LAKELAND CITY COMMISSION

Regular Session
November 17, 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 - 9:00 A.M.

PRESENTATIONS

Firefighter Safety and Health (Chief Riley)

PROCLAMATIONS

National Injury Prevention Day

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 unanimously.

APPROVAL OF MINUTES (with any amendments)

*City Commission Minutes October 31 – November 7, 2025
*Utility Committee Minutes October 31, 2025

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

REPORTS AND RELATED ITEMS

Legislative Committee 11/03/25

Commissioner Sara Roberts McCarley presented this report.

Motion: Commissioner Chad McLeod moved to approve the report. 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 unanimously.

EQUALIZATION HEARINGS - None

PUBLIC HEARINGS

Ordinances (Second Reading)

Ordinance 6117; Proposed 25-038; Approving a Conditional Use to Allow Medical Office Uses on the Second Floor of the Yarnall Building on Property Located at 120 E. Pine Street (1st Rdg. 11-03-2025)

> AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; APPROVING A CONDITIONAL USE TO ALLOW MEDICAL OFFICE USES ON THE SECOND FLOOR OF THE YARNALL BUILDING ON PROPERTY LOCATED AT 120 E. PINE STREET; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

Motion: Commissioner Sara Roberts McCarley moved to approve the ordinance. Commissioner Stephanie Madden 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.

Ordinances (First Reading)

Proposed 25-037; Voluntary Annexation of Approximately 1.09 Acres Located North of Swindell Road, West of Alderman Road, and East of Eagles Landing Boulevard

> AN ORDINANCE RELATING TO THE VOLUNTARY ANNEXATION OF PROPERTY; INCLUDING WITHIN THE TERRITORIAL LIMITS OF THE CITY OF LAKELAND, FLORIDA 1.09 ACRES OF PROPERTY LOCATED NORTH OF SWINDELL ROAD, WEST OF ALDERMAN ROAD, AND EAST OF EAGLES LANDING BOULEVARD; FINDING COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES; MAKING FINDINGS; 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 second public hearing on December 1, 2025.

Chuck Barmby presented this item.

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

Resolutions

Resolution 6032; Proposed 25-071; Vacating an Existing Public Utility Easement Located at 2240 Highway 540A East

> A RESOLUTION RELATING TO PUBLIC UTILITY EASEMENTS; MAKING FINDINGS; VACATING AN EXISTING PUBLIC UTILITY EASEMENT LOCATED AT 2240 HIGHWAY 540A EAST; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

Motion: Commissioner Chad McLeod moved to approve the resolution. Commissioner Stephanie Madden 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, Bill Read, Stephanie Madden, Sara Roberts McCarley, Mike Musick, Guy LaLonde, and Mayor Bill Mutz voted aye. Ayes – seven. Nays – zero. The motion carried unanimously.

Resolution 6033; Proposed 25-072; Authorizing the Execution of a Grant Agreement with the Florida Department of Environmental Protection Providing Funding for the Lakeland Western Trunk Gravity Sewer Project Phase 1

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKELAND, FLORIDA AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION PROVIDING FUNDING FOR THE LAKELAND WESTERN TRUNK GRAVITY SEWER PROJECT PHASE 1; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

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

COMMUNITY REDEVELOPMENT AGENCY

Recess/Convene: The City Commission recessed the Regular Session and convened as the Community Redevelopment Agency Board.

Disposition of Mass Market Properties - Discussion Item

Mass Market Tenants
Proposed Sale Terms Summary

Buyer	**DouBakehouse**	**Haus820**	**Neighbors**
Purchase Price:	**$1,410,000**	**$1,880,000**	**$1,320,000**
Deposit	$10,000	$25,000	$10,000
Base Rent	($237,646)	($140,416)	($110,433)
Previous Capital investments	($172,298)	($174,025)	$0
Future Capital Improvements	($500,000)	($665,000)	($300,000)
Total Value of Credits	$909,944	$979,441	$410,433
CASH TO CRA	**$500,056**	**$900,559**	**$909,567**

Revenue, Expense, Lease Terms

Buyer	**DouBakehouse**	**Hous820**	**Neighbors**
CRA Revenue/Expenses:	2016-2025	2017-2025	2016-2025
Base Rent/Reimbursables*	$468,344	$465,342	$197,283
Property Management & Repairs**	($674,299)	($1,054,792)	($387,612)
	($205,955)	**($589,450)**	**($190,328)**
Lease Terms			
1st Term	11/2015 - 10/2020	5/2016 - 7/2018	10/2015 - 11/2020
Amendment - 2nd Term	10/2021 - 9/2026	8/2018 - 7/2023	10/2020 - 11/2025
Auto Renewal Tenant Option Only 3rd Term	10/2026 - 9/2031	8/2023 - 7/2028	
Auto Renewal Tenant Option Only 4th Term		8/2028 - 7/2033	
Acquisition/Development Costs			
Acquisition	$828,150	$538,000	$508,850
Building/Site Improvements	$1,932,696	$3,008,271	$433,713
	$2,760,846	**$3,546,271**	**$942,563**

Palmer Davis presented this item at the Commission's request.

The Commission discussed the disposition of Mass Market Properties:

- The CRA Advisory Board approved the concept but not the numbers.
- These numbers may be different once the surface parking was removed.
- Neighbors was the apartment building on the northwest corner of the property.
- Everything is on the table for modification.
- There were $600,000 of additional repairs pending.
- Future Capital Improvement credits. These were pending hurricane repairs.
- The approval process and sending it back to the CRA Advisory Board
- Parking - The City learned through studies that surface parking is the worst use of dense urban real estate.
- Rent Credit
- Completing hurricane repairs
- Proposed plans included Haus 820 taking in Artifact’s space and DouBakehouse expanding.

- Staff is charged with negotiations up to their authority but the ultimate decision belongs to the Commission acting as the Community Redevelopment Agency.

Mayor Bill Mutz suggested the CRA outline for the CRA Manager the elements they would like to see included in the future negotiations such as:

- Revised price without selling the parking
- Leases for parking
- Applied base rent as credit
- Applied capital improvement as credit
- How to make the lessor whole

The CRA asked for comments from the tenants.

Brian Sealey landlord of Neighbors of Lakeland came forward. He in no way feels entitled to the credits outlined in the agreement. He made a case for the incentives. They benefit him but also the tenants who live there. The CRA invested $80,000. He invested $25,000 and college students moved in. Neighbors did not have parking at the time. Tenants parked on the street. Their cars were all vandalized. After that, Neighbors got parking. The tenants all stayed. The rent was an incentive to stay. There is 2600 square feet of space attached to the apartments which he gave away to Gospel Inc. He made it an outreach center for the neighborhood. This is where the vision for Gospel Village was birthed. He has participated in the giveaway. He has given away the margin on those apartments to benefit the community and the people who live there. The base rent $850 a month plus $150 towards utilities. The credits or improvements would allow him to keep rents low. His goal was for the apartments to remain affordable and he would sign an agreement to that fact.

Laura Shannon of Haus820 and Haus Management loved the idea of a permanent mixed-use campus. Haus brings thousands of people to a blighted area. By consolidating into one building, they put our entire business in one building and allow DouBakehouse to expand. Haus820 wanted to see redevelopment in that area and she wanted this to be a mutually beneficial agreement. The heartache has been the delay. She thanked the Commission for their time.

The CRA continued to discuss:

- Terms that may be acceptable
- Making hurricane repairs
- Parking
- Financing
- Sending the issue back to the Advisory Board
- Better defined Future Capital Improvements
- Making the buildings whole
- When the issue should return to the CRA
- Expectations of other CRA tenants
- Separate agreements with each tenant

David Hernandez of DouBakehouse acknowledged the significant work the CRA has already done in Midtown. Your vision to Restore the Core has remained clear. These requests are direct implementation of Restore the Core. Ownership in this area carried risks that do not occur in other parts of the City. They share the same pressures with their neighbors. We are all trying to do exactly what the CRA is asking for, long-term developers.

Motion: Commissioner Stephanie Madden moved to table the CRA agenda item to December 1, 2025, with clarification on each tenant's purchase price based on rent, capital investments, detailed future capital improvement, and parking lease. Commissioner Bill Read seconded.

Palmer Davis asked for clarification on the rent. Mayor Bill Mutz clarified base rent credit, and previous capital improvements credits would come back. The additional information was on future capital improvements.

The CRA discussed setting expectations for other tenants, bringing something back on December 1, 2025, and the base rent credit.

Mayor Bill Mutz asked for comments from the Commission.

Harlem Turner spoke. He was troubled by the Commission's hesitancy. If they are hesitant because they want to be right, they should take time to make sure it is right.

Action: Upon roll call vote Commissioners Mike Musick, Sara Roberts McCarley, Stephanie Madden, Chad McLeod, and Mayor Bill Mutz voted aye. Commissioners Bill Read and Guy LaLonde[1] voted nay. Ayes-five. Nays-two. The motion carried.

Adjourn/Reconvene: The Community Redevelopment Agency Board adjourned and the City Commission reconvened the Regular Session.

CITY MANAGER

Award of RFP No. 2024-RFP-344 to Cologix, Inc. for Five-Year Agreement for Disaster Recovery Facility Hosting

The City of Lakeland issued a Request for Proposal (RFP No. 2024-RFP-344) to secure a multi-year agreement for data center services. A total of seven proposals were received.

[1] While awaiting the presentation City Clerk Kelly Koos clarified Commissioner Guy LaLonde abstaining on the CRA item. There were guidelines to abstain and would require additional forms. Commissioner Guy LaLonde changed his vote to Nay. No one on the Commission objected.

The RFP Committee evaluated each proposal based on experience, methodology, security, cost, and implementation timeline and determined that Cologix, Inc. offered the most comprehensive and cost-effective solution.

For the past nine years, Cologix, Inc. has been instrumental in providing reliable data hosting services that are essential to our disaster recovery strategy. Their facility has consistently ensured secure and efficient data management, which is vital for maintaining operational continuity. Cologix, Inc. currently houses our information technology infrastructure and provides a redundant disaster recovery facility to support our critical business processes.

The City's Purchasing Division published a Notice of Intent to Award on January 24, 2025. The bid protest period expired with no protests filed.

The annual cost for their services, plus an anticipated need for two additional cross-connect fiber connections, is $163,900, totaling $819,500 for the 5-year agreement. The Department of Information Technology's FY2026 budget includes the first-year payment of $163,900 to Cologix, Inc. Subsequent contract years will be subject to budget approval by the City Commission.

Staff recommends the City Commission authorize the award of 2024-RFP-344 to Cologix, Inc. for a Five-Year Agreement for Disaster Recovery Facility Hosting in the amount of $163,900 and authorize the appropriate City officials to enter and execute all necessary documents.

Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Guy LaLonde moved to approve the recommendation. Commissioner Stephanie Madden 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 Mike Musick was absent at that time.

CITY ATTORNEY

Ordinances (First Reading)

Proposed 25-039; Small Scale Amendment #LUS25-005 to the Future Land Use Map to Apply Business Park (BP) Land Use on Approximately 1.09 Acres Located North of Swindell Road, West of Alderman Road, and East of Eagles Landing Boulevard

AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; MAKING FINDINGS; PROVIDING FOR SMALL SCALE AMENDMENT #LUS25-005 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 BUSINESS PARK (BP) ON APPROXIMATELY 1.09 ACRES LOCATED NORTH OF SWINDELL ROAD, WEST OF ALDERMAN ROAD, AND EAST OF EAGLES LANDING BOULEVARD; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

The foregoing is the title of an ordinance read for the first time by title only. The Commission will hold the second reading and public hearing on December 1, 2025.

Proposed 25-040; Application of I-2 (Medium Industrial) Zoning and Suburban Special Purpose (SSP) Context District Designation on Approximately 1.09 Acres Located North of Swindell Road, West of Alderman Road, and East of Eagles Landing Boulevard

AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; PROVIDING FOR I-2 (MEDIUM INDUSTRIAL) ZONING AND SUBURBAN SPECIAL PURPOSE (SSP) CONTEXT DISTRICT DESIGNATION ON APPROXIMATELY 1.09 ACRES LOCATED NORTH OF SWINDELL ROAD, WEST OF ALDERMAN ROAD, AND EAST OF EAGLES LANDING BOULEVARD; 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 title only. The Commission will hold the second reading and public hearing on December 1, 2025.

Proposed 25-041; Amending Chapter 42, Article II "City of Lakeland Firefighters' Retirement System" of the City Code

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LAKELAND, FLORIDA RELATING TO THE CITY OF LAKELAND FIREFIGHTERS' RETIREMENT SYSTEM; AMENDING SECTION 42-36 RELATING TO REQUIRED CONTRIBUTIONS; AMENDING SECTION 42-37 RELATING TO BENEFIT AMOUNTS AND ELIGIBILITY; ADDING A NEW SECTION 42-37.1 CREATING A NEW SUPPLEMENTAL RETIREMENT BENEFIT; AMENDING SECTION 42-55 RELATING TO DEFERRED RETIREMENT OPTION PLAN AND BACK DROP; AMENDING SECTION 42-56 RELATING TO SUPPLEMENTAL BENEFIT COMPONENT FOR SPECIAL BENEFITS UNDER FLORIDA STATUTES CH. 175 SHARE ACCOUNTS; PROVIDING FOR INCLUSION IN THE CITY CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES AND RESOLUTIONS; PROVIDING AN EFFECTIVE DATE.

The foregoing is the title of an ordinance read for the first time by title only. The Commission will hold the second reading and public hearing on December 1, 2025.

Miscellaneous

Agreement with R.F. Lusa & Sons Sheetmetal, Inc. for Roof Replacement Project at the RP Funding Center Youkey Theatre

On July 31, 2025, the City of Lakeland issued Request for Proposals No. 2025-RFP-053 to replace the roof at the RP Funding Center Youkey Theatre. This request originated due to constant leaks being experienced in the facility. The roof is approximately 50 years old.

The project will include the provision of all labor, material, equipment, supervision, and administration to perform the work outlined in the project construction documents and specifications. The general scope of work includes the removal and disposal of the existing roof system, including membrane, insulation, base sheets, flexible and metal flashings, and all associated components, down to the existing structural deck or substrate, and the installation of a new thermoplastic single-ply roofing membrane and flashing system, and associated roof system components as indicated in the drawings, with a 20-year warranty.

On September 2, 2025, the City's Purchasing Division received a total of eight proposals as follows:

1.	RF Lusa & Sons Sheetmetal Inc., Lakeland, FL	$1,700,000.00
2.	Advanced Roofing, Inc., Ft. Lauderdale, FL	$1,629,093.00
3.	Next Dimension Construction and Roofing, Tampa, FL	$1,428,000.00
4.	Eskola Roofing and Waterproofing, Winter Garden, FL	$1,387,106.66
5.	Springer-Peterson Roofing & Sheet Metal Inc., Eaton Park, FL	$1,974,901.00
6.	Everdean Construction, LLC, Plant City, FL	$1,347,174.00
7.	Barber & Associates, Inc., Mulberry, FL	$1,407,700.00
8.	1st Class Roofing, Auburndale, FL	$1,463,870.00

Together with the City's engineering consultant, Gale Associates, City staff conducted an evaluation of all proposals based upon company experience, company personnel, pricing proposal and proposed project schedule.

After evaluating each proposal, the selection committee determined that RF Lusa & Sons Sheetmetal Inc. ranked the highest in meeting all RFP requirements. A Notice of Intent to Award was issued to RF Lusa & Sons by City Purchasing on September 18, 2025. After value engineering, the parties have subsequently negotiated the AIA Agreement with a total price of $1,500,000.00, reducing RF Lusa's original proposal by $200,000.00. The substantial completion date of the project is April 22, 2026.

Funding for this project is available as follows:

- $1,150,000 from the City Building Roof Replacement Projects in the Public Improvement Fund
- $350,000 from savings for various capital projects in the RP Funding Center Capital Fund.

Staff recommended that the City Commission authorize the award of RFP No. 2025-RFP-053 to RF Lusa & Sons Sheetmetal Inc. for the Roof Replacement Project at the RP Funding Center Youkey Theatre and authorize the appropriate City officials to execute the Agreement on behalf of the City of Lakeland in the amount of $1,500,000.00.

Palmer Davis presented this item to the Commission.

Motion: Commissioner Guy LaLonde moved to approve the recommendation. 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. Commissioner Mike Musick was absent at that time.

*First Amendment to Land Lease Agreement with Tooth and Plow Aviation, LLC

This was a proposed First Amendment to the Land Lease Agreement with Tooth and Plow Aviation, LLC, (Tooth and Plow) located on the northwest side of Lakeland Linder International Airport (Airport). Tooth and Plow, an Airport tenant since 2024, is seeking to amend its current Lease to update the legal description of the leased premised because of a reduction in its leased acreage from 1.00 acre to 0.87 acre. In consideration of this adjustment, the Airport has agreed to provide Tooth & Plow with a one month rent credit in the amount of $1,553.64, which will be applied to its October 2025 base rent payment.

Additionally, due to a delay in the construction of Tooth and Plow's hangar and office facility, also caused by the relocation of the force main line from the leased premises, the Airport has agreed to grant Tooth and Plow a temporary rent suspension. The force main line needed to be relocated as it was not known to have been located at the construction site prior to executing the original Lease Agreement with Tooth and Plow. As such, following the October 2025 rent credit, Tooth and Plow's recurring rent payments will be suspended from November 1, 2025 through September 30, 2026. Regular rent payments will resume on October 1, 2026. Except as amended as set forth above, all other terms and conditions set forth in the Lease will remain in full force and effect.

Staff recommended that the City Commission approve this First Amendment to the Land Lease Agreement with Tooth and Plow and authorize the appropriate City officials to finalize and execute all corresponding documents consistent with the above-specified terms.

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

Land Lease Agreement with FlyUSA Lakeland 1, LLC

This was a proposed Land Lease Agreement with FlyUSA Lakeland 1, LLC (FlyUSA). Established in 2020, FlyUSA is a leading force in private aviation, offering on-demand charters, jet cards, co-ownership programs and complete aircraft management. FlyUSA is seeking to build a hangar and office facility on approximately 2.51 acres of land located in the southeast section of the Airport.

The Land Lease Agreement is for an initial term of 30 years, effective November 17, 2025, subject to City Commission approval. It also contains two additional 10 year renewal options upon mutual written agreement of the parties. The rent commencement date shall be the earlier of 24 months from the effective date of the Lease or upon issuance of the Certificate of Occupancy for the construction project.

Beginning on the rent commencement date and continuing for the first year of the Lease, annual base rent will be $43,734.24, paid in monthly installments of $3,644.52 ($0.40 per square foot) on the first day of each month. The rental rate is consistent with other land leases on Airport property.

Following the first year and continuing through year 10 of the Lease, the base rent will be subject to an annual adjustment in an amount determined by the percentile change in the Consumer Price Index (CPI), with the maximum annual increase capped at 8%. Prior to the commencement of year eleven (11), and for each subsequent 10 year period, including any renewal term exercised, base rent will be adjusted to 10% of an appraisal of the land only conducted by a certified Member of the Appraisal Institute, which will become the new base rent for all CPI adjustments for the applicable Lease term.

In addition to base rent, FlyUSA will be required to pay for all utilities and applicable taxes. Any plans/specifications for improvements are required to be reviewed and approved by the Airport prior to commencement of construction. Upon expiration of the Lease, all improvements shall become the property of the Airport if not removed. The parties have agreed that FlyUSA shall be permitted to obtain a leasehold mortgage to finance the costs associated with construction of its hangar and office facilities on the leased premises for which the City will execute any necessary documents requested by the lender. However, FlyUSA is prohibited from imposing any lien to be filed upon the leased premises.

Staff recommended that the City Commission approve the Land Lease Agreement with FlyUSA and authorize the appropriate City officials to finalize and execute all corresponding documents consistent with the above-specified terms.

Palmer Davis presented this item to the Commission.

Motion: Commissioner Chad McLeod moved to approve the recommendation. Commissioner Sara Roberts McCarley 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 5-0. Commissioners Mike Musick and Guy LaLonde were absent at the time.

Local Government Area of Opportunity Development Incentive Program 2025 - Twin Lakes Phase III

This is a letter of commitment to the Florida Housing Finance Corporation (FHFC) committing funding in the amount of $610,000 to Twin Lakes III, Ltd. for a proposed affordable housing community located at 501 Hartsell Avenue, West of Hartsell Avenue and South of Lake Beulah Drive.

On October 22, 2025, the FHFC issued Request for Applications 2025-202 (RFA 2025-202) Housing Credit Financing for Affordable Housing Developments Located in Broward, Duval, Hillsborough, Lee, Orange, Palm Beach, Pinellas and Polk Counties. The application provides a preference or a “boost” for applications that are partially financed by the local government with a minimum contribution amount of $610,000.00. On September 23, 2025, the City of Lakeland Housing Division released a Notice of Funds Available in the amount of $610,000 to support developers applying for the upcoming FHFC RFA 2025-202. The funds can only be awarded to a single qualified developer seeking to apply through the related application to FHFC for housing tax credit financing.

The Housing Division received two eligible applications for two developments seeking local government funding from the City of Lakeland in conjunction with applications to the FHFC for 9% Low Income Housing Tax Credits: Twin Lakes – Phase III and Swan Phase III. Twin Lakes – Phase III proposes a 96-unit community serving households between 30% and 60% of the annual median income (AMI) for Polk County. This is the third and final phase of redevelopment of the former Westlake Apartments through a master development agreement between Housing Trust Group LLC (HTG) and the Lakeland Housing Authority through the affiliated Twin Lakes III, Ltd. Swan III proposes a 92-unit community serving households between 30% and 70% AMI and expands the existing Swan Landing and Swan Lake Village communities all developed by single-purpose entities owned by Blue Sky Communities, LLC.

On October 29, 2025, the summary of both applications was provided to members of the Affordable Housing Review Committee with representation from the Community and Economic Development Department, Lakeland Electric, Water Department, Building

Inspection and members from the Affordable Housing Advisory Committee. The committee reviewed and discussed each application on November 3, 2025, deciding on a final ranking and recommending to pledge funding to Twin Lakes III, LTD, with Blue Sky Communities ranking second. Although both qualify to apply for the FHFC RFA, Twin Lakes Estates - Phase III has both site plan and building permit applications in review, a slightly higher unit count and 100% of the units at or below 60% AMI.

The City contribution in the amount of $610,000.00 will be pledged towards the total project budget of $29,426,121.00 through the Local Government Verification of Contribution Loan Form. This pledge is subject to the developer being awarded housing credit financing from the Florida Housing Finance Corporation RFA 2025-202, after which a final funding agreement will be brought to the City Commission for consideration.

Staff recommended that the City Commission authorize the appropriate City officials to execute the Local Government Verification of Contribution Form pledging funds in the amount of $610,000 for the Twin Lakes Phase III affordable housing project.

Palmer Davis presented this item to the Commission.

Motion: Commissioner Guy LaLonde moved to approve the recommendation. Commissioner Sara Roberts McCarley seconded.

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

Shawn Sherrouse recognized Mike Smith, specifically his costume for Haunt the Halls. He is a man of many talents.

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

FINANCE DIRECTOR

*Appropriation and Increase in Estimated Revenues – Lakeland Linder International Airport Renewal and Replacement Fund

The Airport is requesting additional appropriation for an AIP Grant Agreement with the Federal Aviation Administration to receive federal funding for the Construct of Taxiway A Shoulders & Holding Bays – Phase 2 (6,100 feet).

$4,999,290 is currently budgeted in FY25 for the design and Phase 2 Construction (4,525 feet). The grant increases FAA Funding by $4,010,507, which is 95% of the project total eligible cost.

Staff recommended that the City Commission authorize an appropriation and increase in estimated revenues of $4,010,507 in the Lakeland Linder International Airport Renewal and Replacement Fund from the following sources:

- $4,010,507 in FAA grant revenues.

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

*Budget Carryover – All Funds

As the Finance Department closes one Fiscal Year and opens another, a list of carryover projects and supplemental appropriations is compiled and submitted for approval by the City Commission. Approval of the list will provide budgets for continuing projects which overlap Fiscal Years.

The Finance Department and City Manager's Office request the following list of carryover accounts/projects be approved by the City Commission. The balances are preliminary and will be finalized after all year-end accounting adjustments/accruals are posted.

Staff also requested that the estimated revenues are increased where applicable and that the funding for the accounts/projects as listed be appropriated retroactive to October 1, 2025.

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

UTILITY

Ordinances – None

Resolutions

Resolution 6034; Proposed 25-073; Establishing Fuel Charge Effective January 1, 2026

> A RESOLUTION RELATING TO THE ELECTRIC UTILITY; MAKING FINDINGS; ESTABLISHING THE FUEL CHARGE FOR ALL CUSTOMER CLASSES FOR METERS READ ON OR AFTER JANUARY 1, 2026; AMENDING TIME OF DAY FUEL CHARGE FOR APPLICABLE RATE CLASSES; REPEALING RESOLUTION 6009; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

Motion: Commissioner Chad McLeod moved to approve the resolution. Commissioner Stephanie Madden seconded.

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

Action: Upon roll call vote Commissioners Chad McLeod, Bill Read, Stephanie Madden, Sara Roberts McCarley, Guy LaLonde, and Mayor Bill Mutz voted aye. Ayes – six. Nays – zero. Commissioner Mike Musick was absent at that time. The motion carried.

Commissioner Stephanie Madden told Lakeland Electric (LE) they did a fantastic job at the Utility Committee meeting explaining these situations.

Commissioner Guy LaLonde asked if there was a way to show the comparable utility fuel rates.

Sandra Ruede reviewed the benchmarking slides to show LE's comparison to other utilities.

Miscellaneous

Approval of Deed Notice of CCR Unit Closure and Use Restrictions at McIntosh Power Plant

This is a proposed deed notice for the By-Product Storage Area at the McIntosh Power Plant located at 3030 E. Lake Parker Drive. In accordance with the Federal Coal Combustion Residuals (CCR) Rule, the owner/operator of a CCR unit, such as Unit 3, must record a notation on the deed of the property notifying any potential purchaser of the property that the land has been used as a CCR unit and that its use is restricted under the post-closure care requirements of the CCR Rule. Accordingly, the deed notice identifies the Byproduct Storage Area of the McIntosh Power Plant, which encompasses approximately 44 acres and containing CCR, as an area previously used as a CCR unit.

The deed notice includes references to Federal and State regulations, the legal description of the property, and the use restrictions on the property. Specifically, the use restrictions include not disturbing the integrity of the final cover system or any other component of the system or the function of the monitoring systems before contacting the Florida Department of Environmental Protection (FDEP). The deed notice has also been reviewed by FDEP for form and content. Upon approval by the City Commission, the deed notice will be submitted to the Orlando Utilities Commission (a 40% owner of the property) for approval. The fully executed deed notice will then be recorded in Polk County public records.

Staff recommended that the City Commission approve the deed notice of the CCR unit closure and use restrictions at the McIntosh Power Plant 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.

Agreement with NewGen Strategies & Solutions, LLC to Conduct a Rate Study for Lakeland Electric

This proposed Agreement with NewGen Strategies & Solutions was to conduct a rate study to prepare an evaluation of Lakeland Electric's tariffs. The rate study will encompass an analysis of Lakeland Electric's revenue requirement and cost of service to propose utility rates that are fair and practical based on a cost-of-service approach. The City conducted its last rate study for Lakeland Electric in 2022. A new rate study is necessary to determine if current rates are adequate to fund Lakeland Electric's operating expenditures, provide for planned investments in infrastructure and reestablish cost allocations among the various customer rate classes.

Accordingly, the City's Purchasing Department issued Request for Proposal No. 2025-RFP-038 (RFP) on June 23, 2025, seeking qualified firms to assist Lakeland Electric in preparing an analysis of its electric tariffs. The following 5 companies responded to the RFP and provided their not-to-exceed costs for the rate study.

Company	Location	Cost
Booth & Associates	Raleigh, NC	$ 95,000
Baker Tilly Advisory Group	Tampa, FL	$105,000
Burns & McDonnell Engineering Company, Inc	Kansas City, MO	$113,500
Black & Veatch Management Consulting, Inc.	Orlando, FL	$113,580
NewGen Strategies and Solutions, LLC	Lakewood, CO	$115,000

Upon evaluation by Lakeland Electric staff, NewGen Strategies & Solutions, LLC was selected as the most qualified firm capable of meeting Lakeland Electric's needs in accordance with the City's RFP. Although NewGen Strategies & Solutions, LLC's proposal is slightly higher in cost, the added value in terms of analytical depth, stakeholder communication support, and strategic insight was determined to provide a greater long-term benefit to the City in presenting its final report.

The term of this Agreement will become effective upon approval by the City Commission and shall remain in effect until May 29, 2026, unless otherwise extended or terminated as provided for in the Agreement. The total cost for completion of the rate study services is $115,000, which is included in Lakeland Electric's FY26 budget.

Staff recommended that the City Commission approve the Agreement with NewGen Strategies & Solutions, LLC for Lakeland Electric's rate study and authorize the appropriate City officials to execute all corresponding documents related to the Agreement.

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

Agreement with Schneider Electric Systems USA, Inc. for Service and Support of Unit 8 and Winston Peaking Station Control Systems

This proposed Agreement with Schneider Electric Systems USA, Inc. (Schneider) was for service and support of the Foxboro control systems being utilized on Larsen Unit 8 and the Winston Peaking Station (Winston). Lakeland Electric currently utilizes Foxboro controls on Larsen Unit 8 and Winston, which are both dependent on the proper operation of these integrated systems to maintain plant reliability and operability. Due to the complexity of these modern control systems, which include multiple operating systems, network switches, routers, firewalls, database servers, network servers, web servers and workstations, Lakeland Electric's Controls Group frequently needs to utilize Foxboro technical support to ensure reliability and operability of the City's power plants. As such, the City's Purchasing Department approved Schneider, the original equipment manufacturer, as a sole source contractor.

The Foxboro Premium Support Agreement plan provides unlimited 24-hr/day phone support, Foxboro's Module Exchange Program (MEP) and Remote Watch Service (RWS). In accordance with the MEP, Schneider will immediately ship replacement parts to Lakeland Electric upon request at a 43% discount. The RWS allows Schneider technicians to login remotely to Lakeland Electric's service and check the status of the control systems or assist Lakeland Electric technicians with real-time troubleshooting.

The term of the Agreement with Schneider is for a period of 3 years, with a retroactive effective date of October 1, 2025, subject to City Commission approval. This purchase will be governed by Schneider's Proposal and negotiated General Terms and Conditions of Sale of the Customer First Agreement dated November 6, 2025. The total contract price for Schneider's services pursuant to the Agreement is $349,482 for the 3 year term. The first-year cost of $130,000 of this Agreement is included in Lakeland Electric's FY26 budget. The cost for the remaining 2 years will be subject to annual budget approval by the City Commission in subsequent budget years.

Staff recommended that the City Commission approve this Agreement with Schneider Electric Systems USA, Inc. for service and support of Larsen Unit 8 and Winston Control Systems and authorize the appropriate City officials to execute all corresponding documents.

Palmer Davis presented this item to the Commission.

Motion: Commissioner Guy LaLonde moved to approve the recommendation. Commissioner Stephanie Madden 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 5-0. Commissioners Sara Roberts McCarley[2] and Mike Musick were absent at that time.

Agreement with Electric Sales Associates, Inc. for a 15KV Switchgear Enclosure Addition for Grove Substation

This proposed Agreement with Electric Sales Associates, Inc. for a 15KV switchgear enclosure addition for Grove Substation located at 2221 County Road 540A in Lakeland. The switchgear addition is part of an effort to increase the capacity of Grove Substation to lessen the reliance of the neighboring substation located at 5440 Strickland Avenue in Highland City, as well as address new load growths in the surrounding area.

The City's Purchasing Department issued Invitation to Bid No. 2025-ITB-034 seeking qualified contractors to design, manufacture and deliver a 15KV Switchgear Enclosure addition for Grove Substation. The City received responses from the 2 contractors listed below.

Vendor	Location	Price
Electric Sales Associates, Inc.	Valrico, FL	$625,586.00
Integrated Power Services	Riverview, FL	$2,431,000.00

Following evaluation of the bids by Lakeland Electric staff, Electric Sales Associates, Inc. was selected as the most responsive responsible bidder capable of providing the specialized expertise for the required services in accordance with the City's Bid at the lowest price. Electric Sales Associates, Inc. is the reseller of the 15KV switchgear enclosure, which is manufactured by Powercon Corp.

All work will be performed in accordance with the City's Bid Specifications and the negotiated terms and conditions set forth in Electric Sales Associates, Inc.'s proposal dated September 25, 2025. Electric Sales Associates, Inc. will provide a warranty on equipment for a period of 5 years from the date of shipment. Pursuant to the Agreement, Electric Sales Associates, Inc.'s scope of work will include the following:

- Supply and assemble a control panel system for housing protective relays and all associated equipment, including all electrical wiring.
- Supply a prefabricated, weatherproof, walk through metal switchgear enclosure with three 1200-amp feeder breakers, one 2000-amp main bus, one 1200-amp transfer bus, 1200-amp load break transfer bus switches, one 2000-amp tie breaker and one 2000-amp main breaker.
- The complete design of and provide the protective relaying, panels, test switches, control switches, lockout relays, terminal blocks, shorting block blank plates and

[2] Commissioner Sara Roberts McCarley expressed support for this item as she returned to the meeting.

other necessary equipment for complete installation of the protective relaying system.

The term of the Agreement, effective upon City Commission approval, will be for a term of 18 months. Electric Sales Associates, Inc.'s bid included 2 options for the design provided by Powercon Corp. Lakeland Electric staff chose an option which included spare breakers and an HVAC system for an additional cost. Accordingly, the total cost for the design, supply and delivery of the 15KV switchgear enclosure is $683,722. A total of $600,000 for this project has been included in Lakeland Electric's FY26 budget. The remaining cost will be subject to budget approval by the City Commission in FY27.

Staff recommended that the City Commission approve the Agreement with Electric Sales Associates, Inc. for a 15KV switchgear enclosure addition for Grove Substation and authorize the appropriate City officials to execute all necessary corresponding documents on behalf of the City.

Palmer Davis presented this item to the Commission.

Motion: Commissioner Bill Read moved to approve the recommendation. 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 Mike Musick was absent at that time.

AUDIENCE

Virginia Robinson wished the Commission a wonderful holiday. She wished Commissioner Bill Read a happy retirement. Save our Children presented Mayor Bill Mutz with an open letter expressing their thanks for exemplary leadership as Mayor of Lakeland.

Harlem Turner came forward. It has been a pleasure working with the Mayor and his support of Juneteenth and other projects. It has not always been easy. We do not always agree. He once again raised the issue of the Lakeland Housing Authority (LHA) and its Executive Director Ben Stevenson. He wanted an investigation into the problem.

Cathy Eadham stated she was wrongly evicted by the LHA in 2019 because she complained that LHA was being unfair to people on the waiting list. Mr. Stevenson said she was a pain in his side. Gladys refused her rent and evicted her. She was evicted during COVID. She was in the hospital at the time and did not receive notice of the eviction. Gladys is allowing her friends to move in rather than follow the waiting list.

Rashay Brown came forward and said the Housing authority is crooked.

Naquaisha Coward was pleading for help. She asked the Mayor to remove the members of the LHA Board. They are afraid to stand up to Ben Stevenson. They are not able to hold him accountable. She is homeless living out of her vehicle. She is a single mother with a child with disabilities and she was not protected. She was not notified that her Section 8 support would not be ended.

MAYOR AND MEMBERS OF THE CITY COMMISSION - None

CALL FOR ADJOURNMENT - 12:14 p.m.

Kelly S. Koos,
City Clerk