

City Commission Meeting Minutes
May 19, 2020
(Approved)

This meeting was conducted virtually via tele conference in accordance with Executive Order No. 20-69, and extended by Executive Order No. 20-112, and further extended by Executive Order No. 20-114, issued by the Office of Governor Ron Desantis on March 20, 2020, allowing municipalities to conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

5/19/2020 - Minutes

1. INVOCATION

Dr. Jim Moyer gave the invocation

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

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

Mayor Fultz read a statement:

Pursuant to Executive Order No. 20-69, issued by the Office of Governor Ron DeSantis on March 20, 2020, and extended by Executive Order No. 20-112, and further extended by Executive Order No. 20-114, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

Procedures for public participation will be explained by the City Attorney shortly.

Albert Galloway, Jr., City Attorney, read a statement on Procedures for Virtual Public Meetings.

Mr. Galloway asked the Commissioners, "are you comfortable with all the notice provisions set forth and these uniform rules of procedures we have established for this Virtual meeting? The Commissioners answered affirmatively.

4. ROLL CALL

Commission Members Present: Eugene Fultz - Mayor, Terrye Howell, Al Goldstein, Curtis Gibson, Robin Gibson

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

5. PROCLAMATIONS AND AWARDS

5.I. PROCLAMATION - Community Action Month

Mayor Fultz read a proclamation establishing May as Community Action month

6. PRESENTATION/REPORT

6.I. Erin Killebrew - Citrus Connection

Erin Killebrew, Citrus Connection, gave a presentation on rider data to the Commission. She described the different routes and the more popular stops. She explained that they captured ridership data on those that ride for free due to a corporate sponsorship. She shared the numbers for each entity

including Polk State College and Legoland.

Commissioner Goldstein suggested that one of the buses stops at the mall. he requested that it come on down to downtown. Ms. Killebrew expressed concern as to whether or not the bus can maneuver downtown. This was discussed. Ms. Killebrew said she will look into this possibility with their planners.

Ms. Killebrew reviewed some changes planned for the next year. She described the app that is available. Smart cards are available and used to track riders data. Riders do not have to have an interaction with anyone to ride.

6.II. COVID-19 Update

Joe Jenkins, Fire Chief and Emergency Operations Director, reported that Polk County had 766 cases and 45 deaths. Lake Wales has 45 cases.

7. COMMUNICATIONS AND PETITIONS

8. CONSENT AGENDA

Commissioner Curtis Gibson asked that item 8.2 be pulled.

Commissioner Howell made a motion to approve the Consent agenda except item 8.2. Commissioner Curtis Gibson seconded the motion.

by voice vote

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

8.I. Minutes - April 21, 2020

8.II. Piggyback Agreement - Sports Facilities Advisory, LLC

[Begin Agenda Memo]

SYNOPSIS:

The City Commission will consider authorizing a piggyback agreement to the Pinellas County contract for a recreation facility feasibility analysis.

RECOMMENDATION

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

1. Authorize staff to piggyback the Pinellas County agreement with Sports Facilities Advisory, LLC.
2. Authorize staff to expend funds in the amount of \$42,500 for the feasibility analysis.

3. Authorize the City Manager to execute the necessary documents on behalf of the City.

BACKGROUND

Sports Facilities Advisory (SFA), LLC specializes in assisting organizations with planning, funding, and managing youth and amateur sports complexes.

City staff has engaged SFA to perform a feasibility study in order to explore the possibility of expanding an existing recreation facility or constructing a new facility that will meet the current and future needs of Lake Wales. The scope of the SFA proposal includes a market analysis, a business development plan, a financial forecast, and an economic impact analysis.

The City Commission approved \$50,000 in the FY'20 adopted budget for a Recreation Master Plan. The proposal submitted by Sports Facilities Advisory, LLC is \$7,500 less than budget appropriations. In addition to the base fee, travel expenses related to the project will be reimbursed as well. The travel costs are unknown at this time, but are anticipated to be well below budget appropriations.

This feasibility study is one element of the overall Recreation Master Plan and will complement the other elements of the plan once it is developed.

The proposal submitted to the City of Lake Wales by Sports Facilities Advisory, LLC. is based on a awarded contract award by Pinellas County and staff is requesting Commission approval to piggyback the agreement for similar services.

Section § 2-404 of the City's Code of Ordinances allows the City to consolidate purchasing power with that of other agencies in the state (piggyback) to capitalize on the most economically advantageous cost to the public.

OTHER OPTIONS

The City Commission may reject the proposal submitted by Sports Facilities Advisory, LLC. and direct staff to initiate a sealed competitive proposal solicitation.

FISCAL IMPACT

The proposal of \$42,500 submitted by Sports Facilities Advisory is \$7,500 less than the \$50,000 budget appropriation. The funding source for this item is recreation impact fees.

[End Agenda memo]

Commissioner Curtis Gibson said he wanted to understand this better. He asked for confirmation that the funding for this is from impact fees which are limited in their use. James Slaton, Deputy City Manager, confirmed this. These funds are restricted in the City Code. Commissioner Curtis Gibson asked if this would help us secure additional funding from outside sources such as the County. Mr. Slaton said yes that is part of it. Additional facilities have been discussed for a few years and we need a study documenting need if we are to approach the county for assistance. Commissioner Curtis Gibson said this is not the Recreation Master Plan but may be part of it. Mr. Slaton confirmed this. Commissioner Curtis Gibson asked if we had enough funding. Mr. Slaton confirmed that we did. We have impact fees from new building.

Deputy Mayor Robin Gibson said that our local schools need additional athletic fields. There may be a chance for collaboration. its possible to extend our boundaries and utilities south. The City could help allowing for reduced costs. He likes the agreement. Lets let this group do research on this.

Kenneth Fields, City Manager, said that a separate agreement could be done for a football field.

Commissioner Curtis Gibson said that this company will look at possible partners. Mr. Slaton

confirmed this that various stakeholders can be considered.

Commissioner Howell asked about the travel expenses if they might get too high. Mr. Fields said the firm is in Clearwater so travel expenses should be minimal. Commissioner Howell asked about the design work. Mr. Slaton said we have someone else doing the design. That item is forthcoming. Commissioner Howell said we need our facilities need to be tournament ready. She has wanted this for awhile.

Commissioner Curtis Gibson said the \$50,000 for the Recreation Master Plan is separate from this expense and said he wanted to be sure Commissioner Howell understood that. Commissioner Howell confirmed that she does now.

Commissioner Goldstein asked if we plan to approach the County to help with funding for these newer facilities. Mr. Slaton confirmed that is the plan.

Commissioner Curtis Gibson said our County Commissioner, Rick Wilson has said he will help us.

Deputy Mayor Robin Gibson made a motion to approve the piggy-back agreement. Commissioner Howell seconded the motion.

By Voice vote:

Deputy Mayor Robin Gibson "YES"

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Mayor Fultz "YES"

Motion passed 5-0.

8.III. Engineering Services For The SR 60 Westerly Water And Sanitary Force Main Expansion Phase 2

[Begin Agenda Memo]

SYNOPSIS:

Staff recommends commission approve the signing of the contract for engineering services with Kimley-Horn and Associates for the SR 60 westerly water and sewer force main route extension phase 2 for \$42,570.00.

STAFF RECOMMENDATION

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

1. Approve the signing of the contract with Kimley-Horn and Associates for \$42,570.00.
2. Authorize the City Manager to execute the appropriate documents, on the City's behalf in regards to this service.

BACKGROUND

In an attempt to expand the city's utilities system westward towards the limits of the City's utility

service area boundary, several factors had to be considered prior to development and construction of those utilities. The commission approved at its December 17, 2013 city commission meeting to enter into a contract with Kimley-Horn & Associates to perform a preliminary route analysis to determine the most cost effective route. This contract allowed Kimley-Horn & Associates the opportunity to work with staff to determine future water and wastewater demand estimates, identify up to three possible routes (to be determined by city staff), preliminary pipe size determination, and lift station and booster station sizing and location. The engineering staff assigned to the project, from Kimley-Horn & Associates brought before the commission on June 3, 2014 the results of the route analysis to seek additional commission direction. It was at this time that the commission recommended that the project was to continue forward and in depth engineering and design should take place.

Phase 1 has been completed and installed. Staff is ready to move forward with phase 2 to complete the water and sewer force main installations. Staff, therefore recommends the commission take the following action; approval to authorize the signing of the contract with Kimley-Horn and Associates in the amount of \$42,570.00, and to authorize the City Manager to execute the appropriate documents, on the City's behalf in regards to this service.

OPTIONS

Chose not to approve the contract for the engineering and not be able to complete the remainder of the project and lose the remaining funding for SRF for this project.

FISCAL IMPACT

Funding is already secured from the State Revolving Loan Fund for this project.

[End Agenda Memo]

- 8.IV. Grant Application - Division Of Cultural Affairs, General Program Support Grant For Lake Wales History Museum

[Begin Agenda Memo]

SYNOPSIS:

A grant application to the State of Florida, Division of Cultural Affairs for \$40,000. The grant would require a 1:1 matching city contribution of \$40,000 in fiscal year 2021 - 2022. The Museum will cover the cost of the match from monies allocated towards museum staffing, exhibit programming and marketing in its 2021 - 2022 budget.

STAFF RECOMMENDATION:

Staff recommends that the City Commission approve a grant application to the State of Florida, Division of Cultural Affairs for money that will be allocated to the new 2021 -2022 Regional Public Program.

BACKGROUND:

The State of Florida, Department of State, Division of Cultural Affairs (DCA) provides annual funds in the form of grants that support cultural organizations including museums through the Florida Legislature and National Endowment for the Arts.

If our application is approved, the grant money will be used to help underwrite a portion of programmatic staffing for the museum. The museum manager and museum curator both spend a portion of their time developing and implementing public programs for the community. These funds would help support City's investment in current museum staffing.

The grant program is a renewable annual award with an approved and ranked application. Any grant funds received from this application would be applicable from July 1, 2021 to June 30, 2022. The grant requires a minimum 1:1 match of funds. The Museum will cover the cost of the match from monies allocated towards museum staffing, exhibit programming and marketing in its 2021 – 2022 budget.

The Regional Public Program will feature programs and events for all ages including a new exhibit presentation series, guest speakers, historic tours, special museum night events, a book club, Pioneer Days Festival, workshops, hands-on history and summer fun days. The grant will provide funds to help underwrite programmatic staffing.

OTHER OPTIONS:

Do not apply for this grant. No appropriations needed.

FISCAL IMPACT:

Staff is requesting to host a series of programmatic offerings at the Lake Wales Museum in 2020 - 2021. A portion of the funds to carry out the Lake Wales Museum Regional Public Program would come from the State of Florida, DCA. \$40,000 of the funds allocated to this project will be spent on programmatic staffing.

[End Agenda memo]

8.V. Procurement Card Policy And Procedures Manual

[Begin Agenda Memo]

SYNOPSIS:

The City Commission will consider amending spending thresholds in the purchasing card manual to correlate with Purchasing Ordinance 2020-05.

RECOMMENDATION

Staff recommends that City Commission take the following actions:

1. Approve the amendment to the Purchasing Card Policy and Procedures Manual.

BACKGROUND

On November 5, 2013, the City Commission established the City's purchasing card program and subsequent purchasing card policy and procedures manual.

On March 17, 2020, the City Commission approved Purchasing Ordinance 2020-05. This ordinance contains amendments to the dollar thresholds appurtenant to simplified acquisitions governing the use of City purchasing cards.

The City's purchasing card policy and procedures manual requires amending so that it mirrors Purchasing Ordinance 2020-05.

OTHER OPTIONS

The City Commission may choose to forego approval of this amendment; however, the policy and procedures manual will contradict Purchasing Ordinance 2020-05.

FISCAL IMPACT

None.

[End Agenda Memo]

9. OLD BUSINESS

10. NEW BUSINESS

- 10.I. Ordinance 2020-10 Annexation – 1st Reading – Public Hearing .51 Acres East Of US Highway 27 | Parcel ID: 27-29-34-875000-006100

[Begin Agenda Memo]

Synopsis:

Ordinance 2020-10 proposes the annexation of approximately .51 acres of land located east of US Highway 27, abutting the Mckibben Powersports site and contiguous to the incorporated City limits.

Recommendation:

Staff recommends acceptance after first reading and following a public hearing of Ordinance 2020-10.

Public Notice requirements have been met.

A recommendation from the Planning and Zoning Board is not required for an annexation ordinance.

Background:

MCK Properties of Lake Wales, LLC, owner, is requesting annexation into the corporate city limits of Lake Wales. This property abuts MCK Properties' existing Powersports store site to the north and to the west. The owner has plans to redevelop a portion of the existing site but must first bring this parcel into the City in order to complete the project.

"Attachment A" to the ordinance shows the property's location. It is contiguous to the City Limits on its north and west boundaries.

Other options: Decline to annex the property.

Fiscal Impact: The annexation will add to the City's tax roll and will allow for property improvements to take place on the abutting site.

[End Agenda memo]

Jennifer Nanek, City Clerk, read **ORDINANCE 2020-10** by title only.

ORDINANCE 2020-10
(Annexation – .51 acres east of US Highway 27)

AN ORDINANCE PROVIDING FOR THE ANNEXATION OF APPROXIMATELY .51 ACRES OF TERRITORY, CONTIGUOUS TO THE INCORPORATED TERRITORY OF THE CITY OF LAKE WALES SHOWN ON ATTACHMENT "A" AND SPECIFICALLY DESCRIBED HEREIN; GIVING THE CITY OF LAKE WALES JURISDICTION OVER THE LAND ANNEXED; AND PROVIDING FOR AN EFFECTIVE DATE.

Kathy Bangley, Assistant City Manager, reviewed this item.

OPENED PUBLIC HEARING

no comments

CLOSED PUBLIC HEARING

Commissioner Curtis Gibson made a motion to adopt **ORDINANCE 2020-10** after second reading and public hearing. Commissioner Howell seconded the motion.

By Roll Call Vote:

Commissioner Curtis Gibson "YES"

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

10.II. RESOLUTION 2020-08 Water Utility Master Plan

[Begin Agenda Memo]

SYNOPSIS:

The Water Utility Master Plan will focus on capital improvements required to serve the existing, 5, 10, and 20-year future needs of the utility service area.

STAFF RECOMMENDATION

It is recommended that the City Commission adopt Resolution 2020-08 Water Utility Master Plan.

BACKGROUND

The purpose of developing a comprehensive water utility master plan is to focus on capital improvements and prioritization of repair and rehabilitation. The water master plan will focus on capital improvements required to serve existing 5, 10, and 20-year future needs of the utility service area.

Every ten years or so and as recently as 2006, a water utility master plan was completed that provided guidelines for expansion of the system in response to the needs of current and future growth in the area. Reiss Engineering has prepared a new water utility master plan of the existing treatment and distribution system. These plans will typically have a useful life of 10 years or until all the suggested upgrades have been completed. Staff is at such point that all useful projects

recommend in 2006 are currently under construction or have already been completed.

Staff recommends the Commission take the following action, Adopt Resolution 2020-08 Water Utility Master Plan.

FISCAL IMPACT

None at this time. As projects are being completed from the plan, they will be brought back to the commission for approval.

OTHER OPTIONS

None. It becomes necessary for a periodic study to be performed to ensure the integrity and the function of the utility system is maintained and expanded, if necessary, at an acceptable level. The last master plan study performed of the water utility system was performed back in 2006. These plans will typically have a useful life of 10 years or until all the suggested upgrades have been completed. Staff is at such point that all useful projects recommend in 2006 are currently under construction or have already been completed.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2020-08** by title only.

RESOLUTION 2020-08 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKE WALES APPROVING AND ADOPTING THE WATER UTILITY MASTER PLAN

Sarah Kirkland, Utilities Director, reviewed this item.

Commissioner Howell made a motion to approve **RESOLUTION 2020-08**. Commissioner Curtis Gibson seconded the motion.

By Roll Call Vote:

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

10.III. Resolution 2020-09 Adoption Of The Wastewater And Reclaimed Master Utility Plan

[Begin Agenda Memo]

SYNOPSIS

The Wastewater and Reclaimed Master Utility Plan will focus on capital improvements required to serve the existing, 5, 10, and 20-year future needs of the utility service area.

RECOMMENDATION

It is recommended that the City Commission adopt Resolution 2020-09 Wastewater and Reclaimed Master Utility Plan.

BACKGROUND

Among the first public works efforts completed by the City of Lake Wales was the installation of a central sewer system. This was a large-scale project that provided sanitary sewer service to the downtown area and the residential neighborhoods, which were growing up along Scenic Highway and around Lake Wailes to the hospital. Since construction began on the original system, commercial and residential development throughout the city has added nearly two hundred miles of gravity sewer lines and 39 lift stations to the wastewater collection system.

While lift stations have been upgraded over time and have been well maintained in recent years, comparatively little work has been done on manholes and lines except in response to problems such as line breaks or blockages. As the system continues to age, we can expect problems to occur on an increasingly frequent basis, particularly in those areas where old clay lines still exist; i.e, the areas served by the original sewer system.

Every ten years or so and as recently as 2008, a Master Wastewater Facility Plan was completed that provides guidelines for expansion of the system in response to the needs of current and future growth in the area. This master plan has been formulated for the upgrade and rehabilitation of the existing collection system. The Consultant prepared a wastewater and reclaimed utility master plan of the existing sanitary gravity sewer system for the rehabilitation, repair and/or replacement of the gravity sewer mains and manholes. This work effort included the following tasks:

- a. Evaluation of the condition of the mains and manholes
- b. Recommendations for rehabilitation or replacement
- c. Cost estimates for rehabilitation or replacement
- d. Financial analysis for the collection system improvements
- e. Public communication and awareness program during construction activities.

Staff recommends the commission take the following action; adopt Resolution 2020-09 Wastewater and Reclaimed Utility Master Plan.

FISCAL IMPACT

None at this time. As projects are brought forward to the Commission for approval, the fiscal impact will be determined at that time.

OTHER OPTIONS

None. It becomes necessary for a periodic study to be performed to ensure the integrity and the function of the water system is maintained and expanded, if necessary, at an acceptable level. The last master plan study performed of the wastewater and reclaimed utility system was performed back in 2008. These plans will typically have a useful life of 10 years or until all the suggested upgrades have been completed. Staff is at such point that all useful projects recommend in 2008 are currently under construction or have already been completed.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2020-09** by title only.

RESOLUTION 2020-09

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKE WALES APPROVING AND ADOPTING THE WASTEWATER AND RECLAIMED UTILITY MASTER PLAN

Sarah Kirkland, Utilities Director, reviewed this item.

Commissioner Howell made a motion to approve **RESOLUTION 2020-09**. Deputy Mayor Robin Gibson seconded the motion.

By Roll Call Vote:

Commissioner Howell "YES"

Deputy Mayor Robin Gibson "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Mayor Fultz "YES"

Motion passed 5-0.

10.IV. RESOLUTION 2020-18 - Approval Of Special Category Grant Application For 1920 Stuart House

[Begin Agenda Memo]

SYNOPSIS:

A grant application to the State of Florida, Division of Historical Resources for \$77,792.00. The grant would require a 1:1 matching city contribution of \$77,792.00 in fiscal year 2021 - 2022. The museum will cover the cost of the match from monies allocated towards the city's capital improvement projects budget.

STAFF RECOMMENDATION:

1. Approve a grant application to the State of Florida, Division of Historical Resources for the restoration of the Historic Stuart House during FY 2021-2022.
2. Approve the creation of a resolution to verify the City of Lake Wales agrees to provide matching funds for this grant project, and provide an agreement of protection for the Historic Stuart House as a historic property within the museum's historic corridor. (Required for grant application)

BACKGROUND:

The Historic Preservation Grants Program allocates state funds appropriated by the Legislature and federal funds apportioned to the state by the U.S. Department of the Interior, National Park Service, for the preservation and protection of the state's historic and archaeological sites and properties. The program is administered by the Division of Historical Resources, Florida Department of State.

The 1920 Historic Stuart House is one of the museum's historic properties, which is in danger of further deterioration following water intrusion from damage sustained during Hurricane Irma in 2017. Steps were taken to temporarily mitigate the damage to the roof by placing coverings on top of it and repairing one eave; termite mitigation was completed in the fall of 2019, and a current long-term pest mitigation plan is in place; exterior foliage has been cut back to keep pests from gathering close to the building; clearing out old storage items and interior cleaning was completed in January of 2020. Rehabilitation is now needed to permanently replace and repair all interior and exterior wood features to protect the building from water intrusion, which is continuing to cause damage to the structure.

The Historic Stuart House is the only public historic house museum in Lake Wales, and as such provides a direct connection for visitors to the town's pioneers and founders. It connects the personal story of Mr. Stuart, his family, and his fellow town leaders of that time with today's residents. The Historic Stuart House is representative of the life and times of those who shaped our town, and the architecture that forms the landscape of our historic district.

Originally built in 1920, the Historic Stuart House was gifted to the City of Lake Wales and moved to its current location in 1994 under the care of the Historic Lake Wales Society. The home was restored by the Historic Lake Wales Society in 1996 with a historical preservation grant from the State of Florida. At that time front and back porch structures that were not original to the home were removed, and an ADA ramp was installed.

The museum plans to open the Historic Stuart House to the public and display interpretive exhibits about the Stuart and other Lake Wales families, the lifestyles of Lake Wales pioneers in the early 20th century, and significant architectural styles of the Lake Wales historic districts. Currently, the building is unfit for use, and closed to the public.

If our application is approved, the grant money will be used to fully restore this historic property. The grant program is a renewable two-year award with an approved and ranked application. Any grant funds received from this application would be applicable from July 1, 2021 to June 30, 2023. The grant requires a minimum 1:1 match of funds. The museum will cover the cost of the match from monies allocated towards the city's capital improvement projects budget.

OTHER OPTIONS:

Do not apply for this grant. No appropriations needed.

FISCAL IMPACT:

Staff is requesting to preserve the Historic Stuart House. One half of the funds to carry out this projects would come from the State of Florida, Division of Historical Resources, and all of the of the funds allocated to this project will be spent on historic preservation.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2020-18** by title only

RESOLUTION 2020-18

RESOLUTION OF THE CITY COMMISSION OF LAKE WALES, FLORIDA, AUTHORIZING AN APPLICATION TO THE FLORIDA DEPARTMENT OF STATE, DIVISION OF HISTORIC RESOURCES FOR APPROVAL OF A STATE FISCAL YEAR 2021 - 2022 SPECIAL CATEGORY GRANT SPONSORED BY THE CITY OF LAKE WALES; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Jennifer D'hollander, Manager of the Lake Wales History Museum, reviewed this item.

Commissioner Curtis Gibson asked how the match would be covered. Kenneth Fields, City Manager, said the money would come from the general fund in two fiscal years. The Museum will try and raise a portion of that as it has done with the yellow depot. If when the time comes and we don't have the money we can turn back the grant. Ms. D'hollander said this unique situation is why a resolution is needed as we are committing funds 2 years ahead of time.

Commissioner Goldstein asked what the money will be used for. Ms. D'hollander said the money will restore the building including the ramp, roof, and siding. Commissioner Goldstein asked if this is in the CRA. Mr. Fields said it is in the CRA boundaries but not sure if CRA funds could be used or not he would have to review the CRA Plan. Commissioner Goldstein said he is not sold on the historical

significance of the Stuart House. He asked if we could wait another meeting before voting on this. Ms. D'hollander said there is not another Commission meeting before the deadline. She then described the historical significance of the Stuart House. Deputy Mayor Robin Gibson said he would be a strong advocate for this. This grant would reduce the cost of the restoration by 50%. He then reviewed the history of the house and said it can be a real asset to the museum, downtown and Main Street, He pledged to contribute as a private citizen.

Commissioner Howell asked if Dorothy Abbott, our Finance Director, about this. Mr. Fields said it may take us a few years to recover economically. Our finances may be uncertain in a few years.

OPENED FOR PUBLIC COMMENT

John Turley, President of the Friends of the Lake Wales Museum, expressed his endorsement for this application.

CLOSED FOR PUBLIC COMMENT

Deputy Mayor Robin Gibson made a motion to approve **RESOLUTION 2020-18**. Commissioner Howell seconded the motion.

For Roll Call Vote:

Deputy Mayor Robin Gibson "YES"

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Mayor Fultz "YES"

Motion passed 5-0.

10.V. Discussion - 4th Of July Festivities

[Begin Agenda Memo]

SYNOPSIS:

This is a discussion about whether or not to have a 4th of July Celebration this year.

RECOMMENDATION

Staff recommends the City Commission give staff direction on whether or not to host a 4th of July Celebration in Lake Wailes Park.

BACKGROUND

For many years the City of Lake Wales has sponsored a 4th of July Celebration at Lake Wailes Park on the afternoon of July 4th with a fireworks display at the end in the evening.

As the State and City are currently in a State of Emergency related to stopping the spread of COVID-19 hosting our standard celebration may not be safe for our residents.

A fireworks company has not been contracted with yet. No plans are currently in place.

Lakeland has canceled their Red, White, & Kaboom event
Davenport will have a drive-in style of Fireworks show if we are still social distancing.
Eagle Lake's hasn't been canceled at this time – the Commission stated they will make the decision at 1st meeting in June
Haines City has canceled their Thunder on the Ridge Event Lake Hamilton has canceled their event

OTHER OPTIONS

The Commission could defer a decision to a later date.

FISCAL IMPACT

\$17,750 is budgeted for the July 4th event. \$16,500 is for fireworks.

[End Agenda Memo]

Kenneth Fields, City Manager, reviewed this item. He recommended canceling the 4th of July festivities. Joe Jenkins, Fire Chief and Emergency Operations Director, said he concurred with the recommendation.

Deputy Mayor Robin Gibson made a motion to cancel the 4th of July Festivities. Commissioner Howell seconded the motion.

By voice vote:

Deputy Mayor Robin Gibson "YES"

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Mayor Fultz "YES"

Motion passed 5-0.

10.VI. Discussion - Charter Review Committee

[Begin Agenda Memo]

SYNOPSIS:

Discussion about possibly establishing a Charter Review Committee

RECOMMENDATION

Staff recommends that:

1. The City Commission determine if a review of our Charter is needed and if so how a committee should be set up.
2. That City Commission direct the City Manager to prepare a Resolution to establish a Charter Review Committee if needed.

BACKGROUND

At a previous commission meeting members of the Commission raised the possibility of establishing a Charter Review Committee to review and propose changes to the Charter.

In 2010 the City Commission passed Resolution 2010-04 establishing a Charter Review Committee to review our Charter and to recommend changes to the Commission to be placed on the ballot. This resulted in 12 Amendments to the Charter that were placed on the 2011 Ballot and approved by voters.

Final Language of ballot amendments are due to the Supervisor of Elections by the end of January.

OTHER OPTIONS

The Commission could determine that a review of the Charter is not needed at this time.

FISCAL IMPACT

There is no cost for this discussion.

[End Agenda Memo]

Kenneth Fields, City Manager, reviewed this item.

Commissioner Howell said the charter needs to be reviewed in case we wish to clean anything up in regards to regulations. Some things may need to be changed.

Commissioner Curtis Gibson agreed with the need to review our charter. Each Commissioner should select a person to serve on the committee.

Commissioner Goldstein agreed that its time for a review to be done. Maybe we need a workshop on this.

Deputy Mayor Robin Gibson said he served as Chair of the last committee. They had good staff support. They did good work and made a positive impact. The changes made have had good results. The position of the City Clerk could be discussed.

Mayor Fultz said he was fine with a Charter Review Committee.

The Commission directed the City Manager to prepare a Resolution. Mr. Fields said this will be on the next agenda. After that the Commission can make appointments.

11. CITY ATTORNEY

Albert Galloway, Jr., City Attorney, reported that there is no pending or threatened litigation that he is aware of. We have not heard anything about the settlement for the 1919 building but the attorney for the Charter Schools is working on it.

12. CITY MANAGER

Kenneth Fields, City Manager, said the next meeting will be a hybrid format. The Chambers will be open to the public. Some of the Commissioners, staff, and public can attend in person and some can attend virtually. Social Distancing measures such as limited seating will be in effect. The City Administration Building is open by appointment although the public will still be encouraged to conduct their business online when possible. The average in the county is starting to come down. We will continue to monitor the situation.

Mr. Fields reported that Lake Wales aerial shots were featured on a recent tv show.

12.I. Tracking Report

12.II. Social Media Tracking Report

12.III. Commission Meeting Calendar

Commissioner Curtis Gibson said that due to job conflicts he requested the budget workshop be moved from Thursday to Wednesday. There was agreement to move the workshop date.

13. CITY COMMISSION COMMENTS

Commissioner Curtis Gibson thanked the public for all the input they give him.

Commissioner Goldstein reported on measures taken at another meeting he attended recently. He said he would like more public participation at future meetings and looks forward to more in-person meetings.

Commissioner Howell asked about social distancing measures. She asked if some seats will be blocked off. Mr. Fields said yes and additional seats will be available in the lobby. Commissioner Howell recommended waiting on the reopening of City Hall until after the next meeting. She said that we need a 14 day decline. Mayor Fultz said its fine to wait. Commissioner Curtis Gibson said Mr. Fields can determine what measures are needed to keep everyone safe. Mr. Fields said some changes have been made to keep staff safe. We will start by allowing appointments only and watch the trend of infections. Commissioner Goldstein said we are going along ok being closed. So long as our meetings are open.

Mr. Fields reviewed the details for a hybrid virtual and in-person meeting.

Commissioner Howell said she received a reply from Mr. Fields to her list of concerns and she emailed a response back that she hoped all the Commission received. Mayor Fultz said yes. Commissioner Howell wanted to know what the Commissioners think. Mayor Fultz said the issue of the body cams will be discussed during the budget process. Commissioner Howell wanted to know if they agreed with the issues brought up. Commissioner Howell said she still needed to understand more about the Pension issues. Some of the issues have been addressed.

Commissioner Curtis Gibson said he is glad that Mr. Fields responds to his emails and he got the responses to Commissioner Howell's emails. He said its good for us to talk about these issues so we know how everyone feels.

Deputy Mayor Robin Gibson said he had a proposal to put forward but did not need a response now. The Dover-Kohl plan is important to the future of our town but may take 10-15 years to implement. Mr. Fields is nearing his retirement. He would like a City Manager to take us through the plan. He would like a City Manager to take us through these plans from the ground up. He is concerned about the community friction. It has a racial component that he doesn't like. We have a community of wonderful people and we know each other. The City Manager has become a target as he is in charge of the Police Department. He knows Mr. Fields wants to buy into our pension plan. This would not cost the City anything but is controversial with some long-term employees. If the City Manager would agree to an early retirement then he would agree to allow him to buy into the pension plan. He would want Mr. Fields to take us through the budget. He does not want to burn any bridges. Sometimes there are hard feelings when a City Manager leaves. He wants our City Manager to feel good about having been in Lake Wales. Its very important that the Dover Kohl plan is done right. As far as community friction goes sometimes the community needs to hear a new voice. Sometimes its an issue of trust. A fresh start may be helpful.

Mr. Fields asked if this should go on the next agenda. The Commission consented to put this on the agenda.

14. MAYOR COMMENTS

Mayor Fultz said he hopes that we can heal and work together as one. He agreed that maybe a new voice would be a good idea.

Mayor Fultz encouraged everyone to participate in the Census.

15. ADJOURNMENT

The Meeting was adjourned at 8:03 p.m.

Chair

ATTEST:

City Clerk