

**City Commission Meeting Minutes**  
**September 19, 2018**  
**(DRAFT)**

9/19/2018 - Minutes

1. INVOCATION

Mayor Fultz gave the invocation.

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

The Mayor called the meeting to order at approximately 6:00 p.m. after the invocation and pledge of allegiance.

4. ROLL CALL

**Commission Members Present:** Eugene Fultz - Mayor, Curtis Gibson, Flora "Tonya" Stewart, Terrye Howell, Robin Gibson - Deputy Mayor

**Staff Present:** Kenneth Fields, City Manager; Albert C. Galloway, Jr., City Attorney; Jennifer Nanek, City Clerk

5. PROCLAMATIONS AND AWARDS

6. PRESENTATION/REPORT

7. COMMUNICATIONS AND PETITIONS

Jacque Hawkins, resident, with Martha Hammock and Rosemary Quinlan said they live in 1000 Roses a community for low income seniors. She said that there are rent increases, cost increases and many taxes are going up. She asked the Commission to remember them when voting on the budget. Many cannot afford additional increases. Mr. Fields recommended that Ms. Hawkins let people in her community know about the lifeline program. Ms. Hawkins said she would.

Brian Marbutt, non-resident, said he is asking the City to partner with the Chamber and Lake Wales Charter Schools to help bring McLaughlin Middle School under the Lake Wales Charter School System. The Chamber of Commerce board has voted to support this effort. The Polk County School Board needs to see community support for this. A more unified school system will have benefits towards our economic development. He presented a draft of a proposed resolution to the City Clerk to be put on the next agenda. Mayor Fultz said the Commission will discuss the resolution at the next meeting when it is on the agenda.

Jimmy Nelson, non-resident and business owner in Lake Wales, said he is the Chairman of the Lake Wales Charter Schools. He asked for the Commission's support to bring McLaughlin under the Charter School system. This is the right thing to do for our students and community. The School Board needs to come up with a plan on how to address McLaughlin. He displayed a picture of representatives from all the schools at a kickoff event a few weeks ago. private schools were also welcome. It would be nice to have all the schools together under one umbrella.

8. BUDGET HEARINGS

Mayor Fultz said that the City of Lake Wales is the taxing authority and the proposed millage rate to be levied for Fiscal Year 2018-2019 is 7.0438 mills, which is a 2.18% increase over the rolled-back rate of 6.8938.

## 8.I. Ordinance 2018-08, Adoption Of FY2018-19 Millage Rate – 2nd Reading & Public Hearing

[Begin Agenda Memo]

### **SYNOPSIS:**

The Commissioners will consider adopting a millage rate of 7.0438 mills for Fiscal Year 2018-2019. The Commissioners will also consider adopting the proposed operating budget.

### **RECOMMENDATION**

After second reading and separate public hearings, it is recommended that the City Commission take the following actions:

1. Approve Ordinance 2018-08, adopting a millage rate of 7.0438 mills for FY2018-2019. A millage rate of 7.0438 is a 2.17% increase over the rolled-back rate of 6.8938;
2. Approve Ordinance 2018-09, adopting an operating budget for FY2018-2019.

### **BACKGROUND**

In accordance with Florida Statutes and the City Charter, Ordinances 2018-08 and 2018-09 are presented for second reading and public hearing. Ordinance 2018-08 establishes the millage rate for FY18'19, and Ordinance 2018-09 adopts the proposed FY18'19 budget. These ordinances must have separate public hearings and must be voted upon individually.

The proposed FY18'19 budget document includes the revenue and expenditure details for the General Fund, CRA Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, Utility System Fund and Airport Fund.

This budget has been prepared in accordance with Article VI, Section 6.04 of the City Charter, which requires that the budget provide a complete financial plan of municipal funds and activities. Estimated current year ending fund balances have been considered and are included in the budget.

### **PROPERTY TAX**

On July 17, 2018, the City Commission adopted an Interim Millage Rate of 7.0438. The current year rolled-back rate was 6.8938; however, staff recommended that the interim millage rate be set at 7.0438. The current year proposed rate of 7.0438 is a 2.18% increase over the rolled-back rate of 6.8938. Remaining at the millage rate of 7.0438 compared to rolled-back rate of 6.8938 would be a tax increase and would generate an additional \$110,004.

### **BUDGETARY CHANGES IN GENERAL FUND “REVENUE SOURCES & TRANSFERS IN” FOR FY18'19 COMPARED TO FY17'18:**

General Fund revenues in FY18'19 (\$13,836,708 + 1,225,000 – 1,746,152 financing/leases = 13,315,556) are projected to be \$275,588 greater than budgeted in FY17'18 (\$12,655,276 + 1,195,000 – 810,308 financing/leases = 13,039,968). An expected increase of \$275,588 is mainly due to the following items:

- Increase in ad valorem tax of \$143,988
- Decrease in sales and use taxes of \$192,221 due to allocation needed for debt service items.
- Increase in licenses and permits of \$80,000 due to increased economy.
- Increase in special assessments of \$81,000 due to increased expectations.
- Increase in intergovernmental revenues of \$40,951 due to expected grant for the Museum/Depot
- Increase in charges for services of \$63,530 mainly due to management fees for water/sewer and garbage fees.

- Increase in fines and forfeitures of \$25,000 due to code enforcement.
- Increase in miscellaneous revenue of \$3,340 mainly due to interest income.
- Increases in transfers in of \$30,000 due to transfer from Utility Fund to the General Fund

**BUDGETARY CHANGES IN GENERAL FUND “OPERATING EXPENDITURES” FOR FY18’19 COMPARED TO FY17’18:**

General Fund “operating” expenditures in FY18’19 are projected to be \$13,295,226, which is \$361,504 greater than budgeted in FY17’18 \$12,933,722.

Significant changes in “operating” expenditures include the following items:

- Net increase in personnel costs of \$102,312, mainly due to a 2% COLA \$188,676 and the position elimination of within the Fire Department of \$82,000.

- Net increases in operating cost of \$251,084, mainly due to \$16,000 software cost for video steaming of Commission meetings, \$32,000 for facility maintenance evaluation by outside company, \$24,103 for Police Department, \$24,143 for Fire Department, \$34,293 for Building Permits & Inspection, \$22,147 for Code Enforcement, \$9,210 for Cemetery Operations, \$28,820 increase in Other Transportation for Winter Haven Area Transit and \$60,368 increase in general liability insurance.

**GOVERNMENTAL FUND BALANCE**

As of September 30, 2017, the City’s governmental funds reported combined ending fund balances of \$7,392,140. Approximately 43% of this amount (\$3,209,162) constitutes unassigned fund balance, which was available to spend at the City’s discretion. The remaining fund balance (\$4,182,978) was classified as non-spendable (\$273,980), restricted (\$3,813,419) and committed (\$95,579).

In 2011, the City established a reserve policy for the General Fund equal to 15% - 20% of total operating costs. As of September 30, 2017, the general fund’s unassigned fund balance represented 28% of total general fund expenditures, while total fund balance represents 31% of the same amount. Keeping a higher Fund Balance at this time is prudent in anticipation of a possible reduction in future Ad Valorem revenue if an additional Homestead Exemption is approved.

**SUMMARY OF ALL FUNDS**

General Fund \$18,611,708  
 CRA Fund 3,975,657  
 Special Revenue Funds 3,624,023  
 Debt Service Fund 2,058,598  
 Capital Projects Fund 844,400  
 Cemetery (LWMG) 348,050  
 Utility System Fund 21,300,499  
 Airport Fund 4,372,825  
 TOTAL 55,135,760

The expenditure total of \$41,857,596 is comprised of operating costs in the amount of \$24,695,656 and capital outlay in the amount of \$17,161,940. Transfers in the amount of \$2,426,521 bring total expenditures plus transfers to \$44,284,117.

Note: Capital expenditures proposed for FY18’19 are itemized in “Schedule C” within the budget document.

**CONCLUSION**

As the local economy has been improving over the last several years, the City’s has been able to provide a higher level of service to the community. There is no question that the City’s financial resources were severely strained during the recession (2007 thru 2014). The City continues to deal with the lingering impact of delayed infrastructure maintenance and economic growth within our City. However, recent trends in both new commercial and residential development, including the reuse of

formerly vacant existing buildings indicates that the City's tax base is once again beginning to grow and that recent economic development efforts are paying off. It is expected that the 2018'19 Fiscal Year the City will see even greater growth in the ad valorem tax base and the expansion of city services will lead to additional voluntary annexations into the city.

As our community continues to realize growth and expansion, an opportunity for some or all of the following will be possible 1) capital investment to improve quality of life, 2) funding for capital items that require immediate replacement, 3) funding available for economic growth opportunities and 4) a possible reduction in the millage rate.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **ORDINANCE 2018-08** by title only.

**ORDINANCE 2018-08  
AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, ADOPTING THE  
FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF LAKE WALES, POLK COUNTY,  
FLORIDA, FOR FISCAL YEAR 2018-19;  
PROVIDING FOR AN EFFECTIVE DATE.**

Dorothy Ecklund, Finance Director, reviewed this item. Kenneth Fields, City Manager, said that the City will be in good shape if the additional exemption passes. The revised projected loss for Lake Wales is \$199,000.

OPENED PUBLIC HEARING

CLOSED PUBLIC HEARING

Deputy Mayor Robin Gibson recommended adopting a resolution opposing Amendment #1. Mayor Fultz said that the Florida League of Cities has opposed the amendment. Mr. Fields said we can bring back a resolution for the next agenda.

Commissioner Howell made a motion to adopt **ORDINANCE 2018-08** after second reading and public hearing. Commissioner Stewart seconded the motion.

By Roll Call Vote:

Commissioner Howell "YES"

Commissioner Stewart "YES"

Commissioner Curtis Gibson "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0 at 6:22 p.m.

8.II. Ordinance 2018-09, Adoption Of FY2018-19 Budget – 2nd Reading & Public Hearing

[Begin Agenda Memo]

**SYNOPSIS:**

The Commissioners will consider adopting a millage rate of 7.0438 mills for Fiscal Year 2018-2019. The Commissioners will also consider adopting the proposed operating budget.

## **RECOMMENDATION**

After second reading and separate public hearings, it is recommended that the City Commission take the following actions:

1. Approve Ordinance 2018-08, adopting a millage rate of 7.0438 mills for FY2018-2019. A millage rate of 7.0438 is a 2.17% increase over the rolled-back rate of 6.8938;
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## **PROPERTY TAX**

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### **SUMMARY OF ALL FUNDS**

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Note: Capital expenditures proposed for FY18’19 are itemized in “Schedule C” within the budget document.

### **CONCLUSION**

As the local economy has been improving over the last several years, the City’s has been able to provide a higher level of service to the community. There is no question that the City’s financial resources were severely strained during the recession (2007 thru 2014). The City continues to deal with the lingering impact of delayed infrastructure maintenance and economic growth within our City. However, recent trends in both new commercial and residential development, including the reuse of formerly vacant existing buildings indicates that the City’s tax base is once again beginning to grow and that recent economic development efforts are paying off. It is expected that the 2018’19 Fiscal Year the City will see even greater growth in the ad valorem tax base and the expansion of city services will lead to additional voluntary annexations into the city.

As our community continues to realize growth and expansion, an opportunity for some or all of the following will be possible 1) capital investment to improve quality of life, 2) funding for capital items that

require immediate replacement, 3) funding available for economic growth opportunities and 4) a possible reduction in the millage rate.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **ORDINANCE 2018-09** by title only.

**ORDINANCE 2018-09**

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, RATIFYING, APPROVING, ACCEPTING AND ADOPTING THE ESTIMATES OF EXPENDITURES FOR THE OPERATION OF THE SEVERAL DEPARTMENTS OF SAID CITY, AND ALL NECESSARY AND ORDINARY EXPENSES OF SAID CITY FOR THE 2018-19 FISCAL YEAR, APPROPRIATING ALL FUNDS TO BE RAISED AND COLLECTED FROM ALL SOURCES SET FORTH IN THE ESTIMATE OF REVENUES & BALANCES FOR SAID FISCAL YEAR, AND THE REPEALING OF ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE.**

Dorothy Ecklund, Finance Director, reviewed this item. Mr. Fields reviewed some of the projects in this budget. There are lots of quality of life improvements that will be included for next year. Mayor Fultz said that he is glad that our reserves are fully funded and that the city is growing.

OPENED PUBLIC HEARING

CLOSED PUBLIC HEARING

Commissioner Howell made a motion to adopt **ORDINANCE 2018-09** after second reading and public hearing. Commissioner Curtis Gibson seconded the motion.

By Roll Call Vote:

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Stewart "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0. 6:26 p.m.

8.III. Ordinance 2018-10, Five-Year Capital Improvement Plan FY2018/19 - FY2022/23 – 2nd Reading

[Begin Agenda Memo]

**SYNOPSIS:**

The Commissioners will consider adopting the Five-Year Capital Improvement Plan for fiscal years 2018/19 through 2022/23.

**RECOMMENDATION**

It is recommended that the City Commission approve after second reading Ordinance 2018-10 adopting the Five-Year Capital Improvement Plan for fiscal years 2018/19 through 2022/23.

## **BACKGROUND**

In accordance with section 6.05 of the City Charter, Ordinance 2018-10 adopts the proposed 5-year Capital Improvement Plan (CIP) for the period FY2018/19 through FY2022/23. Capital improvements and capital acquisitions proposed for Year 1 of the 5-Year plan are incorporated into the FY18'19 operating budget, as are appropriation of funding sources necessary to implement Year 1 of the plan. The 5-Year CIP document includes all capital facility and infrastructure improvements which staff believes should be undertaken during the next five years and supporting information to explain the necessity for the improvements. In addition, the CIP includes all capital equipment proposed for acquisition during this period. Cost estimates, method of funding and time schedule for the proposed improvements and equipment acquisitions are identified in the document.

The proposed 5-Year CIP totals \$63,685,144 and includes \$150,000 in land acquisition, \$5,297,565 in building improvements/acquisitions, \$47,646,759 in infrastructure and recreation improvements, \$9,516,420 in equipment acquisition, and \$1,074,400 in other capital outlay. Schedule "C", within the 5-year CIP, provides a detail listing of each asset type.

Improvements and equipment needs for the next 5 years were submitted by department heads with a justification of necessity and a recommended time schedule for completion or acquisition. These requests were prioritized by the City Manager in view of the available funding resources and urgency of need.

## **FISCAL IMPACT**

Funding of the CIP will be accomplished through utilization of existing cash surpluses and current year operating revenues, future grants, private contributions, leases/debt service issuances, and impact fees. Growth related improvements will be funded by impact fees.

Costs of all capital improvements and equipment acquisitions are distributed over 5 years as follows:

Year 1 - FY2017/18 17,161,940  
Year 2 - FY2018/19 18,375,685  
Year 3 - FY2019/20 12,748,410  
Year 4 - FY2020/21 9,375,157  
Year 5 - FY2021/22 6,023,952  
5 Year Total 63,685,144

All items scheduled for Year 1 are included in the proposed FY17'18 operating budget presented to the City Commission for consideration.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **ORDINANCE 2018-10** by title only.

## **ORDINANCE 2018-10**

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, RATIFYING, APPROVING, ACCEPTING AND ADOPTING A 5-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2018/19 THROUGH 2022/23; REPEALING ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE AND PROVIDING FOR AN EFFECTIVE DATE.**

Dorothy Ecklund, Finance Director, reviewed this item.

OPENED PUBLIC HEARING

CLOSED PUBLIC HEARING

Commissioner Howell made a motion to adopt **ORDINANCE 2018-10** after second reading and public hearing. Deputy Mayor Robin Gibson seconded the motion.

By Roll Call Vote:

Commissioner Howell "YES"

Deputy Mayor Robin Gibson "YES"

Commissioner Curtis Gibson "YES"

Commissioner Stewart "YES"

Mayor Fultz "YES"

Motion passed 5-0. 6:28 p.m.

## 9. CONSENT AGENDA

Commissioner Howell made a motion to approve the consent agenda. Commissioner Stewart seconded the motion.

By Voice Vote:

Commissioner Howell "YES"

Commissioner Stewart "YES"

Commissioner Curtis Gibson "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

9.I. Minutes - September 5, 2018 And September 11, 2018

9.II. Special Event Application: Pioneer Days October 27-28, 2018

[Begin Agenda Memo]

### **SYNOPSIS:**

Approval of this request will allow the Pioneer Days Celebration including Beers with Pioneers to take place on October 27, 2018 - October 28, 2018 in Lake Wailes Park, allow vendors to set up RV's in the park, and allow for the temporary street closings for the Antique Car Parade.

### **RECOMMENDATION**

It is recommended that the City Commission consider taking the following action:

1. Approve the special event permit application for the 43rd Annual Pioneer Days Celebration, to be held October 27, 2018 to October 28, 2018
2. Approve the temporary road closing as specified in this memorandum for the Antique Car Parade on October 28, 2016 from 11:30 a.m. to 1:30 p.m.
3. Approve the request for alcohol in its designated area from 4pm -9pm.

4. Approve the request for RV's and tents to be set up by vendors in Lake Wailes Park throughout the event subject to the conditions specified by staff.

#### BACKGROUND

The City of Lake Wales submitted a Special Event Permit Application for the 43rd Annual Pioneer Days celebration to be held from October 27, 2018 through October 28, 2018 at Lake Wailes Park. Pioneer Days includes a variety of vendors, demonstrators, attractions, and entertainers.

A new feature added this year is that Pioneer Days will include the Beers with Pioneers event. This will take place Saturday October 27 from 4:00 p.m. – 9:00 p.m. The event will include serving and consuming alcohol within the boundary of the park.

This application also includes a request for vendors to set up RV's and tents in Lake Wailes Park throughout the three-day event. Vendors would like to stay on site for security reasons and protection of their property. Per Sec. 18-82 q. of the Lake Wales Code, camping is prohibited in a City park unless specifically authorized by special permit. Staff recommends that approval specify the following conditions:

- The RV's will arrive no earlier than 8 a.m. Thursday, October 25, 2018 and must depart no later than 9 p.m. on Sunday, October 28, 2018 allowing ample time for take down and clean up.
- The RV's, vehicles, and tents will be set up in areas as designated by the City.
- No parking of vehicles will be allowed off pavement except in areas approved and designated by the City.
- No vehicles shall be parked or driven within 15 feet of the trunk of any trees within the park. Event personnel will install tape or temporary fencing to protect the trees.
- No vehicles shall drive or park on the bike path or cross the bike path.
- Vendors approved to set up inside the "horseshoe drive" across from the basketball courts, shall maintain a 15-foot distance from tree trunks.

The event will also include the Antique Car Parade on Saturday, October 28, 2018 from 11:00 a.m. to 1:30 p.m. and require approval of the temporary closing of several streets. The requested temporary street closings will involve the following:

North Lake Shore Blvd from North Wales Dr to Park Avenue and the road through Lake Wailes Park

On Friday, October 26, 2018, vendors and participants will be setting up in Lake Wailes Park beginning at 10:00 a.m. The main event will commence on Saturday, October 28, 2018 with the Pioneer Hour at 10:00 a.m. and will continue throughout the day with events and activities until 5:00 p.m. Sunday's activities will begin at 11:00 a.m. and will wrap up at 4:00 p.m.

#### OTHER OPTIONS

Do not approve the Special Event Permit Application for the Pioneer Days Celebration or the request for the road closures.

#### FISCAL IMPACT

In-Kind services for this event provided by the City will be approximately \$4,208.

[End Agenda Memo]

9.III. Amendment #1 To Task Order #1, Hoyle, Tanner & Associates, Inc.

[Begin Agenda Memo]

**Synopsis:**

The City Commission will consider approving Amendment #1 to Hoyle, Tanner and Associates, Inc. Task Order #1 pertaining to the Runway 6-24 Rehabilitation and Extension Project at the Lake Wales Municipal Airport.

**Recommendation:**

Staff recommends that the City Commission approve the following action:

1. Approve Amendment #1 in the amount of \$69,209.00 for additional work pertaining to the runway 6-24 rehabilitation and extension project at the Lake Wales Municipal Airport.
2. Authorize a budget amendment in the amount of \$69,209.00.

**Background:**

The City Commission approved Task Order #1 with Hoyle, Tanner and Associates, Inc. in 2016 for engineering services for the rehabilitation of runway 6-24. An additional 117 calendar days have been added to the original contract time due to unforeseen site conditions encountered on the project.

Depressions in the existing runway pavement were found. Repairing the depressions entailed excavation, backfilling and paving the depression areas. The Federal Aviation Administration (FAA) required that the repair of the depressions follow the guidelines outlined by FAA. Additionally, new FAA guidelines require that all new runway pavements be surveyed following the FAA, AGIS (Airports Geographic Information System) aeronautical survey process. A specialty sub consultant is required to perform this survey to meet FAA criteria.

The additional cost share will be as follows:

Resident Project Engineer: \$20,000.00

FAA: 90% \$18,000.00

FDOT: 5% \$ 1,000.00

City: 5% \$ 1,000.00

AGIS Survey: \$49,209.00: \$24,604.50

FAA: 90% \$22,144.04

FDOT: 5% \$ 1,230.23

City: 5% \$ 1,230.23

\$24,604.50

FDOT: 80% \$19,683.60

City: 20% \$ 4,920.90

**Fiscal Impact:**

Approval requires a budget amendment in the amount of \$69,209.00.

**Other Options:**

The Commission has already approved Task Order #1 with Hoyle, Tanner and Associates Inc. and accepted grant funding for this project from FDOT and FAA.

[End Agenda Memo]

9.IV. Award Contract Construction Taxiway Alpha East Rehabilitation Project

[Begin Agenda Memo]

**Synopsis:**

The City Commission will consider awarding C.W. Robert's, Inc. the construction contract in the amount of \$1,372,723.50 for the construction of Taxiway Alpha East Rehabilitation Project at the Lake Wales Municipal Airport.

**Recommendation:**

Staff recommends that the City Commission approve the following action:

1. Award C.W. Robert's, Inc. the construction contract for the construction of Taxiway Alpha East Rehabilitation Project at the Lake Wales Municipal Airport in the amount of \$1,372,723.50.

**Background:**

In January 2017 the City Commission approved Task Order #1 and Task Order #2 with Hoyle, Tanner and Associate, Inc. for the engineering design phase to rehabilitate Taxiway Alpha East and to relocate and extend Taxiway Bravo at the Lake Wales Municipal Airport.

On Sunday, April 29, 2018 notice was given that the City of Lake Wales was seeking a qualified contractor to construct Taxiway Alpha East Rehabilitation Project at the Lake Wales Municipal Airport. A non-mandatory pre-bid meeting was held on May 16, 2018 and bids were opened on Thursday, May 31, 2018.

Bids were as follows:

C.W. Robert's, Inc. \$1,372,723.50

Dickerson Florida, Inc. \$1,505,023.00

Cobb Site Development, Inc. \$1,604,507.32

Fiscal Impact:

Funding is as follows:

City: \$ 68,636.18 (5%)

FDOT: \$ 68,636.18 (5%)

FAA: \$1,235,451.14 (90%)

**Other Options:**

The Commission has already accepted the grant from the Florida Department of Transportation for this project.

[End Agenda Memo]

9.V. Award Contract Construction Taxiway Bravo North Project

[Begin Agenda Memo]

**Synopsis:** The City Commission will consider awarding Cobb Site Development, Inc. the construction contract in the amount of \$1,562,129.18 for the construction of Taxiway Bravo North Project at the Lake Wales Municipal Airport.

**Recommendation:**

Staff recommends that the City Commission approve the following action:

1. Award Cobb Site Development, Inc. the construction contract for the construction of Taxiway Bravo North Project at the Lake Wales Municipal Airport in the amount of \$1,562,129.18.

**Background:**

In January 2017 the City Commission approved Task Order #1 and Task Order #2 with Hoyle, Tanner and Associates, Inc. for the engineering design phase to rehabilitate Taxiway Alpha and to relocate and extend Taxiway Bravo at the Lake Wales Municipal Airport.

On Sunday, April 29, 2018 notice was given that the City of Lake Wales was seeking a qualified contractor to construct Taxiway Bravo North Project at the Lake Wales Municipal Airport. A non-mandatory pre-bid meeting was held on May 16, 2018 and bids were opened on Thursday, May 31, 2018.

Bids were as follows:

Cobb Site Development, Inc. \$1,562,129.18

C.W. Robert's Contracting, Inc. \$1,578,644.50

Dickerson Florida, Inc. \$1,582,847.00

Fiscal Impact:

Funding is as follows:

City: \$ 78,106.46 (5%)

FDOT: \$ 78,106.46 (5%)

FAA: \$1,405,916.26 (90%)

**Other Options:**

The Commission has already accepted the grant from the Florida Department of Transportation for this project.

[End Agenda Memo]

9.VI. Award Contract Construction Taxiway Bravo South Project

[Begin Agenda Memo]

**Synopsis:** The City Commission will consider awarding C.W. Robert's, Inc. the construction contract in the amount of \$1,403,301.00 for the construction of Taxiway Bravo South Project at the Lake Wales Municipal Airport.

**Recommendation:**

Staff recommends that the City Commission approve the following action:

1. Award C.W. Robert's, Inc. the construction contract for the construction of Taxiway Bravo South Project at the Lake Wales Municipal Airport in the amount of \$1,403,301.00.

**Background:**

In January 2017 the city approved Task Order #1 and Task Order #2 with Hoyle, Tanner and Associates, Inc. for the engineering design phase to rehabilitate Taxiway Alpha and to relocate and extend Taxiway Bravo at the Lake Wales Municipal Airport.

On Sunday, April 29, 2018 notice was given that the City of Lake Wales was seeking a qualified contractor to construct Taxiway Bravo South Project at the Lake Wales Municipal Airport. A non-mandatory pre-bid meeting was held on May 16, 2018 and bids were opened on Thursday, May 31, 2018.

Bids were as follows:

C.W. Robert's, Inc.	\$1,403,301.00	Cobb Site Development, Inc.	\$1,510,745.03	Dickerson
Florida, Inc.	\$1,516,599.50			

**Fiscal Impact:**

Funding is as follows:

City: \$ 280,660.20 (20%)

FDOT: \$1,122,640.80 (80%)

**Other Options:**

The Commission has already accepted the grant from the Florida Department of Transportation for this project.

[End Agenda Memo]

9.VII. Construction Administration Agreement For Taxiway Alpha East

[Begin Agenda Memo]

**Synopsis:**

The City Commission will consider approving an agreement with Hoyle, Tanner and Associates, Inc. for professional engineering services pertaining to construction administration services for the rehabilitation of Taxiway Alpha East at the Lake Wales Municipal Airport.

**Recommendation:**

Staff recommends that the City Commission approve the following action:

1. Approve the Construction Administration Agreement in the amount of \$150,900.00 with Hoyle, Tanner and Associates, Inc. for professional engineering services for the rehabilitation of Taxiway Alpha East at the Lake Wales Municipal Airport.

**Background:**

At its regular scheduled commission meeting on January 23, 2017, the City Commission approved Task Order #1 with Hoyle, Tanner and Associates, Inc. for the engineering design phase to rehabilitate Taxiway Alpha East at the Lake Wales Municipal Airport.

Task Order #1 (FAA/City/FDOT): Taxiway Alpha East: Rehabilitate Taxiway Alpha East from Runway 17-35 to Runway 24, to include taxiway edge and centerline striping.

The total construction administration cost for this project is \$150,900.00.

**Fiscal Impact:**

City: \$ 7,545.00 (5%)

FDOT: \$ 7,545.00 (5%)

FAA: \$ 135,810.00 (90%)

**Other Options:**

The Commission has already accepted the grant from the Florida Department of Transportation for this project.

[End Agenda Memo]

9.VIII. Construction Administration Agreement For Taxiway Bravo North

[Begin Agenda Memo]

**Synopsis:**

The City Commission will consider awarding Cobb Site Development, Inc. the construction contract in the amount of \$1,562,129.18 for the construction of Taxiway Bravo North Project at the Lake Wales Municipal Airport.

**Recommendation:**

Staff recommends that the City Commission approve the following action:

1. Award Cobb Site Development, Inc. the construction contract for the construction of Taxiway Bravo

North Project at the Lake Wales Municipal Airport in the amount of \$1,562,129.18.

**Background:**

In January 2017 the City Commission approved Task Order #1 and Task Order #2 with Hoyle, Tanner and Associates, Inc. for the engineering design phase to rehabilitate Taxiway Alpha and to relocate and extend Taxiway Bravo at the Lake Wales Municipal Airport.

On Sunday, April 29, 2018 notice was given that the City of Lake Wales was seeking a qualified contractor to construct Taxiway Bravo North Project at the Lake Wales Municipal Airport. A non-mandatory pre-bid meeting was held on May 16, 2018 and bids were opened on Thursday, May 31, 2018.

Bids were as follows:

Cobb Site Development, Inc. \$1,562,129.18

C.W. Robert's Contracting, Inc. \$1,578,644.50

Dickerson Florida, Inc. \$1,582,847.00

**Fiscal Impact:**

Funding is as follows:

City: \$ 78,106.46 (5%)

FDOT: \$ 78,106.46 (5%)

FAA: \$1,405,916.26 (90%)

**Other Options:**

The Commission has already accepted the grant from the Florida Department of Transportation for this project.

[End Agenda Memo]

9.IX. Construction Administration Agreement For Taxiway Bravo South

[Begin Agenda Memo]

**Synopsis:**

The City Commission will consider approving an agreement, with Hoyle, Tanner and Associates, Inc. for professional engineering services pertaining to construction administration services to relocate and extend Taxiway Bravo South at the Lake Wales Municipal Airport.

**Recommendation:**

Staff recommends that the City Commission approve the following action:

1. Approve the Construction Administration Agreement in the amount of \$165,900.00, with Hoyle, Tanner and Associates, Inc. for professional engineering services to relocate and extend Taxiway Bravo South at the Lake Wales Municipal Airport.

**Background:**

At its regular scheduled commission meeting on January 23, 2017 the City Commission approved Task Order #2 with Hoyle, Tanner and Associates, Inc. for the engineering design phase to relocate and extend Taxiway Bravo South at the Lake Wales Municipal Airport.

Task Order #2 (FDOT/City): Taxiway Bravo South: Design a new parallel taxiway for runway 17-35 from taxiway Alpha to Runway 35 and design a new lighting circuit and LED Medium Intensity Taxiway Lights (MITL's), to include taxiway edge and centerline striping.

The total construction administration cost for this project is \$165,900.00.

**Fiscal Impact:**

City: \$ 33,180.00 (20%)

FDOT: \$ 132,720.00 (80%)

**Other Options:**

The Commission has already accepted the grant from the Florida Department of Transportation for this project.

[End Agenda Memo]

## 9.X. Sensus Software Agreement

[Begin Agenda Memo]

**SYNOPSIS:**

Staff is requesting the commission authorize the signing of the Sensus software agreement which would allow for the meter reading information to be housed on the Sensus cloud in lieu of in house servers.

**STAFF RECOMMENDATION**

It is recommended that the City Commission consider taking the following action:

1. Authorize the signing of the Sensus software agreement by the City Manager.

**BACKGROUND**

The IT staff has informed the Utilities Staff that a decision had to be made whether or not to continue to maintain servers on site or consider a cloud based hosting for the metering system, due to the current servers were well past their normal life and could give out at any time. Several options were considered and the IT staff determined it would be in the City's best interest to have the metering system hosted and maintained by Sensus. Sensus is the metering system as well as the maker of the meters the City uses to record consumption for billing. The Sensus software is proprietary to the Sensus meters and is therefore the sole source vendor for the city's meters.

Staff recommends the commission approve taking the following action, authorize the signing of the Sensus software agreement by the City Manager.

**OTHER OPTIONS**

The Commission could choose not to approve the option of hosting on the Sensus cloud and instruct staff to purchase new servers as a part of the upgrade that was previously approved, to continue hosting the meter reading information in house. This option adds an additional maintenance expense and replacement of the servers in another 5 years.

**FISCAL IMPACT**

There is no additional fiscal impact associated with the signing of the new agreement. Staff currently pays a yearly subscription for the Flexnet services based on the amount of meters in the system.

[End Agenda Memo]

9.XI. Grant Application - Mountain Lake Community Services

[Begin Agenda Memo]

**SYNOPSIS:**

A grant application to Mountain Lake Community Service for \$5000. This grant does not require any matching funds.

**STAFF RECOMMENDATION:**

Staff recommends that the City Commission approve a grant application to Mountain Lake Community Service for funding that will be allocated to the Museum Educational Program for K-12th grade students. The Lake Wales Museum application to Mountain Lake Community Service requests funding to develop a new comprehensive educational program for K-12th grade students. The museum seeks to develop and offer a range of educational experiences for student audiences through discovery and exploration, which connect youth to history and heritage from the greater Central Florida community. Using the museum's permanent historical exhibits, the new youth educational program would include curriculum-based guided and self-guided field trips, an expanded classroom outreach program based on our existing museum suitcases, use of primary sources from our permanent collection, alignment of activities to the Florida state educational standards, and professional development opportunities for teachers. These offerings will be planned in collaboration with public and private educational leadership in Lake Wales. The grant will provide funds to underwrite the hiring of a temporary education specialist.

**BACKGROUND:**

Mountain Lake Community Service provides financial support in the way of grants to community based projects in support of Lake Wales' charitable and educational organizations which serve to assist and improve life in the Lake Wales community. If our application is approved, the grant money will be used to underwrite the hiring of a temporary museum education specialist to develop and write new curriculum and field trips for school students.

Any grant funds received from this application would be applicable for the 2018 – 2019 fiscal year. The grant does not require any matching funds.

**OTHER OPTIONS:**

Do not apply for this grant. No appropriations needed.

**FISCAL IMPACT:**

Staff is requesting to develop a new museum educational program for students. Funds to carry out the development of these new programs would come from Mountain Lake Community Service. All of the funds allocated to this project will be spent to support public programming by way of hiring an education specialist to develop and write new curriculum and field trips.

[End Agenda Memo]

10. OLD BUSINESS

- 10.I. Ordinance 2018-06 – 2nd Reading And Public Hearing Amendments To Chapter 12 – Health Sanitation, Nuisances, And Minimum Property Maintenance Standards

[Begin Agenda Memo]

**SYNOPSIS**

This ordinance addresses housekeeping items regarding maintenance of rights-of-way, junk and trash, vacant structures, sanitation and storage of materials, nuisance trees, and weeds, grass and overgrowth in Chapter 12.

## **RECOMMENDATION**

Staff recommends the adoption of Ordinance 2018-06 after second reading and public hearing.

## **BACKGROUND**

In order to continue to improve and enhance the responsibility of enforcement Code Compliance has found areas of the code that need amending to insure fair and equitable enforcement across several sections.

Parking lots and multi-modal trails are being added to the areas where tree maintenance is covered in regards to height required for clear trimming and removal of dead branches.

- A clarification is being made for property in excess of ten (10) acres in the sections regarding weeds and overgrowth.

- The penalty section is being amended to include an additional State Statute that is applicable to code enforcement.

- The word vacant is being removed from Sec. 12-230 because the code is applicable to all structures not just those that are vacant.

## **FISCAL IMPACT**

The amendments have no identifiable fiscal impact themselves.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **ORDINANCE 2018-06** by title only.

## **ORDINANCE 2018-06**

**(Amending Chapter 12 Health, Sanitation, Nuisances, and Minimum Property Maintenance Standards)**

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, AMENDING CHAPTER 12 HEALTH, SANITATION, NUISANCES, AND MINIMUM PROPERTY MAINTENANCE STANDARDS; AMENDING, SECTION 12-36 PROPERTY CLEARING AND CLEANING, SECTION 12-37 JUNK AND TRASH, SECTION 12-39 TREE DECLARED NUISANCE/DANGEROUS, SECTION 12-227.7 REQUIREMENTS NOT COVERED BY CODE, SECTION 12-230.6 CLOSING OF VACANT STRUCTURES, SECTION 12-230.9 PROHIBITED OCCUPANCY, SECTION 12-230.12 BOARDED UP STRUCTURES, SECTION 12-230.13 PENALTIES, SECTION 12-233.1 SANITATION AND STORAGE OF MATERIALS, SECTION 12-233.4 WEEDS, GRASS AND OVERGROWTH, AND SECTION 12-233.6 TREE DECLARED NUISANCE/DANGEROUS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE:**

Kathy Bangley, Director of Planning and Development, reviewed this item.

Deputy Mayor Robin Gibson said that this is the kind of thing that enhances the tax base.

OPENED PUBLIC HEARING

CLOSED PUBLIC HEARING

Deputy Mayor Robin Gibson made a motion to adopt ORDINANCE 2018-06 after second reading and public hearing. Commissioner Curtis Gibson seconded the motion.

By Roll Call Vote:

Deputy Mayor Robin Gibson "YES"

Commissioner Curtis Gibson "YES"

Commissioner Howell "YES"

Commissioner Stewart "YES"

Mayor Fultz "YES"

Motion passed 5-0.

10.II. Ordinance 2018-07 – 2nd Reading And Public Hearing Amendments To Zoning, Land Use And Development Regulations

[Begin Agenda Memo]

**SYNOPSIS**

Several areas of the zoning regulations (Chapter 23, Lake Wales Code of Ordinances) have been identified as needing amendments to address issues that have arisen.

Sec. 23-217. Site development permit

Sec. 23-307 Landscaping requirements

Sec. 23-310 Recreation Areas

Table 23-421 Permitted Uses and Special Exception Uses in Standard Zoning Districts

Sec. 23-445. Mixed-use PDPs

Table 23-522 Accessory Structures Residential Properties

**RECOMMENDATION**

Staff recommends the adoption of Ordinance 2018-07 on second reading and public hearing. A public hearing is required and notice requirements have been met.

**BACKGROUND**

The Planning and Zoning Board held a regular meeting on May 22, 2018 and voted to recommend various amendments to the Zoning, Land Use and Development Regulations as set forth in the proposed ordinance. Following are explanations of the proposed revisions.

1. Sec. 23-217.3g – Permits from other agencies as applicable.

Current code reads: If such permits have not been issued at the time of application for a site development permit, copies of all required permits shall be submitted prior to the issuance of the site development permit. Required permits shall include:

- Change to: If such permits have not been issued at the time of application for a site development permit, copies of all required permits should be submitted prior to the issuance of the site development permit. Required permits may include:

- Remove "Polk County Highway Department concurrency certification" from list of required permits, as it no longer exists.

2. 23-307 Landscaping Requirements

## Residential

Current standards require a minimum of two 2" caliper FL #1 trees, minimum of eight feet at planting, on site at completion.

Proposed: Sec.23-307.2.3.

- Lots less than 10,000sf: two, two-inch caliper shade trees, minimum of eight feet at planting.
- Lots 10,000sf or greater: three, two-inch caliper shade trees, minimum of eight feet at planting.
- Sec. 23-307.3.2. Landscaped Buffers: Modify to eliminate landscape easements: "The buffer shall be in a separate parcel or tract maintained by a homeowners' association or similar entity, in accordance with a landscaping plan (remove "approved by the planning board" as it is not always applicable) and shall not be included in the area of the lot." Eliminate 3. as it is now obsolete.

3. Sec. 23-310.d.2. Recreation facilities: Modify to establish two-tree minimum: "A minimum of two (2) shade trees per recreation area or a minimum of five (5) shade trees per acre, whichever is greater, shall be provided in recreation areas.

### 4. Table 23-421 Permitted Uses and Special Exception Uses in Standard Zoning Districts

The City's comprehensive plan supports mixed-use developments and up to 25% of high density residential in the RAC land use classification; however, the Permitted Use Chart in the City's zoning code does not reflect this.

- C-2 Zoning District: Add mixed-use residential and non-residential as permitted through the PDP process
- Add footnote 8 to reference C-2 zoning districts in the RAC land use category only
- C-2 and C-3 Zoning Districts: Add Multi-Family Dwelling (Up to 12 units on one parcel) as permitted through the PDP process.

5. Sec. 23-445 Mixed-use PDPs – Add "C-2 zoning districts where allowed under the land use classification on the Future Land Use Map of the Comprehensive Plan."

6. 23-522 Accessory Structures Residential Properties - Detached carports or garages: Current standard reads, "footprint not to exceed 600 square feet or 40% of the footprint of the principal structure, whichever is larger."

- Add: On lots greater than two (2) acres in size, an accessory structure may be 1.25 times the size of the principle building.

## FISCAL IMPACT

The amendments have no identifiable fiscal impact themselves.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **ORDINANCE 2018-07** by title only.

### **ORDINANCE 2018 - 07**

**(Zoning Amendment – Chapter 23 Zoning, Land Use and Development)**

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES CHAPTER 23, ZONING, LAND USE AND DEVELOPMENT REGULATIONS; AMENDING, SECTION 23-217 SITE DEVELOPMENT, SECTION 23-307 LANDSCAPING REQUIREMENTS, SECTION 23-310 RECREATION AREA, TABLE 23-421 PERMITTED USES AND SPECIAL EXCEPTION USES IN STANDARD ZONING DISTRICTS, SECTION 23-445 MIXED-USE PLANNED DEVELOPMENT PROJECTS, AND TABLE 23-522 ACCESSORY STRUCTURES RESIDENTIAL PROPERTIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Kathy Bangle, Director of Planning and Development, reviewed this item.

Deputy Mayor Robin Gibson said that this is the kind of thing that enhances the tax base. Mayor Fultz said that the Code Enforcement efforts have helped a lot.

OPENED PUBLIC HEARING

CLOSED PUBLIC HEARING

Deputy Mayor Robin Gibson made a motion to adopt **ORDINANCE 2018-07** after second reading and public hearing. Commissioner Curtis Gibson seconded the motion.

By Roll Call Vote:

Deputy Mayor Robin Gibson "YES"

Commissioner Curtis Gibson "YES"

Commissioner Howell "YES"

Commissioner Stewart "YES"

Mayor Fultz "YES"

Motion passed 5-0.

## 11. NEW BUSINESS

### 11.I. RESOLUTION 2018-21 - Supplemental Joint Participation Agreement-G0B57

[Begin Agenda Memo]

#### **SYNOPSIS:**

The adoption of Resolution 2018-21 authorizes the execution of an agreement with the Florida Department of Transportation (FDOT) to amend the funding for JPA-G0658 to add an additional 117 days to the project and perform the FAA AGIS (Airports Geographic Information System) aeronautical survey process for the Runway 6/24 rehabilitation and extension project at the Lake Wales Municipal Airport.

#### **RECOMMENDATION**

Staff recommends that the City Commission approve the following actions:

1. Adopt Resolution 2018-21 authorizing the execution of Supplemental Joint Participation Agreement G0B57 by the Mayor with the Florida Department of Transportation (FDOT) in the amount of \$130,782.00.

#### **BACKGROUND**

In 2017, the City Commission adopted Resolution 2017-08, which provided additional funding of \$121,160.00 from FDOT for the increased cost to purchase the mitigation credits required for the runway 6/24 rehabilitation and extension project. Depressions in the existing runway pavement were found and it was determined that the repair and survey needed would add an additional 117 days to the project. Repairing the depressions entailed excavation, backfilling and paving the depression areas. The Federal Aviation Administration (FAA) required that the repair of the depressions follow the guidelines outlined by FAA. Additionally, new FAA guidelines require that all new runway pavements be surveyed following the FAA, AGIS (Airports Geographic Information System) aeronautical survey process.

**Resolution 2018-21** will provide additional funding of \$130,782.00 to cover the cost of the additional 117 days to the project and to perform the FAA AGIS (Airports Geographic Information System) aeronautical survey process for the project.

#### **FISCAL IMPACT**

Original Funding was as follows: As Amended: Net Change:  
City: \$ 864,339.00 City: \$ 658,964.00 \$(205,375.00)  
State: \$ 2,116,523.00 FDOT: \$2,425,935.00 \$309,412.00  
FAA: \$1,232,767.00 FAA: \$1,259,512.00 \$ 26,745.00  
Project total: \$4,213,629.00 Project total: \$4,344,411.00 \$130,782.00

#### **OPTIONS**

Adopting Resolution 2018-21 provides funding to cover the additional cost of the project.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2018-21** by title only.

#### **RESOLUTION 2018-21**

**A RESOLUTION OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT (JPA), TO AMEND FUNDING FOR JOINT PARTICIPATION AGREEMENT (JPA) ITEM-SEGMENT-PHASE SEQUENCE NUMBER (FINANCIAL PROJECT NUMBER): 438920-1-94-01 (ENVIRONMENTAL ASSESSMENT, MITIGATION, PERMITTING, DESIGN UPDATES AND RELATED ACTIVITIES NECESSARY TO BID THE RUNWAY 6/24 REHABILITATION AND EXTENSION PROJECT) WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION TO ALLOW THEIR PARTICIPATION IN AN AVIATION PROJECT AT THE LAKE WALES MUNICIPAL AIRPORT.**

Teresa Allen, Director of Public Services, reviewed this item. Mr. Fields commended Teresa Allen and her work to secure all these grants. Mayor Fultz concurred and said that he looks forward to a functional airport.

Commissioner Curtis Gibson made a motion to adopt RESOLUTION 2018-21. Commissioner Howell seconded the motion.

Commissioner Curtis Gibson "YES"

Commissioner Howell "YES"

Commissioner Stewart "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

#### 11.II. Board Appointments: Library Board

[Begin Agenda Memo]

#### **SYNOPSIS:**

Appointment to fill a vacancy on the Library Board due to expiration of terms.

## **RECOMMENDATION**

Staff Recommends the Mayor appoint either Deborah Solow or Marcia Liebman to the Library Board for a term ending 07/01/2023 with the consent of the City Commission.

## **BACKGROUND**

Jacque Hawkins' term on the Library Board ended 07/01/2018 and she declined to seek reappointment.

Library Board (City Code Sec. 2-26,(b)) – The board consists of five (5) members. Four members must reside in the City, own property in the City or hold a valid business tax receipt issued from by the City. One member shall be a resident of the unincorporated Greater Lake Wales area having a Lake Wales address or a resident of the City of Lake Wales if the Lake Wales Public Library is a member of the Polk County Cooperative and receives operating funds from Polk County Board of County Commissioners (Ordinance 2008-07; 02/19/08). (5-year term)

? There is no interview process requirement for applicants applying for appointment to this board.

? Members are not required to file an annual Form 1, Statement of Financial Interests

? Current Vacancies: 1 vacancy, resident, due to an expired term

Current Meeting Schedule: 1st Wednesday @ 4:00 p.m.; Lake Wales Library

Primary Duties: Operate the public library; control expenditures of all monies collected or donated to the Library Fund; appoint the library staff and establish rules and regulations for operation and use of the Library subject to the supervision and control of the City Commission.

Current Members: Jolene Lake, outside 08/02/16 -07/1/21, 1

Paula Alford, resident 08/15/17 – 07/01/22, 1

Michalkiewicz, Brystal, resident 08/04/15 - 07/01/21, P+1

Jacque Hawkins, resident 06/21/16 - 07/01/18, 1

Allison Kapphan, resident 05/15/18 - 07/01/19, P

Applying for Appointment: Deborah Solow for a term expiring 07/01/2023.

Marcia Liebman for a term expiring 07/01/2023.

## **OPTIONS**

Do not appoint those that have applied.

## **FISCAL IMPACT**

None. These are volunteer boards.

[End Agenda Memo]

Mayor Fultz appointed Deborah Solow to the Library Board for term expiring 07/1/2023.

Commissioner Howell made a motion to approve the appointment of Deborah Solow to the Library Board for term expiring 07/1/2023. Commissioner Curtis Gibson seconded the motion.

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Stewart "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5 -0.

12. CITY MANAGER

12.I. Tracking Report

12.II. Social Media Tracking Report

12.III. Other Meetings & Events Calendar

Mr. Fields reminded the Commission of the Main Street Annual meeting event on September 27, from 6:30 p.m. - 8:00 p.m.

12.IV. City Commission Meeting Calendar

Mr. Fields said they would like to plan a recreation workshop in October possibly at the Austin Center again.

13. CITY COMMISSION COMMENTS

Deputy Mayor Robin Gibson said that he will recuse himself from voting on the upcoming Charter School Resolution. He reviewed the history of the Charter Schools, why it was formed and what the current challenges are. Many students are coming to Lake Wales from other Cities. He said that we now have three middle schools in Lake Wales, Bok Academy, Bok north and McLaughlin. We now have a capacity for a lot more students so more are coming from out of town. Out of town students have a right to vacant seats in our charter schools. By combining McLaughlin and Bok North we can reduce the number of seats for outside students and focus on Lake Wales students. A good education system can attract young families. He asks the Commission members to consider this resolution. Mr. Fields said that the Deputy Mayor will have to step out of the room to recuse himself.

Commissioner Stewart asked about the status of vacant lots recently cleared. Mr. Fields said that we are hiring someone with a real estate background to acquire some of these properties.

14. MAYOR COMMENTS

15. ADJOURNMENT

Meeting was adjourned at 6:57 p.m.

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Mayor/Deputy Mayor

ATTEST:

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City Clerk