

CITY OF LAKE WALES CITY COMMISSION WORKSHOP MEETING

Official Agenda
May 10, 2023
2:00 p.m.

City Administration Building
Commission Chambers
201 W. Central Avenue
Lake Wales, FL 33853

1. CALL TO ORDER & ROLL CALL
2. City Manager Comments
3. City Commission Budgetary Process – Fiscal Year 2023'24
The City of Lake Wales budgetary calendar for Fiscal Year 2023'24.

Documents:

[000 - AGENDA PACKET FOR BUDGET PRIORITY 23-24.PDF](#)
[000 -SCHEDULE A FOR AGENDA PACKET 23-24.PDF](#)

4. Presentation - BizLINC Business Incubator
5. Task Order - Dover, Kohl & Partners
The City Commission will consider approval of a Task Order that will authorize Dover, Kohl & Partners (DK&P) to complete Phases 3 and 4 of the Lake Wales Envisioned long-range plan.

Documents:

[AGENDA MEMO - DKP-P3-4.PDF](#)
[LAKE WALES ENVISIONED_TASK ORDER PROPOSAL PHASE 3 AND 4_050523.PDF](#)

6. Task Order – Inspire Placemaking Collective
The City Commission will consider approval of a Task Order that will authorize Inspire Placemaking Collective (Inspire) to assist Dover, Kohl & Partners (DK&P) in completing

Phases 3 and 4 of the Lake Wales Envisioned long-range plan.

Documents:

[AGENDA MEMO - INSPIRE.PDF](#)
[INSPIRE-LAKE WALES ENVISIONED PHASES 3 AND 4-CLEAN.PDF](#)

7. Replacement Of Two Police Vehicles

Staff is requesting Commission approval to lease purchase two (2) additional police vehicles through The Bancorp Bank.

Documents:

[COMMISSION MEMO - CRASH REPLACEMENT VEHICLES 5-2023.PDF](#)
[5423 2023 UNMARKED UTILITY K8A WORKSHEET.PDF](#)
[4223 2023 MARKED UTILITY K8A WORKSHEET.PDF](#)

8. Resolution 2023-07, Public Transportation Grant Agreement G2J27

The City Commission will consider approving Resolution 2023-07, authorizing an agreement with the Florida Department of Transportation (FDOT) to provide funding for Airport airfield security fencing and access control at the Lake Wales Municipal Airport.

Documents:

[MEMORANDUM RESOLUTION 2023-07.PDF](#)
[RESOLUTION 2023-07 AIRPORT SECURITY FENCING AND ACCESS CONTROL.PDF](#)
[X07_G2J27_452975-1_SECURITY_ORIGINAL PTGA_DRAFT FOR EXECUTION.PDF](#)

9. Reuse Extension Plan And Downstream Wastewater Capacity Analysis.

Staff is requesting approval to enter into an agreement with Kimley-Horn and Associates to provide a downstream wastewater capacity analysis related to the reuse extension for the planned development in the north, service area South of Thompson Nursery Rd and West of Highway 27 for \$64,500.00.

Documents:

[AGENDA MEMO-KIMLEYHORN REUSE EXTENSION AND CAPACITY ANALYSIS.PDF](#)
[LAKE WALES - REUSE EXTENSION PLAN AND DOWNSTREAM WASTEWATER ANALYSIS.PDF](#)

10. Award Of Bid #23-529 To SEMCO For The YMCA Hurricane Ian Damage Repair.

Staff recommends commission authorize the YMCA repairs from Hurricane Ian to be awarded to SEMCO Construction in the amount of \$27,423.00.

Documents:

[AGENDA MEMO SEMCO YMCA HURRICANE DAMAGE.PDF](#)
[23-529 BID TAB.PDF](#)
[ITB NO. 23-529 YMCA HR - SEMCO.PDF](#)

11. Award Of Bid #23-530 Paul Weaver Construction, LLC Denton Ballfield Hurricane Ian Damage Repair.
Staff recommends commission authorize the Award of Bid-#23-530 for the Denton Ballfield repairs from Hurricane Ian to be performed by Paul Weaver Construction, LLC in the amount of \$20,500.00.

Documents:

[AGENDA MEMO PAUL WEAVER CONSTRUCTION HURRICANE DAMAGE DENTON BALLFIELD.PDF](#)
[23-530 BID TAB.PDF](#)
[PAUL WEAVER CONSTRUCTION BID - SENIOR BALLFIELD 23-531.PDF](#)

12. Award Of Bid #23-531 To Paul Weaver Construction, LLC For Senior Ballfields Hurricane Ian Damage Repair.
Staff recommends commission authorize the Award of Bid #23-531 for the Senior Ballfield repairs from Hurricane Ian to be performed by Paul Weaver Construction, LLC in the amount of \$55,500.00

Documents:

[AGENDA MEMO PAUL WEAVER CONSTRUCTION HURRICANE DAMAGE SENIOR BALLFIELD.PDF](#)
[PAUL WEAVER CONSTRUCTION BID - SENIOR BALLFIELD 23-531.PDF](#)
[23-531 BID TAB.PDF](#)

13. Lift Station #2 Diesel Bypass Pump Installation
Staff is recommending the commission approve the expenditure of \$77,168.00 to Contract Management services for the installation of the diesel bypass pump at lift station 2 (LS#2).

Documents:

[AGENDA MEMO-LS 2 DIESEL PUMP INSTALLATION.PDF](#)
[BYPASS PUMP INSTALLATION QUOTES.PDF](#)

14. Preliminary Subdivision Plat Approval / Special Exception Use Permit Approval For A Residential Planned Development Project (PDP) Steeple Chase
Dave Schmitt Engineering, Inc., agent for owner, is requesting the approval of City Commission, for a 300-lot single-family Preliminary Subdivision Plat and a Special Exception Use Permit for a Residential PDP, including waivers of strict compliance, on approximately 97.85 acres of land just east of Scenic Highway South and north of Belleview Drive.

Documents:

[CC MEMO STEEPLE CHASE 5.16.2023.PDF](#)

[STEEPLE CHASE PDP FINAL 2023.PDF](#)
[STEEPLE CHASE LANDSCAPE SET 4-13-23 SIGNED.PDF](#)
[STEEPLECHASE SITE RENDERINGS.PDF](#)
[RESOLUTION 2023-02 PLANNING IN PROGRESS 2.PDF](#)
[DKP STEEPLE CHASE DESIGN REVIEW 020923.PDF](#)

15. Resolution 2023-05 – Resolution To Utilize The Uniform Method Of Collecting Non- Ad Valorem Assessments And Adopting The Special Assessment Roll.
Resolution 2023-05 declares the City’s intent to utilize the uniform method of collecting non-ad valorem assessments and adopts the assessment roll for 2022.

Documents:

[2023-CC MEMO RESOLUTION 2023-05 NON-AD VALOREM.PDF](#)
[2023-NON-AD VALORAM TAX ROLL - LAKE WALES FINAL FOR COMMISSION.PDF](#)
[2023-RESOLUTION 2023-05 NON-AD VALOREM COLLECTION.PDF](#)

16. Ordinance 2022-27 Annexation – 2nd Reading And Public Hearing 67.73 Acres Of Land South Of Lake Bella Road And East Of US Highway 27
Ordinance 2022-27 proposes the voluntary annexation of approximately 67.73 acres of land south of Lake Bella Road and east of US Highway 27, and contiguous to the incorporated City limits.

Documents:

[CC MEMO ORD 2022-27 2ND R RAMA PROPERTY ANNEXATION 5.16.2023.PDF](#)
[ORD 2022-27 2ND R RAMA PROPERTY ANNEXATION 5.16.2023.PDF](#)
[UTILITY MAPS - ANNEXATION 2022-27.PDF](#)

17. Ordinance D2022-28 Large Scale Future Land Use Amendment For 67.73 Acres Of Land South Of Lake Bella Road And East Of US Highway 27
Property owners request approval of City Commission to amend the Future Land Use Map of the Comprehensive Plan on parcels of land totaling approximately 67.73 acres.

Documents:

[CC MEMO D2022-28 2ND R RAMA LS CPA 5.16.2023.PDF](#)
[ORD D2022-28 2ND R RAMA PROPERTY LS CPA 5.16..2023.PDF](#)

18. Ordinance D2022-29 Zoning Map Amendment For 67.73 Acres Of Land South Of Lake Bella Road And East Of US Highway 27
Property owners request approval from City Commission to amend the Zoning Map and Future Land Use Map of the Comprehensive Plan on parcels of land totaling approximately 67.73 acres.

Documents:

[CC MEMO D2022-29 2ND R RAMA ZONING AMENDMENT 5.16.2023.PDF](#)
[ORD D2022-29 2ND R RAMA PROPERTY ZONING AMENDMENT 5.16.2023.PDF](#)

19. Ordinance 2022-54 Annexation – 2nd Reading And Public Hearing 47.31 Acres Of Land South Of Hunt Brothers Road, West Of Scenic Highway South, And East Of US Highway 27

Ordinance 2022-54 proposes the voluntary annexation of approximately 47.31 acres of land south of Hunt Brothers Road, west of Scenic Highway South, and east of US Highway 27, and contiguous to the incorporated City limits.

Documents:

[CC MEMO ORD 2022-54 2ND R HUNT BROTHERS BP PROPERTY ANNEXATION 5.16.2023.PDF](#)
[ORD 2022-54 2ND R HUNT BROTHERS BP PROPERTY ANNEXATION 5.16.2023.PDF](#)
[UTILITY MAP - ANNEXATION 2022-54.PDF](#)

20. Ordinance D2022-35 Small Scale Future Land Use Amendment For 47.31 Acres Of Land South Of Hunt Brothers Road, West Of Scenic Highway South, And East Of US Highway 27

Hunt Brothers, Inc., owner, requests approval of City Commission to amend the Future Land Use Map of the Comprehensive Plan on parcels of land totaling approximately 47.31 acres.

Documents:

[CC MEMO D2022-35 2ND R HUNT BROTHERS SS CPA 5.16.2023.PDF](#)
[ORD D2022-35 2ND R HUNT BROTHERS PROPERTY SS CPA 5.16.2023.PDF](#)

21. Ordinance D2022-36 Zoning Map Amendment For 47.31 Acres Of Land South Of Hunt Brothers Road, West Of Scenic Highway South, And East Of US Highway 27

Hunt Brothers, Inc., owner, requests approval from City Commission to amend the Zoning Map on parcels of land totaling approximately 47.31 acres.

Documents:

[CC MEMO D2022-36 2ND R HUNT BROTHER ZONING AMENDMENT 5.16.2023.PDF](#)
[ORD D2022-36 2ND R HUNT BROTHERS PROPERTY ZONING AMENDMENT 5.16.2023.PDF](#)
[ATTACHMENT B - TABLE 23-421.PDF](#)

22. Ordinance 2023-10 Vacation Of A Portion Of Findley Drive Right-Of-Way 2nd Reading & Public Hearing

Kendall Phillips, authorized agent for owner, has petitioned for the vacation of a portion of Findley Drive located east of Scenic Highway North.

Documents:

[CC MEMO PAMLICO FINDLEY DR ROW VACATION 5.16.2023.PDF](#)
[ORD 2023-10 2ND R FINDLEY DRIVE ROW VACATION 5.16.2023.PDF](#)
[FINDLEY DR ROW VACATION EXHIBIT AND DESC..PDF](#)

23. Special Event Permit For Lake Wales Woman's Club Plant And Garden Festival
Lake Wales Woman's Club has submitted Special Event application to host a Plant and Garden Festival event on October 21, 2023 from 8:00 a.m. – 5:00 p.m. at their building. They request closure of a portion of Cypress Garden Lane from 3:00 p.m. on October 20, 2023 – 7:00 p.m. on October 21, 2023.

Documents:

[MEMO LW WOMANS CLUB SPECIAL EVENT PLANT AND GARDEN FESTIVAL 2023.PDF](#)
[WOMANS CLUB PLANT AND GARDEN FESTIVAL APPLICATION .PDF](#)

24. Friday Night Delight Special Event Permit Application
Approval of this Special Event Application will allow the Ranch Taproom and Coffeehouse to host a Friday Night Delight event on Friday nights between June 2 & August 4, 2023

Documents:

[MEMO FRIDAY NIGHT DELIGHT 2023.PDF](#)
[FRIDAY NIGHT DELIGHT EVENT PERMIT 2023.PDF](#)

25. Appointments – Fire Pension Board
Appointment to fill vacancies due to expiration of terms.

Documents:

[MEMO-BOARD APPOINTMENTS MAY 2023.PDF](#)
[PREVATTE FIRE PENSION CITIZEN BOARD APPLICATION FORM.PDF](#)

26. CITY COMMISSION AND MAYOR COMMENTS
27. ADJOURN

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

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

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

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