

City Commission Workshop Meeting minutes

May 31, 2023

(APPROVED)

5/31/2023 - Minutes

1. CALL TO ORDER & ROLL CALL

Members Present: Robin Gibson, Daniel Williams, Mayor Jack Hilligoss, Keith Thompson, Danny Krueger

Staff Present: James Slaton, City Manager; Jennifer Nanek, City Clerk; Albert C. Galloway, Jr.

Mayor Hilligoss called the meeting to order at approximately 2:00 p.m.

2. City Manager Comments

3. Presentation - EDC/Chamber Of Commerce

Skip Alford, Chamber of Commerce and EDC Director, shared a slide show with the Commission. He shared an income statement and said their budget is doing fine. They will spend some money updating the website. We are getting a lot of attention in our area especially the CRA and opportunity zones. Some more infill should happen in the next few years. They are working with Duke Energy to get different parcels of land ready for development. He is considering working with other chamber leaders on a more regional plan and help each other out. Mr. Alford said he has met with Dr. Wayne Rodolfich on workforce development, improving literacy and trying to make sure students know what career paths are available to them. He shared a list of jobs that are expected to grow over the next few years. These jobs don't require a lot of education. We need to prepare for upcoming growth.

4. Resolution 2023-08, Preliminary Rate Resolution For Fire Protection Services Assessment

[Begin Agenda Memo]

SYNOPSIS: Preliminary Rate Resolution for Fire Protection Services Assessment

RECOMMENDATION It is recommended that City Commission adopt Resolution 2023-08 providing the Preliminary Rate Resolution for Fire Protection Services Assessment.

BACKGROUND

It is recommended that the City Commission set the Preliminary Fire Protection Services Assessment rate and adopt Preliminary Fire Protection Service Assessment Resolution 2023-08 providing for Fire Protection Services Assessments for fiscal year beginning October 1, 2023. Staff is recommending the following rate scenario:

Property Category Assessment Rate

Single-Family Per dwelling unit \$146

Multi-Family Per dwelling unit \$ 72

Mobile Home Per dwelling unit \$129

Property Category Assessment Rate

Commercial Per Sq Ft \$.06 Industrial/Warehouse Per Sq Ft \$.01 Institutional Per Sq Ft \$.08

OTHER OPTIONS Rely solely on the ad valorem taxes to fund fire protection services, equipment, and programs.

FISCAL IMPACT The estimated net revenue is \$1,133,058. Initial fire protection assessment rates are 45.25% of assessable costs.

[End Agenda Memo]

James Slaton, City Manager, reviewed this item.

5. Resolution 2023-09, Preliminary Rate Resolution – Brookshire Street Lighting District.

[Begin Agenda Memo]

SYNOPSIS: Preliminary Rate Resolution for the Brookshire Street Lighting District

RECOMMENDATION It is recommended that City Commission adopt Resolution 2023-09 providing the Preliminary Rate Resolution for the Brookshire Street Lighting District.

BACKGROUND In 2010, the City of Lake Wales received a petition requesting the creation of a Street Lighting District for the Brookshire subdivision. The District includes the thirty-one (31) decorative street lighting poles. Eighty-seven (87) platted lots are within the street lighting district and the estimated annual street lighting costs are \$13,175. The estimated annual charge per plated lot is \$155 based on the 85 billable parcels.

OTHER OPTIONS Do not approve Brookshire Street Lighting District special assessment.

FISCAL IMPACT Annual estimated assessment revenue of \$13,175 is expected to pay all street lighting costs relating to the services, facilities and programs within the Brookshire Street Lighting District.

[End Agenda Memo]

James Slaton, City Manager, reviewed this item.

6. Resolution 2023-10 Revised FDOT Agreement

[Begin Agenda Memo]

Synopsis: The City Commission will consider approving Resolution 2023-10, authorizing the City Manager to execute a revised Traffic Signal Maintenance and Compensation agreement with the Florida Department of Transportation (FDOT).

RECOMMENDATION

1. Approve Resolution 2023-10, authorizing the City Manager to execute a revised Traffic Signal Maintenance and Compensation Agreement with the Florida Department of Transportation (FDOT).

BACKGROUND In 2016, the Commission approved a Traffic Signal Maintenance and Compensation Agreement with the Florida Department of Transportation (FDOT). On an annual basis the listing of devices, locations and compensation schedules are updated and agreed upon through amendments executed by both parties. FDOT desires to enter into a revised long-term agreement for the maintenance of signalized intersections and other traffic control devices. The City is agreeable to providing ongoing maintenance services in accordance with the schedule and compensation proposed by FDOT.

Staff recommends the Commission take the following action; approving Resolution 2023-10, authorizing the City Manager to execute a revised Traffic Signal Maintenance and Compensation agreement with the Florida Department of Transportation (FDOT).

FISCAL IMPACT This agreement provides for an annual payment for FDOT for \$60,973.00.

OTHER OPTIONS None. The City has already approved the Traffic Signal Maintenance agreement with FDOT

[End Agenda Memo]

James Slaton, City Manager, reviewed this item. He clarified that the payment is from FDOT not to FDOT.

7. Expenditure Request: Police Forfeiture Funds

[Begin Agenda Memo]

RECOMMENDATION Staff recommends the city commission approve the expenditure of law enforcement forfeiture funds in the amount of \$48,825.00 for the purchase of automated external defibrillators (AEDs).

BACKGROUND

Section 932.7055, Florida Statutes, provides that forfeiture funds may be expended upon request by the Chief of Police to the City Commission for law enforcement purposes, to include the purchase of equipment.

Sudden cardiac arrest is among the leading causes of death in the United States. According to the American Red Cross, more than 350,000 people will suffer a cardiac arrest this year. Currently, the only way to restore a regular heart rhythm during cardiac arrest is to use an automated external defibrillator (AED).

An AED is used to help those experiencing sudden cardiac arrest if necessary, by delivering an electrical shock, or defibrillation, to help the heart re-establish an effective rhythm. Although the police department currently utilizes AEDs, not every member carries one in their assigned police vehicle. In order to fully equip every sworn member with an AED, the department requests commission approval to purchase thirty-five (35) defibrillators from Coro Medical LLC. using NASPO Contract Pricing, Master Contract #SW300; FL Addendum #42172101-18.

FISCAL IMPACT This expenditure will reduce the forfeiture fund balance to \$54,949.72

OPTIONS The city commission may choose to fund this expenditure from general operating revenues.

[End Agenda Memo]

James Slaton, City Manager, reviewed this item.

8. Ordinance 2023-18 Amendment To Chapter 23, Zoning, Land Use, And Development Regulations 1st Reading And Public Hearing

[Begin Agenda Memo]

SUBJECT: Ordinance 2023-18 Amendment to Chapter 23, Zoning, Land Use, and Development Regulations
1 st Reading and Public Hearing

SYNOPSIS: Staff proposes an amendment to Table 23-421 Permitted Uses and Special Exception Uses in Standard Zoning Districts

RECOMMENDATION Staff recommends approval of Ordinance 2023-18 after 1 st reading and public hearing and adoption after 2nd reading and public hearing.

At a regular Planning and Zoning Board Meeting on May 23, 2023, the Planning and Zoning Board voted unanimously to recommend to City Commission the amendment of Table 23-421 Permitted Uses and Special Exception Uses in Standard Zoning Districts, to reinstall certain revisions adopted under Ordinance 2022-37 and inadvertently removed with the adoption of Ordinance 2022-45.

BACKGROUND At a regular Planning and Zoning Board Meeting on July 26, 2022, the Planning and Zoning Board made a recommendation of approval to City Commission to amend several sections of the Land Development Code as part of a larger effort to adopt Downtown Design guidelines. This included updates to the Permitted Use Chart, Table 23-421, to add the DMU – Downtown Mixed Use zoning district, as well as use categories such as Dwelling: Single-family attached and Live/Work Unit. As a result, Staff advanced Ordinance 2022-37 to City Commission which was adopted (see attachments).

On October 4, 2022, Planning Staff advanced Ordinance 2022-45 to City Commission for adoption, which revised and moved a note under Table 23-421 related to lot of record provisions within the CRA areas; the Table was included for context with that Ordinance. Staff has since found that the Table used for Ordinance 2022-45 had not been properly updated and codified by eLaws to include the Ordinance 2022-37 revisions, and therefore inadvertently removed the amendments to the Table when it was used for a subsequent ordinance.

The purpose of this action is to correct Table 23-421 to reflect all changes already adopted.

[End Agenda Memo]

Autumn Cochella, Interim Director of Development Services, reviewed this item.

9. Event Permit Application: Lake Wales Public Library Florida Foam Party Event June 29, 2023

[Begin Agenda Memo]

SYNOPSIS The Lake Wales Public Library is requesting a special event permit for a Florida Foam Party event to be held on June 29, 2023 from 10:30 a.m. - 11:30 a.m. This event will close Cypress Garden Lane and the parking lot west of the Library across Cypress Garden Lane.

RECOMMENDATION Staff recommends approval of the special event permit for the Florida Foam Party event and for Cypress Garden Lane to be closed from 9:00 a.m. - 12:00 p.m.

BACKGROUND As part of their summer programming the Lake Wales Public Library is hosting a Florida Foam Party event on Thursday June 29th from 10:30 a.m. - 11:30 a.m. This will involve a large sand pile and other setup. This will require that Cypress Garden Lane, where the library is located be closed during the event. The parking lot west of the Library will also be closed.

OTHER OPTIONS Do not approve the event permit or the road closure.

FISCAL IMPACT None

[End Agenda Memo]

Jennifer Nanek, City Clerk, reviewed this item.

10. Event Permit Application - Lake Wales Public Library Touch-A-Truck Event July 20, 2023

[Begin Agenda Item]

SYNOPSIS The Lake Wales Public Library is requesting a special event permit for a Touch a Truck event to be held on July 20th, 2023 from 10:30 a.m. - 11:30 a.m. This event will close Cypress Garden Lane and the parking lot west of the Library across Cypress Garden Lane.

RECOMMENDATION Staff recommends approval of the special event permit for the Touch a Truck event and for Cypress Garden Lane to be closed from 9:00 a.m. - 12:00 p.m.

BACKGROUND As part of their summer programming the Lake Wales Public Library is hosting a Touch-a-Truck event on Thursday July 20th from 10:30 a.m. - 11:30 a.m. This will involve several large trucks being on site. This will require that Cypress Garden Lane, where the library is located be closed during the event. The parking lot west of the Library will also be closed.

OTHER OPTIONS Do not approve the event permit or the road closure.

FISCAL IMPACT None

[End Agenda Memo]

Jennifer Nanek, City Clerk, reviewed this item.

11. Commission Meeting Date Change

[Begin Agenda Memo]

SYNOPSIS This would change the date of the Tuesday July 4, 2023 Commission meeting to Wednesday July 5, 2023.

RECOMMENDATION Staff recommends that the City Commission Change the date of the meeting scheduled for Tuesday, July 4, 2023 to Wednesday, July 5, 2023.

BACKGROUND Per our Charter and Code of Ordinances the City Commission meets on the 1st and 3rd Tuesdays of each month. The first Tuesday in July falls on Independence Day which is a paid holiday for City staff. So staff recommends changing the date to Wednesday July 5, 2023.

OTHER OPTIONS Do not change the date or choose another date.

[End Agenda Memo]

Jennifer Nanek, City Clerk, reviewed this item.

12. CITY COMMISSION AND MAYOR COMMENTS

Commissioner Krueger said it was good to be back. Several Commissioners welcomed him back.

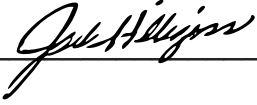
Deputy Mayor Gibson said he is confident about the Lake Wales Envisioned and things on the horizon.

Albert Galloway, City Attorney, said that he brought a Declaration of Vacancy concerning Commissioner

Kris Fitzgerald vacating Seat 4 when she moved out of Lake Wales. He asked each of the Commissioners to sign it.

13. ADJOURN

The meeting was adjourned at 2:20 p.m.

A handwritten signature in cursive script, appearing to read "John Hilligoss", written over a horizontal line.

Mayor

ATTEST:

A solid horizontal line intended for the signature of the City Clerk.

City Clerk