



CITY COMMISSION MEETING

DATE: Monday, March 11, 2024, 6:00 p.m.

LOCATION: City Hall - John Fuller Auditorium
451 Third Street NW
Winter Haven, FL 33881

1. **CALL TO ORDER** - Nathaniel J. Birdsong, Jr., Mayor
2. **ROLL CALL** - Vanessa Castillo, MMC, City Clerk
3. **INVOCATION** - Minister Abdul Al-khatib, First Missionary Baptist Church
4. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk
5. **PRESENTATIONS**
 - 5.A **"Irish American Heritage Month" Proclamation - Greg Sean Canning, State Secretary - Ancient Order of Hibernians Florida**

Staff Contact: LaTonya Harris, City Historian & Archivist | Deputy City Clerk,
lharris@mywinterhaven.com

Proclamation
 - 5.B **"Government Finance Professionals Week" Proclamation - Colleen "CJ" Scott, Chief Financial Officer; Debbie Tate, Assistant Department Director and Allen Weeks, Budget & Management Officer**

Staff Contact: CJ Scott, Chief Financial Officer, cjscott@mywinterhaven.com

Proclamation
6. **DEVELOPMENTS OF NOTE**
7. **MINUTES**
 - 7.A **February 7, 2024, City Commission Agenda Review Session Minutes**

Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com

[2024-02-07 DRAFT Agenda Review Session Minutes with Link](#)
 - 7.B **February 12, 2024, Regular City Commission Meeting Minutes**

Staff Contact: Vanessa Castillo, MMC, City Clerk, vcastillo@mywinterhaven.com

[2024-02-12 DRAFT Regular City Commission Meeting Minutes with Link](#)

8. COMMENTS FROM THE AUDIENCE

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

9.A O-24-11 - Providing for Budget Transfers within a Fund for the Fiscal Year

Staff Contact: CJ Scott, Chief Financial Officer, cjscott@mywinterhaven.com

Summary Ordinance O-24-11

Ordinance O-24-11

9.B O-24-12 - Administrative request to amend the Winter Haven Code of Ordinances, Chapter 21, Article II, Division 3, Section 21-68, Fences, Walls, Berms, and Hedges, and Chapter 21, Article IX, Section 21-531, Definitions for the purpose of updating standards and definitions related to fences and walls

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

Summary - Ordinance O-24-12

O-24-12

9.C O-24-14 - Amendment to Firefighters' Retirement System

Staff Contact: Shawn Dykes, Human Resources Department Director, SDykes@Mywinterhaven.com

Summary - Ordinance O-24-14 Firefighter Pension

O-24-14

Plan Actuary Foster & Foster Impact Letter Dated January 4, 2024

10. CONSENT AGENDA

10.A Summer Camp Bus Lease - The School Board of Polk County

Staff Contact: Tanisha Duncan, Recreation Supervisor III, tduncan@mywinterhaven.com

Summary - Polk County Public Schools Summer Camp Bus Lease

Bus Lease 2024 - Polk County Public Schools

Letter - Polk County Public Schools 2024 Summer Lease Program

10.B Authorization for Travel and Training - Central Florida Regional Planning Council (CFRPC) 2024 Meetings (Birdsong)

Staff Contact: AJ Nicholson, Assistant to the City Manager, anicholson@mywinterhaven.com

Summary - 2024 CFRPC Board meeting travel authorization

Calendar of 2024 CFRPC Board meetings

10.C Assignment of Collateral Assignment of Developer's Agreement - RainDance Apartments

Staff Contact: Eric Labbe, Director of Economic Opportunity and Community Investment, elabbe@mywinterhaven.com

Summary - Assignment of Collateral Assignment of Developer's Agreement

Raindance - Assignment of Collateral Assignment (RainDance Apartments) FV

10.D Florida Housing Finance Corporation (FHFC) Incentive Strategies Report

Staff Contact: Diane Durr, Affordable Housing Programs Manager, ddurr@mywinterhaven.com

Summary - Incentive Strategies Report, Feb 26, 2024

SHIP Annual Incentive Report 2023 Adopted, Feb 26, 2024

10.E Purchase of Trinnex LEADCast Software for Lead Service Line Inventory and Predictive

Modeling

Staff Contact: Hiep Nguyen, Smart City Officer, hnguyen@mywinterhaven.com

Summary - Purchase of Trinnex LeadCAST Software
FDEP Guidance for Service Line Inventory and Compliance Requirements
Woodard and Curran Technical Memorandum - LCRR Compliance Support
Trinnex leadCAST Predict Quote
Trinnex Master Services Agreement with City of Winter Haven Form Contract Addendum

11. RESOLUTION(S)

11.A R-24-14 - Acceptance of Conveyance of certain property from S.A.W. Properties, LLC

Staff Contact: Eric Labbe, Director of Economic Opportunity and Community Investment, elabbe@mywinterhaven.com

Summary - Resolution R-24-14
Resolution R-24-14 Accepting land from SAW Properties LLC

11.B R-24-17 - Acceptance of Conveyance of certain property from ACG BBQ, LLC

Staff Contact: Eric Labbe, Director of Economic Opportunity and Community Investment, elabbe@mywinterhaven.com

Summary - Resolution R-24-17
Resolution R-24-17 accepting QCD from ACG BBQ, LLC

12. ORDINANCE(S) - FIRST READING

12.A O-24-09 - Request by Shelton Rice to assign Neighborhood Suburban Future Land Use to an annexed parcel

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

Summary - Ordinances O-24-09 & O-24-10
O-24-09

12.B O-24-10 - Request by Shelton Rice to assign Multi-Family Residential- Low Density (R-3) zoning district to an annexed parcel

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

Summary - Ordinances O-24-09 & O-24-10
O-24-10

12.C O-24-13 - PUBLIC HEARING - Administrative request to amend the Winter Haven Code of Ordinances, Chapter 21, Article II, Division 5, Section 21-97 and Chapter 21, Article II, Division 2, Table 21-32(A) for the purpose of addressing pharmacies and medical marijuana dispensing facilities in the Mixed Use (MX) zoning district; to amend Chapter 21, Article II, Division 2, Table 21-32(A) for the purpose of addressing medical clinics; and to amend Chapter 21, Article IX, Section 21-531 for the purpose of amending and adding definitions related to medical offices and medical clinics

Staff Contact: Heather Reuter, Senior Planner, hreuter@mywinterhaven.com

Summary - Ordinance O-24-13
O-24-13

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.