

**CITY COMMISSION  
REGULAR MEETING**

**OFFICIAL AGENDA**

**November 5, 2013**

**6:00 p.m.**

**City Administration Building**

**Commission Chambers**

201 W. Central Avenue

Lake Wales, FL 33853

1. **INVOCATION**
2. **PLEDGE OF ALLEGIANCE**
3. **CALL TO ORDER**
4. **ROLL CALL**

**MAYOR**

5. **PROCLAMATIONS:** American Music Month; November 2013  
National Hospice and Palliative Care Month; November 2013  
Polk County Family Week; November 15 - 22, 2013

**PRESENTATIONS**

6. **Quarterly Presentation by the Economic Development Council (EDC)**

**COMMUNICATIONS AND PETITIONS**

Public participation is encouraged. If you are addressing the Commission, step to the podium and state your name and address for the record. Please limit your discussions to five (5) minutes.

**CONSENT**

Any member of the public can ask the City Commission to pull a consent item for separate discussion and vote that they would like to make comment to.

7. **APPROVAL OF MINUTES: October 15, 2013, Regular Meeting**
8. **Lease Agreement – Christmas Decorations**  
The City Commission will consider entering into a one (1) year lease agreement with Clark Sales Display, Inc. for Christmas decorations for \$11,890.00 with a two (2) year option to lease at the same price.
9. **Procurement Card Services**  
The City Commission will consider approving an agreement with Bank of America for Procurement Card Services
10. **Purchasing Card Policy and Procedures Manual**  
The City Commission will consider establishing administrative policies for the use of purchasing cards.
11. **Resolution 2013-09, Updating Designation of Administrative Responsibilities**  
The proposed resolution updates the designation of administrative responsibilities to reflect the change in city administration.
12. **Resolution 2013-10, Master Joint Participation Agreement –AR709**  
The City Commission will consider approving Resolution 2013-10 entering into an agreement with the Florida Department of Transportation (FDOT) for the Airfield Improvements at the Lake Wales Municipal Airport.

**OLD BUSINESS**

13. **Ordinance 2013-17, Amendment to Chapter 2 – Procurement – 2<sup>nd</sup> Reading & Public Hearing**  
The City Commission will consider adopting the proposed amendments to the current procurement ordinance.

*AGENDA CONTINUED ON SECOND PAGE*

**NEW BUSINESS**

14. **Ordinance 2013-18, FY12'13 Budget Amendment #4, 1<sup>st</sup> Reading**  
The City Commission will consider approval of the fourth Amendment of FY-12'13 Budget adopted on September 18, 2012.
15. **Funding and Program Agreement with the Florida Department of Economic Opportunity - "Premier Streets" Community Appearance Grant**  
The project is to devise an action plan for improving the appearance of major streets leading to and surrounding the downtown historic district.
16. **Memorandum of Understanding between AAS Foundation and the City of Lake Wales**  
The City has the opportunity to partner with the AAS Foundation to make repairs and improvements to the basketball court located at Lincoln Avenue Park.

**CITY MANAGER**

17. **City Commission Tracking Report**
18. **City Commission Calendar**

**CITY COMMISSION COMMENTS**

**CITY MANAGER COMMENTS**

**(The full staff memo will be incorporated into the official record)**

Minutes of the City Commission meeting can be obtained from the City Clerk's Office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recording, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be the expense of the requesting party.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office no later than 5:00 p.m. on the day prior to the meeting.

Appeals concerning decisions on issues requiring a public hearing:

Persons who wish to appeal any decision made by the City Commission with respect to any matter considered during a public hearing at this meeting will need a record of the proceedings, and for such purpose may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.