

**City Commission Meeting Minutes  
December 4, 2018  
(APPROVED)**

12/4/2018 - Minutes

1. INVOCATION

Dr. Jim Moyer gave the invocation.

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

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

4. ROLL CALL

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

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

5. COMMUNICATIONS AND PETITIONS

6. CONSENT AGENDA

Commissioner Curtis Gibson asked that item 6.8 be pulled from the Consent Agenda.

Commissioner Howell made a motion to approve the Consent Agenda excluding Item 6.8. Deputy Mayor Robin Gibson seconded the motion.

By Voice Vote:

Commissioner Howell "YES"

Deputy Mayor Robin Gibson "YES"

Commissioner Stewart "YES"

Commissioner Curtis Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

6.I. Minutes - November 20, 2018

6.II. City Purchase Of Property From The Ann H. Story Revocable Trust

[Agenda Memo Begins]

**SYNOPSIS:**

The City contracted to purchase a 120 feet by 335 feet parcel adjacent to the City's existing Water Treatment Plant near Lake Wales High School for plant expansion. The closing agent, Peterson & Myers, P.A., prepared a Deed which conveyed 10 acres to the City rather than the parcel contracted for. The closing agent has acknowledged the error and has prepared a Quit Claim Deed to correct the error. A copy of the corrective deed is provided with this Memorandum.

**RECOMMENDATION:** Authorize the Mayor to execute the corrective deed to be returned to the closing agent for recording in the Public Records.

**BACKGROUND:** The error to be corrected is described on the face of the corrective Quit Claim Deed.

**FISCAL IMPACT:** None.

[End Agenda Memo]

6.III. Kimley Horn Engineering Task Authorization #15-392 City Of Lake Wales Wastewater And Reclaimed Master Utility Plan

[Begin Agenda Memo]

**SYNOPSIS:**

Staff requests commission to give approval to enter into an engineering contract with Kimley Horn to perform engineering services related to the study and formation of a wastewater and reclaimed water master utility plan in the amount of \$107,000.

**STAFF RECOMMENDATION**

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

1. Approve the contract with attached contract with Kimley Horn in the amount of \$107,000.00 to perform engineering services associated with the formation of the wastewater and reclaimed water master utility plan.
2. Authorize the City Manager to execute the appropriate documents, on the City's behalf.

**BACKGROUND**

The scope of work under this contract will be to develop a comprehensive wastewater and reclaimed water utility master plan for the purpose of identifying and prioritizing capital projects. The scope of services describes the specific tasks of gathering information, develop future needs, perform necessary hydraulic analysis, develop costs, report recommendations, and produce a prioritized list of funded needs.

The wastewater and reclaimed utility master plan will focus on capital improvements required to serve existing 5, 10, and 20-year future needs of the utility service area.

Once the wastewater and reclaimed water master utility plan study is complete, it will be brought back before the commission for review and approval. Staff is recommending that the Commission take the following action; approve entering into an agreement with Kimley Horn in the amount of \$107,000.00 to perform the engineering services attached and authorize the City Manager to execute the appropriate documents on the City's behalf.

**OTHER OPTION**

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 waste water and reclaimed 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.

#### **FISCAL IMPACT**

\$107,000.00 has been placed in the Capital Improvement Budget for year 2018-2019 for the completion of this study.

[End Agenda Memo]

#### 6.IV. Special Event Application: Dr. Martin Luther King Jr. Celebration 2019

[Begin Agenda Memo]

#### **SYNOPSIS:**

Approval of the special event permit application will allow the Annual Dr. Martin Luther King Jr. Celebration to take place between Thursday, January 17, 2019 and Monday, January 21, 2019 and allow the temporary street closings for the parade on January 21, 2019.

#### **RECOMMENDATION:**

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

- Approve the special event permit application for the Dr. Martin Luther King Jr. Celebration to be held between Thursday January 17, 2019 and Monday, January 21, 2019.
- Approve the temporary street closings for the Dr. Martin Luther King Jr. Celebration and Parade to be held Monday, January 21, 2019. The parade will begin at 3:30 p.m. The time frame requested for the street closings for the parade is from 2:30 p.m. to 5:00 p.m. and for after parade activities on Lincoln Avenue from approximately 4:30 p.m. to 8:00 p.m. The streets involved will be Dr. Martin Luther King Jr. Boulevard, Dr. J.A. Wiltshire Avenue, E Street, Lincoln Avenue, A Street, First Street and Park Avenue.
- Approve the temporary closing of the city parking lots on Lincoln Avenue for vendors and/or parking.
- Approve the request for the use of the James P. Austin Community Center at no cost on the following dates:

Thursday, January 17, 2019 for the International Pot Luck Dinner, Friday, January 18, 2019 for the Oratorical Contest and Talent Show, Saturday, January 20, 2019 for the MLK Health Fair, Monday, January 21, 2019 for the Legacy Breakfast and MLK Program prior to the parade.

#### **BACKGROUND:**

Mr. Narvell Peterson, President of the Dr. Martin Luther King Jr. Scholarship Fund of Lake Wales Inc. submitted a Special Event Permit application for the Annual Dr. Martin Luther King Jr. Celebration and Parade to take place beginning on Thursday January 17, 2019 and ending on January 21, 2019.

The celebration will include the following activities:

Thursday, January 17, 2019 6pm – International Pot Luck Dinner at the Austin Center

Friday, January 18, 2019 6:30pm – Oratorical Contest at the Austin Center

Saturday, January 19, 2019 9am – Unity Walk from Kiwanis Park to Stuart Park

Saturday, January 19, 2019 10 am – Health Fair, Austin Center

Monday, January 21, 2019 - Legacy Breakfast, MLK Program – Austin Center

Monday, January 21, 2019 – MLK Parade, Pre-parade & after parade activities on Lincoln Avenue

The special event permit application includes a request for the temporary closing of the following streets on Monday, January 21, 2019 for the Parade:

Parade will line up at the Austin Center by 2:30 p.m. and will begin at 3:30 p.m. on Dr. Martin Luther King Jr. Boulevard, travel north to Dr. J.A. Wiltshire Avenue, turning left and continuing to E Street, turning right on E Street and continuing to Lincoln Avenue, traveling on Lincoln Avenue to A Street,

turning right on A Street and continuing to Dr. J.A. Wiltshire Avenue. The parade will then turn left and continue to First Street and continuing on First Street until Park Avenue, turning west on Park Avenue continuing until Dr. Martin Luther King Jr. Boulevard. At this point the parade will turn right on Dr. Martin Luther King Jr. Boulevard and continue to the Austin Center where the parade ends.

After the parade the celebration will continue with food and craft vendors, music and entertainment along Lincoln Avenue and in the city parking lots along Lincoln Avenue. The activities are to conclude at approximately 8:00 p.m. The Dr. Martin Luther King Jr. Committee will be responsible for requiring the vendors to close promptly at 8:00 p.m. The committee will also be responsible for site set up, sanitary facilities and assisting with clean up after the event concludes.

The Lake Wales Police Department and VOICE will be assisting with pedestrian traffic and vehicular traffic control for the parade, prior to the parade and for after parade activities. New this year is a request to help prohibit pets from entering the festival area. The Police Department has agreed to assist with this request. The Streets Division will be assisting with the street closings, setting out trash containers, trash clean up during the parade and the normal trash clean up on Tuesday.

**OTHER OPTIONS:**

Do not approve this event and road closings.

**FISCAL IMPACT:**

In-kind services for the City were budgeted for FY18/19 in the amount of \$10,299. The MLK Scholarship Fund of Lake Wales Inc. is responsible for 25% or \$2,575. The fees for the James P. Austin Community Center would be waived providing that the City Commission approves this request.

[End Agenda Memo]

6.V. Wastewater Manhole And Lift Station Rehabilitation

[Begin Agenda Memo]

**SYNOPSIS:**

Staff requests City Commission approval to enter into a piggyback agreement and expend funds in the amount of \$47,469.92 for manhole rehabilitation utilizing VacVision Environmental, LLC, Gainesville Regional Utilities annual contract.

**STAFF RECOMMENDATION**

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

1. Authorize the City Manager to execute the piggyback agreement with VacVision Environmental, LLC, on the City's behalf.
2. Approve the expenditure of funds in the amount of \$47,469.92 to VacVision Environmental, LLC, for Manhole Rehabilitation of 34 manholes.

**BACKGROUND**

The City, as part of its collection system, owns, operates, and maintains 121 Miles of 8 to 16 inch Gravity Sewer Line and 75 Miles of 2 to 16 inch Force Mains. The collection system is connected by a series of manholes which aid in the transportation of the collected waste to the wastewater treatment plant for processing. Due to the corrosive nature of raw sewage gases, it becomes necessary to perform periodic maintenance on these manholes to ensure they continue to function as intended. This matter was scheduled to be considered by the City Commission in April but was overlooked.

Staff contacted VacVision Environmental, LLC and scheduled for their technicians to come out and

access the condition and provide pricing for the repair of several manholes. VacVision's technician came out and identified 34 manholes that are in immediate need of repair. Staff recommends the commission approve to take the following action, enter into a piggyback agreement and expend funds in the amount of \$47,469.92 for manhole rehabilitation utilizing pricing from VacVision Environmental, LLC, Gainesville Regional Utilities annual contract.

#### **OTHER OPTIONS**

None. Maintenance of these wastewater system components becomes necessary from time to time to maintain the integrity of the system.

#### **FISCAL IMPACT**

The Wastewater Department placed \$45,000.00 for manhole rehabilitation in the FY 2017-'18. A budget transfer will be required of \$2,469.92 from another M & R account to cover the remaining cost of repair.

[End Agenda Memo]

#### 6.VI. Agreement - Facility Condition Assessment

[Begin Agenda Memo]

#### **SYNOPSIS**

Staff is requesting Commission approval to enter into a subscription agreement with Dude Solutions, Inc. for the purpose of performing a Facility Condition Assessment.

#### **RECOMMENDATION**

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

1. Approve the agreement with Dude Solutions, Inc. and the associated expenditure of \$31,035.75.
2. Authorize the City Manager to execute the necessary documents on behalf of the City.

#### **BACKGROUND**

The City currently utilizes software provided by Dude Solutions, Inc. to streamline the maintenance of City facilities through work order management, preventative maintenance scheduling and capital expenditure forecasting.

Approval of this agreement will authorize Dude Solutions, Inc. to perform a comprehensive Facility Condition Assessment and integrate the data collected into the City's existing facilities management software system; creating a mechanism for effective preventative maintenance measures and capital expense forecasting. This will provide facilities maintenance staff the ability to accurately project future capital expense requirements to effectively maintain the City's facilities and related equipment.

The City received a proposal from Dude Solutions, Inc. to perform the Facility Condition Assessment in the amount of \$31,035.75. Dude Solutions, Inc. is the sole source provider of their products, as is the integration of the FCA into to their software system.

The FY 2018/2019 adopted budget includes funding in the amount of \$32,000 to perform this Facility Condition Assessment.

In accordance with Sec. 2-417(d)(3) of the City's Purchasing Ordinance all purchases in excess of Category 1 (\$20,000) require City Commission approval before funds can be expended.

#### **OTHER OPTIONS**

Do not approve the agreement with Dude Solutions Inc.

**FISCAL IMPACT**

\$32,000 is appropriated in the adopted FY 2018/2019 budget for this project

[End Agenda Memo]

6.VII. Purchase Authorization – SEMCO Construction, Inc.

[Begin Agenda Memo]

**SYNOPSIS:**

The City Commission will consider authorizing staff to expend funds for the replacement of the roof and soffit/fascia of the Lake Wales Police Department.

**RECOMMENDATION**

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

1. Authorize staff to expend funds in the amount of \$147, 235 for the replacement of the roof and soffit/fascia of the Lake Wales Police Department.
2. Authorize SEMCO Construction, Inc. to complete the work.

**BACKGROUND**

The City Commission approved \$162,000 in the FY19 adopted CIP budget for the replacement of the roof and soffit/fascia of the Lake Wales Police Department.

The current roof over the Police Department is at its end of life at nearly fifteen years old. The roof has been leaking the last few years and the leaks are increasing. Additionally, the soffit/fascia near the Police Department's roofline is degraded and exacerbating the water intrusion into the facility.

The proposal from SEMCO Construction, Inc. is \$14,765 less the budget appropriations and includes a fifteen year warranty.

SEMCO Construction, Inc. was awarded a contract with the City for Licensed General/Building Contractor Services by the City commission during the December 20, 2016 regular City Commission meeting (RFP 16-423).

In accordance with Sec. 2-417(d)(3) of the City's Code of Ordinances, all purchases in excess of Category 1 (\$20,000) require City Commission approval before funds can be expended.

**OTHER OPTIONS**

- 1) The City Commission may elect to defer the proposed project.
- 2) The City Commission may direct staff to utilize a sealed bid process to solicit other vendors to complete the project.

**FISCAL IMPACT**

The expenditure of \$147,235 is \$14,765 less than budget appropriations.

[End Agenda Memo]

6.VIII. Lake Wales Municipal Airport Corporate Hangars

[Begin Agenda Memo]

**SYNOPSIS:**

Staff is requesting Commission approval to construct four (4) corporate hangars at the Lake Wales Municipal Airport.

**RECOMMENDATION**

It is recommended that the City Commission take the following actions:

1. Approve SEMCO Construction, Inc. to construct four (4) corporate hangars at the Lake Wales Municipal Airport in the amount of \$1,280,231.64.
2. Authorize a budget amendment in the amount of \$449,567.64.

**BACKGROUND**

The airport 5-year capital plan has funds budgeted for the construction of four (4) executive hangars on the east side of the airport "East Apron Corporate Hangar Development". There is a demand for these hangars now but current funding is not sufficient to begin construction, therefore to move forward with construction now will require a budget amendment.

SEMCO Construction, Inc. was awarded a contract for Licensed General/Building Contractor services by the City Commission during the December 20, 2016 regular Commission meeting (RFP 16-423).

SEMCO Construction, Inc. was also the company that oversaw the rebuild of all the current airport facilities after the 2004 hurricanes.

The city's airport consultant, Hoyle, Tanner and Associates has confirmed that the cost of construction submitted by SEMCO Construction, Inc. is in line with industry standards. In accordance with Sec. 2-417 (d)(3) of the City's Code of Ordinances, all purchases in excess of Category 1 (\$20,000.00) require City Commission approval.

**OTHER OPTIONS**

The City Commission may direct staff to solicit sealed proposals for this project in lieu of utilizing our existing contract with SEMCO Construction, Inc.

**FISCAL IMPACT**

A budget amendment in the amount of: \$449,567.64

FY 18/19 budget: 485,000.00

Utilities fund: 345,664.00

Project Total: \$1,280,231.64

[End Agenda Memo]

Commissioner Curtis Gibson reported that the Airport Authority recommended that this item be tabled and put out to bid. He said that there are regulations that projects over \$35,000 go out to bid. He also said that the City should consider ground leases at the Airport. These issues were discussed at the Airport Authority Meeting last night. He had some questions regarding the airport that he needs to research. He then asked for the Commission members for their opinions.

James Slaton, Assistant City Manager, reviewed this item. He distributed a packet of information to the Commissioners which included an agenda memo and contract from December 2016. The city contracted with SEMCO for Contractor Services for three years. The contract was a sealed bid. The bids were reviewed by five staff members. We are in the 2nd year of a three year contract. Mayor Fultz said asked if there were 4 bids. Mr. Slaton said there were 5 and that the engineering company Hoyle

Tanner reviewed the proposal for SEMCO to be sure it is reasonable.

Deputy Mayor Robin Gibson asked what provisions are in the contract to be sure the prices are reasonable. Mr. Slaton said that all items over \$35,000 go before the Commission. Mr. Fields explained that some of the prices such as labor costs are locked in for three years which protects us from rising costs and inflation. There is a cost every time we go out to bid such as advertising, staff costs and time delays. Deputy Mayor Robin Gibson asked how they are locked in. Mr. Slaton said there are fixed markups in certain areas. Deputy Mayor Robin Gibson asked how the subcontracting works. Jennifer Hall, Vice-President of Semco Construction, explained how they do the bids for subcontractors and sometimes they enter a bid themselves. She also explained their fixed mark-ups. Deputy Mayor Robin Gibson asked what the cost of this project. Mr. Slaton is \$1.2 million.

Commissioner Curtis Gibson asked how many buildings there will be. Mr. Slaton said there are 2 buildings with two hangars in each. Commissioner Curtis Gibson asked if value engineering was done. Mr. Slaton said yes such as the bathrooms which will be one per building rather than one per hangar.

Commissioner Howell said we should go out for bid and just try and see if there is a better price. Deputy Mayor Robin Gibson explained the safeguards in the contract and our protections. He asked how much of the project will be done by subcontractors. Ms. Hall said at least 50%. They are doing the 50% but much of that was put out to bid. Commissioner Howell asked if City staff reviews the paperwork. Ms. Hall said no but it is available for the Commission to review.

Mr. Slaton said that the benefit of having SEMCO under contract is that we can go right to them with our projects and they can work directly with engineers. If we go out to bid we will need to do more work on engineering plans. Deputy Mayor Robin Gibson asked if we are tied to working with SEMCO. Mr. Slaton said no. We can work with other contractors.

Commissioner Curtis Gibson said he is concerned about being fair and the City having enough money to do this. The hangars could be built by others saving the City funds.

Mayor Fultz said that the goal is to get the Airport to be self sustaining. Leasing Land isn't the best way to do this. he asked how much we get for our current leases. Mr. Slaton said we get \$130 a month where for our hangars it could be \$1300 a month. Commissioner Curtis Gibson said people are leaving the airport. We need to be business friendly.

Mr. Fields said that we want to control the activity at the Airport. So we need to control the hangars. A tenant wanted to put in a non-aviation activity and isn't allowed. Commissioner Curtis Gibson said we can still build hangars but we can save costs by allowing other hangars to be built. Mr. Fields said we need activity out there that benefit the City. We don't want activity for the sake of activity.

Deputy Mayor Robin Gibson reviewed some of the history of activity at the airport including the skydiving and what happened after the 2004 hurricanes. We have to discuss the best way to operate the airport. He is not convinced that the City should go into debt to build these hangars. Ground leases may be a better way to go. We can retain controls in the lease. A good lease contract means we won't incur the the costs of construction but we get the hangars. He said that the Airport Authority is not ready to go ahead which is persuasive to him. He doesn't know enough on the method of doing this.

Commissioner Curtis Gibson said we should table this until we decide our identity at the airport and what we want. We have to do the Airport right.

Commissioner Curtis Gibson made a motion to table this item. Commissioner Howell seconded the motion.

By Roll Call Vote;

Commissioner Curtis Gibson "YES"



Commissioner Howell "YES"

Commissioner Stewart "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "NO"

Motion passed 4 -1.

#### 6.IX. Agreement - VacVision Environmental For Pre-Televising For Sliplining

[Begin Agenda Memo]

#### **SYNOPSIS:**

Staff requests commission approval to enter into a piggyback agreement with VacVision Environmental and to expend funds in the amount of \$60,000.00 for pre-televising several gravity sewer lines to determine the extent to which repair is needed.

#### **STAFF RECOMMENDATION**

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

1. Authorize the City Manager to execute the piggyback agreement with VacVision Environmental, LLC executed with Pasco County for wastewater line repair on the City's behalf.
2. Authorize the expenditure of funds in the amount of \$60,000.00 to VacVision Environmental, LLC for pre-televising services performed on 15,000 feet of various gravity sewer lines within the city's waste water collection system.

#### **BACKGROUND**

The City, as part of its collection system, owns, operates, and maintains 121 Miles of 8 to 16 inch Gravity Sewer Lines. Due to the corrosive nature of raw sewage gases, it becomes necessary to perform periodic pre-televising of these lines to determine the condition of the current sewer infrastructure. Staff brought this same item to the commission on 11/20/2018 to later learn that the attached piggyback agreement had not been presented to the City Commission for approval. This items is to seek such approval.

Staff has noticed that there are several areas within the City's utility service area where there are pronounced depressions in the road. The only way to determine the cause of these depressions are to have the gravity sewer line under the road televised. Once the lines have been televised, staff can then form the basis for repair. Staff recommends the commission take the following action, Authorize the City Manager to execute the piggyback agreement with VacVision Environmental, LLC executed with Pasco County for wastewater line repair and again approve the expenditure of funds with VacVision, LLC in the amount of \$60,000.00 for the pre-televising of an additional 15,000 feet of various gravity sewer lines.

#### **OTHER OPTIONS**

None. Maintenance of these wastewater system components becomes necessary from time to time to maintain the integrity of the system.

#### **FISCAL IMPACT**

The Wastewater Department has placed \$300,000.00 for sliplining repair in the 5-yr Capital Improvements Plan. The pre-televising is the first step in determining where and what repairs for the gravity sewer system will be required.

[End Agenda Memo]

7. OLD BUSINESS

8. NEW BUSINESS

8.I. Ordinance 2018-05 Amendment To The Charter On Length Of Terms

[Begin Agenda Memo]

**SYNOPSIS:**

The subject Ordinance was requested by the City Commission for the purpose of extending the terms of office of the city commissioners and mayor from two years to three years. Ordinance 2017-10 was initially adopted for this purpose but was rescinded by adoption of Ordinance 2018-04 after it was determined that no municipal election was required in 2018 to fill seats on the City Commission.

**RECOMMENDATION:**

Adoption of Ordinance 2018-05 as presented. If adopted, the City Commission will be required to determine whether the proposed Charter revision will be considered by the electorate at the next regular municipal election or at a special election called for the purpose of consideration of the proposed amendment.

**BACKGROUND:**

Concern was expressed that the current two year terms for city commissioner and mayor were too short to operate effectively. Concern was also expressed as to having three seats up for election at the same time. The proposed amendment serves to address both of these concerns.

**FISCAL IMPACT:** None unless a special election is called for.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **ORDINANCE 2018-05** by title only.

**ORDINANCE 2018-05**

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, PROPOSING AN AMENDMENT TO ARTICLE III, SECTIONS 3.03 AND 3.05(a) OF THE CHARTER OF THE CITY OF LAKE WALES RELATING TO THE LENGTH OF TERMS OF OFFICE FOR THE MAYOR AND CITY COMMISSIONERS; PROVIDING UPON FINAL PASSAGE OF THE ORDINANCE FOR THE PROPOSED AMENDMENT TO BE PLACED ON THE BALLOT FOR A VOTE OF THE ELECTORS OF THE CITY AT THE 2019 MUNICIPAL ELECTION OR AT A SPECIAL ELECTION CALLED FOR THE PURPOSE OF VOTING ON A CHARTER AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

Kenneth Fields, City Manager, reviewed this item.

Deputy Mayor Robin Gibson said that the ballot language is objective so we will need to educate the

voters on why we wish to do this. Mr. Fields said we will put out educational materials on this before the election. The reasons for this were discussed.

Commissioner Howell made a motion to approve **ORDINANCE 2018-05** after first reading. Deputy Mayor Robin Gibson seconded the motion.

by Voice Vote:

Commissioner Howell "YES"

Deputy Mayor Robin Gibson "YES"

Commissioner Stewart "YES"

Commissioner Curtis Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

Kenneth Fields, City Manager, reported that we can have a polling place at Lake Ashton but certain precincts must be designated to vote at Lake Ashton. Jennifer Nanek, City Clerk, recommended precincts 519, 524 and 526 vote at Lake Ashton. A voter must vote at their designated precinct they can't choose to vote in one place or the other. Deputy Mayor Robin Gibson said the fact that three precincts will vote their will help us avoid ward politics which can be dangerous. Mr. Fields said the fact that all the seats are voted on City wide also helps prevent that. The Commission gave consent to a second polling place at Lake Ashton.

#### 8.II. RESOLUTION 2018-27 - SRF For Lake Wales Reuse Pump Station Modifications

[Begin Agenda Memo]

##### **SYNOPSIS:**

Approve Resolution 2018-27 and Give authorization for staff to submit and for the Mayor to sign the loan application and loan agreement once received for the Lake Wales Reuse Pump Station Modifications

##### **STAFF RECOMMENDATION**

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

1. Adopt Resolution 2018-27
2. Authorize city staff to submit and the Mayor to sign an application and loan agreement once received for the construction loan funding from the state revolving loan fund in an amount currently estimated to be \$785,400.00 for the reuse pump station modifications.

##### **BACKGROUND**

The state revolving loan fund program provides loans for local government utility projects. The City has a point source water pollution control project that qualified for loan proceeds during this funding cycle. The project will consist of pumps, electrical, and piping re-configuration at the reuse pump house facility. These modifications are required to keep up with the continued growth of the city and to minimize the wear and tear on the pumps being caused by pump cavitation. The project will take place at 1503 Ray Martin Road. A map of the project area has been attached for further clarification of the project

location.

Staff recommends the Commission take the following action; adopt Resolution 2018-27 and authorize the Mayor to sign the application to apply and the loan agreement when received for these funds.

#### **OTHER OPTIONS**

Staff could be directed to go out on the open market for financing which would result in a higher interest rate than what is being offered by the Florida Department of Environmental Protection.

#### **FISCAL IMPACT**

Estimated debt service for \$785,400 with estimated capitalized interest of \$11,781. There will be an annual repayment of \$43,490 over a twenty-year repayment period

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2018-27** by title only

#### **RESOLUTION 2018-27**

**A RESOLUTION OF CITY OF LAKE WALES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.**

Sarah Kirkland, Utilities Director, reviewed this item.

Commissioner Howell made a motion to adopt **RESOLUTION 2018-27**. Commissioner Curtis Gibson seconded the motion.

By Roll Call Vote:

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Stewart "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion Passed 5-0.

#### **8.III. RESOLUTION 2018-28 - SRF For Water Plant #3 Ground Storage Tank Installation And Water Line Replacement**

[Begin Agenda Memo]

#### **SYNOPSIS:**

Approve Resolution 2018-28 and Give authorization for staff to submit and for the Mayor to sign the loan application and loan agreement once received for the Water Plant #3 ground storage tank installation and water line replacement

## STAFF RECOMMENDATION

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

1. Adopt Resolution 2018-28
2. Authorize city staff to submit and the Mayor to sign an application and loan agreement once received for the construction loan funding from the state revolving loan fund in an amount currently estimated to be \$4,618,811 for the construction of both projects listed above.

## BACKGROUND

The state revolving loan fund program provides loans for local government utility projects. The City has two water projects that will comprise the make up for loan application DW531301 for a total of \$4,618,811. These two projects are the construction of an additional ground storage tank at Water Plant #3, which is located at 1050 5th Street North. The construction of an additional ground storage tank at water plant #3 is to provide redundancy and to provide additional storage. The second project associated

with this loan application is the water main replacement of approximately 14,000 feet of 6"-8" galvanize water main, located in various locations in the city. A map of the various project areas has been attached for further clarification of the project locations.

Staff recommends the Commission take the following action; adopt Resolution 2018-28 and authorize the Mayor to sign the application to apply and the loan agreement when received for these funds.

## OTHER OPTIONS

Staff could be directed to go out on the open market for financing which would result in a higher interest rate than what is being offered by the Florida Department of Environmental Protection.

## FISCAL IMPACT

Estimated debt service for \$4,618,811 (base loan \$3,695,049, estimated Principle forgiveness in the amount of \$932,762.00 and estimated capitalized interest of \$55,425) would be \$204,366 annually over a twenty-year repayment period.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2018-28** by title only.

## RESOLUTION 2018-28

**A RESOLUTION OF CITY OF LAKE WALES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.**

Sarah Kirkland, Utilities Director, reviewed this item.

Commissioner Howell made a motion to adopt **RESOLUTION 2018-28**. Commissioner Curtis Gibson seconded the motion.

By Roll Call Vote:

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Stewart "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion Passed 5-0.

9. CITY MANAGER

Kenneth Fields, City Manager, reported on an upcoming Polk County Water Co-Op meeting that Commissioner Stewart will attend. The purpose will be about a settlement with the Water Management District about Water permits. This will help avoid water wars.

Mr. Fields asked for Commission's consent to close city facilities on December 24th Christmas Eve. There will not be much business transacted that day. The Commission consented to this.

Mr. Fields said we will schedule a workshop in the future, probably in January, to discuss the future of the Airport.

9.I. Tracking Report

9.II. Social Media Tracking Report

9.III. Commission Meeting Schedule

9.IV. Other Meetings & Events Calendar

Mr. Fields announced Make it Magical, the Christmas Parade, and the movie at the lake are this weekend. Deputy Mayor Robin Gibson said that the Orange Blossom BBQ and the concert at Bok Tower went well.

Commissioner Curtis Gibson agreed about the Orange Blossom BBQ.

10. CITY COMMISSION COMMENTS

11. MAYOR COMMENTS

Mayor Fultz thanked everyone who came and participated in the process.

12. BUDGET HEARINGS

13. CITY ATTORNEY

14. CRA ITEMS

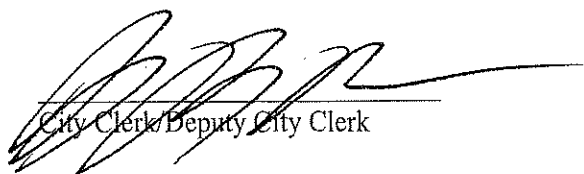
15. CITY CLERK

16. ADJOURNMENT

The meeting was adjourned at 7:03 p.m.

  
\_\_\_\_\_  
Mayor/Deputy Mayor

ATTEST



City Clerk/Deputy City Clerk

