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Regular Session

July 7, 2025

LAKELAND CITY COMMISSION

Regular Session July 7, 2025

The Lakeland City Commission met in Regular Session in the City Commission Chambers. Mayor Bill Mutz and Commissioners Chad McLeod, Bill Read, Stephanie Madden, Sara Roberts McCarley, Mike Musick and Guy LaLonde were present. City Manager Shawn Sherrouse, City Attorney Palmer Davis, Finance Director Mike Brossart, and City Clerk Kelly Koos were present.

CALL TO ORDER – 9 a.m.

PRESENTATIONS

DoIT - Opportunities of Business Intelligence/Data Sciences in City Departments, (Oscar Torres, DoIT Director & Eric Vaughn, IT Application Services Mgr.)

Beautification Awards (Stacy Smith)

- Residential: Thelma Sherling - 1509 Mockingbird Lane
- Commercial: Central Florida Eye Associates - 814 Griffin Road

PROCLAMATIONS

- 35th Anniversary of the Americans with Disabilities Act
- Parks and Recreation Month

REQUESTS TO APPEAR FROM THE GENERAL PUBLIC – None

APPROVAL OF CONSENT AGENDA

All items listed with an asterisk are considered routine by the City Commission and will be enacted by one motion following an opportunity for public comment. There will be no separate discussion of these items unless a City Commissioner or Citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. For items listed with an asterisk under the Community Redevelopment Agency portion of the agenda, the City Commission shall be deemed to be acting in its capacity as the Community Redevelopment Agency of the City of Lakeland when approving the consent agenda.

**Motion: Commissioner Bill Read moved to approve the Consent Agenda.
Commissioner Mike Musick seconded.**

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Bill Mutz called for the vote and the motion carried 7-0.

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APPROVAL OF MINUTES (with any amendments)

*City Commission Minutes – June 13-16, 2025

Action: The Commission approved this item as part of the Consent Agenda.

REPORTS AND RELATED ITEMS - None

EQUALIZATION HEARINGS

Recess/Convene: The Commission recessed the Regular Session and convened as the Equalization Board.

City Attorney Palmer Davis explained that the City Charter requires that prior to recording a lien against private property, the City Commission convene as the Equalization Board and grant those property owners the opportunity to object to the recording of the lien or ask any questions they might have. If someone present received a notice to appear before the City Commission re a lot cleaning/clearing or demolition assessment, this is the time to address the Commission.

Lots Cleaning and Clearing

Motion: Commissioner Sara Roberts McCarley moved to approve the assessment roll. Commissioner Chad McLeod seconded.

Mayor Bill Mutz asked for comments from the Commission and the audience.

Khalil Majied of Dragon Bay Capital addressed the Commission regarding the property located at 1219 N Brunnell Parkway, Lot25-00052. He requested reconsideration of a previous decision.

Mayor Mutz referred the matter to staff, and consideration of the property will be postponed until next month.

Amended Motion: Commissioner Stephanie Madden moved to amend to remove 1219 N Brunnell from the assessment roll. Commissioner Sara Roberts McCarley seconded.

Mayor Bill Mutz asked for additional comments from the Commission and the audience. There were none.

Action: Mayor Bill Mutz called for the vote and the motion carried 7-0.

Original Motion: Commissioner Sara Roberts McCarley moved to approve the amended assessment roll. Commissioner Chad McLeod seconded.

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Mayor Bill Mutz asked for additional comments from the Commission and the audience. There were none.

Action: Mayor Bill Mutz called for the vote and the motion carried 7-0.

Adjourn/Reconvene: The Equalization Board adjourned, and the City Commission reconvened in Regular Session.

PUBLIC HEARINGS

Ordinances (Second Reading)

Ordinance 6093; Proposed 25-012; Repeal of PUD (Planned Unit Development) Zoning, Attachment "C" of Ordinance 3575 on Approximately 2.67 acres Located North and South of Bon Air Street, East of N. Vermont Avenue, and West of Gilmore Avenue (1st Rdg. 06-16-25)

AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; PROVIDING FOR THE REPEAL OF ATTACHMENT "C" OF ORDINANCE 3575 IN ORDER TO REPEAL PLANNED UNIT DEVELOPMENT ZONING ON APPROXIMATELY 2.67 ACRES LOCATED NORTH AND SOUTH OF BON AIR STREET, EAST OF N. VERMONT AVENUE, AND WEST OF GILMORE AVENUE; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

City Attorney Palmer Davis read the title.

Urban Planning & Transportation Planner Chuck Barnby presented.

Commissioner LaLonde expressed concern that removing the Planned Unit Development (PUD) would eliminate important regulatory "guardrails." He was also concerned about high density on narrow streets and pedestrian safety. He felt that 30 units were too many for the area.

Chuck Barnby said that all streets meet the City's minimum width requirements and that access from two streets would alleviate traffic issues. He noted that the project is within walking distance of transit and near the medical corridor, supporting walkability and access to employment. He also confirmed that each unit would have two on-site parking spaces, meeting code requirements. Additionally, the proposal would allow existing non-compliant homes to be "grandfathered" into compliance.

Commissioner Musick inquired about the developer's past projects in Lakeland.

Commissioner Read opposed the project, citing concerns with density and inadequate parking. He indicated he would vote against it.

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Mayor Mutz pointed out the project's proximity to the medical corridor, highlighting its potential to support walk-to-work living.

Commissioner McLeod asked about the status of the existing homes, and Chuck Barmby clarified that the changes would bring those homes into compliance.

Motion: Commissioner Mike Musick moved to approve the ordinance. Commissioner Sara Roberts McCarley seconded.

Mayor Bill Mutz asked for further comments from the Commission and the audience. There were no further comments.

Action: Upon roll call vote Commissioners Mike Musick, Sara Roberts McCarley, Stephanie Madden, Chad McLeod, and Mayor Bill Mutz voted aye. Commissioners Guy LaLonde and Bill Read voted nay. Ayes-five. Nays-two. The motion carried.

Ordinance 6094; Proposed 25-013; Application of RB (Two-Family Residential) Zoning on Approximately 0.93 Acres Located North of Bon Air Street, East of N. Vermont Avenue and West of Gilmore Avenue (1st Rdg. 06-16-25)

AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; PROVIDING FOR RB (TWO-FAMILY RESIDENTIAL) ZONING ON APPROXIMATELY 0.93 ACRES LOCATED NORTH OF BON AIR STREET, EAST OF N. VERMONT AVENUE AND WEST OF GILMORE AVENUE; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

City Attorney Palmer Davis read the title.

Chucky Barmby presented.

Motion: Commissioner Mike Musick moved to approve the ordinance. Commissioner Chad McLeod seconded.

Commissioner LaLonde inquired about the role of an existing alley in the proposed development area. Chuck Barmby explained that the alley is currently used for solid waste services and utilities. It runs between existing homes, and there are no current development plans for the alley or the adjacent properties.

Commissioner LaLonde was unsure the alley could function effectively as an access point for the new development. Chuck Barmby said alleys are not typically intended for through-traffic and are not used for traveling block to block by vehicle.

Commissioner Roberts McCarley clarified that this alley functions like those in Dixieland, primarily serving purposes such as garbage collection.

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Mayor Bill Mutz asked for further comments from the Commission and the audience. There were no comments.

Action: Upon roll call vote Commissioners Chad McLeod, Stephanie Madden, Sara Roberts McCarley, Mike Musick, and Mayor Bill Mutz voted aye. Commissioners Guy LaLonde and Bill Read voted nay. Ayes-five. Nays-two. The motion carried.

Ordinance 6095; Proposed 25-015; Application of PUD (Planned Unit Development) Zoning to Allow a 30-Unit Single-Family Attached Project on Approximately 1.79 Acres Located at 1046 Gilmore Avenue (1st Rdg. 06-16-25)

AN ORDINANCE RELATING TO ZONING; ADOPTING FINDINGS; PROVIDING FOR PLANNED UNIT DEVELOPMENT ZONING TO ALLOW A 30-UNIT SINGLE-FAMILY ATTACHED RESIDENTIAL PROJECT ON APPROXIMATELY 1.79 ACRES LOCATED AT 1046 GILMORE AVENUE; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

City Attorney Palmer Davis read the title.

Motion: Commissioner Chad McLeod moved to the approve the ordinance. Commissioner Sara Roberts McCarley seconded.

Chuck Barmby presented.

CRA Manager Valerie Ferrell Vaught spoke on behalf of the developer. She explained that the property was made available during a land bank call for workforce housing. The current developer responded to that opportunity.

Housing Programs Manager Mike Smith emphasized that the developer specializes in higher-density projects. The developer has been receptive to feedback and adjusted accordingly. He also noted that the property is currently a vacant lot generating no benefit and reiterated the importance of bringing workforce housing to underutilized spaces, although acknowledged traffic concerns could arise.

Commissioner Roberts McCarley expressed support, highlighting the project's alignment with workforce housing goals. She referenced nearby institutions like Academy Prep and the hospital and noted that increased density near transit will help elevate the neighborhood and support the Memorial Boulevard Corridor Plan.

Commissioner Musick trusted City professionals to ensure the development fits the lifestyle needs of workforce housing.

Commissioner Read raised concerns about potential tree loss resulting from the development.

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Commissioner Guy LaLonde asked if they could continue the item, citing concerns including the developer's absence at the meeting. Palmer Davis explained the Commission can do so.

Motion: Commissioner Guy Lalonde motioned to continue the proposed ordinance to a later date. Commissioner Bill Read seconded.

Palmer Davis informed the Commission that the original motion was still on the floor; therefore, the current proposal would be considered an amendment to that motion.

Commissioner McLeod believed staff did a good job preparing the project and stated that this type of housing is needed. He opposed any further delay.

After referencing Robert's Rules, Palmer Davis explained that the motion to table takes precedence over the underlying motion. Therefore, Commissioner LaLonde's motion to table — seconded by Commissioner Read — must be voted on first.

Mayor Bill Mutz asked for any further comments from the Commission and the audience. There were none.

Action: Upon roll call vote Commissioners Guy LaLonde and Bill Read voted aye to table the ordinance. Commissioners Mike Musick, Sara Roberts McCarley, Stephanie Madden, Chad McLeod, and Mayor Bill Mutz voted nay. Ayes-two. Nays-five. The motion failed.

Mayor Mutz returned to the original motion on the floor.

Action: Upon roll call vote Commissioners Chad McLeod, Stephanie Madden, Sara Roberts McCarley, Mike Musick, and Mayor Bill Mutz voted aye. Commissioners Guy LaLonde and Bill Read voted nay. Ayes-five. Nays-two. The motion carried.

City Manager Shawn Sherrouse clarified that staff was not promoting or initiating the development but was presenting what had been approved by the Planning & Zoning Board. It was noted as unfortunate that the developer was not present to respond to questions.

Resolutions

Resolution 5999; Proposed 25-038; Lots Cleaning and Clearing

A RESOLUTION RELATING TO ASSESSMENTS; DETERMINING THE NECESSITY FOR HAVING CLEANED AND CLEARED CERTAIN PROPERTIES WITHIN THE CITY OF LAKELAND; PROVIDING FOR THE ASSESSMENT OF

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LIENS AGAINST SUCH PROPERTY FOR EXPENSES INCURRED IN THE CLEANING AND CLEARING THEREOF; PROVIDING AN EFFECTIVE DATE.

City Attorney Palmer Davis read the title. He reminded the Commission of their removal of 1219 North Brunnell Parkway (LOT25-00052) from the assessment roll from earlier in the meeting.

Motion: Commissioner Sara Roberts McCarley moved to approve the resolution as amended. Commissioner Mike Musick seconded.

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Upon roll call vote Commissioners Chad McLeod, Stephanie Madden, Bill Read, Sara Roberts McCarley, Mike Musick, Guy LaLonde, and Mayor Bill Mutz voted aye. Ayes-seven. Nays-zero. The motion carried unanimously.

Resolution 6000; Proposed 25-039; Vacating an Existing Public Utility Easement Located at 1411 Timberidge Loop South

A RESOLUTION RELATING TO PUBLIC UTILITY EASEMENTS; MAKING FINDINGS; VACATING AN EXISTING PUBLIC UTILITY EASEMENT LOCATED AT 1411 TIMBERIDGE LOOP SOUTH; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

City Attorney Palmer Davis read the title.

Motion: Commissioner Sara Roberts McCarley moved to approve the resolution as amended. Commissioner Mike Musick seconded.

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Upon roll call vote Commissioners Guy LaLonde, Mike Musick, Sara Roberts McCarley, Stephanie Madden, Bill Read, Chad McLeod, and Mayor Bill Mutz voted aye. Ayes-seven. Nays-zero. The motion carried unanimously.

Resolution 6001; Proposed 25-040; Designating the City Manager as the Administrative Authority Responsible for Final Plat and Replat Approvals

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKE LAND, FLORIDA DESIGNATING THE CITY MANAGER AS THE ADMINISTRATIVE AUTHORITY RESPONSIBLE FOR FINAL PLAT AND REPLAT APPROVALS IN COMPLIANCE WITH FLORIDA LAW; ALLOWING FOR DESIGNEE TO ACT ON CITY MANAGER'S BEHALF; MAKING FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

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City Attorney Palmer Davis read the title and explained that the proposed change aligns with recent state law, which requires plat approvals—primarily ministerial and technical in nature—to be handled at the administrative level.

Currently, these approvals go through the Planning & Zoning Board, but the new law indicates that this step exceeds what is necessary for plat approval.

Motion: Commissioner Guy LaLonde moved to approve the resolution as amended. Commissioner Sara Roberts McCarley seconded.

Commissioner Roberts McCarley confirmed that this new rule from the State of Florida is effective July 1st.

City Manager Shawn Sherrouse added that, historically, the City Manager has always been the one to sign off on plats, but this change is intended to formally streamline and clarify the administrative approval process.

Action: Upon roll call vote Commissioners Chad McLeod, Stephanie Madden, Bill Read, Sara Roberts McCarley, Mike Musick, Guy LaLonde, and Mayor Bill Mutz voted aye. Ayes-seven. Nays-zero. The motion carried unanimously.

COMMUNITY REDEVELOPMENT AGENCY

Recess/Convene: The Commission recessed the Regular Session and convened as the CRA Board.

CRA2025-1; Proposed CRA25-001; Adopting the Memorial Boulevard Economic Development Strategy and Implementation Plan

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKELAND, FLORIDA, ACTING IN ITS CAPACITY AS THE LAKELAND COMMUNITY REDEVELOPMENT AGENCY, ADOPTING THE MEMORIAL BOULEVARD ECONOMIC DEVELOPMENT STRATEGY AND IMPLEMENTATION PLAN; MAKING FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

City Attorney Palmer Davis read the title.

CRA Manager Valerie Ferrell Vaught provided the Commission with a presentation.

Commissioner LaLonde commended CRA Manager Valerie Ferrell Vaught and City staff for their outstanding work on the project.

Motion: Commissioner Guy LaLonde moved to approve the resolution as amended. Commissioner Bill Read seconded.

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Commissioner McLeod inquired about the timing of implementation. Valerie Vaught explained that FDOT design and construction is already programmed, with design scheduled for 2028. Other elements of the plan would depend on external funding and partner engagement.

Commissioner Roberts McCarley raised questions about height and density allowances in the area. Valerie Vaught noted that those issues likely fall under the Land Development Code, and she would follow up accordingly.

In response to a request from Commissioner LaLonde, Valerie Vaught shared that the City had invested approximately \$75,000, with an additional \$11,000 in matching funds from the CRA. Additional funding sources were being explored.

Valerie Vaught emphasized that the strategy reflects not just the City's goals, but a shared community vision—crafted to help developers understand what the CRA and neighborhood residents hope to see.

Mayor Bill Mutz asked for further comments from the Commission and the audience. There were no comments.

Action: Upon roll call vote Commissioners Guy LaLonde, Mike Musick, Sara Roberts McCarley, Stephanie Madden, Bill Read, Chad McLeod, and Mayor Bill Mutz voted aye. Ayes-seven. Nays-zero. The motion carried unanimously.

Adjourn/Reconvene: The CRA Board adjourned, and the City Commission reconvened in Regular Session.

CITY MANAGER

Renewal of Airport Liability Insurance with Ace Property & Casualty Insurance Company

The City's Risk Broker, Arthur J. Gallagher Risk Management Services, Inc., markets the City's Airport Liability Insurance coverage for the Lakeland Linder International Airport (LLIA). The current policy, held by Ace Property & Casualty Insurance Company, expires on June 22, 2025.

Airport Liability insurance provides coverage for the City's operations and facilities at LLIA. The annual premium for the current three-year policy, which began in June of 2022 and increased in 2024 with the addition of commercial flights with Avelo was \$60,975.

As airport operations have expanded over the past three years with increased traffic, passengers and facility usage, staff recommends additional endorsements be added to further protect the City's interests. Airport activity is forecasted to continue growing due to both completed infrastructure improvements and planned investments over the next

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three years. With these ongoing public and private investments, it is prudent to enhance insurance coverage to address increased risks.

The renewal premium from Ace Property & Casualty Insurance Company provides for a three-year policy with an annual premium of \$67,223, which includes coverage enhancements for Terrorism and War and a 7-percent Florida Insurance Guarantee Association (FIGA) charge. FIGA is a nonprofit corporation created by the Florida Legislature in 1970 and provides protection to insurance policyholders and beneficiaries of policies issued by an insurance company that has become insolvent and is no longer able to meet its obligations.

Staff recommended that the City Commission authorize the appropriate City Officials to renew the Airport Liability insurance coverage policy with Ace Property & Casualty Insurance at a total cost of \$201,670 for the three-year term (\$67,223 annually) effective June 23, 2025.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Mike Musick moved to approve the renewal. Commissioner Guy LaLonde seconded.

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Bill Mutz called for the vote and the motion carried 6-0. Commissioner Stephanie Madden was absent at the time of the vote.

Approval of Change Order with American Acquisition Group LLC for Easement Acquisition Assistance for the Western Trunk Sewer Upgrades

The Western Trunk sewer main is one of the City's largest gravity sewer lines. It is an old line that is at capacity and has exceeded its useful life. The Western Trunk Sewer Main replacement project has been underway to replace the existing sewer main and increase capacity to accommodate future growth.

On March 18, 2024, Task Authorization AAG-24-03 with American Acquisition Group LLC (AAG), for easement acquisition services in support of the Western Trunk Gravity Sewer Main replacement project was approved by the City Commission. AAG's original scope of work was to perform title searches, obtain appraisals, review appraisals and provide acquisition assistance. Their scope of work assumed straight-forward easement needs with no impacts and limited information needed from the contractor. A new scope of work is needed due to a redesign of the route with new properties being impacted which are more complex in nature.

The original route went in front of Lakeland Christian School. However, due to safety concerns and a construction budget increase by more than \$80 million, staff presented

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an alternate route to the City Commission for approval. This alternate route mitigated the safety concern in front of Lakeland Christian School and reduced the construction costs by approximately \$7 million. In May of 2024, the City Commission approved the alternate route. While the new route is safer and construction is budget friendly, the tradeoff was increased easement work associated with commercial properties and their complexities which vary with each property. Additionally, the alternate route requires several temporary construction easements.

This change order will be funded with Water Utilities FY2025 budget and is estimated to be completed by December 31, 2025. This Task Authorization is only for acquisition services; the City will be responsible for the purchase of all easement rights. Staff recommended the City Commission approve this change order request and authorize the Water Utilities Department to proceed with increasing AAG's PO by \$185,000 as represented in AAG's offer.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Sara Roberts McCarley moved to approve the change order. Commissioner Mike Musick seconded.

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Bill Mutz called for the vote and the motion carried 7-0.

Approval of Change Order with Vogel Bros. Building Co. for Additional Pile Installation at the Glendale Chlorine Contact Chamber and Effluent Pump Station Project

This proposed change order is with Vogel for additional helical pile extensions at the Glendale Chlorine Contact Chamber and Effluent Pump Station at the Glendale Wastewater Treatment Plant. The scope of work for this project includes the construction of a three-basin chlorine contact chamber, eight vertical turbine pumps, and an electrical building equipped with backup generators and a fuel tank. Additionally, the project includes the installation of a surge tank, pipe extensions, force mains, and associated infrastructure such as electrical instrumentation, system controls, and extensive site work. Collectively, the new pump station and contact chamber are designed to replace Glendale's existing main effluent pump station and the wetlands pump station, both of which have reached the end of their operational lifespan.

The change order is necessary due to unforeseen soil conditions at the depths of the installation of these piles. Geotechnical investigation occurred during the design of the project with specific soil borings, but due to the nature of Florida soils and large location of the pile installations, differences in the soil profiles were encountered. The piles were proposed with an anticipated depth of 21 feet; each helical pile composed of three 7-ft segments attached together. Piles were advanced until design torque values were

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achieved. As a result, many of the pile locations were installed beyond the planned depth; a few as deep as 80-90 feet below land surface.

The City's Purchasing Division issued Bid No. 2023-ITB-168 to perform the scope of work. Vogel was awarded the contract on May 6, 2024. Vogel is the prime contractor for this project and Coastal Foundation Solutions is a subcontractor for the installation of helical piles under the foundation of the chlorine contact chamber.

This project is being funded through a loan from the Florida Department of Environmental Protection's State Revolving Fund.

Staff recommended that the City Commission approve and authorize the appropriate City officials to execute a Change Order with Vogel Bros. Building Co., for the additional pile lengths at the Glendale Chlorine Contact Chamber and Effluent Pump Station in the amount of \$204,926.40.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Mike Musick moved to approve the change order. Commissioner Guy LaLonde seconded.

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Bill Mutz called for the vote and the motion carried 7-0.

Task Authorization with Black & Veatch, Inc. for a Glendale WWTP Capacity Analysis

Staff seeks approval of a Task Authorization with Black & Veatch, Inc. for professional services to assist the Water Utilities Department with a Glendale Wastewater Treatment Plant (WWTP) Capacity Analysis.

The City is experiencing and expecting significant growth, thereby increasing demand on its wastewater infrastructure. Water Utilities wants to ensure that Glendale WWTP is appropriately sized or configured to support this expected growth. The capacity study aims to benefit residents, businesses, and critical community facilities within Lakeland's Glendale wastewater service area by developing a strategy to modernize wastewater infrastructure, maintain reliable service, continue compliance with regulatory requirements, consider possible future regulatory changes, and meet established level of service goals. A process model will also be developed.

Black & Veatch will utilize the City's 2023 Wastewater Master Plan model that has growth projections for 5-yr increments out to 2045 and determine upgrades necessary to support these projections. Identified projects will be placed in Wastewater Capital Improvement Plan.

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All services pursuant to this Task Authorization will be performed in accordance with the terms and conditions set forth in the Continuing Agreement for Municipal Engineering Services between the City and Black & Veatch previously approved by the City Commission on September 7, 2021. The total not-to-exceed cost associated with this Task Authorization is \$499,765.

This project was initially budgeted in the Wastewater Renewal & Replacement Fund in the amount of \$250,000, however, the cost for the project came in at \$499,765 due to septic to sewer capacity forecasting and plant hydraulic modeling. This project qualifies for Impact Fee funding. At the time of budgeting the Impact Fee funding was limited, with the increase in Impact Fees this fiscal year there is now sufficient funds to cover the project.

Staff recommended that the City Commission authorize a de-appropriation and decrease in estimated revenues of \$250,000 in the Wastewater Renewal and Recovery Fund and authorize an appropriation and increase in estimated revenues of \$499,765 in the Wastewater Impact Fee Fund from the Unappropriated Surplus of the Wastewater Utilities Impact Fee Fund.

Staff also recommended that the City Commission approve the Task Authorization with Black & Veatch, Inc. for the Glendale WWTP Capacity Analysis and authorize the appropriate City officials to execute the Task Authorization.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Sara Roberts McCarley moved to approve the task authorization. Commissioner Chad McLeod seconded.

Commissioner McLeod asked for information about forecasting the impact of transitioning from septic systems to sewer connections. Robbie Kniss explained that the State is increasingly encouraging municipalities to understand and plan for the impacts of septic-to-sewer conversion, and that this capacity analysis will help determine whether the Glendale WWTP will be sufficient to handle increased flow from such conversions.

Commissioner Roberts McCarley noted that many residents on larger tracts of land have historically relied on septic systems, but the State is now pushing for a transition to sewer—an effort that can be costly for both homeowners and municipalities. Robbie Kniss emphasized that impact fees will play a critical role in managing the additional demand on the system.

Commissioner Mike Musick left the meeting at 11:00 a.m.

Commissioner Read asked whether there were any unfunded mandates anticipated from the State. Robbie Kniss said that while no mandates have yet been imposed, the State has required municipalities to consider associated costs.

City Manager Shawn Sherrouse added that a legislative update workshop is being planned and the City's lobbyist will be asked to provide an update on any pending or potential unfunded mandates.

Commissioner Roberts McCarley expressed appreciation for staff's proactive approach in preparing for future legislative changes.

Mayor Bill Mutz asked for further comments from the Commission and the audience. There were no comments.

Action: Mayor Bill Mutz called for the vote and the motion carried 6-0. Mike Musick was absent at the time of the vote.

Task Authorization with TEAMWORKnet for Arc Flash Assessment on Water Utilities Facilities

Staff seeks approval of a Task Authorization with TEAMWORKnet to conduct an arc flash assessment on Water Utilities Facilities.

An arc flash assessment is a critical evaluation of a facility's electrical distribution system to identify potential arc flash hazards. Arc flash assessments are required by code under NFPA 70E to ensure safe operating conditions for personnel working on or around exposed, energized electrical conductors. All the City's Water Utility facilities are due for an updated assessment which must be completed every 5 years.

An arc flash is a type of electrical explosion or discharge that results from a low-impedance connection through air to ground or another voltage phase in an electrical system. The energy released in the event of an arc flash can cause fires and explosions that lead to severe burns, blast injuries, and other life-threatening conditions.

TEAMWORKnet provided a proposal to complete the Arc Flash Assessment under their Continuing Contract for Professional Electrical Power Engineering Services.

The City has identified 5 treatment facilities, 13 water production wells, 3 booster stations, and 10 wastewater lift stations to be included in this arc flash assessment, as well as arc flash safety training for Water Utilities electrical technicians.

This Task Authorization will authorize a PO for \$239,050.00 for this scope including training for personnel. These costs are included in the Water Utilities FY2025 budget. All work under this Task Authorization is expected to be completed by the end of March 2026.

All services pursuant to this Task Authorization will be performed in accordance with the

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terms and conditions contained in the City's Continuing Contract and Agreement with Professional Electrical Power Engineering services dated August 15, 2022, and TEAMWORKnet's proposal dated May 13, 2025.

Staff recommended the City Commission approve this Task Authorization with TEAMWORKnet in the amount of \$239,050.00 and authorize the appropriate City officials to execute all corresponding documents related to the Task Authorization.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Chad McLeod moved to approve the task authorization. Commissioner Chad McLeod seconded.

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Bill Mutz called for the vote and the motion carried 6-0. Mike Musick was absent at the time of the vote.

Verbal Reports from City Manager

City Manager Shawn Sherrouse expressed appreciation to City staff and the Mims Corporation for their efforts in organizing a successful July 3rd fireworks celebration (Red, White, and Kaboom). He specifically thanked all staff involved in making the event a success.

He also acknowledged the quick response of City staff to emergency situations in Munn Park over the holiday weekend, ensuring there was no disruption to the downtown market. He commended their dedication and hard work during a busy holiday period.

Mayor Bill Mutz added his appreciation, noting how well staff managed the post-event cleanup.

CITY ATTORNEY

Ordinances (First Reading)

City Attorney Palmer Davis noted that, since there was no Agenda Study on Friday, it is up to the Commission to request additional information as he reads through the first readings. Mayor Mutz encouraged Commissioners to pause staff and ask questions as needed during the presentation.

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Proposed 25-016; Amending Ordinance 5422; Major Modification of PUD (Planned Unit Development) Zoning to Allow for the Development of a New 8,000 Square Foot One-Story Office Building on Property Located at 4265 New Tampa Highway

AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; AMENDING ORDINANCE 5422 TO PROVIDE FOR A MAJOR MODIFICATION OF PLANNED UNIT DEVELOPMENT (PUD) ZONING TO ALLOW FOR THE DEVELOPMENT OF A NEW 8,000 SQUARE FOOT ONE-STORY OFFICE BUILDING ON PROPERTY LOCATED AT 4265 NEW TAMPA HIGHWAY; PROVIDING CONDITIONS; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; 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 21, 2025.

Proposed 25-017; Small Scale Amendment #LUS25-001 to the Future Land Use Map to Change Future Land Use Designation from Business Park (BP) to Industrial (I) on Approximately 9.16 Acres Generally Located at 2420 New Tampa Highway

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; MAKING FINDINGS; PROVIDING FOR SMALL SCALE AMENDMENT #LUS25-001 TO A CERTAIN PORTION OF THE FUTURE LAND USE MAP OF THE LAKE LAND COMPREHENSIVE PLAN: OUR COMMUNITY 2030, CHANGING THE FUTURE LAND USE DESIGNATION FROM BUSINESS PARK (BP) TO INDUSTRIAL (I) ON APPROXIMATELY 9.16 ACRES GENERALLY LOCATED AT 2420 NEW TAMPA HIGHWAY; 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 21, 2025.

Proposed 25-018; Change in Zoning from I-2 (Medium Industrial) to PUD (Planned Unit Development) to Allow for Scrap, Waste and Reclaimed Materials Traded Uses, Level II, on Approximately 9.16 Acres Generally Located at 2420 New Tampa Highway; Repealing Ordinance 5382

AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; PROVIDING FOR A CHANGE IN ZONING FROM I-2 (MEDIUM INDUSTRIAL) TO PUD (PLANNED UNIT DEVELOPMENT) ZONING TO ALLOW FOR SCRAP, WASTE AND RECLAIMED MATERIALS TRADE USES, LEVEL II, ON APPROXIMATELY 9.16 ACRES GENERALLY LOCATED AT 2420 NEW TAMPA HIGHWAY; REPEALING ORDINANCE 5382; PROVIDING CONDITIONS; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

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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 21, 2025.

Commissioner Stephanie Madden asked for more discussion on this proposed ordinance.

Chuck Barmby explained 25-017 and 25-018 were related ordinances. Smelting was explicitly excluded as a permitted use in the proposed PUD, addressing prior public concerns about odors. He noted that removing smelting should resolve many of the smell-related complaints.

The applicant is expected to present at the second reading.

Mayor Mutz inquired about the use of a water truck for dust control. Chuck Barmby clarified that the water truck is a temporary measure, not a long-term solution.

Commissioner Read asked about height restrictions for outside storage. Chuck Barmby showed that Attachment C defines the types of uses, and materials must not be visible above the surrounding wall.

Chuck Barmby also addressed concerns about incremental zoning changes, noting that the proposal aligns with the Northwest Lakeland Sector Plan, which supports value-added employment uses.

The project is seen as a compliance strategy, bringing an existing business into alignment with the Comprehensive Plan while being responsive to neighboring residential concerns. In the absence of a specific master plan, staff continues to rely on the guidance provided by the sector plan.

Commissioner Roberts McCarley clarified that the Twin Lakes neighborhood is located immediately adjacent to the west of the site.

Proposed 25-019; Small Scale Amendment #LUS25-003 to the Future Land Use Map to Apply Residential Medium (RM) Land Use Designation on Approximately 7.51 Acres Located at the Northeast Corner of Kathleen Road and Sleepy Hill Road

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; MAKING FINDINGS; PROVIDING FOR SMALL SCALE AMENDMENT #LUS25-003 TO A CERTAIN PORTION OF THE FUTURE LAND USE MAP OF THE LAKELAND COMPREHENSIVE PLAN: OUR COMMUNITY 2030 IN ORDER TO APPLY A FUTURE LAND USE DESIGNATION OF RESIDENTIAL MEDIUM (RM) ON APPROXIMATELY 7.51 ACRES LOCATED AT THE NORTHEAST CORNER OF KATHLEEN ROAD AND SLEEPY HILL ROAD; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

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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 21, 2025.

Proposed 25-020; Application of RA-4 (Single-Family Residential) Zoning on Approximately 7.51 Acres Located at the Northeast Corner of Kathleen Road and Sleepy Hill Road

AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; PROVIDING FOR RA-4 (SINGLE-FAMILY RESIDENTIAL) ZONING ON APPROXIMATELY 7.51 ACRES LOCATED AT THE NORTHEAST CORNER OF KATHLEEN ROAD AND SLEEPY HILL ROAD; PROVIDING CONDITIONS; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; 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 21, 2025.

Proposed 25-021; Approving a Conditional Use to Allow a 64-Unit Single-Family Attached Development on Approximately 7.51 Acres Located at the Northeast Corner of Kathleen Road and Sleepy Hill Road

AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; APPROVING A CONDITIONAL USE TO ALLOW A 64-UNIT SINGLE FAMILY ATTACHED DEVELOPMENT ON APPROXIMATELY 7.51 ACRES LOCATED AT THE NORTHEAST CORNER OF KATHLEEN ROAD AND SLEEPY HILL ROAD; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; 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 21, 2025.

Miscellaneous

Construction Agreement with Vogel Bros. Building Co. for Glendale WWTP Grit System Phase 1 Improvements

This is a proposed Construction Agreement with Vogel Bros. Building Co. ("Vogel") for construction services related to the Glendale Wastewater Reclamation Facility (WRF) Grit System Phase 1 Improvements.

The scope of work includes the installation of a new grit classifier on a concrete pad, a new access drive, replacement of a portion of the drain line, new grit pumps, and electrical modifications, including installation of a new control panel with PLC/HMI and three starters. These improvements are intended to enhance grit removal, reduce maintenance costs, and extend the service life of downstream pumping infrastructure.

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To procure these services, the City's Purchasing Department issued Invitation to Bid No. 2024-ITB-349. Four bids were received in response:

Company	Location	Evaluated Cost
Vogel Bros. Building Co.	Lakeland, FL	\$1,204,354
AP Construction Contractor LLC	Casselberry, FL	\$1,445,734
Lawrence Lee Construction Services Inc	Stuart, FL	\$1,446,000
Razorback LLC Tarpon	Springs, FL	\$1,448,000

City staff, in consultation with the City's Engineer of Record, Kimley-Horn, evaluated the bids and determined that Vogel was the lowest responsive and responsible bidder. A Notice of Intent to Award was issued on May 12, 2025.

All work will be performed in accordance with the terms and conditions of Bid No. 2024-ITB-349. Construction is expected to begin as soon as possible, with substantial completion anticipated by Fall 2026.

The total contract price is \$1,204,354. The Engineer's Opinion of Probable Cost was \$1,172,800. The project is partially funded in the Water Utilities Department's FY2025 budget, with \$826,208 currently available. Accordingly, it is requested that the City Commission authorize an appropriation and increase in estimated revenues in the amount of \$378,146 in the Wastewater Renewal & Replacement Fund from the Unappropriated Surplus of the Wastewater Utilities Fund.

Staff recommended that the City Commission approve the Construction Agreement with Vogel Bros. Building Co. and authorize the appropriate City officials to execute all corresponding documents.

Assistant City Attorney Alex Landback presented this item to the Commission.

Motion: Commissioner Sara Roberts McCarley moved to approve the agreement. Commissioner Chad McLeod seconded.

Matt Fowler from Water Utilities Engineering explained that this slows the process down so the heaviest grit falls to the bottom.

Mayor Bill Mutz asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Bill Mutz called for the vote and the motion carried 6-0. Mike Musick was absent at the time of the vote.

Commissioner Chad McLeod left the meeting at 11:38 a.m.

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FINANCE DIRECTOR – None

UTILITY – None

AUDIENCE – None

MAYOR AND MEMBERS OF THE CITY COMMISSION

Commissioner Roberts McCarley:

- Reported that the City of Lakeland received state budget allocations for wastewater treatment and fire station projects, with both allocations being under \$1 million. She reviewed the recently signed state budget, which took effect on July 1.
- The next legislative session is scheduled for January–March 2026, with committee meetings starting in Fall 2025.
- She thanked Shawn Sherrouse for clarifying staff's role as a facilitator—not a promoter—of development.
- Praised the Red, White & Kaboom event and noted with surprise and appreciation that Andrew Gash sang the National Anthem.

Commissioner Stephanie Madden:

- Highlighted additional activities across downtown Lakeland, including family golf at Cleveland Heights Golf Course on July 4th.
- Tomorrow is the FDOT Advanced Air Mobility Workshop in Bartow
- Next week is the APPA Policy Maker Council Fly-In in Washington, D.C., to advocate for public power.
- Habitat for Humanity had explored land bank lots, but many were not the appropriate size for construction. She inquired if there were any updates, particularly on Habitat's interest in replacing homes that must be demolished, while allowing supporting facilities to remain.

Commissioner Read thanked Tom Mims for his dedication to Red, White & Kaboom, and expressed appreciation to police and fire personnel for ensuring a safe, injury-free event.

CALL FOR ADJOURNMENT – 11:49 A.M.