

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY, JULY 20, 2015
7:30 P.M.
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Pastor Michael 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 John Murphy, and City Clerk Amée Bailey.

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

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood invited everyone to join in for some fun and great networking opportunities at the Chamber of Commerce Business after Hours hosted at the Center State Bank in Lake Alfred starting tomorrow at 5:00 p.m.

The Lake Alfred Library special summer events conclude with the talent show and superhero movie this week and the Gatorland visit next Monday July 27th. Check out the website for more details.

The last day of the Lake Alfred Summer Rec. Program is Friday, July 31, 2015, and the first day of school for students will be Monday, August 24, 2015.

Mackay Gardens and Lakeside Preserve will host a free community gardening workshop on August 6th at 10 am and a guided nature walk on August 8th at 8 am. Contact the Parks and Recreation Department to sign-up or for more details.

The tax free school supply days will be August 7th – 16th, 2015.

The scheduled Water Summit constitutes a public meeting at which two or more City Commissioners or Planning Commissioners may appear to discuss issues that may come before the City Commissioners. The Water Summit will be held on Monday August 10, 2015 at 9:00 am at the Lake Eva Banquet Hall in Haines City

As a reminder the City Commission dates in September have been changed to the 2nd and 4th Wednesday of the month (September 9th and 23rd) to meet the Florida Statue requirement for the annual budget hearings.

CITY ATTORNEY ANNOUNCEMENTS

City Attorney John Murphy attended the Florida Municipal Attorneys Annual Seminar in July and he mentioned one issue. The US Supreme ruled in the case of Reed vs Town of Gilbert regarding their sign code. He will be meeting with other attorneys in the County regarding the impact and provide recommendation regarding content neutral temporary signs.

City Manager Leavengood stated that the City Code is generally content neutrality and should not need significant changes.

RECOGNITION OF CITIZENS

There were no citizen statements.

PROCLAMATION: AMERICANS WITH DISABILITY ACT

Mayor Lake read the proclamation for the 25th Anniversary of the Americans with Disability Act (ADA). The proclamation urged all citizens and businesses to reaffirms their commitment to work toward full ADA compliance.

EMPLOYEE SERVICE RECOGNITION: JENNIFER GILLETT – 20 YEARS

Mayor Lake invited Sergeant Jennifer Gillett to the podium. He stated that Sgt. Jennifer Gillett started her law enforcement career with the City of Lake Alfred on April 24, 1995 as a patrol officer and then became the school resource officer in 1997. On April 18th 2005, she was promoted to Police Officer II and then on August 28, 2011 she was promoted to Sergeant. In this position she became the supervisor for the school resource officer, investigations and communications.

In 2013 the State of Florida enacted new laws regarding the training and certification of communication personnel. Through supervision by Sgt. Gillett all members completed training and received State certification. The Lake Alfred Police Department communications members were the first in Polk County to all receive the certifications. Sgt. Gillett and communication members also constructed the first policy manual for our communications staff which was part of a mandatory state audit for the department which passed with flying colors.

Sgt. Gillett has been a great asset to the City of Lake Alfred, the Lake Alfred Police Department and the citizens and visitors of Lake Alfred. She can be counted on to complete any task that she is assigned and works hard every day to show traits of professionalism to further our department and the city.

The City of Lake Alfred would like to recognize Sgt. Jennifer Gillett for her twenty year tenure. Congratulations from the City Commission.

Sargent Jennifer Gillett thanked the Commission, citizens and staff.

CONSENT AGENDA: APPROVE CITY COMMISSION MEETING MINUTES 07/06/15.

Commissioner Maultsby moved to approve the City Commission Meeting minutes from July 6, 2015; seconded by **Commissioner Dearmin** and the motion was approved by unanimous voice call vote.

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

AGENDA

1.) PUBLIC HEARING: ORDINANCE 1354-15: STREET WIDTH IN GREEN SWAMP

City Attorney John Murphy read the Ordinance title in its entirety.

City Manager Leavengood stated in June of 2014 the City applied for a technical assistance grant to fund a complete review of the City's land development codes within the Green Swamp Area of Critical State Concern (Green Swamp) in order to refine conservation development standards. Although not selected for the grant following the first application city staff will continue to apply. In the meantime staff has identified an opportunity to proceed with one of the less complex conservation standards.

The proposed ordinance allows for a 22 foot wide neighborhood road to be constructed in a new development in the Green Swamp. This is a 2 foot reduction from the current city wide standard of 24 feet. Certain requirements apply to be eligible for the reduction in width including low volume, limited truck traffic, and a design speed of 40 mph or less.

The Green Swamp has numerous regulations that limit development within its boundaries including no construction under an elevation of 135 feet and a 30% open space requirement on the remaining land. Depending on the characteristics of the development property, over half of the land could be undevelopable and require an unconventional layout based on these standards. A reduction in road width could assist in the configuration of the site development, reduce costs, and reduce the amount of impervious surface in the development making it beneficial to both the developer and conservation in the Green Swamp.

A reduction in road width would require staff review, Planning Board action, and City Commission approval. The City would have the authority to place additional conditions to this reduction in road width giving the City a seat at the table for developments that are interested in this incentive. The ultimate goal would be to pair this opportunity with other incentive based standards that are beneficial to the City, potential developers, and the Green Swamp.

The proposed ordinance received a recommendation of approval from the Planning Board and staff's recommendation is for approval of Ordinance 1354-15 on second and final reading.

Commissioner Maultsby asked for clarification on the road width to allow for on-street parking.

City Manager Leavengood stated that 22 feet is the minimum requirement to allow for on-street parking on one side of the street. The developer will have to apply and go through the Planning Board and City Commission for approval.

Mayor Lake asked where the policies would apply.

City Manager Leavengood stated that the policy would apply to new residential development in the Green Swamp. The policy in the City is 24 feet.

Vice Mayor Daley moved to approve Ordinance 1354-15 on second and final reading; seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no public comments.

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

2.) RESOLUTION 05-15: PROPOSED TENTATIVE MILLAGE RATE

City Attorney John Murphy read the Resolution title in its entirety.

City Manager Leavengood stated the City is required to advise the Property Appraiser's office of its tentative millage rate, roll-back rate, as well as the date, time and place of the proposed budget hearing.

- The proposed millage for fiscal year 2015/2016 is 7.5890 mills which is 3.81% of the current rolled-back rate of 7.3107 mills.
- The date, time and place of the first public hearing on the fiscal year 2015/2016 budget is set for Wednesday, September 9, 2015 at 7:30 p.m. at City Hall located; 120 East Pomelo Street, Lake Alfred, Florida.

The proposed resolution sets the millage rate ceiling for the next fiscal year. The millage rate can be lowered when considered for adoption in September but it cannot be increased beyond the initial limit set within this resolution.

City Manager Leavengood reviewed the historic millage rates over the past 10 years and the fiscal impact. Historically the City operated with a millage rate 7.058 from 2003-2007. When the building boom occurred the Commission lowered the millage rate 6.58%. When the building bubble ended the rate was increased to 6.99 then 7.589 which has been the rate for the past three years. The difference between the between the roll-back rate and the current rate is \$38,000. The ad valorem revenue constitutes 1/6 of the total budget. Staff recommendation is to set the ceiling at the current rate of 7.5890 mills.

Vice Mayor Daley asked how many properties pay ad valorem taxes.

City Manager Leavengood stated received about \$4 million in new construction which generates about \$25,000 in revenue. This also generates additional service demands.

Finance Director Amber Deaton stated that 2,573 parcels in the City that may pay ad valorem. 849 properties have homestead and an additional 549 properties have non-homesteads exemptions.

Vice Mayor Daley stated that if the \$38,000 was divided among the 2000 parcels each would increase approximately \$15.

City Manager Leavengood stated that more information can be provided before the final budget hearing. The homestead cap also limits the amount of increase each residential property could experience. Payroll and revenue will be presented at the next meeting to complete the budget picture. Staff recommends maintain the current rate.

Commissioner Maultsby asked about an article that stated that the value had gone up 8% related to overall values or just new construction.

City Manager Leavengood stated that rate was an overall value. The roll-back rate would not include new construction. The CRA has now been taken out of that value. The general fund lost that revenue but the City CRA receives that money plus the County's portion.

Commissioner Dearmin moved to approve Resolution 05-15 setting the millage rate at 7.5890 and setting the date for the public hearing as September 9, 2015 at 7:30 pm at City Hall; seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. There were no public comments.

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

3.) PURCHASE FIRE DEPARTMENT BAY DOORS

City Manager Leavengood stated the Fire Department has requested replacement of the Engine Bay Doors at the Fire Station. The existing doors and motors have reached the end of their service life and are becoming expensive to repair due to extensive wear and tear. Additionally, the current doors are not wind or impact rated and cannot be remote operated (requiring fire personnel to either manually close the doors when leaving for a call and potentially impacting response time or leaving the station unsecured).

The proposed purchase will include 6 new bay doors that are impact rated and wind rated up to 140 mph, new motors and remote openers to all the doors. City staff has solicited bids from the following companies for the purchase:

- Precision Door Services: \$10,710 (option 1 that includes motors)
- Overhead Door of Polk Co: \$10,310 (excludes electrical work)
- Payless Garage Doors: \$13,500

Funding is available in the current budget year building repair and maintenance project line item (\$30,000 budgeted). Staff recommendation is to accept the bid from Precision Garage Doors in the amount of \$10,710.

Vice Mayor Daley asked also asked about the electrical work requirement for Overhead Doors and the local firm of Central Door.

Fire Chief Chris Costine stated that the electrical work excluded from the bid would be extensive and over the \$400 difference between the two bids. Central Doors was not contacted.

City Manager Leavengood stated that the City recently performed some electrical work Central Park running some conduit which was quoted at over \$15,000. In-house staff completed the work for \$5,000. He asked if the City could approve the purchase amount and get a bid from Central Door.

City Attorney John Murphy stated that out of fairness to the other bidders he did not recommend contacting Central Doors at this time.

Mayor Lake asked for clarification on the Overhead head door bid and if the repair was considered during the Fire Department expansion and if money would have been saved if included in the larger project.

Fire Chief Chris Costine stated the doors were not originally planned, but were added later. In addition staff applied for a grant, which was not received.

City Manager Leavengood stated that the previous improvements to the Fire Department used impact fees which must be used for growth related items and cannot be used for replacement or repairs.

Commissioner Maultsby asked if Precision Door had been used by the City of Lake Alfred.

Fire Chief Chris Costine stated he was not aware of any work at the City, however the County uses Precision Doors.

Vice Mayor Daley moved to accept the bid from Precision Garage Doors in the amount of \$10,710; seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote. There were no public comments.

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

4.) HOLIDAY PARADE ROUTE SELECTION

City Manager Leavengood stated City staff has evaluated several routes for the upcoming holiday parade. The potential routes have been evaluated based upon several criteria including staging area, length, safety, and impact to roads and neighborhoods.

City Manager Leavengood reviewed the current parade route and two alternates stating the pros and cons of each.

The current route starts at Mackay Gardens traveling down MacKay Blvd. to SR17/92 to Gardner Park. This route provides parking at business for spectators on the highway and is an easy route through the backstreets for floats to Mackay Blvd. However the floats are too far away from spectators on portions of the highway. The route is lengthy, the staging area and

Mackay Blvd is very dark and congested with floats and people dropping participants off. There is not enough parking. In addition The Lakes is developing which will further limit the staging area and there was trash at Mackay after parade.

An alternate route is to start at Central Park and go down Glencruiten Ave. to Thema St to SR17/92 to Gardner Park. Central Park has better parking and lighting for staging. However with this route both Glencruiten and the highway would have to be shut down, causing major traffic concerns. The route presents tight turns for larger floats. Thelma St. is not an artery through the neighborhood and has houses on both sides of the street. It is not as wide as Glencruiten, Haines and Cummings.

Another alternate route is to start at Central Park and go down Cummings to SR 17/92 to Gardner Park. This route has better lighting at Central Park and Cummings St. It allows more room for cars to park, line up floats, and parking for spectators on the highway. There is an easy drop off point for parents of parade participants and leaves Glencruiten open to reroute traffic. However floats are far from spectators on portions of the highway.

Commissioner Duncan asked about moving the pedestrians in closer to the parade route.

Vice Mayor Daley stated the route should go down SR 17/92 to highlight the new holiday decorations and asked about limiting parking on Cummings.

Parks and Recreation Superintendent Richard Weed stated that barriers would be needed which add more cost, and time to prepare for the parade. The barriers also impact spectator viewing. Parking would not be allowed on Cummings.

Police Chief Art Bodenheimer stated that SR 17/92 narrows from five lanes to three at Cummings St.

Commissioner Daley moved to approve the route that starts at Central Park going down Cummings to SR 17 to Gardner Park for the 2015 Holiday Parade; seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. There were no public comments.

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

RECOGNITION OF CITIZENS

There were no citizen statements.

COMMISSIONER QUESTIONS AND COMMENTS

Mayor Lake commented on the 2010 Resolution regarding meeting procedures and the time of the meeting. He asked about the process to change the meeting time.

Vice Mayor Daley stated several reasons for maintaining the current time.

Commissioner Duncan asked about a citizen survey and stated he did not have an issue with any time.

There was no consensus and the item was dropped.

Mayor Lake asked about acquiring the Gardner House for historic preservation and how the Baynard House in Auburndale was acquired and preserved. He also asked about grant funding opportunities for acquisition and repairs. He stated that if the City owned the property, volunteers would help to make repairs and the site could be used by the Historic Society.

Vice Mayor Daley stated the house is listed on the digital Heritage Trail as a historic site however it was not listed in the publication because it is a private home. The historical grant for Mackay was for renovating a historical structure that the City owned. Florida Communities Trust for Conservation was used to acquire the property and that the Land and Water money is for conservation.

City Manager Leavengood stated the Baynard House was owned by the City for many years. There are grants for historic property acquisition and if the Commission was interested staff could research the property, talk to the owner, inspect the property, etc.

Chief Art Bodenheimer stated the property is owned by Mr. Soule and he own 275 and 285 Rochelle Ave. At one time the owner had planned to open a bed and breakfast at the site, but not the property sits vacant and the owner lives in another City. He also stated the house would need a lot of repairs and the property has more than one house on the site.

Vice Mayor Daley stated that the Commission might want to discuss the purchase of other properties such as the one beside the library.

Commissioner Maultsby stated he would like the City to own the Gardner House.

There was a consensus to direct staff to investigate the opportunity to purchase the Gardner House.

Vice Mayor Daley stated she was grateful for longevity of the employees.

Commissioner Dearmin stated several Commissioners attended the Legislative Committees last week and the committee he attended also discussed the billboard sign issue.

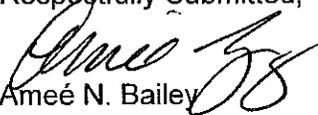
Commissioner Duncan stated he was interested in the sign review comments and thanked the Commission for choosing a parade route.

Commissioner Maultsby commented on Florida Legislation regarding marijuana laws and the prospect of some case being heard by City's Code Enforcement Magistrate. He also mentioned the communication tax and business tax amendments and that the City should advocate for leaving those revenue sources alone. Otherwise the City would need to increase taxes.

City Manager Leavengood stated communication tax is equal to 1 mil of property taxes for the City.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:39 pm.

Respectfully Submitted,


Aimee N. Bailey
City Clerk