

# WINTER HAVEN

## *The Chain of Lakes City*

### REGULAR CITY COMMISSION MEETING

MONDAY, AUGUST 23, 2021

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** - Dr. Steve Harness - First Baptist Church
4. **PLEDGE OF ALLEGIANCE** - Vanessa Castillo, MMC, City Clerk
5. **PRESENTATIONS**
  - 5.A. **Affordable Housing Plan - Jaimie Ross, President/CEO and Ben Toro-Spears, Chief Strategy Officer; Florida Housing Coalition**  
  
*Staff Contact: Amanda-Jo Nicholson, Chief Executive Assistant, [anicholson@mywinterhaven.com](mailto:anicholson@mywinterhaven.com)*
  - 5.B. **\*\*\* Agenda Review Only \*\*\* Downtown Gateway Signage Project - Eric Labbe, Director Economic Opportunity & Community Investment**  
  
*Staff Contact: Eric Labbe, Director of Economic Opportunity and Community Investment, [elabbe@mywinterhaven.com](mailto:elabbe@mywinterhaven.com)*  
  
[Gateway presentation](#)
  - 5.C. **\*\*\* Agenda Review Only \*\*\* Capital Improvement Projects (CIP) Update - Deputy City Manager, T. Michael Stavres**  
  
*Staff Contact: T.M. Stavres, Deputy City Manager, [mstavres@mywinterhaven.com](mailto:mstavres@mywinterhaven.com)*
  - 5.D. **\*\*\* Agenda Review Only \*\*\* Six Month Review of Ordinance O-21-06 - Tanya Ayres, Code Compliance Supervisor**  
  
*Staff Contact: Tanya Ayres, Code Compliance Supervisor, [tayres@mywinterhaven.com](mailto:tayres@mywinterhaven.com)*
6. **MINUTES**
  - 6.A. **August 4, 2021 Agenda Review Session Minutes**  
  
*Staff Contact: Vanessa Castillo, MMC, City Clerk, [vcastillo@mywinterhaven.com](mailto:vcastillo@mywinterhaven.com)*

[2021-08-04 DRAFT Agenda Review Session Minutes with Attachments](#)

**6.B. August 9, 2021 Regular City Commission Meeting Minutes**

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

[2021-08-09 DRAFT Regular City Commission Meeting Minutes with Attachments](#)

**7. COMMENTS FROM THE AUDIENCE**

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

**8.A. O-21-34 - Amending Chapter 19 of the Code of Ordinances Relating to Wastewater Industrial Pretreatment**

*Staff Contact: Gary M. Hubbard, Winter Haven Water Director, ghubbard@mywinterhaven.com*

[Summary - Ordinance O-21-34 Amending Chapter 19 of the Code of Ordinances Relating to Wastewater Industrial Pretreatment](#)

[O-21-34](#)

[EXHIBIT A to Ordinance O-21-34](#)

[FDEP Approval Letter dated June 18, 2021](#)

**8.B. O-21-54 - Police Officers' Pension Plan Revisions**

*Staff Contact: Shawn Dykes, Human Resources Department Director, sdykes@mywinterhaven.com*

[Summary O-21-54](#)

[O-21-54](#)

**9. CONSENT AGENDA**

**9.A. Invitation to Bid - ITB-21-22 Award of Avenue C SW Complete Street Project**

*Staff Contact: M.J. Carnevale, Public Works Department Director, mcarnevale@mywinterhaven.com*

[Summary Report - ITB-21-22 Avenue C Complete Street Project](#)

[Site Map](#)

[ITB-21-22 Bid Tabulation Sheet](#)

[ITB-21-22 Recommendation of Award](#)

**9.B. Invitation to Bid - ITB Award of Downtown Streetscape**

*Staff Contact: M.J. Carnevale, Public Works Department Director, mcarnevale@mywinterhaven.com*

[Summary Report - Award of ITB-21-30 Downtown Streetscape Enhancement Project](#)

[Downtown Streetscape Enhancements Site Map](#)

[ITB-21-30 Bid Tabulation Sheet](#)

[ITB-21-30 Recommendation of Award](#)

**9.C. Florida Department of Transportation (FDOT) Temporary Road Closure Request for the 2021 Havendale Christmas Parade**

*Staff Contact: Marissa Barnes, Special Events & Marketing Coordinator , mbarnes@mywinterhaven.com*

[2021 Havendale Christmas Parade Summary](#)

[2021 Havendale Christmas Parade Map](#)

**9.D. Design-Build Contract Guaranteed Maximum Price Amendment with Whitehead Construction Inc. & Construction Phase for Sertoma Park Baseball Improvements**

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

[Summary Sertoma Design Build Contract Attach A - GMP Construction Phase](#)

[Amendment A Design, Build Contract Sertoma](#)

[SERTOMA PARK IMPROVEMENTS PROPOSAL 8.4.21 \(005\)](#)

**9.E. Interlocal Agreement with Polk County for Sidewalk Construction of sidewalk along Ave. Y.**

*Staff Contact: M.J. Carnevale , Public Works Director , MCarnevale@mywinterhaven.com*

[Summary - Ave. Y Sidewalks](#)

[Avenue Y NE Interlocal Agreement with Winter Haven](#)

[Exhibit A - Ave. Y Sidewalk](#)

**9.F. Approving Florida Department of Economic Development (DEO) Rebuild Florida General Infrastructure Program (GIP) Community Development Block Grant – Mitigation (CDBG-MIT) 2021/2022 Grant Application for Central Winter Haven Community Improvements**

*Staff Contact: M.J. Carnevale , Public Works Director , MCarnevale@mywinterhaven.com*

[Summary Central Winter Haven Community Improvements CDBG-MIT Grant 2021-2022 Cycle](#)

[Central Winter Haven Community Improvement Area Site Map](#)

**9.G. Approving Florida Department of Economic Development (DEO) Rebuild Florida General Infrastructure Program (GIP) Community Development Block Grant – Mitigation (CDBG-MIT) 2021/2022 Grant Application for Florence Villa Public Safety Complex**

*Staff Contact: Charlie Bird , Public Safety Director , cbird@mywinterhaven.com*

[Summary - CDBG-MIT Grant Application for Florence Villa Public Safety Facility.docx](#)

[Public Safety Complex Site Map](#)

**9.H. Approving Florida Department of Economic Development (DEO) Rebuild Florida General Infrastructure Program (GIP) Community Development Block Grant – Mitigation (CDBG-MIT) 2021/2022 Grant Application for North Lake Shipp Drive Improvements**

*Staff Contact: Mark Bombard , Assistant Director, Winter Haven Water, Mbombard@mywinterhaven.com*

[Summary - CDBG-MIT Grant Application for North Lake Shipp Drive Improvements.docx](#)

[North Lake Shipp Drive Site Map](#)

[North Lake Shipp Example Typical Cross Section](#)

**9.I. First Amendment to Agreement for Furnishing Reuse Water between the City of Winter Haven and The Gates of Lake Region Homeowners' Association, Inc.**

*Staff Contact: Gary M Hubbard, Winter Haven Water Director, ghubbard@mywinterhaven.com*

[Summary - The Gates of Lake Region Homeowners Association, Reuse Agreement  
FIRST AMENDMENT  
Agreement for Furnishing Reuse Water 9-13-16](#)

**9.J. Request for Qualifications - RFQ-21-18 COL Park Phase 2 Professional Consulting Services Agreement**

*Staff Contact: T. Michael Stavres, Deputy City Manager, [mstavres@mywinterhaven.com](mailto:mstavres@mywinterhaven.com)*

[Summary - RFQ-21-18 COL Park PH2 Professional Consulting Services Agreement.docx  
City of Winter Haven Professional Consulting Services Agreement  
Professional Consulting Services Agreement Composite Exhibit "A"  
Professional Consulting Services Agreement Composite Exhibit "B"  
TASK ORDER 01 Carter Kaye COL Phase 2 signed](#)

**10. RESOLUTION(S)**

**10.A. R-21-28 - Certification of Code Compliance Special Assessments for the 2021 Tax Roll**

*Staff Contact: Tanya Ayers, Code Compliance Supervisor, [tayers@mywinterhaven.com](mailto:tayers@mywinterhaven.com)*

[Summary - R-21-28R  
R-21-28 Adoption of 2021 NAVA Roll  
DORForm 408a\\_f\\_Certify Tax Roll  
NAVA TRIM\\_20210727](#)

**10.B. R-21-31- Request by VMAR DEV, LLC for final plat approval of the Villamar Phase 3 Subdivision**

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

[Summary - Resolution R-21-31  
R-21-31 R](#)

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

**11.A. O-21-56- Request by Suntech Investments, Inc./Belmar Development, Inc. to rezone a parcel from Planned Unit Development (PUD) and Conservation (CN) zoning districts to Single Family Residential- Small Lot (R-2) zoning district**

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

[Summary - Ordinance O-21-56  
O-21-56](#)

**11.B. O-21-57 - Administrative request to amend the Winter Haven Code of Ordinances, Chapter 21, Article II, Division 2, Section 21-42, Mixed Use (MX) zoning district for the purpose of revising development standards and requirements**

*Staff Contact: Heather Reuter, Planner II, [hreuter@mywinterhaven.com](mailto:hreuter@mywinterhaven.com)*

[Summary - Ordinance O-21-57  
O-21-57](#)

**11.C. O-21-60 - Public Hearing- Administrative request to revise the 2025 Winter Haven Comprehensive Plan for the purpose of adding policies regarding private property rights to the Future Land Use Element as required by Florida House Bill 59**

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

[Summary - Ordinance O-21-60](#)  
[O-21-60](#)

**11.D. O-21-61 - Request by the Board of Supervisors of the Harmony on Lake Eloise Community Development District to repeal Ordinance O-17-07 establishing the Harmony on Lake Eloise Community Development District**

*Staff Contact: Heather Reuter, Planner II, [hreuter@mywinterhaven.com](mailto:hreuter@mywinterhaven.com)*

[Summary - Ordinance O-21-61](#)  
[O-21-61](#)

**11.E. O-21-62 - Request by Forestar (USA) Real Estate Group, Inc. to establish the Harmony on Lake Eloise Community Development District**

*Staff Contact: Heather Reuter, Planner II, [hreuter@mywinterhaven.com](mailto:hreuter@mywinterhaven.com)*

[Summary - Ordinance O-21-62](#)  
[O-21-62](#)  
[Petition to Establish Harmony on Lake Eloise](#)

- 12. **NEW BUSINESS**
- 13. **CITY COMMISSIONERS/LIAISON REPORTS**
- 14. **CITY ATTORNEY REPORT**
- 15. **CITY MANAGER REPORT**
- 16. **DEPUTY CITY MANAGER REPORT**
- 17. **CITY CLERK REPORT**
- 18. **DEVELOPMENTS OF NOTE**
- 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.