

**City Commission
Meeting Minutes
December 17, 2019
(Approved)**

12/17/2019 - Minutes

1. INVOCATION

Commissioner Terrye Howell 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.

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 - Lake Wales Seahawks Rookies

Mayor Fultz presented a proclamation to the Rookies team of the Lake Wales Seahawks for making it to the Super bowl.

6. PRESENTATION/REPORT

6.I. Presentation - EDC/Chamber Of Commerce

Kevin Kieft, Chamber of Commerce/EDC gave an presentation an update to the Commission. He distributed a packet of information with demographics and data information to the Commission members. He said our population continues to grow and unemployment rate is improving. There are 2 companies moving to Lake Wales that aren't open yet. One is a French simulator manufacturer in the Commerce and Technology Park. Another is an air filter company in the Findley building employing 200 people. Now we have no large buildings anymore which is a challenge. They maintain confidentiality with potential new companies. Mr. Kieft said they work with Polk State College and other schools about needed job skills. They are working on a business friendly environment.

Mr. Kieft shared three top priorities for them. First is continued development on US HWY 27 and SR 60 such as at the Commerce and Technology Park. The former Toys R US building now has a new owner and Dollar Tree has moved into the old Sears building. We are also getting more residential development. We need to enhance gateways to Lake Wales. Priority 2 is industrial and Product Development. This includes connecting the Airport to the Commerce Park and Land development on west SR 60. We need land and buildings ready for development. Priority 3 is place making He is working with Main Street to help us standout from other cities. We need to attract people and talent. He stressed the importance of talent attraction.

Deputy Mayor Robin Gibson said that we have a high graduation rate in Lake Wales over 90%. He asked how high a good school system ranks in attracting people. Mr. Kieft said its in the top three of

areas people look at sometimes the first think. Deputy Mayor Robin Gibson asked if this is something promoted. Mr. Kieft said yes. Kenneth Fields, City Manager, said that the Lake Wales Charter Schools now participates and attends EDC meetings. Mayor Fultz said that the City promotes its education system everywhere. Commissioner Howell said that our Polk County Schools should be mentioned as well. This was discussed further.

Commissioner Curtis Gibson asked Kevin Kieft if they were helping with the 2020 Census. Mr. Kieft said they were.

7. COMMUNICATIONS AND PETITIONS

Karen Thompson, Lake Wales Main Street, reported on the recent Make it Magical event and thanked Commissioners for their support.

Greg Massey, resident, distributed a packet of emails to the Commission. He said this is in reference to 228 Sessoms Avenue a property that he purchased earlier this year. He said he met with Kathy Banglely who said as long he was moving forward they would hold off on demolition. It is now demolished. He said Mr. Fields refused to meet with him. He asked the Commission to look into this matter.

8. CONSENT AGENDA

Commissioner Howell made a motion to approve the consent agenda. 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 - December 3, 2019

8.II. Agreement - Dude Solutions, Inc.

[begin Agenda Memo]

SYNOPSIS:

Staff is requesting Commission approval to enter into an agreement with Dude Solutions, Inc. for the purpose of performing an ADA Accessibility Assessment on City facilities.

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 \$31,675.87.

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.

The City desires to contract with Dude Solutions, Inc. to perform an ADA Accessibility Assessment to develop a capital-planning budget for addressing accessibility-related deficiencies within our City's facilities.

The City received a proposal from Dude Solutions, Inc. in the amount of \$31,675.87. Dude Solutions, Inc. is the sole source provider of their products and the integration into their software system. This proposal includes both an on site assessment and capital needs list uploaded into the existing software.

The FY 2019/2020 adopted budget includes funding in the amount of \$32,000 to perform this 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 FY 2019/2020 budget for this project.

[End Agenda Memo]

8.III. Lease Agreement With Mears Motor Leasing/The Bancorp

[Begin Agenda Memo]

SYNOPSIS:

Staff is requesting Commission approval to lease-purchase five (5) vehicles for various City departments through the City's master lease agreement with Mears Motor Leasing/The Bancorp and classify various vehicles/equipment as surplus for future disposal.

RECOMMENDATION

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

1. Approve the sixty (60) month lease-purchase of the vehicles listed on the attached Schedule A's from Mears Motor Leasing/The Bancorp.
2. Authorize the City Manager to execute the necessary documents on behalf of the City.
3. Classify the obsolete equipment listed on the Disposal Schedule as surplus.
4. Authorize staff to dispose of the surplus equipment.

BACKGROUND

The City Commission approved funds for the vehicle and equipment lease-purchases within the FY19/20

adopted budget. The proposed new vehicles are as follows:

1. Quantity two (2) 2020 Ford F150 pickup trucks for the Parks and Recreation departments.
2. Quantity two (2) 2020 Ford F150 pickup trucks for the Water department.
3. Quantity one (1) 2020 Ford F350 crane truck for the Wastewater department.

The new vehicles will be replacing:

1. Quantity one (1) 2006 Ford F150 pickup truck
2. Quantity one (1) 2010 Ford Ranger pickup truck
3. Quantity one (1) 2010 Ford F350 utility pickup truck

The two (2) new vehicles for the Parks and Recreation Departments are not replacements, but are additions needed due to a shortage of vehicles that existed within the departments.

Staff recommends the lease-purchase of these vehicles for the following reasons:

- If these new vehicles were purchased outright under the Charlotte County, Florida contracts, the total purchase price would be \$176,473. Under the Mears Motor Leasing/Bancorp agreement, these vehicles can be financed at an annual cost of \$39,331.32. An outright purchase would result in a current-year decrease in cash flow of \$176,473 compared to \$39,331.32.
- The addition of new vehicles versus the removal of old vehicles under the Polk County Fixed Rate Maintenance program would result in net savings of monthly maintenance costs.
- As with all purchases, if the City were able to purchase items without the use of financing this would result in the lowest overall cost, but the greatest single annual cash flow decrease.

All of the vehicles and equipment will be purchased under the Charlotte County, Florida contract. Purchases made from Charlotte County, Florida contract are exempted from the competitive sealed bid requirement outlined in our Purchasing Ordinance, Sec. 2-418, which allows the City to capitalize on economy of scale and reduces the timeline of acquisition.

In accordance with Sec. 2-476 of the City Code, the City Commission may classify as surplus any **property that** is obsolete or the continued use of which is uneconomical or inefficient or which serves no useful function or purpose.

The surplus vehicles will be sold at public auction or to the highest bidder after the solicitation of sealed bids.

OTHER OPTIONS

- 1) An outright purchase would result in a current year decrease of cash flow of \$176,473.
- 2) Retain the existing vehicles and equipment.

FISCAL IMPACT

If the City Commission approves the vehicle lease agreements, the City is committed to yearly lease payments totaling \$39,331.32. If revenues are insufficient in future years, an option would be to return the vehicles under the non-appropriation of funds clause. If it becomes necessary to exercise this option,

however, the individual departments would suffer the loss of the vehicles and equipment.

[End Agenda Memo]

8.IV. Special Event Application: Lake Wales Live

[Begin Agenda Memo]

SYNOPSIS

This is a request from the City of Lake Wales Recreation Department to host Music in the Park events, called Lake Wales Live, in the Tina Peak gazebo and along the Downtown Trail. These events will be on the 3rd Friday of five months of 2020. These events include serving alcohol.

RECOMMENDATION

Staff recommends

1. That the City Commission approve the permit request to hold Lake Wales Live Events on the 3rd Fridays of January and March and October - December of 2020.
2. That the City Commission approve the serving of alcohol at the event.

BACKGROUND

City of Lake Wales Recreation has applied to host Lake Wales Live events on the third Friday of six months in 2020 beginning January 17th from 6pm - 10pm. This event will feature live music, food trucks and alcohol sales. Alcohol will be served by a vendor.

The event dates will be January 17, March 20, October 16, November 20, and December 18 all in 2020.

OTHER OPTIONS

Do not approve the Special Event Permit.

FISCAL IMPACT

Cost of off-duty officers.

[End Agenda Memo]

8.V. Special Event Application: Circle Of Friends Anniversary Celebration

[Begin Agenda Memo]

SYNOPSIS:

Circle of Friends has submitted Special Event application to host an Anniversary Celebration on January 11, 2020 from 2:00 p.m. – 9:00 p.m. This application requests the closure of Stuart Avenue between First Street and Market Street.

RECOMMENDATION

Staff recommends approval of the application.

BACKGROUND

The Circle of Friends organization wants to host a celebration in honor of their 20th Anniversary Celebration. This event will include food, live music, DJ, and other activities.

Set up will begin at noon. This portion of Stuart Avenue between First Street and Market Street will be closed between noon and 9pm. The sponsor will provide sanitary facilities, dumpster and will notify area businesses of the closure.

OTHER OPTIONS

Do not approve the application.

FISCAL IMPACT

Sponsor will reimburse the city 100% of its costs.

[End Agenda Memo]

9. OLD BUSINESS

10. NEW BUSINESS

11. CITY ATTORNEY

Albert Galloway, Jr., City Attorney, said that there are no impending lawsuits right now but Mr. Massey says he intends to bring legal action against the City but has no information on this yet.

12. CITY MANAGER

Kenneth Fields, City Manager, reported that Make it Magical went well. It was well attended with good weather.

Mr. Fields reported that he recently approved the treatment of the 1919 school building for termites. He said we might discuss it at the next CRA meeting and possibly put out an RFP for it.

At the Commission's request they surveyed salaries of Commissioners of nearby cities of comparable size and our salaries have fallen behind. Any approved change in Commission salaries would not take effect until April 2021 due to charter rules. Besides salaries other cities provide expense accounts to cover expenses the Commissioners might have not paid by the City. If the Commission agrees he will get copies of policies from nearby cities and come back with a recommended policy for our commissioners to consider. Mayor Fultz agreed. Things have picked up. The Commissioners are very busy and this can be a full time job going to meetings and events. He is glad we are working on this.

12.I. Tracking Report

12.II. Social Media Tracking Report

12.III. Commission Meeting Calendar

12.IV. Other Meetings And Events

13. CITY COMMISSION COMMENTS

Commissioner Goldstein commended the Make it Magical event.

Commissioner Curtis Gibson said agreed with reviewing the salaries as there are a lot of costs and is time

consuming even for those commissioners who work full time.

Commissioner Curtis Gibson also complimented the Make it Magical event and commended Karen Thompson and Make it Magical event.

Commissioner Curtis Gibson said he is glad that the 1919 School building is getting treatment for termites.

Commissioner Curtis Gibson said that when the charter review comes up again that the committee is set up similarly to how it was done ten years ago with each Commissioner appointing a member.

Commissioner Howell said it is dark in many areas in Lake Wales. She would like to take Chief Velasquez of Kenneth Fields around the City to look at areas that need more light. Chief Velasquez said that his staff keeps an eye out for light bulbs that are out and report it. He agreed that some areas need lights. In some places citizens don't want lights. The Police Department is willing to help with this. Mr. Fields said they would review this and provide the Commission a list of lights they have in the City. He said that Duke Energy will only put in LED dates. Zaillet Suri, Deputy City Clerk, said it isn't easy for Duke Energy to install or replace a light. This is a long process. She reviewed the process with Duke Energy and the county. Mr. Fields said the staff will work on improving this situation.

Deputy Mayor Robin Gibson reported on 3-4 recent events that went well. The Orange Blossom BBQ, Sunset and Symphony Make it Magical and Christmas Parade. They all went well and took a lot of work. Many of the volunteers and attendees are out of the City. The City does a magnificent job setting up and working with these events. Commissioner Curtis Gibson agreed saying this is why we need a facility at Big Lake Wailes.

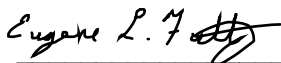
14. MAYOR COMMENTS

Mayor Fultz acknowledged the recent passing of community leaders Wanda Howard, David Smith, Mimi Hardman and Betty Hill and spoke of their respective contributions to our City. He acknowledged the Lake wales

Mayor Fultz announced his plans to host a town hall on January 8 about upcoming legislative issues before the State Legislature in 2020.

15. ADJOURNMENT

The meeting was adjourned at 7:20 p.m.



Mayor/Deputy Mayor

ATTEST:

City Clerk