

Agenda Study Session April 17, 2009

The Lakeland City Commission met for the Agenda Study Session in the Commission conference room. Commissioners Edie Yates, Howard Wiggs, Gow Fields, Justin Troller, Jim Verplanck, Glenn Higgins, and Mayor Fletcher were present. Deputy City Manager Tony Delgado, City Manager Doug Thomas, Community Development Director Jim Studiale, City Attorney Tim McCausland, Finance Director Greg Finch, Assistant City Manager Stanley Hawthorne, and City Clerk Kelly Koos were present.

Mayor Fletcher called the meeting to order at 8:32 a.m.

Doug Thomas covered the Presentations & Proclamations and Requests to Appear from the Public.

Tim McCausland brought up elections and the precinct consolidation proposal. The Commission discussed the issue and the consensus was to consolidate only those locations with a turnout less than 100. The Commission wanted locations to be convenient for the voters. The public was not looking for the City to save money on this issue

Tim McCausland requested to take proposed ordinance 09-022 out of order. Two years ago, the City Manager came up with a proposal that would separate the civil service board and the pension board. The City took the proposed charter amendment to the legislature to make that separation. The issue became complicated because the police officers pension was part of the general pension. Once the pensions were separated, the police pension and the PORF had to be combined into one new plan. That affected different officers differently. Some felt they were losing benefits. The City asked to actuary to come up with a cost neutral method to address the issue. The actuary presented a plan where the officers could freeze their benefits and then prospectively participate in the new plan. Those that chose that option were considered Tier 1. Staff was ready to recommend Commission approval. He wanted to have the first reading on Monday and the second reading on May 18, 2009. That would give staff time to respond to any concerns that may still be out there. There was also a group of officers that fell into Tier 3. They were in the DROP program.

Commissioner Troller asked about Tier 2. Were they going to contribute more than Tier 1? Do the benefits for Tier 1 eclipse Tier 2? Tier 1 had frozen their benefits under the general pension plan. They were expected to contribute more. Tier 3 had dropped so they would have a little more. Tier 2 would be considered the base line. Tier 3 will drop off in 5 years or less. Tony reminded the Commission that after negotiations with the firefighters, their pension would have to be removed from the general plan. Tim explained that the existing retirees could not remain in the old plan, according to the Division of Retirement. The First Reading would be Monday and the Second Reading and Public Hearing would be May 18, 2009.

Tim McCausland explained that staff would like to postpone proposed ordinance 09-017 until the second meeting in June.

Jim Studiale discussed options in Proposed Ordinance 09-018. He was working with the consultant to develop incentives for the industrial customers and not have rates higher than the county in that class. Staff still believed there was merit in viewing the two different type roadways. The City builds urban roads that have higher traffic volumes. The wanted to maintain Option 1 to preserve rights and policy but get the numbers down to the Option 2 range.

Tim McCausland covered the other ordinances for first readings under public hearing.

Doug Thomas covered the City Manager agenda. He removed the Heritage item and offered the following verbal:

- CSX: the Lakeland language to do a PD&E study was still in the bill. He distributed a draft of the letter to Senator Mike Fasano.

Tim McCausland covered the City Attorney agenda.

Greg Finch covered the Finance agenda.

The meeting adjourned at 10:13 a.m.

City Commission Retreat Follow-Up Workshop April 17, 2009

The Lakeland City Commission met for the Retreat Follow-Up Workshop in the Commission conference room. Commissioners Edie Yates, Howard Wiggs, Gow Fields, Justin Troller, Jim Verplanck, Glenn Higgins, and Mayor Fletcher were present. Deputy City Manager Tony Delgado, City Manager Doug Thomas, Community Development Director Jim Studiale, City Attorney Tim McCausland, Finance Director Greg Finch, Assistant City Manager Stanley Hawthorne, and City Clerk Kelly Koos were present.

Mayor Fletcher called the meeting to order at 10:25 a.m.

Greg Finch gave the presentation, a copy of which is on file in the City Clerk's Office. Overall revenue sources would be relatively flat in FY09 and FY10. Reductions would have to be made in Building Inspection in order to offset reductions in building permit revenues. He projected no change in the Utility Dividend formula and Transfers had small increases. The Property Appraiser had advised of a possible 10% decline in taxable values for 2010. The Roll-Forward Rate would result in a millage rate increase, but would keep the City revenues and taxpayer cost unchanged from 2009 to 2010. Retaining the current millage rate would cost the City \$2 million in lost revenue per year.

Expenses Assumptions - under "Normal" Conditions: Ignoring (if we could) the impact of two years investment losses on the Pension Plan Funding, the City could consider holding down 2010 cost increases with moderate increases for 2011 & 2012, with no significant change in service levels or reserves.

The actuary's estimate of funding requirement was an aggregate increase of 10% over the next 3 years. Projections assumed the increase would be shared by employees on 1.8 to 1.0 ratio. This would preclude the possibility of other pay increases and assumed the adoption of the 30 year cost amortization method. By 2012, employees could be paying 12% of their salary towards their pension plan. In addition, projections called for a scenario that outlined potential expense saving mechanisms that involved no planned COLA or merits for 2010, 2011, or 2012 other than the amount needed to offset increase in employee's share of contributions to the pension plan. Even with these proposed cost reductions, the City's reserves would be completely eliminated at the end of three years unless other changes are adopted. This scenario and others will be discussed in depth during the budget prioritization process.

Doug Thomas explained that staff was going to need the Commission's thoughts on the roll-forward millage rate and the proposal to hold down all employee pay increases other than what is needed to fund the pension plan. Without the roll-forward, staff would need to prepare even further budget cuts.

The meeting adjourned at 11:09 a.m.

City Commission Retreat Follow-Up Workshop April 20, 2009

The Lakeland City Commission met for the Retreat Follow-Up Workshop in the Commission conference room. Commissioners Edie Yates, Howard Wiggs, Gow Fields, Justin Troller, Jim Verplanck, Glenn Higgins, and Mayor Fletcher were present. Deputy City Manager Tony Delgado, City Manager Doug Thomas, Community Development Director Jim Studiale, City Attorney Tim McCausland, Assistant City Manager Stanley Hawthorne, and City Clerk Kelly Koos were present.

Doug Thomas called the meeting to order at 11:26 a.m.

Doug Thomas gave opening remarks. The plan today was to update the Commission on the prioritization model presented at the retreat. A copy of his presentation is on file in the City Clerk's Office. Doug reviewed the process the Commission worked through during the retreat and the adding of the Governance Goal. He reminded the Commission of the need for a Strategic Plan. Lakeland had a strong Strategic Plan. Strategic Planning is a continual process of evaluation of where the City has been, what was occurring around the City and where the City was going to meet community needs and expectations. One of the challenges Lakeland faced now more than ever was the need to better connect the value & associated costs of municipal services to our constituencies.

Doug Thomas distributed the Goals and Outcomes Handout. This handout showed the outcomes before and after the green-board exercise at the Commission Retreat. Doug Thomas wanted feedback from the Commission on the new outcomes.

The group discussed the need to include workforce housing under the Growth Management goal. Workforce housing was included in the Safe Attractive Neighborhoods Across the Economic Spectrum. The Commission wanted the workforce housing to be more clearly identified. The Commission thought #4 under Growth Management should separate community from industry with a comma.

The revenue restrictions would be recognized when staff rated the core services based on how they promote the goals set by the Commission.

The group discussed reviewing these outcomes and the background that led up to these outcomes.

Doug was looking to comments from the Commission on the post outcomes. He will provide the background information from the green board exercises and the Commission would have time to review it before the next agenda study session.

At the end of the retreat, the Commission ranked the five goals without the governance goal.

1. Growth Management
2. Quality of Life
3. Economic Opportunity
4. Fiscal Management
5. Communication

Staff used that ranking to weight the goals. The departments would then grade their core services against those goals. At the end of the process, the top 25% would be in Quadrant 1 and so far down the scale. No one really knew what that would look like until staff had completely graded all the core services. This would provide a picture of where the City was spending the dollars and why. This effort was to try to avoid across the board cuts. After seeing the big picture, staff would be able to recommend cuts of different sizes in the different quadrants to get to the goals of the strategic plan.

Knowledge of funding affects prioritization. How would that be captured? If it were listed as an outcome, it would be graded higher. The Commission would have an opportunity to agree or disagree with the rankings.

The three city managers, the finance director, and the internal auditor would conduct the peer reviews. That would serve as the filter for equitability.

The meeting adjourned at 12:38 p.m.

LAKELAND CITY COMMISSION
Regular Session
April 20, 2009

The Lakeland City Commission met in Regular Session in the Commission Chambers. Commissioners Glenn Higgins, Justin Troller, 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 Deputy City Clerk Debbie Cason were present.

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

INVOCATION

Pastor Carol Solovitz of Grace Lutheran Church offered the invocation followed by the salute to the flag.

PRESENTATIONS

Lakeland Police Department – A Communications Plan to Create an Informed & Engaged Citizenry (Chief Boatner & Assistant Chief LePere)

Chief Boatner introduced Assistant Chief LePere, who made the presentation.

Check Presentation for Common Ground Park – John Scott representing the four Rotary Clubs of Lakeland

John Scott and the representatives of the local rotary groups presented the check to Mayor Fletcher and Bill Tinsley.

PROCLAMATIONS

Crime Victims Rights Week

Music Week

Occupational Health Nurses Week

Teen Pregnancy Prevention Awareness Month

Commissioner Troller introduced Shay Guthrie. Shay was a 6th Grader at McKeel Academy. He was career shadowing today and was spending the day with Commissioner Troller.

COMMITTEE REPORTS AND RELATED ITEMS

Municipal Boards & Committees 4/17/09

The Municipal Boards Committee met in the Commission conference room. Commissioners Glenn Higgins & Jim Verplanck (members) were present. Commissioner Edie Yates (chair) was absent. Commissioners Howard Wiggs, Gow Fields, Justin Troller, and Mayor Fletcher were present. Deputy City Manager Tony Delgado, City Manager Doug Thomas, Community Development Director Jim Studiale, Finance Director Greg Finch, City Attorney Tim McCausland, Assistant City Manager Stanley Hawthorne, and City Clerk Kelly Koos were present along with staff and the media.

Commissioner Verplanck called the meeting to order at 8:10 a.m.

Beautification Board

Recommendation from Brian Dick to appoint Michael Simms to fulfill the remainder of Rubert Prevatt's term. Mr. Simms' term would expire November 30, 2009.

Historic Preservation Board

Recommendation from Jim Studiale to appoint Pete Wilson to fill seat vacated by David Rubin. If appointed, Mr. Wilson would serve a three-year term, which would begin April 20, 2009 and expire on April 20, 2012.

Affordable Housing Advisory Committee

Recommendation from Annie Gibson to appoint Gary Smith to fill the "advocate for low-income persons in connection to affordable housing" seat replacing Debra Wright. If appointed, Mr. Smith will fill a three-year term beginning April 20, 2009 and expiring on April 20, 2012.

Affordable Housing Review Committee

Recommendation from Annie Gibson to appoint Gary Smith to fill seat vacated by Robert Fields. If appointed, Mr. Smith will serve a three-year term beginning April 20, 2009 and expiring April 20, 2012.

Recommendation from Annie Gibson to appoint Doretta Wilcox to fill seat vacated by James Gray. If appointed, Ms. Wilcox will serve a three-year term beginning April 20, 2009 and expiring April 20, 2012.

Utility Committee

Recommendation from Mayor Fletcher to re-appoint Stacy Campbell-Domineck for a second three-year term which will expire April 30, 2012 for one of the two Residential Rate, Undesignated Citizen seats.

Central Florida Development Council

Recommendation from Mayor Fletcher to appoint Walt Engle to fulfill the remainder of Greg Ruthven's term, which will expire September 30, 2009.

Polk Transportation Organization Citizen Advisory Committee (TPO-CAC)

Recommendation from Celeste Deardorff to appoint Ken Campbell to fill the City resident vacancy. Mr. Campbell is retiring in June from his current job with Chastain-Skillman Engineering. TPO Board approval, at their June meeting, is also required for this appointment. If appointed, his first meeting with the TPO - CAC would be July 28, 2009.

Action: Commissioner Verplanck reviewed each recommendation and after each recommendation, Commissioner Higgins moved to approve the appointment. Commissioner Verplanck concurred.

The meeting adjourned at 8:15 a.m.

Commissioner Edith L. Yates, Chair

Commissioner Yates presented this committee report to the Commission.

Action: The Commission approved the recommendations unanimously.

Transportation-Airport Committee 4/17/09

The Transportation-Airport Committee met in the Commission conference room. Commissioners Gow Fields & Glenn Higgins (members) and Commissioner Jim Verplanck (chair) were present. Commissioners Edie Yates, Howard Wiggs, Justin Troller, and Mayor Fletcher were present. Deputy City Manager Tony Delgado, City Manager Doug Thomas, Community Development Director Jim Studiale, Finance Director Greg Finch, City Attorney Tim McCausland, Assistant City Attorney Stanley Hawthorne, and City Clerk Kelly Koos were present along with staff and media.

Commissioner Verplanck called the meeting to order at 8:15 a.m.

The purpose of this meeting was to discuss a recommendation regarding a request to vacate a portion of public right-of-way located east of Lakeland Hills Boulevard and south of I-4.

Staff recommended the vacation of a portion of right-of-way generally located east of Lakeland Hills Boulevard and south of I-4. More specifically, this portion of right-of-way was originally intended to serve as an east/west spine road designed to connect Lakeland Hills Boulevard to E. Lake Parker Road. This request was designed to facilitate the land swap between the City of Lakeland and the State of Florida Fish and Wildlife Division. This corridor was originally reserved as part of the American Cyanamid DRI and intended to be a connector

for Bridgewater. That concept had been replaced by several transactions that developed this area as a conservation preserve. The corridor was no longer needed and the state requested that it no longer be considered ROW.

The various City and private utilities had reviewed this request and had no objections to the vacation. However, the City of Lakeland's Public Works Department and Community Development had expressed an interest in acquiring an easement within this corridor to accommodate a future trail system through this east-west route. Negotiating for this provision would occur in the future. Staff recommended that the Commission authorize the appropriate City officials to execute the necessary instruments to complete this vacation.

Tim McCausland presented this item to the Commission.

Action: Commissioner Fields moved to approve the recommendation. Commissioner Higgins seconded and Commissioner Verplanck concurred.

The meeting adjourned at 8:19 a.m.

Commissioner Jim Verplanck, Chair

Commissioner Verplanck presented this committee report to the Commission.

Action: The Commission approved the recommendation unanimously.

Land Acquisition & Disposition Committee 4/17/09

The Land Acquisition & Disposition Committee met in the Commission conference room. Commissioner Justin Troller & Mayor Fletcher (members) and Commissioner Glenn Higgins (chair) were present. Commissioners Edie Yates, Howard Wiggs, and Gow Fields were present. Deputy City Manager Tony Delgado, City Manager Doug Thomas, Community Development Director Jim Studiale, Finance Director Greg Finch, City Attorney Tim McCausland, Assistant City Manager Stanley Hawthorne, and City Clerk Kelly Koos were present along with staff and the media.

Commissioner Glenn Higgins called the meeting to order at 8:22 a.m.

The purpose of this meeting was to discuss the following:

Land Trade with Rogerosa Farms, LLLP at Oak Hill Cemetery

This Exchange Agreement between the City of Lakeland and Rogerosa Farms, LLLP would implement a land exchange at Oak Hill Cemetery. The City and

Rogerosa Farms discovered a mutual desire to trade equal parcels of property on the southern boundary of Oak Hill Cemetery. The exchange would benefit the City by providing upland acreage available for development for cemetery purposes. The realignment of the southern property boundary would allow for establishment of an access road for future development of other property in the vicinity. The City agreed to provide Rogerosa Farms a temporary construction easement over Parcel C. The value of the property had been determined to be \$25,000 per acre, or \$123,500 for each parcel. Under the Agreement, the parties would split the closing costs. Rogerosa Farms would be required to abandon an existing well on the land they would convey to the City. Staff recommended that the Commission authorize the appropriate City officials to execute the Agreement.

Action: Mayor Fletcher moved to approve the recommendation. Commissioner Troller seconded and Commissioner Higgins concurred.

Heritage Town Center Lease

Staff requested to continue this item until May 4, 2009.

Sale of Various City-owned Lots (324 W. 10th Street, 326 W. 10th Street, 402 W. 10th Street, and 705 W. 11th Street) to Lakeland Habitat for Humanity, Inc. Pursuant to City's Urban Homestead Program

This was a contract for the sale of four City-owned lots located at 324 W. 10th Street, 326 W. 10th Street, 402 W. 10th Street, and 705 W. 11th Street to Lakeland Habitat for Humanity, Inc. in conjunction with the City's Urban Homestead Program. Lakeland Habitat had financing and construction plans in place for each property. Upon completion of construction, Habitat would convey the lots to families who have participated in Habitat's "sweat equity" program. Under the contract, the lots would be sold for the amounts set forth below. The full purchase price of each lot would be financed through a City housing lien, which would be forgiven over 10 years at the rate of 10% per year provided the lot continued to be used as the families' homestead.

| Property | House | Purchase Price | Lien | Amount |
|--------------------|--------------|-----------------------|-------------|---------------|
| 324 W. 10th Street | 3 BR / 2 BA | \$16,000 | \$16,000 | |
| 326 W. 10th Street | 3 BR / 2 BA | \$16,000 | \$16,000 | |
| 402 W. 10th Street | 3 BR / 2 BA | \$16,000 | \$16,000 | |
| 705 W. 11th Street | 4 BR / 2 BA | \$16,000 | \$16,000 | |

The standard \$1,000 purchase fee would be waived on the aforementioned lots in accordance with the Memorandum of Understanding executed between the City and Lakeland Habitat for Humanity in consideration for lots on W. Thomas Street previously sold to Habitat for Humanity by the City that were deemed unbuildable due to the existence of underground pipes not identified at the time

of the sale. Staff recommended that the Commission authorize the appropriate City officials to execute the necessary instruments to complete this transaction.

Action: Mayor Fletcher moved to approve the recommendation. Commissioner Troller seconded and Commissioner Higgins concurred.

The meeting adjourned at 8:28 a.m.

Commissioner Glenn E. Higgins, Chair

Commissioner Higgins presented this committee report to the Commission.

Action: The Commission approved the recommendations unanimously.

APPROVAL OF CONSENT AGENDA

All items listed with an asterisk (*) were considered routine by the City Commission and enacted by one motion. There was no separate discussion of these items unless a City Commissioner or Citizen so requested, in which event the item was removed from the consent agenda and considered in its normal sequence.

- * City Commission 4/3/09 – 4/6/09
- * Utility Committee 4/6/09
- * Airport Advisory Board 2/24/09 – 3/31/09
- * Memo re: Use Agreement with Polk Museum of Art for Mayfaire by the Lake
- * Memo re: Waiver of 5:01 p.m. Hearing
- * Memo re: Memorandum of Agreement with SWFWMD for Lake Hancock Lake Level Modification Project
- * Memo re: Partial Vacation of Utility Easement – 1606 Hollingsworth Creek
- * Memo re: Partial Vacation of Utility Easement – 505 South Wilson Avenue
- * Appropriation and Increase in Estimated Revenue – Various Funds for FY 2009
- * Appropriation – General Fund
- * Appropriation and Increase in Estimated Revenue – General Fund

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

APPROVAL OF MINUTES (with any amendments)

- * City Commission 04/04/09 – 04/06/09
- * Utility Committee 04/06/09
- * Airport Advisory Board 02/24/09 – 03/31/09

Action: These items were approved on the consent agenda.

REQUESTS TO APPEAR FROM THE GENERAL PUBLIC

Carol Castagnero – Code Enforcement and Fuel Adjustment Credit

Carol Castagnero appeared before the Commission to express her concerns over the Code Enforcement Division.

Roger Haar, President of Historic Lakeland Inc. – Repair and Restoration of the Old Federal Building located at 124 South Tennessee Avenue

Roger Haar appeared before the Commission and urged them to begin repairs on the Old Federal Building. He made a power point presentation of the building's history and stressed the need of the city to repair and restore the landmark structure.

The matter was referred to staff.

PUBLIC HEARINGS

Ordinances (Second Reading)

Ordinance 5085; Proposed 09-010; Annexation of Approximately 6/5 Acres Located North of Old Combee Road, South of North Road 33, East of the Current City Limits and West of Lakeland Commerce Parkway (1st reading 4/6/09)

AN ORDINANCE RELATING TO VOLUNTARY ANNEXATION INCLUDING WITHIN THE TERRITORIAL LIMITS OF THE CITY OF LAKELAND, FLORIDA, THAT CERTAIN 6.5 ACRES LOCATED NORTH OF OLD COMBEE ROAD, SOUTH OF NORTH ROAD 33, EAST OF THE CURRENT CITY LIMITS AND WEST OF LAKELAND COMMERCE PARKWAY; FINDING COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES; MAKING FINDINGS; 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 Higgins seconded.

Mayor Fletcher asked for comments. There were none.

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

Ordinance 5086; Proposed 09-016; Conditional Use to Allow a Day Spa on Property Located at 200 Allamanda Drive (1st reading 4/6/09)

AN ORDINANCE RELATING TO ZONING; APPROVING A CONDITIONAL USE FOR A DAY SPA ON PROPERTY LOCATED AT 200 ALLAMANDA DRIVE; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

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

Mayor Fletcher asked for comments and there were none.

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

Proposed 09-017; Amending Section 102 of the Lakeland City Code; Providing for Amendments to the Industrial Pretreatment Program (1st reading 4/6/09)

AN ORDINANCE RELATING TO WASTEWATER; AMENDING CHAPTER 102 OF THE CODE OF THE CITY OF LAKE LAND, FLORIDA; PROVIDING NEW AND AMENDED DEFINITIONS; REVISING COMPLIANCE STANDARDS; ESTABLISHING AN AFFIRMATIVE DEFENSE; ESTABLISHING LOCAL LIMITS FOR WEST LAKE LAND WASTE LOAD REDUCTION FACILITY; ESTABLISHING LOCAL LIMITS FOR BIOCHEMICAL OXYGEN DEMAND (BOD) AND CONDUCTIVITY; ESTABLISHING NATIONAL CATEGORICAL PRETREATMENT STANDARDS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

Action: Commissioner Verplanck moved to continue this item to June 15, 2009. Commissioner Higgins seconded and the motion carried unanimously.

Proposed 09-018; Amending Ordinance 4999; Providing for and Amended Transportation Impact Fee Schedule (1st reading 4/6/09)

AN ORDINANCE RELATING TO IMPACT FEES; AMENDING ORDINANCE 4999; ADOPTING AN UPDATED TRANSPORTATION IMPACT FEE STUDY; UPDATING METHODOLOGY FOR CALCULATING INDEPENDENT IMPACT ANALYSIS; PROVIDING FOR AN AMENDED TRANSPORTATION IMPACT FEE SCHEDULE; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

Action: Commissioner Verplanck moved to continue this item to May 4, 2009. Commissioner Yates seconded and the motion carried unanimously.

Ordinances (First Reading)

Proposed 09-011; Large Scale Amendment #LS-09-002 to Future Land Use Map Assigning Use to 24.2 Acres Located North of Drane Field Road and South of Carillon Boulevard, West of Airport Road

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; PROVIDING FOR A LARGE SCALE AMENDMENT #LS-09-002 TO THE FUTURE LAND USE MAP FOR APPROXIMATELY 24.2 ACRES LOCATED NORTH OF DRANE FIELD ROAD AND SOUTH OF CARILLON BOULEVARD, WEST OF AIRPORT ROAD, ATTACHED TO ORDINANCE 4140, WHICH ADOPTED THE LAKELAND COMPREHENSIVE PLAN 2000-2010; MAKING A DETERMINATION THAT THIS ACTION IS EXEMPT FROM REVIEW BY THE DEPARTMENT OF COMMUNITY AFFAIRS; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Mayor Fletcher asked for public comment. There was none.

Tim McCausland announced the Final Reading and Public Hearing would be on May 18, 2009.

Celeste Deardorff presented a map of the project and gave a brief update.

Neil Frazie of MSCW, represented the property owner and the developer. His firm was working with staff on potential noise issues.

The group discussed the development's affect on the neighbors and buffering.

Mr. Frazie committed to staying out of the wetlands. They would not have any impact to the wetland vegetation.

Mayor Fletcher asked for additional comments and there were none.

Proposed 09-012; Large Scale Amendment #LS-09-003 to Future Land Use Map Assigning Use to 129.8 Acres Located North and South of Swindell Road, East of County Line Road

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; PROVIDING FOR A LARGE SCALE AMENDMENT #LS-09-003 TO THE FUTURE LAND USE MAP FOR APPROXIMATELY 129.8 ACRES LOCATED NORTH AND SOUTH OF SWINDELL ROAD, EAST OF COUNTY LINE ROAD, ATTACHED TO ORDINANCE 4140, WHICH ADOPTED THE LAKELAND COMPREHENSIVE PLAN 2000-2010; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title and explained this was a public hearing and a transmittal approval.

Celeste Deardorff gave a brief presentation. The amendment was not exempt as it was on land newly annexed into the City.

Mayor Fletcher asked for any comments from the public. There were none.

Action: Commissioner Verplanck moved to authorize transmittal of this ordinance to the Department of Community Affairs. Commissioner Higgins seconded and the motion carried unanimously.

Proposed 09-013; Establishing Zoning on 129.8 Acres North and South of Swindell Road, East of County Line Road

AN ORDINANCE RELATING TO ZONING; CHANGING THE CLASSIFICATION OR ZONING ON 129.8 ACRES LOCATED NORTH AND SOUTH OF SWINDELL ROAD, EAST OF COUNTY LINE ROAD WITHIN THE CITY OF LAKELAND, 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.

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 May 18, 2009.

Proposed 09-014; Large Scale Amendment #LS-09-004 to Future Land Use Map Assigning Use to 228.9 Acres Located Southeast of SR 33, West of East Lake Parker Drive and North of Lake Parker

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; PROVIDING FOR A LARGE SCALE AMENDMENT #LS-09-004 TO THE FUTURE LAND USE MAP FOR APPROXIMATELY 228.9 ACRES LOCATED SOUTHEAST OF S.R. 33, WEST OF EAST LAKE PARKER DRIVE AND NORTH OF LAKE PARKER, ATTACHED TO ORDINANCE 4140, WHICH ADOPTED THE LAKELAND COMPREHENSIVE PLAN 2000-2010; MAKING A DETERMINATION THAT THIS ACTION IS EXEMPT FROM REVIEW BY THE DEPARTMENT OF COMMUNITY AFFAIRS; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Celeste Deardorff gave a brief presentation. This land was exempt from DCA review because the land was already inside the city limits. This was subject to the land swap.

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 May 18, 2009.

Proposed 09-015; Establishing Zoning on 36.6 Acres Located East of Lakeland Hills Boulevard and West of Lake Crago

AN ORDINANCE RELATING TO ZONING; CHANGING THE CLASSIFICATION OR ZONING ON 36.6 ACRES OF TENOROC FISH MANAGEMENT AREA LOCATED EAST OF LAKELAND HILLS BOULEVARD AND WEST OF LAKE CRAGO LOCATED WITHIN THE CITY OF LAKELAND, 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.

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 May 18, 2009.

Proposed 09-020; Text Amendment #T-09-005 to the Intergovernmental Coordination Element of the Lakeland Comprehensive Plan to Update the Certification Area Illustration

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; PROVIDING FOR TEXT AMENDMENT #T-09-005 TO THE LAKELAND COMPREHENSIVE PLAN 2000-2010 AS ADOPTED BY ORDINANCE 4140 TO UPDATE THE CERTIFICATION AREA ILLUSTRATION TO THE INTERGOVERNMENTAL COORDINATION ELEMENT; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title and explained this ordinance was for transmittal to DCA.

Celeste Deardorff gave a brief presentation on this ordinance.

Mayor Fletcher asked for comments and there were none.

Action: Commissioner Verplanck moved to authorize transmittal of this ordinance to the Department of Community Affairs. Commissioner Higgins seconded and the motion carried unanimously.

Proposed 09-021; Text Amendment #T-09-006 to the Future Land Use Element of the Lakeland Comprehensive Plan to Update the Business Park Category

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; PROVIDING FOR TEXT AMENDMENT #T-09-006 TO THE FUTURE LAND USE ELEMENT OF THE LAKELAND COMPREHENSIVE PLAN 2000-2010 AS ADOPTED BY ORDINANCE 4140 TO UPDATE THE BUSINESS PARK CATEGORY; MAKING A DETERMINATION THAT THIS ACTION IS EXEMPT FROM REVIEW BY THE DEPARTMENT OF COMMUNITY AFFAIRS; 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 May 18, 2009.

Celeste Deardorff gave a brief presentation on this ordinance.

Resolutions

Resolution 4756; Proposed 09-022; Declaring Intent to Vacate a Portion of Public Right-of-Way Located East of Lakeland Hills Boulevard and South of I-4

A RESOLUTION RELATING TO PUBLIC RIGHT-OF-WAY; DECLARING INTENTION TO ADOPT AN ORDINANCE VACATING A PORTION OF PUBLIC RIGHT-OF-WAY LOCATED EAST OF LAKELAND HILLS BOULEVARD AND SOUTH OF I-4 AND PART OF THE BRIDGEWATER DEVELOPMENT OF REGIONAL IMPACT, WITHIN THE CITY OF LAKELAND; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

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

Mayor Fletcher asked for comments. There were none.

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

EQUALIZATION HEARINGS – none

COMMUNITY REDEVELOPMENT AGENCY – none

CITY MANAGER – none

CITY ATTORNEY

Ordinances (First Reading)

Proposed 09-022; Amendment to Police Officers' Defined Benefit Retirement Fund

AN ORDINANCE OF THE CITY OF LAKELAND RELATING TO PENSIONS; AMENDING AND RESTATING CHAPTER 62, ARTICLE II, DIVISION 3, OF THE LAKELAND CITY CODE, CITY OF LAKELAND POLICE OFFICERS' DEFINED BENEFIT RETIREMENT SYSTEM; ADDING SECTIONS 62-51 THROUGH 62-82 INCLUSIVE OF THE CODE OF ORDINANCES OF THE CITY OF LAKELAND; PROVIDING FOR DEFINITIONS; PROVIDING FOR MEMBERSHIP; PROVIDING FOR A BOARD OF TRUSTEES; PROVIDING FOR FINANCES AND FUND MANAGEMENT; PROVIDING FOR CONTRIBUTIONS; PROVIDING FOR APPLICABILITY; PROVIDING FOR BENEFIT AMOUNTS AND ELIGIBILITY; PROVIDING FOR PRE-RETIREMENT DEATH BENEFITS; PROVIDING FOR DISABILITY BENEFITS; PROVIDING FOR VESTING OF BENEFITS; PROVIDING OPTIONAL FORMS OF BENEFITS; PROVIDING FOR BENEFICIARIES; PROVIDING CLAIMS PROCEDURES; PROVIDING FOR REPORTS TO THE DIVISION OF RETIREMENT; PROVIDING FOR A ROSTER OF RETIREES; PROVIDING FOR A MAXIMUM PENSION LIMITATION; PROVIDING FOR DISTRIBUTION OF BENEFITS; PROVIDING MISCELLANEOUS PROVISIONS; PROVIDING FOR REPEAL OR TERMINATION OF THE SYSTEM; PROVIDING FOR DOMESTIC RELATIONS ORDERS AND EXEMPTION FROM EXECUTION AND NON-ASSIGNABILITY; PROVIDING FOR PENSION VALIDITY; PROVIDING FOR FORFEITURE OF PENSION UNDER CERTAIN CIRCUMSTANCES; PROVIDING FOR CONVICTION AND FORFEITURE, FALSE, MISLEADING OR

FRAUDULENT STATEMENTS; PROVIDING FOR INDEMNIFICATION AND DEFENSE OF CLAIMS; PROVIDING FOR DIRECT TRANSFERS OF ELIGIBLE ROLLOVER DISTRIBUTIONS; PROVIDING FOR PURCHASE OF CREDIT FOR MILITARY SERVICE PRIOR TO EMPLOYMENT; PROVIDING FOR THE PURCHASE OF CREDITED SERVICE FOR ABSENCES PURSUANT TO THE FAMILY AND MEDICAL LEAVE ACT; PROVIDING FOR THE PURCHASE OF CREDITED SERVICE FOR PRIOR POLICE SERVICE; PROVIDING FOR A DEFERRED RETIREMENT OPTION PLAN; PROVIDING FOR RE-EMPLOYMENT AFTER RETIREMENT; PROVIDING FOR AN ACTUARIAL GAIN SHARING ACCOUNT; PROVIDING FOR SURVIVORS' BENEFITS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND 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 May 18, 2009.

Proposed 09-023; Amendment to City of Lakeland Employees' Pension Plan – Removing Police Members

AN ORDINANCE RELATING TO THE CITY OF LAKEland EMPLOYEES' PENSION AND RETIREMENT SYSTEM (THE "PLAN"); AMENDING SECTIONS 21, 23, 24, 26, 27 AND 32 OF ARTICLE II OF DIVISION II OF THE CHARTER OF THE CITY OF LAKEland, FLORIDA; TO REMOVE SPECIFIC PROVISIONS OF THE PLAN THAT ONLY APPLY TO POLICE MEMBERS; 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 May 18, 2009.

Proposed 09-024; Vacating a Portion of Public Right-of-Way Located East of Lakeland Hills Boulevard and South of I-4

AN ORDINANCE RELATING TO PUBLIC RIGHT-OF-WAY; MAKING FINDINGS; VACATING A PORTION OF PUBLIC RIGHT-OF-WAY LOCATED EAST OF LAKEland HILLS BOULEVARD AND SOUTH OF I-4 AND PART OF THE BRIDGEWATER DEVELOPMENT OF REGIONAL IMPACT, WITHIN THE CITY OF LAKEland; AUTHORIZING RECORDING OF A CERTIFIED COPY OF THIS ORDINANCE; 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 May 4, 2009.

Resolutions

Resolution 4757; Proposed 09-023; Related to City of Lakeland Investment Policy, Related to Retirees' Health Insurance Trust Fund

A RESOLUTION RELATING TO INVESTMENT POLICIES; MAKING THE RETIREES' HEALTH INSURANCE TRUST FUN SUBJECT TO THE EXISTING INVESTMENT POLICY; MAKIN FINDINGS; PROVIDING AN EFFECTIVE DATE.

Tim McCausland read the short title.

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

Mayor Fletcher asked for comments and there were none.

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

Miscellaneous Reports and Communications

***Memo re: Use Agreement with Polk Museum of Art for Mayfaire by the Lake**

This was a proposed Use Agreement with the Polk Museum of Art for the Mayfaire by the Lake annual event scheduled for May 8, 2008 through May 10, 2009

The Agreement allowed for the Polk Museum to have exclusive use and control of the property located generally at Lake Morton, including all rights of ways, sidewalks and other public property, for the term of 9:00 a.m. on Friday, May 8, 2009 through 7:00 p.m on Sunday, May 10, 2009. The Museum shall pay the City a fee for the use of the premises intended as reimbursement for the support services provided.

Polk Museum of Art was required to maintain general liability insurance and indemnify, hold harmless and defend the City from any and all claims that may arise. A Parks and Recreation Director had also been appointed to enter the premises during the term of this Agreement to perform inspections deemed necessary. Other provisions required the Museum to maintain the premises

during the term of the Agreement and repair any damage to the premises that occurred during the term of the Agreement.

Staff recommended that the Commission authorize the appropriate City Officials to execute this Agreement.

Action: The Commission approved this item on the consent agenda.

***Memo re: Waiver of 5:01 p.m. Hearing**

During the month of May, the Community Development Department would be presenting the Commission with various amendments to the Comprehensive Plan to include land use and text amendments as well as zoning changes, which would require at least one hearing after 5:00 p.m.

Staff requested that the Commission waive the statutory requirement that at least one of the hearings on these matters be held after 5:00 p.m.

Action: The Commission approved this item on the consent agenda.

***Memo re: Memorandum of Agreement with SWFWMD for Lake Hancock Lake Level Modification Project**

The Southwest Florida Water Management District had undertaken a project to restore minimum flows to the upper Peace River by raising the water level of Lake Hancock. The District's project had the potential to impact a portion of the City's Oak Hill Cemetery in the event of a 100-year flood. In order to address this potential impact, the District had agreed to fund a study to evaluate the potential impact and to provide the funding necessary to construct mutually agreed-upon improvements to reduce any identified impact.

Under the Agreement, SWFWMD would engage the services of BCI Engineers & Scientists, Inc. (BCI). BCI would conduct groundwater and surface water modeling and analysis and geotechnical exploration. From their analysis, BCI would develop engineering alternatives for approval by SWFWMD and the City addressing any identified potential impact. BCI's services would include development of final plans, permitting and construction management. In addition to evaluating impacts on existing cemetery operations, BCI would also develop a master plan for the future expansion of the cemetery and would address potential impacts of the Lake Hancock project on such expansion plans. The City's obligation under the Agreement was to provide SWFWMD with an inundation easement consistent with the water levels established for the Lake Hancock project.

Staff recommended that the Commission authorize the appropriate City officials to execute the Memorandum of Agreement with the Southwest Florida Water

Management District and any instruments necessary to implement the terms of the Memorandum of Agreement.

Action: The Commission approved this item on the consent agenda.

***Memo re: Partial Vacation of Utility Easement – 1606 Hollingsworth Creek**

This was a proposed quit claim deed from the City of Lakeland to Timothy J. Lockard and Colleen K. Lockard, his wife, for the partial vacation of a 25 foot public utility easement located at 1606 Hollingsworth Creek and physically located within parcel number 242829-253980-000090. The applicant was making this request to accommodate the construction of an in-ground pool with an adjoining patio.

The various City and private utilities had reviewed this request and had no objection to the vacation of the described portion of the public utility easement. However, TECO Peoples Gas did indicate that they had facilities within the vicinity, and if any of these facilities need to be relocated, it should be done at the expense of the property owner.

Staff recommended that the Commission authorize the appropriate City officials to execute the quit claim deed.

Action: The Commission approved this item on the consent agenda.

***Memo re: Vacation of Utility Easement – 505 South Wilson Avenue**

This was a proposed quitclaim deed from the City of Lakeland to Centerstate Bank of Florida, N.A. for the vacation of a 10-foot utility easement located at 505 South Wilson Avenue and physically located within parcel number 242819-218000-005080.

The applicant, Robert J. Stambaugh, Esq. of Sharit, Bunn & Chilton, P.A., was making this request on behalf of his client, Centerstate Bank of Florida, the property owner. This property was acquired as part of a real estate foreclosure, and efforts to resell the property revealed an encroachment into the described easement. More specifically, the existing residential structure was constructed over a portion of this easement. To accommodate the sale of this property, the applicant would like to vacate the easement.

The various City and private utilities had reviewed this request and had no objection to the vacation of the described portion of the public utility easement. However, TECO Peoples Gas did indicate that they had facilities within this parcel that lie outside of the area to be vacated. The applicant had since agreed to allow the reservation of an additional easement to cover these facilities. This new easement did not impact the current request.

Staff recommended that the Commission authorize the appropriate City officials to execute the quit claim deed.

Action: The Commission approved this item on the consent agenda.

Memo re: Public Notification of Justice Assistance Grant Award

The Department of Justice recently posted 2009 local allocations for the Recovery Act-Edward Byrne Memorial Justice Assistance Grant (JAG). The Recovery Act, which was signed in February, was part of President Obama's economic stimulus package. Attachment 1 on the agenda item reflected Lakeland's \$229,692 direct award for 2009, while Attachment 2 on the agenda item represented the Police Department's tentative plans for utilizing these funds. The period to expend these funds would run from October 1, 2008 through September 30,2012.

This City Commission meeting would provide an opportunity for citizens and neighborhood or community organizations to comment as mandated.

Staff recommended approval of the grant application and the expenditure of funds for the purposes as set forth therein.

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

FINANCE DIRECTOR

*** Appropriation and Increase in Estimated Revenue – Various Funds for FY 2009**

Throughout the fiscal year, the City received various donations from private individuals that were designated for expenditure on specific projects or operating expenses, at the donor's request. These donations were not included in the original operating budget of the City, because the dollar value could not be anticipated. The City also received reimbursement for certain types of expenses - most notably the reimbursement for overtime duties performed by Lakeland Police Officers. These reimbursements and the associated expenses were not included in the original operating budget of the City, because they could not be forecasted accurately.

The budgeting practice adopted by the City for these transactions was to present these donations and expenses reimbursements to the City Commission semi-annually, at which time the operating budgets would be amended accordingly.

Staff requested that the City Commission authorize an increase in estimated revenue and matching appropriation to the various operating budgets of the City as required based on the listing of donations and expense reimbursements received for the six-month period October 1, 2008 through March 31, 2009.

Action: The Commission approved this item on the consent agenda.

***Appropriation – General Fund**

The Annual Budget for the City’s General Fund included a Contingency line item that was used to accommodate appropriation of relatively small requests for funding and/or budget increases that present themselves during the course of a fiscal year. The 2009 Budget included an original appropriation of \$60,000.

At this point in the budget cycle, the Contingency account had been depleted. The new appropriations from this account thus far during the year were as follows:

| | | |
|----------|----------|--------------------------------------|
| October | \$14,725 | Space Study Needs Assessment |
| November | \$20,000 | Regional Connectivity Summit |
| December | \$11,400 | Federal Building Maintenance account |
| February | \$13,000 | Polk County Aging Services |

In order to accommodate unanticipated budget transfers for the remainder of the fiscal year, staff requested to add an additional appropriation of \$40,000 to the Contingency account.

Staff requested that the City Commission approve an appropriation in the amount of \$40,000 from Unappropriated Surplus to the General Fund Contingency account.

Action: The Commission approved this item on the consent agenda.

***Appropriation and Increase in Estimated Revenue – General Fund**

The Police Department had been awarded a Justice Assistance grant in conjunction with the economic stimulus package approved by the federal government in February.

This grant consisted of an award of \$229,692, which would finance the following expenses within the Police Department:

| | |
|--|---------------|
| 150 X26 Tasers @ \$1,200 each | \$180,000 |
| Mobile Traffic Ticket Writers | 29,708 |
| Target System for Training Center Firing Range | <u>25,000</u> |
| Total | \$234,708 |

The grant provided for 100% financing for all of these items except for the target system, which required a 2% local match.

In order to accommodate the application process for this grant, staff recommended the City Commission approve an appropriation in the amount of \$234,708 and an Increase in Estimated Revenue in the amount of \$229,692 within the General Fund.

Action: The Commission approved this item on the consent agenda.

Appropriation and Increase in Estimated Revenue – Transportation Impact Fee Fund

The proposed East-West Road connecting SR 33 to the new USF-Polytechnic Campus and Pace Road as recommended for funding by the American Recovery and Reinvestment Act (ARRA) had been submitted to the Florida Legislative Budget Commission (LBC) for review and approval. Action by the LBC was expected no sooner than April 15, 2009. The list would then be submitted to the Federal Highway Administration (FHWA) for review and approval. The USF-SR 33 East-West Connector Road would provide a critical connection to the future campus of USF Polytechnic by helping to ensure adequate public safety access, provision of essential public services/utilities and access to public transportation services. The East-West Connector Road would further enhance access to USF Polytechnic's campus for related future student, resident and employee populations, as well as provide access for future employee and resident populations in the Williams DRI and adjoining business/research park developments. As such, this roadway represented a key to many future job opportunities for metro Lakeland and Polk County.

The total funding amount available for the project was \$27,587,175. This money could be utilized for design, construction and CEI. Funding for the project was being channeled through the Florida Department of Transportation (FDOT) with the City of Lakeland assuming the role as the local agency receiving the funds via a Local Agency Participation (LAP) Agreement with the FDOT. An initial hurdle to overcome was the review and approval by the Federal Highway Administration (FHWA) of the Project Development and Environmental (PD&E) study. A tentative public hearing date of August 18, 2009 had been established to present the PD&E study findings and recommendations, to be followed by FHWA review on September 1, 2009. Advertisement of the request for proposals for design-build services to construct the road project should occur by November 1, 2009. In order to meet this aggressive schedule, City staff would need to begin development of the scope of work and subsequent fee negotiations with one of its engineering consultants under continuing contract, to serve as the City's design criteria professional and develop the associated design criteria package. The design criteria package was required to furnish sufficient

information to allow design-build firms to respond to the City's request for proposal for the roadway construction project.

Staff recommended the City Commission approve an appropriation in the amount of \$50,000 from the Transportation Impact Fee Fund to establish a project account for staff time charges and to cover a portion of the estimated fee proposal costs for a design criteria professional agreement.

Action: Commissioner Verplanck moved to approve the appropriation. Commissioner Higgins seconded and the motion carried unanimously.

AUDIENCE – none

MAYOR AND MEMBERS OF THE CITY COMMISSION

Commissioner Higgins noted that City Clerk Kelly Koos' picture was in the Tampa Tribune today. As the Central West Director of the Florida Association of City Clerks, she presented retiring Plant City, City Clerk Virginia Helper, a retirement plaque from the association.

**UTILITY – CONSIDERED AFTER 1 PM UTILITY COMMITTEE MEETING –
none**

CALL FOR ADJOURNMENT – 11:10 a.m.