

**CITY COMMISSION  
REGULAR MEETING  
OFFICIAL AGENDA  
August 17, 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. PROCLAMATION - Water Professionals Month

Documents:

[PROCLAMATION WATER PROFESSIONALS MONTH 2021.PDF](#)

6. OLD BUSINESS
  - 6.I. ORDINANCE D2021-08 Zoning Designation – WH Corp 2nd Reading And Public Hearing  
Winter Haven Corp, owner, requests approval of City Commission to amend the Zoning Map to assign PDMU – Planned Development Mixed Use – to the above-mentioned parcels totaling,1,841+- acres of land.

Documents:

[CC MEMO WH CORP RE-ZONING 8.17.2021.PDF](#)  
[ORD D2021-08 WH CORP RE-ZONE.PDF](#)

- 6.II. Master Development Plan - Winter Haven Corporation  
Winter Haven Corporation, owner, requests approval of City Commission for a Master Development Plan (MDP) for the above-mentioned parcels totaling,1,841+- acres of land, as recommended by the Planning and Zoning Board on June 22, 2021.

Documents:

[CC MEMO MDP WH CORP 8.17.2021 FINAL MJB.PDF](#)  
[WH CORP MDP CONDITIONS OF APPROVAL.PDF](#)  
[215614711-01L-MDP\\_V6\\_20210810.PDF](#)

- 6.III. ORDINANCE D2021-09 Future Land Use Designation – 2804 Hwy 60 E - 2nd Reading And Public Hearing  
Staff requests that City Commission to amend the Zoning Map, and the

Future Land Use Map of the Comprehensive Plan on one parcel located at 2804 Hwy 60 East.

Documents:

[CC MEMO QUICK LUBE CPA ZONING 2ND R 8.17.2021.PDF](#)  
[ORD D2021-09 QUICK LUBE CPA SMALL SCALE.PDF](#)

6.IV. Ordinance D2021-13 Future Land Use Map Amendment 2nd Reading And Public Hearing

Southwest Holdings LLC, owner, requests to amend the Zoning Map, and the Future Land Use Map of the Comprehensive Plan on one 19.82-acre parcel.

Documents:

[CC MEMO ROBINS RUN CPA ZONING 2ND R 8.17.2021.PDF](#)  
[ORD D2021-13 ROBINS RUN CPA LARGE SCALE.PDF](#)

6.V. ORDINANCE D2021-14 Zoning Designation – Robin’s Run 2nd Reading And Public Hearing

Southwest Holdings LLC, owner, requests to amend the Zoning Map, and the Future Land Use Map of the Comprehensive Plan on one 19.82-acre parcel.

Documents:

[CC MEMO ROBINS RUN CPA ZONING 2ND R 8.17..2021.PDF](#)  
[ORD D2021-14 ROBINS RUN RE-ZONE.PDF](#)

7. CITY CLERK

7.I. OATH OF OFFICE Jack Hilligoss

Swearing in of Interim City Commissioner Jack Hilligoss

8. ROLL CALL

9. COMMENTS AND PETITIONS

**Public participation from residents, taxpayers, business owners, and utility customers is encouraged. The City Commission welcomes information that would assist them in considering agenda items, City business, and otherwise fulfilling the City’s mission to make Lake Wales “a bit better or more beautiful” for its citizens.**

**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.**

**Courtesy and respect is the hallmark. Speakers are expected to address the Commission and not audience members, and not engage in back and forth discussions that can deteriorate into argument, debate and accusations.**

**Questions about subject matter are best directed to city staff during normal business hours**

10. PRESENTATION/REPORT

- 10.I. Presentation - Citizens And Police Community Relations Advisory Board  
Andy Oguntola, Chair of the Citizens and Police Community Relations Advisory Board, will give an update on the Committee.

11. 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.

- 11.I. Minutes - May 12, 2021, May 26, 2021, And August 3, 2021

The Commission Work Session Minutes [MAY 12, 2021](#)

Commission Meeting [AUGUST 3, 2021](#)

Commission Work Session Minutes [MAY 26, 2021](#)

- 11.II. Agreement For Economic Development Services With The Lake Wales Chamber Of Commerce.

The City Commission will consider entering into an agreement with the Lake Wales Chamber of Commerce for Economic Development services.

Documents:

[AGENDA MEMO - CHAMBER OF COMMERCE ECONOMIC DEVELOPMENT AGREEMENT 2021.PDF](#)  
[EDC AGREEMENT V08.13.2021.PDF](#)

- 11.III. Agreement Renewal With The Polk County Board Of County Commissioners (BoCC) Fleet Management Division For City Vehicle And Equipment Maintenance Services.

Staff is requesting Commission approval to renew our existing maintenance agreement with the BoCC for an additional twelve month period.

Documents:

[FLEET MAINTENANCE MOU AGENDA MEMO 21-22.PDF](#)  
[MOU EXTENSION.PDF](#)  
[VEHICLE MAINTENANCE MEMORANDUM OF UNDERSTANDING.PDF](#)  
[EXHIBIT A.PDF](#)

- 11.IV. Alternative Water Supply Development Project (AWS)

Hoyle Tanner & Associates, Inc. will be preparing an initial feasibility analysis and development plan for the development of an alternative water supply exploring the Lower Floridan Aquifer.

Documents:

[AGENDA MEMO-HOYLETANNER AWS DEVELOPMENT.PDF](#)  
[HOYLE-TANNER TASK ORDER 3-AWS.PDF](#)

- 11.V. Modification Of The Official Traffic Map

Staff recommends a modification to the Official Traffic Map designating a 25 Mph speed limit and the installation of updated signage on the below listed city streets.

Documents:

[COMMISSION MEMO - MODIFICATION OF TRAFFIC MAP 30 TO 25 MPH NORTHWEST.PDF](#)

11.VI. Bok Academy North – Seminole Avenue Temporary Road Closure / School Zone / School Crosswalk

The City Commission will consider a request to allow the staff of Bok Academy North to restrict thru traffic on Seminole Avenue between 3<sup>rd</sup> and 4<sup>th</sup> Street on school days, and City Streets Department to add a School Zone and School Crosswalk to Seminole Avenue.

Documents:

[COMMISSION AGENDA - BOK NORTH ROAD CLOSURE REQUEST 8-10-21 REVISED.PDF](#)

[BOK ACADEMY NORTH CLOSURE OF SEMINOLE AVENUE BETWEEN 3RD STREET AND 4TH STREET.PDF](#)

[FL STATUTE 316.1895 AND MUTCD CHAPTER 15.PDF](#)

11.VII. Water Use Permit Review And Preliminary Water Supply And Permitting Strategy  
Hoyle Tanner & Associates, Inc. will provide a water system engineering analysis to supplement the hydrological analysis for the water use permit review and strategy development.

Documents:

[AGENDA MEMO-HOYLETANNER WUP REVIEW.PDF](#)

[HOYLE-TANNER TASK ORDER 2-WUP REVIEWRENEWAL.PDF](#)

11.VIII. Transfer Of Property Ownership From The City Of Lake Wales To The Lake Wales Community Redevelopment Agency

Staff requests that City Commission transfer ownership of a parcel located at the southeast corner of Lincoln Avenue and B Street (identified by parcel number 272935-879000-001222) from the City to the CRA to facilitate redevelopment on Lincoln Avenue.

Documents:

[CC MEMO PROPERTY TRANSFER FROM CITY TO CRA 8.17.2021.PDF](#)

[PA AERIAL PHOTO - CITY OWNED PROPERTY AT LINCOLN AVENUE AND B STREET.PDF](#)

[AERIAL PHOTO OF PROPOSED SALE PARCEL.PDF](#)

12. NEW BUSINESS

12.I. Ordinance 2021-18 Corrects A Scrivener's Error In The Legal Description Provided In Ordinance 2021-02 Petition To Establish The Leoma's Landing Community Development District (CDD) 1st Reading And Public Hearing

Ordinance 2021-02 was adopted for the establishment of the Leoma's Landing Community Development District (hereinafter referred to as the

"CDD"), as petitioned by Leoma's Landing, LLC. Ordinance 2021-18 corrects a scrivener's error in the original legal description provided.

Documents:

[CC MEMO CDD LEOMAS LANDING CORRECTED 8.17.2021.PDF](#)  
[ORDINANCE 2021-18 LEOMAS LANDING CCD LEGAL UPDATE.PDF](#)  
[LEOMAS LANDING CDD. UPDATED LEGAL DESCRIPTION - JULY 20, 2021. \(00100469XAAC3C\).PDF](#)

- 12.II. Ordinance 2021-19 Annexation –1st Reading And Public Hearing 20.07 Acres Of Land East Of Tangelo Street

Ordinance 2021-19 proposes the voluntary annexation of approximately 20.07 acres of land located east of Tangelo Street, and contiguous to the incorporated City limits.

Documents:

[CC MEMO MOW GROVES CHANGCOCO 8.17.2021.PDF](#)  
[ORDINANCE 2021-19 ANNEXATION MOW GROVES AND CHANGCOCCO 8.17.2021.PDF](#)

- 12.III. Ordinance 2021-20 Proposed Amendments To Zoning Regulations 1st Reading And Public Hearing

Staff proposes amendments to areas of the Land Development Regulations (LDRs), Chapter 23, Lake Wales Code of Ordinances. These amendments are necessary to streamline signage regulations in the Downtown Historic District, and create regulations to address solar power generation facilities.

Documents:

[CC MEMO LDR UPDATES 8.17.2021.PDF](#)  
[ORDINANCE 2021-20 LDR AMENDMENTS.PDF](#)

- 12.IV. "Robin's Run" - Preliminary Subdivision Plat Approval / Special Exception Use Permit - PUBLIC HEARING

Dave Schmidt PE, agent for Hunt Brothers Inc and Southwest Holdings USA Inc, owners, is requesting the approval of City Commission, of a 156-lot single-family Preliminary Subdivision Plat and a Special Exception Use Permit for a Residential PDP on 40 acres of land at the southwest corner of Sunset Drive and Buck Moore Road.

Documents:

[CC MEMO ROBINS RUN PDP 8.17.2021.PDF](#)  
[ROBINS RUN PDP FINAL.PDF](#)  
[ROBINS RUN LANDSCAPE PLAN FINAL.PDF](#)

- 12.V. Robin's Walk - Preliminary Subdivision Plat Approval / Special Exception Use Permit PUBLIC HEARING

Dave Schmidt PE, agent for Hunt Brothers Inc, owner, is requesting a recommendation of approval to City Commission, of a 33-lot single-family Preliminary Subdivision Plat and a Special Exception Use Permit for a Residential PDP on 10 acres of land on Grant Road, in the R-1A zoning district.

Documents:

[CC MEMO ROBINS WALK PDP 8.17.2021.PDF](#)  
[ROBINS WALK LANDSCAPE PLAN FINAL.PDF](#)  
[ROBINS WALK PDP FINAL.PDF](#)

- 12.VI. ORDINANCE 2021-21 Amending Chapter 16, Pensions And Retirement – City Of Lake Wales Municipal Firefighter’s Pension Plan And Trust – First Reading  
Ordinance 2021-21 seeks to improve the efficiency and overall administration of the Firefighters’ Pension Plan. Based on recommendations from its financial consultant, actuary and attorney.

Documents:

[ORDINANCE 2021.21 MEMO FF RETIREMENT SYSTEM.PDF](#)  
[ORDINANCE 2021.21 FIRE RETIREMENT SYSTEM.PDF](#)  
[LAKE WALES FIRE NO IMPACT LETTER 4-26-21 \(003\).PDF](#)

- 12.VII. ORDINANCE 2021-22 Amending Chapter 16, Pensions And Retirement – City Of Lake Wales Police Officers’ Pension Plan And Trust – First Reading  
Ordinance 2021-22 seeks to improve the efficiency and overall administration of the Police Officers’ Retirement System. Based on recommendations from its financial consultant, actuary and attorney.

Documents:

[ORDINANCE 2021.22 MEMO PO RETIREMENT SYSTEM.PDF](#)  
[ORDINANCE 2021.22 RETIREMENT SYSTEM.PDF](#)  
[LAKE WALES POLICE NO IMPACT LETTER 4-26-21.PDF](#)

- 12.VIII. Resolution 2021-17 Stormwater Watershed Management Plan  
In order to receive State Revolving Loan Funds (SRF) for any given project, a resolution has to be adopted by the City stating its financial position and the authority to apply for these funds.

Documents:

[AGENDA MEMO-RESOLUTION 2021-17 STORMWATER WATERSHED MANAGEMENT.PDF](#)  
[ATTACHMENT3-RESOLUTION2021-17.PDF](#)  
[RESOLUTION2021-17 EXHIBITA.PDF](#)

- 12.IX. Appointments: Ridge League Of Cities And Transportation Planning Organization  
These appointments were held by Commissioner Fitzgerald

13. CITY ATTORNEY

14. CITY MANAGER

14.I. Tracking Report

Documents:

[TRACKING.PDF](#)

14.II. Social Media Tracking Report

Documents:

[SOCIAL MEDIA TRACKING 08-12-2021.XLSX](#)

14.III. Commission Meeting Calendar

Documents:

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

15. CITY COMMISSION COMMENTS

16. MAYOR COMMENTS

17. 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.