LAKELAND CITY COMMISSION

Regular Session
July 21, 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

Pension Pulse - Financial Confidence (Cherie Watson, Retirement Services Director)

REQEUSTS 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 Chad McLeod 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 July 7, 2025

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

REPORTS AND RELATED ITEMS

Municipal Boards & Committees 07/18/25

Commissioner Guy LaLonde presented this report to the Commission.

Motion: Commissioner Sara Roberts McCarley moved to approve the report. 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 unanimously.

Real Estate & Transportation Committee 07/18/25

Commissioner Mike Musick presented this report to the Commission.

Lease Agreement with the Federal Aviation Administration

Motion: Commissioner Bill Read 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 unanimously.

Second Amendment to Lease Agreement with Marathon FBO Partners, LLC

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 from the audience.

Commissioner Stephanie Madden asked to hear a little from the Airport Director about 2 FBOs and the removal of the 2 acres.

Airport Director Kris Hallstrand explained LLIA was not large enough yet for two FBOs but the 2 acres would be set aside for that purpose. Those two acres were previously locked up in a lease.

Action: Mayor Bill Mutz called for the vote and the motion carried unanimously.

EQUALIZATION HEARINGS

PUBLIC HEARINGS

Ordinances (Second Reading)

Ordinance 6096; Proposed 25-016; Amending Ordinance 5422; Major Modification of PUD (Planned Unit Development) Zoning to Allow for the Development of a New 8,000 Square Foot One-Story Office Building on Property Located at 4265 New Tampa Highway (1st Rdg. 07-07-25)

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

Palmer Davis read the title.

Motion: Commissioner Guy LaLonde 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.

Ordinance 6097; Proposed 25-017; Small Scale Amendment #LUS25-001 to the Future Land Use Map to Change Future Land Use Designation from Business Park (BP) to Industrial (I) on Approximately 9.16 Acres Generally Located at 2420 New Tampa Highway (1st Rdg. 07-07-25)

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

Palmer Davis read the title.

Motion: Commissioner Chad McLeod moved to approve the ordinance. Commissioner Guy LaLonde 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.

Ordinance 6098; Proposed 25-018; Change in Zoning from I-2 (Medium Industrial) to PUD (Planned Unit Development) to Allow for Scrap, Waste and Reclaimed Materials Traded Uses, Level II, on Approximately 9.16 Acres Generally Located at 2420 New Tampa Highway; Repealing Ordinance 5382 (1st Rdg. 07-07-25)

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

Palmer Davis read the title.

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

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

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

Ordinance 6099; Proposed 25-019; Small Scale Amendment #LUS25-003 to the Future Land Use Map to Apply Residential Medium (RM) Land Use Designation on Approximately 7.51 Acres Located at the Northeast Corner of Kathleen Road and Sleepy Hill Road (1st Rdg. 07-07-25)

> AN ORDINANCE RELATING TO LOCAL GOVERNMENT COMPREHENSIVE PLANNING; MAKING FINDINGS; PROVIDING FOR SMALL SCALE AMENDMENT #LUS25- 003 TO A CERTAIN PORTION OF THE FUTURE LAND

USE MAP OF THE LAKELAND COMPREHENSIVE PLAN: OUR COMMUNITY 2030 IN ORDER TO APPLY A FUTURE LAND USE DESIGNATION OF RESIDENTIAL MEDIUM (RM) ON APPROXIMATELY 7.51 ACRES LOCATED AT THE NORTHEAST CORNER OF KATHLEEN ROAD AND SLEEPY HILL ROAD; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

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.

Ordinance 6100; Proposed 25-020; Application of RA-4 (Single-Family Residential) Zoning on Approximately 7.51 Acres Located at the Northeast Corner of Kathleen Road and Sleepy Hill Road (1st Rdg. 07-07-25)

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

Palmer Davis read the title.

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

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

Action: Upon roll call vote Commissioners Chad McLeod, 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.

Ordinance 6101; Proposed 25-021; Approving a Conditional Use to Allow a 64-Unit Single-Family Attached Development on Approximately 7.51 Acres Located at the Northeast Corner of Kathleen Road and Sleepy Hill Road (1st Rdg. 07-07-25)

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

Palmer Davis read the title.

Motion: Commissioner Stephanie Madden moved to approve the ordinance. Commissioner Guy LaLonde 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.

Resolutions

Resolution 6002; Proposed 25-041; Establishing Fees for Collection of Solid Waste and Refuse; Repealing Resolution 5710

A RESOLUTION RELATING TO SOLID WASTE FEES AND CHARGES; ESTABLISHING FEES FOR COLLECTION OF SOLID WASTE AND REFUSE COMMENCING OCTOBER 1, 2025; REPEALING RESOLUTION 5710; MAKING FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Palmer Davis read the title.

Motion: Commissioner Mike Musick 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.

Miscellaneous

One Year Action Plan and Projected Use of Funds - 51st Year of the Community Development Block Grant (CDBG) Program and 31st Year of the HOME Investment Partnerships Program

These are the recommendations for the City's One Year Action Plan and Projected Use of Funds for the 51st Year of the Community Development Block Grant (CDBG) program and 31st Year of the HOME Investment Partnerships (HOME) program. The program year will begin October 1, 2025 and end September 30, 2026.

The recommendations continue to emphasize benefits to low and moderate-income residents of the City, with funding directed to housing rehabilitation, new construction, home purchase assistance, infrastructure, code enforcement, and public services ranging from summer recreation to services for the elderly. For Program Year 2025-2026, HUD has issued awards to the City of Lakeland of $825,858 for the CDBG program and $376,899.02 for the HOME program.

The Planning & Housing Division has conducted numerous public meetings, published notices in the local newspaper, posted information on the city's website, and the City Commission held the first of two public hearings on June 16, 2025. The final public hearing is July 21, 2025, at the conclusion of which staff will request the City Commission's approval to submit the plan to the U.S. Department of Housing and Urban Development by the August 15, 2025 deadline.

Housing Manager Mike Smith gave a brief presentation. They have not received any comments from the public. He asked the Commission to ask for public comment again and then approve the plan. There was one slight change to the amounts to cover a sidewalk project. The totals do not change.

Motion: Commissioner Chad McLeod moved to approve the recommendation. 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.

COMMUNITY REDEVELOPMENT AGENCY

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

Task Authorization with Dover Kohl & Partners for the Mass Market Area Urban Design Plan

The Lakeland Community Redevelopment Agency (CRA) has executed numerous significant projects in the Parker Street neighborhood successfully over the last decade.

Continued efforts to plan for redevelopment of the neighborhood have led to several acquisitions.

Staff continues to assemble properties to meet Midtown Redevelopment Plan Goals specifically referenced below:

- reducing the presence of blight through infill and economic development
- improving the basic physical and social infrastructure needed to sustain a healthy neighborhood environment
- promoting property assemblage and eliminating the faulty street layout within the area
- strengthening mixed use activity centers
- promoting the continued investment, activation, and beautification of commercial properties and corridors.

Strategic Planning for Redevelopment

Over the past decade, the CRA has focused significant effort on developing the original Mass Market campus and, more recently, assembling additional properties to expand its potential. Following the 2024 update to the Mass Market Vision, which included architectural renderings for potential infill development, it has become clear that further work is needed to fully realize the area's promise.

To nurture the district's potential, there is a need for comprehensive infrastructure analysis, updated housing and economic market studies, and a holistic town planning approach that strengthens connections to surrounding neighborhoods and restores investor confidence.

To achieve this, the CRA intends to contract with Dover, Kohl & Partners and their subconsultants through Continuing Contract 2024-RFQ-288 for Urban & Community Design and Infill Conceptual Services. All services pursuant to this Task Authorization will be performed in accordance with terms and conditions contained in the City's Continuing Contract and Agreement. The resulting plan will deliver conceptual designs and a clear development roadmap for the nine-block study area, ensuring that strategies align with current market conditions and position the district for sustainable growth.

Fees

Consultant	Focus	Fee
Dover Kohl & Partners (Primary Consultant)	Planning and Design	$248,460
Zimmerman-Volk & Associates (Subconsultant)	Housing Analysis	$25,250
Kittleson & Associates (Subconsultant)	Transportation	$28,200

Applied Sciences (Subconsultant)	Public Infrastructure	$24,900
	Total:	$326,810

Scope of Services

In accordance with the Task Authorization, Dover, Kohl & Partners will lead the planning and design Scope of Services, utilizing a Conference Room Design Workshop format that has proven effective in the past for developing sound, actionable strategies. The resulting plan will provide conceptual designs and a clear roadmap for the development of the nine-block study area, ensuring that recommendations align with current market conditions and trends. The primary goal is to deliver comprehensive design consultation, drawings, exhibits, and active participation in meetings with stakeholders, partner consultants, and public entities. The Scope of Services is divided into multiple phases, each with specific deliverables:

Phase 1: Project Kick-Off, Background Information Gathering, and Workshop Preparation
Phase 2: Four-Day Conference Room Design Workshop
Phase 3: Presentation Package Development
Phase 4: Final Plan Materials

Subconsultant Scopes of Work include:

- Assessment of current flooding conditions in the area and evaluation of potential regional credits for stormwater attenuation and treatment
- Analysis of regulatory barriers related to potable water and sanitary service capacity
- Streetscape design,
- Multi-modal transportation safety, active transportation facility design, transit planning, traffic operations, and coordination with FDOT
- Parking demand analysis and supply strategies,
- The origin areas of potential renters and buyers for new housing units within the City of Lakeland and the Mass Market area (draw areas)
- Demographic and socioeconomic profiles of households in the draw areas (target markets)
- Projections of how many households are likely to relocate within or to Lakeland and the Mass Market area if appropriate housing options are provided (market depth and breadth)
- The income qualifications and housing preferences of these households (ownership vs. rental, multi-family vs. single-family)
- Current competitive alternatives (existing rental and for-sale properties in the Mass Market area)
- Recommended unit sizes, configurations, rents, and prices aligned with target households' financial capacities (optimum market position)
- Forecasted annual absorption rates for newly created dwelling units within the Mass Market area

This comprehensive approach will ensure the development strategy is realistic, market-supported, and positioned for long-term success.

The CRA Advisory Board considered the proposal at their regular meeting on July 10, 2025 and recommended that the City Commission, acting as the Lakeland Community Redevelopment Agency, approve the proposal from Dover Kohl & Partners to prepare the Mass Market Area Urban Design Plan for the scope of work provided in the attachment and a price not to exceed $326,810.

Valerie Vaught presented this item to the CRA.

Motion: Commissioner Mike Musick 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 from the audience.

The CRA discussed the time frame, 6-months to complete, provided there was no change in scope.

Action: Mayor Bill Mutz called for the vote and the motion carried unanimously.

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

CITY MANAGER

Purchase Orders with Vortex Services and US Submergent Technologies for Sewer Line Debris Removal and Corresponding Appropriation and Increase in the Wastewater Renewal and Recovery Fund

Staff seeks approval of two Purchase Orders, one with Vortex Services and another with US Submergent Technologies for construction services for debris removal in a portion of 21” and 36” gravity sewer lines. After issues within the gravity sewer system during Hurricane Milton, the City hired Redzone Robotics to perform an advanced sanitary sewer pipeline assessment starting near Lakeland High School, around Lake Hollingsworth and over to the Glendale Wastewater Treatment Plant.

From the assessment, it was discovered that the lines around Lake Hollingsworth, from the Yacht Club to the Roundabout, are holding a large volume of debris that needs to be removed. The debris can be generally classified as soils, solids or sediment. This debris limits the amount of wastewater that can flow through these pipes. Due to the pipeline size, 21” and 36” gravity mains, current city equipment and staff do not have the capability to clean these lines. Water Utilities is requesting the use of two (2) firms to complete this work. During the cleaning operation, the walking path around Lake

Hollingsworth will have to be closed daily from the Yacht Club to the Roundabout at the work locations and there will be some single lane road closures, occasionally, to facilitate the large cleaning vehicles parked on or near the roadway. These closures are planned to take place from 8:00 AM to 5:00 PM, Monday through Friday, reopening up for nights and weekends. The debris removal operation with the two (2) contractors is expected to take thirty (30) working days to complete. We have used both contractors before for various and similar Water Utility operational needs.

The Purchase Orders are to be issued using Piggyback contracts. Vortex will be contracted using the BuyBoard Cooperative contract #731-24 and US Submergent will be contracted using the City of Orlando contract #IFB23-0211. Purchasing has approved the use of these piggyback contracts. Vortex will be cleaning 3,092 linear feet of 21" gravity lines from the Yacht Club North to Collins Lane. US Submergent will be cleaning 3,188 linear feet of 36" gravity lines from the Roundabout South to Collins Lane. The Purchase Order for Vortex will be $146,633 and US Submergent cost is $394,542.50. The total cost for this debris removal is $541,175.50.

This project was not budgeted; therefore, Staff recommended that the City Commission authorize an appropriation and increase in estimated revenues of $541,175 in the Wastewater Renewal and Recovery Fund from the Unappropriated Surplus of the Wastewater Renewal and Recovery Fund. Staff also recommended that the City Commission approve and authorize the appropriate City officials to execute purchase orders with Vortex and US Submergent for this gravity sewer debris removal in the amounts of $146,633 and $394,542.50, respectively

Shawn Sherrouse presented this item to the Commission.

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

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

The Commission discussed the start time for each day and the need to publicize the needed closures so the public is aware of the work and may choose a different route.

The Commission also discussed using this project as a baseline clean to see how storms are affecting our sewer system. The goal was to open the lines prior to this storm season. After this season, staff will do another multisystem inspection. They are also looking at the upstream lines and lining.

Action: Mayor Bill Mutz called for the vote and the motion carried unanimously.

Task Authorization with Register Construction & Engineering, Inc. for the Airport Administration Offices Remodel at Lakeland Linder International Airport

Staff seeks approval of a Task Authorization with Register Construction & Engineering, Inc. under the terms and conditions of the City's Continuing Contract for Construction Trade Professionals entered on December 16, 2024, in accordance with Request for Qualifications 2024-RFQ-289. The proposed Task Authorization in the amount of $749,951 includes the following scope of work:

- Relocation and enlargement of the Airport Operations office, closing in the 2nd floor lanai.
- Addition of a small conference room.
- Creation of a secondary office entrance for security badging classes.
- Demo of the current airport operations office, converting it into three (3) single occupant offices with doors.
- Update and installation of new fire evacuation signs on the second floor of the terminal, as needed.
- Installation of improved lighting in the Terminal Building atrium.

Funding for this scope of work is included in the Capital Improvement Revenue and Refunding Bonds, Series 2025ABC. No additional appropriations are needed to fund this request.

Staff recommended the approval of this Task Authorization with Register Construction & Engineering, Inc. in the amount of $749,951 to complete the Airport Administration Offices Remodel at Lakeland Linder International Airport, authorizing appropriate City officials to execute all corresponding documents on behalf of the City.

Shawn Sherrouse presented this item to the Commission.

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

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

The Commission discussed the restaurant. They are working on getting their name out in the community. They do good on flight days. Kris Hallstrand will email the hours of operations.

Action: Mayor Bill Mutz called for the vote and the motion carried unanimously.

Task Authorization with Springer Voss Construction, Inc. for the Replacement of 130-ton and 115-ton Chillers at Lakeland Linder International Airport

Staff seeks approval of a Task Authorization with Springer Voss Construction, Inc. under the terms and conditions of the City's Continuing Contract for Construction Trade Professionals entered on December 16, 2024, in accordance with Request for Qualifications 2024-RFQ289.

The existing chiller systems have been in operation for over twenty (20) years and have reached the end of their operational lifespans. Showing significant signs of wear and tear, frequent air conditioning outages have been occurring and replacement parts are difficult to acquire. This proposed Task Authorization in the amount of $746,287.58, includes the following scope of work:

- Replacement of the existing Trane 130-ton and 115-ton screw chillers with Trane 120-ton and 110-ton scroll chillers at 3131 Flightline Drive and 3525 Aviation Drive.
- Install two (2) new chilled water pumps at each location, along with new shut-off valves, thermometers, and gauges.
- Modify existing chilled water lines to connect to the new chillers and insulate all relocated piping using foam glass and aluminum jacketing.
- Install Trane Tracer SC+ BMS (Building Management System) at both locations to monitor and control the new chillers and pumps. Includes SC+ software licenses and custom graphics for system operation.
- Remove and recover all refrigerant from the existing chillers in compliance with environmental regulations and dispose of old units properly.

Funding for this scope of work is included in the Capital Improvement Revenue and Refunding Bonds, Series 2025ABC. No additional appropriations are needed to fund this request.

Staff recommended the approval of this Task Authorization with Springer Voss Construction, Inc. in the amount of $746,287.58 to complete the chiller replacements at 3131 Flightline Drive and 3525 Aviation Drive at Lakeland Linder International Airport, authorizing appropriate City officials to execute all corresponding documents on behalf of the City.

Shawn Sherrouse presented this item to the Commission.

Motion: Commissioner Mike Musick 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 unanimously.

Task Authorization with Catalyst Design Group to prepare Civil Engineering and Landscape Architectural Construction Documents for English Creek Park

The City of Lakeland purchased 101.46 acres of land located at 4190 W. Pipkin Road for future development as a community park in 2021. A conceptual park master plan was created in 2022. The parkland was purchased with Parks, Recreation and Cultural Arts Impact Fees.

The proposed task authorization is for the completion of construction documents for civil and landscape architectural elements as shown in the conceptual master plan. The documents will provide civil engineering design, landscape architectural design, environmental review, wetland flagging, survey, electrical and geotechnical engineering for the park site. The documents are being prepared to facilitate construction permitting and will be utilized to determine implementation phasing of the master plan. Construction for Phase 1 is proposed in the FY26 PR&CA Impact Fee Public Improvement Fund for $1,500,000.

The City has a Continuing Contract Agreement for Planning, Design or Development Services with Catalyst Design Group of Winter Park Florida dated October 18, 2024, through October 17, 2029. The professional fee for the scope of work is $375,474. Funding for the Task Authorization will be PR&CA Impact Fees that will be appropriated to the FY25 Public Improvement Fund.

Staff recommended the City Commission authorize the appropriate City officials to execute the task authorization with Catalyst Design Group in the amount of $375,474. Staff also recommends that the City Commission authorize an appropriation and increase in estimated revenues from the Parks and Recreation District 2 Impact Fee Fund to the Public Improvement Fund for $375,474.

Shawn Sherrouse presented this item to the Commission.

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

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

- Traffic
- Access to the park
- Funding. The City had $1.5 Million for infrastructure in the park. That was the only funding identified for the park. It will be a couple of years before there are major facilities available to the public.
- Construction phasing
- Connectivity to the neighborhoods
- Deeper ponds for better stormwater management
- Waiting for impact fees to accrue and the need for a large donor for fields
- Naming rights

Action: Mayor Bill Mutz called for the vote and the motion carried unanimously.

CITY ATTORNEY

Ordinances (First Reading)

Proposed 25-022; Submitting to the Electors of the City of Lakeland Amendments to the City Charter Recommended by the Charter Review Committee

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LAKELAND, FLORIDA RELATING TO THE CHARTER OF THE CITY OF LAKELAND; SUBMITTING TO THE ELECTORS OF THE CITY AT THE NOVEMBER 4, 2025 GENERAL ELECTION VARIOUS AMENDMENTS TO THE CITY CHARTER AS RECOMMENDED BY THE CITY OF LAKELAND CHARTER REVIEW COMMITTEE; MAKING FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

The foregoing is the title of an ordinance read for the first time by short title only. The Commission will hold the second reading and public hearing on August 4, 2025

Proposed 25-023; Adopting Impact Fee Study and Revised Fees for Transportation Facilities

AN ORDINANCE RELATING TO IMPACT FEES; AMENDING ORDINANCE NO. 5535, AS AMENDED, THE “CITY OF LAKELAND IMPACT FEE ORDINANCE FOR TRANSPORTATION FACILITIES”; MAKING FINDINGS; ADOPTING UPDATED TRANSPORTATION IMPACT FEE STUDY; PROVIDING FOR ADOPTION AND IMPOSITION OF AMENDED TRANSPORTATION IMPACT FEES; FINDING CONSISTENCY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

The foregoing is the title of an ordinance read for the first time by short title only. The Commission will hold the second reading and public hearing on August 4, 2025.

Proposed 25-024; Adopting Impact Fee Studies and Revised Fees for Fire, Law Enforcement and Parks, Recreation and Cultural Facilities

AN ORDINANCE RELATING TO IMPACT FEES; AMENDING ORDINANCE NO. 5536, AS AMENDED, THE “CITY OF LAKELAND CONSOLIDATED IMPACT FEE ORDINANCE”; MAKING FINDINGS; ADOPTING CERTAIN IMPACT FEE STUDIES; PROVIDING FOR THE ADOPTION AND IMPOSITION OF AMENDED CITY OF LAKELAND PARKS, RECREATION AND CULTURAL FACILITIES IMPACT FEES, CITY OF LAKELAND FIRE PROTECTION FACILITIES IMPACT FEES, AND CITY OF LAKELAND LAW ENFORCEMENT FACILITIES IMPACT FEES; ADOPTING AMENDED FEE SCHEDULES; FINDING CONSISTENCY WITH THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

The foregoing is the title of an ordinance read for the first time by short title only. The Commission will hold the second reading and public hearing on August 4, 2025.

Miscellaneous

Agreement with Routeware, Inc. for SmartCity Solid Waste Operations Software and Professional Services

Pursuant to this Agreement, the City will license Routeware's SmartCity software platform for use in forty-two waste management vehicles, which will improve public works fleet efficiency through route optimization, dispatch tools, in-cab solutions, and service verification features. As part of the implementation of the software, Routeware will provide implementation and training services as part of a one-time start-up cost.

The City's Purchasing Department has approved the use of the Houston Galveston Area Council ("HGAC") cooperative purchasing program to procure these services under Contract No. FL10-24A. HGAC is a public entity that facilitates cooperative procurement among government agencies to obtain competitive pricing through volume purchasing.

The term of this Agreement will be effective once executed, following approval by the City Commission, and will continue for a three-year term. The one-time cost for Routeware Professional Services Engagement is $17,595.00. The yearly cost of the Routeware SmartCity Base subscription for forty-two vehicles is $12,096.00, and the yearly cost of the Solid Waste Operations subscription for forty-two vehicles is $76,608.00, for a combined total yearly subscription cost of $88,704.00. Accordingly, the total three-year cost for subscriptions and professional services engagement is $283,707.00.

All services will be provided in accordance with the Master Sales and License Agreement, Routeware Quote Q-09475, Statement of Work, and the HGAC Buy Contract Pricing Worksheet for Contract No. FL10-24A. The first year of associated costs for the Agreement is funded in Solid Waste's FY25 budget; however, the annual subscription for each subsequent year will be contingent upon annual appropriation by the City Commission.

Staff recommended that the City Commission approve the Agreement with Routeware and authorize the appropriate City officials to execute all corresponding documents.

Assistant City Attorney Katherine Prenoveau presented this item to the Commission.

Motion: Commissioner Chad McLeod moved to approve the recommendation. 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.

Fuel System Maintenance, Operation, and Management Services Agreement with Marathon FBO Partners, LLC

This proposed Agreement with Marathon FBO Partners, LLC (Marathon) was for Fuel System Maintenance, Operation, and Management Services at Lakeland Linder International Airport (Airport). Pursuant to this Agreement, Marathon will maintain, operate and manage the South Fuel Farm owned by the Airport. Due to the pending acquisition of Sheltair Lakeland, LLC (Sheltair) by Aero Center Lakeland East, LLC (Aero Center), which is an affiliate company of Marathon, the Airport is seeking to enter into this Agreement with Marathon. Marathon is the most experienced Fixed Base Operation service provider on the Airport and can provide such services once Aero Center purchases Sheltair's assets.

The initial term of this Agreement, commencing August 1, 2025, is for a period of five (5) years with five (5) additional two (2) year renewal options upon mutual written agreement of the parties. The City reserves the right to terminate the Agreement upon 180 days prior written notice to Marathon in the event it needs to relocate the South Fuel Farm to a new consolidated fuel farm facility elsewhere on Airport property.

Commencing on August 1, 2025, subject to City Commission approval, Marathon will pay the City an annual fee of $67,000 per year, in addition to applicable sales tax. The annual fee will be adjusted on the anniversary date of the Agreement, in accordance with the change in the Consumer Price Index (CPI) published by the Bureau of Labor Statistics, U.S. Department of Labor on or about July 1, 2025. The annual fee will not be adjusted downward nor will the total net annual increase for any adjustment exceed a maximum cap of 8%.

In accordance with the Agreement, Marathon will provide all labor, materials, supplies, tools, equipment and management required to maintain and operate the South Fuel Farm. In addition, Marathon will be responsible for repairing any damage or worn equipment in an amount not to exceed $5,000 per occurrence, as well as maintaining, replacing, and servicing dispensing parts such as hoses, nozzles, and filters. Marathon is required to indemnify and hold harmless the City from any claims, loss or damage to persons or property during the term of the Agreement.

Staff recommended that the City Commission approve the Agreement with Marathon for Fuel System Maintenance, Operation, and Management Services and authorize the appropriate City officials to execute all corresponding documents related to the Agreement.

Deputy City Attorney Ramona Sirianni presented this item to the Commission.

Motion: Commissioner Mike Musick 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. The Commission discussed the Airport's income from the fuel farm, between $14-$17 Million.

Action: Mayor Bill Mutz called for the vote and the motion carried unanimously.

***Construction Manager at Risk Agreement with Rodda Construction, Inc. for Construction of Fire Station 8**

On September 3, 2024, the City's Purchasing Division issued Request for Qualifications (RFQ) #2024-RFQ-298, requesting qualifications from qualified firms to provide Construction Manager at Risk services for new Fire Station 8. The project will include all necessary sitework, building construction, and installation of required equipment. Fire Station 8 will be a three-bay fire rescue station at the corner of Sleepy Hill Road and Mall Hill Drive in north Lakeland and will include an Advanced Life Support (ALS) fire engine, a quick response ALS emergency medical vehicle, and an incident supervisor.

On February 3, 2025, the City Commission approved the shortlist ranking of firms and authorized staff to engage in contract negotiations with Rodda Construction. The parties have subsequently negotiated the Construction Manager at Risk (CMAR) Agreement. Under the CMAR Agreement, Rodda will work with the architect for the project to assess constructability, engage in value engineering, and develop a final budget for the project. Once the plans are finalized, Rodda will provide a Guaranteed Maximum Price (GMP) proposal to the City for the construction of the project and serve as the contractor for the project. The GMP proposal will be subject to approval by the City Commission before construction will begin.

Rodda has provided an initial pre-construction services fee under the CMAR Agreement in the amount of $30,000. This fee will cover Rodda's constructability assessment and value engineering/budgeting services in preparation of the Project GMP.

Staff recommended that the City Commission approve the Construction Manager at Risk Agreement with Rodda Construction, Inc. and authorize the appropriate City officials to execute the Agreement on behalf of the City.

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

FINANCE DIRECTOR

Appropriation and Increase in Estimated Revenues for Fiscal Year 2025 - Lakeland Electric

Lakeland Electric (LE) is currently in need of additional budget from its Unappropriated Surplus Funds to finance the anticipated budget shortfalls for fiscal year 2025 (FY2025) in the following areas:

1.) New Development Capital Projects

When the budget for FY2025 for new capital development spending was prepared, management anticipated that spending would normalize in FY2025 at the exceeded level of the past 2 years, compared to the spending levels of the preceding fiscal years (FY2021: $1.9 million, FY2022: $1.8 million, FY2023: $3.8, million, FY2024: $1.0 million). FY2024 required an additional appropriation of $1.6 million for a total of $2.6 million spent. LE budgeted $2.8 million in FY2025 to hedge against additional growth. The high spending levels in the preceding fiscal years were caused by the influx of new residents into the LE service area, which has caused a boom in new infrastructure and housing developments that require services from LE. As much as this is customer driven, LE has no control over the number of applications for new services that are received, as well as price escalations that are being experienced for steel, copper, and other materials needed to complete these projects. The cost of projects already completed, together with the cost of applications received and which must be completed before the end of this fiscal year, amounts to $4.9 million, far exceeding any historical spend in new development. This leaves LE with a shortfall in budgeted funds for new capital development spending for FY2025 to the amount of $2.1 million.

2.) Energy Production Capital Projects

a) Unit 5 Spring Outage

On August 19, 2024, the City Commission approved the Siemens 501-G Spring outage project for Unit 5 at a cost of $7,669,786. The planned scope included a Hot Gas Path (HGP) inspection with replacement of parts in the CT combustor section and turbine, CT generator rewedge, and a steam turbine (ST) inspection and refurbishment of the IP/LP rotor and three ST bearings.

During the outage, several additional emergency repairs were identified, resulting in expenditure exceeding the approved budget by $2,004,309. These unplanned but necessary repairs included:

$590,233 – Realignment of HP and L-2 blades
$354,793 – CT generator rewedge cleaning, silver plating, and wicking
$241,249 – IP/LP rotor shop work, casing repair, and seal strip replacement
$171,800 – Replacement of HP diaphragms
$439,914 – Replacement of blade rings
$212,320 – Voith turbine wheel and Harquahala lease

The Unit 5 Spring outage ran from February 22, 2025, to May 28, 2025, exceeding the planned 72-day duration and completing in 95 days due to necessary additional work. Delays were caused by IP/LP rotor shop work (+2 days for L-2 rotating blades), ST bearing delivery (+8 days), #2 bearing rework (+1 day), weather (+2 days), and additional four balancing moves during startup. Major ST outages occur only every eight years, and the full scope of required work is often unknown until the unit is opened for inspection.

b) Unit 3 Insurance Settlement
The City of Lakeland, as 60% owner of McIntosh Steam Turbine Generator Unit #3 (with OUC as 40% owner), has finalized an insurance settlement related to the 2020 mechanical failure. Unit #3 experienced multiple temperature spikes during restart attempts between May 13,2020 and August 4, 2020, resulting in $2,854,850 in damages. After the $1,500,000 deductible, the net claim was $1,354,850. Following mediation, the City settled with the insurers for $850,000. Legal expenses incurred by the City totaled $143,685.17. Based on the 60/40 ownership split, proceeds and legal costs will be allocated as follows:

OUC (40%): $340,000 settlement; $57,474.07 legal share; Net to OUC: $282,525.93
COL (60%): Net to COL: $567,474.07

c) Larsen Unit 8 Steam Turbine Project
On April 21, 2025, the City Commission approved the Larsen Unit 8 steam turbine rotor and diaphragm shop repair project, with a 50% down payment of $1,015,355 required in FY2025. The current available budget for FY2025 is $107,000, leaving a funding shortfall of $908,355.

Recommended City Commission Actions
Staff requested that the City Commission authorize an appropriation, and increase in estimated Revenues for FY2025, of $5,012,664 from the Unappropriated Surplus Funds of LE to fund New Development Capital Projects ($2,100,000), the Unit 5 Spring Outage Project cost overrun ($2,004,309), and the Unit 8 Steam Turbine Project funding shortfall ($908,355).

Staff requested that the City Commission authorizes an appropriation, and increase in estimated Revenues for FY2025, of $567,474 from the insurance reimbursement toward the Unit 8 Spring Outage Project funding shortfall.

Finance Director Mike Brossart presented this item to the Commission.

Motion Commissioner Stephanie Madden moved to approve the recommendation. Commissioner Mike Musick seconded.

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

The Commission encouraged those concerned about these numbers to watch the Utility Committee meeting of July 18, 2025 on www.lakelandgov.net.

Action: Mayor Bill Mutz called for the vote and the motion carried unanimously.

Appropriation and Increase in Estimated Revenues - Fleet Management Vehicle Replacement Fund and Facilities Maintenance Fund

The City is requesting an appropriation for early approval and ordering of the fiscal year 2026 replacement vehicle candidates. Affected departments include Lakeland Linder International Airport, Lakeland Electric, Lakeland Police, Parks and Recreation, Public Works, Risk Management/Purchasing, and the Water Utility.

The following costs associated with replacement of the vehicles on the FY2026 list are as follows (not to exceed):

Airport Fund: $176,400
Electric Fund: $898,538
Facilities Maintenance Fund: $110,250
General Fund (Parks): $499,433
General Fund (Police): $140,000
General Fund (Risk & Purchasing): $135,125
Solid Waste Fund: $370,560
Transportation Fund: $2,149,613
Water Fund: $691,810
Wastewater Fund: $479,588

Total: $5,651,317

An additional appropriation and transfer of $23,226 will be required from the Facilities Maintenance Fund's unappropriated surplus to the Fleet Management Vehicle Replacement Fund to cover the purchase shortfall of their replacement vehicles.

Staff requested that the City Commission authorize an appropriation and increase in estimated revenue in the Fleet Management Vehicle Replacement Fund of $5,628,089 to the Fleet Management Vehicle Replacement Fund for early approval for purchase of fiscal year 2026 replacement vehicles citywide and appropriation and increase in estimated revenues in the Fleet Management Vehicle Replacement Fund from the Facilities Maintenance Fund of $23,226 so Fleet Management can order the FY'26 vehicles now for the total of $5,651,317.

Mike Brossart presented this item to the Commission.

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

AUDIENCE - None

MAYOR AND MEMBERS OF THE CITY COMMISSION

Commissioner Guy LaLonde thanked Parks, Recreation, and Cultural Arts for Camp Blast. They do a wonderful job engaging with the children in our community.

Commissioner Chad McLeod spoke to the Lakeland Economic Development Council (LEDC) Summer Leadership Program a couple of weeks ago. That group is very inspiring.

Commissioner Bill Read asked about the age requirement to serve on municipal boards. Only the Civil Service Board has an age requirement, which is 21.

Commissioner Mike Musick left at 10:40 a.m.

Commissioner Stephanie Madden thanked Lakeland Electric General Manager Mike Beckham for allowing her the opportunity to serve on the American Public Power Association (APPA) Policy Making Committee. This year she is serving as chair. LE is the third largest municipal electric utility in the state. She gave an update on the recent conference. She announced the Florida Municipal Electric Association (FMEA) Conference next week.

Commissioner Sara Roberts McCarley announced The Squeeze hours are being extended on Friday and Saturday nights.

Mayor Bill Mutz spoke about an article in The Ledger ranking boom towns. Lakeland is usually in the Top 10.

CALL FOR ADJOURNMENT – 10:57 A.M.