

City of Davenport Regular Meeting Minutes of August 5, 2024

Minutes of the Regular Meeting of the City of Davenport, Florida, held Monday, August 5, 2024 at 7:00 p.m. in the Commission Room after having been properly advertised with the following members present Mayor Brynn Summerlin and Vice-Mayor Jeremy Clark. Commission Members: Linda Robinson, Bobby Lynch and Donna Fellows-Coffey. Also present were City Manager Kelly Callihan and City Attorney Tom Cloud.

Mayor Summerlin declared a quorum present and opened the meeting with an invocation and a salute to the flag led by the Boy Scouts.

PROCLAMATION

The Proclamation declaring August as Florida Water Professionals Month was read out loud by the City Clerk and presented to Utilities Director Mike Stripling.

PRESENTATION – Citrus Connection/Lakeland Transit (No one present)

APPROVAL OF ORDER OF BUSINESS

Motion by Vice-Mayor Clark and seconded by Commissioner Robinson to approve the Order of Business. Motion carried unanimously.

PUBLIC COMMENT

The Mayor asked if there was anyone who wished to address the City Commission on anything not on the Agenda.

Joyce Hunter of 15 West Boulevard South accepted the invitation and informed the Commission that they too had reached out to Citrus Connection to supply them with some brochures to handout to people whenever they visited the museum, and they had yet to hear from them. The Mayor also added that they have asked them to come to their events to help them promote it but they have not done so.

Scott Woodlee of 1636 Aspen Avenue also accepted and wanted to let them know that he has been working with Chief Parker and together they will be sponsoring a community wide neighborhood watch event August 17th at the Forest Lake amenities center from 2pm to 6pm. They will be fingerprinting kids and will have food trucks.

There being no one else, the Mayor closed Public Comment.

CONSENT AGENDA

The City Clerk drew their attention to the correction of the Budget Workshop date from July 5th to July 8th.

Motion by Vice-Mayor Clark and seconded by both Commissioner Robinson and Commissioner Fellows-Coffey to approve the Consent Agenda which consisted of the July 8, 2024 Budget Workshop, the July 15, 2024 Planning Commission and the July 15, 2024 Regular Meeting. Motion carried unanimously with the noted correction from the City Clerk.

OLD BUSINESS

1. **PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1278 CHANGING THE LAND USE CLASSIFICATION TO 611 HORSESHOE CREEK ROAD FROM POLK COUNTY RESIDENTIAL MEDIUM (RM) TO CITY RESIDENTIAL LOW (RL)**

At this time the Attorney was instructed to read Ordinance No. 1278 by title.

City Planner Raymond Perez explained that this was second and final reading of the Ordinance and there were no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Fellows-Coffey and seconded by Commissioner Lynch to approve Ordinance No. 1278 on second reading.

2. **PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1279 CHANGING THE ZONING CLASSIFICATION TO 611 HORSESHOE CREEK ROAD FROM COUNTY RESIDENTIAL MEDIUM (RM) TO CITY SINGLE FAMILY RESIDENTIAL (RE-1)**

At this time the Attorney was instructed to read Ordinance No. 1279 by title.

Raymond explained that this was second and final reading of the Ordinance and there were no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Robinson and seconded by Vice-Mayor Clark to approve Ordinance No. 1279. Motion carried unanimously.

3. **PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1280 CHANGING THE LAND USE CLASSIFICATION TO 204 NORTH BOULEVARD EAST FROM POLK COUNTY RESIDENTIAL MEDIUM (RM) TO CITY RESIDENTIAL LOW (RL)**

At this time the Attorney was instructed to read Ordinance No. 1280 by title.

Raymond explained that this was second and final reading of the Ordinance and there were no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Lynch and seconded by both Commissioner Robinson and Commissioner Fellows-Coffey to approve on its second and final reading Ordinance No. 1280. Motion carried unanimously.

4. PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1281 CHANGING THE ZONING CLASSIFICATION TO 204 NORTH BOULEVARD EAST FROM POLK COUNTY RESIDENTIAL MEDIUM (RM) TO CITY LOW DENSITY RESIDENTIAL (R-5)

At this time the Attorney was instructed to read Ordinance No. 1281 by title.

Raymond explained that this was second and final reading of the Ordinance and there were no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Vice-Mayor and seconded by Commissioner Robinson to approve on second and final reading, Ordinance No. 1281. Motion carried unanimously.

NEW BUSINESS

1. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 1282 ANNEXING 310 43RD STREET (OWNER OF RECORD: EDITH STAMP)

At this time the Attorney was instructed to read Ordinance No. 1282 by title.

Raymond explained that this was an Ordinance annexing 310 43rd Street consisting of .35 acres.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Robinson and seconded by Commissioner Lynch to approve Ordinance No. 1282 on first reading.

The Mayor reminisced Mr. Walter Stamp attending the City Commission meetings and missing him. He didn't say much but when he did you had better listen. He was glad that Mrs. Edith Stamp had finally decided to annex into the city.

There being no other discussion, the Mayor called for the vote. Motion carried unanimously.

2. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 1283 ANNEXING 623 SYLVAN RAMBLE ROAD (OWNER OF RECORD: MARGARITA PUNTAS MARTINEZ)

At this time the Attorney was instructed to read Ordinance No. 1282 by title.

Raymond explained that this was an Ordinance annexing 623 Sylvan Ramble Road consisting of .12 acres.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Fellows-Coffey and seconded by Vice-Mayor Clark to approve Ordinance No. 1283 on first reading. Motion carried unanimously.

3. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 1284 ANNEXING 619 SYLVAN RAMBLE ROAD (OWNER OF RECORD: MARGARITA PUNTAS MARTINEZ)

At this time the Attorney was instructed to read Ordinance No. 1284 by title.

Raymond explained that this was an Ordinance annexing 619 Sylvan Ramble Road consisting of .12 acres.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Lynch and seconded by Commissioner Robinson to approve on first reading, Ordinance No. 1284. Motion carried unanimously.

4. REQUEST TO APPROVE MODIFICATION NO. 3 TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF DAVENPORT AND THE POLK COUNTY SHERIFF'S OFFICE FOR TELECOMMUNICATIONS AND FIRE/RESCUE DISPATCHING SERVICES

Fire Chief "JT" Torrance explained that this was an annual renewal. Modification No. 3 amended Article 4.2 of the Interlocal Agreement. He also noted that this typically went up 5% annually, thus limiting the amount of fiscal impact. The proposed amendment changed the annual fee from \$8,328.00 to \$8,744.00.

Motion by Commissioner Robinson and seconded by Commissioner Lynch that the City Commission approve Modification No. 3 to the Interlocal Agreement between the City of Davenport and Sheriff Grady Judd. Motion carried unanimously.

5. REQUEST TO APPROVE RESOLUTION NO. 506-24 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE THE STATEWIDE MUTUAL AID AGREEMENT

JT explained that this Agreement was currently in place and has been for many years. It helped them in applying for grants but also in the event of a disaster. This would also enable them to get state mutual aid from other agencies outside of the county. This was basically a housekeeping item.

Commissioner Robinson asked who got the priority in the instance that Davenport or Haines City were in a predicament. JT responded that everything was coordinated so that no one was left uncovered.

Motion by Vice-Mayor Clark and seconded by Commissioner Robinson to approve Resolution No. 506-24. Motion carried unanimously.

The City Manager asked JT to explain the notice they had received from ISO. JT explained that this year they were able to maintain a 2 rating. He further explained that this could be lowered by making significant improvements to their fire protection infrastructure, which they

have already added or improved, such as adding a sub-station, more staff, more equipment and response times. They were now working towards the certified training, which himself and Captain Murphy were working on getting their own training facility. He has talked to the City Manager about some property near Fire Station 2 and will be meeting with someone later this week about maybe getting some of the appropriations funding to help fund it. They wouldn't have to go anywhere and would help them secure a 1 rating, which was their goal.

He further explained that this time they were given a split number. This was because they have a large portion of the city limits that have no infrastructure, but they still had to cover it. It was vacant land and as it got developed, they would get the hydrants in. Next time they were hoping that all this area would be developed and would do away with the split number.

In answer to the Vice-Mayor's question, JT responded that they were evaluated every 5 years but if it got to the point where they knew they were in good shape, they would contact them for a reevaluation.

6. REQUEST TO APPROVE AMENDMENT ONE OF THE AGREEMENT WITH THE DEPARTMENT OF COMMERCE FORMERLY DEPARTMENT OF ECONOMIC OPPORTUNITY (CDBG MITIGATION PROGRAM)

Utilities Director Mike Stripling explained that this was an amendment to a current contract they had with the Department of Economic Opportunity. They have gone through some changes and this amendment basically changed the name of the organization from Department of Economic Opportunity to Department of Commerce, removed requirements from the original agreement and deleted and replaced some of the sections.

Motion by Commissioner Fellows-Coffey and seconded by Vice-Mayor Clark to approve Amendment One of the Agreement with the Department of Commerce. Motion carried unanimously.

7. REQUEST TO APPROVE THE INVOICE WITH BCR IN THE AMOUNT OF \$30,703

Mike explained that this was the initial fill of the chemical tanks for the new BCR biosolids process. After the initial fill the chemicals will be included in the maintenance agreement and will become part of the operation of the system.

Motion by Commissioner Lynch and seconded by Commissioner Robinson to approve the invoice with BCR in the amount of \$30,703.00. Motion carried unanimously.

8. REQUEST TO APPROVE THE CONSERVATION IMPLEMENTATION AGREEMENT WITH THE POLK COUNTY REGIONAL WATER COOPERATIVE (PRWC)

Mike explained that the \$1,873.85 in the Agreement was for the administration portion of the implementation of the conservation program.

Motion by Commissioner Robinson and seconded by Vice-Mayor Clark to approve the Conservation Implementation Agreement with the Polk County Regional Water Cooperative. Motion carried unanimously.

9. REQUEST TO APPROVE THE CONTRACT WITH PENNONI ENGINEERS FOR THE RESILIENT WASTEWATER MASTER PLAN

Mike explained that at their last meeting they had approved the selection of the engineer, and this was the contract to get started on this project for a master plan for reuse. This would be the first step to getting the reuse from their plant and eventually to the public.

Motion by Commissioner Lynch and seconded by Vice-Mayor Clark to approve the contract with Pennoni Engineers for the Resilient Wastewater Master Plan. Motion carried unanimously.

10. PUBLIC HEARING AND FIRST READING OF ORDINANCE NO. 1291 INCREASING THE CEMETERY RATES

The Attorney was instructed to read Ordinance No. 1291 by title.

The City Clerk explained that the Cemetery Committee's recommended changes were approved at their July 1st meeting.

These included the following changes:

- Increases administrative fee from \$10.00 fee to \$125.00 to help cover the cost of recording the resale and/or transfer documents.
- Increase the Cemetery rates.

Cemetery Single Space

Resident ~~\$500.00~~ **\$600.00**

Non-Resident ~~\$700.00~~ **\$800.00**

Cemetery Lot (8 Spaces)

Resident ~~\$3,500.00~~ **\$4,200.00**

Non-Resident ~~\$4,900.00~~ **\$5,600.00**

Cremorial Space

Resident ~~\$250.00~~ **\$300.00**

Non-Resident ~~\$350.00~~ **\$400.00**

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Fellows-Coffey and seconded by Commissioner Robinson to approve Ordinance No. 1291 on first reading. Motion carried unanimously.

11. REQUEST TO APPROVE RESOLUTION 507-24 AMENDING THE DAVENPORT EVERGREEN CEMETERY RULES & REGULATIONS

The City Clerk explained that the Cemetery Committee's recommended changes were approved at their July 1st meeting.

The specific changes that were made were:

- Section 4.03 – In addition to one (1) full burial, it also permits two (2) cremains or, alternatively, one full burial and one cremain in a single full burial space.

Staff also felt that the following should be outlined under this same section.

- No interments or inurnments may be permitted unless the city receives the following:
 - a) Copy of deed or other proof of ownership is produced.
 - b) When more than one person is buried in one full burial space (cremations and/or casket interment) the permanent marker/memorial or monument installed, should be engraved with all names and dates of birth and death, of those buried in that space.
- Section 6.07 – The following verbiage was added: **The city is not responsible for the maintenance and care of individual grave spaces.**
- Section 6.18 was added detailing that no coping is allowed in the new section (Second Addition).

Motion by Vice-Mayor Clark and seconded by Commissioner Lynch to approve Resolution No. 507-24. Motion carried unanimously.

12. REQUEST TO APPROVE REAPPOINTMENTS TO THE BOARD OF ADJUSTMENTS

The City Clerk advised that the terms of Board Members Headley Oliver and Dennis Gorman have expired. In addition, Alternate Board Member Josh Juliano’s term has also expired. All have agreed to serve another term.

She also informed them that Board Members Robert Williams and Alternate Keondre Sauveur have both resigned.

Staff’s recommendation is to reappoint Headley Oliver and Dennis Gorman to the Board of Adjustments. In addition, Staff also recommends the reappointment of Alternate Josh Juliano and making him a full Board Member. This left two Alternate positions open and Staff would post them on the city’s website this week.

Motion by Commissioner Robinson and seconded by Commissioner Fellows-Coffey to approve the reappointments to the Board of Adjustments as recommended. Motion carried unanimously.

CITY MANAGER REPORT

The City Manager thanked all the sponsors and everyone that had participated in the City’s Reverse Raffle Saturday night. He also thanked all the City Staff that had worked it.

He also informed them that a few months back they had approved the Reedy Isle project on Horseshoe Creek. He shared that there was no cell service in the area, so the developer had come to them, and they had approved a cell tower. They had agreed to construct a cell tower in the design of a water tower and had asked the developer to place the city’s seal on both sides of the cell tower.

He then asked Chief Parker to come up who in turn introduced his two new employees, Officer Jim Britto who came to them from Winter Haven and Reserve Officer Lori Dominici who came to them from Kissimmee.

CITY ATTORNEY REPORT – Nothing to report.

CITY CLERK REPORT

The City Clerk informed them that the IT Department needed to work on their laptops and had been asked to collect them tonight or they could bring them to the office this week.

In response to Commissioner Robinson's inquiry, IT Manager Jose Alarcon informed them that he was collecting them to install any pending updates and minimum password requirements to maintain security.

CITY COMMISSION COMMENTS

The Vice-Mayor thanked Danny and his staff for all their hard work at the Reverse Raffle. He had really enjoyed himself. He also thanked the Police and Fire Departments for keeping them safe.

Commissioner Robinson expressed that everyone had a good time at the Reverse Raffle, and she had not heard any negative comments. She too thanked Danny and his staff. She also shared that she had the honor of representing the city at the ribbon cutting for the new VA Clinic in Lakeland.

Commissioner Lynch stated that everyone had done a great job, and it had been a good event for the city.

Commissioner Fellows-Coffey echoed everybody's comments. Danny and his team always did a great job at this event. She was super proud of the staff they had, and for always working together and not only making this event great, but all their other events.

She too had the honor last week and represented Davenport at a ribbon cutting for a new special education school in Haines City. She got to tour the school, and it looked like it could be a true asset for the kids in Haines City but also for the special needs kids in Davenport.

The Mayor thanked the Vice-Mayor for taking care of his duties Saturday.

The Mayor also shared that recently the City had been in the newspaper for some really good things like "best place to work", "best outdoor event", just to name a few. They had received eleven different awards. This Commission knew they had the best, but for it to be acknowledged by the public cemented what they already knew, and they couldn't be prouder. Every resident had something to be proud of. They had traffic issues and growth woes, but they did their best to try to mitigate this as much as possible. They had budget hearings coming up in September and that budget would reflect how far Davenport has come in the last 12 months. They had a lot of exciting stuff already happening and they had a lot of stuff in the future, of which one of them was the new park. He couldn't be more excited. All this

being said, Davenport was a great place to live and a great place to work and a great place to be a resident of.

He announced that their next event was their multi-culture event October 5th and then their Halloween event on October 31st.

He also announced that the Commission would be attending the Florida League of Cities Annual Conference next week.

Commissioner Fellows-Coffey also wanted to commend Beyonca for doing a great job of letting the residents know about the contest and the categories and encouraging everyone to vote. She also stated that while the newspaper published it, it was done by an out-of-state independent third-party entity, but it was the true reflection of how the residents felt about the City.

The City Manager stated that it was nice that the city had won 11 of the categories, but he wanted to point out that their city sister to the south had won one of the categories and congratulated them.

Commissioner Robinson also commended the Boy Scouts for being in attendance and taking an interest in local government.

There being no further business, a motion to adjourn was made by Commissioner Robinson and seconded by Vice-Mayor Clark.

Meeting adjourned at 8:01 p.m.

I HEREBY CERTIFY that the foregoing Minutes are true and correct.


Raquel Castillo, City Clerk