

**MINUTES  
CITY COMMISSION MEETING  
MONDAY, AUGUST 22, 2022  
7:30 PM  
CITY HALL**

**Call to Order:** Mayor Jack Dearmin called the City Commission meeting to order at 7:30 p.m. in the City Commission Chambers located at 120 E. Pomelo Street, Lake Alfred, FL 33850.

**Invocation and Pledge of Allegiance:** Police Chief Art Bodenheimer provided the invocation and **Mayor Dearmin** led the Pledge of Allegiance.

**Roll Call:** City Clerk Linda Bourgeois

**City Commissioners in attendance:** Mayor Jack Dearmin, Vice Mayor Brent Eden, Commissioner Mac Fuller, Commissioner Nancy Daley, and Commissioner Albertus Maulsby.

**Staff in attendance:** City Manager Ryan Leavengood, City Attorney Seth Claytor, Finance Director Amber Deaton, Public Works Director John Deaton, Community Development Director Ameer Bailey, and Police Chief Art Bodenheimer.

**City Manager Leavengood** announced the next City Commission meeting will be held on Thursday, September 8, 2022. He continued and announced the upcoming Ridge League of Cities Dinner to be held in Auburndale on Tuesday, September 6, 2022. He concluded by saying the first round of the Florida League of Cities Policy Committee Meetings will be held on Friday, September 16, 2022, from 10 AM – 2 PM at Embassy Suites in Kissimmee, Florida.

**City Attorney Claytor** said he remained grateful to represent the great City of Lake Alfred.

Recognition of Citizens  
There were none.

**Mayor Dearmin** read the Ovarian Cancer Awareness Month Proclamation into the record, and it was accepted by Margaret Wheaton of the Wings of Teal.

**Margaret Wheaton** thanked the City Commission and introduced Jack and Carol Vonesh of “Wings of Teal”, an Ovarian Cancer Support Group of Polk County, Florida.

**Carol Vonesh**, President of the “Wings of Teal” said she was humbled and honored to accept the proclamation. She shared this is a deadly disease because it goes undetected so there is no way to diagnose it until the later stages. She said it has a 75% death rate and she has been blessed by God as she is an eleven-year cancer survivor. She thanked the City Commission and said she was proud to accept the proclamation.

**Mayor Dearmin** presented the Consent Agenda for consideration.

Consent Agenda:

- 1.) City Commission Meeting Minutes for August 8, 2022
- 2.) City Commission Announcements

**Commissioner Fuller** made a motion to approve the consent agenda. The motion was seconded by **Vice Mayor Eden**. The motion was unanimously approved.

**Mayor Dearmin** presented the next business item.

1.) Ordinance 1495-22: Street Naming Policy

**City Attorney Claytor** read the title of Ordinance 1495-22 into the record.

**City Manager Leavengood** read the analysis into the record. He said the city staff has been working with Polk County, the City of Auburndale, and Adam's Estate to rename Old Lake Alfred Road (from West Pierce to Five Points in Auburndale). There are only a couple of addresses on Old Lake Alfred Road and changing it would eliminate confusion/redundancy with other roads that have "Lake Alfred" in them. In looking at our own policies staff has reviewed the City's current street re-naming policy of which a fee schedule was adopted by ordinance in 2010 which established the fees associated with the renaming of the city's streets.

The Ordinance included a minimum \$250.00 non-refundable deposit; Planning Board Meeting public hearing notice; City Commission public hearing notice; recording fee; notice of street name change; administrative fees and mail notification; cost of street signage. The policy itself was an internal policy that would require petitions for the Board and Commission to consider.

The existence of a fee schedule and internal policy seemingly indicates that the City Commission is permissive and receptive to street renaming. With the difficulty, likely opposition, the historical significance of names, and the cost of doing so street renaming by its very nature is rare, selective, and generally only undertaken if there is minimal impact on existing addresses (i.e. roads with only a handful of addresses).

The proposed ordinance removes the fee schedule and replaces it with language that the City Commission reserves the right to rename City streets by resolution. If there is ever an interest by the Commission, staff, or the public to rename a street it can be presented to the City Commission, and then staff can perform the due diligence surrounding the feasibility of such a request if there is interest from the City Commission to proceed.

He said the City Attorney recommended a slight modification to the language for clarification so there will be a minor amendment before the second and final reading.

He concluded by saying the staff was recommending approval of Ordinance 1495-22 on the first reading.

**Commissioner Daley** inquired about the process after a name change has been adopted by the City Commission.

**Community Development Director Bailey** shared that the city works with the E-911 addressing services and they have an extensive notification process. She named the entities that get notified and said the city and county also have mailer templates that were used for notification. She spoke about the updates to the internet as a Google editor and said she also notifies them when the businesses close.

A discussion ensued about roads typically being renamed for historical significance, there not being a name considered right now as it was just a concept, and there being an upcoming meeting scheduled between the Adams Estate, the City of Auburndale, and the City of Lake Alfred.

**Mayor Dearmin** opened the floor for public comments, and seeing none, he closed the floor to public comments.

**Commissioner Fuller** made a motion to approve Ordinance 1495-22 for the amendment of the Street Naming Policy on the first reading. The motion was seconded by **Vice Mayor Eden**. The motion was unanimously approved.

## 2.) 10-Year Facilities Plan Presentation

**City Manager Leavengood** said the City's annual budget process includes the presentation of a five-year Capital Improvements Program (CIP), expenditures, and revenue and payroll presentations. These elements are then combined into a single document and adopted within the annual budget. The CIP includes significant expenses greater than \$20,000 and is planned for purchase and implementation within a five-year period.

The large-scale growth that we are set to experience is going to have significant implications for large-scale and long-term capital improvements and facility needs. The creation of a 10-year "facility plan" is designed to provide focus and clarity on the large-scale (\$250,000+), long-term (10 years) needs instead of the regular CIP. The inclusion of the ten-year facilities plan provides another layer in the budget process and allows for a better planning and forecasting tool.

The proposed draft 10-year facilities plan is being presented to the City Commission for consideration and approval as submitted or with any amendments that the Commission may desire. The proposed plan is conceptual in nature and will be included in the final budget for consideration.

### Facilities Plan Presentation Overview

The 10-Year Facilities Plan is flexible such as an accordion and may be expanded by years since the plan is based on the City's future needs.

- 1.5 Purchase of SouthState Bank Property  
This building department has 80% funding and typically banks won't sell to other banks. There are 6,900+ square feet of building space.
- New City Hall Complex 12M
- Police Evidence Shed 500,000
- New Fire Station in the north section of the City 6M with two new apparatus 2M
- Central Park: Phases II and III along with the concession.

A brief discussion ensued regarding there not being enough parking at Central Park, the anticipated additional parking along Cummings Street, the potential for cooperation with the elementary school, and the Central Park field usage schedule.

**City Manager Leavengood** said eventually we will outgrow Central Park however it is a neighborhood park, and the community events could be scheduled off-season.

- Lions Park Phase I – 2 M and Phase II – 3M

- Growers Acquisition 1M – Potentially to close within the next year.

A brief discussion ensued regarding the potential for the Growers property to be a grand entrance into the City and Lions Park, the City being a great candidate to purchase because of the access to environmental remediations and Brownfield grants, and the potential to have a rail stop for Sunrail. Further discussion surrounded having the potential to have a lakeside City Hall complex with various city departments.

- Community Center 6M
- Mackay Phases I, II, and III – 1.75 M
- Library Expansion 1.5 – New wing
- Land Purchase 2M for North Sports Complex 10M
- Public Works – 2 sanitation trucks \$600,000
- Land Purchase 10+ Acres 1M for Public Works facility 3M
- Public Utilities: Water 2+ Acres \$250,000
- Water Plant – New 5M
- Removal of Water Tower \$500,000
- Water Plant replacement 7M with land purchase \$250,000
- Sewer System Design 1.5M and Expansion 25M

A discussion ensued about the expansion of the wastewater treatment plant, having to have a design in place at 75% capacity, and the need for it to be shovel-ready.

**Public Works Director Deaton** said the city was pumping an average of 500,000 treated gallons of wastewater per day on a 900,000-permit limit. The design capacity is currently at 1M so at 750,000 gallons we would need to have the design in the process and be ready to build. The estimate is 25-30M. There is the opportunity for SRF loans with principal forgiveness.

- Rapid Infiltration Basins (RIB) – 1M

A discussion ensued about the city's spray fields, the rapid infiltration basins being an option for an environmental recharge project, and the potential to get water credits on the City's use permit.

- Land Purchase 2+ acres for a north sewer package plant – 5M
- Purchase of a VAC truck \$500,000
- Complete Streets – Neighborhood collector roads and Orange Street downtown \$500,000 for each of the four phases

A brief discussion ensued regarding the potential to use CRA dollars for the Orange Street project.

**City Manager Leavengood** said the staff recommendation is for approval of the proposed 10-year facilities plan.

**Mayor Dearmin** opened the floor for public comments, and seeing none, he closed the floor to public comments.

**Commissioner Daley** made a motion to approve the conceptual facility plan and large-scale capital plan as written. The motion was seconded by **Commissioner Maultsby** and approved by a unanimous voice-call vote.

**Commissioner Maultsby** asked if he had said the City had 80% of the funds for the bank purchase and if they were ready to sell.

**City Manager Leavengood** said yes, there was ~1M in the building fund and we would add funding from the general fund and public safety impact fees. They are ready to sell.

**Commissioner Daley** asked if we had checked out the integrity of the building and **City Manager Leavengood** said he would send our building inspector out to look at it. He continued and shared he would like to find a third-party service provider and keep the automatic teller machine active.

**City Attorney Claytor** commented the Town of Dundee purchased a bank that had a vacuum tube system and that it added another level of safety and protection because of the type of glass and the capability to drop off items without contact. It is nice to have that option.

Recognition of Citizens.

There were no citizens that came forward to speak to the Mayor and City Commission.

**Vice Mayor Brent Eden** thanked the first responders, the Police Chief, and all the staff. He said it is not easy to go through and say this is what we need to do and then match a cost with it. He appreciates the city looking forward to the next ten or twenty years. He said that Lake Alfred is better positioned to Interstate Four than the Lake Myrtle ball fields in Auburndale. He said he had a great experience at the Florida League of Cities conference and concluded by wishing everyone a safe Labor Day.

**Commissioner Maultsby** thanked the City Commissioners for looking after him at the Florida League of Cities conference. He spoke about the Keynote speaker and his suggestion for trying to do 100 things you should do before you die. One thing he wants to do while he is on earth is to have some available affordable housing, but he may not get to make that one since he doesn't see any affordable housing coming up. Thank you.

**Commissioner Daley** thanked Jane Brumbaugh and Margaret Wheaton for coming out tonight and supporting Ovarian Cancer Awareness Month. She appreciated that. She spoke about a workshop on the EDA Federal Grants and said she did not see the water cooperative money on our 10-year plan. You can use other matching government funds so if we could use the SWFTMD match then we would not have to pay those millions of dollars.

**City Manager Leavengood** said we would evaluate that, and he likes the creativity. The project is owned and operated by the water cooperative, and they are going after all kinds of grant dollars and appropriations to try and offset the costs. He is not sure if we were to go after that, we would get a subsidy on our debt service costs for a water cooperative project. He does not know, but it is worth finding out.

**Commissioner Daley** said it is worth looking at. She continued and said she enjoyed the conference and there were some good workshops and speakers. She shared her disappointment with some of her personal issues that happened while she was there and said she did have a good time otherwise. Thank you.

**Commissioner Fuller** said he had a wonderful experience at the conference and learned a lot. He said over 50% of the Florida towns are 6,000 or fewer. He expressed his gratitude to the City Manager referencing all the staff for where the City of Lake Alfred stands as a city. He is proud

and applauded staff for us to be able to strategically move forward economically because cities our size won't have those department heads working for them. He feels very blessed for the position we are in being a city. He thanked each director and the City Manager personally for the work they do. He went on to say he would not be in attendance at the September 22<sup>nd</sup> meeting due to being out of the Country. He concluded by saying thank you.

**Mayor Dearmin** said there is a lot of work done and it is for a purpose. He thanked the city staff and the citizens. He said the conference was great for the 100-year anniversary and there is always a great takeaway. He applauded the City Commission for their attendance at the conference. He said we have Labor Day coming up and encouraged everyone to be safe. He concluded by saying he would see everyone at the Ridge League of Cities dinner on the 6<sup>th</sup> of September.

Without further comments, at 8:57 p.m., the City Commission meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Linda Bourgeois".

Linda Bourgeois, BAS, MMC,  
City Clerk