

# WINTER HAVEN

## *The Chain of Lakes City*

### REGULAR CITY COMMISSION MEETING

MONDAY, AUGUST 14, 2023

6:00 PM

City Hall - John Fuller Auditorium

451 Third Street NW

Winter Haven, FL 33881

1. **CALL TO ORDER** - Bradley T. Dantzler, Mayor
2. **ROLL CALL** - Vanessa Castillo, MMC, City Clerk
3. **INVOCATION** - Pastor David Berry - The Mission of Winter Haven
4. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk
5. **PRESENTATIONS**
  - 5.A. **Transportation Initiative - George Lindsey, Chairman, Polk County Board of County Commissioners**  
  
*Staff Contact: T. Michael Stavres, City Manager, mstavres@mywinterhaven.com*
  - 5.B. **Update from Lakeland Area Mass Transit District (LAMTD) and Winter Haven Area Transit (WHAT) - Erin Killebrew-Kinlaw, Director of External Affairs, Citrus Connection**  
  
*Staff Contact: T. Michael Stavres, City Manager, mstavres@mywinterhaven.com*
6. **DEVELOPMENTS OF NOTE**
7. **MINUTES**
  - 7.A. **July 10, 2023, Regular City Commission Meeting**  
  
*Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*  
  
[2023-07-10 DRAFT Regular City Commission Meeting Minutes with Link and Attachment](#)
  - 7.B. **July 19, 2023, Special City Commission Workshop Meeting Minutes**  
  
*Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*  
  
[2023-07-19 DRAFT Special City Commission Workshop Meeting Minutes with Link](#)
  - 7.C. **July 19, 2023, Agenda Review Session Meeting Minutes**  
  
*Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com*

[2023-07-19 DRAFT Agenda Review Session Minutes with Link](#)

8. **COMMENTS FROM THE AUDIENCE**

9. **ORDINANCE(S) - SECOND READING - PUBLIC HEARING**

9.A. **O-23-49 - Relating to Panhandling / Solicitation**

*Staff Contact: Charlie Bird, Public Safety Director, [cbird@mywinterhaven.com](mailto:cbird@mywinterhaven.com)*

[Summary - Ordinance O-23-49](#)

[Ordinance O-23-49](#)

9.B. **O-23-50 - Amending Chapter 2, Article V, Section 2-143 of the Code of Ordinances by revising the definition for the Canvassing Board for all City Municipal Elections by allowing up to two (2) alternate members**

*Staff Contact: Frederick J. Murphy, Jr., Esquire, City Attorney, [fjm@bosdun.com](mailto:fjm@bosdun.com)*

[Summary - Ordinance O-23-50](#)

[Ordinance O-23-50 Canvassing Board](#)

10. **CONSENT AGENDA**

10.A. **Award of Agreements for Ice Machine & Water Fountain Maintenance and Refrigeration Maintenance with CoolSys Inc. (Brea, CA)**

*Staff Contact: Scott Eilers, Assistant Director of Parks, Recreation & Culture, [seilers@mywinterhaven.com](mailto:seilers@mywinterhaven.com)*

[Summary - Award of Annual Contract for Service of Water and Ice Equipment](#)

[City of Winter Haven Florida NCPA Participation Agreement CoolSys](#)

[CoolSys Winter Haven PM pro quarterly ice machine and water fountains](#)

[CoolSys Winter Haven PM pro quarterly refrigeration](#)

10.B. **Design-Build Contract Guaranteed Maximum Price Amendment with Whitehead Construction Inc. & Construction Phase for Lake Maude Park Phase II**

*Staff Contact: Andy Palmer, Parks Planning & Strategic Initiatives Manager, [apalmer@mywinterhaven.com](mailto:apalmer@mywinterhaven.com)*

[Summary - Lake Maude Phase II GMP Amendment A Construction Phase](#)

[Lake Maude Phase II GMP Amendment A](#)

[Lake Maude Park Phase II Construction Phase Proposal](#)

[Lake Maude Rendering Final](#)

10.C. **Lake Elbert Trail Construction Award to Cathcart Construction Company & Project Management Assistance to Carter/Kaye Engineering**

*Staff Contact: Andy Palmer, Parks Planning & Strategic Initiatives Manager, [apalmer@mywinterhaven.com](mailto:apalmer@mywinterhaven.com)*

[Summary - Lake Elbert Trail Construction](#)

[ITB-23-30 Lake Elbert Trail - Award recommendation and Bid Tab](#)

[Carter-Kaye Lake Elbert Task Order](#)

[Lake Elbert Trail Rendering](#)

**10.D. Use of FY 2023 Edward Byrne Memorial Justice Grant**

*Staff Contact: David Brannan, Police Chief, [dbrannan@mywinterhaven.com](mailto:dbrannan@mywinterhaven.com)*

[Summary - JAG Grant for LPR 2023](#)  
[Vetted Solutions Project Quotation](#)

**10.E. Award of Continuing Services Contract for Public Lakeshore, Wetlands and Drainage Management Services.**

*Staff Contact: Brittany Hart, Interim Public Works Department Director, [bhart@mywinterhaven.com](mailto:bhart@mywinterhaven.com)*

[Summary - RFQ-23-32 Lakefront Wetlands and Drainage Management](#)  
[RFQ-23-32 Proposal Tabulation](#)  
[RFQ-23-32 Recommendation of Award](#)

**10.F. Piggyback Agreement for SHIP Consulting Services**

*Staff Contact: Diane Durr, Affordable Housing Programs Manager, [ddurr@mywinterhaven.com](mailto:ddurr@mywinterhaven.com)*

[Summary - Piggyback Agreement with Guardian for SHIP Admin Services](#)  
[GPPA - Guardian - with pricing exhibit](#)

**10.G. Declaration of Covenants for Lake Conine Wetland Restoration Project (W773)**

*Staff Contact: M.J. Carnevale, Deputy City Manager, [MCarnevale@mywinterhaven.com](mailto:MCarnevale@mywinterhaven.com)*

[Summary - Declaration of Covenants for Lake Conine Project](#)  
[Declaration of Covenants Conditions and Restrictions \(Lake Conine\) \(7-26-23\) FINAL](#)  
[Exhibit B to Declaration of Covenants, Conditions and Restrictions](#)

**10.H. Ave. K NE Project Management Support**

*Staff Contact: M.J. Carnevale, Deputy City Manager, [MCarnevale@Mywinterhaven.com](mailto:MCarnevale@Mywinterhaven.com)*

[Summary - Ave. K NE Project Management Support Task Order with Carter Kaye Engineering](#)  
[Task Order with Carter Kaye Engineering](#)

**10.I. South Lake Howard West Pedestrian Enhancement Agreement No.B-23-CP-FL-0429 with HUD for Grant Funding**

*Staff Contact: M.J. Carnevale, Deputy City Manager, [MCarnevale@mywinterhaven.com](mailto:MCarnevale@mywinterhaven.com)*

[Summary - South Lake Howard West Pedestrian Enhancement Grant Agreement HUD](#)  
[Grant Agreement B-23-CP-FL-0429](#)  
[Site Map SLH \(West\)](#)

**11. RESOLUTION(S)**

**11.A. R-23-40 - Request by LGI Homes - Florida, LLC for final plat approval of the Peach Crossing Subdivision.**

*Staff Contact: Chris Young, Senior Planner, cyoung@mywinterhaven.com*

[Summary - Resolution R-23-40](#)  
[Resolution R-23-40](#)

- 11.B. R-23-41 - Request by Forestar (USA) Real Estate Group, to release the subdivision Performance Bond and confirming acceptance of improvements, infrastructure, and dedications in favor of the Public/City of Winter Haven for the Harmony on Lake Eloise Phase One Subdivision.**

*Staff Contact: Chris Young, Senior Planner, cyoung@mywinterhaven.com*

[Summary - Resolution R-23-41](#)  
[Resolution: R-23-41](#)  
[R-23-04 Approving That Certain Plat Entitled HARMONY ON LAKE ELOISE PHASE 1](#)

- 11.C. R-23-42 - Acceptance of Warranty Deeds from various owners for lands comprising the Lake Elbert Trail**

*Staff Contact: Andy Palmer, Parks Planning & Strategic Planning Initiatives Manager, apalmer@mywinterhaven.com*

[Summary - R-23-42](#)  
[R-23-42 Accepting lands-Lake Elbert Trail](#)  
[R-23-42 Composite Exhibit A](#)

- 11.D. R-23-43 - Conservation Easement with SWFWMD for Lake Conine Wetland Restoration Project (W773)**

*Staff Contact: M.J. Carnevale, Deputy City Manager, MCarnevale@mywinterhaven.com*

[Summary - R-23-43 Conservation Easement in favor of SWFWMD for Lake Conine Project](#)  
[R-23-43](#)  
[Conservation Easement](#)  
[Title Commitment](#)

- 11.E. R-23-46 - FDOT Grant Amendment to increase funding for the Virtual Tower Project at GIF**

*Staff Contact: Michael C. Moon, Interim Airport Manager, airportmanager@mywinterhaven.com*

[Summary - Resolution R-23-46](#)  
[R-23-46 FDOT Grant Amendment Airport Digital Remote Air Traffic Control](#)  
[Exhibit "A" Public Transportation Grant Agreement - G2H30 - 452131-2-94-01](#)

**12. ORDINANCE(S) - FIRST READING**

- 12.A. O-23-37 - Request by Tim Campbell to rezone a parcel from Industrial- Light (I-1) zoning district to Planned Unit Development (PUD) zoning district. General Location: 2200 Third Street, NW**

*Staff Contact: Sean Byers, Planning Manager, sbyers@mywinterhaven.com*

[Summary - Ordinance O-23-37](#)  
[O-23-37](#)

- 12.B. O-23-38 - Administrative request to amend the Winter Haven Code of Ordinances, Chapter 15, Sections 15-93 and 15-94, and Chapter 21, Article III, Division 2, Section 21-122 for the purpose**

**of revising the City's roadway classifications and adding roadway classifications to the Land Development Code**

*Staff Contact: Sean Byers, Planning Manager, [sbyers@mywinterhaven.com](mailto:sbyers@mywinterhaven.com)*

[Summary Ordinance O-23-38](#)  
[O-23-38](#)

13. **NEW BUSINESS**
14. **CITY COMMISSIONERS/LIAISON REPORTS**
15. **CITY ATTORNEY REPORT**
16. **CITY MANAGER REPORT**
17. **DEPUTY CITY MANAGER REPORT**
18. **CITY CLERK REPORT**
19. **EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA**
20. **ADJOURNMENT**

If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105). In accordance with the Americans with Disabilities Act and Florida Statutes, Section 286.26, persons with disabilities needing special accommodations to participate in this proceeding, should contact the City Clerk's Office, 451 Third Street, NW, Winter Haven, Florida 33881, in writing, not later than 48 hours prior to the proceeding; if not in writing, then not later than four (4) days prior to the proceeding at (863) 291-5600. Vision or hearing impaired please call (800) 955-8771 for assistance.