

City Commission Meeting  
March 15, 2016

The meeting of the Lake Wales City Commission was held on March 15, 2016 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 Y. Howell; Pete Perez; Christopher Lutton; Jonathan Thornhill; Eugene Fultz, Mayor

**COMMISSIONERS ABSENT:** None

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

### **5. MAYOR**

#### **Agenda Item 5.I. 2015 DEP Southwest District Plant Operations Excellence Award**

The Mayor presented the 2015 DEP Southwest District Plant Operations Excellence Award to Holly Britt, Chief Water Operator; Ronnie Atmore, Meter Reader Supervisor; and Jose Perez, Water Maintenance Supervisor who were all present to accept.

### **6. PRESENTATION/REPORT**

#### **Agenda Item 6.I. Presentation: Candy Canes for Kids**

Steve Elias with Envisors made a presentation to the Commission regarding the Candy Canes for Kids program they sponsored over the holidays.

#### **Agenda Item 6.II. Presentation: EDC Quarterly Evaluation Report On The Progress Of Economic Development Programs & Activities - Presentation By Kevin Kieft, President/CEO Of Chamber Of Commerce**

Kevin Kieft, President/CEO of Chamber Of Commerce, gave a presentation on the progress of economic development programs and activities for the past quarter. He distributed a copy of the EDC Quarterly Evaluation Report to the Commission and to the City Clerk for the record.

### **7. COMMUNICATIONS AND PETITIONS**

Peggy Hawkins, representing the VFW Post 2420, announced upcoming events the VFW is sponsoring, which included a St. Patrick Day Dinner on March 17 at the VFW and an Easter Egg Hunt at Lake Wailes Park on March 26 that she requested donations for.

### **8. CONSENT AGENDA**

#### **Agenda Item 8.1. APPROVAL OF MINUTES: February 19, 2016 Special Meeting**

#### **Agenda Item 8.II. APPROVAL OF MINUTES: March 1, 2016 Regular Meeting**

**Agenda Item 8.III. Grant Application: FDOT For Laptops And New Server**

[Begin Agenda Memo]

**SYNOPSIS**

This grant application requests funding from FDOT in the amount of \$65,558.50 for 30 new laptops and a server for Police vehicles in order to improve an e-citation program where citations are submitted electronically.

**RECOMMENDATION**

Staff recommends approval of a grant application to the Florida Department of Transportation, Florida Traffic Records Information Systems for \$65558.50 to fund the purchase of 30 new laptops, a server and related equipment, for police vehicles. Staff also recommends authorizing City Manager Kenneth Fields to sign the application and all relevant grant documents.

**BACKGROUND**

For Federal Fiscal Year (FFY) 2017, the Florida Department of Transportation (FDOT) is seeking grant proposals which align with priorities established by Florida's Traffic Records Coordinating Committee (TRCC) for improving specific state traffic records systems. To accomplish this vision, the TRCC is committed to maximizing the efficiency and effectiveness of traffic records, data resources, collection, analysis, and reporting.

This grant application seeks to achieve these goals by improving the speed and accuracy of how crash and citation reports are submitted to the Clerk of Courts electronically. This project will improve the data quality of traffic records data. Newer, more up to date, efficient laptops and a server for TraCS will allow for faster and more efficient traffic records. This will allow for records to be completed more quickly, accurately and securely.

**OTHER OPTIONS**

Do not apply for the grant.

**FISCAL IMPACT**

Cost of a laptop is approximately \$1,100 each, the server is \$15,000. Replacement and repair costs will be borne by the city.

[End Agenda Memo]

**Agenda Item 8.IV. Resolution 2016-07, Financial Advisory Services**

[Begin Agenda Memo]

**SYNOPSIS**

The City Commission will consider approving Resolution 2016-07, Financial Advisory Service Agreement with Public Financial Management, Inc.

**STAFF RECOMMENDATION**

1. Approve Resolution 2016-07, authorizing an agreement between the City of Lake Wales and Public Financial Management, Inc. for financial advisory services.

2. Authorize the City Manager to execute the agreement.

**BACKGROUND**

On January 14, 2016, the City issued a request for proposal for financial advisory services (RFP#16-406). Two companies, Public Financial Management, Inc. and FirstSouthwest, submitted proposals. A selection committee selected Public Financial Management, Inc. for recommendation to provide financial advisory services to the City.

The attached financial advisory agreement is for a three (3) year term with the option to renew for two (2) additional one year periods, unless canceled in writing by either party upon thirty (30) days written notice to the other party.

PFM shall provide, upon request of the Client, services related to financial planning, budget and strategic advice and planning, policy development and services related to debt issuance.

**FISCAL IMPACT**

For services related to financial planning, policy development and financial analysis, PFM shall receive hourly rates as listed below. Fees for support staff are included in the hourly rates for professionals. Services will be billed monthly.

**Experience Level Hourly Rate**

Managing Director	<u>\$190</u>
Director	<u>\$190</u>
Senior Managing Consultant	<u>\$190</u>
Senior Analyst	<u>\$180</u>
Analyst	<u>\$180</u>
Administrative	<u>\$125</u>

For services related to the issuance of For General Obligation Bonds, Revenue Bonds and Taxable Bonds, PFM will be paid

<b><u>Bond Size</u></b>	<b><u>Incremental Fee per \$1,000</u></b>
Up to 20,000,000	\$0.95
20,000,001 to 40,000,000	\$0.80
Over 40,000,001	\$0.65
Minimum <u>\$17,500</u>	

For services related to the issuance of Bank Loans or LOC

Minimum fee for bank loan or LOC	<u>\$15,000</u>
Maximum fee for bank loan or LOC	<u>\$30,000</u>

**Reimbursable Expenses**

In addition to fees for services, PFM will be reimbursed the lesser amount of not to exceed \$750 per issue, or actual costs for necessary, reasonable, and documented out-of-pocket expenses incurred, including

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travel, meals, lodging, telephone, mail, and other ordinary cost and any actual extraordinary cost for graphics, printing, data processing and computer time which are incurred by PFM. Appropriate documentation will be provided.

Special Services

Special Services will be subject to separate, mutually acceptable fee structures.

[End Agenda Memo]

**Agenda Item 8.V. Second Extension Of Time – Approval Of Preliminary PDP Plan - Leoma's Landing – North Side Of Chalet Suzanne Road**

[Begin Agenda Memo]

**SYNOPSIS**

This project is not ready to move towards construction. Metro Development Group, developer, is seeking an extension to the PDP approval as required by code.

**RECOMMENDATION**

Approval of an additional one-year extension of time on the preliminary planned development project (PDP) plan approval for Leoma's Landing, as shown on the plan titled Leoma's Landing PDP Modification, dated 7/15/2014, and first extended on June 16, 2015 by a unanimous vote by Commission. The Developer is asking for this extension to commence upon expiration of the previous one.

**BACKGROUND**

Metro Development Group has requested a one-year extension on the referenced project, originally approved by City Commission May 20, 2014. An extension was requested by the developer due to market conditions on May 17, 2015 and was granted by Commission June 16, 2015. The first extension will expire one year from the date of approval. According to the developer's letter of request, current market conditions are still unfavorable.

There have been no significant changes in the ordinances pertaining to the type of development proposed or in the conditions of the neighborhood.

A reduced copy of the plan and the conditions of approval are attached for your information. Any change in the plan or conditions would require public hearings for an amendment of the preliminary PDP approval. No changes have been proposed or recommended.

**OTHER OPTIONS**

Decline to extend the approval. If Metro Development Group wishes to proceed with the project, a new PDP plan approval would be required.

[End Agenda Memo]

Commissioner Howell made a motion to approve the Consent Agenda. Deputy Mayor Thornhill seconded the motion.

By Voice Vote:

Commissioner Howell "YES"

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Deputy Mayor Thornhill "YES"  
Commissioner Lutton "YES"  
Commissioner Perez "YES"  
Mayor Fultz "YES"

The motion carried 5-0.

## 9. OLD BUSINESS

### Agenda Item 9.I. Ordinance D2016-01, CPA/Zoning: 2<sup>nd</sup> Reading and Public Hearing American Garden Perlite Property – 31 Airport Road

[Begin Agenda Memo]

#### SYNOPSIS

The proposed amendment will designate land use and zoning for approximately 10.62 acres of property located at 31 Airport Road.

#### RECOMMENDATION

Staff recommends adoption of Ordinance D2016-01.

In January the Commission accepted Ordinance D2016-01 upon first reading and public hearing for the proposed amendments to the Future Land Use and Zoning Maps for the American Perlite LLC property as set forth below:

10.62 acres located at 31 Airport Road, Lake Wales, FL

Polk County Future Land Use Map designation BPC-2 – Business Park Center-2 to City of Lake Wales Future Land Use Map designation I – Industrial and City of Lake Wales Zoning map designation I-2 Industrial Infill.

Ordinance D2016-01 was transmitted to the State Land Planning Agency for review after first reading. The agency completed its review. No objections or comments were received from the State Land Planning Agency. The Southwest Florida Water Management District did offer some technical assistance comments for consideration. However, they appear to be geared toward an initial development of the site and this site has an existing building that is going to be reused. The ordinance is ready for adoption.

Staff recommends that the City Commission adopt, following second reading and public hearing of Ordinance D2016-01.

Notice requirements for a public hearing have been met.

The Planning and Zoning Board held a public hearing on December 9, 2015 and voted unanimously to recommend a change in land use designation on the subject property from Polk County Future Land Use designation BPC-2 Business Park Center-2 to City of Lake Wales Future Land Use designation of I-Industrial.

#### BACKGROUND

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The ordinance proposes land use designation changes for approximately 10.62 acres of property located at 31 Airport Road and owned by American Garden Perlite, LLC. The property was annexed into the city by Ordinance 2015-15.

See Attachment A to the ordinance for location and land use designations.

Surrounding land use designations:

North: County – IND Industrial  
South: City – IND Industrial and CON Conservation  
East: County – BPC-2 Business Park Center  
West: County BPC-2 Business Park Center

Proposed development impact:

The owner intends to redevelop the existing facility and will connect to city utilities when they become available.

[End Agenda Memo]

City Clerk Clara VanBlargan read Ordinance D2016-01 by title only:

**(CPA/Zoning American Garden Perlite – 10.62 Acres – 31 Airport Road)**

**AN ORDINANCE OF THE CITY OF LAKE WALES, FLORIDA, AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN AND THE ZONING MAP TO CHANGE THE LAND USE DESIGNATION ON 10.62 ACRES OF LAND LOCATED ON AIRPORT ROAD FROM POLK COUNTY DESIGNATION BPC-2 - BUSINESS PARK CENTER-2 TO CITY OF LAKE WALES FUTURE LAND USE DESIGNATION I – INDUSTRIAL AND ZONING DESIGNATION I-2 – INDUSTRIAL INFILL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.**

Kathy Bangley, Planning & Development Director, reviewed Agenda Item 9.1.

**OPENED PUBLIC HEARING**

There were no comments made by the public.

**CLOSED PUBLIC HEARING**

Deputy Mayor Thornhill made a motion to adopt Ordinance D2016-01 after second reading and public hearing. Commissioner Howell seconded the motion.

By Roll Call Vote:

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

The motion carried 5-0.

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Ms. Bangley said the company's contractor has registered with the City to begin the renovation of the facility so we will be seeing new jobs created at the facility within the next year. Mr. Fields said they also have a "for hire" sign posted on the property.

**10. NEW BUSINESS**

**Agenda Item 10.I. Ordinance 2016 -04 Annexation – 1st Reading Wheeler Properties LLC – Waverly Village**

[Begin Agenda Memo]

**SYNOPSIS**

Ordinance 2016-04 proposes the annexation of approximately 16.2 acres located north of CF Kinney Road and west of Scenic Highway (SR17).

**RECOMMENDATION**

Staff recommends approval on first reading of Ordinance 2016-04, providing for the annexation of approximately 16.2 acres owned by Wheeler Properties LLC and located north of CF Kinney Road and west of Scenic Highway (SR 17).

A recommendation from the Planning and Zoning Board is not required for an annexation ordinance. No public hearing is required for the first reading of an annexation ordinance. Upon approval of first reading, a public hearing will be advertised for the next regular City Commission meeting.

**BACKGROUND**

The property is adjacent to approximately 275 acres that were annexed in to the City in 2007. The additional 16.2 acres will become part of a 291 acre planned development project (PDP) that is being prepared by JSK Consultants for the land owner.

Surrounding land uses:

North: County – RL-4 Residential Low-4

South: County – RL-1 Residential Low-1 and City LDR Low Density Residential

East: County – A/RR Agricultural/Rural Residential and City LDR Low Density Residential

West: County – RL-4 Residential Low-4

**OTHER OPTIONS**

Decline to annex the property.

**FISCAL IMPACT**

The annexation will add to the City's tax roll.

[End Agenda Memo]

City Clerk Clara VanBlargan read Ordinance 2016-04 by title only:

**(Annexation – Wheeler Farms, Inc. Waverly Village – North of C.F. Kinney Road and west of Scenic Hwy.)**

**AN ORDINANCE PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 16.19 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; PROVIDING FOR TAXATION OF THE TERRITORY ANNEXED; AND PROVIDING FOR AN EFFECTIVE DATE.**

Kathy Bangley, Planning & Development Director, reviewed Agenda Item 10.1 and said this 16.19 acres is being added to about 275 acres that was annexed into the City in 2007. A PDP master plan will come before the Commission sometime in April for review for a residential PDP which consists of approximately 800 units.

Commissioner Perez asked how annexations are initiated in the City. Ms. Bangley explained that property owners approach the City requesting to be annexed, which is called a voluntary annexation.

Commissioner Howell asked if the City ever goes out and seeks annexation and Ms. Bangley explained that requires a different process, which is called an involuntary annexation and the law allows for it.

Mr. Fields said the City will not provide utility services to properties unless the property owner signs a binding voluntary annexation agreement with the City. Even if we can't annex the property immediately because it is not already contiguous to the City we can annex the property at which time it does become contiguous to the City because we provided utility services to them. This will be a voluntary annexation. The availability of utility services is a very large incentive for annexation.

Commissioner Howell made a motion to approve Ordinance 2016-04 after first reading. Deputy Mayor Thornhill seconded the motion.

By Roll Call Vote:

Commissioner Howell “YES”  
Deputy Mayor Thornhill “YES”  
Commissioner Lutton “YES”  
Commissioner Perez “YES”  
Mayor Fultz “YES”

The motion carried 5-0.

**Agenda Item 10.II. Resolution 2016-08, S.R. 60 Utilities Extension Project Route Analysis And Memorandum**

[Begin Agenda Memo]

**SYNOPSIS**

Resolution 2016-08 is for the purpose of authorizing property acquisition associated with the first phase of the Project. It provides for the westward extension of potable water and sanitary sewer lines to a site in unincorporated Polk County that has not been precisely determined for the S.R. 60 Interconnection Facility. In general, the site will be near the intersection of S.R. 60 and the CSX Railroad Line. Phase One provides for the utility extension to proceed only to the intersection of S.R. 60 and North Acuff Road. The extended utility lines will be available to serve properties in the vicinity. In approving the Resolution, there are five factors that must be considered as explained below.



## **STAFF RECOMMENDATION**

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

1. Approve Resolution 2016-08 after reviewing the relevant factors set forth below. The ranking of the alternatives for this proposed project is Route A first, Route B second. It is the Utility staffs' recommendation that Route A be selected.
2. Authorize staff to proceed with the necessary easement acquisition through the City's power of eminent domain.

## **BACKGROUND:**

In a court-approved stipulated settlement agreement dated May 18, 2007 (the "Settlement Agreement"), the City of Lake Wales, Florida (hereinafter "Lake Wales" or "City") and the City of Winter Haven, Florida ("Winter Haven") (collectively, the "Cities") agreed to an updated utilities territorial service area to depict the exclusive water, wastewater and reclaimed water service area for each city. Further, the Cities, in an effort to address possible inadequate water flow in their respective systems, provided for four interconnection facility locations.

The Settlement Agreement provided for the first interconnection facility to be constructed at the Lake Ashton subdivision. The Lake Ashton Interconnection has been made and a second interconnection facility is now planned for a location in unincorporated Polk County west of the City near the intersection of S.R. 60 and the CSX Railroad Line. The interconnection facility at this location, though not specifically located, has been designated as the S.R. 60 Interconnection Facility.

The Settlement Agreement requires the Cities to acquire the easements that are necessary for the extension of their respective water lines to an interconnect facility. It is expected that private properties in the vicinity of the extended lines can be served. In addition, the City Utility Department staff, with the concurrence of the City Manager, has determined that it would be prudent, cost effective and in the public interest to extend sanitary sewer lines within the easements so that those properties in the vicinity of the extended sewer lines can be served.

In furtherance of the obligations imposed by the Settlement Agreement and the desire to provide expanded water and sewer service, the City contracted with the engineering firm of Kimley-Horn Associates, Inc. to provide construction plans for the S.R. 60 Utility Extension Project. The construction plans were completed in September 2015.

It is anticipated that a State Revolving Fund Loan will be available for funding an initial phase of the project that will extend water and sanitary sewer lines westerly to the intersection of S.R. 60 and North Acuff Road. Properties served by the extension will be subject to appropriate utility charges.

In approving the Resolution and establishing the public necessity of the first phase of the S.R. 60 Utilities Extension Project, there are five factors the Commission must consider. The five factors are: 1) alternative alignments; 2) long range planning; 3) safety considerations; 4) environmental considerations; and 5) cost considerations. The five factors are discussed in detail below.

### **A. Alternative Alignments**

1. Route A consists of routing the proposed force main (FM) from the WWTF and the water main (WM) from Mulberry Street westward through the "Lightsey Easement" to the airport property. The FM and WM would then continue north and west through the airport property eventually out to SR 60 at Airport Road. The FM and WM would then continue west along SR 60 to a terminal point near SR 60 West and Acuff Road.

Benefits – The following are benefits for Alternative A.

- The route will avoid construction along SR 60 which is congested and has limited ROW.
- No additional easements required from Mulberry St. to the airport.

Detriments – The following are detriments for Alternative A.

- May still require utility and/or construction easements for the airport property and along SR 60 W from the airport to Acuff Road.
- Route is approximately 0.25 miles longer than alternative B.
- Will require additional FM and WM along SR 60 W to serve existing and future customers between the Airport Road and Henry Street.

Easements - The following easements may be required for alternative A.

- Utility easement through the airport property
- Additional utility and construction easements may be needed based on the final survey and design.

2. Route B consists of routing the proposed FM from the WWTF northward along Henry Street to SR 60. The FM would then continue west along SR 60 to a terminal point at SR 60 W and Acuff Road. The proposed routing for the WM would be connect on Mulberry Street continue west on SR 60 W on the south side of the highway turning south on Airport Road and continuing west on SR 60 W to Acuff Road.

Benefits – The following are benefits for alternative B.

- This route is approximately 0.75 miles shorter than Alternative A.
- Provides water service to customers along SR 60 W from Henry Street to Airport Road.

Detriments – The following are detriments for alternative B.

- May require utility and/or construction easements from Henry Street to Godwin Road (survey required)
- May require horizontal directional drill construction along SR 60 W from Henry Street to Acuff Road.
- Will require a service to connect the airport.

Easements - The following easements may be required for alternative B.

- Utility easement through the airport property
- Additional utility and construction easements may be needed based on the final design.

## **B. Long Range Planning**

The existing customers along the proposed route are currently serviced by septic tank and drain fields and private wells. The extension of the sewer force main and water main will provide a reliable method of sewage disposal and potable drinking water. Older drain fields can be unreliable when not tested and cleaned adequately and they can be problematical during seasonally wet times of the year when the water table is high. There is a new gravity collection area designed within the airport. The gravity system is designed so that the National Guard Armory, the FBO building, and a mobile home facility can easily eliminate their septic tank and drain fields and connect to the new system. These three facilities will immediately tie into the new system and eliminate their septic drain fields. An estimate of 6 additional facilities will eliminate their septic drain field in the future as more businesses connect to the new system.

By extending the existing sewer force main and water main to the edge of the City's service area, the City can eliminate dependence, as much as possible on private septic tanks and drain fields and private wells for existing and new customers.

**C. Safety Considerations**

Safety, other than construction safety, is usually not a major concern for pipe line installations. However, any time that a pipe line is constructed in the right of way or close to the roadway there may be a need for road closure and a work safety zone that could put workers or the public at some risk. The same is true with regard to future repairs.

1. Route A – This route is considered excellent for safety because construction will be substantially performed through easement locations that are further distant from existing streets and roadways and therefore away from the general public.
2. Route B – This route is designated as poor for safety because of the amount of construction within the public right of way, the limited amount of usable space in the right of way, and its proximity to the street.

**D. Environmental Considerations**

1. Route A – This route is considered excellent for environmental considerations. This route is considered excellent because no wetlands would be impacted by the utilization of this route.
3. Route B – This route is considered excellent for environmental considerations. This route is considered excellent because no wetlands would be impacted by the utilization of this route.

**E. Cost Considerations**

**Opinion of Probable Cost of Construction-Sewer Main**

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CITY OF LAKE WALES					
S.R. 60 Westerly Expansion - PRELIMINARY CONSTRUCTION COST ESTIMATE - 100% PLANS					
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					
KIMLEY-HORN AND ASSOCIATES, INC.					
116 SOUTH KENTUCKY AVENUE, LAKELAND, FL 33813					
OFFICE 863-701-6792 FAX 863-701-9892					
Engineers Project Number: 046149024					9/29/2015
CONTRACTOR'S PROPOSAL FORM					
Item No.	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL
<b>I. Underground Utilities</b>					
1050 11222	4" Sewer Force Main PVC	6,527	LF	\$22.44	\$146,428.76
1051 11223	6" Sewer Force Main PVC	6,010	LF	\$60.44	\$363,246.97
1052 11224	8" Sewer Force Main PVC	8,842	LF	\$46.90	\$414,674.91
1053 11224	12" Sewer Force Main PVC	6,478	LF	\$46.90	\$303,831.80
1050 11224	8" Gravity Sewer PVC	1,394	LF	\$46.90	\$65,356.49
0555 12	Directional Bore 3" Sewer	1,924	LF	\$43.00	\$82,714.80
0555 12	Directional Bore 6" Sewer	100	LF	\$44.00	\$4,389.00
0555 12	Directional Bore 8" Sewer	1,082	LF	\$45.00	\$48,667.50
0555 12	Directional Bore 12" Sewer	1,924	LF	\$46.00	\$88,485.60
1050 11322	8" Sewer Force Main HDPE	1,924	LF	\$48.50	\$93,294.60
1050 11323	6" Sewer Force Main HDPE	100	LF	\$48.50	\$4,837.88
1050 11324	8" Sewer Force Main HDPE	1,082	LF	\$48.50	\$52,452.75
1050 11324	12" Sewer Force Main HDPE	1,924	LF	\$48.50	\$93,294.60
0556 14	8" Jack & Bore Sewer	421	LF	\$191.38	\$80,580.55
1050 11514	16" Steel Sleeve (16" Sleeve)	421	LF	\$60.00	\$25,263.00
1080 11404	12" Gate Valves	14	EA	\$2,527.90	\$35,390.60
1080 11404	8" Gate Valves	41	EA	\$2,527.90	\$103,643.90
1081 11204	3" Gate Valves	14	EA	\$1,143.81	\$16,013.34
0425 2 41	Gravity Sewer Manholes	10	EA	\$2,992.96	\$29,929.60
1080 11406	2" Air Release Assembly Sewer	7	EA	\$4,675.22	\$32,726.54
1080 11409	Mech Joint Restraints 8" Sewer	100	EA	\$266.44	\$26,644.00
1080 11409	Tapping Sleeve and Valve 8" Sewer	1	EA	\$5,337.90	\$5,337.90
	Fiberglass Lift Station	1	EA	\$50,000.00	\$50,000.00
1501 1	Lift Station Sanitary Sewer	1	EA	\$350,000.00	\$350,000.00
	<b>SUBTOTAL</b>				<b>\$2,517,205.08</b>
<b>II. Miscellaneous (some costs are reduced because they are shared with the water line construction)</b>					
0104 10 3	Silt Fence	14,000	LF	\$1.30	\$18,200.00
0110 1 1	Clearing & Grubbing & Right of Way Restoration	7.5	AC	\$10,767.06	\$80,752.95
0102 1	Maintenance of Traffic (MOT)	40	DY	\$534.67	\$21,386.80
0550 10228	Fence Restoration	3,500	LF	\$15.63	\$54,705.00
0522 2	Side Walk Restoration (to nearest joint)	100	SY	\$44.12	\$4,412.00
0700 1 50	Sign Relocation/Replacement/	18	AS	\$136.45	\$2,456.10
0101 1	Mobilization (includes bonds and insurance)	1	LS	\$104,111.15	\$104,111.15
	Easements	1	LS	\$50,455.39	\$50,455.39
	Dewatering (costs depend on time of construction and water level)	1	LS	\$75,000.00	\$75,000.00
	<b>SUBTOTAL</b>				<b>\$411,479.39</b>
<b>III. Planning/Design/Construction Phase (some costs are reduced because they are shared with the water line)</b>					
	As-Built Survey, Easement Legal Descriptions and Sketch	1	LS	\$35,000.00	\$35,000.00
	Construction Testing & Staking	1	LS	\$30,000.00	\$30,000.00
	Engineering Construction Management	1	LS	\$62,500.00	\$62,500.00
	Planning	1	LS	\$28,691.50	\$28,691.50
	Survey and Design	1	LS	\$177,195.65	\$177,195.65
	<b>SUBTOTAL</b>				<b>\$383,377.15</b>
<b>IV. Eligible Land (some costs are reduced because they are shared with the water line)</b>					
	Easements	1	LS	\$50,455.39	\$50,455.39
	<b>SUBTOTAL</b>				<b>\$50,455.39</b>
<b>V. Special Studies (SUE and Natural Resource) (some costs are reduced because they are shared with the water line)</b>					
	Reports	1	LS	\$20,124.00	\$20,124.00
	<b>SUBTOTAL</b>				<b>\$20,124.00</b>
	<b>I Underground Utilities</b>				<b>\$2,517,205.08</b>
	<b>II Miscellaneous</b>				<b>\$411,479.39</b>
	<b>III Planning</b>				<b>\$383,377.15</b>
	<b>IV Eligible Land</b>				<b>\$50,455.39</b>
	<b>V Special Studies</b>				<b>\$20,124.00</b>
	<b>TOTAL:</b>				<b>\$3,382,651.01</b>
	10% contingency for Sections I and II GRAND				\$292,868.45
	<b>TOTAL INCLUDING CONTINGENCY</b>				<b>\$3,625,519.45</b>

The Consultant has no control of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to the Consultant at this time and represent only the Consultant's judgement as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

**Opinion of Probable Cost of Construction-Water main**

CITY OF LAKE WALES					
S.R. 60 Westerly Expansion - PRELIMINARY CONSTRUCTION COST ESTIMATE - 100% PLANS					
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					
KIMLEY-HORN AND ASSOCIATES, INC.					
116 SOUTH KENTUCKY AVENUE, LAKELAND, FL 33813					
OFFICE 863-701-8702 FAX 863-701-9832					
Engineers Project Number: 046149024					
9/29/2015					
CONTRACTOR'S PROPOSAL FORM					
Item No.	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL
<b>I. Underground Utilities</b>					
1050 11224	12" Water Main PVC	22,300	LF	\$46.90	\$1,045,870.00
1051 11224	10" Water Main PVC	300	LF	\$43.90	\$13,170.00
1050 11223	6" Water Main PVC	50	LF	\$60.44	\$3,022.00
1050 11324	12" Water Main HDPE	3,100	LF	\$48.50	\$150,350.00
1051 11324	10" Water Main HDPE	268	LF	\$102.58	\$27,491.44
1080 11404	12" Gate Valve	50	EA	\$2,527.90	\$126,395.00
1080 11404	10" Gate Valve	2	EA	\$2,527.90	\$5,055.80
1080 11304	6" Gate Valve	1	EA	\$1,058.62	\$1,058.62
0555 13	Directional Bore 10" Water	268	LF	\$46.00	\$12,328.00
0555 13	Directional Bore 12" Water	3,100	LF	\$46.00	\$142,600.00
0556 15	12" Jack & Bore Water	320	LF	\$323.75	\$103,600.00
1050 11515	24" Steel Sleeve	320	LF	\$473.62	\$151,558.40
1080 11405	Blowoff Valve 12" Water	1	EA	\$2,455.39	\$2,455.39
1080 11406	Air Release Assembly 12" Water	12	EA	\$4,675.22	\$56,102.64
1080 11409	Mech Joint Restraints 12" Water	100	EA	\$266.44	\$26,644.00
1080 11403	Tapping sleeve and valve 12" Water	1	EA	\$5,337.90	\$5,337.90
SUBTOTAL					\$1,873,039.19
<b>II. Miscellaneous (some costs are reduced because they are shared with the sewer line construction)</b>					
0104 10 3	Silt Fence	14,000	LF	\$1.30	\$18,200.00
0110 1 1	Clearing & Grubbing & Right of Way Restoration	7.5	AC	\$10,767.06	\$80,752.95
0102 1	Maintenance of Traffic (MOT)	40	DY	\$534.67	\$21,386.80
0550 10228	Fence Restoration	3,500	LF	\$15.63	\$54,705.00
0522 2	Side Walk Restoration (to nearest joint)	100	SY	\$44.12	\$4,412.00
0700 1 50	Sign Relocation/Replacement/	18	AS	\$136.45	\$2,456.10
0101 1	Mobilization (includes bonds and insurance)	1	LS	\$104,111.15	\$104,111.15
	Easements	1	LS	\$50,455.39	\$50,455.39
	Dewatering (costs depend on time of construction and water level)	1	LS	\$75,000.00	\$75,000.00
SUBTOTAL					\$411,479.39
<b>III. Planning/Design/Construction Phase (some costs are reduced because they are shared with the sewer line)</b>					
	As-Built Survey, Easement Legal Descriptions and Sketch	1	LS	\$35,000.00	\$35,000.00
	Construction Testing & Staking	1	LS	\$30,000.00	\$30,000.00
	Engineering Construction Management	1	LS	\$62,500.00	\$62,500.00
	Planning	1	LS	\$28,691.50	\$28,691.50
	Survey and Design	1	LS	\$177,195.65	\$177,195.65
SUBTOTAL					\$333,387.15
<b>IV. Eligible Land (some costs are reduced because they are shared with the sewer line)</b>					
	Easements	1	LS	\$50,455.39	\$50,455.39
SUBTOTAL					\$50,455.39
<b>V. Special Studies (SUE and Natural Resource) (some costs are reduced because they are shared with the sewer line)</b>					
	Reports	1	LS	\$20,124.00	\$20,124.00
SUBTOTAL					\$20,124.00
<b>I. Underground Utilities</b>		\$1,873,039.19			
<b>II. Miscellaneous</b>		\$411,479.39			
<b>III. Planning</b>		\$333,387.15			
<b>IV. Eligible Land</b>		\$50,455.39			
<b>V. Special Studies</b>		\$20,124.00			
<b>TOTAL:</b>		<b>\$2,688,485.12</b>			
10% contingency for Sections I and II GRAND		\$228,451.86			
<b>TOTAL INCLUDING CONTINGENCY</b>		<b>\$2,916,936.98</b>			

Note: Unit Price based on FDOT Item Average Unit Cost spreadsheet dated "From 2014/08/01 to 2015/01/31"

The Consultant has no control of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to the Consultant at this time and represent only the Consultant's judgement as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

**F. Other Options**

The no action or no-built alternative would result in delay of the proposed S.R.60 water interconnection between the City and Winter Haven, it would further result in few land use impacts since public water and sewer service would not be extended. Socioeconomically, the City would be adversely impacted by the no action alternative. Underutilized areas along the SR 60 route would likely not be developed to the scale envisioned by the City of Lake Wales. Development would be performed through the use of additional treatment systems and private wells. If the sewer system is not extended, the water system will not be extended either. Under the no-action alternative, there would be no benefit or impact to public safety and emergency services as the public water supply would not be extended into areas that currently have no fire protection. There would be no initial cost for the no action or no-built alternative.

[End Agenda Memo]

City Clerk Clara VanBlargan read Resolution 2016-08 by title only:

**A RESOLUTION OF THE CITY OF LAKE WALES, FLORIDA RELATING TO EMINENT DOMAIN; AUTHORIZING EMINENT DOMAIN PROCEEDINGS TO ACQUIRE CERTAIN INTERESTS IN REAL PROPERTY LOCATED IN THAT AREA OF THE CITY OR IN UNINCORPORATED POLK COUNTY EXTENDING FROM THE CITY WATER TREATMENT PLANT AND CAPPED 12" WATER LINE AT MULBERRY STREET TO A LOCATION NEAR THE INTERSECTION OF S.R. 60 AND NORTH ACUFF ROAD FOR THE PURPOSE OF CONSTRUCTING AND MAINTAINING IMPROVEMENTS RELATED TO THE PLACEMENT OF POTABLE WATER LINES AND SANITARY SEWER LINES; AUTHORIZING CONDEMNATION OF THE PROPERTY DESCRIBED HEREIN; AUTHORIZING THE INSTUTUTION OF EMINENT DOMAIN PROCEEDINGS; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.**

Sarah Kirkland, Utilities Director, reviewed Agenda Item 10.II.

Commissioner Perez asked if this type of eminent domain proceedings cause contention. Ms. Kirkland explained she has no experience with eminent domain dealing with commercial property but when dealing with residential property before she did not experience a problem. She said she does not know why we had to do this for the commercial property. City Attorney Chuck Galloway said that it lays the ground work for the acquisition. A letter will go out explaining the desire to acquire and some of them might not voluntarily allow us to acquire it because an agreement could not be reached due to purchasing price etc. If they don't allow it then the eminent domain is authorized so the City can exercise that power to take the property for public purposes. However, the hope is that we reach an agreement with all of these 21 parcels.

Mr. Fields explained that the ability to provide utility services in the future basically enhances the value of most of these properties so there is a gain to them also with us going forward so hopefully we get voluntary compliance. He said we applied to the legislative delegation of Polk County and asked that this proposed water project be included in the upcoming state budget for some state funding and we were notified this past week that in the state budget there is an allocation of state money to help us with this project, which is about \$250,000. It still has to go to the governor and he has in past years knocked this kind of funding out on a consistent basis so we hope to get this funding to help with this project.

Commissioner Lutton pointed out a possible typo is paragraph one. For route A it said 2.5 miles longer and route B said it is .75 miles shorter. Mr. Fields said he will look at that. Commissioner Lutton asked the approximate cost difference in the extra .25 mile. Ms. Kirkland said the reason they chose alternate A is because it requires less easements along SR 60 so we did not approach the dollar amount for route B.

#### **OPENED TO PUBLIC COMMENT**

There was no comment made by the public.

**CLOSED TO PUBLIC COMMENT**

Deputy Mayor Thornhill made a motion to adopt Resolution 2016-08. Commissioner Howell seconded the motion.

By Roll Call Vote:

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

The motion carried 5-0.

**Agenda Item 10.III. Resolution 2016-09, Polk County Water Cooperative Interlocal Agreement**

[Begin Agenda Memo]

**SYNOPSIS**

The City of Lake Wales has the opportunity to become part of the proposed Polk County Water Cooperative (the "Cooperative" or "If it PCWC") through an inter-local agreement between Polk County and all the municipalities within the County. Being part of the Cooperative will allow the City to access funding from the Southwest Florida Water Management District ("SWFWMD") for future multi-jurisdiction water supply projects.

**RECOMMENDATION**

That the City enter into the inter-local agreement and become part of the Polk County Water Cooperative.

**BACKGROUND**

In 2006 the Polk County cities and the County agreed to work together and fund the preparation of the Polk County Water Supply Planning Document. This document would serve as a basis for developing proposed regional solutions to help all cities and the County meet future water supply demands. The first phase included an inventory of all the existing and future water supply sources and facilities, projected population and water supply needs over a 10, 20, and 50 year horizon.

In assessing current water supply sources and projected future demand the Southwest Florida Water Management District (SWFWMD) and the Central Florida Water Initiative (CFWI) has determined that our traditional water supply source, the Upper Floridian Aquifer, will be insufficient to meet future water demand for our region. As a result, Alternative Water Supply (AWS) projects in conjunction with conservation and other initiatives will be needed to meet future water demand and will likely factored into future water use permits for the City.

Due to the expense of AWS projects, the water management district currently provides fifty percent (50%) of the capital cost of a district approved AWS project that is owned and operated by a regional entity (as opposed to an individual City or utility). As a result of this funding requirement as well as the potential impact to future water use permits, the County and the cities identified the need to establish a regional entity to represent our collective interests.

In July of 2015 the City Commission approved an Interlocal Agreement with Polk County for funding the development of the Polk County Regional Water Cooperative. In August of 2015, the City attended a "Water Summit" that additionally addressed the importance and need for creating the Cooperative. Mayor Fultz and

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the City Manager were appointed to a committee to work with the representatives from the other cities and the County in crafting the Water Cooperative agreement.

Several committee meetings were held to work through the provisions of the agreement as well as the legal, policy, and administrative concerns of the individual cities. In February of 2016 the Formation Committee gave unanimous approval of the document and recommended that each member government approve the Interlocal Agreement to form the Cooperative.

**OTHER OPTIONS**

If the City chooses not to become a member of the Cooperative at this time it may join in the future but may be required to pay a share of any costs the Cooperative has incurred prior to its joining. If it does not join the PCWC, the City will not be eligible for any funding from the SWFWMD for any future water supply projects.

**FISCAL IMPACT**

It is estimated that the City's maximum estimated contribution to the operating costs of the Cooperative will not exceed \$7,603 and will likely be much less as most administrative functions will be performed by existing Polk County Utilities staff.

[End Agenda Memo]

City Clerk Clara VanBlargan read Resolution 2016-09 by title only:

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF LAKE WALES AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF LAKE WALES AND POLK COUNTY AND ALL OTHER MUNICIPALITIES WITHIN POLK COUNTY FOR THE CREATION OF THE POLK COUNTY WATER COOPERATIVE.**

Danny Kushmer with SWFWMD in Bartow provided the history of the process and explained how the current batch of city managers over the last six months in only six meetings created the interlocal agreement that is before the commission. There is only one city that tabled the discussion to allow additional time for them to read through it. Mr. Kushmer said this agreement provides a solid and sustainable future water supply working collaboratively together.

Mr. Fields said this is a process that started long before he got here and that entering into the agreement does not commit the City in any way financially to anything other than our share of the administrative costs, which are really relatively minor. The agreement caps the total administrative cost to about \$250,000. The expectation is that it will be much lower. About three quarters will be coming from the City of Lakeland or the county because they are the two biggest water consumers in the county. Our share will be about \$7,000. There will only be funding for multijurisdictional projects that go through this co-op.

Mr. Fields and Mr. Kushmer answered questions from the City Commission.

**OPENED TO PUBLIC COMMENT**

There were no comments made by the public.

**CLOSED TO PUBLIC COMMENT**

Deputy Mayor Thornhill made a motion to adopt Resolution 2016-09. Commissioner Howell seconded the motion.

By Roll Call Vote:



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

The motion carried 5-0.

**Agenda Item 10.IV. Appointment – Planning & Zoning Board; Police Officers’ Retirement Board, 5th Seat Member**

[Begin Agenda Memo]

**SYNOPSIS**

Appointments fill vacancies due to resignations, expiration of terms, newly established boards, etc.

**RECOMMENDATION**

The Mayor makes appointments to various citizen advisory and regulatory boards, commissions, committees, and authorities with the advice and consent of the City Commission (City Charter, Sec. 3.06).

The Mayor is asked to make the appointments as deemed appropriate.

**BACKGROUND**

Vacancies exist on various Boards, Commissions, and Committees due to resignations, expirations of terms, newly established boards, etc.

**Planning & Zoning Board (City Code Sec. 23-205.2)** – The board consists of seven (7) members. At least four (4) members must reside in the City and three (3) members must either reside in or own real property in the city. (3 year term)

- An interview process is required for new applicants only.
- Members are required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: 1 vacancy, must reside in or own real property in the City

**Current Members:** Joanne Fuller, resident 09/19/06 – 07/01/18, 4-Final

Mark Bennett, resident	05/07/13 – 07/01/18, 2
Charlene Bennett, resident	02/16/10 – 07/01/16, 2
Sharon Allen, resident	07/01/04 – 07/01/17, P+4-Final
Warren Turner, resident	07/21/15 – 07/01/17, 1
John Gravel, property owner	05/06/14 – 07/01/16, 1
***Vacant***	- 07/01/19, P + 1

**Applying for Appointment:** Matthew L. Cain, property owner in City  
Curtis Gibson, resident

Both Matthew Cain and Curtis Gibson have been interviewed by the Planning & Zoning Board chairman and the Planning & Development Director and they have recommended that the Commission appoint Matthew Cain to serve in the vacant position. This appointment is for a partial term expiring 7/1/16 and a regular three-year term expiring 7/1/2019.

**Meetings (2-133)** – The planning board shall hold regular meetings at the call of the chairman on the fourth Tuesday of each month and at such other times as the planning board may determine. Special meetings may be called by the chairman or vice-chairman with twelve (12) hours of notice.

**Current Meeting Schedule:** - 4<sup>th</sup> Tuesday @ 5:00 p.m.; Commission Chamber

**Rules of procedure (City Code Sec. 23-205.3):**

The planning board shall elect from its **membership** one (1) member to serve as chairman and one (1) to serve as vice-chairman.

- a. The term of the chairman and vice-chairman named by the planning board shall be for a period of one (1) year with eligibility for re-election.
- b. The planning board shall hold regular meetings at the call of the chairman on the fourth Tuesday of each month and at such other times as the planning board may determine. Special meetings may be called by the chairman or vice-chairman with twelve (12) hours of notice.
- c. The planning board shall adopt rules for transaction of its business and shall keep a public record of its resolutions, transactions, findings and determinations which record shall be filed with the official records of the city. The planning board may set a limit on the number of applications which may be scheduled for review on an agenda.

**Functions, powers and duties (City Code Sec. 23-205.4)** - To act as Local Planning Agency pursuant to the Local Government Comprehensive Planning and Land Development Regulation Act, F.S., ch 163, part II, and perform all functions and duties prescribed therein:

1. To advise and make recommendations to the city commission regarding applications for amendments to the official zoning map and comprehensive plan, rezoning of property, preliminary planned development projects and subdivisions;
2. To consider the need for revision or addition of regulations in these land development regulations and recommend changes to the city commission;
3. To hear and decide applications for special exception use permits and site plans in compliance with these regulations;
4. To perform any other duties which are lawfully assigned to it by the city commission

**Police Officers' Retirement Board (City Code Sec. 16-233)** – The board consists of five (5) trustees. Two (2) members must be legal residents of the City and two (2) members must be full-time police officers' employed by the Lake Wales Police Department. Resident members are appointed by the Mayor with the advice and consent of the City Commission; police officer members are elected by a majority of the police officers who are members of the plan. The **fifth** trustee member is chosen by a majority of the previous four members and as a ministerial duty, such person is appointed by the City Commission. (4-year term)

1. There is no interview process requirement for applicants applying for appointment to this board.
2. Members are required to file an annual Form 1, Statement of Financial Interests
3. Current Vacancies: 5<sup>th</sup> Trustee Member, expired term

**Current Members:** Joe Elrod 5<sup>th</sup> Trustee - 09/30/19, P+1

Robert Plummer, resident	04/17/12 - 09/30/18
Anthony Elrod, resident	04/01/14 - 09/30/18
Joseph VanBlarcom, police officer	09/16/14 - 09/30/18
William Raebig, police officer	05/05/14 - 09/30/18

**Applying for appointment:** Joe Elrod

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**Appointment:** As a ministerial duty, the City Commission appoints the fifth trustee member. Joe Elrod was appointed by the Police Officers' Pension Board on January 25, 2016 to serve as the "fifth trustee" member for a four year term expiring on 09/30/19.

**Current Meetings** – Quarterly @ 4p.m.; Fire Department meeting room

**OPTIONS**

The City Commission appoints the 5<sup>th</sup> Trustee member as a ministerial duty.

**FISCAL IMPACT**

These are volunteer citizen boards.

[End Agenda Memo]

Commissioner Howell made a motion recommending Curtis Gibson to serve on the Planning & Zoning Board for a partial term expiring 7/1/16 and a regular three-year term expiring 7/1/2019. Deputy Mayor Thornhill seconded the motion.

By Voice Vote:

Commissioner Howell "YES"  
Commissioner Thornhill "YES"  
Commissioner Perez "NO ANSWER"  
Commissioner Lutton "NO ANSWER"  
Mayor Fultz "NO ANSWER"

The motion failed 2-3.

Commissioner Howell made a motion to appoint Matthew L. Cain to the Planning & Zoning Board for a partial term expiring 7/1/16 and a regular three-year term expiring 7/1/2019. Deputy Mayor Thornhill seconded the motion.

By Voice Vote:

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

The motion carried 5-0.

Commissioner Howell made a motion to appoint Joe Elrod to serve on the Police Officers' Retirement Board for a term expiring on September 30, 2019. Deputy Mayor Thornhill seconded the motion.

By Voice Vote:

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

The motion carried 5-0.

**Agenda Item 10.V. Discussion: Usage of Commission Chamber for Candidate Forums**

Mr. Fields said a resident asked at the last Commission meeting for us to look into the possibility of the Commission Chamber being used for candidate forums and other political events. Research showed that there is nothing in the law that prevents a candidate forum from being held in the commission chamber so he had asked the City Clerk to check with other cities to see if they allow them or not.

City Clerk Clara VanBlargan said that out of all the cities she had contacted five of them responded by this afternoon and provided the following information:

- The City of Lake Alfred allows their Commission Chambers to be used for candidate forums at no charge.
- The Town of Dundee does not have a policy and has never been asked.
- The City of Bartow has no policy and they do not allow candidate forums or any other events to be held in the Commission Chambers because it could cause other organizations to ask to use the Chamber.
- The Town of Lake Hamilton has no policy and they do not allow political events to be held in their Commission Chamber but they do allow them at their other city facilities and parks at no charge if the forum event is for all candidates. An individual wanting to use one of those facilities to promote a single candidate would have to pay the regular rates.
- The City of Davenport has no policy and they do not allow political events to be held in their Commission Chamber but they do allow them at their other city facilities and parks at no charge. An individual wanting to use one of those facilities to promote a single candidate would have to pay the regular rates.

Following discussion the Commission gave direction to the city manager to allow candidate forums at the Austin Community Center and not in the Commission Chamber, and that only non-profit organizations do not have to pay except for paying a refundable deposit. Individuals would have to pay the same rates as any other person renting the Austin Center.

**11. CITY MANAGER**

**Agenda Item 11.I. City Commission Tracking Report**

Mr. Fields reported that the recent community cleanup day was successful and that he will be on vacation next week.

**Agenda Item 11.II. Other Meetings & Events Calendar**

**Agenda Item 11.III. City Commission Meeting Calendar**

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

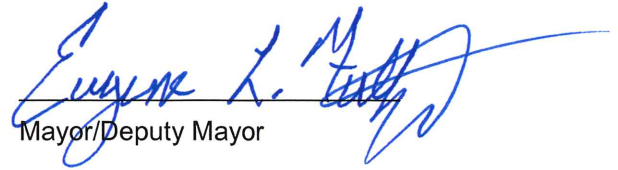
**12. CITY COMMISSION COMMENTS**

**13. MAYOR COMMENTS**

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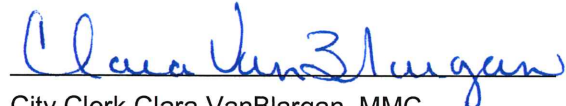
The Mayor read an email from a citizen in Sunset Pointe Subdivision expressing appreciation on how helpful the City employees have been to the HOA.

The meeting was adjourned at 6:52 p.m.



Mayor/Deputy Mayor

ATTEST:



City Clerk Clara VanBlargan, MMC