

**City Commission Work Session**  
**Meeting Minutes**  
**May 12, 2021**  
**(APPROVED)**

This meeting was conducted partially via teleconference

5/12/2021 - Minutes

1. CALL TO ORDER & ROLL CALL

**Commissioners Present:** Terrye Howell, Daniel Williams, Kris Fitzgerald, Robin Gibson, Mayor Fultz

**Staff Present:** James Slaton, City Manager; Jennifer Nanek, City Clerk; Albert Galloway, Jr., City Attorney

2. City Manager Comments

3. Presentation – Northwest Neighborhood Conditions Survey

James Slaton, City Manager, reported on the purpose of the Northwest Neighborhood Conditions survey that will help guide future decisions.

James Murado, UTC Institute, introduced himself and described his company. They have been doing this kind of work for 35 years.

The survey can serve as an objective assessment of how satisfied residents are with their neighborhood. He shared a boundary map of the northwest neighborhood. 41% of respondents have lived in the neighborhood for over 30 years. 16% have lived there for less than 6 years. 80% of respondents were black. He described the various types of households that were included in the survey.

He reviewed the level of satisfaction with City Services. Many residents would like to see more services from Police and Code Compliance. 77% of residents feel safe in their neighborhood during the day but less feel safe at night.

They asked residents about priorities. 83% feel Crime is the most important issue followed by 81% who feel job opportunities are the second most important issue. Neighborhood appearance was the third most important issue.

An open question asked about what concerns are not being addressed in the neighborhood? Speeding, Lights, Loitering were the top concerns. Many would like more restaurants and other businesses in the neighborhood. Most residents, 58% do not want bars in the neighborhood. Many put effort into improving their neighborhoods. 57% residents would like a community newsletter as their primary form of communication with the City.

Commissioner Howell said she helped some of her neighbors with their forms. Many were not sure what the questions meant. Some were concerned about their addresses on the survey. Many residents liked the questions and pleased with the survey.

Mayor Fultz said this is a good thing to have done so now we can pinpoint what the problems are and what is needed. The number one priority identified is crime. He would like more cameras in the community and maybe we need more police presence. Commissioner Howell said the police are not doing things right in

that neighborhood. She wants the Police to get criminals but some things are not being done right.

Deputy Mayor Robin Gibson said he is encouraged by these numbers. First he was glad about the demographics throughout the community. All citizens are entitled to the same City Services regardless of where they live. Our role is too be sure services are provided. He would like to see remedies for the concerns listed.

Commissioner Williams said this survey was necessary. There needs to be a distinction between policing and protecting. There needs to be a conversation about this.

Commissioner Fitzgerald asked how many people were included. Mr. Slaton said 74 responded. Mr. Murado said 700 households were mailed a survey. Commissioner Fitzgerald said that we need more community policing but not harassment.

Mr. Slaton reviewed possible remedies for the concerns mentioned. He wants to do the survey on a City wide basis next year. Mayor Fultz said the Neighborhood Association being formed may help with some of the concerns. Commissioner Howell said there were issues besides crime such as trash and Code that need to be addressed. Deputy Mayor Gibson said the company did a good job with the survey. it is the Commission's job to direct administration on things to be done. We got good direction.

#### 4. City Commission Budgetary Process – Fiscal Year 2021'22

[Begin Agenda Memo]

**SYNOPSIS:** The City of Lake Wales budgetary calendar for Fiscal Year 2021'22.

#### **BACKGROUND**

In accordance with Florida State Statute 166.241, each municipality shall make provision for establishing a fiscal year budget for the period beginning October 1st of each year and ending September 30th of the following year.

As the City Commission begins this annual process, it is customary for the City Commission to first hold "priority setting workshops" so that the Commissioners may discuss, as a governing board, their priorities relating to community level of service, special projects, and future capital outlay.

- 05/12/2021 - City Commission Meeting - Budgetary Fiscal Year 2021'22 priority setting workshop.

Other Important Budgetary Dates Include:

- 06/01/2021 – Property Appraiser – June 1st Estimate of Taxable Value
- 07/01/2021 – Property Appraiser – July 1st Certification Date for Preliminary Tax Roll (TRIM Day 1)
- 07/14/2021 – City Commission Meeting  
Budget Workshop #1
- 07/20/2021 – City Commission Meeting  
Interim Millage Rate – Approved by City Commission (TRIM)
- 08/04/2021 – Must notify Property Appraiser Office (2pm) of:

1. Interim Millage Rate
2. Current year rolled-back rate
3. Date, time & place of 1st budget hearings

- 08/11/2021 – City Commission Meeting  
Budget Workshop #2
- 09/8/2021 – City Commission Meeting

1. 1st Reading of ordinance adopting millage rate
2. 1st Public Hearing, Millage Rate
3. 1st Reading of ordinance adopting FY 21'22 budget
4. 1st Public Hearing, FY 21'22 Budget

- 09/17/2021 - Advertisement of FY 21'22 Budget Summary (TRIM Ad) Advertisement of 2nd Public Hearing

(State Statutes require the 2nd Public Hearing must be held between 2 and 5 days after advertisement)

- 09/21/2021 – City Commission Meeting
  1. 2nd Reading of ordinance adopting millage rate
  2. 2nd Public Hearing, Millage Rate
  3. 2nd Reading of ordinance adopting FY 21'22 budget
  4. 2nd Public Hearing, FY 21'22 Budget
- 09/24/2021 - Deadline to forward ordinance adopting millage rate to Property Appraiser and Tax Collector
- 10/13/2021 - Within 3 days of receiving notice of final adjusted tax roll, Deadline to certify form DR-422 to Property Appraiser
- 10/15/2021 - Deadline to forward Certificate of Compliance (DR-487) to Department of Revenue. Within 30 days after final hearing

[End Agenda Memo]

James Slaton, City Manager, reviewed the budget process and said that this is a priority setting workshop. The staff is ready to hear what the commissioners want to see in the next budget.

Commissioner Howell said we need to budget an assistant City Manager.

Commissioner Fitzgerald said Recreation Facilities should be a focus next year.

Commissioner Williams said he doesn't know enough yet to make a recommendation. Mr. Slaton said we will be working on this for several months so he will have another chance.

Mayor Fultz said he would like to focus on a larger multi-purpose facility for recreation, meeting space, and as an emergency shelter. He also asked about additional facilities for Crystal Lake Park that were discussed some time back. Mr. Slaton said those will be addressed as part of the Recreation Master Plan. Mayor Fultz said we would like to see these things started soon.

Deputy Mayor Gibson said revitalization and the Lake Wales Connected Plan are a huge priority. Its working and is a complement to our City as a whole.

Mr. Slaton reported that the next workshop is July 14.

Mayor Fultz said we need to look at the \$1 million request from the Housing Authority for Grove Manor. That is an important part of the Lake Wales Connected Plan. Mayor Fultz also recommended neighborhood community cameras for additional security.

Commissioner Williams asked for information on the Recreation Plan. Mr. Slaton reviewed the Recreation Master Plan project and its current status. Once complete we will know what the community wants we can plan appropriately and figure out costs.

Commissioner Williams asked in regards to the million dollars for Grove Manor if there will be a joint meeting to discuss this. Mr. Slaton said yes that will happen. There are many steps to take place before

we approve the \$1 million request.

Deputy Mayor Gibson said a bond issue may be needed to finance a large recreation facility. There is an industrial area that is dilapidated that could be looked at for a location. Mayor Fultz expressed the need for a better hurricane shelter on this side of the county. The County may assist with this.

5. Agreement For Economic Development Services With The Lake Wales Chamber Of Commerce.

[Begin Agenda Memo]

**SYNOPSIS**

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

**RECOMMENDATION**

It is recommended that the City Commission consider the following action(s):

1. Approve the agreement with the Lake Wales Chamber of Commerce for Economic Development services.
2. Authorize the City Manager to execute the appropriate documents on the City's behalf.

**BACKGROUND**

At the request of the City Commission, an agreement with the Lake Wales Chamber of Commerce has been prepared for Economic Development services. A key change from the previous agreement defines residency requirements for the Executive Director as: "The Executive Director shall establish and continuously maintain residency in the greater Lake Wales area within 6 months of the Start Date of this Agreement. For the purposes of this agreement, the greater Lake Wales area is defined as a location within 10 miles of the City Limits of Lake Wales."

**OPTIONS**

1. The City Commission may direct staff to make revisions to the proposed agreement.
2. The City Commission may choose not to engage with the Lake Wales Chamber of Commerce for economic development services.

**FISCAL IMPACT**

The agreement calls for the City to pay \$125,000 annually in equal quarterly installments of \$31,250.

[End agenda Memo]

James Slaton, City Manager, reviewed this item

Deputy Mayor Gibson said the City does not need to be responsible for economic development. This is a community wide effort beyond city limits. The Chamber has representation from outside City limits. This scope should be community wide. The Chamber will have a new director soon. He expressed support for the Contract as the Chamber serves the entire community. The agreement should be clear on this.

Mayor Fultz said he agrees that the Chamber and EDC should serve the entire community. He asked if we have input in who is selected as the new director. Mr. Slaton said we don't. He asked the commission if we

should wait on this until the Chamber hires a director or go ahead and move forward with this/ Mayor Fultz said we should wait until someone is hired. Deputy Mayor Gibson agreed.

Mayor Fultz asked about the old cement plant. Can we do something about it? It is an eyesore. Autumn Cochella, Development Services Manager, said it is owned by Florida Rock. There has been some movement to clean up the property to make it more sellable. Mayor Fultz said he hopes something is done with it. Ms. Cochella said she will keep the commission updated.

Commissioner Williams asked if there was a previous problem with the Chamber only serving one area. Mayor Fultz said the EDC relationship is fine as far as he is concerned. When they go to shows and events they represent all of Lake Wales but they can't necessarily always bring in the restaurants that we want. Mr. Slaton said there was concern on where the EDC Director should live. The contract had not been renewed in a few years. He suggested the contract be renewed every three years. Mayor Fultz said its an open relationship with the Chamber and know what is going on. Deputy Mayor Gibson said it has been a good partnership with the Chamber and EDC.

Commissioner Howell said the reports from the Chamber should be what is happening in Lake Wales not other cities. She agrees that the director should live in Lake Wales. She asked about the distinction between the Chamber and EDC. Deputy Mayor Gibson explained that an EDC is part of the Chamber but the term highlights an important function of the Chamber. There was discussion about how separate these entities should be. Deputy Mayor Gibson said most of our contribution goes to the Director's salary which is also paid for by the Chamber. Albert Galloway, Jr. cautioned against too much oversight because then the Chamber may fall under sunshine laws. Mayor Fultz said by being on the EDC as well as the City Manager we can keep our priorities at the forefront.

Commissioner Howell asked how we leave. Mr. Slaton said there is a way to terminate the contract with a 180 day notice. There are a few other ways to end the contract. Commissioner Howell made suggestions as to what should be included like what companies they are in contact with. She wants the story of what they are doing. Mr. Galloway said some companies don't want their intentions public. Mr. Slaton said we can work on what reports we want and what should be included. Commissioner Howell would like more businesses involved in the EDC and what businesses we are looking for. They should tell us something every quarter. Mr. Slaton said we can put in quarterly contracts into the contract. Deputy Mayor Gibson said he is not interested in details he wants results. Commissioner Williams said we need to hold them accountable. Commissioner Fitzgerald said she agreed with getting reports on activities. Mr. Slaton said we have time to work on this. Commissioner Howell said she just wants to be sure that the Chamber does what they say they will do. Mr. Slaton said they can decide if the Chamber is doing what the Commission wants. If they are happy thats fine but if not we can terminate with 180 days notice.

6. Preliminary Subdivision Plat Approval – Buck Moore Development PID: 28-30-06-000000-013010 & 013020

[Begin Agenda Memo]

**SYNOPSIS:** Traditions Engineering, agent for Sunset Development Group of Polk, is requesting approval of a 46-lot single-family residential subdivision on 25.7 acres of land east of Buck Moore Road and south of Bel Ombre Circle.

**RECOMMENDATION**

Staff recommends approval of the preliminary plat.

The Planning and Zoning Board recommended approval at a regular meeting on April 27, 2021.

**BACKGROUND**

The 25.7-acre vacant property is located on the east side of Buck Moore Road, and south of Bel Ombre Circle. The site abuts two churches to the west, both still located within unincorporated Polk County.

The proposed 46-lot single-family subdivision is designed as a standard subdivision meeting all land development requirements applicable to the R-1C zoning district.

Maximum density on the site is calculated at 12 units per gross acre under the updated Comprehensive Plan; however, a density of only 1.79 dwelling units per acre is proposed.

Lot sizes range from just over 10,000 square feet, to over 18,000 square feet, exceeding the 8,000-square-foot minimum lot size for the zoning district.

#### Roadways & Access:

Access to the site is shown from Buck Moore Road, sharing a driveway with the Lake Wales Alliance Church. The entrance road will be improved to local road standards, including the construction of a new sidewalk and an entrance feature. An access permit for Buck Moore Road must be obtained from Polk County, as Buck Moore is a County Road.

A stub-out will be required for future cross-connectivity to the site to the south, a planned development referred to as "80 Acres".

Per a County Minor Traffic Study, there is sufficient capacity on Buck Moore Road for this development.

Buck Moore Road is classified as an Urban Collector per the Polk Transportation Planning Organization 2020 Roadway Network Database. Current, this roadway has an estimated Annual Average Daily Traffic of 9,200 trips, with 406 peak hour trips northbound and 422 southbound. The level of service standard of this roadway is LOS "C" with a maximum of 792 peak hour trips, and currently operates at LOS "B".

Projected daily trips: 359 Projected peak hour trips: 46

#### Landscaping and Buffering:

A landscape plan will be required during the Site Development review process, which must demonstrate compliance with the City's Landscape Code.

The development is buffered by vacant land to the east and to the south, as well as non-residential uses to the west and more vacant land. Lots 21 through 24 along the eastern boundary are buffered by retention, which will be landscaped according to Section 23-307.4.

Residential tree density requirements will be enforced at building permit issuance, pursuant to section 23-307.2.a.3: Lots 10,000sf or greater require a minimum of three, two-inch caliper shade trees, minimum of eight feet at planting.

#### Recreation:

A .31-acre neighborhood park is proposed towards the north end of the development, which is in excess of the minimum requirement of 7,514 square feet based on 46 units.

A mini-park is not proposed, Waiver of Strict Compliance to eliminate the mini-park requirement was approved by the Planning Board.

Staff is in support of this waiver, finding the following:

1. The neighborhood park proposed is nearly double the minimum size required.
2. Staff considers a 46-lot subdivision small-scale in nature; the mini-park requirement would be minimal.

3. The development proposes lot sizes, which exceed the minimum requirement by at least 2,000 square feet; therefore, the lack of mini-park space is compensated for.

## **OTHER OPTIONS**

Decline to approve the preliminary subdivision plat.

## **FISCAL IMPACT**

Approval of the preliminary plat would enable the development of this property and the potential increase in property value. Specifically, estimating an average of \$200,000 in taxable value per unit, it could potentially result in \$9.2 million in taxable value, and generate \$62,468 in ad valorem taxes.

[End Agenda Memo]

Autumn Cochella, Development Services Manager reviewed this item.

Deputy Mayor Gibson asked if staff recommends approval. Ms. Cochella said yes.

Mayor Fultz said its great to get Southern homes back. Ms. Cochella said another from Southern homes will be coming soon.

## **7. Ordinance 2021-09 Zoning Amendment – Chapter 23 Zoning, Land Use And Development – 1st Reading - PUBLIC HEARING**

[Begin Agenda Memo]

**SYNOPSIS:** Ordinance 2021-09 proposes amendments to areas of the Land Development Regulations (LDRs) (Chapter 23, Lake Wales Code of Ordinances). These amendments are necessary to address the growth and needs of the community, better align with current best practices, and facilitate a more business-friendly approach to development in Lake Wales.

## **RECOMMENDATION**

Staff recommends approval at first reading, and adoption after second reading of Ordinance 2021-09 following a public hearing.

The Planning and Zoning Board made a recommendation of approval at a regular April 27, 2021 meeting.

## **BACKGROUND**

Amendments are proposed to the following sections:

a. Sec. 23-223 – Land Subdivision

b. Table 23-421 Permitted Uses

Sec. 23-223 – Land Subdivision

During a recent review of the City's LDRs, it was discovered that there are no provisions in place to guarantee facilities and other improvements that are dedicated to the public. Typically, most LDRs have provisions that require a maintenance bond, surety, or some form of guarantee that any recently dedicated public improvements will not immediately fall into disrepair. A similar example of this concept is obtaining a warranty when purchasing a new car.

To address this issue, the following language is proposed:

Sec. 223-4 Final subdivision plat and supplementary information.

d. Review and Certification Process. Each final-subdivision plat shall be subjected to a standard review and certification process as follows.

4. Maintenance Bonds.

a. Public Improvements - To ensure that any improvements dedicated to the City (such as, but not limited to, streets, drainage, water, reclaimed water, sanitary sewer, storm sewer facilities, street lights and traffic signs) do not contain construction, design, or material defects or failures, a letter of credit or other surety shall be required. The surety shall be 10% of the cost of the improvements, based on the engineer's cost estimate approved by the City. Said surety shall be reviewed and approved by the City prior to final plat. The surety shall be held by the City for a minimum of 24 months. The City reserves the right to hold the surety for a maximum of 60 months if special conditions encountered during design or construction make normal inspection and testing insufficient to assure structural integrity. Examples of special conditions include the use of marginal soils in construction, application of geotextile material precludes the removal of unsuitable material, and construction practices resulting from experimental design concepts.

b. Project Landscaping – A letter of credit or other surety shall be required in order to ensure that landscape improvements in project common areas remain viable and are not diseased, damaged or dying. The surety shall be for 120% of the total landscaping cost, based on the review and approval of the project costs by the Administrative Official. Said surety shall be reviewed and approved by the City prior to final plat. The surety shall be held by the City for a minimum of 24 months. The City reserves the right to hold the surety for a maximum of 60 months to ensure that the project common area landscaping remains healthy and viable.

**Table 23-421 Permitted Uses**

Amend the Permitted Use Chart to allow eat-in and take-out restaurants in the Limited Commercial Industrial (LCI) District. If approved, this request will spur economic development opportunities by allowing for possible restaurant locations.

Also proposed is to allow the following Industrial Uses as permitted by Special Exception Use

Permit in the C-3 Highway Commercial zoning district: Assembly & Fabrication, Manufacturing-Light, and Warehouse/Distribution.

**TABLE 23-421**

**PERMITTED USES AND SPECIAL EXCEPTION USES IN STANDARD ZONING DISTRICTS**

P - Permitted Use S - Special Exception Use PDP - Planned Development Project

R-1A R-1B R-1C R-1D R-2 R-3 PF C-1/C-1A C-2 C-2R C-3 C-4 C-51 LCI BP I-1 I-2 CN  
R

FOOD AND BEVERAGE BUSINESSES (See section 23-342 and chapter 5 for regulations on alcoholic beverages.)

Bar, wine and beer<sup>7</sup> P - C1-A only

Catering facility S P S P S P S P P

Food processing P S P P

Restaurants, eat-in<sup>5, 7</sup> S P P S P P P P P P

Restaurants, drive-up S P S

Restaurant, outdoor cafe<sup>7</sup> S P P S P P P

Restaurant, take-out<sup>5</sup> P P S P P P S S P

**INDUSTRIAL USES**

Assembly and fabrication S P P P P

Laundry and dry cleaning plants MDP S P S P P

Manufacturing—Light MDP S

Manufacturing—Heavy S S

Warehouse

Distribution MDP S P P P P

**OTHER OPTIONS**

Decline to amend the Land Development Regulations.

**FISCAL IMPACT**

None

[End Agenda Memo]

Autumn Cochella, Development Services Manager reviewed this item.

Commissioner Howell asked about C1A if bars, restaurants, food trucks are allowed. Ms. Cochella said C1A is the only place we allow bars. Commissioner Howell asked about the Northwest area. Ms. Cochella said the use charts can be opened up for changes as needed. Mayor Fultz said he is glad the Development Services department is reviewing these designations to see if they need updating according to our current goals.

8. Ordinance D2021-05 Future Land Use Map Amendment – 1st Reading And Public Hearing

[Begin Agenda Memo]

**SYNOPSIS:** Ordinance D2021-05 proposes a comprehensive Future Land Use Map Amendment to reassign certain residential Future Land Use designations based on the recently adopted EAR-Based Comprehensive Plan Amendments.

**RECOMMENDATION**

Staff recommends approval at first reading, and adoption after second reading of Ordinance D2021-05 following a public hearing.

The Planning and Zoning Board made a recommendation of approval at a regular April 27, 2021 meeting.

## **BACKGROUND**

At a March 2, 2021 Commission Meeting, the City adopted the 2040 City of Lake Wales Comprehensive Plan (Comp Plan). The Comp Plan includes elements, such as Future Land Use, which guide the future development of the City and present a future vision.

Included in the Comp Plan amendments was an adjustment in our maximum residential densities per land use category:

- Mixed-Use development in the RAC Regional Activity Center increase from 6 units per acre, to 12.
- Multi-family and mixed commercial/residential use of in the DD Downtown District increased from 12 units per acre, to 25.
- Residential uses in the NAC Neighborhood Activity Center increased from 6 units per acre, to 12.
- Residential uses in the RO Residential Office district increased from 6 units per acre, to 12.
- LDR Low Density Residential increased from 3 units per acre, to 5.
- MDR Medium Density Residential increased from 6 units per acre, to 12
- HDR High Density Residential increased from 12 units per acre, to 25.

These policy changes were suggested by staff to restore the original residential densities that were included in the City's original 1991 Comprehensive Plan. Additionally, these density increases will have the effect of reducing urban sprawl by promoting high-density development in urban areas.

In order to ensure smart growth, staff has adjusted some land use categories assigned to properties in order to better reflect the densities which are most appropriate for the site

– an exercise Staff refers to as “right-sizing the map”.

## **OTHER OPTIONS**

Decline to amend the Future Land Use Map.

## **FISCAL IMPACT**

None

[End Agenda Memo]

Autumn Cochella, Development Services Manager reviewed this item.

9. Submittal Of Grant To The Florida Department Of Economic Opportunity (DEO) For The Northwest Neighborhood Zoning Study

[Begin Agenda Memo]

**SYNOPSIS:** The purpose of this request is for the Mayor and Commission to discuss the Department of Economic Opportunity (DEO) Community Planning Technical Assistance Grant for

Fiscal Year 2021-2022. The purpose of the grant will be to conduct a zoning study for the Northwest Neighborhood.

## **RECOMMENDATION**

The City Commission direct the City Manager to proceed with the DEO Community Planning Technical Assistance Grant application.

## **BACKGROUND**

The Central Florida Regional Planning Council (RPC) recently notified the City about the opportunity to apply for a Community Planning Technical Assistance (CPTA) Grant from the Florida Department of Economic Opportunity (DEO). As outlined in the Announcement, "CPTA Grants provide counties, municipalities and regional planning councils the opportunity to create innovative plans and development strategies to promote a diverse economy, vibrant rural and suburban areas and meet the requirements of the Community Planning Act, while protecting environmentally sensitive areas".

This grant application will be to conduct a Zoning Study for the Northwest Neighborhood. This study will implement two of the Near-Term Actions for the Lake Wales Connected Plan (see list below).

We will request the maximum \$50,000 available for this grant. (Note: While the RPC Announcement lists a maximum of \$40,000, the DEO website states that "Grant Awards may range from \$35,000 to \$50,000").

Pursuant to Section 2-802 of the Code of Ordinances, an analysis of present and future impact is required. This provision then directs the City Commission to authorize the City Manager to execute the grant application documents or elect not to submit the application.

## **LAKE WALES CONNECTED PLAN ACTION STEPS**

Action # Description

14 Adopt urban form and design guidelines for Downtown Streets (Park, Lincoln, Stuart, Orange, Central Avenues; Scenic Highway; 1st Street), and for historic restoration and infill of new buildings, based on the urban design recommendations of the Lake Wales Connected Plan.

15 Draft and adopt changes to zoning to implement Plan recommendations in the form of strategic changes to the existing ordinance or a new-Form-Based Code for the core of Lake Wales (including the next 3 items)

- Revised local zoning restriction on bars in downtown
- Update zoning requirements to permit infill buildings according to the plan Reduce or eliminate minimum parking requirements in the core of Lake Wales.
- Streamline development approval process to reduce uncertainty.

## **FISCAL IMPACT**

None – while funds will be necessary to reimburse the project consultant, the City will be reimbursed from grant funds.

## **OTHER OPTIONS**

Direct staff to withdraw the application.

[End Agenda Memo]

Autumn Cochella, Development Services Manager reviewed this item.

10. Storm Water Catch Basin Repairs

[Begin Agenda Memo]

**SYNOPSIS:** Several storm water catch basins are in desperate need of repair to avoid a continued safety hazard.

**RECOMMENDATION**

It is recommended that Commission take the following action:

1. Approve expending funds for the repair of three storm water catch basins with Grove Construction for \$23,500.
2. Authorize the City Manager to execute the appropriate documents, on the City's behalf.

**BACKGROUND**

The City currently operates Storm water management facilities and programs within the incorporated city limits. To address damaged and broken catch basin inlets, periodic maintenance is required. Three catch basin inlets are in need of desperate repair. The locations are as follows, Polk Avenue and Third Street, B Street and Washington Avenue, and C Street and Harding Avenue. The damage appears to have been caused by being driven over by heavy vehicles or trucks.

Staff recommends the Commission take the following action, approve expending funds for \$23,500.00 for the repair of various storm water catch basins, and authorize the City Manager to execute the appropriate documents, on the City's behalf.

**OTHER OPTIONS**

The Commission could chooses not to approve the expenditure of funds listed above; in the meantime, the safety hazard of the damage storm water catch basins would continue to exist.

**FISCAL IMPACT**

There was a double appropriation made in the storm water budget for the street sweeping annual contract. 57, 600 and the other was \$55, 919. Half the funds from one of these accounts would be used to cover the cost of these repairs.

[End Agenda Memo]

Sarah Kirkland, Utilities Director, reviewed this item.

Deputy Mayor Gibson asked if this is an emergency. Ms. Kirkland said we are on the Contractors Schedule and they will start next week. Deputy Mayor Gibson asked about putting cones there. Ms. Kirkland said we have done that.

11. ORDINANCE 2021-07 Street Renaming Second Reading And Public Hearing

[Begin Agenda Memo]

**SYNOPSIS:** Ordinance 2021-07 Street Renaming –Second Reading and Public Hearing. This ordinance modifies the procedure to rename a street.

## **RECOMMENDATION**

Staff recommends that the City Commission approve:

1. Adopt Ordinance 2021-07 Street Renaming after second reading and public hearing.

## **BACKGROUND**

Recently a citizen submitted a request to rename a street after a relative. This prompted discussion about possibly modifying the procedure to rename City Streets. This topic was discussed at a recent workshop.

The attached Ordinance modifies the street renaming procedure to require that an application be submitted to the City Manager with required documentation before the change is considered by Commission.

The attached policy details requirements and guidelines about requests to rename a street. At the May 4, 2021 Commission Meeting Ordinance 2021-07 was approved after first reading.

## **OTHER OPTIONS**

1. Stay with the current procedure.
2. Recommend additional changes.

## **FISCAL IMPACT**

There is no immediate fiscal impact to making any changes.

[End Agenda Memo]

James Slaton, City Manager, reviewed this item.

Deputy Mayor Gibson asked if the Commission wanted to rename the lettered streets the process would be the same. Mr. Slaton said yes. Mayor Fultz said he would be glad to raise money to help rename a street for some of our longtime families.

## **12. CITY COMMISSION AND MAYOR COMMENTS**

Commissioner Williams asked about a recent email from Chevon Baccus concerning the owner of the Seminole hotel. Why could they not speak? Albert Galloway, Jr., City Attorney, explained that due to the ongoing legal action those issues need to be dealt with in the courts. Commissioner Williams asked if the City started the legal action. Mr. Galloway said the Code Enforcement Board voted to foreclose before the property was purchased. The status of the Seminole Hotel was discussed. Commissioner Williams said he wants to be sure we are being fair. Mr. Galloway reviewed the options open to Mr. Kebabjin.

Deputy Mayor Gibson reviewed the Memorandum of Understanding between the City and the CRA the purpose of which is to renovate the derelict building. The building will be worth more if this is done. Every penny of the fines can go to that building.

Commissioner Howell reported that the B Street Center Summer Program scheduled time to use the YMCA Pool. The Assistant principal at McLaughlin tried to call the YMCA to schedule time to swim and could not get a response. James Slaton, City Manager, said he will look into this situation. Mayor Fultz said

Stephanie Edwards needs to look into this. Commissioner Howell said as we have a contract they should have called back our kids should not have to go to the YMCA. Mayor Fultz said there's an upcoming initiative to provide swimming lessons which is important. Mr. Slaton said he will look into this and get it resolved.

Deputy Mayor Gibson shared about efforts of local schools to teach swimming. Mr. Slaton said some programming dollars will be put in the budget to provide swimming lessons at the YMCA.

Mayor Fultz said he hopes the issue can be resolved easily.

13. ADJOURN

The meeting was adjourned at 5:20 p.m.

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Mayor

ATTEST:

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City Clerk