

1. Agenda

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City of Lake Alfred
120 E. Pomelo Street
Lake Alfred, Florida 33850



Phone: (863) 291-5270
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**AGENDA
CITY COMMISSION
TUESDAY, JANUARY 24, 2023
7:00 PM
CITY HALL**

Call to Order: Mayor Jack Dearmin

Invocation and Pledge of Allegiance

Roll Call: Linda Bourgeois, City Clerk

City Manager & City Attorney Announcements

Recognition of Citizens: Items that are not on the Agenda

Employee Recognition

Consent Agenda:

- 1.) City Commission Meeting Minutes for January 10, 2023
- 2.) City Commission Announcements
- 3.) Property Purchase: 0 Tangerine Avenue

Agenda:

- 1.) Public Hearing: Ordinance 1507-23: Police and Fire Pension
- 2.) Public Hearing: Ordinance 1510-23: Snyder Properties Future Land Use Assignment
- 3.) Public Hearing: Ordinance 1511-23: Snyder Properties Zoning Assignment
- 4.) Resolution 03-23: SouthState Bank Property Conveyance
- 5.) Resolution 04-23: Potable Water Utility Master Plan Adoption
- 6.) Resolution 05-23: Wastewater Utility Master Plan Adoption
- 7.) Resolution 06-23: Acceptance of Polk County NE Government Center Final Plat
- 8.) Resolution 07-23: Support for Downtown Lane Repurposing

Recognition of Citizens: Please Limit Your Comments to 5 Minutes.

Commissioner Questions and Comments:

Commissioner Fuller
Vice Mayor Eden
Commissioner Maultsby
Commissioner Daley
Mayor Dearmin

Adjourn

**LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023**

Consent Agenda:

All matters listed under this item are considered to be routine, and action will be taken by one motion without discussion. If a discussion is requested by a commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

1.) City Commission Meeting Minutes for January 10, 2023

Attachments:

- Draft Minutes

Analysis: Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact City Clerk Linda Bourgeois at (863) 291-5270.

2.) City Commission Announcements

Analysis: Each of the meetings/events scheduled below may constitute a public meeting at which two or more City Commissioners or Board Members may attend and discuss issues that may come before the City Commissioners.

DATE	MEETING/ EVENT	LOCATION	TIME
2/6	City Commission Meeting	City Hall	7:00 PM
2/9	Ridge League of Cities Dinner	UF/IFAS	6:00 PM – 9:00 PM
2/9	Planning and Zoning Board	City Hall	6:00 PM
2/13 – 2/17	Election Qualifying	City Administration	Monday 8:30 AM to Friday 12:00 PM
2/16	Code Enforcement Special Magistrate	City Hall	3:00 PM

LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023

3.) Property Purchase: 0 Tangerine Avenue

Analysis: The proposed agreement ratifies the purchase of a vacant lot of Tangerine Avenue in the amount of \$16,500. This property is adjacent to the address that was experiencing flooding issues. The acquisition will aid the City in alleviating the stormwater concerns on the adjacent property. Funding is available in Stormwater Reserves to acquire the property.

The property will be included in the upcoming Stormwater Master Plan and may be utilized as retention in the area.

Staff Recommendation: Approve consent agenda.

LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023

1.) Public Hearing: Ordinance 1507-23: Police and Fire Retirement System Amendment

Issue: The City Commission will consider an ordinance amending the Police and Fire retirement system.

Attachments:

- Ordinance 1507-23
- Impact Letter

Analysis: The City maintains three retirement systems for its employees separated into the General Retirement and Police & Fire Retirement systems and a defined contribution system. Each pension system has its pension board that acts as a Board of Trustees that retains its attorneys and financial advisors to ensure the health of the systems. In addition, they are in place to ensure the pensions are compliant with IRS standards and other applicable laws.

This proposed ordinance amends Section 1, Definition of Salary with the clarification of the determination period, eligible members, and providing a reference for the denominator. In addition, it amends Section 28, Deferred Retirement Option Plan (DROP) increasing the DROP for a period not to exceed 96 months from 60 months.

The Ordinance was prepared by the board's pension attorney, reviewed by the City Attorney, and received a recommendation of approval from the pension board. There is no financial impact on the plan (or the City) based upon the actuary's determination.

Recommendation: Approve Ordinance 1507-23 on second and final reading.

**LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023**

- 2.) Public Hearing: Ordinance 1510-23: Snyder Properties Future Land Use Assignment**
 - 3.) Public Hearing: Ordinance 1511-23: Snyder Properties Zoning Assignment**
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Issue: The City Commission will consider approving the request to assign Future Land Use (FLU) designations and zoning districts on second and final reading.

Attachments:

- Ordinance 1510-23
- Ordinance 1511-23
- Staff Report
- Excerpts from the Planning and Zoning meeting minutes

Analysis: On November 7, 2022, City Commission approved Ordinance 1501-22 annexing five (5) parcels totaling approximately 28.2 acres into the city limits. These parcels are part of the Snyder Family properties on Evenhouse Road. The proposed Future Land Use designation is Urban Residential and Conservation and the proposed zoning is Residential Neighborhood -2 (RN-2) and Conservation (CN) zoning districts. The requests match the Future Land Use and Zoning requests on the adjacent Snyder Family properties.

FLU & Zoning Request Summary

Urban Residential (URES)	Residential Neighborhood-2 (RN-2)	18.5± ac
Conservation (CON)	Conservation (CN)	9.7±

On December 8, 2022, at their regular meeting, the Planning and Zoning Board unanimously voted to recommend that the City Commission approve the future land use and zoning district assignment requests.

If approved, the future land use and zoning amendment ordinances will be transmitted to the Department of Economic Opportunity (DEO) after approval.

Staff Recommendation:

- 2. Approve Ordinance 1510-23 on second and final reading.
- 3. Approve Ordinance 1511-23 on second and final reading.

LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023

4.) Resolution 03-23: SouthState Bank Property Conveyance

Issue: The City Commission will consider the acceptance of the SouthState Bank Property.

Attachments:

- Resolution 03-23

Analysis: The City of Lake Alfred and SouthState Bank, N.A., entered into a Purchase and Sale Agreement that was approved by the City of Lake Alfred City Commission for the purchase of the bank property at 155 N. Lakeshore Way.

On December 16, 2022, the parties transacted the closing and SouthState Bank, N.A. delivered that Special Warranty Deed for the real property. The Special Warranty Deed was recorded on December 16, 2022, in Official Records Book 12521, Pages 2024 through 2026, public records of Polk County, Florida. This resolution officially accepts the conveyance of the property.

Recommendation: Approve Resolution 03-23.

LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023

- 5.) Resolution 04-23: Potable Water Utility Master Plan Adoption**
6.) Resolution 05-23: Wastewater Utility Master Plan Adoption
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Issue: The City Commission will consider adoption of the Potable Water Master Utility Plan and the Wastewater Utility Master Plan.

Attachments:

- Resolution 04-23
- Resolution 05-23
- Planning and Zoning Board Meeting Minutes Excerpt

Analysis: On October 4, 2021, the City Commission approved Task Order No. 5 with CPH, Inc. to prepare the Master Water and Wastewater Plans for the City of Lake Alfred. The Master Plans are intended to be used as a basis of planning for current and future infrastructure improvements including providing a five-year capital improvement program. The Master Plans cover a 20-year utility planning horizon with a year-end in 2042.

The Lake Alfred Planning and Zoning Board was presented the plans on January 12, 2023, and there were not any proposed amendments.

Staff Recommendation:

5. Approve Resolution 04-23.
6. Approve Resolution 05-23.

LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023

7.) Resolution 06-23: Acceptance of Polk County NE Government Center Final Plat

Issue: The City of Lake Alfred will consider adopting the Polk County NE Government Center final plat.

Attachments:

- Resolution 06-23 with attachments
 - Final Plat
 - Maintenance Warranty
 - Infrastructure Dedication Form

Analysis: The applicant has requested Approve a final plat for Polk County NE Government Center. The approximately 29.5± acre site is located east of Government Center Blvd, north of US Hwy 17/92, and south of Old Haines City / Lake Alfred Rd. The Public Buildings and Grounds zoning district was approved by Ordinance 1446-20. The City approved the preliminary plat on February 1, 2021, with Resolution 05-21.

The construction plans were approved by the City on February 18, 2021, and the City has received all state permits. The owner has substantially completed all construction. The City staff and consulting engineers have inspected and recommend acceptance of the infrastructure. The City has also received the maintenance warranty as required by the ULDC.

Staff Recommendation: Approve Resolution 06-23.

LAKE ALFRED CITY COMMISSION
JANUARY 24, 2023

8.) Resolution 07-23: Support for Downtown Lane Repurposing

Issue: The City Commission will consider a Resolution that supports a Polk TPO for a Priority Transportation Project to be included in FDOT's Five-Year Work Program.

Attachments:

- Resolution 07-23

Analysis: The Polk Transportation Planning Organization (Polk TPO) is responsible for developing a list of Priority Transportation Projects. The list is submitted to the Florida Department of Transportation (FDOT) for consideration during development of their Five-Year Work Program for Polk County. The projects are based on goals and objectives of the TPO's adopted Momentum 2040 plan and are intended to promote safety, enhance mobility and reduce congestion for all users of the transportation system.

The Resolution documents the history US 17/92 from the conversion to the one-way pairs through to the current request to address issues created by the one-way pairs. This includes documentation of FDOT's change in the funding status over time for the original project development and environmental analysis (PD&E) at the intersection of US 17/92 and CR 557. The Resolution supports the previous planning efforts and then asks for support from both the Polk TPO and the FDOT for short-term improvements, intersection PD&E, additional PD&E of the corridor alternatives evaluation, and the overall acknowledgement of the US 17/92 corridor needs. The request specifically includes:

- a) Inclusion and advancement, of the PD&E to evaluate intersection improvements at US Highway 17/92 and County Road 557, in the Florida Department of Transportation's 2024-2028 Work Program.
- b) Inclusion of a second PD&E or expansion of the intersection PD&E, to include the alternatives analysis of the entire US 17/92 corridor in Lake Alfred as identified in the 2019 Planning Study conducted by the FDOT, into the Florida Department of Transportation's 2024-2028 Work Program.
- c) Inclusion and implementation of the short-term improvements identified in the Planning Study 557 in the Florida Department of Transportation's 2024-2028 Work Program as previously adopted by the Polk TPO Priority Transportation Projects document in 2021 and 2022.
- d) Inclusion of the overall project including the transportation needs of the system and users of all ages and abilities, including pedestrians, bicyclists, transit riders, motorists, and freight handlers into the Polk Transportation Organization Long Range Transportation Plan (LRTP).

The resolution requests prioritization funding from on US Highway 17/92 for these projects and supports the resubmittal of the grant application for the short-term improvements. Applications are due January 27th and the Polk TPO Board will consider its final list of Priority Projects in June to submit to FDOT.

Staff Recommendation: Approve Resolution 07-23