stated Capt. Brian Beasley has worked for the City for over 16 years. For several years, he has worked with Lake Alfred Elementary and Karen Siegel Academy on fire education programs at the schools and to coordinate station visits for students. While this may not sound like a lot- it has a tremendous impact that may never be able to be measured.

He has also taken on the responsibility of making sure the station is always stocked with enough supplies, such as the red fire helmets, coloring books, stickers, etc. He fields the seemingly endless calls from vendors and handles them with professionalism.

Public education in the schools seems to be a niche for Brian that he is very good at it, and we are proud to have him at Lake Alfred Fire Department. Receiving certificate, pin, gift certificate from citizen donation, and a day off with pay. Capt. Beasley has the opportunity to be selected for the employee of the year which will be announced at the upcoming employee Christmas Party. Congratulations for a job well done.

### **CENTENNIAL AWARD PRESENTATIONS**

**City Manager Leavengood** stated that is a rare opportunity for a community to experience a centennial year. The planning started in 2014 and involved staff, citizens, businesses and organizations. It was an adventure to learn about the City's history and planning events throughout the year including the time capsule ceremony, to Good Ole days with fireworks. He recognized the City Commission, businesses and distinguished citizens for their involvement in the Centennial events throughout the year. He stated that it talks everyone's involvement to make the City shine. Plaques were presented to Mayor Charles Lake, Vice Mayor Nancy Z. Daley, Commissioner Jack Dearmin, Commissioner John Duncan, Commissioner Albertus

Maultsby, City Attorney, Seth Claytor, Assistant City Attorney, The Lake Alfred Chamber of Commerce, Historical Society, Friends of the Library, Lions Club, First Baptist Church, CenterState Bank, Judy Schelfo, Betty Shinn, Pastor Mike Jones and City Manager Ryan Leavengood.

**City Manager Leavengood** also recognized the staff, stating staff already wears many hats and adding the centennial was a challenge. The City staff rose to the occasion stepping out of their comfort zones and produced some great events.

**CONSENT AGENDA:**

**Commissioner Dearmin** moved to approve the consent agenda; seconded by **Commissioner Duncan** and the motion was approved by unanimous voice call vote.

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**AGENDA**

**1.) RESOLUTION 12-15: LOCAL MITIGATION STRATEGY**

**City Attorney Seth Claytor** read the resolution title.

**City Manager Leavengood** stated that the Polk County Local Mitigation Strategy (LMS) is a multijurisdictional plan that identifies the hazards threatening Polk County and provides an assessment of the relative level of risk the hazards pose. The LMS is developed to provide residents and businesses with information about the risks they could possibly face while in Polk County, such as floods, wildfires, tornadoes, thunderstorms, and hurricanes. The guide also outlines short and long-term mitigation goals and objectives and includes a number of proposed projects to minimize vulnerability to these hazards. The purpose of the LMS is to reduce or eliminate long-term risk to human life and property from disasters. Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) as enacted under the Disaster Mitigation Act of 2000 requires the adoption of LMS plans in order for jurisdictions to be eligible for federal hazard mitigation grants.

The Local Mitigation Strategy plan was originally adopted by the Polk County Board of County Commissioners on August 4, 2010 and was subsequently approved by the Lake Alfred City Commission on September 8, 2010. The Federal Emergency Management Agency (FEMA) requires each local jurisdiction and the School Board to have either its own local mitigation plan or actively participate in the development and maintenance of multi-jurisdictional plans. The Polk County LMS is a Federal Emergency Management Agency (FEMA) approved plan that is compliant with federal regulations. The adoption of a FEMA approved hazard mitigation plan allows all participating jurisdictions to be eligible to apply for hazard mitigation project grants. To remain compliant with federal regulations, a review and update to the LMS must occur every five years. The update ensures that the plan remains current in its discussion of local risks and risk reduction strategies.

The proposed resolution approves the updated mitigation plan. The Polk County Board of County Commissioners approved the updated plan by resolution at their August 18, 2015 meeting. Paul Wombel heads the Task Force for Polk County. Police Chief Bodenheimer and Fire Chief Chris Costine are members of the Task Force.

Staff recommended approval of Resolution 12-15.

**Commissioner Dearmin** moved to approve Resolution 12-15; seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen statements.

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## **2.) BOARD APPOINTMENTS**

**City Manager Leavengood** stated that the City maintains various boards that are both essential to and benefit the City including: Planning, Adjustments, and Parks & Recreation. All Board members serve for three (3) year terms and the following boards have opening or members up for renewal:

### **Planning Board**

- Joseph Hults, renewal, regular member term to expire 2018
- Matt Noone, promotion to regular member, term to expire 2018
- Ireneo Ferrer Jr, new alternate member, term to expire 2017 \*

### **Board of Adjustments**

- Ike Fountain – renewal, regular member, term to expire 2018
- Wanda Daley – promotion to regular member, term to expire 2017
- Rick Roach – transfer from Planning Board, regular member, term to expire 2018
- Irving Spokony – transfer from Planning Board, alternate member, term to expire 2016

### **Parks and Recreation Board**

- Tom Bryan – renewal, regular member, term to expire 2018
- David Fawcett – renewal, regular member, term to expire 2018
- Becky Roach – renewal, regular member, term to expire 2018
- Yvonne Thornton – renewal, regular member, term to expire 2018

Staff recommended approval of the proposed board appointments and renewals.

The **City Commission** discussed the residency of Mr. Ferrer and if it was a requirement of the City Charter.

**Joe Hults** 824 James Way, stated Mr. Ferrer purchased a property in The Lakes in 2006. He has not met him nor could he confirm where he lives. He did check on his voting status and stated Mr. Ferrer is not registered to vote in Lake Alfred.

**Staff** responded that Mr. Ferrer's application was received and his residence is in Lake Alfred. He has a business and mailing address in South Florida. Staff will clarify his residence status.

**Vice Mayor Daley** moved to approve the Planning Board appointments Joseph Hults, Matt Noone, and Ireneo Ferrer Jr. with the contingency that Mr. Ferrer's residency status is compliant with the Charter, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote.

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**Commissioner Dearmin** moved to approve the Board of Adjustment appointments Ike Fountain, Wanda Daley, Rick Roach, Irving Spokony, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

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**Commissioner Duncan** moved to approve the Parks and Recreation Board appointments Tom Bryan, David Fawcett, Becky Roach, Yvonne Thornton, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote.

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### **3.) PURCHASE: POLICE DEPARTMENT VEHICLE**

**City Manager Leavengood** stated the current fiscal year 2015/2016 budget, the City has budgeted \$30,000 for the purchase of a police cruiser. City staff has solicited and received bids from the following companies for the purchase of a 2015 Ford Interceptor with associated emergency equipment.

- Bartow Ford: \$ 30,796.00
- Don Reid Ford: \$ 33,471.46
- Duval Ford: No Bid

In previous years the City has replaced one of our older vehicles with the new purchase. In looking at the current status of our fleet staff is not recommending replacement at this time. One of the police department's is to implement a "take home" vehicle policy which will require additional vehicles. Annual funding of this vehicle purchase will allow us to eventually reach that

goal in a cost effective manner while still replacing high mileage vehicles (100,000+) that are outdated and costly to maintain.

Staff recommended approval the purchase of a police interceptor from Bartow Ford in the amount of \$30,796.

The **City Commission** asked about the oldest vehicle, the take home policy, and vehicle equipment.

**Staff** responded that the oldest vehicle was a 2001, but that it is not the highest mileage vehicle. The City then has vehicles from 2006 to 2014, approximately one each year. The City currently maintains ten police cruisers and replaces one car at a time rather than in bulk. These purchases allows for more officers to have a take home vehicle which aids in recruitment and retention. Currently only the Police Chief, Lieutenant and K-9 Officer have take home vehicles. The bid includes all the required safety equipment. The bid is for a 2015 vehicle because it would take twelve weeks to get a 2016.

**Vice Mayor Daley** moved to approve the purchase of a police interceptor from Bartow Ford in the amount of \$30,796., seconded by **Commissioner Duncan**. There were no citizen statements. The motion was approved by unanimous voice call vote.

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#### **4.) PURCHASE: PUBLIC WORKS EQUIPMENT & VEHICLES**

**City Manager Leavengood** stated the current fiscal year 2015/2016 budget, the City has budgeted \$90,000 for the replacement of a backhoe and \$25,000 for the replacement of a service vehicle. City staff has solicited and received the following bids for the replacement purchases:

Backhoe:

- Trekker: \$50,907
- Nortrax: \$49,193
- Ring Power: \$73,288

The Trekker and Nortrax bids contain a trade in credit for our current backhoe of \$21,000. Public works staff is requesting the “Case” backhoe from Trekker over the low bid “John Deer” backhoe from Nortrax which is a cost difference of approximately \$1,500 (heavier duty machine and consistent with our current backhoe). The total cost of the purchase is \$40,000 less than the budgeted amount of \$90,000. In part, due to the trade –in value.

Replacement Service Vehicle(s) (Ford F250):

- Bartow Ford: \$24,594
- Weikert Ford: \$26,822
- Lakeland Auto Mall: No bid

The budgeted replacement service vehicle is for a 1999 service truck that is currently not in operation due to engine failure. As a result of the significant cost savings from the backhoe purchase public works' staff is requesting the purchase of an additional service vehicle to replace a 1996 Ford 350 Van that is reaching the end of its service life. Total trade in value for the vehicles to be replaced is estimated at \$500-\$1,000 each.

The purchase of the backhoe and (2) vehicles will have a net cost of approximately \$100,000 but will still result in a net cost savings of \$15,000 in this year's budget.

Staff recommended approval the purchase of a backhoe from Trekker in the amount of \$50,907 and (2) replacement service vehicles from Bartow Ford for \$24,594 each.

The **City Commission** discussed the use of the van.

Ron Schelfo, asked which fund would purchase the backhoe.

**Staff** responded that the van is the older white van used for work release. The blue van will become the back-up. The funds will be from the Public Works budget. The mini-excavator and jetter were taken out of Utilities last year. Funding and resources are split between the two departments and purchases are rotated between them. The budget impact is \$45,000 because the other half was allocated in last year's budget.

**Commissioner Dearmin** moved to approve the purchase of a backhoe from Trekker in the amount of \$50,907 and (2) replacement service vehicles from Bartow Ford for \$24,594 each, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

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## 5.) INTERLOCAL AGREEMENT: PROPERTY APPRAISER

**City Manager Leavengood** stated that in July of 2014, the City adopted by ordinance elements of the International Property Maintenance Code providing a unified set of building and property maintenance standards. Coupled with this ordinance were interlocal agreements with the Property Appraiser and Tax Collector that allowed for abatement costs incurred by the City through the code enforcement process to be recovered as a non-ad valorem assessment on the property tax bill.

The proposed agreement with the property appraiser is a renewal of the previous process but is specific to the 2016 tax year assessment roll. The previously approved agreement with the tax collector that is tied to this process automatically renews each year.

Staff recommended approval of the interlocal agreement with the Property Appraiser.

**Commissioner Dearmin** moved to approve the interlocal agreement with the Property Appraiser, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen statements.

MAYOR LAKE  
VICE MAYOR DALEY  
COMMISSIONER DEARMIN  
COMMISSIONER DUNCAN

AYE  
AYE  
AYE  
AYE

### RECOGNITION OF CITIZENS

**Police Chief Bodenheimer** recognized and thanked the Christmas for Kids program for their services in the community. He asked Loretta to give the Commission some information about the organization.

**Loretta Victorio** from Cypress Greens Christmas for Kids, stated the organization is 15 years old and every year they work with Lake Alfred Elementary School. The staff helps to identify children and families that may need assistance of some kind. This year they identified 92 children and 30 families. The celebration is December 19<sup>th</sup> at Cypress Greens at 10 am.

### COMMISSIONER QUESTIONS AND COMMENTS

**Commissioner Duncan** wished everyone a Merry Christmas and happy holiday. He thanked the staff and stated the parade was excellent. He also thanked staff for installing the slow down signs and asked about Wayfinding signs.

**City Manager Leavengood** stated Gulf State Signs is still working on the signs and staff is staying in touch with them.

**Commissioner Dearmin** wished everyone a Merry Christmas and he is thankful for the support of the citizens. He has received positive feedback about the lights, parade and events. He thanked the City Manager and staff also.

**Mayor Lake** stated the parade was terrific with only one complaint. He thanked Staff for their work. Monday Morning with the Mayor will resume next year. He wished everyone a Merry Christmas and Happy New Year.

**Vice Mayor Daley** stated she was happy to have the recognition tonight and thanked staff for the presentations. The Water Coop meeting was cancelled and will be re-scheduled for January. She stated that this was the best parade and the tree and lights look great.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:54 pm.

Respectfully Submitted,

  
Amée N. Bailey  
City Clerk