

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



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**AGENDA
CITY COMMISSION MEETING
MONDAY OCTOBER 5, 2020
7:30 PM
CITY HALL**

Call to Order: Mayor Nancy Z. Daley

Invocation and Pledge of Allegiance:

Roll Call: City Clerk Ameen Bailey

City Manager & City Attorney Announcements:

Recognition of Citizens: Items That Are Not On the Agenda

Proclamation: Fire Prevention Week
Police Swear-In Ceremony

Consent Agenda:

- 1.) City Commission Meeting Minutes for September 24, 2020
- 2.) City Commission Announcements
- 3.) Board and Committee Appointments

Agenda:

- 1.) Resolution 13-20 Local Mitigation Strategy
- 2.) Bid: Vacuum Trailer
- 3.) Agreement: Code Enforcement Special Magistrate Services

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

Commissioner Questions and Comments:

Vice Mayor Dearmin
Commissioner Lake
Commissioner Eden
Commissioner Maultsby
Mayor Daley

Adjourn

**LAKE ALFRED CITY COMMISSION MEETING
OCTOBER 5, 2020**

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.

1.) City Commission Meeting Minutes for September 24, 2020

Attachments:

- Draft Minutes

Analysis: Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact the City Clerk Amée Bailey at (863) 291-5748

2.) City Commission Announcements

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 |
|-------------|-------------------------------------|-----------------|-------------|
| Oct. 8 | Charter Review Committee | City Hall | 6:00pm |
| Oct. 13 | Planning Board | City Hall | 6:00 pm |
| Oct. 15 | Code Enforcement Special Magistrate | City Hall | 3:00 pm |
| Oct. 22 | FDOT Workshop | City Hall | 5:00 pm |

Should any person decide to appeal any decision made at a meeting, or any meeting announced in this agenda, such person will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made in accordance with the American with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk not later than four days prior to the proceeding at 863- 291-5748.

**LAKE ALFRED CITY COMMISSION MEETING
OCTOBER 5, 2020**

3.) Board Appointments

Issue: The City Commission will consider appointments to the various City Boards.

Attachments:

- Application – Brenda Arnold

Analysis: The City maintains various boards that are both essential to and a benefit to the City including the Planning Board. The members are appointed by the City Commission. The following board has pending actions that require City Commission approval:

Planning Board

The Board oversees development compliance with the City's Comprehensive Plan and the Unified Land Development Code. The Board consists of seven (7) regular board members and up to two (2) alternate board members, which serve for three (3) year terms.

- Wanda Daley, renewal, regular member term to expire 2023
- Brenda Arnold, new, alternate member term to expire 2023

Board of Adjustments

This Board was established to authorize specific variances from certain provisions of the Code in cases where enforcement of the Code will result in unnecessary hardship for the applicant and to hear and decide upon administrative Code appeals. This Board consists of five (5) regular members and up to two (2) alternate board members.

- Deborah Byrne, renewal regular member term to expire 2023

Staff Recommendation: Approval of consent agenda.

**LAKE ALFRED CITY COMMISSION MEETING
OCTOBER 5, 2020**

AGENDA

1.) Resolution 13-20: Local Mitigation Strategy

Issue: The City Commission will consider a resolution supporting the updated Polk County Local Mitigation Strategy document.

Attachments:

- Resolution 13-20
- Polk County Local Mitigation Strategy website: <http://polkcountylms.org/>

Analysis: 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 4, 2020 meeting.

Staff Recommendation: Approval of Resolution 13-20

**LAKE ALFRED CITY COMMISSION MEETING
OCTOBER 5, 2020**

2.) Bids: Vac Trailer

Issue: The City Commission will consider bids to purchase a Vac Trailer for the Public Works Department.

Attachments:

- Bids

Analysis: The recently approved FY 20/21 budget includes \$90,000 set aside for the purchase of a new Vac Trailer for the Public Utilities Department. The Vac Trailer will assist the department with lift station maintenance and line repair.

City staff has solicited the following bids for the vac trailer:

- Pipe Hunter \$86,260 (1400 CFM Blower; 79 HP Engine)
- Vermeer \$83,466.85 (1000 CFM Blower; 49 HP Engine)
- Southern Sewer Equipment: \$101,784 (990 CFM Blower; 47 HP Engine)

Public Utilities staff is recommending Pipe Hunter (which is not the low bid) due to the larger engine and vacuum power as compared to the Vermeer model.

Staff Recommendation: Purchase Vac Trailer from Pipe Hunter in the amount of \$86,260.

**LAKE ALFRED CITY COMMISSION MEETING
OCTOBER 5, 2020**

3.) Agreement: Code Enforcement Special Magistrate Services

Issue: The City Commission will consider an Agreement with Joseph P. Mawhinney of Reed Mawhinney & Link PLLC for Code Enforcement Special Magistrate Services.

Attachments:

- Code Enforcement Special Magistrate Agreement

Analysis: The City of Lake Alfred utilizes a special magistrate to conduct hearings and impose fines and costs against violators of City codes and ordinances. The special magistrate must be an attorney who is duly admitted to practice in the State of Florida, who has knowledge and experience in the fields of zoning, building, and code enforcement.

The City currently utilizes magistrate services through an interlocal agreement with Haines City. Due to reoccurring scheduling conflicts with the primary magistrate which requires the use of alternates city staff is recommending a different special magistrate which should provide more consistency.

The proposed agreement is to have Special Magistrate services performed by Mr. Joe Mawhinney who currently serves as the Special Magistrate for the City of Winter Haven and the City of Eagle Lake. Additionally, he has served as an alternate magistrate for the City several times in the past. Mr. Mawhinney is a member of the Florida Bar in good standing, is licensed to practice law in the State of Florida and meets all the qualifications required by the City of Lake Alfred to serve as Special Master.

Staff Recommendation: Approval of the agreement for Code Enforcement Special Magistrate services.