

**FRUITLAND PARK CITY COMMISSION
COMMUNITY REDEVELOPMENT AGENCY
SPECIAL MEETING AGENDA**

February 10, 2022

City Hall Commission Chambers
506 W. Berckman Street
Fruitland Park, Florida 34731

As Soon as Practical at 6:15 p.m.

1. CALL TO ORDER

2. ROLL CALL

3. CHANDELIER INSTALLATION QUOTE - COMMUNITY CENTER (city manager/parks and recreation director)

Motion to consider Marathon Electric's quote for eight chandeliers already purchased to be installed at the community center for \$9,600.

4. MILLINGS AND CURBING QUOTE- GARDENIA PARK PARKING AREA AT THE RECREATION COMPLEX (city manager/parks and recreation director)

Motion to consider Bay-to-Bay Construction's quote to install new concrete curbing and millings at Gardenia Park's parking area at the recreation complex.

5. CRA REDEVELOPMENT PLAN PROPOSAL STATUS UPDATE REPORT (city manager)

Discussion on CRA and downtown district's redevelopment plan design standards estimate from LPG Urban & Regional Planners Inc.

6. PUBLIC COMMENTS

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Action may not be taken by the Community Redevelopment Agency at this meeting; however, questions may be answered by staff or issues may be referred for appropriate staff action.

Note: Pursuant to F.S. 286.0114 and the City of Fruitland Park's Public Participation Policy adopted by Resolution 2013-023, members of the public shall be given a reasonable opportunity to be heard on propositions before the CRA. Accordingly, comments, questions, and concerns regarding items listed on this agenda shall be received at the time the CRA addresses such items during this meeting. Pursuant to Resolution 2013-023, public comments are limited to three minutes.

7. UNFINISHED BUSINESS

8. ADJOURNMENT

Any person requiring a special accommodation at this meeting because of disability or physical impairment should contact the City Clerk's Office at City Hall (352) 360-6727 at least forty-eight (48) hours prior to the meeting. (§286.26 F.S.)

If a person decides to appeal any decision made by the CRA with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings and ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The city does not provide verbatim records. (§286.0105, F.S.)

PLEASE TURN OFF ELECTRONIC DEVICES OR PLACE IN VIBRATE MODE.

CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 3

ITEM TITLE: Chandelier Installation Quotes
For the Meeting of: February 10, 2022
Submitted by: City Manager/Parks and Recreation Director
Date Submitted: February 4, 2022
Funds Required: \$9,600.00 (20511-60624)
Attachments: quotes
Item Description: Installation of eight chandeliers - Motion to consider the following quotes for eight chandeliers already purchased to be installed at the community center:

- Electrical Works - \$11,680.00
- Marathon Electric - \$9,600.

Action to be Taken: Recommend the approval of the quote from Marathon Electric to install eight chandeliers for \$9,600.00

Staff's Recommendation: Approval

Additional Comments:

City Manager Review: Yes

Mayor Authorization: Yes

8010 US Hwy 441
 Leesburg, FL 34788
 www.ElectricalWorksFlorida.com
 (352)460-0810



City of Fruitland Park Public Works Director
 506 West Berckman Street
 Fruitland Park, FL 34731

Estimate # 5079
 Estimate Date 09-30-21

Total	\$11,680.00
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352-308-6651

Item	Description	Unit Cost	Quantity	Line Total
(none)	Community Building Chandelier Lights <ul style="list-style-type: none"> •Install (8) customer provided chandelier lights inside of community building. Fixtures are to be provided by city of Fruitland Park. •Assemble each crystal chandeiler per manufacturer instruction/direction. •Install new wiring and boxes in ceiling to each new fixture. All fixtures will be on the same switch. •New supports will need to be installed in ceiling, due to weight of 200lb fixtures. •New circuit will need to be ran from existing panel for the new load of lights. Install new 20amp 120v breaker. •Install new 16amp LED rated dimmer switch for new lights. New dimmer switch may need to be installed in new location if we can not access existing main switch bank. •EW will need to get the new 20amp circuit up to high part of ceiling, this can either be done with cutting drywall or running surface mounted decorative wire mold. Wire mold will not require drywall and painting repairs. **Due to new weight of chandeliers, existing ceiling trusses should be evaluated by engineer to see if they can accept the new weight of light fixtures. 1600lbs of total new weight is being added** 	\$0.00	1.0	\$0.00
(none)	Lift Rental, Materials, Trips, and Labor	\$11,680.00	1.0	\$11,680.00

THIS IS AN ESTIMATE

Disclaimer

- * All materials property of Electrical Works, until paid in full.
- * No Change of Venue.

Subtotal	\$11,680.00
Tax	\$0.00

Estimate Total	\$11,680.00
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- * By proceeding, you agree to our terms and conditions, which can be viewed at our office.
- * Any repairs to walls, ceilings, floors, and soffits will be repaired by owner and at owners expense.
- * All cancellations require a minimum 12 hour notice, if not, a minimum truck fee will be billed @ \$75.00.
- * All estimates over \$1,000.00 require a 50% down payment, with the remaining balance to paid upon completion of work unless notated otherwise in the estimate.
- * Any and all deposits paid are non-refundable.
- * Estimates are based on items listed, any additional work or changes will be billed at additional cost.

Qualifications and Clarifications:

* Inclusions:

*

*Exclusions:

- * Normal maintenance including but not limited to: cleaning, torque and tightening
- *Asbestos (and other hazardous substances) identification, detection or abatement.
- *Patching and painting of finished surfaces.
- * Any electrical item designated on plans / specs that do not have a circuit # and panel designation associated with such items unless otherwise noted above.

* We intend to complete all work in accordance with local & national electrical codes for the work described above. Repairs to existing wiring and systems that do not comply with codes or regulations are excluded unless otherwise noted herewith.

* Repairs to existing inoperable equipment are excluded unless otherwise noted herewith.

* We guarantee our work to be free from defects for one year from completion. Repairs to defective workmanship or materials within this period will be made at no cost. This warranty excludes: unauthorized service, misuse, negligent care, improper maintenance, reused products, items furnished by others, lamps, unusual wear and tear, vandalism, obsolescence, weather damage or other cause beyond Electrical Works control.

* Electrical Works has made no provisions for additional cost and time incurred for accessing or modifying existing underground connection point(s) for existing utilities which are not installed per electrical code, minimum required depth, depths exceeding industry standard, depths requiring supported excavation applications, unforeseen underground conditions which were not disclosed or existing utilities not identified which come in conflict with our work.

* Electrical Works has no provisions for any well point extraction in this proposal.

Schedule:

* Electrical Works agrees to furnish a sufficient number of qualified workers to perform the work in sequence with a mutual schedule. No provisions have been included for overtime, multiple shifts, weekend or holiday work unless otherwise stated.

*We anticipate a duration of approximately TBD working days or our scope of work during the overall schedule of the project.

*We will rely upon the work of other trades to be completed in a timely manner prior to our follow-on work.

Customer Responsibilities:

For Electrical Works to properly perform the work, the customer shall:

- *Provide a safe work environment.

*Allow access to the work site and use of building services including but not limited to: parking, water, restrooms and storage areas.

*Provide Electrical Works with work rules and special instructions prior to the performance of the work.

*Remove obstacles from the work area(s) and keep areas clear of equipment, supplies and materials.

*Allow adequate time/phasing for the work and not impede or delay the performance of Electrical Works' work.

*Provide information in the customer's possession that may aid the performance of the work such as: O&M manuals, operation instructions, as-built drawings, maintenance logs, utility records, etc.

*Promptly notify Electrical Works of any unusual operation conditions.

*Allow Electrical Works to stop, start, shutdown, turn-off and turn-on equipment as necessary to perform the work.

Provide waste disposal facilities. Electrical Works will remove packaging, trash and waste generated in the performance of this work and place in the customer's waste containers.

Signed: _____

Date: _____



CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 4

ITEM TITLE: Millings and Curbing Quotes -
Gardenia Park

For the Meeting of: February 10, 2022
Submitted by: City Manager/Parks and Recreation
Director

Date Submitted: February 4, 2022

Funds Required: \$64,400 (20511-60624)

Attachments: Quotes

Item Description: Install new concrete curbing and
millings for parking area at Gardenia Park. Public works staff will
remove old telephone poles.

Reached out to other vendors for quotes with no response

Action to be Taken: Recommend the approval of the
quote from Bay to Bay Construction

Staff's Recommendation: Approval

Additional Comments: None

City Manager Review: Yes

Mayor Authorization: Yes

BAY TO BAY CONSTRUCTION

DATE: 2/4/22

CHRIS HENRY
526 W. Mirror Lake DR.
Fruitland Park, FL 34731
352-551-7512
chrishenrybaytobay@gmail.com

PROPOSAL

JOB: CURBING AND ASPHALT MILLING BY SKATE PARK AREA

CONTRACTOR: FRUITLAND PARK

THIS PROPOSAL INCLUDES LABOR AND MATERIALS

INCLUDES EXCAVATE GROUND FOR NEW 902 LNFT BY 12INCH WIDE BY 16 INCH DEEP CURBING
AROUND SKATE PARK AREA.

TOTAL: \$32,000.00

INCLUDES 320 LNFT BY 12 INCHES WIDE BY 16 INCHES DEEP AROUND VOLLYBALL COURT.

TOTAL: \$12,600.00

INCLUDES ASPHALT MILLINGS APPROXEMITLY 14000 SQFT WITH GRADING.

TOTAL: \$19,800.00

TOTAL FOR ALL: \$64,400.00

CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 5

ITEM TITLE: **CRA Redevelopment Plan Status Update Report**
For the Meeting of: February 10, 2022
Submitted by: City Manager
Date Submitted: January 31, 2022
Funds Required: No
Attachments: Yes, professional services proposal

Item Description: **CRA Redevelopment Plan Proposal Status Update Report** – LPG Urban and Regional Planners Inc. has provided an estimate of redevelopment plans for the downtown district.

Action to be Taken:

Staff's Recommendation: N/A

Additional Comments: Addressed at the December 9, 2021 and January 13, 2022 CRA meetings.

City Manager Review: Yes

Mayor Authorization: Yes

From: [Gary La Venia](#)
To: [Esther Coulson](#)
Subject: FW: Downtown District
Date: Monday, January 31, 2022 11:13:27 AM
Attachments: [image001.png](#)

FYI

From: Michael <MichaelR@lpgurp.com>
Sent: Tuesday, January 25, 2022 2:54 PM
To: Gary La Venia <glavenia@fruitlandpark.org>
Cc: Dwayne Williams <dwilliams@fruitlandpark.org>; Greg Beliveau <gregb@lpgurp.com>; Sherie Lindh <sherie@lpgurp.com>
Subject: Downtown District

City Manager La Veina, Good Afternoon.

As per our Planning Services Agreement with the City of Fruitland Park, under Scope of Professional Services 1.B & C we propose a not to exceed fee of \$23,000.00 providing the following:

CRA and Downtown District Standards to include

1. Develop design guidelines and identify funding mechanisms;
2. Develop guidelines transitioning downtown and the immediate area to a more inviting, user friendly, pedestrian corridor;
3. Gateway, wayfinding and visibility solutions;
4. Branding, business retention and attraction;
5. Other concepts as desired by City Manager and City Commission.

Services include;

1. Producing an Action Plan;
2. Meeting with staff as needed;
3. Coordinating with Lake County and FDOT as needed;
4. Meeting with Community Leaders as needed;
5. Workshop with City Commission and City Manager as needed.

LPG Urban & Regional Planners are prepared to commence this task with the approval from City Commission anticipating a six (6) month window meeting with staff, City Manager and City Commission as required.

Thank you for the opportunity to serve, The LPG Urban & Regional Planners Team.

Michael Rankin

Michael W. Rankin
Executive Vice President
LPG Urban & Regional Planners, Inc.
1162 Camp Avenue
Mount Dora Florida 32757
michaelr@lpgurp.com
352-638-4407



CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 6

ITEM TITLE:	Public Comments
For the Meeting of:	February 10, 2022
Submitted by:	City Clerk
Date Submitted:	January 31, 2022
Funds Required:	None
Account Number:	N/A
Amount Required:	N/A
Balance Remaining:	N/A
Attachments:	Yes, Resolution 2013-023, Public Participation Policy and Chapter 286 Florida Statutes

Item Description: This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Action may not be taken by the city commission at this meeting; however, questions may be answered by staff or issues may be referred for appropriate staff action.

Note: Pursuant to F.S. 286.0114 and the City of Fruitland Park's Public Participation Policy adopted by Resolution 2013-023, members of the public shall be given a reasonable opportunity to be heard on propositions before the city commission. Accordingly, comments, questions, and concerns regarding items listed on this agenda shall be received at the time the City Commission addresses such items during this meeting. Pursuant to Resolution 2013-023, public comments are limited to three minutes.

Action to be Taken:	None
Staff's Recommendation:	N/A
Additional Comments:	N/A
City Manager Review:	Yes
Mayor Authorization:	Yes

RESOLUTION 2013 -023

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, PROVIDING FOR A PUBLIC PARTICIPATION POLICY WITH REGARD TO MEETINGS OF CITY BOARDS AND COMMISSIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission wishes to adopt a public participation policy for meetings of the City's boards and commissions; and

WHEREAS, the City Commission accordingly desires to pass this Resolution 2013-023 to do so.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FRUITLAND PARK, FLORIDA, AS FOLLOWS:

Section 1. The following Public Participation Policy shall apply to meetings of City boards or commissions as provided herein.

Sec. 1. Citizen's Rights

(a) Definition. For the purposes of this section, "board or commission" means a board or commission of the City of Fruitland Park.

(b) Right to be Heard: Members of the public shall be given a reasonable opportunity to be heard on a proposition before a City board or commission except as provided for below. Public input shall be limited to three (3) minutes. This right does not apply to:

1. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the board or commission to act;
2. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
3. A meeting that is exempt from §286.011; or
4. A meeting during which the Commission is acting in a quasi-judicial capacity. This paragraph does not affect the right of a person to be heard as otherwise provided by law.

Sec. 2. Suspension and Amendment of these Rules

(a) Suspension of these Rules: Any provision of these rules not governed by the City Charter or City Code may be temporarily suspended by a vote of a majority of the Commission.

(b) Amendment of these Rules: These rules may be amended or new rules adopted by resolution.

- (c) Effect of Variance from Rules: The failure to follow this Public Participation Policy shall not be grounds for invalidating any otherwise lawful act of the City's boards or commissions.

Section 2. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Resolution.

Section 3. This Resolution shall become effective immediately upon passage.

RESOLVED this 26 day of September, 2013, by the City Commission of the City of Fruitland Park, Florida.



Christopher J. Bell, Mayor

ATTEST:


MARIE AZZOLINO, Acting City Clerk

Passed First Reading 9/26/2013

Passed Second Reading N/A

Approved as to form:


SCOTT A. GERKEN, City Attorney

Select Year:

The 2020 Florida Statutes

[Title XIX](#)[Chapter 286](#)[View Entire Chapter](#)

PUBLIC BUSINESS

PUBLIC BUSINESS: MISCELLANEOUS PROVISIONS

286.0114 Public meetings; reasonable opportunity to be heard; attorney fees.—

(1) For purposes of this section, “board or commission” means a board or commission of any state agency or authority or of any agency or authority of a county, municipal corporation, or political subdivision.

(2) Members of the public shall be given a reasonable opportunity to be heard on a proposition before a board or commission. The opportunity to be heard need not occur at the same meeting at which the board or commission takes official action on the proposition if the opportunity occurs at a meeting that is during the decisionmaking process and is within reasonable proximity in time before the meeting at which the board or commission takes the official action. This section does not prohibit a board or commission from maintaining orderly conduct or proper decorum in a public meeting. The opportunity to be heard is subject to rules or policies adopted by the board or commission, as provided in subsection (4).

(3) The requirements in subsection (2) do not apply to:

(a) An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the board or commission to act;

(b) An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;

(c) A meeting that is exempt from s. [286.011](#); or

(d) A meeting during which the board or commission is acting in a quasi-judicial capacity. This paragraph does not affect the right of a person to be heard as otherwise provided by law.

(4) Rules or policies of a board or commission which govern the opportunity to be heard are limited to those that:

(a) Provide guidelines regarding the amount of time an individual has to address the board or commission;

(b) Prescribe procedures for allowing representatives of groups or factions on a proposition to address the board or commission, rather than all members of such groups or factions, at meetings in which a large number of individuals wish to be heard;

(c) Prescribe procedures or forms for an individual to use in order to inform the board or commission of a desire to be heard; to indicate his or her support, opposition, or neutrality on a proposition; and to indicate his or her designation of a representative to speak for him or her or his or her group on a proposition if he or she so chooses; or

(d) Designate a specified period of time for public comment.

(5) If a board or commission adopts rules or policies in compliance with this section and follows such rules or policies when providing an opportunity for members of the public to be heard, the board or commission is deemed to be acting in compliance with this section.

(6) A circuit court has jurisdiction to issue an injunction for the purpose of enforcing this section upon the filing of an application for such injunction by a citizen of this state.

(7)(a) Whenever an action is filed against a board or commission to enforce this section, the court shall assess reasonable attorney fees against such board or commission if the court determines that the defendant to such action acted in violation of this section. The court may assess reasonable attorney fees against the individual filing such an

action if the court finds that the action was filed in bad faith or was frivolous. This paragraph does not apply to a state attorney or his or her duly authorized assistants or an officer charged with enforcing this section.

(b) Whenever a board or commission appeals a court order that has found the board or commission to have violated this section, and such order is affirmed, the court shall assess reasonable attorney fees for the appeal against such board or commission.

(8) An action taken by a board or commission which is found to be in violation of this section is not void as a result of that violation.

History.—s. 1, ch. 2013-227.

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