

City Commission Minutes
June 18, 2019
(APPROVED)

6/18/2019 - Minutes

1. INVOCATION

Mayor Fultz gave the invocation.

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

Mayor Fultz called the meeting to order at approximately 6:00 p.m. after the invocation and the pledge of allegiance.

4. ROLL CALL

Commission Members Present: Eugene Fultz - Mayor, Curtis Gibson, Robin Gibson -Deputy Mayor, Terrye Howell

Al Goldstein called in.

Staff Present: Kenneth Fields, City Manager; Albert C. Galloway, Jr., City Attorney; Jennifer Nanek, City Clerk

5. COMMUNICATIONS AND PETITIONS

Jerome Hawkins, non-resident, gave some of personal history. He said that he tried to speak to the Police Chief about a speeding ticket and conduct of the officers but was not permitted. Mayor Fultz encouraged him to address these issues through the complaint process. He said that the Commission has no role in addressing issues with police officers.

Amy Simmons, resident, described an incident where she felt she was mistreated by the police. She has not filed a complaint as she felt it would be ignored. She said that the Chief refused to meet with her.

Kenneth Fields, City Manager, reviewed the complaint process. A written complaint must be filed and reviewed. We need to carry out a proper investigation and be fair to all sides. Deputy Mayor Robin Gibson explained the role of the City Commission and City Manager.

Deputy Chief Troy Schulze reviewed elements of both cases and that the Police Chief won't meet concerning traffic citations as there are other avenues for those issues. He was willing to meet with him about anything else though. He said to his knowledge Ms. Simmons has not requested a meeting with the chief and has picked up complaint packets but never submitted any.

Dr. Ullum, non-resident, spoke against alcohol, child abuse, and the Equality Act passed by the US House.

6. CONSENT AGENDA

Commissioner Curtis Gibson asked for item 6.7 to be pulled.

Commissioner Howell made a motion to approved the consent agenda except for 6.7. Commissioner Curtis Gibson seconded the motion.

by voice vote:

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

6.I. Minutes - June 4, 2019

6.II. Special Event Application: Lake Wales Public Library Touch A Truck Event

[Begin Agenda Memo]

SYNOPSIS

The Lake Wales Public Library is requesting a special event permit for a Touch a Truck event to be held on July 18th, 2019 from 10:00 a.m. - 12:00 p.m. This event will close Cypress Garden Lane.

RECOMMENDATION

Staff recommends approval of the special event permit for the Touch a Truck event and for Cypress Garden Lane to be closed from 10:00 a.m. - 12:00 p.m.

BACKGROUND

As part of their summer programming the Lake Wales Public Library is hosting a Touch-a-Truck event on Thursday July 18th from 11:00 a.m. - 12:00 p.m. This will involve several large trucks being on site. This will require that Cypress Garden Lane, where the library is located be closed during the event. The parking lot west of the Library will also be closed.

OTHER OPTIONS

Do not approve the event permit or the road closure.

FISCAL IMPACT

None

[End Agenda Memo]

6.III. Special Event Application: Christmas Parade 2019

[Begin Agenda Memo]

SYNOPSIS:

Approval of the special event permit application will allow the Lake Wales Kiwanis Club to present the annual Christmas Parade on Saturday December 14, 2019 and allow for the temporary closing of several streets.

RECOMMENDATION:

Staff recommends that the City Commission take the following action:

1. Approve the special event permit application from the Lake Wales Kiwanis Club for the annual Christmas parade to take place Saturday evening, December 14, 2019 between the hours of 6:00 p.m. and 8:00 p.m.
2. Approve the parade route that will begin at Lake Wailes Park, travel up Central Avenue to Dr. Martin Luther King Jr. Blvd. north to Stuart Avenue where it will end.
3. Approve the temporary closing of North 5th Street, Orange Avenue, the Horseshoe Drive in Lake Wailes Park, Lake Shore Blvd. from Orange Avenue to Central Avenue, and Central Avenue from Lake Shore Blvd. to Dr. Martin Luther King Jr. Blvd. and Martin Luther King Blvd. to Stuart Avenue

BACKGROUND:

Larry Tonjes, on behalf of the Lake Wales Kiwanis Club, submitted a special event permit application for the Annual Christmas Parade to take place Saturday, December 14, 2019 from 6:00 p.m. to 8:00 p.m. Line up for the parade will begin at 4:00 p.m. on North 5th Street and on Orange Avenue and along the Horseshoe Drive (Park Avenue) of Lake Wailes Park.

The application also includes a request for the temporary closing of several streets as follows: 5th Street, Orange Avenue and Park Avenue (Horseshoe Drive) in Lake Wailes Park for the parade line up. The Parade will travel on Lakeshore Boulevard south to Central Avenue, west on Central Avenue crossing SR17/Scenic Highway to Dr. Martin Luther King Jr. Boulevard where the parade will end on Stuart Avenue.

The crossing of Scenic Highway requires a permit from the Florida Department of Transportation and this request is to be submitted to the Bartow office after commission has approved the event.

Staff has reviewed the application and has no issues with the event or road closings. Lake Wales Police Department and VOICE will be handling pedestrian and vehicular traffic control. The Streets Department will coordinate the street closings and trash clean up. The Kiwanis Club will be responsible for the parade line up and staging and any sanitary facilities that might be necessary. The sponsor will be required to provide insurance, which is standard.

OTHER OPTIONS:

Not to approve this event and road closings.

FISCAL IMPACT:

The total cost of in-kind services is in the proposed budget for FY19/20 is \$2174 with the Kiwanis Club being responsible for 25% of the total cost or approximately \$544.

[End Agenda Memo]

6.IV. Wastewater Manhole And Lift Station Rehabilitation

[Begin Agenda Memo]

STAFF RECOMMENDATION

It is recommended that the City Commission consider taking the following action:

1. Approve the expenditure of funds in the amount of \$47,469.92 to Vortex Services, for Manhole Rehabilitation.

BACKGROUND

The City, as part of its collection system, owns, operates, and maintains 121 Miles of 8 to 16 inch

Gravity Sewer Line and 75 Miles of 2 to 16 inch Force Mains. The collection system is connected by a series of manholes which aid in the transportation of the collected waste to the wastewater treatment plant for processing. Due to the corrosive nature of raw sewage gases, it becomes necessary to perform periodic maintenance on these manholes to ensure they continue to function as intended.

The Commission at its December 4, 2018 city commission meeting approved to enter into a piggyback agreement with VacVision, LLC utilizing the Gainesville Regional Utilities Annual Contract. Since that time VacVision, LLC has completed their merger with their parent company and has officially changed their name to Vortex Services. Documentation was sent to the city staff from the vendor informing to the fact. This documentation was sent over to the city attorney for review and received an opinion that the original contract approved on December 4, 2018 did not have to come back before the commission, mainly due to the reason that the only change was the company name. Mailing address and all other information previously submitted by the vendor remained the same.

Staff contacted Vortex Services and scheduled for their technician to come out and access the condition and provide pricing for the repair of several manholes. Vortex Services' technician came out and identified several manholes that are in immediate need of repair. Staff recommends the commission approve to take the following action, enter into expend funds in the amount of \$47,469.92 for manhole rehabilitation utilizing pricing from Vortex Services, Gainesville Regional Utilities annual contract.

OTHER OPTIONS

None. Maintenance of these wastewater system components becomes necessary from time to time to maintain the integrity of the system

FISCAL IMPACT

The Wastewater Department has placed \$50,000.00 for manhole rehabilitation in the FY 2018-'19. A budget transfer will be required of \$2,470.00 from another M & R account to cover the remaining cost of repair.

[End Agenda Memo]

6.V. Park Avenue Sidewalk Replacement

[Begin Agenda Memo]

SYNOPSIS:

Staff requests City Commission approval to expend funds to Semco Construction, Inc. in the amount of \$30,325.00 for the Park Avenue sidewalk replacement associated with the 12" water main repair.

STAFF RECOMMENDATION

It is recommended that the City Commission consider taking the following action:

1. Approve the expenditure of funds in the amount of \$30,325.00 to Semco Construction, Inc. for the Park Avenue sidewalk repair.

BACKGROUND

City Utility Staff responded to a water main break at the corner of Park Avenue and First Street. Upon arrival it was discovered that the 12" Ductile Iron water main which connects First Street S and Wetmore Street S under the Park Avenue sidewalk had ruptured and was leaking at a rapid pace and was starting to undermine the side walk. Staff was able to get that section of line isolated and started to make preparation for the repair. This was about to be the third repair on this line. Over time the Ductile Iron water main had become brittle and had become compromised. Each time a repair was

made on the line, the allowance for another leak was eminent. Staff made the decision to take this opportunity to replace the entire main rather than do another band aid fix.

The importance of this water main to the system is it provides the looping for the fire protection downtown. As a result of replacing the entire length of the main, the sidewalk had to be removed to facilitate the repair. Staff contacted Grove Construction due to they have an annual contract with the City for sidewalk repair. When the quote came back at \$112,000.00 it was felt that this bid was a bit excessive for the area of sidewalk to be replaced. Staff then proceeded to reach out to two additional companies to obtain quotes for the repair of the side walk. Semco Construction, Inc. replied with a quote of \$30,325.00, and Bobby T. Construction replied with a quote of \$62,380.00. Staff recommends the commission approve to take the following action, expend funds in the amount of \$30,325.00 to Semco Construction, Inc. for the Park Avenue sidewalk replacement as a result of the 12" water main repair.

OTHER OPTIONS

Choose not to replace the side walk at this time and hold till a later date

[End Agenda Memo]

6.VI. Disposal Of Surplus Property

[Begin Agenda Memo]

SYNOPSIS:

Staff is seeking approval to dispose of surplus vehicles and equipment

RECOMMENDATION

It is recommended that the City Commission take the following action(s):

1. Classify the property as surplus.
2. Authorize staff to dispose of the property.

BACKGROUND

In accordance with Sec. 2-476 of the City Code, the City Commission may classify as surplus any property that is obsolete or the continued use of which is uneconomical or inefficient or which serves no useful function or purpose.

The equipment outlined in the attached Disposal Schedule no longer serves any useful purpose to City.

The items to dispose of include obsolete vehicles and equipment.

This property may be sold at public auction or to the highest bidder after the solicitation of sealed bids. In some cases the property may be recycled, donated to other non-profit or government entities or traded for fair market exchange of goods or services.

OTHER OPTIONS

Do not authorize the disposal of the listed property.

FISCAL IMPACT

Proceeds from any sales will be deposited into the general fund.

[End Agenda Memo]

6.VII. Contract Award For Electrician Services

[Begin Agenda Memo]

SYNOPSIS:

The City Commission will consider awarding a contract to Crown Electric, Inc. for annual electrician services.

RECOMMENDATION

It is recommended that the City Commission take the following action(s):

1. Approve the award of ITB #18-459R to Crown Electric, Inc.
2. Authorize the City Manager to execute the contract on behalf of the City.

BACKGROUND

The City intends to contract with an electrical contractor for an initial 3-year term (with two possible 1-year renewals) to perform electrical service work on City facilities as needed. City staff advertised an Invitation to Bid on three separate occasions. The first attempt (ITB #18-456) was canceled to restructure the specifications. On the second attempt (ITB #18-459), staff received no responsive and responsible bids.

On the third attempt (ITB #18-459R), one responsive and responsible bid from Crown Electric, Inc., was received.

The bid price received is as follows:

One Licensed Electrical Contractor Hourly Rate \$75

One Licensed Electrical Contractor plus Helper Hourly Rate \$115

After Hours, Emergency Hourly Rate \$150

Parts Mark-up 20%

Emergency Response Time Two (2) hrs.

The City has several facilities in need of electrician services that are beyond the capabilities of our in-house facilities maintenance staff. Securing a contract with a licensed electrician will ensure that all of our current and future electrical needs are addressed. Additionally, the contract will allow for the consultation on and mobilization of future initiatives during the term of the contract. EXHIBIT A of the attached contract provides a blanket scope of service pertaining to the individual, as-needed projects under this contract.

This contract will pertain to electrician services estimated below or equal to the CATEGORY TWO (\$35,000) purchasing threshold. Services estimated above the CATEGORY TWO (\$35,000) purchasing threshold shall be awarded in accordance with Section 2-418 of the City's ordinance.

OTHER OPTIONS

The City Commission may direct staff to re-advertise the Invitation to Bid.

FISCAL IMPACT

There is no fiscal impact to have this contract in place. All non-emergency, facility-related electrical projects will be budgeted annually within each department.

[End Agenda Memo]

Commissioner Curtis Gibson asked for clarification on the bid process. Why did only one company submit a bid. Teresa Allen, Public Services Director Teresa Allen explained that this went out to bid three times and reviewed the process. She explained that many companies are too busy for our small projects. Mr. Fields said they with the increase in building around these companies have more work than they can handle.

Commissioner Curtis Gibson made a motion to approve the contract award. Commissioner Howell seconded the motion.

by voice vote:

Commissioner Curtis Gibson "YES"

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

7. OLD BUSINESS

8. NEW BUSINESS

8.I. Resolution 2019-07, Preliminary Rate Resolution For Fire Protection Services Assessment

[Begin Agenda Memo]

SYNOPSIS:

Preliminary Rate Resolution for Fire Protection Services Assessment

RECOMMENDATION

It is recommended that City Commission adopt Resolution No. 2019-07 providing the Preliminary Rate Resolution for Fire Protection Services Assessment.

BACKGROUND

It is recommended that the City Commission set the Preliminary Fire Protection Services Assessment rate and adopt Preliminary Fire Protection Service Assessment Resolution 2019-07 providing for Fire Protection Services Assessments for fiscal year beginning October 1, 2019.

Staff is recommending the following rate scenario:

Property Category Assessment Rate

Single-Family Per dwelling unit \$146

Multi-Family Per dwelling unit \$ 72

Mobile Home Per dwelling unit \$129

Property Category Assessment Rate

Commercial Per Sq Ft \$.06

Industrial/Warehouse Per Sq Ft \$.01

Institutional Per Sq Ft \$.08

OTHER OPTIONS

Rely solely on the ad valorem taxes to fund fire protection services, equipment, and programs.

FISCAL IMPACT

The estimated net revenue is \$1,024,904. Initial fire protection assessment rates are 45.25% of assessable costs.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2019-07** by title only.

RESOLUTION 2019-07

(Preliminary Assessment Resolution)

A RESOLUTION OF THE CITY OF LAKE WALES, FLORIDA, RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS; PROVIDING AUTHORITY, PURPOSE, AND DEFINITIONS; PROVIDING LEGISLATIVE FINDINGS; DESCRIBING THE METHOD OF ASSESSING FIRE PROTECTION ASSESSMENT COSTS AGAINST PROPERTIES WITHIN THE CITY OF LAKE WALES; DETERMINING THE FIRE PROTECTION ASSESSED COST AND INITIAL FIRE PROTECTION ASSESSMENTS; DIRECTING THE PREPARATION OF AN ASSESSMENT ROLL; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREFOR; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

Dorothy Abbott, Finance Director, reviewed this item.

James Tucker, resident, asked how the rates are determined. Kenneth Fields, City Manager, said from usage. A study was done a few years ago. This information can be provided to him.

Commissioner Howell made a motion to adopt **RESOLUTION 2019-07**. Deputy Mayor Robin Gibson seconded the motion.

by voice vote:

Commissioner Howell "YES"

Deputy Mayor Robin Gibson "YES"

Commissioner Goldstein "YES"

Commissioner Curtis Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

8.II. Resolutions 2019-10, Preliminary Rate Resolution – Brookshire Street Lighting District.

[Begin Agenda Memo]

SYNOPSIS:

Preliminary Rate Resolution for the Brookshire Street Lighting District

RECOMMENDATION

It is recommended that City Commission adopt Resolution No. 2019-10 providing the Preliminary Rate Resolution for the Brookshire Street Lighting District.

BACKGROUND

In 2010, the City of Lake Wales received a petition requesting the creation of a Street Lighting District for the Brookshire subdivision. The District includes the thirty-one (31) decorative street lighting poles. Eighty-seven (87) platted lots are within the street lighting district and the estimated annual street lighting costs are \$13,485. The estimated annual charge per plated lot is \$155.

OTHER OPTIONS

Do not approve Brookshire Street Lighting District special assessment.

FISCAL IMPACT

Annual estimated assessment revenue of \$13,485 is expected to pay all street lighting costs relating to the services, facilities and programs within the Brookshire Street Lighting District.

[End Agenda Item]

Jennifer Nanek, City Clerk, read **RESOLUTION 2019-10** by title only

RESOLUTION 2019-10

A RESOLUTION OF THE CITY OF LAKE WALES, FLORIDA, RELATING TO THE FUNDING OF STREET LIGHTING SERVICES AND FACILITIES WITHIN THE BROOKSHIRE STREET LIGHTING DISTRICT IN THE CITY OF LAKE WALES, FLORIDA; DESCRIBING THE METHOD OF ASSESSING STREET LIGHTING SERVICES AND FACILITIES WITHIN THE BROOKSHIRE STREET LIGHTING DISTRICT IN THE CITY OF LAKE WALES; DIRECTING THE PREPARATION OF AN UPDATED ASSESSMENT ROLL; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Dorothy Abbott, Finance Director, reviewed this item.

Deputy Mayor Robin Gibson made a motion to adopt **RESOLUTION 2019-10**. Commissioner Howell seconded the motion.

by voice vote:

Deputy Mayor Robin Gibson "YES"

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Commissioner Curtis Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

8.III. Board Appointments: Airport Authority, Board Of Adjustment And Appeals, Code Enforcement,

Planning And Zoning

[Begin Agenda Memo]

SYNOPSIS:

Appointments to fill vacancies due to expiration of terms. Most terms expire on July 1st of each year and must be renewed.

RECOMMENDATION

Staff recommends that the Mayor and Commission to make the following appointments as deemed appropriate.

1. Reappoint Clarke Gerard and Charles Clegg to new terms on the Airport Authority expiring on July 1, 2022
2. Reappoint Sue Marino to a new term on the Board of Adjustments and Appeals expiring on July 1, 2022.
3. Reappoint Charlene Bennett and John Gravel to new terms on the Planning and Zoning Board expiring July 1, 2022.
4. Reappoint Ralph Marino to a new term on the Code Enforcement Board expiring July 1, 2022

BACKGROUND

As of July 1, 2019 terms will expire on many of our boards. These are those applying for reappointment or appointment to new terms.

The Mayor makes appointments to various citizen advisory and regulatory boards, commissions, committees, and authorities with the advice and consent of the City Commission (City Charter, Sec. 3.06).

Airport Authority (City Code Sec. 2-41) – The board consists of seven (7) voting members and one (1) non-voting member who is a City Commissioner. At least four (4) voting members must be qualified electors of the City. The remaining members chosen may be persons owning property located within the City of Lake Wales or persons having a business tax receipt issued by the City of Lake Wales, or are airport tenants, with general aviation experience. (3-year term)

The non-voting City Commission member serves for the duration of his or her term as City Commissioner, unless such Commissioner desires to serve a shorter period of time. In such event, the Lake Wales City

Commission shall appoint another city commissioner to serve in the same manner.

- There is no interview process requirement for applicants applying for appointment to this board.
- Members are not required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: 2 Vacancies

Current Members: John Lodge, non-resident 07/01/18 – 07/01/21 P+1
Herb Gillis, non-resident, 02/05/19 – 07/01/21, P
Clarke Gerard, non-resident 06/05/18--07/01/19, P
Charles N. Clegg, resident 07/19/16--07/01/19, 1
Travis Burns, resident 07/01/18 – 07/01/21 1
Robert Ohlinger, non-resident 07/05/17--07/01/20, 1
Barbara Pelisek, non-resident 12/20/16--07/01/20, P+1
Commissioner Curtis Gibson, non-voting member 05/02/17 - 05/07/19, 1
Applying for Re-appointment:
Clarke Gerard, non-resident for a term expiring 7/1/22

Charles Clegg, resident for a term expiring 7/1/22

Board of Zoning Adjustment and Appeals (BOA) (City Code Sec. 23-206.1) – The board consists of five (5) members. Members must be residents. (3 year term)

- An interview process is necessary for new applicants only.
- Members are required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: 2 vacancies

Applying for Re-Appointment: Sue Marino, resident, for a term expiring on 07/01/22.

Current Members: James Boterf, resident 07/01/17,- 07/01/20 3

Deborah Solow, resident 02/19/19 – 07/01/20, P

Sue Marino, resident 02/02/16 – 07/01/19, P+1

Warren Turner, resident 07/05/17 - 07/01/20

Vacant, resident 07/01/16 - 07/01/19

Meetings (City Code Sec. 23-206.2(c)) - The board of appeals shall hold regular meetings at the call of the chair and at such other times as the board may determine. Special meetings may be called by the chair or vice-chair with twelve (12) hours of notice.

Current Meeting Schedule: 3rd Thursday @ 9:00 AM; Commission Chamber

Duties (City Code Sec. 23-206.3) – The Board of Appeals shall:

1. Hear and decide appeals where it is alleged that there is an error in any order, decision or determination of the administrative official in the enforcement of these zoning regulations;
2. Authorize such variance from the terms of these zoning regulations as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of these zoning regulations would result in unnecessary and undue hardship. A variance from the terms of these zoning regulations shall not be granted until a public hearing is held before the board of appeals;
3. Hear and decide appeals where the planning board has denied an application for a special exception use permit or site plan approval;
4. Perform any other duties which are lawfully assigned to it by the city commission.

Planning & Zoning Board (City Code Sec. 23-205.2) – The board consists of seven (7) members. At least four (4) members must reside in the City and three (3) members must either reside in or own real property in the city. (3 year term)

- An interview process is required for new applicants only.
- Members are required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: 3 vacancies, must reside in or own real property in the City

Applying for Reappointment: Charlene Bennett, resident, for a term that would expire 07/01/2022

John Gravel, property owner, for a term that would expire 07/01/2022

Current Members: Vacant 07/01/18 – 07/01/21,

Diane Sims, resident 02/19/19 – 07/01/21, P

Charlene Bennett, resident 07/01/16 – 07/01/19, 3

Linda Bell, resident 08/01/17 – 07/01/21, 1

Narvell Petersen, resident 07/05/17 – 07/01/20, 1

John Gravel, property owner 07/01/16 – 07/01/19, 2

Christopher Lutton, resident 07/01/17 – 07/01/20, P + 1

Meetings (2-133) – The planning board shall hold regular meetings at the call of the chairman on the fourth Tuesday of each month and at such other times as the planning board may determine. Special meetings may be called by the chairman or vice-chairman with twelve (12) hours of notice.

Current Meeting Schedule: - 4th Tuesday @ 5:00 p.m.; Commission Chamber

Rules of procedure (City Code Sec. 23-205.3):

The planning board shall elect from its membership one (1) member to serve as chair and one (1) to serve as vice-chair.

a. The term of the chair and vice-chair named by the planning board shall be for a period of one (1) year with eligibility for re-election.

b. The planning board shall hold regular meetings at the call of the chairman on the fourth Tuesday of each month and at such other times as the planning board may determine. Special meetings may be called by the chair or vice-chair with twelve (12) hours of notice.

c. The planning board shall adopt rules for transaction of its business and shall keep a public record of its resolutions, transactions, findings and determinations which record shall be filed with the official records of the city. The planning board may set a limit on the number of applications which may be scheduled for review on an agenda.

Functions, powers and duties (City Code Sec. 23-205.4) - To act as Local Planning Agency pursuant to the Local Government Comprehensive Planning and Land Development Regulation Act, F.S., ch 163, part II, and perform all functions and duties prescribed therein:

1. To advise and make recommendations to the city commission regarding applications for amendments to the official zoning map and comprehensive plan, rezoning of property, preliminary planned development projects and subdivisions;
2. To consider the need for revision or addition of regulations in these land development regulations and recommend changes to the city commission;
3. To hear and decide applications for special exception use permits and site plans in compliance with these regulations;
4. To perform any other duties which are lawfully assigned to it by the city commission

Code Enforcement Board (City Code Sec. 2-56) – The board consists of seven (7) members. Whenever possible, membership shall include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor. Members must be residents. (3-year term)

- An interview process is necessary for new applicants only.
- Members are required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: 4 vacancies, resident

Current Members: Donald Wilson, resident 12/18/18 – 07/01/21, 1

Wilena Vreeland, resident 07/01/18 – 07/01/21, P+3

Murray Zacharia, resident 06/18/13 – 07/01/19, 2

Ralph E. Marino, resident 11/01/16 – 07/01/19, 1

Vacant, – 07/01/19

Sara Jones resident 10/16/18 – 07/01/21, 1

Don King, resident 12/18/18– 07/01/21, 1 resigned

Applying for Reappointment: Ralph Marino, resident, for a term expiring 7/1/2022

An interview process is necessary for new applicants.

Current Meeting Schedule: 2nd Monday @ 5:00 PM; Commission Chamber

Powers (City Code Sec. 2-57) - The Code Enforcement Board imposes administrative fines and other noncriminal penalties to enforce city health and sanitation, local business tax receipt, fire, building, zoning and sign ordinances when it finds that a pending or repeated violation continues to exist.

In accordance with F.S. 162.08, The Code Enforcement Board has the power to:

1. Adopt rules for the conduct of its hearings.
2. Subpoena alleged violators and witnesses to its hearings. Subpoenas may be served by the sheriff of the county or police department of the municipality.
3. Subpoena evidence to its hearings.

4. Take testimony under oath.
5. Issue orders having the force of law to command whatever steps are necessary to bring a violation into compliance.

OPTIONS

Do not appoint those that have applied.

FISCAL IMPACT

None. These are volunteer boards.

[End Agenda Memo]

Commissioner Curtis Gibson made a motion to reappoint Clarke Gerard and Charles Clegg to new terms on the Airport Authority expiring on July 1, 2022. Commissioner Howell seconded the motion.

by voice vote:

Commissioner Curtis Gibson "YES"

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

Commissioner Curtis Gibson made a motion to reappoint Sue Marino to a new term on the Board of Adjustments and Appeals expiring on July 1, 2022. expiring on July 1, 2022. Commissioner Howell seconded the motion.

by voice vote:

Commissioner Curtis Gibson "YES"

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

Commissioner Terrye Howell made a motion to reappoint Charlene Bennett and John Gravel to new terms on the Planning and Zoning Board expiring July 1, 2022. Commissioner Goldstein seconded the motion.

by voice vote:

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Commissioner Curtis Gibson "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

Commissioner Terrye Howell made a motion to reappoint Ralph Marino to a new term on the Code Enforcement Board expiring July 1, 2022. Commissioner Curtis Gibson seconded the motion.

by voice vote:

Commissioner Howell "YES"

Commissioner Curtis Gibson "YES"

Commissioner Goldstein "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

Mayor Fultz encouraged citizens to apply for vacancies on these boards. He asked that board members recommend appointments of those applying that they would like to see serve.

9. CITY ATTORNEY

Albert Galloway, Jr., City Attorney, said there was no pending or threatening litigation.

10. CITY MANAGER

10.I. Tracking Report

10.II. Social Media Tracking Report

10.III. Commission Meeting Calendar

Kenneth Fields, City Manager, said that the strategic planning workshop is planned for July 29th at the Austin Center. He said that there will be a survey and interview beforehand. It will be open to the public. They will learn how everyone processes information and how decisions are made. It will be 9am - 4pm.

Jennifer Nanek, City Clerk, reminded the Commission of the Workshop on Tuesday June 25th at the Austin Center.

10.IV. Other Meetings & Events Calendar

11. CITY COMMISSION COMMENTS

Commissioner Goldstein said thanks for patience while he was out due to medical reasons. He hopes to be better by the next meeting.

12. MAYOR COMMENTS

Mayor Fultz said that the different classes he attends are a great opportunity.

13. ADJOURNMENT

The meeting was adjourned at 6:51 p.m.

Mayor/Deputy Mayor

ATTEST:

City Clerk