LAKELAND CITY COMMISSION

Regular Session
February 19, 2024

The Lakeland City Commission met in Regular Session in the City Commissioner Chambers. Mayor Pro Tem Stephanie Madden and Commissioners Chad McLeod, Bill Read, Sara McCarley, Mike Musick, and Guy LaLonde were present. Mayor Bill Mutz was absent. City Manager Shawn Sherrouse, City Attorney Palmer Davis, Finance Director Mike Brossart, and Deputy City Clerk Heather Bradman were present.

CALL TO ORDER - 9:00 A.M.

PRESENTATIONS

Explore Lakeland Update (Amy Wiggins, President & CEO Lakeland Chamber of Commerce)

PROCLAMATIONS

FFA Future Farmers of America-Student Leaders

COMMITTEE REPORTS AND RELATED ITEMS

Real Estate & Transportation Committee 02/16/24

Lease Agreement with Black Hawk Brothers, LLC

Commissioner Mike Musick presented this item to the Commission.

Motion: Commissioner Sara McCarley moved to approve the lease agreement. 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.

Municipal Boards & Committees 02/16/24

Mayor Pro Tem Stephanie Madden presented this item to the Commission.

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

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 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.

APPROVAL OF MINUTES (with any amendments)

* City Commission 02/02/24 - 02/05/24

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

REQUESTS TO APPEAR FROM THE GENERAL PUBLIC - None

EQUALIZATION HEARINGS - None

PUBLIC HEARINGS

Ordinances (Second Reading)

Ordinance 6026; Proposed 24-007; Application of I-3 (Heavy Industrial) Zoning on Approximately 17 Acres Located at 2700 N. Combee Road (1st Rdg. 02-05-24)

> AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; PROVIDING FOR I-3 (HEAVY INDUSTRIAL) ZONING ON APPROXIMATELY 17 ACRES LOCATED AT 2700 N. COMBEE ROAD; PROVIDING CONDITIONS; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the short title.

Motion: Commissioner Bill Read moved to approve the ordinance. Commissioner Chad McLeod 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:
- While this proposed transfer station is a relatively low trip generator, it would still be subject to permitting through the FDOT.
- Citizens can go to the FDOT website and look at the Moving Florida Forward Project Map to get that birds eye view of the upcoming State Road 33 improvements.
- The Polk Transportation Planning Organization's long-range transportation plan is a 25-year plan with no funding now for this section of Combee Road. Funding involves federal and state dollars filtered through Tallahassee. Very little funds are available for this type of roadway.
- According to the Community Survey most of public frustration is on transportation.
- It is important for Central Florida to look at truck routes and protect right of ways.
- Truck corridors are part of the Comprehensive plan.
- Traffic Operations is a huge partner in analyzing impacts.

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

Ordinance 6027; Proposed 24-008; Approving a Conditional Use to Allow for the Development of a Solid Waste Transfer Facility on Property Located at 2700 N. Combee Road (1st Rdg. 02-05-24)

> AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; APPROVING A CONDITIONAL USE TO ALLOW FOR THE DEVELOPMENT OF A SOLID WASTE TRANSFER FACILITY ON PROPERTY LOCATED AT 2700 N. COMBEE ROAD; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the short title.

Motion: Commissioner Bill Read moved to approve the ordinance. Commissioner Sara 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:
- This keeps routes efficient. There would be a centralized location for trucks to empty and then move material to larger trucks

- Benefits include the safety of the trucks and the people working.
- An active landfill is less stable than the concrete bottom a transfer station provides.
- This should add 2-3 years of life to trucks by keeping them out of landfill and in safe location.
- We are at 50% design phase of plan now. From this point forward it should be a year to a year and a half before they start construction. 2 years before completion.

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

Ordinance 6028; Proposed 24-009; Amending Ordinance 3429, as Amended; Major Modification of PUD (Planned Unit Development) Zoning to Incorporate a 137.58 Acre Parcel Located at 5300 Allen K. Breed Highway and Allow for the Development of a New 450,000 sq. ft. Warehouse Distribution Center and a 61,535 sq. ft. Return Center as Part of an Expansion of the Publix Warehouse Campus Located at 2600 County Line Road (1st Rdg. 02-05-24)

> AN ORDINANCE RELATING TO ZONING; MAKING FINDINGS; AMENDING ORDINANCE 3429, AS AMENDED, TO PROVIDE FOR A MAJOR MODIFICATION OF PUD (PLANNED UNIT DEVELOPMENT) ZONING IN ORDER TO INCORPORATE A 137.58 ACRE PARCEL LOCATED AT 5300 ALLEN K. BREED HIGHWAY WITHIN THE PUD AND ALLOW FOR THE DEVELOPMENT OF A NEW 450,000 SQUARE FOOT WAREHOUSE DISTRIBUTION CENTER AND A 61,535 SQUARE FOOT RETURN CENTER AS PART OF AN EXPANSION OF THE PUBLIX WAREHOUSE CAMPUS LOCATED AT 2600 COUNTY LINE ROAD; PROVIDING CONDITIONS; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the short 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 McCarley, Bill Read, Chad McLeod, and Mayor Pro Tem Stephanie Madden voted aye. Ayes - six. Nays-zero. The motion carried unanimously.

Resolutions

Resolution 5885; Proposed 24-010; Amending Resolution 5880 to Amend the Membership of the Charter Review Committee

> A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKELAND, FLORIDA AMENDING RESOLUTION 5880 TO AMEND THE MEMBERSHIP OF THE CHARTER REVIEW COMMITTEE; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the short title.

Motion: Commissioner Bill Read moved to approve the resolution. Commissioner Sara McCarley seconded.

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

Commissioner Bill Read has a third recommendation to the committee. He is trying to reach them to verify their availability. Today the Commission will act on the current resolution before them and the 15^{th} member can be added to another resolution amending this one.

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

COMMUNITY REDEVELOPMENT AGENCY

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

Site and Infrastructure Funding Agreement with 625 E Lime, LLC

This is a Site and Infrastructure Funding Agreement with 625 E Lime, LLC in connection with a multi-family development proposed for 625 E. Lime Street, to be known as the Lime St. Apartments. 625 E Lime, LLC is a part of Coda Development, a Jason Lewis company, which has a growing portfolio of multi-family projects in Downtown Lakeland, with the Lime St. Apartments being its third location in the Garden District. Coda Development’s focus has been on quality, mid-sized multifamily projects that add to the infill redevelopment goals of the CRA. The Lime St. project will continue to build on that concept. The proposed development will consist of one, 4- story building having a total of forty-eight (48) apartment units, with a mix of one- and two-bedroom apartments. The project will provide revitalization to underutilized, vacant land and is an example of urban infill with site and infrastructure challenges.

The project has progressed through the City’s development review process and received the following approvals and incentives:

- Site Plan - September 23, 2021
- Historic Preservation Board – January 27, 2022, and June 22, 2023 (amendment)
- CRA TIF Incentive Agreement – February 21, 2022, and December 18, 2023 (amendment)

Since approval of the original TIF agreement on February 21, 2022, the costs of construction, along with soft financing costs, have increased significantly. Initially, construction costs were estimated at $9.9M in December 2021. However, market conditions have caused construction costs to exceed $12.6M as of June 2023. After further analyzing site development, the developer has worked with CRA staff to evaluate a scope of improvements that are added benefits to the public realm and support infill development. The following items have been identified and will be eligible for reimbursement under the attached Agreement:

- Underground stormwater retention
- Sidewalk and streetscape upgrades
- Street side landscaping and irrigation
- Solid waste facilities enclosure
- Decorative knee wall and retaining wall

Construction of the above improvements is estimated to cost $589,625 and is consistent with Downtown Redevelopment Plan goals, as well as other CRA-incentivized projects. Under the Agreement, the CRA will reimburse 625 E Lime LLC for these costs in a not-to-exceed amount of $589,625.

At their February 1, 2024 regular meeting, the CRA Advisory Board reviewed this request and voted to favorably recommend the award financial assistance to 625 E Lime, LLC in an amount not to exceed $589,625 as reimbursement for actual costs incurred (exclusive of any fees for overhead or other similar expenses) in carrying out the above described site and infrastructure improvements.

Staff recommended that the City Commission, acting as the Lakeland Community Redevelopment Agency, accept the CRA Advisory Board's recommendation and approve and authorize the appropriate CRA officials to execute the Site and Infrastructure Funding Agreement with 625 E Lime LLC.

Valerie Ferrell presented this item to the Commission.

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

Award of Bid to STAG Industries for Routine Landscape and Irrigation Maintenance Services at CRA Properties Leased to Commercial Tenants

On September 25, 2023, the City's Purchasing Division issued Invitation to Bid No. 2023-ITB-155, seeking qualified vendors to provide landscape and irrigation maintenance services at Lakeland Community Redevelopment Agency properties in the Mid-Town CRA that are being leased to commercial tenants. The CRA owns approximately ten (10) properties leased to commercial tenants to ensure the facilities are adequately kept, well maintained and contributing to the revitalization of the area. Maintenance services include mowing of grass, weeding, maintenance of landscaped areas, irrigation management, removal of loose trash and debris, tree and bush trimming, and herbicide application.

The City received responses from the eight (8) vendors listed below:

	A-1 Earthworks	Looks Great Enterprises	Big D's Lawn Care	STAG Industries	Cut Ups Lawn Service	JDMF LLC	Trujillo Lawn Company	J. Weary Lawn Care Services LLC
FACTOR Total Annual Price	**TOTAL** $40,000	**TOTAL** $47,440	**TOTAL** $61,950	**TOTAL** $76,550	**TOTAL** $79,400	**TOTAL** $92,311	**TOTAL** $101,775	**TOTAL** $137,950
Location	Lakeland	Lakeland	Lake Wales	Lakeland	Tampa	Gotha	Winter Haven	Lakeland
# of Employees	2	4	2	12	5	25	4	5
Years in Business	1	9	1	15	5	8	1	5

CRA and Purchasing staff reviewed the proposals based upon the following criteria, with the primary objective being to select a company that can effectively manage quality landscaping for very demanding tenant needs and enhance the exterior of the CRA's investments:

- Pricing
- Local preference (within Lakeland Electric Service Area)
- Vendor's ability to perform the work with its number of employees
- Company experience
- Flexibility to respond and coordinate on repairs, special projects

Upon evaluation, STAG Industries was selected as the most qualified bidder based upon the number of employees it will have available to provide the required services and its quoted bid price. A Notice of Intent to Award to STAG Industries was issued on January 9, 2024.

Upon approval by the City Commission, a purchase order will be issued to STAG Industries for an initial term of one (1) year, with two (2) additional one (1) year renewal options available upon mutual written agreement of the parties. Services will be performed in accordance with the terms and conditions set forth in the City's Bid Specification. The total cost of the work for the first year is $76,550, which is included in the Lakeland CRA FY24 Budget. Any renewal terms, if exercised, will be subject to budget approval by the City Commission in subsequent budget years.

The CRA Advisory Board reviewed this request at its regular meeting on February 1, 2024 and unanimously recommended approval.

Staff recommended that the City Commission, acting as the Community Redevelopment Agency for the City, award Bid No. 2023-ITB-155 to STAG Industries for landscape and irrigation maintenance services at Lakeland CRA commercial properties and authorize the appropriate CRA officials to execute all corresponding documents on behalf of the CRA.

Valerie Ferrell presented this item to the Commission.

Motion: Commissioner Mike Musick moved to approve the award of bid. Commissioner Sara McCarley 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.

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

CITY MANAGER

Recommendation re: Approval of Purchase Order to KONE Inc. for Elevator Door Operator Upgrades at the Lakeland Electric Transmission and Distribution Facility

On January 17, 2024, the City of Lakeland received a proposal from KONE Inc. to upgrade the elevator door operators at the Lakeland Electric Transmission and Distribution Facility located at 1140 East Parker Street.

This work is needed to address elevator reliability and performance concerns resulting in a need to upgrade its components to comply with current elevator safety codes.

The project includes all labor, material, equipment, supervision, and administration to complete the work outlined in the proposal. The general scope of work for this project includes:

- Installing new door operators (2), door tracks, hanger rollers, pick up assemblies, door clutch, and door sensor edges (2) on the passenger elevator.

This upgrade will improve reliability of the door system and reduce operating noise, decrease service interruption, increase availability, and enhance passenger safety.

The City's Purchasing Division has approved KONE Inc. pursuant to OMNIA Partners Public Sector Contract #EV2516. OMNIA Partners Public Sector serves as a municipal contracting agency that enables cities and other governmental agencies to cooperatively procure equipment, products and services in order to receive volume pricing discounts. Funding is provided in the Fiscal Year 2024 Public Works Facilities and Maintenance Elevator Repair O&M Budget.

Staff recommended the City Commission authorize the issuance of a Purchase Order to KONE Inc. in the amount of $61,416.00 for elevator door operator upgrades at the Lakeland Electric Transmission and Distribution Facility and authorize the appropriate City officials to execute the appropriate documents.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Chad McLeod moved to approve the purchase order. 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.

Recommendation re: Award of Bid No. 2023-ITB-167 to Waller Construction, Inc. for Lakeland Electric Administration Building Restroom Renovations

On October 26, 2023, the City of Lakeland issued an Invitation to Bid for restroom renovations at the Lakeland Electric Administration Building located at 501 E. Lemon Street. The project requires qualified contractors to provide all required materials, tools, equipment, labor, and supervision for the complete renovation of all existing 18 toilet rooms, vestibules, and associated corridors on nine floors of the existing ten-story building, excluding the eighth floor. The primary purpose of this project is to bring the facility into compliance with current accessibility standards.

On December 18, 2023, the City's Purchasing Division received the following bids:

1. Waller Construction, Inc., Lakeland, FL $1,493,298.00
2. Peachee Construction, Lakeland, FL $1,562,800.00
3. E.B. Morris General Contractors, Inc., Ponte Vedra Beach, FL $2,190,300.00

City staff, together with the City's architectural firm, STA Architects, reviewed the bids, provided a corresponding letter of recommendation, and confirmed the scope of work complies with all project requirements. On January 4, 2024, a Notice of Intent to Award was issued by the Purchasing Division to Waller Construction, Inc.

Funding is provided for in the Fiscal Year 2024 Capital Improvement Program Budget.

Staff recommended the City Commission authorize the award of Bid No. 2023-ITB-167 to Waller Construction, Inc. for the Lakeland Electric Administration Building Restroom Renovations project in the amount of $1,493,298.00 and authorize the appropriate City officials to execute the contract.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Chad McLeod moved to approve the award of bid. Commissioner Sara McCarley seconded.

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

Guy LaLonde said it is great this is a local company. It is important that if you own a business in the City of Lakeland, we want to do business with you if you meet the criteria.

Shawn Sherrouse said two of the three bidders are local and they were very close in bid. The purchasing team and all who served on the selection committee did a great job.

The Commission discussed: The LE Admin building opened in 1990, so the restroom are a good 20 years old now. There are 18 restrooms in this multi-story which incurs a lot of logistical costs. Work will occur on 9 of the 10 floors.

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

Recommendation re: Award of RFP #2341 to TCS International, Inc. for Parking Guidance System for Main Street and Heritage Parking Garages

The City of Lakeland currently owns three parking garages and jointly operates the Heritage Street Garage with private partners. There is a total of 537 publicly available parking spaces within these garages. The City also owns and operates eight surface parking lots with approximately 300 spaces and over 500 on-street parking spaces. Visitors to Downtown have expressed difficulty in finding on-street parking. As confirmed by the City’s recent Downtown Parking Assessment, most publicly available spaces in Downtown are off-street, but visitors are not aware of their availability and choose to park on-street. Consequently, immediate on-street parking within the same block is a scarce resource. The City seeks to make it easier for drivers to find parking in the Main Street Garage and Heritage Garage by installing variable message signs which display the number of available spaces in each garage.

The City's Request for Proposal (RFP) received a total of five submittals. Three respondents were invited to present to the selection committee on January 16, 2024. They were evaluated based on management team approach and availability, project approach and methods, and the respondent's relevant experience.

After interviewing the top three responsive respondents, TCS International, Parking Guidance Systems, and TKH Group/Park Assist, TCS International, Inc. received the highest overall score. The benefits of selecting this respondent included:

- Single-space occupancy sensors rather than multi-space sensors
- Local service and support
- Access to multiple types of sensors and configurations for future expansion opportunities
- No ongoing software subscription fees
- Domestically manufactured equipment

The proposed Main Street Garage system uses bi-directional ultrasonic sensors with a full matrix color LED sign at each entrance to display the number of available parking spaces or other messaging (i.e. Event Parking or Garage Closed). The selection committee determined this to be the most appropriate solution given the physical layout and size of the Main Street Garage.

The system proposed for the Heritage Garage includes single-space ultrasonic sensors at the City-owned spaces on levels A and B, supplemented with bi-directional ultrasonic sensors located at each entrance/exit point to the garage. The single-space sensors have an LED light to indicate to the driver whether spaces along the aisle are empty, indicated by a green light, or occupied, indicated by a red light. There are other color options available to denote ADA accessible spaces, EV charging spaces, or other exclusive-use spaces. Should the City decide to expand the system to other locations, the respondent offers a number of other types of sensors and configuration options.

	Parking Guidance Systems, LLC	TCS International	TKH Group/ Park Assist
Main St. Garage Equipment and Signs, Furnished and Installed	$86,550.00	$65,793.00	$59,641.92
Heritage Garage Equipment and Signs, Furnished and Installed	$205,000.00	$159,672.00	$147,264.09
Software One-Time Cost	$16,500.00	$10,760.00	$0.00
Software Subscriptions/Fees over a Four-Year Period	$6,500.00	$0.00	$6,000.00
One-Year Hardware and Equipment Warranty	$0.00	$0.00	$0.00
Total	$314,550.00	$236,225.00	$212,906.01

The City's Purchasing Division published a Notice of Intent to Award on January 17, 2024. The bid protest period expired with no protest filed.

Staff recommended the City Commission approve the award of RFP #2023-RFP-161 to TCS International, Inc. for the Main Street Garage and the Heritage Garage Parking Guidance System in the amount of $236,225.00. Funding is included in the Parking Fund for this purpose.

City Manager Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Bill Read moved to approve the award of RFP. 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.

The Commission discussed: This will be maintained by the City and the agency. There is a 1-year warranty on the equipment. Timeline of this project is 6-months.

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

City Manager Verbal Report
Shawn Sherrouse recognized the Cleveland Heights Golf Course for receiving the Andy Bean Legacy Award over the weekend for promoting and helping junior golfers.

CITY ATTORNEY

Ordinances (First Reading) - NONE

Miscellaneous

Concessionaire Agreement with Avis Budget Car Rental, LLC

This is a Concessionaire Agreement with Avis Budget Car Rental, LLC (Avis) to provide rental car services to on-and-off site Airport customers. Pursuant to this Agreement, Avis will be granted the non-exclusive right to rent space in the Airport's terminal building in order to operate its rental car concession.

The initial term of this Agreement is for a period of five (5) years, effective February 19, 2024, subject to City Commission approval. The Agreement also provides for one (1) additional five (5) year option of renewal upon mutual written agreement of the Parties. Either party reserves the right to terminate the Agreement for any reason upon thirty (30) days prior written notice. In accordance with the Agreement, Avis will pay base rent in the amount of $619.67 per month or $7,436 per year to rent and use counter and office spaces totaling 338 square feet at an annual rate of $22.00 per square foot. The monthly base rent includes utilities, but does not include any applicable taxes, which Avis will pay in addition to the base rent.

Avis will also have access to approximately forty-five (45) parking spaces ("Ready Car Parking Spaces") at the Airport. Pursuant to the Agreement, Avis will operate and maintain the Ready Car Parking Spaces, including the cleaning and striping of those spaces. The City reserves the right to increase/decrease the number of Ready Car Parking Spaces available to Avis or relocate them to another area during the term of the Agreement. Avis shall be required to pay the City $150.00 per month, in addition to any applicable sales tax, for the Ready Car Parking Spaces. In addition to the fee for the Ready Car Parking Spaces, Avis will be subject to the following Airport monthly concessionaire fees for "On-Airport" rentals (car rentals from airline passengers) and "Off-Airport" rentals (car rentals from non-airline passengers) pursuant to the Agreement:

On-Airport Rental Car Concessionaire Fees:

1. 15% of Gross Revenue (total amount actually charged to a rental car customer)
2. $4.95 Quick Turnaround Area Fee (location where Avis will clean/ wash cars before moving them to the Ready Car Parking Spaces)

Off-Airport Rental Car Concessionaire Fees:

1. 10% of Gross Revenue (total amount actually charged to a rental car customer)
2. $4.95 Quick Turnaround Area Fee (location where Avis will clean/wash cars before moving them to the Ready Car Parking Spaces)

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

Ramona Sirianni presented this item to the Commission.

Motion: Commissioner Sara McCarley moved to approve the agreement. 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.

Task Authorization with Black & Veatch, Inc. for Emergency Response Plan Revisions

This is a proposed Task Authorization with Black & Veatch, Inc. (B&V) to perform professional services associated with analyzing and developing revisions to Water Utilities' Emergency Response Planning Documents. The Florida Department of Environmental Protection (FDEP) recently amended its regulations relating to

Wastewater Treatment and Collection systems, which will require the City to update its emergency power plan, emergency response plan, Collection System Action plan, and Vulnerability Assessment.

B&V will perform the work in two phases. Phase A involves a comprehensive review and assessment of existing documents to ensure compliance with rule 62-600. This phase will also involve identifying any gaps and developing a strategy for updates, incorporating input from the Florida Department of Environmental Protection (FDEP). Phase B will correct the deficiencies identified in Phase A. As the scope of Phase B is contingent upon the outcomes from Phase A, the City reserves the option to perform these updates internally but may elect to proceed with utilizing B&V to make the necessary revisions. Phase A is expected to be completed in 12 weeks and Phase B, if necessary, is estimated to take about 14 weeks.

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 B&V, previously approved by the City Commission on October 1, 2021. The total not-to-exceed cost for both Phases under this Task Authorization is $136,916 (Phase A - $61,916; Phase B - $75,000), which is included in Water Utilities' FY 2024 budget.

Staff recommended that the City Commission approve the Task Authorization with Black & Veatch, Inc. for Emergency Response Plan Revisions and authorize the appropriate City officials to execute all corresponding documentation related to the Task Authorization.

Alex Landback presented this item to the Commission.

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

Participation and Reimbursement Agreement with LCP Phase I, LLC for Water Utilities Lift Station Upsize

This is a Participation and Reimbursement Agreement with LCP Phase I, LLC for design, construction, and dedication of an upsized wastewater utility system in a commercial development project located at 4210 Old Tampa Highway, Lakeland, Florida ("Lakeland Central Park Phase I").

In order to provide adequate service to future developments nearby and accommodate growth in the surrounding service area, Water Utilities determined that it would be beneficial to increase the capacity of Lakeland Central Park's sanitary sewer system and related facilities prior to connecting to the City's system. Performing this expansion of capacity during the construction of Lakeland Central Park Phase I will reduce the cost of future infrastructure upgrades and facilitate other development in the area.

Under this Agreement, the City will reimburse LCP Phase I, LLC, for the essential construction expenses associated with increasing Lakeland Central Park's designed service capacity with a larger lift station, auxiliary equipment, and pressurized force main. Lakeland Central Park's engineer of record prepared an itemized cost differential, considering the cost of the engineered base case that fully meets the needs for Lakeland Central Park and the cost of an upsized system with greater capacity for future growth in the service area. Proof of competitive pricing was required for the cost differential.

Construction of the utilities was completed in November 2023 and the improvements were inspected, tested, and certified by the project's engineer with approvals from Water Utilities and the Florida Department of Environmental Protection. On November 9, 2023, LCP Phase I, LLC, dedicated the system to the City and provided a one (1) year warranty from the date of dedication. The City has taken ownership of the system and now permanently maintains and operates the upgraded facilities.

The total, not-to-exceed cost for this reimbursement agreement is $1,819,037.39. This project is included in the Water Utilities FY2024 budget.

Staff recommended that the City Commission approve and authorize the appropriate City Officials to execute the Participation and Reimbursement Agreement with LPC Phase I, LLC and all other documents necessary to complete this project.

Alex Landback presented this item to the Commission.

Motion: Commissioner Bill Read moved to approve the agreement. 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:

- This is around 5 million square feet of industrial warehouse space.
- This will facilitate Phase I. This agreement is buying capacity for future development. When they find an opportunity to partner with a development, they take advantage of that.
- There is more than one lift station in the complete development. This is larger lift station next to the Polk Parkway.
- The upgrade directs some flow off the Parkway and into the station which lowers pressure downstream and allow future flow.

- Every chance the City gets they implement the Dig Once Policy.

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

Purchase Order for Construction Services with Vortex Services, LLC for Cured-In-Place Pipe Sewer Main Annual Rehabilitation Project

This is a proposal from Vortex Services, LLC ("Vortex"), for construction services to rehabilitate approximately 14,010 linear feet of degraded sewer pipe at various locations around the City.

Vortex will be utilizing Cured-In-Place-Pipes (CIPP), which are jointless, seamless, flexible plastic pipe liners installed within existing sewer mains. The CIPP installation process is a trenchless, "no-dig" method of pipe rehabilitation used to repair damaged pipes from the inside without disturbing surface structures or materials. Vortex will access the sewer mains through existing manholes and insert the CIPP, which will expand and line the wall of the pipe as it cures. The purpose of this curing process is to reduce, and ideally eliminate, cracks and holes that would otherwise allow rainwater and roots to enter the pipe, causing operational problems or mechanical failure.

The scope of work for this project consists of 8 separate work locations that have been identified by Wastewater Collections using several methods. Most of the locations were identified by direct field observation by sewer maintenance crews and through camera inspection where there is a clear need to address the pipe condition. Other significant considerations were the age, material type, and expected service life of the identified sewer mains. Each successful CIPP sewer pipe rehabilitation can add 50 or more years of useful service life to the repaired sewer main.

Vortex's proposal was solicited utilizing an existing bid established via Buy Board Cooperative Purchasing, also known as the Local Government Purchasing Cooperative. The City of Lakeland is a member of this cooperative as well as other similar purchasing programs. Vortex will perform the scope of work for a total not-to-exceed cost of $872,784.78, which is included in Water Utilities' FY 2024 budget. This is a unit-priced proposal, and the actual billing will be based on installed quantities. The project is expected to be completed on or before September 30, 2024.

Staff recommended that the City Commission approve and authorize the appropriate City officials to execute a purchase order with Vortex Services, LLC in the amount of $872,784.78 for the above-described Cured-In-Place-Pipe Sewer Main Annual Rehabilitation Project.

Alex Landback presented this item to the Commission.

Motion: Commissioner Chad McLeod moved to approve the purchase order. Commissioner Sara McCarley seconded.

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

There is 1.8 million feet of gravity sewer pipe. To date, they have lined about 278,000 feet pipe and they have about 890,000 feet left to line. They do roughly 14,000-20,000 feet a year. They receive about $1.2 Million dollars every year in the CIP budget to find defects and do point repairs.

Action: Mayor Pro Tem Stephanie Madden called for the vote and the motion carried, 5-0. Commissioner Mike Musick was not present at the time of the vote.

***Approval of a Standard Continuing Contract for Roofing Consultant Services and Authority to Negotiate Continuing Contracts with Short-Listed Firms**

In accordance with the Consultant's Competitive Negotiation Act (CCNA), the City's Purchasing Department recently issued Request for Qualification (RFQ) #165 requesting qualified firms to provide Roofing Consultant Services pursuant to a continuing contract. A total of eight (8) firms responded to the City's RFQ. A Selection Committee, comprised of the City's Facilities Maintenance staff, evaluated the firms based on the following criteria:

- Experience and past performance
- Qualifications of staffing/team and other assigned personnel
- Approach to scope of services
- Examples and recommendations from other contracted entities

Upon review of the proposals by the Selection Committee, the following three (3) firms listed below, in the order they were ranked, have been short-listed.

1. Gale Associates\South\, Inc. Altamonte Springs, FL
2. REI Engineers, Inc. Palm Harbor, FL
3. PBA Design Group, Inc. Tampa, FL

Included with this approval request (in the agenda packet) is a copy of the City's standard continuing contract for Roofing Consultant Services that the City will enter into with the above short-listed firms once approved by the City Commission. By entering into a continuing contract for Roofing Consultant Services with these firms, the City will be able to utilize and benefit from a broad scope of roof assessment, inspection, evaluation, design, budget development, as well as development and administration of a web-based online geographic information system (GIS) based Roof Management Program.

The initial term of the Agreement is for a period of three (3) years, effective March 1, 2024, subject to City Commission approval, with 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 based on the dollar value of the services provided.

Staff recommended that the City Commission approve the short-listed firms and authorize the appropriate City officials to negotiate and enter into continuing contracts for Roofing Consulting Services with the above specified firms.

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

FINANCE DIRECTOR – None

UTILITY

Ordinances – NONE

Resolutions – NONE

Miscellaneous – NONE

AUDIENCE

Julie Townsend, Lakeland Downtown Development Authority Executive Director: The Main Street Garage is open to the public for parking during the weekday. This was implemented in December 2023 and staff's data shows we are generating revenue. Now they are implementing the Parking Guidance System. On street parking will continue to be free for the 2 hours and then $2 for additional time. This will be kept in place until FY 25/26. The only proposed change to on street parking is signage. The LDDA has fully funded the Lunch Squeeze. It is free to anyone who wants to ride the squeeze. They can park in Lot B for free.

Parking constraints are at peak parking times (lunch and dinner hours). It is frustrating to hear people do not understand parking rules. In the past, colored signs did not work. However, people do understand "Pay Upon Parking." Julie is not advocating to eliminate 2-hour free parking, but the clearest way to communicate is pay when you get here. Education is the key to moving forward. We need to make videos and advertise QR codes to make sure people aware. Going from free on street parking to paid is very difficult. She could not find a city anywhere that gave 2 hours parking free. She wants to preserve that for the downtown businesses, so they are not negatively impacted. People must take personal responsibility in looking for and understanding parking rules.

The Commission discussed:

- New signage needs to make sure the person stops and realize they must pay at some point.
- Worries about people looking for a meter on streets when it is an app on their smart phone.
- Looking forward to hearing feedback from Julie's meeting with downtown business owners.
- There has been no formal vote on parking changes. Everything up to this point has purely been discussion.

- The basic point is everyone wants more available parking on street. The way to accomplish that is drive longer term parkers off street.
- Heighten awareness of walkability. Is someone walks they are more apt to stop in businesses along the way.
- There are over 100 parking spaces out there that people do not use because they do not want to park there. The spaces have no value so they should not exist.
- Increased communication and marketing would help advertise unused spaces more, so they get utilized.

Katy Martinez, owner of My Office & More and City resident: She gave a shout out to the Main Street Garage workers who have cooperatively worked with her to find solutions when they have large meetings, so everyone's parking was paid for. Katy asked that we all look close at taking permits from $35 to $80 per month in one shot. She understands the current rate is too low, but she is concerned that more than doubling the rate could cause unintended consequences and move people from lots to streets. She encouraged the City to actively engage downtown businesses to find solutions.

Terry Coney, President of the NAACP Lakeland Branch and City resident: Here to talk about the discussion at last commission meeting regarding Juneteenth as paid holiday. This date was a major step forward for our country because for 246 years enslaved people had been property. It took another hundred years of other laws (1964 Civil Rights Act, Brown v. Board of Education) to solidify rights and equality. If there was no Juneteenth, there would be no Martin Luther King. The significance of this date is far reaching. He encouraged the City Commission to read Frederick Douglas's speech in 1852 as well as Dr. King's Letter from Birmingham Jail. He invited the City Commission to the NAACP Lakeland Branch annual dinner at the Coleman Bush Building at 6 p.m.

Commissioner Mike Musick said this was not originally on his radar until it came up. He talked with the City Manager's Office about the cost. He is excited for it to come back up and will support it to happen this year. He appreciated everyone who made sure this was on their radar.

Commissioner Guy LaLonde encouraged everyone to engage in the Black History education that is available. The City Commission has received phone calls and emails regarding this. He is excited to support, condone, and vote on this. He reassured Mr. Coney they are diligently working to understand and make it happen.

Mayor Pro Tem Stephanie Madden hoped he and the NAACP heard discussions on Friday about moving the Juneteenth Resolution to be heard at the April 1, 2024 City Commission meeting so all City Commissioners can be present to act. The City needs to hear from people not just on this issue, but every issue. The decisions made at the dais have ripple effects into the community.

MAYOR AND MEMBERS OF THE CITY COMMISSION

Commissioner Sara McCarley: On Thursday she read a proclamation at Roberts Academy. It is the first transitional school for children with dyslexia in the State of Florida. It provides teaching methods to students with learning differences. It was a great turnout and an honor for her to recognize the Roberts family and how Marjorie Roberts funded the school and supported the Lakeland community. Their Proclamation Day will be March 15th to recognize all they have done in the last 13 years. FSC President Anne B. Kerr announced her retirement after 20 years of leadership. Good luck to Dr. Kerr. The college is conducting a nationwide search for next leader.

Commissioner Bill Read: The Tiger BBQ is tomorrow night at 6 p.m. Saturday is the opening day for the season, and he hopes everyone comes out.

Commissioner Chad McLeod: Congratulated Mayor Pro Tem Stephanie Madden for Chairing her first City Commission Regular Session meeting.

Mayor Pro Tem Stephanie Madden: She was recently appointed to the Central Florida Regional Planning Council. She went to the Avon Park Air Force Range. Florida Polytechnic University is also going through their new presidential search.

Shawn Sherrouse reminded the Commission there is a Land Use & Zoning Workshop this afternoon in the Lakeland Electric Administration Conference Rooms 1A, 1B.

CALL FOR ADJOURNMENT – 11:24 A.M.

Heather L. Bradman

Heather L. Bradman, Deputy City Clerk

CITY OF LAKELAND FLORIDA
INCORPORATED
JAN. 1 1885