

CITY OF LAKE WALES CITY COMMISSION WORKSHOP MEETING

Official Agenda
August 31, 2022
2:30 p.m.

(or shortly after the 2:00 p.m. CRA Meeting)

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

1. CALL TO ORDER & ROLL CALL
2. City Manager Comments
3. ORDINANCE 2022-31, Adoption Of FY2022-23 Millage Rate – 1st Reading & Public Hearing
The Commissioners will consider adopting a millage rate of 6.3626 mills for Fiscal Year 2022-23. The Commissioners will also consider adopting the proposed operating budget.

Documents:

[100 - MEMO - BUDGET AND MILLAGE RATE 22-23.PDF](#)
[200 - MILLAGE RATE - ORDINANCE - FY 2022-23.PDF](#)

4. ORDINANCE 2022-32, Adoption Of FY2022-23 Budget – 1st Reading & Public Hearing
The Commissioners will consider adopting a millage rate of 6.3626 mills for Fiscal Year 2022-23. The Commissioners will also consider adopting the proposed operating budget.

Documents:

[MEMO - BUDGET AND MILLAGE RATE 22-23.PDF](#)
[BUDGET - ORDINANCE - FY 2022-23.PDF](#)
[400 - SCHEDULE A AND B 2022-23.PDF](#)
[500 - PROPOSED BUDGET 2022-2023.PDF](#)

5. ORDINANCE 2022-33, Five-Year Capital Improvement Plan FY2022/23 - FY2026/27 – 1st

Reading

The Commissioners will consider adopting the Five-Year Capital Improvement Plan for fiscal years 2022/23 through 2026/27.

Documents:

002 - ORDINANCE 2022-33 - 5 YEAR CIP - FY 22-23.PDF
001 - MEMO - 5 YEAR CIP - FIRST READING - FY 22-23.PDF
003 - 5 YEAR CIP.PDF

6. Resolution 2022-20 Final Rate Resolution – Brookshire Street Lighting District.
Final Rate Resolution for the Brookshire Street Lighting District

Documents:

004 - MEMO - FINAL RATE RESOLUTION - SEPT - FIRST MEETING.PDF
005 - BROOKSHIRE - FINAL ASSESSMENT RATE RESOLUTION - SEPT - FIRST MEETING.PDF
006 - APPENDIX A - AFFIDAVIT REGARDING NOTICE MAILED TO PROPERTY OWNERS.PDF
007 - APPENDIX B - PUBLIC NOTICES BROOKESHIRE.PDF

7. RESOLUTION 2022-21 - Final Assessment Resolution For Fire Protection Assessments
The adoption of Resolution 2022-21 established the methodology used to calculate the fire assessment rates. Adoption of Resolution 2022-21 will set the final fire assessment rates.

Documents:

004 - MEMO - FIRE ASSESSMENT RESOLUTION FINAL.PDF
005 - FINAL ASSESSMENT RESOLUTION FINAL.PDF
006 - APPENDIX A - AFFIDAVIT REGARDING NOTICE MAILED TO PROPERTY OWNERS - FIRE.PDF
007 - APPENDIX B - PUBLIC NOTICE - FIRE ASSESSMENT.PDF
008 - APPENDIX C - CERTIFICATE OF NON-AD VALOREM ASSESMENT ROLL - FIRE.PDF

8. RESOLUTION 2022-26 SR 17 Lake Wales History Museum FDOT Stormwater Maintenance Agreement

The maintenance agreement set forth what the City of Lake Wales would be responsible to maintain once the Stormwater infrastructure is installed to handle the flooding at the museum entrance.

Documents:

AGENDA MEMO-FDOT STORMWATER MAINTENANCE RESOLUTION 2022-26.PDF
RESOLUTION 2022-26.PDF

9. RESOLUTION 2022-27 Water Supply Facilities Work Plan
The Water Supply Facilities Work Plan identifies capital improvements that will be needed to develop, treat, and deliver sufficient water supplies for new and

existing development.

Documents:

[AGENDA MEMO RESOLUTION 2022-27 WATER FACILITIES WORK PLAN.PDF](#)
[WATER SUPPLY WORK PLAN RPT JULY 2022 FINAL.PDF](#)

10. Accept The New Contract Terms And Continue Utilizing Odyssey Manufacturing Corporation For The Purchase Of Sodium Hypochlorite

The City's Utilities Department made a request for bid for the purchase of sodium hypochlorite in September of 2021, sodium hypochlorite is a necessary chemical to aid in the water and waste water treatment process. The vendor has requested a Producer Price Index (PPI) increase and staff is requesting that the City Commission approve this increase.

Documents:

[AGENDA MEMO RENEW CONTRACT FOR SODIUM HYPOCHLORITE 2022.PDF](#)
[ODYSSEY MANUFACTURING - SODIUM HYPOCHLORITE CONTRACT.PDF](#)
[ODYSSEY MANUFACTURING PPI INCREASE NOTICE.PDF](#)

11. Lift Station #15 Submersible Pumps And Panel Replacement.

Staff is recommending the commission approve the expenditure of funds in the amount of \$37,000.00 for the replacement purchase of submersible pumps and control panel for Lift Station 15 (LS#15).

Documents:

[LS15 PUMPS AND PANEL REPLACEMENT.PDF](#)
[HYDROMATIC SOLE SOURCE LETTER.PDF](#)
[BARNEYS PUPS QUOTE.PDF](#)

12. Storm Water Pipe And Box Repair

The storm pipe under E Johnson Avenue near 3rd Street has been compromised with roots which causes the pipe to clog up and overflow onto the street. While the line is exposed the contractor will take this opportunity to route the new pipe to the existing storm boxes in order to allow proper access for future maintenance.

Documents:

[3RD AND E JOHNSON - STORM PIPE AND BOX REPAIR.PDF](#)
[3RD AND JOHNSON AVE - STORM REPAIR QUOTE.PDF](#)

13. Water Treatment Plant #3 (WTP#3) Odyssey Chlorine Skid Replacement

The current chlorination system skid at WTP #3 is in need of replacement.

Documents:

[ODYSSEY SKID REPLACEMENT QUOTE.PDF](#)
[AGENDA MEMO-WTP 3 SKID REPLACEMENT.PDF](#)

14. ORDINANCE 2022-24 Annexation – 1st Reading And Public Hearing 17.23 Acres Of Land South Of Waverly Road And West Of C F Kinney Road
Ordinance 2022-24 proposes the voluntary annexation of approximately 17.23 acres of land south of Waverly Road and west of C F Kinney Road, and contiguous to the incorporated City limits.

Documents:

[CC MEMO ORD 2022-24 1ST R FORD GROVES ANNEXATION 9.7.2022.PDF](#)
[ORD 2022-24 1ST R REV FORD GROVES ANNEXATION.PDF](#)

15. Ordinance 2022-37 - Proposed Amendments To Land Development Regulations – Downtown Design Standards – Second Reading And Public Hearing
Staff proposes amendments to Chapter 23 of the Land Development Regulations (LDRs) to establish architectural and building design standards for downtown.

Documents:

[ORDINANCE 2022-37 LDR AMENDMENTS DOWNTOWN DESIGN STANDARDS.PDF](#)
[CC MEMO - DOWNTOWN DESIGN STANDARDS 9.7.22.PDF](#)
[ORDINANCE 2022-37 - EXHIBIT A.PDF](#)

16. Ordinance 2022-40 - Chapter 180 Utility Service Area Boundary 2nd Reading And Public Hearing
Staff proposes an amendment to Chapter 21, Utilities, to create the Lake Wales Exclusive Utility System Service Area.

Documents:

[CC MEMO ORDINANCE 2022-40 09-07-22.PDF](#)
[ORDINANCE 2022-40 180 SERVICE AREA AMENDMENTS V2_8-23-22.PDF](#)
[CHAPTER 180 UTILITY SERVICE AREA 11X17 LAYOUT 4.11.22.PDF](#)

17. Crystal Lake Park Tennis Court Resurfacing
The City Commission will consider authorizing resurfacing of the tennis courts in Crystal Lake Park.

Documents:

[CRYSTAL LAKE PARK TENNIS COURT RESURFACING MEMO.PDF](#)
[NIDY SPORTS CONSTRUCTION SUPPORTING DOCS FOR TENNIS COURT](#)

[QUOTE.PDF](#)
[SCORE CARD ONLY.PDF](#)

18. Disposal Of Surplus Property

Staff is seeking approval to dispose of surplus vehicles and equipment

Documents:

[DISPOSAL OF SURPLUS MEMO SEPT2022.PDF](#)
[DISPOSAL SCHEDULE 2022.PDF](#)

19. Board Appointments To Historic District Regulatory Board

Appointments to fill vacancies on the Historic District Regulatory Board

Documents:

[MEMO-BOARD APPOINTMENTS AUG 31 2022.PDF](#)
[DOROTH SCOTT HDRB APPLICATION.PDF](#)
[TIFFANY DAVIS HDRB APPLICATION.PDF](#)
[TINA PEAK HDRB APPLICATION.PDF](#)

20. CITY COMMISSION AND MAYOR COMMENTS

21. 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.