

**CITY COMMISSION
REGULAR MEETING
OFFICIAL AGENDA
September 7, 2022
6:00 p.m.**

**Municipal 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
5. PROCLAMATIONS AND AWARDS
 - 5.I. PROCLAMATION - Peacemaker Paddle

Documents:

[PEACEMAKER PROCLAMATION - LW.PDF](#)

6. COMMENTS AND PETITIONS

Public participation from residents, taxpayers, business owners, and utility customers is encouraged. The City Commission welcomes information that would assist them in considering agenda items, City business, and otherwise fulfilling the City's mission to make Lake Wales "a bit better or more beautiful" for its citizens.

Anyone wishing to speak should give their name, state if they are a resident, taxpayer, business owner, or utility customer and they will have 5 minutes.

Courtesy and respect is the hallmark. Speakers are expected to address the Commission and not audience members, and not engage in back and forth discussions that can deteriorate into argument, debate and accusations.

Questions about subject matter are best directed to city staff during normal business hours

7. BUDGET HEARINGS

7.I. 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:

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

- 7.II. **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](#)
[500 - PROPOSED BUDGET 2022-2023.PDF](#)
[400 - SCHEDULE A AND B 2022-23.PDF](#)

- 7.III. **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:

[MEMO - 5 YEAR CIP - FIRST READING - FY 22-23.PDF](#)
[002 - ORDINANCE 2022-33 - 5 YEAR CIP - FY 22-23.PDF](#)
[003 - 5 YEAR CIP.PDF](#)

- 7.IV. **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:

[MEMO - FIRE ASSESSMENT RESOLUTION FINAL.PDF](#)
[RESOLUTION 2022-21 FINAL FIRE ASSESSMENT.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](#)

- 7.V. **RESOLUTION 2022-20 Final Rate Resolution – Brookshire Street Lighting District**
Final Rate Resolution for the Brookshire Street Lighting District

Documents:

[MEMO - FINAL RATE RESOLUTION.PDF](#)
[RESOLUTION 2022-20 BROOKSHIRE - FINAL ASSESSMENT RATE.PDF](#)
[APPENDIX A - AFFIDAVIT REGARDING NOTICE MAILED TO PROPERTY OWNERS.PDF](#)
[007 - APPENDIX B - PUBLIC NOTICES BROOKESHIRE.PDF](#)

8. MAYOR

8.I. Appointment - Charter Schools Representative

The Mayor will appoint a person to serve as a representative to the Lake Wales Charter School Board

Documents:

[ANDY BLAIR.PDF](#)

9. CITY CLERK

9.I. Board Appointments To The Historic District Regulatory Board

Appointments to fill vacancies on the Historic District Regulatory Board

Documents:

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

10. CONSENT AGENDA

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 on.

10.I. Minutes - August 16, 2022 And August 31, 2022

Commission Meeting [AUGUST 16, 2022](#)

Commission Work Session minutes [AUGUST 31, 2022](#)

10.II. 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](#)

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

10.IV. 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 PUMPS QUOTE.PDF](#)

- 10.V. Water Treatment Plant #3 (WTP#3) Odyssey Chlorine Skid Replacement
The current chlorination system skid at WTP #3 is in need of replacement.

Documents:

[AGENDA MEMO-FDOT STORMWATER MAINTENANCE RESOLUTION 2022-26.PDF](#)
[ODYSSEY SKID REPLACEMENT QUOTE.PDF](#)

- 10.VI. 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 PPI INCREASE NOTICE.PDF](#)
[ODYSSEY MANUFACTURING - SODIUM HYPOCHLORITE CONTRACT.PDF](#)

- 10.VII. 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](#)

- 10.VIII. Installation Of Stop Signs At Sessoms Avenue And 3rd Street
Approve the placement of STOP signs on 3rd Street at the intersection of Sessoms Avenue to make the intersection a four way stop.

Documents:

[COMMISSION AGENDA - STOP SIGNS AT SESSOMS AND 3RD ST REQUEST 09-12-22.PDF](#)

11. OLD BUSINESS

11.I. 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.

Specific amendments to the following sections of the Land Development Regulations (LDRs) (Chapter 23, Lake Wales Code of Ordinances) are as follows:

1. Section 23-303 Sidewalks
2. Section 23-306 Off-street and vehicular areas
3. Section 23-307 Landscaping
4. Section 23-342 Alcoholic Beverage Sales and Services
5. Section 23-353 Outdoor Seating Areas
6. Section 23-401 District Classifications
7. Table 23-405 Correspondence of Zoning Districts to Comprehensive Plan Land Uses
8. Section 23-421 Permitted Uses
9. Table 23-422B Dimensional and Area Standards – Nonresidential Districts
10. Section 23-423 Downtown Mixed-Use Design Standards (NEW)
11. Section 23-545.3 Signage Design
12. Table 23-545 Location, Area, and Height Requirements for Signs for Nonresidential Uses
13. Section 23-802 Definitions

Documents:

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

11.II. 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 .PDF](#)
[CHAPTER 180 UTILITY SERVICE AREA 11X17 LAYOUT 4.11.22.PDF](#)
[UTILITY SERVICE AREA LEGAL DESCRIPTION - ORDINANCE 2022-40.PDF](#)
[UTILITY SERVICE AREA MAP - ORDINANCE 2022-40.PDF](#)

12. NEW BUSINESS

- 12.I. 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](#)

- 12.II. 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. City Commission approved the agreement at the July 17, 2022 city commission meeting. A resolution was required to be approved at the same time, and was not. This agenda it is to correct that error.

Documents:

[AGENDA MEMO-FDOT STORMWATER MAINTENANCE RESOLUTION 2022-26.PDF](#)
[RESOLUTION 2022-26.PDF](#)

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

- 12.IV. Resolution 2022-28 Support For Polk County's Safe Streets For All Grant Application
A Resolution of Support to show community backing of Polk County Board of County Commissioners' application for Safe Streets and Roads for All (SS4A) funding.

Documents:

[AGENDA MEMO - RESOLUTION 22-28 SAFE STREETS FOR ALL POLK](#)

13. CITY ATTORNEY

14. CITY MANAGER

14.I. Commission Meeting Calendar

Documents:

[COMMISSION MEETING CALENDAR, SEPT-2022.PDF](#)

15. CITY COMMISSION COMMENTS

16. MAYOR COMMENTS

17. ADJOURNMENT

(The staff memos are not 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.