LAKELAND CITY COMMISSION

Regular Session
March 18, 2024

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

CALL TO ORDER - 9:00 A.M.

PRESENTATIONS

Wastewater Infrastructure Update (David Bayhan, Water Utilities Director)

PROCLAMATIONS

Lakeland High School Varsity Cheerleaders State Champions Day

Technical Sergeant Ida Fields Dodd Day

COMMITTEE REPORTS AND RELATED ITEMS

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 Sara Roberts McCarley moved to approve the Consent Agenda. Commissioner Bill Read seconded.

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously, 5-0.

APPROVAL OF MINUTES (with any amendments)

* City Commission Minutes March 1-4, 2024
* Utility Committee Minutes March 1, 2024

Action: The Commission approved these minutes as part of the Consent Agenda.

REQUESTS TO APPEAR FROM THE GENERAL PUBLIC - None

EQUALIZATION HEARINGS - None

PUBLIC HEARINGS

Ordinances (Second Reading)

Ordinance 6029; Proposed 24-010; Approving a Conditional Use to Allow a School for Grades K-5 on Property Located at 510 W. 2nd Street (1st Rdg. 03-04-24)

> AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; APPROVING A CONDITIONAL USE TO ALLOW A SCHOOL FOR GRADES K-5 ON PROPERTY LOCATED AT 510 W. 2ND STREET; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

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

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments from the audience.

The Commission discussed:

- Traffic mitigation, especially during pick up times. The site had multiple access points. Cars can enter via Kettle Street, Texas Avenue, and 2nd Street. There are a couple of routes to leave the facility and avoid backups. Half the students will arrive via shuttle.
- Staff can add additional language requiring the academy to make changes to alleviate traffic issues provided the applicant agreed to the new language.
- Commissioner Bill Read wanted a firm traffic pattern.
- Commissioner Sara Roberts McCarley thought the numbers and population would not cause a problem. It is different from Lincoln Academy or Geneva Academy. There will not be a massive carline. The double stacking will also help. She thought the volume of students and the low number of car riders will not cause traffic issues. They cannot increase enrollment above 10% without going through the process again.

Mayor Pro Tem Stephanie Madden asked if the Commission wanted to add the addendum.

Motion to Amend: Commissioner Mike Musick moved to amend the motion to add the additional language. Commissioner Sara Roberts McCarley seconded.

Mayor Pro Tem Stephanie Madden asked for comments on the amendment. There were no comments.

Action on the Amendment: Upon roll call vote Commissioners Guy LaLonde, Mike Musick, Sara Roberts McCarley, Bill Read, and Mayor Pro Tem Stephanie Madden voted aye. Ayes-five. Nays-zero. The motion carried unanimously.

Mayor Pro Tem Stephanie Madden asked for comments on the amended motion. There were no comments.

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

Ordinance 6030; Proposed 24-011; Approving the Annexation of Lands within the Boundaries of the Lakeland Area Mass Transit District (1st Rdg. 03-04-24)

> AN ORDINANCE RELATING TO THE LAKELAND AREA MASS TRANSIT DISTRICT; MAKING FINDINGS; APPROVING THE INCLUSION OF CERTAIN LANDS LOCATED WITHIN THE CITY OF LAKELAND WITHIN THE BOUNDARIES OF THE LAKELAND AREA MASS TRANSIT DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

Motion: Commissioner Bill Read moved to approve the ordinance. Commissioner Mike Musick seconded.

Mayor Pro Tem Stephanie Madden 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, Bill Read, and Mayor Pro Tem Stephanie Madden voted aye. Ayes-five. Nays-zero. The motion carried unanimously.

Resolutions

Resolution 5891; Proposed 24-016; Authorizing the Execution of a Grant Agreement with the Florida Department of Transportation for Financial Project Number 454471-1-94-01 for Airport Layout Plan with Narrative Planning and Terminal Area Study at Lakeland Linder International Airport

> A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKELAND, FLORIDA AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION TO PROVIDE FUNDING FOR THE AIRPORT LAYOUT PLAN WITH NARRATIVE PLANNING AND TERMINAL AREA STUDY PROJECT AT LAKELAND LINDER INTERNATIONAL AIRPORT; ADOPTING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

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

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments.

Action: Upon roll call vote Commissioners Bill Read, Sara Roberts McCarley, Mike Musick, Guy LaLonde, and Mayor Pro Tem Stephanie Madden voted aye. Ayes – five. Nays – zero. The motion carried unanimously.

Resolution 5892; Proposed 24-017; Authorizing the Execution of a Grant Agreement with the Florida Department of Transportation for Financial Project Number 452133-1-94-01 for Taxiway A Shoulders and Run-Up Apron at Lakeland Linder International Airport

> A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKELAND, FLORIDA AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION TO PROVIDE FUNDING FOR THE TAXIWAY ALPHA SHOULDERS & RUN-UP APRON PROJECT AT LAKELAND LINDER INTERNATIONAL AIRPORT; ADOPTING FINDINGS; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

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

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments from the audience. The Commission discussed:

- Airport Director Kris Halstrand presented a map of the airport. The map depicted how the runway would be expanded to accommodate planes waiting to take off.
- Staff was working to get the final TSA approval stamp to move forward and then receive the available destinations.

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

COMMUNITY REDEVELOPMENT AGENCY - None

CITY MANAGER

Verbal Report City Manager Shawn Sherrouse: The Airport has a new logo in preparation for commercial service.

Communications Director Kevin Cook showed a video announcing the new airport logo. Airport communications has now moved inhouse.

Task Authorization with WSP Environment & Infrastructure, Inc. for San Gully Road Drainage Improvement Design and Permitting Project

The Public Works Department has identified a need for stormwater drainage improvements on the west side of San Gully Road, between Golden Rule Court and Edgewood Drive, due to continual erosion. WSP USA Environment & Infrastructure, Inc. (WSP), an engineering firm under a continuing contract with the City for lakes and watershed management services, has provided a proposal to evaluate the conditions within the drainage system and identify needed actions to improve stormwater flow and minimize erosion.

The proposed Task Authorization is to develop specific design plans and calculations, permit proposed improvements, and assist bidding and construction support. The major tasks of this project include:

- Reviewing records and databases, including the City's GIS for stormwater infrastructure, topographic, and hydrologic data, and updating existing hydraulic and hydrologic conditions model;
- Completing a topographic survey, geotechnical field assessment of project area, and underground utility coordination;
- Finalizing drainage improvement concept design;
- Preparing construction design and technical bid specification plans (60%, 90%, and final) and construction cost estimate;
- Project permitting; and,
- Providing bid and construction support as engineer of record.

Funding for this project in the not-to-exceed amount of $89,633 is provided in the Fiscal Year 2024 Stormwater CIP budget.

Staff recommends the City Commission authorize appropriate City officials to execute the Task Authorization with WSP for the San Gully Road Drainage Improvement Design and Permitting Project in the not-to-exceed amount of $89,633.

Shawn Sherrouse presented this item.

Lakes & Stormwater Manager, Laurie Smith gave a presentation, a copy of which is on file in the agenda packet.

Motion: Commissioner Bill Read moved to approve the recommendation. Commissioner Mike Musick seconded.

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously.

Change Order No. 1 for Five Points Roundabout Construction Contract and Appropriation Request

The Five Points Roundabout Project, which establishes a modern single-lane roundabout at the intersection of West Main Street, Bonnet Springs Boulevard and Lemon Street, is nearing completion. The intersection improvement will reduce intersection delay, improve safety, and serve as a gateway feature to Downtown West.

Public Works seeks approval of Change Order No. 01 to the construction contract with Gibbs and Register Inc. (“contractor”). Change Order No. 01 will address claims received from the contractor including construction cost increases associated with multiple utility conflicts discovered during construction. The Change Order will also compensate the contractor for miscellaneous adjustments in plan quantities while providing additional contract days for delays in construction, weather days and holidays/special events. The components of Change Order No. 01 include:

Description	Added Days	Amount
Utility conflict with Lumens Communication facilities (Claim 02)		$132,938.54
Utility conflict with TECO gas (Claim 05)	1	$4,051.03
Utility conflict with Frontier facilities (Claim 06)	3	$14,438.98
Drainage pipe error (Claim 08)	3	$12,153.10
Adjustments to plan quantities		$15,862.05
Weather delays, holidays, and special event (Christmas Parade)	11	0
Total	**18**	**$179,443.70**

Change Order No. 01 will increase the contract price by $179,443.70 (8%) from $2,207,555.90 to $2,386,999.60 and extend the contract duration by 18 days. The City will seek reimbursement from the appropriate Utility Agency Owners for all cost increases related to utility conflicts discovered during construction which equals $151,428.55 or approximately 85% of Change Order No. 01. In the interim, Public Works requests to fund the cost of Change Order No. 01 from the Transportation Fund Unappropriated Surplus.

Staff recommends the City Commission authorize an appropriation of $160,000 from the unappropriated surplus of the Transportation Fund for the Five Points Roundabout Project and approve the execution of Change Order No. 01 with Gibbs and Register Inc. in the amount of $179,443.70.

Shawn Sherrouse presented this item to the Commission.

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

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments from the audience.

Ryan Lazenby gave a presentation on the project, a copy of which is on file in the agenda packet.

The Commission discussed:

- The schedule. The contractor has until July. Mr. Lazenby thought they would be substantially completed in a couple of weeks. They were 3-months ahead of schedule.
- Lumens: The City completely redesigned the eastern approach. The City tracked the costs and will seek reimbursement from Lumen.

- Roundabout Navigation: Some people have trouble with roundabouts. FDOT published some videos to help people learn how to navigate a roundabout. Communications shared those videos.
- Pedestrians and bicyclists: The increase in pedestrians and bicyclists shows that if the passage under the railroad tracks were safer, more people would use it. Would a pedestrian/bike tunnel under the tracks be more affordable than revamping the tracks? Mr. Lazenby thought it would be more expensive than expected. The City would have the same coordinated utilities issues they had for the roundabout.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously.

FY24 Mid-Year Table of Organization Modifications and Appropriations

Throughout the Fiscal Year, requests arise from Departments to make modifications to their Tables of Organization. These modifications may involve adding, deleting, or reclassifying positions to meet Departmental operational needs or improve service delivery. This process involves a formal request, that must include sufficient justification based on business needs, to a Review Committee consisting of members from the City Manager's Office, Office of Innovation and Strategy, Human Resources, and Finance. These requests are thoroughly vetted through the Human Resources Department to verify that each request is aligned with our classification and compensation structure and workforce management practices. Once reviewed, the Committee provides recommendations to the City Manager for consideration and approval.

It is requested that the City Commission authorize an appropriation or de-appropriation from the Unappropriated Surplus in the listed Funds related to the mid-year organizational changes.

- General Fund – $27,235
  - Police - $2,040
  - Recreation – $35,156
  - Risk Management - $16,169
  - RP Funding Center - ($26,130)

- Airport - $185,720

- Facilities Maintenance Fund – ($119,728)

- Lakeland Electric Fund – $35,861

- Water Utility Fund - $9,612

Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Mike Musick moved to approve the recommendation. Commissioner Bill Read seconded.

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously.

Verbal Report Shawn Sherrouse: Public Works has achieved American Public Works Association (APWA) Reaccreditation. In Florida there are 411 cities and 67 counties. Only 19 cities and 8 counties have this accreditation. Lakeland's Public Works Department is now accredited for the third time.

Verbal Report Shawn Sherrouse: Awards from the APWA West Coast Branch:

1. Environmental Project of the Year Award for Lake Bonny Stormwater Retrofit and Water Quality Improvement Project. This is a pollutant load reduction project. Lakes & Stormwater oversaw and managed project execution, schedule, and budget. The total project budget was $275,000. The project was completed successfully and is functioning as designed with an average annual reduction of 130 pounds of total nitrogen and 37 pounds of total phosphorus.
2. Transportation Project of the Year for the Don Emerson Drive and Drane Field Road Roundabout. The project was entirely managed by Lakeland Public Works staff. It was developed through a JPA with FDOT. The design phase was completed $102,000 under budget. The construction phase was completed $53,000 under budget.

CITY ATTORNEY

Ordinances (First Reading) – NONE

Miscellaneous

* **Approval of Short-Listed Firms and Authority to Negotiate a Master Services Agreement with Miller Electric Company for Security System Repairs, Maintenance and Upgrades**

In accordance with the Consultant’s Competitive Negotiation Act, the City’s Purchasing Department recently issued Request for Qualifications (RFQ) No. 2023-RFQ-166 and formed a Committee to select qualified firms to provide Security Systems Services pursuant to a continuing contract. A total of three (3) firms responded to the City’s RFQ and are listed below in the order in which they were ranked by the Selection Committee:

- Miller Electric Company, Jacksonville, FL
- Convergint Technologies, Tampa, FL
- Integrated Security Consultants, Inc., Tampa, FL

Staff is seeking approval of the above-specified short-listed firms, as well as the authority to negotiate and enter into a Master Services Agreement with Miller Electric Company for security system repairs, maintenance, and upgrades of the City’s security infrastructure. Pursuant to this Agreement services will include the following: repairs/corrective maintenance on a 24 hour per day/7 day a week basis; preventative maintenance that includes inspections, performance checks and system calibrations; provision of materials/parts; and maintenance of an asset inventory/database of all City security system components.

The overall selection criteria submitted by the Selection Committee comprised of: Public Works Facilities Maintenance Security & Safety Systems; Lakeland Electric; Water; Information Technology; and Airport Operations, Maintenance & Property Management staff members then evaluated the firms based on the criteria below. While Miller Electric Company's principal office is based in Jacksonville, it has satellite offices in Orlando and Tampa.

- Firms experience, certification and specialization in Security and systems installation and repairs as outlined in the City's RFQ
- Experience and capabilities of key personnel within the firm
- Past record of performance on similar projects of scope and size
- Location of the firm

Included with this approval request is a copy of the City's standard continuing contract for a Master Services Agreement for Security System Repairs, Maintenance and Upgrades that the City intends to enter with Miller Electric Company. The initial term of the Agreement is for a period of three (3) years, effective April 1, 2024, upon City Commission approval. The Agreement also contains two (2) additional one (1) year renewal options upon mutual written agreement of the parties. The Agreement is a zero- dollar contract with all work performed under separately issued Task Authorizations requiring appropriate City approval.

Staff recommended that the City Commission approve the short-listed security system service firms above and authorize the appropriate City personnel to negotiate and execute a Master Services Agreement with Miller Electric Company.

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

Task Authorization with American Acquisition Group, LLC for Lakeland Gravity Sewer Project Right-of-Way Acquisition Services

This was a proposed Task Authorization with American Acquisition Group LLC ("AAG"), for easement acquisition services in support of the Water Utilities Department's Western Trunk Gravity Sewer Line replacement project. The engineering/design phase for this project is nearly 60% complete and numerous right-of- way easements (permanent and temporary) have been identified for potential acquisition in the southern section of the Western Trunk route.

The scope of the Task Authorization with AAG is limited to evaluating potential right- of-way easements between the SW Pump Station and the Harden/Forest Park Street intersection. It is anticipated that additional easements will be necessary as the design of the route advances north of Forest Park Street. Under this Task Authorization, AAG will provide the following services:

- <u>Title Search</u> – Perform a 30-year title search and provide written report.
- <u>Appraisal(s)</u> – Perform appraisal and report in accordance with USPAP and City Land Acquisition Procedures.
- <u>Appraisal(s) Review</u> – Third Party Review of Appraisal Reports to ensure compliance with USPAP and FDOT guidelines (requirement for federally-funded projects).

- Acquisition – Pre-condemnation contact and negotiation, Agents Price Estimate for valuation, title curative, closing assistance and project administration with the City. No condemnation support services included.

All services pursuant to this Task Authorization are expected to be completed by December 31, 2024 and will be performed in accordance with the terms & conditions set forth in the City's Continuing Contract with AAG for Right of Way Acquisition Services, dated November 2, 2021. The total not-to-exceed cost associated with the Task Authorization is $253,540.00, which is included in Water Utilities FY2024 budget.

Staff recommended that the City Commission approve the Task Authorization with American Acquisition Group LLC and authorize the appropriate City officials to execute all corresponding documents on behalf of the City.

Alex Landback presented this item.

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

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously.

Vacant Land Sale Agreement with Industrial Brush Corporation

This was a Vacant Land Sale Agreement with Industrial Brush Corporation (Industrial Brush) for a 0.69-acre industrial lot located north and adjacent to 3919 Air Park Drive on the north side of Lakeland Linder International Airport (Airport). Industrial Brush is a company that specializes in the design and manufacture of brushes for several different industries.

On October 14, 2022, the Airport requested a release from the Federal Aviation Administration (FAA) from specified conditions contained in the City's Surplus Property Quitclaim Deed dated September 26, 1947 to sell the 0.69-acre parcel. A release permitting the sale and disposal of real property transferred to an airport owner under the federal Surplus Property Act is only granted when it is clearly shown that such property is no longer needed to directly support an airport purpose, or the activity and sale of such property will benefit civil aviation by producing an equal or greater benefit to an airport rather than continued retention of the property.

As it relates to this 0.69-acre parcel, Airport staff determined that the sale of the real property asset resulting in cash or physical improvements, will better serve the future growth of the Airport. In this case the net sale proceeds based on the current fair market value of the property is realized and the proceeds are committed to Airport purposes.

On May 31, 2023, the FAA determined that the 0.69-acre parcel met the conditions for release and provided the Airport with a Deed of Release. The FAA also concluded that the release and use of this property for commercial purposes will not interfere with the operation, maintenance, or future development of the Airport. Accordingly, the Airport commissioned an appraisal report in August 2022 for the industrial lot, which concluded that the market value is $120,000.00.

Upon approval by the City Commission, the parties will execute the Agreement and Industrial Brush will provide the City with a $5,000.00 deposit within five (5) days of the effective date of the Agreement which will be held in escrow, as well as an additional $5,000.00 on or prior to the inspection period. Industrial Brush will be granted ninety (90) days to conduct environmental assessments, surveys, and inspections to ensure that the property is suitable for its use. Prior to the expiration of this due diligence period, Industrial Brush will be required to provide the City with written notice of its intent to purchase the property or terminate the Agreement. If Industrial Brush proceeds with the purchase, the closing date for the sale of the property will occur thirty (30) days thereafter. Industrial Brush has agreed to a purchase price of $120,000.00 for the 0.69-acre parcel, which is market value.

Staff recommended that the City Commission approve a Vacant Land Sale Agreement with Industrial Brush Corporation and authorize the appropriate City officials to finalize and execute all corresponding documents related to the sale.

Ramona Sirianni presented this item to the Commission.

Motion: Commissioner Bill Read moved to approve the recommendation. Commissioner Mike Musick seconded.

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments from the audience. The Commission discussed:

- The process for selling this land. The Airport does not advertise airport property for sale. People come to them with a need. Industrial Brush came to the airport with a need for the property. Their potential use did not conflict with the airport.
- Commissioner Bill Read wanted to see more public notice for the sale of land in the future. He thought the land was undervalued.
- The airport did an appraisal and there is no negotiating on the price. IBC planned to use it for an extension of parking.
- There is no airport access to the property. It seems the best buyer would be the business adjacent to the property.
- IBC leased that piece from the airport for many years.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously.

FINANCE DIRECTOR - None

UTILITY

Ordinances – None

Resolutions – None

Miscellaneous

* **Agreement with RelaDyne Florida, LLC for Initial Glycol Fill for the McIntosh Reciprocating Engine Project**

This was a proposed Agreement with RelaDyne Florida, LLC (RelaDyne) for the purchase and delivery of the initial glycol fill for the McIntosh Reciprocating Engine Project (MREP). Lakeland Electric is requesting a supply of 8,000 pounds of glycol for filling the cooling water systems for the six (6) engines and gas skid heating circuit for the MREP located at the McIntosh Power Plant. The purpose of the glycol is for freeze and corrosion protection of the engine cooling system, piping pumps and radiators. Since these are closed loop systems Lakeland Electric's additional future glycol needs will be minimal.

On February 7, 2024, the City's Purchasing Department issued Invitation to Bid 2023-ITB-201 for the purchase and delivery of the initial glycol fill for the MREP. The City received only one Bid response from the vendor listed below.

Company	**Location**	**Bid Price**
RelaDyne Florida, LLC	Lakeland, FL	$61,520.00

Upon evaluation by City staff, RelaDyne was selected as a responsive, responsible bidder with a competitive price capable of meeting the City's Bid Specifications. Upon approval by the City Commission, the City will issue a purchase order for the delivery of 8,000 gallons of glycol that will arrive no later than May 2024. RelaDyne will perform all work in accordance with the City's Bid Specifications. The total cost of the purchase and delivery of the glycol is $61,520.00, which is included in Lakeland Electric's budget for the MREP previously approved by the City Commission and funded through the City's Energy System Revenue Bond.

Staff recommended that the City Commission approve this Agreement with RelaDyne for the purchase and delivery of glycol and authorize the appropriate City officials to execute all corresponding documents on behalf of the City.

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

* **Change Order #7 to the Perpetual Software License and General Consulting Services Agreement with Power Cost, Inc.**

This was proposed Change Order #7 to the Perpetual Software License and General Consulting Agreement between Power Cost, Inc. (PCI) and the City of Lakeland, together with the Orlando Utilities Commission (OUC) and the Florida Municipal Power Agency (FMPA), collectively referred to as the Florida Municipal Power Pool (FMPP). In 2005, FMPP members jointly purchased GenTrader software from PCI under a Software License and General Consulting Agreement for production cost modeling and economic forecasting of generation resources to meet load requirements. In 2020, FMPP added licenses, support and hosting for the PCI GenPortal software which consolidated applications, thereby eliminating the need for multiple software applications to interface with existing PCI software and various other software needed to automate data input/outputs related to hourly transactions, energy scheduling and required transmission reservations.

Pursuant to Change Order #7, PCI will upgrade its GenTrader and GenPortal platforms and workflows to accommodate more intermittent solar generation. Upon approval by all FMPP members, PCI will begin implementation which is scheduled to be completed by July 31, 2024. The total cost of this Change Order is $183,480, which will be split equally among the three (3) pool members that are parties to the Agreement. As such, the City's share of the cost is $61,160, which is included in Lakeland Electric's FY-24 budget.

Staff recommended that the City Commission approve this Change Order #7 with PCI for software and consulting services and authorize the appropriate City officials to execute all related documents on behalf of the City.

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

Agreement with The Davey Tree Expert Company for Lakeland Electric's Annual Line Clearance Services

This Agreement with The Davey Tree Expert Company (Davey) is for annual line clearance services for Lakeland Electric's Energy Delivery Operations. These line clearance services are necessary to maintain the vegetative growth adjacent to Lakeland Electric's transmission and distribution lines to maintain system reliability. Energy Delivery Operations' goal is to achieve clearance of approximately 400 distribution line miles per year over a three (3) year period to cover Lakeland Electric's 1,200 distribution line miles.

The City's previous Annual Line Clearance Agreement with Trees, LLC, approved by the City Commission in September 2022, was terminated August 1, 2023 by the City due to performance issues. Since then, annual line clearance operations have been performed by Davey pursuant to two (2) separate temporary contracts, one of which was to complete the remaining 90 miles of line clearance work unfinished by the previous contractor and the second was a piggyback contract with Orlando Utilities Commission (OUC) approved by the City Commission in November 2023, which was intended to be a short-term contract to fill the gap in services until the City issued its new bid for line clearance services.

Accordingly, on November 3, 2023, the City's Purchasing Department issued Invitation to Bid 2023-ITB-177 to procure the services of a qualified and experienced energized power line clearance contractor to provide all labor, supervision, materials, and equipment to perform line clearance operations for energized transmission and distribution power lines. The City received responses from the nine (9) contractors listed below:

Company	Location	Estimated Annual Bid Cost
Asomeo Environmental Restoration Industry, LLC	Sacramento, CA	$3,284,810
The Davey Tree Expert Company	Kent, OH	$3,861,670
Lewis Tree Service, Inc.	West Henrietta, NY	$4,227,920
Asplundh Tree Expert, LLC	Ocala, FL	$4,821,360
Nelson Tree Service Inc.	Dayton, OH	$5,013,570
Burford's Tree, LLC	Ocala, FL	$5,077,200

Wright Tree Service, Inc.	West Des Moines, IA	$5,117,070
Arbor Works, LLC	Oakhurst, CA	$5,198,000
Xylem Tree Experts	Norfolk, VA	$7,537,260

Upon evaluation by City staff, Davey was selected as the most responsive, responsible bidder capable of meeting the City's Bid Specifications. Although the bid prices submitted by Asomeo Environmental Restoration Industry, LLC (AERI) were lower, AERI did not meet the City's Bid requirement of successfully completing projects within the past three (3) years which would be equal in size, scope and complexity to the City's project needs.

Upon approval by the City Commission, Davey will perform all work in accordance with the City's Bid Specifications and in accordance with the terms/conditions set forth in the Agreement. The term of the Agreement is for an initial period of three (3) years with a retroactive effective date of March 3, 2024, with two (2) additional one (1) year options for renewal upon mutual written consent of the parties. The City reserves the right to terminate the Agreement for any reason upon thirty (30) days prior written notice. Pricing for the initial three (3) year term shall remain firm. The total estimated cost of the work for the initial year of the contract is $4,000,000, which is included in Lakeland Electric's FY24 budget. The total estimated cost for the initial three (3) year term, as well as any renewal options exercised is $22,000,000, which will be subject to budget approval by the City Commission in subsequent years.

Staff recommended that the City Commission approve this Agreement with Davey for annual line clearance services and authorize the appropriate City officials to execute all corresponding documents on behalf of the City.

Ramona Sirianni presented this item to the Commission.

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

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously.

Agreement with Utility Pole Solutions, Inc. for Purchase and Delivery of Transmission Poles for Lakeland Electric

This proposed Agreement with Utility Pole Solutions, Inc. is for the purchase and delivery of twelve (12) galvanized steel transmission poles for Lakeland Electric. Lakeland Electric maintains an existing transmission line that runs from the East Substation located at 4730 E. County Road 542 in Lakeland to the Polk County Landfill

North Central Transfer Station located at the intersection of Taylor Street and DeCastro Road in Auburndale. These twelve (12) poles are needed to extend the existing transmission line to OPAL Fuel's new substation located on Polk County Landfill property approximately ½ mile east of the Polk County North Central Transfer Station. Lakeland Electric's customer, OPAL Fuel, is a fully integrated leader in the production and distribution of low-carbon intensity renewable natural gas (RNG). This line will support Opal Fuel's RNG system that will intercept the methane emissions from the landfill, purify them and then convert them to RNG.

On February 13, 2024, the City's Purchasing Department issued Invitation to Bid 2024-ITB-211 to furnish and deliver twelve (12) galvanized steel transmission poles in accordance with the City's Bid Specifications. The City received responses from the three (3) vendors listed below.

Company	**Location**	**Bid Price**
MVA Power, Inc.	Quebec, Canada	$161,184.24
Utility Pole Solutions, Inc.	Las Vagas, NV	$227,380.00
JAS Trading, LLC	St Petersburg, FL	$363,783.00

Upon evaluation by City staff, Utility Pole Solutions, Inc. was selected as the most responsive, responsible bidder capable of meeting the City's Bid Specifications. Although MVA Power, Inc provided a lower bid price, its lead time, which includes design, manufacturing, testing and delivery, did not allow for project completion in accordance with Opal Fuel's timeline. Upon approval by the City Commission, the City will issue a purchase order to Utility Pole Solutions, Inc. which will deliver the in-stock poles in April 2024. Utility Pole Solutions, Inc. will perform all work in accordance with the City's Bid Specifications and its proposal dated February 23, 2024. The total cost of the purchase and delivery of the poles is $227,380.00 and is included in Lakeland Electric's FY24 budget.

Staff recommended that the City Commission approve this Agreement with Utility Pole Solutions, Inc. for purchase and delivery of galvanized steel transmission poles for Lakeland Electric and authorize the appropriate City officials to execute all corresponding documents on behalf of the City.

Ramona Sirianni presented this item to the Commission.

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

Scott Bishop talked about renewable natural gas. This would be LE's third biggest customer when up and running. The transmission line was already in place. They will pull methane out of the land fill and convert to renewable natural gas. They plan to be up and running by September.

Mayor Pro Tem Stephanie Madden asked for comments from the Commission and the audience. There were no comments.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried unanimously.

AUDIENCE

Gary West came forward to express concerns about the Lakeland Senior Dance and Social Club. They have had attendees escorted from the building for political reasons.

Shawn Sherrouse explained the dance and social club has existed for 20 years or so. The City has allowed the club gratis access. They do sign a rental contract. The conflicts are between Mr. West and the club. Because of the contract, the club can have someone removed from their event.

MAYOR AND MEMBERS OF THE CITY COMMISSION

Commissioner Guy LaLonde attended the Save Our Children Campaign race. It was a great turnout.

Commissioner Sara Roberts McCarley provided a legislative update. The session ended and has finished; however, all the bills have not been sent to the governor's desk. He has 15 days to sign/veto once they reach his desk. Unfortunately, the S.W.A.T. tower money was not in the budget.
She asked to meet with Shawn Sherrouse regarding a citizen she heard from recently.

Mayor Pro Tem Stephanie Madden announced Mayor Bill Mutz will return tomorrow.

CALL FOR ADJOURNMENT - 11:20 a.m.

Kelly S. Koos, City Clerk

CITY OF LAKELAND FLORIDA
INCORPORATED JAN. 1 1885