

1. Agenda

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



Phone: (863) 291-5270  
Visit: MyLakeAlfred.com

**AGENDA  
CITY COMMISSION / CRA  
TUESDAY, FEBRUARY 17, 2026  
7:00 PM  
CITY HALL**

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**Call to Order:** Mayor Mac Fuller

**Invocation and Pledge of Allegiance**

**Roll Call:** Linda Bourgeois, City Clerk

**City Manager & City Attorney Announcements**

Presentation: Fire Department

**Recognition of Citizens:** Items that are not on the Agenda

Special Recognition(s)

**Consent Agenda:**

- 1.) City Commission Meeting Minutes for February 2, 2026
- 2.) City Commission Announcements
- 3.) Purchase: City Hall Digital Sign Replacement
- 4.) Purchase and Sales Agreement: Lock Street

**Agenda:**

- 1.) Ordinance 1574-26: Tree O' Groves Annexation
- 2.) Resolution 02-26: Acceptance and Conveyance of Property
- 3.) Bid Award: Haines Boulevard Downtown Project Water Line Relocation
- 4.) Department Updates

**Recess City Commission Meeting / Call to Order CRA Meeting / Roll Call**

**Consent Agenda:**

- 1.) Community Redevelopment Meeting Minutes for November 3, 2025
- 2.) CRA Annual Report

**Agenda:**

- 1.) Bid Award: Haines Boulevard Downtown Streetscape Project

**Adjourn CRA Meeting / Reconvene City Commission Meeting / Roll Call**

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

**Commissioner Questions and Comments:**

Commissioner Dearmin  
Mayor Fuller  
Vice Mayor Daley  
Commissioner Robinson, Jr.  
Commissioner Eden

**Adjourn**

**LAKE ALFRED CITY COMMISSION**  
**FEBRUARY 17, 2026**

**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.*

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**1.) City Commission Meeting Minutes for February 2, 2026**

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Attachments:

- Draft Minutes

**Analysis:** Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact City Clerk Linda Bourgeois at (863) 291-5270.

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**2.) City Commission Announcements**

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**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
2/19	School Zone Speed Enforcement	City Hall	Canceled
2/19	Code Enforcement Special Magistrate	City Hall	3:00 PM
2/21	Tedx	Mackay House	11:30 AM
2/26	Planning and Zoning Board	City Hall	Canceled
2/28	Ribbon Cutting	Raise the Bar and Grill	12:00 PM
3/2	City Commission Meeting	City Hall	7:00 PM
3/7	Heritage Festival	Pomelo Street	10 AM – 2 PM

**LAKE ALFRED CITY COMMISSION**  
**FEBRUARY 17, 2026**

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**3.) Purchase: City Hall Digital Sign Replacement**

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**Attachments:**

- Bid Summary and Quotes (Single Source)

**Analysis:** The current sign was approved for purchase on February 20, 2017, for \$30,714.94 and has met the end of its lifecycle. The sign has been repaired several times and continues to have glitches. The proposal is for a new digital sign to replace the marquee in front of City Hall, which currently displays City events and public notices to citizens. The new digital sign will display graphics and cycle through multiple messages, with the animated capabilities included with the new software. The digital screen will be the same size as the existing one. Cypress Signs is a single source for the Watchfire sign, and they provided two quotes based on the pixel size.

- Cypress Signs: \$36,885 – 8mm
- Cypress Signs: \$32,852 – 10mm

The city recommends the smaller pixel size (8mm) for the clarity it would provide, and the minimal price difference compared to the larger pixel size (10mm) quoted for \$36,885. Funding is available in general operations and facility maintenance to accommodate the expense.

**LAKE ALFRED CITY COMMISSION  
FEBRUARY 17, 2026**

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**4.) Purchase and Sales Agreement: Lock Street**

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**Attachments:**

- Purchase and Sales Agreement
- Appraisal

**Analysis:** The City of Lake Alfred is a project participant in the Southeast Wellfield Project and has committed to receive 1 million gallons per day in alternate water supply through the project. The primary water main is located along US 27 and will connect to various cities along the ridge including the City of Winter Haven. The project design is to wheel our water through the City of Winter Haven's utility system through an interconnect we have with them on Lock Street. In order to facilitate the reception of this water into our system the City needs to build a receiving station (which is effectively a water plant) as close to the interconnect with the City of Winter Haven as possible.

On February 17, 2025, the City Commission authorized the purchase and sales agreement for a parcel of land on Lock Street that is across the street from the interconnect. During the initial due diligence, a title issue was discovered from an old plat. This issue has since been resolved to the satisfaction of the City. The owner has tentatively agreed to a purchase price of \$250,000. Recently, the property was appraised at \$120k; it is part of a larger commercial property with frontage on US 17/92. Additionally, the property is ideally located near the interconnect and has sufficient acreage for the receiving station. This will significantly reduce the length and cost of the main water line required to connect the receiving station to the interconnect.

The expenses associated with the receiving station have been included in the FY 25/26 Budget and the 5-year Capital Improvement Program. The City has received \$500,000 in Heartland Grant funds, through the Polk County Water Cooperative and the State of Florida, for the property purchase and design costs associated with the receiving station. The City and the Cooperative will continue advocating for additional grant funding to cover the receiving station's construction costs. The end goal is to secure sufficient grant funding to fully cover the property, design, and construction costs for the receiving station through the Water Cooperative.

Staff recommends approval of the Purchase and Sales Agreement for the Lock Street property in the amount of \$250,000, plus survey costs and doc stamps, for a total of approximately \$256,875.

**Staff Recommendation:** Approve the Consent Agenda

**LAKE ALFRED CITY COMMISSION  
FEBRUARY 17, 2026**

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**1.) Ordinance 1574-26: Tree O' Groves Annexation**

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**Issue:** The City Commission will consider a voluntary annexation request.

**Attachments:**

- Ordinance 1574-26 with Exhibit

**Analysis:** Pursuant to Florida Statutes Chapter 171, the City may consider the annexation of unincorporated areas of a county that are contiguous to the municipality, compact, and will not create an enclave. The applicant has submitted to the City voluntary annexation petitions under Chapter 171.044 to request the annexation of one (1) parcel into the city limits of Lake Alfred.

This is a triangular area of approximately 0.036± acres, northwest of White Road, and southwest of Arbuthnot Lane.

The action currently before the City Commission is only on the annexation of the property into the City. If approved, establishing Future Land Use and Zoning designations would be considered in future action items presented to the Planning and Zoning Board and City Commission. If approved on the first reading, the proposed Ordinance will be presented for the second and final reading on March 2, 2026.

**Staff Recommendation:** Approve Ordinance 1574-26 on first reading.

**LAKE ALFRED CITY COMMISSION**  
**FEBRUARY 17, 2026**

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**2.) Resolution 02-26: Tree-O Groves Property Acceptance and Conveyance**

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**Issue:** The City Commission will consider approving the acceptance of the property from Tree-O Groves, Inc.

**Attachments:**

- Resolution 02-26

**Analysis:** The City of Lake Alfred is accepting the conveyance of real property from Tree-O Groves, Inc. for one (1) unimproved parcel totaling approximately 4.3496 +/- acres.

The Special Warranty Deed was recorded on January 21, 2026, in Official Records Book 13853, Pages 1751-1752, public records of Polk County, Florida. The proposed resolution officially accepts the conveyance of the property.

The property being accepted is a key piece between two prospective developments and is needed to facilitate a road connection in the future in accordance with the City's Transportation Master Plan. The City is accepting ownership of the property now while engaged with the current property owner so that it isn't sold or transferred to a third party.

**Staff Recommendation:** Approve Resolution 02-26.

**LAKE ALFRED CITY COMMISSION  
FEBRUARY 17, 2026**

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**3.) Bid Award: Haines Boulevard Downtown Project Water Line Relocation**

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**Issue:** The City of Lake Alfred City Commission will consider approval of awarding the Haines Boulevard Waterline Replacement Project bid to Odum Contracting.

**Attachments:** Bid Summary Sheet with quotes

**Analysis:** The City's Community Redevelopment Agency has a project in the current FY 25/26 budget to renovate and upgrade the streetscaping - including pavers, lighting, landscaping, etc. - on Haines Boulevard. In scoping out and preparing for the project, it was determined that much of the current landscaping is rootbound in areas and will need to be relocated. In planning for the relocation, it was discovered that the existing landscaping is directly over the water main on Haines Boulevard and that the root systems are entangled with the water main.

The proposed project will replace the existing 6-inch water main along Haines Boulevard. The water main being replaced was installed more than 50 years ago and is eligible for replacement. Proactively replacing the water main in advance of water breaks will reduce the risk of service disruptions, emergency repairs, and project delays.

Additionally, part of the project is inserting valves on either end of the project length, which will allow for isolation of portions of the water system. This is beneficial as it will allow this portion of the main to be isolated if there was ever a need for future repairs without having to shut off much larger sections of the system (especially in the center of town which has the oldest pipes closest to the original water plant).

The following bids were submitted:

1. Odum Contracting	\$115,887
2. Tri-Sure Corporation	\$117,000
3. Con-Sure, Inc.	\$117,700

The City has budgeted \$650,000 to be placed into enterprise reserves in the current FY 25/26 and the project cost will be tentatively offset by this amount.

**Staff Recommendation:** Approve the bid award to Odum Contracting in the amount of \$115,887 for the Haines Boulevard Waterline Replacement Project.

**LAKE ALFRED CITY COMMISSION**  
**FEBRUARY 17, 2026**

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**4.) Department Updates**

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**Issue:** The City Commission will hear presentations and updates from a few of the City's departments. These include the Finance department, City Clerk/ADA Coordinator/Special Projects, and Human Resources.

**LAKE ALFRED CITY COMMISSION  
FEBRUARY 17, 2026**

**CRA Consent Agenda**

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**1.) Community Redevelopment Agency Meeting Minutes**

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**Attachments:**

- Draft Minutes for November 3, 2025

**Analysis:** Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact City Clerk Linda Bourgeois at (863) 291-5270.

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**2.) CRA Annual Report**

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**Attachments:**

- CRA Annual Report

**Analysis:** Pursuant to Chapter 163, Florida Statutes, a Community Redevelopment Agency is required to file an annual report with the county or municipality that created the agency and publish the report on the agency's website. The report must include the following information:

The most recent complete audit report of the redevelopment trust fund as required in s. 163.387(8), and the performance data for each plan authorized, administered, or overseen by the community redevelopment agency as of December 31 of the reporting year.

This report includes:

1. The total number of projects started and completed and the estimated cost for each project.
2. Total expenditures from the redevelopment trust fund.
3. Original assessed real property values within the community redevelopment agency's area of authority as of the day the agency was created.
4. Total assessed real property values of the property within the boundaries of the Community Redevelopment Agency as of January 1 of the reporting year.
5. Total amount expended for affordable housing for low-income and middle-income residents.

**Staff Recommendation:** Approve the CRA Consent Agenda

**LAKE ALFRED CITY COMMISSION  
FEBRUARY 17, 2026**

**CRA AGENDA:**

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**1.) Bid Award: Haines Boulevard Downtown Streetscape Project**

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**Issue:** The Community Redevelopment Agency will consider awarding the CRA Haines Boulevard Streetscape Project.

**Attachments**

- Bid Summary

**Analysis:** The Downtown Streetscape Project includes the installation of new brick pavers, decorative light poles, relocation and replacement of existing trees, and the addition of new benches and trash receptacles along the downtown corridor. This CRA project will integrate the beautification component of all three projects, including the waterline relocation and curbing reconstruction. The curbing reconstruction project will be brought forward for consideration at a future city commission meeting as a complete street project.

This project is intended to create a more cohesive, pedestrian-friendly environment that supports downtown businesses and improves the overall appearance of the corridor.

The following bids were submitted:

1. Whitehead Construction	No Bid
2. Henkelman Construction	No Bid
3. JCR Construction Services	\$230,860

The proposed project was included in the current CRA FY 25/26 Budget with \$275,000 budgeted to complete the project.

**Staff Recommendation:** Approve the bid award to JCR Construction Services in the amount of \$230,860 for the Haines Boulevard Downtown Project.