

City of Lake Alfred
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Lake Alfred, Florida 33850



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**AGENDA
CITY COMMISSION / CRA
THURSDAY, SEPTEMBER 8, 2022
7:30 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
Constitution Week Proclamation

Consent Agenda:

- 1.) City Commission Meeting Minutes for August 22, 2022
- 2.) City Commission Announcements

Agenda:

- 1.) Public Hearing: Tentative Millage Rate
- 2.) Public Hearing: Ordinance 1496-22: FY 2022/2023 Annual Budget
- 3.) Public Hearing: Ordinance 1495-22: Street Naming Policy
- 4.) Ordinance 1497-22: Silverlake CDD
- 5.) Developers Agreement: Eden Hills Phase 2
- 6.) Resolution 14-22: Eden Hills Phase 2 Final Plat w/ Performance Bond

Recess City Commission Meeting / Call to Order CRA Meeting / Roll Call

Consent Agenda:

- 1.) Community Redevelopment Meeting Minutes for November 16, 2020, and May 16, 2022

Agenda:

- 1.) CRA Resolution 02-22: Capital Improvement Program and Budget Adoption FY 22/23

Adjourn CRA Meeting / Reconvene City Commission Meeting

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

Commissioner Questions and Comments:

Commissioner Maultsby
Commissioner Daley
Commissioner Fuller

Mayor Dearmin
Vice Mayor Brent Eden

Adjourn

**LAKE ALFRED CITY COMMISSION / CRA
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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 August 22, 2022

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
9/13	Parks and Recreation	City Hall	6:00 p.m.
9/15	Planning and Zoning Board	City Hall	6:00 p.m.
9/20	Employee General Retirement Board	Public Works Training Facility	3:00 p.m.
9/20	Police and Fire Retirement Board	Public Works Training Facility	4:00 p.m.
9/22	Code Enforcement Special Magistrate	City Hall	3:00 p.m.
9/22 (Fourth Thursday of the Month)	City Commission Meeting	City Hall	7:30 p.m.

Staff Recommendation: Approval of the Consent Agenda

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- 1.) **Public Hearing: Tentative Millage Rate**
 - 2.) **Public Hearing: Ordinance 1496-22: FY 2022/2023 Annual Budget**
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Issue: The City Commission will consider the tentative millage rate and an ordinance for the adoption of the tentative 2022/2023 Annual Operating Budget on the first reading.

Attachments:

- Ordinance: 1496-22

Analysis: Over the past several months the City Commission has been presented with and given approval to the various draft sections of the FY 2022/2023 annual operating budget including Capital, Expenditures, Revenue, and Payroll.

The proposed FY 2022/2023 budget assembles the previously approved sections into the final budget with updates from July's experience and obtaining final revenue and expenditure projections. The proposed budget is balanced with the proposed millage rate of 6.989 which is 0.25 mils less than the current year millage rate of 7.239 and an 8.66% increase over the rolled-back rate of 6.029 mils.

The final budget with any corrections will be combined with any associated attachments and supplemental information and be presented along with the final millage rate on Thursday, September 22, 2022.

Staff Recommendation:

- 1.) Approval of a tentative millage rate of 6.989.
- 2.) Approval of Ordinance 1496-22 on first reading.

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3.) Public Hearing: Ordinance 1495-22: Street Naming Policy

Issue: The City Commission will consider approval of the request to approve Ordinance 1495-22 amending Ordinance 1274-10 related to the Street Naming Policy and Fees on the second and final reading.

Attachment:

- Ordinance 1495-22

Analysis: City staff has been working with Polk County, the City of Auburndale, and Adam's Estate to rename Old Lake Alfred Road (from West Pierce to Five Points in Auburndale). There are only a couple of addresses on Old Lake Alfred Road and changing it would eliminate confusion/redundancy with other roads that have "Lake Alfred" in them. In looking at our own policies staff has reviewed the City's current street re-naming policy of which a fee schedule was adopted by Ordinance in 2010 which established the fees associated with the renaming of the city's streets.

The Ordinance included a minimum \$250.00 non-refundable deposit; Planning Board Meeting public hearing notice; City Commission public hearing notice; recording fee; notice of street name change; administrative fees and mail notification; cost of street signage. The policy itself was an internal policy that would require petitions for the Board and Commission to consider.

The existence of a fee schedule and internal policy seemingly indicates that the City Commission is permissive and receptive to street renaming. With the difficulty, likely opposition, the historical significance of names, and the cost of doing so street renaming by its very nature is rare, selective, and generally only undertaken if there is minimal impact on existing addresses (i.e. roads with only a handful of addresses).

The proposed ordinance removes the fee schedule and replaces it with language that the City Commission reserves the right to rename City streets by resolution. If there is ever an interest by the Commission, staff, or the public to rename a street it can be presented to the City Commission, and then staff can perform the due diligence surrounding the feasibility of such a request if there is interest from the City Commission to proceed. There was a minor modification to the proposed language for codification since the first reading.

Staff Recommendation: Approve Ordinance 1495-22 on the second and final reading

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4.) Ordinance 1497-22: Silverlake CDD

Issue: The applicant, has requested approval of a petition to establish a Community Development District (CDD).

Attachments:

- Ordinance 1497-22
- CDD Petition
- Staff Report and Approved Site Plan
- Advertisement

Analysis: Pulte Home Company, LLC. submitted a petition pursuant to Florida Statutes (F.S.) Chapter 190, requesting the City to adopt an ordinance establishing a Community Development District (CDD) to be known as the Silverlake CDD and designating the land area for which the district would manage and finance the delivery of basic services. The proposed CDD site is located west of the intersections on CR 557 with Gum Road and WGTO Tower Road Road. The land to be served by the CDD is approximately 150 acres and proposed for 418 single-family lots.

A CDD is an independent special district authorized Florida Statutes 189 & 190, as a mechanism to manage and finance basic community development services. A CDD may issue bond bonds and levy and assess ad valorem taxes. The future residents and/or owners of land within the CDD then make the payments with revenue gained by the levy of special assessments and ad valorem taxes (CDDs are held to a three-mill cap) to retire the bonds and to pay the operating expenses of the CDD. A disclosure statement must be furnished to all buyers, and contracts for the sale of property within the CDD must contain information about the CDD.

CDDs less than 2,500 acres in size are created by counties or municipalities through ordinances, which provide for general and special powers for public improvements and community facilities. Additional special powers may be conferred to a CDD for parks, recreation, fire prevention, schools, security, mosquito control, and waste collection and disposal. Once established, a CDD is a public agency and, therefore, is subject to financial disclosure, accountability, ethical practices, and the Sunshine Law requirements, which apply to governmental entities.

The applicant must satisfy the petition, notice, and public hearing requirements in Section 190.005(2)a & 190.005(2)b Florida Statutes. In determining whether to grant or deny the petition the City Commission must base its decision upon the fair determination of germane, relevant, and material information relating to the six statutory factors identified in Section 190.005(2)b of Florida Statutes.

The applicant has also agreed to file a Petitioner's Agreement to establish rights and obligations of the City, Petitioner, and any successors-in-interest. The agreement addresses:

- Enhanced Entry Feature
- Financial Disclosure to prospective buyers and annual disclosures to existing homeowners
- Landscape enhancements
- Open Space, Passive Parks, and Dog Park
- Multimodal Corridor
- Utility Extensions

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- Right-of-Way Maintenance
- Amenity Center – cabana, restrooms, pool, playground, mail center, and trail.

If approved on first reading, the Petitioner's Agreement and proposed Ordinance will be presented for second and final reading at public hearing on September 22, 2022.

Staff recommendation: Pleasure of the Commission.

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5.) Developers Agreement: Eden Hills Phase 2

6.) Resolution 14-22: Eden Hills Phase 2 Plat with Performance Bond

Issue: The City of Lake Alfred will consider the approval of the Eden Hills Phase 2 subdivision final plat and associated agreements.

Attachments:

- Eden Hills Developers Agreement
- Resolution 14-22: Eden Hills Phase 2 Plat with Performance Bond
 - Eden Hills Temporary Utility Easement

Analysis: The applicant, JMBI Development, LLC., has requested approval of a final plat for Phase 2 of the Eden Hills subdivision. The approximately 177.5± acre subdivision is located north and east of Cass Road, north of Lake Alfred, south of Lake Grassy and west of County Road 557. The subdivision was developed utilizing the master planned community (cluster) provision within the Green Swamp Area of State Concern. The development includes 65.35± acres of lake and 38.99± acres of open space. Phase 2 includes 400 lots at a density of 3.59 units/developable acre. The construction plans were approved by the City on February 14, 2022. The City received all state permits and the site is in the final stages of construction.

Staff has worked with the applicant to ensure conformance the Unified Land Development Code (ULDC). In addition, the developer agreed to upsize certain utility lines from 8” to 10” to support future connections to the west and create a looped system. The payment to the developer is offset in the form of water and wastewater connection fees for the Amenity Center. The cost to upsize the pipes was \$43,217 and the connection fees are \$44,033.06. The Developer will pay the difference of \$816.06 when the building permit is issued for the Amenity Center. The temporary utility easement included in the Resolution, addresses offsite utility lines installed to support Phase 2.

The plat requirements have been verified by the city staff and consulting City Attorney, engineer and surveyor. The developer has submitted the infrastructure estimates for completion of the infrastructure and has provided a performance bond in the amount of 120% of the engineer’s certified cost for all remaining improvements to be constructed, or \$1,555,748.71. Infrastructure dedications will be accepted at the time of final completion.

Staff Recommendation:

- 5.) Approval of the Eden Hills Developers Agreement
- 6.) Approval of Resolution 14-22

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CRA Consent Agenda:

1.) Community Redevelopment Agency Meeting Minutes for November 16, 2020, and May 16, 2022

Attachments:

- Draft Minutes for November 16, 2020
- Draft Minutes for May 16, 2022

Analysis: The November 16, 2020, minutes were approved by the City Commission but were not officially approved by the Board and are being presented now for formal approval by the Board.

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.

Staff Recommendation: Approval of the Consent Agenda.

**LAKE ALFRED CITY COMMISSION / CRA
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CRA Agenda

1.) CRA Resolution 02-22: Annual Capital Improvement Program and FY 2022/2023 Budget

Issue: The CRA Board shall consider approval of the Capital Improvement Program and FY 22/23 & FY 23/24 Operating Budgets for the Community Redevelopment Agency.

Attachments:

- CRA Resolution 02-22
- CRA CIP & Budget

Analysis: The proposed capital improvement program (CIP) for the Community Redevelopment Agency (CRA) is consistent with previous budget presentations. The FY 22/23 & FY 23/24 budgets include \$250,000 each year being set aside for projects and initiatives from operating revenues. The Budget & CIP also have funding set aside for the remaining two years of the retail consultant agreement (\$40k each year) and \$100,000 each year for façade grants.

Future years in the CIP show a buildup of funds for streetscaping projects which may act as a partial match or complement future FDOT projects in the downtown area (signalization, road diet, design improvements, etc.).

Staff Recommendation: Approval of CRA Resolution 02-22.