

REGULAR SESSION
June 19, 2006

The Lakeland City Commission met in Regular Session in the Commission conference room. Commissioners Glenn Higgins, Dean Boring, Jim Verplanck, Howard Wiggs, Gow Fields, Edie Yates and Mayor Fletcher were present. City Manager Doug Thomas, City Attorney Tim McCausland, Finance Director Greg Finch and City Clerk Kelly Koos were present.

Mayor Fletcher called the meeting to order at 9 a.m.

INVOCATION

Pastor Keith Conley of Harvest Assembly of God offered the invocation followed by the salute to the flag.

PRESENTATIONS

Lakeland Linder Regional Airport - Airport Security Access Control - John Dubose, Airport Director

PROCLAMATIONS

Year of the Museum - Explorations V

Mayor Fletcher recognized Deborah Wright and her students. These young entrepreneurs were studying to learn about business.

***CONSENT AGENDA**

- *City Commission Minutes June 2-5, 2006
- *Utility Committee Minutes June 5, 2006
- *Memo re: Clean Air Act Designated Representatives

Action: Commissioner Wiggs moved to approve the Consent Agenda. Commissioner Verplanck seconded and the motion carried unanimously.

PUBLIC HEARINGS

Ordinances (Second Reading)

Proposed Ordinance 06-031; Change in Zoning on 8.49 Acres Located South of Griffin Road, East of Kalt Drive and West of North Florida Avenue (1st Rdg 5/1/06)

AN ORDINANCE RELATING TO ZONING; CHANGING THE CLASSIFICATION OR ZONING ON 8.49 ACRES WITHIN THE CITY OF LAKE LAND LOCATED

SOUTH OF GRIFFIN ROAD, EAST OF KALT DRIVE AND WEST OF NORTH FLORIDA AVENUE, PURSUANT TO THE "ZONING CODE OF THE CITY OF LAKELAND, 1993"; MAKING FINDINGS; PROVIDING CONDITIONS; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING AN EFFECTIVE DATE.

Tim McCausland explained that the applicant requested the Commission continue the hearing to September 18, 2006.

Action: Commissioner Verplanck moved to continue the public hearing to September 18, 2006. Commissioner Boring seconded and the motion carried unanimously.

Ordinance 4762; Proposed 06-036; Change in Zoning on 4 Acres Located East of Lakeland Hills Boulevard Approximately 1,100 Feet North of East Robson Street (3445 Lakeland Hills Boulevard) (1st Rdg 6-5-06)

AN ORDINANCE RELATING TO ZONING; CHANGING THE CLASSIFICATION OR ZONING ON 4 ACRES WITHIN THE CITY OF LAKELAND LOCATED EAST OF LAKELAND HILLS BOULEVARD APPROXIMATELY 1,100 FEET NORTH OF EAST ROBSON STREET, PURSUANT TO THE "ZONING CODE OF THE CITY OF LAKELAND, 1993"; MAKING FINDINGS; PROVIDING CONDITIONS; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

Motion: Commissioner Verplanck moved to approve the ordinance. Commissioner Boring seconded.

Mayor Fletcher asked for comments and there were none.

Action: Upon roll call vote Commissioners Yates, Fields, Wiggs, Verplanck, Boring, Higgins and Mayor Fletcher voted aye. Ayes: seven. Nays: zero. The motion carried unanimously.

CITY MANAGER

Recommendation re: City-Owned Property Insurance Valuation Services

On April 6, 2006, the City sent Request for Proposal's (RFP's) for various property valuation firms to evaluate the City's inventory of buildings, personal property and equipment. It has been approximately seven years since the City had its insurable assets independently appraised, and the evaluation would ensure that the City provide adequate levels of coverage in light of increasing trends for replacement costs. The following five firms responded to the RFP:

<u>Firm</u>	<u>Proposed Cost</u>
Maximus, Inc.	\$ 59,000
Hirons & Associates, Inc.	\$180,000
MR Valuation Consulting, LLC	\$190,000
Kroll Associates, Inc.	\$565,000
Suacon Valley Consultants	\$ 46,648 + Time & Expense

The evaluation of submissions was initially conducted by the City's consultant, Waters Risk Management, which considered several factors including but not limited to cost, experience, size of firm and range and quality of services available, qualifications of personnel, especially involving experience with electric utilities and references.

The City did not consider the submission by Suacon Valley Consultants because it did not include a maximum amount. Given the City's 400 buildings and Suacon's billable hourly rate of \$52.50, staff projected the final cost to be well above the \$59,000 maximum cost proposed by Maximus, Inc.

The City held a finalist interview on May 25, 2006, and based on the excellent references and assurance from Maximus that they could complete the scope of work for the proposed fee, the review committee including Waters Risk Management agreed on the selection.

Staff recommended that the City Commission authorize the appropriate City officials to award the bid for Property Insurance Valuation Services to Maximus, Inc. at a proposed cost of \$59,000.

Doug Thomas presented this item to the Commission.

Action: Commissioner Boring moved to approve the recommendation. Commissioner Verplanck seconded and the motion carried unanimously.

Recommendation re: Common Ground Architectural Design Services

On June 5, 2006, the City Commission approved an appropriation of \$130,000 from the Park District II Impact Fee Fund to the Public Improvement Fund for the development of the Common Ground Master Plan, an inclusive play experience built to provide a side-by-side play experience for children of varying abilities and disabilities located at Veterans Park. The City wanted this master plan completed during the fall of 2006 in anticipation of bidding and construction commencement in Fiscal Year 2008. The City wanted construction drawings completed in the spring of 2007 to coincide with fund raising efforts and the auction of the "Kaleidoscope" Butterflies.

In accordance with the proposed schedule, staff recommended a proposed task authorization with the architectural firm of Furr & Wegman, Architects, PA, in

accordance with the City of Lakeland Continuing Contract Agreement for Park and Landscaping Architectural Services. Furr & Wegman would serve as a primary consultant to the City, providing overall project coordination of architectural, civil, structural, mechanical, electrical, plumbing engineering, geotechnical, signage, conceptual landscape plan and irrigation service designs for the playground. The scope of work would include:

- Site analysis
- Development of construction drawings for new and renovated buildings
- Demolition drawings
- Hardscape design and landscape plans including parking, site amenities and signage
- Complete project construction drawings
- Management of the following sub-consultants: Glatting Jackson Kercher Anglin Lopez Rinehart, Inc., BCI Engineers & Scientist, Inc., and Pyramid Engineering, Inc.

The total professional fees for the task authorization were a not-to-exceed amount of \$126,000. Funding was available in the Fiscal Year 2006 Public Improvement Fund through the above noted City Commission action on June 5, 2006. Furr & Wegman would complete the final master plan and presentation drawings by October 1, 2006, and all permitting and construction documents by March 2007.

Staff recommended that the City commission authorize the appropriate City officials to execute the proposed task authorization with Furr & Wegman, Architects, PA, to provide architectural design services for the Common Ground project at the not-to-exceed fee of \$126,000.

Doug Thomas presented this item to the Commission.

Action: Commissioner Verplanck moved to approve the recommendation. Commissioner Boring seconded and the motion carried unanimously.

Miscellaneous Reports and Communications

1. Executive Summary - Utility Committee Meeting

Doug Thomas gave an oral report of the Utility Committee Meeting of June 5, 2006.

2. Out-of-State Travel:

a. June 12 - 13, 2006: Lakeland Electric employees (Carol Rowland & Rick Snyder) traveling to Marlan County, KY for an onsite visit with coal supplier New Coal.

Registration	\$	0.00
Air Fare		1,261.40

Hotel	196.00
Car Rental	0.00
Meals	124.00
Miscellaneous	0.00
Total	\$ 1,581.40

b. July 11 - 13, 2006: Lakeland Commissioner (Gow Fields) traveling to Washington, DC to attend APPA Policy Makers Conference.

Registration	\$ 175.00
Air Fare	278.00
Hotel	500.00
Car Rental	0.00
Meals	61.00
Miscellaneous	200.00
Total	\$ 1,214.00

Utility Committee will meet today at 1 p.m. for the May financial report.

CITY ATTORNEY

Ordinances (First Reading)

Tim McCausland explained the process to approve an ordinance for local government and announced the Commission would hold a public hearing on these ordinances on July 3, 2006.

Proposed Ordinance 06-037; Amending Article 34 of City of Lakeland Land Development Regulations Relating to Permitting of Docks

AN ORDINANCE RELATING TO LAND DEVELOPMENT; AMENDING ARTICLE 34 OF THE CITY'S LAND DEVELOPMENT REGULATIONS RELATING TO DOCKS; DEFINING STANDARD AND EXTRAORDINARY WATER ACCESS STRUCTURES; PROVIDING CONDITIONS; PROVIDING PERMITTING PROCEDURES; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

The foregoing is the title of an ordinance read for the first time by short title only. The Commission will hold the second reading and public hearing on July 3, 2006.

Proposed Ordinance 06-038; Amending Ordinance 4752, Correcting Scrivener's Error

AN ORDINANCE RELATING TO ZONING; AMENDING ORDINANCE 4752 OF THE CITY OF LAKELAND, FLORIDA; CORRECTING A SCRIVENER'S ERROR

WHICH IDENTIFIED AN ORDINANCE BEING AMENDED; MAKING FINDINGS;
PROVIDING AN EFFECTIVE DATE.

The foregoing is the title of an ordinance read for the first time by short title only. The Commission will hold the second reading and public hearing on July 3, 2006.

RESOLUTIONS

Resolution 4535; Proposed Resolution 06-040; Subordination Agreement with Polk County - Yates Road Between West Pipkin Road and Blueberry Drive

A RESOLUTION AUTHORIZING EXECUTION OF AGREEMENTS FOR THE SUBORDINATION OF UTILITY EASEMENTS AT THE WEST RIGHT OF WAY OF YATES ROAD BETWEEN WEST PIPKIN ROAD AND BLUEBERRY DRIVE; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

Motion: Commissioner Verplanck moved to approve the resolution. Commissioner Boring seconded.

Mayor Fletcher asked for comments and there were none.

Action: Upon roll call vote Commissioners Higgins, Boring, Verplanck, Wiggs, Fields, Yates and Mayor Fletcher voted aye. Ayes: seven. Nays: zero. The motion carried unanimously.

Resolution 4536; Proposed Resolution 06-041; Authorizing Mayor to Execute All Documents Necessary to Consummate Sale of 2.17 Acres of City-Owned Property Located at Aviation Drive and Airside Center Drive to Karice, Inc. d/b/a Early Childhood Learning Center

A RESOLUTION OF THE CITY OF LAKE LAND, FLORIDA, AUTHORIZING CITY OFFICIALS TO EXECUTE ALL DOCUMENTS NECESSARY TO CONSUMMATE THE SALE OF 2.17± ACRES OF CITY-OWNED PROPERTY LOCATED AT AVIATION DRIVE AND AIRSIDE CENTER DRIVE; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

Motion: Commissioner Verplanck moved to approve the resolution. Commissioner Boring seconded.

Mayor Fletcher asked for comments and there were none.

Action: Upon roll call vote Commissioners Yates, Fields, Wiggs, Verplanck, Boring, Higgins and Mayor Fletcher voted aye. Ayes: seven. Nays: zero. The motion carried unanimously.

MISCELLANEOUS REPORTS AND COMMUNICATIONS

Memo re: Contract with Black & Veatch Corporation for Engineering Services - English Oaks Phase II

English Oaks Accommodations Phase II was a project to provide a booster pump station and major upgrades to the existing Air Park Pump Station. These assets were required to accommodate the flow expected from the new growth in the southwest area.

On March 3, 2006, the Commission authorized staff to begin competitive negotiations with three firms that had been short-listed to provide services consistent with the requirements of this project. The engineering firm of Black & Veatch Corporation has been determined to be the Consultant most qualified to perform this work for the City.

The terms of the agreement included a total cost of \$1,190,000. As this was a multiyear project, the agreement considered a fee adjustment of 3% per year on Construction Phase Services And Resident (Inspection) Services. The initial schedule presented by Black & Veatch Corporation indicated substantial completion by November 21, 2008, and completion by January 21, 2009 based on a Notice to Proceed of June 30, 2006.

Staff recommended that the Commission authorize the appropriate City Officials to enter into this agreement on behalf of the City.

Tim McCausland presented this item to the Commission.

Action: Commissioner Boring moved to approve the recommendation. Commissioner Verplanck seconded and the motion carried unanimously.

***Memo re: Clean Air Act Designated Representatives**

This proposed agreement designated representatives for the City to interact with the Environmental Protection Agency with regard to issues involving the Clean Air Act.

The Acid Rain Program, a section of the Clean Air Act, required that owners of sources of sulfur dioxide and nitrogen oxide air pollution appoint, by agreement, specific persons to act on behalf of the owner for purposes reporting to the agency offering and accepting Clean Air Act allocation credits, and generally being the one liaison between the regulatory agency and the source. In so doing, they assume

personal liability for the operation of the source and they have some exposure for any emissions violations, which occur.

Staff recommended that the City enter into an agreement, which provided for an indemnification of specific employees who accept this responsibility. Those individuals involved were Antonio Candales, Tim Bachand and Ron Kremann.

Staff recommended that the Commission authorize the appropriate City officials to execute this agreement.

Action: The Commission approved this item on the Consent Agenda.

MAYOR AND MEMBERS OF THE CITY COMMISSION

Designation of Voting Delegate for Florida League of Cities Conference

Action: Commissioner Boring moved to appoint Commissioner Wiggs as Lakeland's voting representative for the FLC Conference with Doug Thomas serving as an alternate.

Municipal Boards Committee

Code Enforcement Board: • Recommendation from Steve Bissonnette and Brian Rewis to appoint Lolita Berrien to the regular member position vacated by Jack Smith and Ellis Hirsch to the alternate member position recently vacated by Adele Oldenburg.

- a. Ms. Berrien's term will expire June 30, 2009.
- b. Mr. Hirsch will fill the remainder of Adele Oldenburg's term, which expires June 30, 2008 and will be eligible for one more term.

Recommendation: Commissioner Verplanck moved to recommend the appointments to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Beautification Board: • Recommendation from Brian Dick to re-appoint Michell Githens whose term expires June 30, 2006. Her new term will expire June 30, 2009.

Recommendation: Commissioner Verplanck moved to recommend the appointment to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Zoning Board of Adjustment and Appeals: • Recommendation from Jim Studiale and Lanny Walker to re-elect the following members whose terms expire June 30, 2006:

- a. Ned Shah whose second term will expire June 30, 2009.
- b. Arthur Matson whose second term will expire June 30, 2009.
- c. Richard Hurst whose second term will expire June 30, 2009.

Recommendation: Commissioner Verplanck moved to recommend the appointments to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Historic Preservation Board: • Recommendation from Steve Bissonnette to re-appoint Thomas Waller whose term expires June 30, 2006. His second term will expire June 30, 2009.

Recommendation: Commissioner Verplanck moved to recommend the appointment to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Citizens Advisory Committee: • Recommendation from Steve Bissonnette to re-appoint Janet Lafond and Otis Preston whose terms expire June 30, 2006. Their second terms will expire June 30, 2009.

Recommendation: Commissioner Verplanck moved to recommend the appointments to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Planning and Zoning Board: • Recommendation from Jim Studiale to re-elect Cindy Petterson who very briefly filled the remainder of Margaret Parry's term, which expired June 30, 2006. Her next term will expire June 30, 2009, and she will be eligible for another term.

Recommendation: Commissioner Verplanck moved to recommend the appointment to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Action: Commissioner Boring reported on the Committee's recommended appointments and the Commission approved the appointments unanimously.

EQUALIZATION HEARINGS 9:40 a.m.

Recess: Commissioner Wiggs moved to recess as the Commission and convene as the Equalization Board. Commissioner Verplanck seconded.

One citizen came forward to say she was waiting on the arrival of her attorney.

Recess: The Equalization Board recessed until 10 a.m.

The Equalization Board reconvened at 10:01 a.m. Commissioners Glenn Higgins, Dean Boring, Jim Verplanck, Howard Wiggs, Gow Fields, Edie Yates and Mayor Fletcher were present.

Tim McCausland presented the assessments to the Equalization Board. A copy of that equalization roll is on file in the agenda packet.

Joan Cecelia Bertagnoli came forward to object to the special assessment at 2417 Derbyshire Avenue.

Tim McCausland explained this was the time for citizens to make comments before the Commission took action.

She felt the house did not need to be demolished.

Brian Rewis explained a hurricane severely damaged the house on Derbyshire in 2004. Staff assumed property owners would repair structures damaged in 2004. Staff did not take action until 2005. Staff sent the "storm letter" in March and waited 30 days to begin taking action. He displayed the photos that he presented at the Code Enforcement hearings.

Mrs. Bertagnoli would not comment on the amount she received from her insurance company.

Motion: Commissioner Verplanck moved to approve the assessment. Commissioner Boring seconded.

Mrs. Bertagnoli said her neighbors ran off her potential contractors. She found other contractors to be dishonest.

Commissioner Fields explained that by the letter from her insurance agency, the house needed to be demolished.

Action: Mayor Fletcher asked for further comments and the motion carried unanimously.

Janie Burton, 305 Crevasse Street

Johnnie Hutchinson, attorney, came to represent the estate of Mrs. Perez. He believed that his client had six months to demolish the trailer because she had a building permit. He asked the Commission to waive the assessment because his client did have a permit and posted it on the property. His position was that the City demolished the trailer in error. When the City issued the permit, it gave clients the right to demolish the trailer themselves.

Palmer Davis said if he had known the respondent had obtained a permit, the City would have given them time to demolish the trailer themselves.

Motion: Commissioner Fields moved to dismiss the assessment for \$4,390 against 305 Crevasse Street. Commissioner Boring seconded.

Mr. Hutchinson said his client would waive any claim to loss of personal property. He would be happy to have his client sign the waiver.

Action: Mayor Fletcher called for the vote and the motion carried unanimously.

Reconvene: Commissioner Wiggs moved to adjourn as the Equalization Board and reconvene as the City Commission. Commissioner Verplanck seconded and the motion carried unanimously.

Commissioner Verplanck announced the passing of Sonny Smith, Capital Projects Inspector.

Commissioner Verplanck received a complaint about trash on the Polk Parkway. Doug Thomas would follow up with the Parks Department.

Commissioner Higgins commented on the activity at Barnett Park.

Commissioner Boring received compliments on the Lake Morton Project.

Recess: The Commission recessed until after the Utility Committee met.

The Lakeland City Commission reconvened in Regular Session in the Commission chambers. Commissioners Glenn Higgins, Dean Boring, Jim Verplanck, Howard Wiggs, Gow Fields, Edie Yates and Mayor Fletcher were present. City Manager Doug Thomas, City Attorney Tim McCausland, Finance Director Greg Finch, and City Clerk Kelly Koos were present.

Mayor Fletcher called the meeting to order at 2:09 p.m.

Memo re: Task Authorization with R.W. Beck for Electric Rate Study

This proposed Task Authorization with R.W. Beck, Inc. was for an electric rate study in the not-to-exceed amount of \$120,000.00. Lakeland Electric performed its own cost of service activities and rate development utilizing InfoIntellect's UtiliPrice application. Last year, Lakeland Electric engaged R.W. Beck, Inc., under its continuing Electric Power Engineering Consultant Services Agreement, to review the City's cost of service study and provide recommendations and guidance. Lakeland Electric would like to reengage the services of R.W. Beck to assist in responding to challenges to proposed electric rates designed based on the cost of service study and negotiations with "contract customers."

The task authorization divided the services into three phases. Phase I would include: (A) the development of a near term projection of revenues and cost; (B) the development of the test year revenue requirements for fiscal year ending September 30, 2007 or other appropriate twelve month period; (C) the collection and analyses of summary data; (D) the review of the adequacy of existing rates;

and (E) a review of the existing and proposed policies and practices pertaining to customer classes, revenue requirements, rate design and contributions in aid of construction. R.W. Beck would deliver the Phase I report to Lakeland Electric in the late summer of 2006, or at some other mutually agreeable date. Completion of Phase I would depend upon the availability of financial and operational information as developed by Lakeland Electric and Consultant, jointly.

Phase II would include: (A) functional analysis and classification of the test year costs; (B) the allocation of the test year revenue requirements between the Client's various customer classes; (C) an analysis of unbundled test year costs; (D) the redesign of existing rates and charges designed to recover the cost of service and incorporating the policies established by Lakeland Electric and the practices recognized by the Public Service Commission {PSC}; (E) the comparison of existing and proposed electric rates; (F) a comparison of electric rates charged by other public and private electric utilities; and (G) participating in meetings with representatives of the client and its customers. R.W. Beck would complete Phase II and deliver a report to the City in the fall of 2006, or mutually agreeable date, with a target date for any new or revised rates to become effective April 1, 2007

If authorized by the City Commission, staff would handle Phase III as a change order to this Task Authorization, billed on a time and expense basis using hourly rates and reimbursable expense provisions contained in the agreement. Activities may include (1) analyses and summaries and (2) other activities, as determined by Lakeland Electric to be necessary.

Lakeland Electric and R.W. Beck would jointly develop a schedule, including interim milestones to meet the needs of Lakeland, and to minimize costs. R.W. Beck expected to deliver the Electric Rate Study to Lakeland Electric by December 31, 2006.

The total not-to-exceed cost was \$120,000 (\$111,040 for labor and \$8960 for reimbursable expenses.) The following table contained a break down of the fee:

	<u>Labor Hours</u>	<u>Labor Cost</u>	<u>Reimbursable Expense</u>	<u>Total</u>
Phase I	395	\$53,160	\$2,950	\$56,110
Phase II	456	57,880	6,010	63,890
Total	851	\$111,040	\$8,960	\$120,000

Staff recommended that the Commission authorize the appropriate City Officials to execute the Task Authorization on behalf of the City.

Tim McCausland presented this item to the Commission

Action: Commissioner Verplanck moved to approve the recommendation. Commissioner Boring seconded and the motion carried unanimously.

Memo re: Task Authorization with R.W. Beck for Strategic Energy Supply Strategy

This proposed task authorization with R.W. Beck was for a not-to-exceed \$150,000.00. The City had engaged R. W. Beck (on a time and material basis) to work with Lakeland Electric's Generation Strategy Group in arriving at a long-term electric energy supply strategy for Lakeland. Identified tasks for R. W. Beck included:

1. Assist in arriving at a "partnership" decision with potential entities on an expedited basis; and
2. Prepare a report defining a long-term electric energy and capacity supply strategy with Integrated Resource Plan (IRP) parameters. That report could be included in future IRP reviews and updates.

To accomplish the foregoing, R.W. Beck would:

1. Participate in discussion groups to review alternatives that have been presented by potential partners in response to inquiries;
2. Review and comment on existing energy supply planning studies;
3. Review and comment on the existing energy supply resources including the ages of units, economic and environmental cost estimates of life extensions or conversions and system loads;
4. Meet with representatives of management and staff of Lakeland Electric to obtain a better understanding of historical and future energy supply planning goals, objectives, policies, approaches, techniques and tolerance for various risks;
5. Facilitate meetings among appropriate members of the staff and management of the City and Lakeland Electric;
6. Provide guidance, insight and training to the management and staff that addresses maximizing flexibility, while minimizing costs; fuel risk; economic/financial risk; technological risk; environmental risk and transmission constraints/congestion concerns;
7. Initiate and maintain a Risk Analysis file and add newly identified risks to this file. Start an ongoing risk analysis process including an appropriate graphic and update periodically when a significant risk factor is added. Send updates to the Client; and
8. Prepare or participate in the development of strategic energy supply plans.

The project budget estimate was as follows:

<u>Description of Task</u>	<u>Estimated Range of Hours</u>	<u>Estimate Budget Range</u>
Attendance At Meetings	30 – 50	\$9,000 - \$15,000
Review Technical Information	100 – 150	\$21,900 - \$32,900
General Analysis	100 – 150	\$21,400 - \$32,100
Production Costing Analysis	100 – 150	\$25,900 - \$36,000
Risk Analysis	40 – 100	\$22,600 - \$34,000
Total	370 – 600	\$100,800 - \$150,000

Staff recommended that the Commission authorize the appropriate City Officials to execute the proposed task authorization on behalf of the City.

Tim McCausland presented this item to the Commission.

Action: Commissioner Verplanck moved to approve the recommendation. Commissioner Boring seconded and the motion carried unanimously.

CALL FOR ADJOURNMENT – 2:10 p.m.

Ralph L. Fletcher, Mayor

Kelly S. Koos, CMC, City Clerk

AGENDA STUDY SESSION
June 19, 2006

The Lakeland City Commission met for the Agenda Study Session in the Commission conference room. Commissioners Edie Yates, Howard Wiggs, Gow Fields, Jim Verplanck, Glenn Higgins, and Mayor Fletcher were present. Commissioner Boring was absent. City Manager Doug Thomas, Finance Director Greg Finch, City Attorney Tim McCausland, Assistant City Manager Stanley Hawthorne, and City Clerk Kelly Koos were present.

Mayor Fletcher called the meeting to order at 7:10 a.m.

Doug Thomas covered the Presentations and Proclamations.

Tim McCausland covered the Public Hearings.

Palmer Davis explained that there would be one party protesting the assessment on 305 Crevasse Street.

Doug Thomas covered the City Manager agenda.

Tim McCausland covered the City Attorney agenda. He would hold the Black & Veatch contracts for approval until after the Utility Committee met. He asked the Commission to recess on Monday and reconvene after the Utility Committee meeting adjourned.

The meeting adjourned at 7:33 a.m.

Ralph L. Fletcher, Mayor

Kelly S. Koos, CMC, City Clerk

**JOINT TRANSPORTATION-AIRPORT COMMITTEE
AND AIRPORT ADVISORY BOARD
June 19, 2006**

The Transportation-Airport Committee met with the Airport Advisory Board in the Commission conference room. Transportation-Airport Committee members Commissioners Glenn Higgins, Gow Fields and Chairman Commissioner Jim Verplanck were present. Airport Advisory Board members Robert Knight, Skip Larson, John Burton and Chairman Mayor Fletcher were present. Tom Arnot of Beechwood Development, Rick Garcia of Sun 'n Fun, Commissioners Edie Yates, Howard Wiggs, Gow Fields, and Dean Boring were present. City Manager Doug Thomas, Community Development Director Jim Studiale, Finance Director Greg Finch, City Attorney Tim McCausland and City Clerk Kelly Koos were present.

Commissioner Verplanck called the meeting to order at 7:34 a.m.

The purpose of this meeting was to receive information regarding a proposed development of a Hilton Garden Inn at Lakeland Linder Regional Airport. The proposed developer, Mr. Tom Arnot representing Beechwood Development, L.L.C. provided a brief presentation.

Tom Arnot went directly into his presentation. A copy of this presentation is available in the agenda packet. He showed photos of their various properties around the country, Hilton Garden Inns. He then reviewed:

- The development team
- Site Plan Overview - they would need permission to extend parking beyond the hotel site on the airport master plan.
- The site plan overlay - there would be no sight obstruction to the terminal building.

The Commission discussed the possible parking shortage. The hotel was open to installing the additional parking. The developer did not include it in the site plan because they were unsure of the Airport Road connection alignment.

Tom Arnot reviewed the exterior design planned for this project.

John Dubose displayed an aerial of the airport and the Commission discussed the alignment of Airport Road.

The Commission discussed the operation of the hotel and the developer's interest in another parcel that may become available in the future.

Tom Arnot discussed their business plan in relation to the Harden Blvd corridor. One action item from this meeting was for the hotel to be moved as far west as possible.

Tom Arnot reviewed the Ground Lease.

Tim McCausland reviewed the material provisions of the Ground Lease. A copy of his memo is in the agenda packet.

The group discussed the term of the agreement and the End of Lease Options. The group also discussed the assignment option. The lease would require continuous operation of the property as a hotel facility.

The group discussed the length of the lease. The lease for 35 years was not out of the ordinary.

The rent would be based on the appraised value of the property. The property would be reappraised every ten years.

Commissioner Verplanck asked for comments from the Airport Advisory Committee.

Tim McCausland asked for approval action from the committee.

Mayor Fletcher wanted to see some publicity on the project and let the citizens' comment.

Tim McCausland was looking for approval in concept subject to the discussion of this workshop

Motion: Commissioner Fields moved to approve the project concept. Commissioner Higgins seconded.

Commissioner Fields did not want the hotel moved so far west that it hurt the opportunity for a second hotel to the west of the property.

Recommendation: Commissioner Verplanck concurred with the motion. The Committee will make the recommendation to the full commission in two weeks.

If the hotel moves west, the developer would add the additional 18 parking spaces to the front of the site.

Once Airport Road was extended, the view corridor would not be as important because people would be entering the airport from a different angle.

The meeting adjourned at 8:31 a.m.

MUNICIPAL BOARDS COMMITTEE
June 19, 2006

The Municipal Board Committee met in the Commission conference room. Members Commissioner Glenn Higgins, Commissioner Jim Verplanck and Chairman Commissioner Dean Boring were present. Commissioners Edie Yates, Howard Wiggs, Gow Fields, and Mayor Fletcher were present along with administrative staff.

Commissioner Boring called the meeting to order at 8:32 a.m.

Code Enforcement Board: • Recommendation from Steve Bissonnette and Brian Rewis to appoint Lolita Berrien to the regular member position vacated by Jack Smith and Ellis Hirsch to the alternate member position recently vacated by Adele Oldenburg.

a. Ms. Berrien's term will expire June 30, 2009.

b. Mr. Hirsch will fill the remainder of Adele Oldenburg's term, which expires June 30, 2008 and will be eligible for one more term.

Recommendation: Commissioner Verplanck moved to recommend the appointments to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Beautification Board: • Recommendation from Brian Dick to re-appoint Michell Githens whose term expires June 30, 2006. Her new term will expire June 30, 2009.

Recommendation: Commissioner Verplanck moved to recommend the appointment to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Zoning Board of Adjustment and Appeals: • Recommendation from Jim Studiale and Lanny Walker to re-elect the following members whose terms expire June 30, 2006:

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b. Arthur Matson whose second term will expire June 30, 2009.

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Historic Preservation Board: • Recommendation from Steve Bissonnette to re-appoint Thomas Waller whose term expires June 30, 2006. His second term will expire June 30, 2009.

Recommendation: Commissioner Verplanck moved to recommend the appointment to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Citizens Advisory Committee: • Recommendation from Steve Bissonnette to re-appoint Janet Lafond and Otis Preston whose terms expire June 30, 2006. Their second terms will expire June 30, 2009.

Recommendation: Commissioner Verplanck moved to recommend the appointments to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Planning and Zoning Board: • Recommendation from Jim Studiale to re-elect Cindy Petterson who very briefly filled the remainder of Margaret Parry's term, which expired June 30, 2006. Her next term will expire June 30, 2009, and she will be eligible for another term.

Recommendation: Commissioner Verplanck moved to recommend the appointment to the City Commission. Commissioner Higgins seconded. Commissioner Boring concurred and the motion carried.

Steve Bissonnette explained that staff was looking for ways to expand their recruiting efforts.

The meeting adjourned at 8:39 a.m.