

The meeting of the Lake Wales City Commission was held on December 1, 2015 in the Commission Chambers at the Municipal Administration Building. The meeting was called to order by Mayor Eugene Fultz at approximately 6:00p.m. following the Invocation and the Pledge of Allegiance.

INVOCATION

The invocation was given by Dr Jim Moyer.

PLEDGE OF ALLEGIANCE

COMMISSIONERS PRESENT: Terrye Howell; Pete Perez, Christopher Lutton; Eugene Fultz, Mayor

COMMISSIONERS ABSENT: Jonathan Thornhill

CITY REPRESENTATIVES PRESENT: Kenneth Fields, City Manager; Clara VanBlargan, City Clerk; Albert C. Galloway, Jr., City Attorney

5. MAYOR

6. PRESENTATION/REPORT

7. COMMUNICATIONS AND PETITIONS

Gary Gose, VFW 2420 Commander, provided an update on VFW scheduled events which included the Toys for Tots on December 14, food drive for the homeless and the Lake Wales Care Center, Open House on Saturday which includes breakfast and lunch, and the Christmas Dinner from 12pm to 4pm on December 25.

Gail Quam, resident, on behalf of Polk Avenue Elementary thanked the City, specifically Jennifer Nanek for assisting in getting the Safe Routes to School grant. She said it has made a difference in their school because both the school and students have benefited from that.

8. CONSENT AGENDA

Agenda Item 8.1. APPROVAL OF MINUTES: November 17, 2015 Regular Meeting

Agenda Item 8.II. 2016 Lake Wales Mardi Gras Celebration, Parade, and 5K Run. Special Event Permit Application, Temporary Street and Parking Lot Closings

[Begin Agenda Memo]

SYNOPSIS

Approval of the Special Event Permit Application for the Lake Wales Mardi Gras Celebration, Parade and 5K Run on Friday and Saturday, February 5-6, 2016.

RECOMMENDATION

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

- Approve the Special Event Permit application for the 2016 Lake Wales Mardi Gras Celebration to take place on Friday evening, February 5, 2016 and on Saturday, February 6, 2016.

- Approve the temporary closing of the Marketplace parking lot beginning on Thursday, February 4, 2016 at 7:00 a.m. for the set up of the tent, the sanitary facilities and dumpster. The parking lot would remain closed until the tent, dumpster and sanitary facilities are removed on Monday, February 8, 2016.
- Approve the request for the temporary closings on Friday, February 5 and on Saturday, February 6, 2016 of the following: the Marketplace, S. Market Street between Central Avenue and Stuart Avenue and N. Market Street between Park Avenue and Orange Avenue. These areas would be closed beginning Friday morning until 12:00 a.m. and again on Saturday beginning at 6:00 a.m. until 11:00 p.m. for food vendors, craft vendors, a beer garden and musical entertainment.
- Approve the Mardi Gras 5K Run to be held on Friday evening, February 5, 2016 from 6:00 p.m. to 7:00 p.m. and approve the temporary closing of Park Avenue from N. Market Street to Lakeshore Boulevard for the event.
- Approve the request for the temporary closing of the two city lots located on East Stuart Avenue on Friday, February 5, 2016 at 7:00 a.m. for additional vendors, extra sanitary facilities and kids activities. The lots would reopen Monday February 8, 2016.
- Approve the temporary street closings on Saturday, February 6, 2016 between the hours of 2:00 p.m. and 5:00 p.m. for the Mardi Gras parade:

Central Avenue from Dr. Martin Luther King Jr. Blvd. to SR17 (Scenic Hwy),
SR17 from Central Avenue to Stuart Avenue, East Stuart Avenue from SR17
to North First Street, North First Street to Park Avenue, East on Park Avenue
from North First Street to Third Street.

BACKGROUND

Mr. Bill Ouellette, President of the Lake Wales Mardi Gras has submitted a Special Event Permit Application for the 2016 Lake Wales Mardi Gras Celebration, Parade and 5K Run to be held Friday, February 5, 2016 and Saturday, February 6, 2016. This application includes a request to hold a 5K Run on Friday evening from 6:00 p.m. to 7:00 p.m. and for the temporary closing of several streets and city parking lots in the downtown area.

Activities for the 2016 Lake Wales Mardi Gras are proposed as follows:

1. Friday evening, February 5, 2016, 6:00 p.m. to 12:00 a.m. - food vendors along S. Market Street and N. Market Street, a beer garden and musical entertainment in the Marketplace parking lot. The beer garden will be enclosed within the white fencing belonging to the City. Set up of the tent, dumpster and sanitary facilities would begin on Thursday, February 4, 2016 at 7:00 a.m. with the fence installation on Friday.
2. Friday evening, February 5, 2016, 6:00 p.m. to 7:00 p.m. – 5K Run beginning at the Clock on Park Avenue traveling east on Park Avenue to Lakeshore Boulevard, crossing Lakeshore to the Bike Path, traveling south on the bike path 1.55 miles and heading back the same route to the Marketplace where awards will be presented under the tent.
3. Saturday, February 6, 2016 - the activities will continue in the downtown area beginning at 10:00 a.m. with craft vendors in the Marketplace, food vendors on S. Market Street and a portion of N. Market Street. Kids' activities will be set up on the two city parking lots on East Stuart at SR17. Musical entertainment will continue in the Marketplace parking lot beginning around noon in addition to the beer garden. These activities will conclude at 11:00 p.m.

4. Saturday, February 6, 2016 - the main event will begin at 3:00 p.m. with the Mardi Gras Parade which will start on the east side of the City Administration Building and make its way through the downtown area concluding at Park Avenue and Third Street at approximately 5:00 p.m.

The parade route involves the following streets:

Central Avenue from Dr. Martin Luther King Jr. Blvd. to SR17 (Scenic Hwy), SR17 from Central Avenue to Stuart Avenue, East Stuart Avenue from SR17 to North First Street, North First Street to Park Avenue, East on Park Avenue from North First Street to Third Street.

The Police Department, VOICE and the Streets Department will coordinate control of vehicular and pedestrian traffic for the parade. The Streets Department will handle all street closings. Trash barrels with bags will be placed along the parade route and in the areas of the pre-parade and after parade activities in the Marketplace. Sanitary facilities, dumpsters, site set up, tent permits, certificates of liability insurance, FDOT road closing permits and the alcohol beverage permit from the Department of Alcohol Beverage & Tobacco will be the responsibility of the Lake Wales Mardi Gras Executive Committee. Off duty officers will be scheduled for the street crossings for the 5K Run and these costs will be paid by the Lake Wales Mardi Gras.

The 2016 event will end an hour later on Friday and Saturday night than last year. The Mardi Gras Committee has agreed to cover 50% of the extra staff time as opposed to the standard 25%.

OTHER OPTIONS

Do not approve the two day event, 5K Run or street and parking lot closings.

FISCAL IMPACT

In-Kind services from the City were budgeted in the FY2015/2016 budget in the amount of \$8,181. The Lake Wales Mardi Gras Committee is responsible for 25% or \$2045. The additional 2 hours will cost the city approximately \$1150 and the Lake Wales Mardi Gras Committee will be responsible for 50% of this. Any off duty officers requested will be paid at 100% by the sponsor.

[End Agenda Memo]

Agenda Item 8.III. Water Project Funding Application Form

[Begin Agenda Memo]

SYNOPSIS

This is a Water Project Funding Application Form that will be submitted for funding of \$663,866 towards the West SR 60 Expansion project through the Agriculture & Natural Resources Appropriations Subcommittee in the Florida Legislature. The Deadline for submission is December 11.

BACKGROUND

Staff recommends approval of the Water Project Funding Application Form for funding of \$663,866 towards the West SR 60 Expansion project through the Agriculture & Natural Resources Appropriations Subcommittee.

BACKGROUND

The Agriculture & Natural Resources Appropriations Subcommittee is accepting applications for water projects to be funded by the state legislature in 2016-2017. This application will request funding for a portion

of the West SR 60 Expansion project in the amount of \$663,866. These funds if approved will go towards the Lift Station, Air Release Valves, and Gate Valves for the Force Main. This amount is close to what most of the previous requests from other cities have been. The total cost of the project will be approximately \$6,662,457.

OTHER OPTIONS

Do not submit the application form or apply for a different amount.

FISCAL IMPACT

A match is required. This match will be part of the \$6,662,457 already planned for this project.

[End Agenda Memo]

Commissioner Howell made a motion to approve the Consent Agenda. Commissioner Lutton seconded the motion.

By Voice Vote:

Commissioner Howell	"YES"
Commissioner Lutton	"YES"
Commissioner Perez	"YES"
Mayor Fultz	"YES"

The motion carried 4-0.

9. OLD BUSINESS

10. NEW BUSINESS

Agenda Item 10.1 Resolution 2015-20, Joint Participation Agreement-G0658

[Begin Agenda Memo]

SYNOPSIS

The adoption of Resolution 2015-20 authorizes the execution of an agreement with the Florida Department of Transportation (FDOT) to perform environmental assessment, mitigation, permitting, design updates and related activities necessary to bid the Runway 6/24 rehabilitation and extension project at the Lake Wales Municipal Airport.

RECOMMENDATION

Staff recommends that the City Commission approve the following actions:

1. Adopt Resolution 2015-20 authorizing the execution of Joint Participation Agreement G0658 by the Mayor with the Florida Department of Transportation (FDOT) in the amount of \$485,000.00.
2. Approve Task Order #17 with Hoyle, Tanner and Associates for professional engineering services pertaining to the design phase of the above project in the amount of \$85,000.00

BACKGROUND

In 2014, the City Commission adopted Resolution 2014-14, which provided additional funding from FDOT to complete the construction phase of airfield improvements to rehabilitate airport road, perform runway 24 safety improvements and to realign taxiway A.

Resolution 2015-20 will provide funding of \$485,000.00 to update the environmental assessment, mitigation, permitting, design update, and related activities necessary to bid the runway 6/24 rehabilitation and extension project.

FISCAL IMPACT

Funding is as following:

City: \$97,000.00 (20%) (The city's current budget has \$1,233,036.00 budgeted for airfield improvements)

State: \$388,000.00 (80%)

Project total: \$485,000.00

OPTIONS

The City Commission has already accepted the grant offer from the Federal Aviation Administration (FAA) and the Florida Department of Transportation (FDOT) for the engineering design phase and construction phase for the safety improvements to 6/24 and realignment of taxiway A phase of the 6/24 runway extension project.

Adopting Resolution 2015-20 provides funding for the next phase of the extension project.

[End Agenda Memo]

City Clerk Clara VanBlargan read Resolution 2015-20 by title only:

A RESOLUTION OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA AUTHORIZING THE EXECUTION OF A JOINT PARTICIPATION AGREEMENT (JPA), ITEM-SEGMENT-PHASE-SEQUENCE NUMBER (FINANCIAL) PROJECT NUMBER): 438920-1-94-01 (ENVIRONMENTAL ASSESSMENT, MITIGATION, PERMITTING, DESIGN UPDATES AND RELATED ACTIVITIES NECESSARY TO BID THE RUNWAY 6/24 REHABILITATION AND EXTENSION PROJECT) WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION TO ALLOW THEIR PARTICIPATION IN AN AVIATION PROJECT AT THE LAKE WALES MUNICIPAL AIRPORT.

Assistant Public/Services Director Teresa Allen reviewed Agenda Item 10.I.

OPENED TO PUBLIC COMMENT

There were no comments made by the public.

CLOSED TO PUBLIC COMMENT

Commissioner Howell made the following motion:

1. Adopt Resolution 2015-20 authorizing the execution of Joint Participation Agreement G0658 by the Mayor with the Florida Department of Transportation (FDOT) in the amount of \$485,000.00.
2. Approve Task Order #17 with Hoyle, Tanner and Associates for professional engineering services pertaining to the design phase of the above project in the amount of \$85,000.00.

Commissioner Lutton seconded the motion.

By Roll Call Vote:

Commissioner Howell	"YES"
Commissioner Lutton	"YES"
Commissioner Perez	"YES"
Mayor Fultz	"YES"

The motion carried 4-0.

Agenda Item 10.II Agreement - City of Lake Wales/Lake Wales Professional Firefighters

[Begin Agenda Memo]

SYNOPSIS

The City Commission will consider ratifying the Collective Bargaining Agreement between the City and Lake Wales Professional Firefighters.

RECOMMENDATION

It is recommended that the City Commission ratify the proposed amendments to the agreement between the City of Lake Wales and the Lake Wales Professional Firefighters, (Local #3538, International Association of Firefighters.)

BACKGROUND

On January 06, 2015, the City Commission approved the collective bargaining agreement between the City of Lake Wales and the Lake Wales Professional Firefighter, (Local #3538, International Association of Firefighters) for the period October 1, 2014 through September 30, 2015. The general purpose of the agreement is to provide wages, hours, and other conditions of employment for the employees in the fire department bargaining unit of which all firefighters except the chief, fire marshal, fire captain, fire prevention/safety specialist and deputy chiefs are members.

Management staff and the Fire Department union representatives have reached an agreement for the period October 1, 2015 through September 30, 2016.

The amendments are presented to the City Commission for ratification at this time. Proposed changes to the existing agreement are highlighted below:

Article 13 Hours

13.1 Employees shall work a twenty-four and ~~one-half~~ one quarter ($24\frac{1}{2}$ $\frac{1}{4}$) hour "ON DUTY", forty-seven and three quarter ($47\frac{1}{2}$ $\frac{3}{4}$) hour "OFF DUTY" schedule.

13.4 Shifts shall start at 6:45 a.m. and continue through 7:45-~~00~~a.m. the following day excluding periods of shift change. These shift change periods effectively create shifts which shall start at 6:45 a.m. and continue through 7:45-~~00~~ a.m. the following day.

Article 14 Shift Exchange

14.2 Recognizing that a $24\frac{1}{2}$ $\frac{1}{4}$ / $47\frac{1}{2}$ $\frac{3}{4}$ schedule necessitates that some employees work forty ~~nine-eight~~ and one half (49 8 $\frac{1}{2}$) hours straight if shift exchange is to occur, employees shall not be denied the option

of working forty-nine ~~eight and one half~~ (49 $8\frac{1}{2}$) hours straight providing that no employee shall work more than forty-nine (49) hours straight.

Article 15 Salary

15.4 A. Effective with the first pay-period in October 2015, employees shall receive a 1% pay increase and any raise in pay or cost of living adjustment provided to other non-bargaining employees during this contract period. Any increase shall be negotiated annually in accordance with paragraph 15.2 of this Article.

 B Effective with the first pay-period following approval of this agreement, all firefighter/medics will be paid in accordance Appendix D which reflects paramedic incentive pay.

Article 20 Holidays

20.1 The following holidays are designated as paid holidays:

1. New Year's Day
2. Martin Luther King, Jr. Birthday
3. Memorial Day
4. July Fourth
5. Labor Day
6. Thanksgiving Day
7. Friday after Thanksgiving Day
8. Christmas Day

20.2 Effective November 1, 2015 holiday pay for employees will consist of ~~ten~~ seventeen and one quarter (49 $17\frac{1}{4}$) hours paid at the employee's straight hourly rate.

20.3 The actual calendar date of the holiday will be the designated paid holiday (00:01 to midnight).

20.4 When an employee works on a designated holiday the employee shall be paid holiday premium pay ($1\frac{1}{2}$ x hourly rate) for those hours worked within the designated twenty four and one quarter ($24\frac{1}{4}$) hour period.

20.5 If the designated paid holiday falls on the employee's normal day off, he shall be paid for ~~ten~~ seventeen and one quarter (49 $17\frac{1}{4}$) hours holiday pay at his straight hourly rate.

20.6 If a holiday occurs during an employee's vacation, holiday pay shall be granted at the employee's regular rate, and vacation leave shall not be charged. Employees will not receive holiday pay and vacation pay for the same day.

38.1 This Agreement shall become effective upon ratification by the bargaining unit members and approval and ratification by the Lake Wales City Commission and shall continue in full force and effect until midnight of September 30, 2015 with a re-opener anytime after October 1, 2015 to negotiate and implement Article 15.4 Retirement in accordance with Senate Bill 172/Chapter 2015-039 Laws of Florida (premium tax revenues).

FISCAL IMPACT

The cost of a 1% salary increase is included in the 15'16 budget.

To increase holiday hours from 10 to 17¼ hours will cost approximately \$7,018.00 which is available in the fire department's current budget due to unfilled positions.

Note: To offset the cost all bargaining unit member's annual hours worked have been reduced from 3068.75 to 3023.38.

OTHER OPTIONS

Do not ratify the changes.

[End Agenda Memo]

Human Resources Director Sandra Davis reviewed Agenda Item 10.II. She explained what changes were made and the reasoning for them.

Commissioner Howell made a motion to ratify the proposed amendments to the agreement between the City of Lake Wales and the Lake Wales Professional Firefighters, (Local #3538, International Association of Firefighters.) Commissioner Perez seconded the motion.

By Voice Vote:

Commissioner Howell	"YES"
Commissioner Perez	"YES"
Commissioner Lutton	"YES"
Mayor Fultz	"YES"

The motion carried 4-0.

Agenda Item 10.III Appointments to the Citizens Advisory Task Force (CATF)

[Begin Agenda Memo]

SYNOPSIS

The City Commission needs to authorize two new members for the Citizens Advisory Task Force (CATF) to provide public input for the forthcoming CDBG application.

RECOMMENDATION

Staff recommends that the City Commission appoint Jerome Mack and Janice Snell to the Citizens Advisory Task Force.

BACKGROUND

In December 2014, the City Commission reauthorized the CATF to review the CDBG grant application and to provide input. The CDBG Grant did not rank high enough for funding. As the City intends to reapply next year the CATF needs to meet again to review the new application. Two of the past members Clinton Horne and Ervin Stoudemire can no longer serve for health reasons so two new members are needed.

The CATF must have at least 3 members, all of which must be residents of the City. At least three members must be low to moderate income and live near the project area that will be addressed by the grant. Also, none can be elected officials and no more than one can be a City employee.

OTHER OPTIONS

None

FISCAL IMPACT

None

[End Agenda Memo]

Jennifer Nanek, Assistant to the City Manager, reviewed Agenda Item 10.III.

Commissioner Howell made a motion appointing Jerome Mack and Janice Snell to the Citizens Advisory Task Force. Commissioner Lutton seconded the motion.

By Voice Vote:

Commissioner Howell	"YES"
Commissioner Lutton	"YES"
Commissioner Perez	"YES"
Mayor Fultz	"YES"

The motion carried 4-0.

11. CITY MANAGER

Agenda Item 11.I City Commission Tracking Report

Mr. Fields said this is the time of year when we have a lot of events going on in Lake Wales. We had our second annual Christmas Tree Lighting Ceremony tonight; next Friday night is the Make It Magical event, which is sponsored by the downtown merchants; the Orange Blossom Revue is next Saturday and Sunday; the Sunset & Symphony Holiday Concert is 6:00 p.m., next Saturday at Bok Tower Gardens; and next Tuesday night is the Menorah Lighting Ceremony in front of City Hall at 5:30 p.m., which is a non-City Commission meeting night.

Mr. Fields announced that today is "Giving Tuesday" and encouraged everyone to donate to their favorite charity or other organization if they haven't already done so. The Mayor announced that the Care Center has several things set up around town for gift giving, etc. and commented that the Care Center is a very worthwhile organization because they are very responsible as to how they handle what people give to them. They make sure the people that are most in need get what is given.

Agenda Item 11.III. Other Meetings & Events Calendar

Agenda Item 11.IV. Boards, Commissions, and Committees Information

12. CITY COMMISSION COMMENTS

13. MAYOR COMMENTS


The meeting was adjourned at 6:27 p.m.

City Commission Meeting
December 1, 2015



Mayor/Deputy Mayor

ATTEST:



City Clerk Clara VanBlargan, MMC