

**CITY COMMISSION  
REGULAR MEETING  
OFFICIAL AGENDA  
July 6, 2021  
6:00 p.m.**

**Municipal Administration Building  
Commission Chambers  
201 W. Central Avenue  
Lake Wales, FL 33853**

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. CALL TO ORDER
4. ROLL CALL
5. PROCLAMATIONS AND AWARDS
  - 5.I. Certificate Of Recognition - Wilena Vreeland, Code Enforcement Board  
Wilena Vreeland has served on the Code Enforcement Board for 10 years and is stepping down.
  - 5.II. IEMO Certificate Of Completion - Kris Fitzgerald Commissioner  
Kris Fitzgerald, Commissioner will be presented a Certificate of Completion from the Florida League of Cities for completing the IEMO (Institute of Elected and Municipal Officials) training.
  - 5.III. IEMO Certificate Of Completion - Daniel Williams Commissioner  
Daniel Williams, Commissioner will be presented a Certificate of Completion from the Florida League of Cities for completing the IEMO (Institute of Elected and Municipal Officials) training.
6. COMMENTS AND PETITIONS

Public participation is encouraged. The City Commission welcomes opinions and information on any topic related to the meeting's agenda or other City business. The purpose is to inform the commission, which will listen and not engage in argument or debate. Answers about subject matter can be better handled with city staff during business hours.

Anyone wishing to speak should give their name, state if they are a resident, taxpayer, business owner, or utility customer and they will have 5 minutes. Utility customers should only speak on matters concerning those utilities.

7. CITY CLERK
  - 7.I. Board Appointments - Historic District Regulatory Board, Housing Authority, Recreation Commission, Library Board And Planning And Zoning Board  
Appointments to fill vacancies on the Historic District Regulatory Board, Housing Authority, Planning & Zoning, Library, Recreation Commission boards

Documents:

MEMO-BOARD APPOINTMENTS JUL 6 2021.PDF  
ALVARADO HDRB CITIZEN BOARD APPLICATION FORM.PDF  
CREWS HDRB CITIZEN BOARD APPLICATION FORM.PDF  
DONALDSON RECREATION CITIZEN BOARD APPLICATION FORM.PDF  
LAWSON HOUSINGCITIZEN BOARD APPLICATION FORM.PDF  
LOVE HARRIAGE PANDZ CITIZEN BOARD APPLICATION FORM.PDF  
OUTING LIBRARY CITIZEN BOARD APPLICATION FORM.PDF  
REDDICK RECREATION CITIZEN BOARD APPLICATION FORM.PDF  
THREATT HOUSING CITIZEN BOARD APPLICATION FORM.PDF  
WELLS HOUSINGCITIZEN BOARD APPLICATION FORM.PDF

8. CONSENT AGENDA

Any member of the public can ask the City Commission to pull a consent item for separate discussion and vote that they would like to make comment on.

8.I. Minutes - April 20, 2021 And June 15, 2021

Minutes of [APRIL 20, 2021](#)

Minutes of [JUNE 15, 2021](#)

8.II. Hangar Land Lease Agreement - LW Hangar LLC

Authorize the mayor to execute a hangar land lease agreement between LW Hangar, LLC and the City for 49,140 square feet (1.13 acres) of land space for the purpose of developing and constructing a 4-bay aircraft hangar.

Documents:

MEMO RE HANGAR LEASE AGREEMENT - LW HANGAR, LLC.PDF  
HANGAR LEASE AGREEMENT - LW HANGAR LLC (2).PDF

8.III. Northwest Water Main Extension Amendment 1

This project will consist of extending a 12" water main from Water Treatment Plant #1 (WTP) located on Market Street and Sessoms Ave to connect to Washington Avenue in the northwest section of town.

Documents:

AGENDA MEMO-NW WATERMAIN EXTENSION AMENDMENT 1.PDF  
AMENDMENT 01 - 167006 LW NW WM EXTENSION.PDF

8.IV. Western Utilities Expansion-Force Main Amendment 2 To Loan Agreement WW530330

The force main extension for State Road 60 West project is now complete and the State Revolving Loan Fund (SRF) agreement WW530330 has to be closed out.

Amendment 2 agreement WW530330 finalizes the loan proceeds taken for the force main construction.

Documents:

AGENDA MEMO- AMENDMENT 2 WW530330.PDF  
WW530330 AMENDMENT 2.PDF  
WW530330 AMORTIZATIONSCHEDULEREPORT.PDF

- 8.V. SR 60 Western Utilities Expansion Amendment 2 To Loan Agreement DW530320  
The water main extension for State Road 60 West project is now complete and the State Revolving Loan Fund (SRF) agreement DW530320 has to be closed out.  
Amendment 2 to loan agreement proceeds taken for the water main construction.

Documents:

[AGENDA MEMO- AMENDMENT 2 DW530320.PDF](#)  
[DW530320 AMENDMENT 2.PDF](#)  
[DW530320 AMORTIZATIONSCHEDULEREPORT.PDF](#)

- 8.VI. Special Event Application - Pioneer Days October 23-24, 2021  
Approval of this request will allow the Pioneer Days Celebration to take place on October 23 -24, 2021 in Lake Wailes Park, allow vendors to set up RVs in the park, and allow for the temporary street closings for the Antique Car Parade.

Documents:

[MEMO FOR PIONEER DAY EVENT 2021.PDF](#)  
[SPECIAL EVENT PERMIT APPLICATION PACKET 2021.PDF](#)

- 8.VII. Special Event Application - Touch-A-Truck July 22, 2021  
The Lake Wales Public Library is requesting a special event permit for a Touch a Truck event to be held on July 22nd, 2021 from 10:00 a.m. - 11:30 a.m. This event will close Cypress Garden Lane.

Documents:

[MEMO TOUCH A TRUCK EVENT PERMIT 2021.PDF](#)  
[LIBRARY TOUCH A TRUCK SPECIAL EVENT .PDF](#)

- 8.VIII. Special Event Permit - Christmas Parade December 11, 2021  
Approval of the special event permit application will allow the Lake Wales Kiwanis Club to present the annual Christmas Parade on Saturday December 11, 2021 and allow for the temporary closing of several streets.

Documents:

[MEMO CHRISTMAS PARADE DEC 2021.PDF](#)  
[KIWANIS CHRISTMAS PARADE 2021 APPLICATION.PDF](#)

- 8.IX. Special Event Permit: Keystone Phase II Groundbreaking Ceremony  
Special Event Permit Application: Groundbreaking for Keystone Affordable Housing Phase II on July 7th This event involves closure of B Street and Washington Ave from 9:00 a.m – 9:30 a.m.

Documents:

[MEMO GROUND BREAKING EVENT PERMIT APPLICATION.PDF](#)  
[KEYSTONE GROUND BREAKING EVENT PERMIT.PDF](#)

## 9. OLD BUSINESS

- 9.I. ORDINANCE 2021 – 08 Amending The Charter As Approved By The Electors. 2nd Reading And Public Hearing  
Ordinance 2021-08 modifies the Charter in accordance with the changes approved by the Electors in April 2021.

Documents:

[AGENDA ITEM ORDINANCE 2021-08.PDF](#)  
[ORDINANCE 2021-08 AMENDING THE CHARTER.PDF](#)

## 10. NEW BUSINESS

- 10.I. Ordinance 2021-13 Annexation – 1st Reading And Public Hearing 19.82 Acres Of Land At The Southwest Corner Of Sunset Drive And Buck Moore Road  
Ordinance 2021-13 proposes the voluntary annexation of approximately 19.82 acres of land located at the southwest corner of Sunset Drive and Buck Moore Road, and contiguous to the incorporated City limits.

Documents:

[CC MEMO 1ST R 2021-13 ROBINS RUN ANNEXATION.PDF](#)  
[ORD 2021-13 ANNEXATION OF ROBINS RUN 6.15.2021.PDF](#)

- 10.II. Ordinance 2021-14 Chapter 14 Code Of Ordinances Amendment Mobile Car Wash/Auto Detail Business Regulations 1st Reading - PUBLIC HEARING  
Ordinance 2021-14 proposes an amendment to Chapter 14 – Licenses and Business Regulations, Lake Wales Code of Ordinances. This amendment is necessary to address specific concerns of the community, and to better-regulate mobile auto detailing businesses in Lake Wales.

Documents:

[CC MEMO 1ST R 2021-14 CH. 14 MOBILECAR WASH.PDF](#)  
[ORD 2021-14 LAKE WALES MOBILE WASHING CH. 14.PDF](#)

- 10.III. ORDINANCE D2021-06 Future Land Use Designation – 0 3rd St. N Zoning Designation – 0 3rd St N 1st Reading And PUBLIC HEARING  
HAB Holdings LLC, owner of parcel 273002909610005030, and Development Services Staff, on behalf of the City of Lake Wales, owner of parcel 273002909610005010, request approval by City Commission to amend the Zoning Map, and the Future Land Use Map of the Comprehensive Plan on two parcels.

Documents:

[COMM MEMO ORD D2021-06 3RD STREET RE-ZONING.PDF](#)  
[ORD D2021-06 0 3RD STREET CPA SMALL SCALE.PDF](#)

- 10.IV. Ordinance D2021-07 Zoning Designation – 0 3rd St. N, 1st Reading And Public Hearing  
HAB Holdings LLC, owner of parcel 273002909610005030, and Development Services Staff, on behalf of the City of Lake Wales, owner of parcel 273002909610005010, request approval by City Commission to amend the Zoning Map, and the Future Land Use Map of the Comprehensive Plan on two parcels.

Documents:

[COMM MEMO ORD D2021-07 3RD STREET RE-ZONING 6.15.2021.PDF](#)  
[ORD D2021-07 0 3RD STREET RE-ZONE.PDF](#)

- 10.V. Preliminary Subdivision Plat Approval / Special Exception Use Permit Approval For A Residential Planned Development Project (PDP) "80 Acres Lake Wales" PUBLIC HEARING

Quigg Engineering, agent for CG Citrus, owner, is requesting approval by City Commission, of a 349-lot single-family Preliminary Subdivision Plat and a Special Exception Use Permit for a Residential PDP on 80 acres of land east of Buck Moore Road and north of Sunset Drive

Documents:

[COMM MEMO 80 ACRES PDP 7.6.2021.PDF](#)  
[80 ACRES OVERALL PDP PLAN FINAL.PDF](#)

- 10.VI. Preliminary Subdivision Plat Approval / Special Exception Use Permit Approval For A Residential Planned Development Project (PDP) "Belle Lago" PUBLIC HEARING

ECON, agent for Tri Ben Groves, owner, is requesting approval of a 84-lot single-family Preliminary Subdivision Plat and a Special Exception Use Permit for a Residential PDP on 47.62 acres of land west of Scenic Highway, with a peninsula extending into Lake Belle.

Documents:

[COMM MEMO BELLE LAGO PDP 7.6.2021.PDF](#)  
[BELLE LAGO PDP FINAL 6.24.2021.PDF](#)

- 10.VII. Preliminary Subdivision Plat Approval / Special Exception Use Permit Approval For A Residential Planned Development Project (PDP) "Buck Moore Heights" PUBLIC HEARING Requirements Have Been Met

ECON, agent for KTSN Horizon, owner, requests approval of City Commission for a 100-lot single-family Preliminary Subdivision Plat and a Special Exception Use Permit for a Residential PDP on 23.7 acres of land west of Buck Moore Road and north of Christ's Church on the Move.

Documents:

[COMM MEMO BUCK MOORE HEIGHTS PDP 7.6.2021.PDF](#)  
[01 PLANNED DEVELOPMENT PROJECT \(PDP\).PDF](#)

- 10.VIII. Preliminary Subdivision Plat Approval / Special Exception Use Permit Approval For A Residential Planned Development Project (PDP) K&M Groves

ECON, agent for K&M Groves, owner, is requesting approval of a 67-lot single-family Preliminary Subdivision Plat and a Special Exception Use Permit for a Residential PDP on 17.33 acres of land west of US Highway 27 and south of Mountain Lake Cutoff Road.

Documents:

[COMM MEMO KANDM GROVES PDP 7.6.2021.PDF](#)  
[K N M GROVE CONCEPT PLAN-PLANNED DEVELOPMENT PROJECT \(PDP\)\\_NO AREIAL.PDF](#)

- 10.IX. Resolution 2021-06 – Resolution To Utilize The Uniform Method Of Collecting Non- Ad Valorem Assessments And Adopting The Special Assessment Roll. Requires A Public Hearing.

Resolution 2021-06 declares the City's intent to utilize the uniform method of collecting non-ad valorem assessments and adopts the assessment roll for 2021.

Documents:

[7-6-2021-CC MEMO RESOLUTION 2021-06 NON-AD VALOREM.PDF](#)  
[2021-RESOLUTION 2021-06 NON-AD VALOREM COLLECTION.PDF](#)  
[2021-NON-AD VALORAM TAX ROLL - LAKE WALES FINAL AS OF 06-29-2021.PDF](#)

11. CITY ATTORNEY

12. CITY MANAGER

12.I. Tracking Report

Documents:

[TRACKING.PDF](#)

12.II. Commission Meeting Calendar

Documents:

[COMMISSION MEETING CALENDAR, JULY-2021.PDF](#)

12.III. Social Media Tracking Report

Documents:

[SOCIAL MEDIA TRACKING 07-01-2021.PDF](#)

13. CITY COMMISSION COMMENTS

14. MAYOR COMMENTS

15. ADJOURNMENT

**(The staff memos are not incorporated into the official record)**

Minutes of the City Commission meeting can be obtained from the City Clerk's Office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recording, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be the expense of the requesting party.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special

accommodations to participate in this meeting should contact the City Clerk's office no later than 5:00 p.m. on the day prior to the meeting.

Appeals concerning decisions on issues requiring a public hearing:

Persons who wish to appeal any decision made by the City Commission with respect to any matter considered during a public hearing at this meeting will need a record of the proceedings, and for such purpose may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.