



CITY COMMISSION MEETING

DATE: Monday, January 8, 2024, 6:00 p.m.

LOCATION: 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** - Dr. Steve Harness - First Baptist Church

4. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk

5. **PRESENTATIONS**

5.A **"Dr. Martin Luther King Jr. Day" Proclamation - 2024 MLK Week Steering Committee Members**

Staff Contact: Natalie Wilson, Special Events Coordinator, nwilson@mywinterhaven.com

Proclamation

5.B **"Florida Arbor Day" Proclamation - Savannah Winstanley, Asset and Ecosystem Analyst, Public Works Department**

Staff Contact: Savannah Winstanley, Asset and Ecosystem Analyst, SWinstanley@mywinterhaven.com

Proclamation

6. **DEVELOPMENTS OF NOTE**

7. **MINUTES**

7.A **September 25, 2023, Regular City Commission Meeting Minutes**

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

2023-09-25 DRAFT Regular City Commission Meeting Minutes with Link and Attachments

7.B **October 4, 2023, City Commission Agenda Review Session Minutes**

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

2023-10-04 DRAFT Agenda Review Session Minutes

8. **COMMENTS FROM THE AUDIENCE**

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

10. REORGANIZATION OF CITY COMMISSION

10.A Swearing in of Newly Elected Commissioners - Frederick J. Murphy, Jr., City Attorney Seat 1 - Tracy Mercer Seat 2 - Nathaniel J. Birdsong, Jr. Seat 3 - Brian Yates

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

10.B Newly Sworn Commissioners Seated

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

10.C Election of Mayor - City Commission

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

10.D Election of Mayor Pro Tem - City Commission

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

10.E Swearing-in of Mayor - Frederick J. Murphy, Jr., City Attorney

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

10.F Presentation of Medallion to the Mayor - Frederick J. Murphy, Jr., City Attorney

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

10.G Swearing-in of Mayor Pro Tem - Frederick J. Murphy, Jr., City Attorney

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

10.H Presentations of Plaques - Frederick J. Murphy, Jr., City Attorney Mayor Bradley T. Dantzer Mayor Pro Tem Nathaniel J. Birdsong, Jr.

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

10.I Liaison Reassignments

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

2023 Commission Liaison Boards and Committees (As of 2023-10-11) Redlined

11. CONSENT AGENDA

11.A ONE Water Master Plan, Phase III, Scope of Work

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

Summary - ONE Water Master Plan, Phase III
ONE Water Master Plan, Phase III Scope of Work

11.B Water and Sewer Connection Fee and Rate Study

Staff Contact: Gary M. Hubbard, Water Department Director, ghubbard@mywinterhaven.com

Summary - Water and Sewer Connection Fee and Rate Study
Water and Sewer Connection Fee and Rate Study - Raftelis

11.C First Amendment to Interlocal Agreement between the City of Winter Haven and the Polk County Board of County Commissioners for Tourist Development Tax Funding for the Renovation of the Chain of Lakes Complex

Staff Contact: Andy Palmer, Parks Planning & Strategic Initiatives Manager,

apalmer@mywinterhaven.com

Summary - Chain of Lakes Park Phase II First Amendment
First Amendment to Interlocal WH COL Complex FINAL for execution

11.D Design Build Contract with Whitehead Construction Inc. Lake Conine Nature Park Recreation Elements - Motor Pool Road Corridor Pedestrian & Vehicular Improvements Design Task

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

Summary - Motor Pool Road Corridor Pedestrian & Vehicular Improvements
Motor Pool Road Corridor Pedestrian & Vehicular Improvements Design Task

11.E Purchase of Emergency Equipment

Staff Contact: *Donald Nunnery, Police Captain, dnunnery@mywinterhaven.com*

Summary - Equipment for Emergency Vehicles
Dana Safety Supply Sales Quote (Patrol Vehicles)
Dana Safety Supply Sales Quote (Canine Vehicles)
General Piggyback Purchasing Agreement - Dana Safety Supply

11.F Purchase of Draeger Self-Contained Breathing Apparatus (SCBA)

Staff Contact: *Michael Waters, Operation Chief, mwaters@mywinterhaven.com*

Summary - Purchase of SCBA
Municipal Equipment Company SCBA Quote
Sourcewell Participation Agreement - Draeger Inc#032620

12. RESOLUTION(S)

12.A R-24-04 - Lake Maude Park and Winter Haven Recreational and Cultural Center Venue Naming

Staff Contact: *Katrina Hill, Director of Public Affairs & Communication, khill@mywinterhaven.com*

Summary - Resolution R-24-04 - Lake Maude Park and Winter Haven Recreational and Cultural Center Venue Naming
Resolution R-24-04

12.B R-24-05 - Approving a Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement for the Design of the Sixth Street SW Project

Staff Contact: *Brittany Hart, Public Works Director, bhart@mywinterhaven.com*

Summary - Resolution R-24-05
Resolution R-24-05
FDOT LAP Design Agreement

12.C R-24-06 - Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) Application for the retrofit and installation of a dewatering pump on Lake Elbert

Staff Contact: *Brittany Hart, Public Works Director, bhart@mywinterhaven.com*

Summary - Resolution R-24-06
Resolution R-24-06
HMGP Application Lake Elbert Pump

13. ORDINANCE(S) - FIRST READING

13.A O-24-01 - Request by Rivercard LLC to amend a portion of Planned Unit Development

Ordinance O-21-23 (1911 21st Street, NW)

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

Summary - Ordinance O-24-01
O-24-01

- 13.B O-24-02 - Administrative request to amend the Capital Improvements Element of the Comprehensive Plan to update the 5-year Schedule of Capital Improvements and to revise Capital Improvements Element Policies 1.1.7 and 1.1.8 relating to the adoption of the Florida Department of Transportation's and Polk County's 2023/2024 through 2027/2028 Transportation Improvement Programs and the Polk County School Board's 2023/2024 through 2027/2028 Facilities Work Program by reference**

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

Summary - Ordinance O-24-02
O-24-02

- 13.C O-24-03 - PUBLIC HEARING - Administrative request to amend Table 21-32(A) of the Winter Haven Code of Ordinances for the purpose of addressing Commercial- Downtown (C-1) zoning district uses**

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

Summary - Ordinance O-24-03
O-24-03

- 13.D O-24-04 - PUBLIC HEARING - Administrative request amend the Winter Haven Code of Ordinances, Chapter 21, Article II, Division 5, Section 21-96, and Table 21-32(A) for the purpose of addressing alcoholic beverage establishments**

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

Summary Ordinance O-24-04
O-24-04

14. NEW BUSINESS

15. CITY COMMISSIONERS/LIAISON REPORTS

16. CITY ATTORNEY REPORT

17. CITY MANAGER REPORT

18. DEPUTY CITY MANAGER REPORT

19. CITY CLERK REPORT

20. EMERGENCY MATTERS NOT RECEIVED FOR THE AGENDA

21. 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.