

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY APRIL 18, 2016
7:30 P.M.
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Reverend Thacker

Roll Call: Those in attendance were Mayor Charles Lake, Vice Mayor Nancy Daley, Commissioner John Duncan, Commissioner Jack Dearmin, and Commissioner Albertus Maultsby.

Staff attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, City Clerk Ameen Bailey-Speck, Police Chief Art Bodenheimer, Fire Chief Chris Costine, Parks and Recreation Director Richard Weed, and Public Works Director John Deaton.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated the upcoming Lake Alfred Public Library events include computer classes, story time, brain games, adult coloring and Muffins with Mom on May 7th. Contact the Library for more information.

The Central Florida Development Council has officially moved into its new offices, and has invited the City Commission and staff to an Open House event at their new location. The Open House will be held on Thursday, April 21st, from 4:30 to 6:30 PM at 5908 Hillside Heights Drive in Lakeland.

The Mackay Gardens and Lakeside Preserve will host Astronomy Night on Saturday April 30th from 7 to 10 pm. Contact the Parks and Recreation Department for more details or to register.

The City is currently accepting applications for summer camp which will run from June 20 through August 12 at the Lake Alfred Lions Club. Check the website to see the list of fieldtrips and the application.

City Manager Leavengood stated the City had a very successful Ridge League of Cities Dinner. The City was well represented and he stated his appreciation to staff for the extra hours and effort. The City had an active weekend with the Boat Races.

CITY ATTORNEY ANNOUNCEMENTS

No Announcements.

RECOGNITION OF CITIZENS

Rodney Thompson 640 N. Pennsylvania Ave., asked about the ownership of Lion's Park and boat ramp. Then he commented on the boat races at Lion's Park. He stated that he commented on the boat races 10 years ago and has some of the same complaints today. He stated that the residents pay taxes, and he is against closing the boat ramp all weekend to

residents. He commented on the parking of campers and boats near the railroad, containment of oil when boats are worked on, proper permits, and safety. He asked if residents can camp at the park. He stated he did not see City staff at the event. He also commented that residents cannot use docks (under water) and there are safety issues around docks (steps). He stated the City should be diligent about using the tax money. He states there is trash around the lake and grass on lakefront need to be cleaned-up. He commented about hiring more staff and ensuring that the Fire Department is aware if special fuel is used at the event.

City Manager Leavengood stated the City owns the facility and the Lion's Club owns the building. He thanked Mr. Thompson for the comments and feedback. He also stated that staff attended the event and that they would address the comments at the next pre-event conference.

Joyce Schmidt, 365 E. Sanford St., stated she attended two events including Mr. Maultsby's 85th Birthday and RLD. They enjoyed both and thanked everyone for the invitations.

Christine Whitten, Lion's Club Vice President, apologized to Mr. Thompson for any issues. She thanked the City and citizens for assisting and their support of the Title One Boat Races which was attended by over 1,000 people.

Brandon Smith, 570 Tangerine Ave., thanked the City Commission and staff for being such a great City.

Proclamation: PowerTalk 21® Day

Mayor Lake read the entire proclamation to recognize and celebrate April 21st as PowerTalk 21® Day and urge all citizens to join in the local and national efforts to raise awareness of the importance of parents and teens talking together about alcohol to reduce the risks and dangers posed to teens and communities.

The proclamation was accepted by Jan Cargo and Flora Price from Mothers Against Drunk Driving (madd). Jan Cargo stated that parents have a big influence on their kids regarding alcohol use. Flora Price stated they both lost their daughters to drunk drivers. She stated that education starts with children and she thanked the City for their support of madd.

Proclamation: National Child Abuse and Neglect Prevention Month

Mayor Lake read another proclamation to recognize and celebrate April as National Child Abuse and Neglect Prevention Month and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

CONSENT AGENDA:

Commissioner Dearmin moved to approve the consent agenda; seconded by **Commissioner Duncan** and the motion was approved by unanimous voice call vote.

MAYOR LAKE	AYE
VICE MAYOR DALEY	AYE
COMMISSIONER DUNCAN	AYE
COMMISSIONER DEARMIN	AYE
COMMISSIONER MAULTSBY	AYE

AGENDA

1.) ORDINANCE 1364-16: BOARDS AND COMMITTEES

Assistant City Attorney Seth Claytor read the Ordinance title.

City Manager Leavengood stated following feedback from the City Commission on recent Board appointments, staff has reviewed the city codes and policies regarding Boards and Committees and identified an opportunity for a cleanup of various provisions.

The proposed amendment requires that an individual be a resident of the city for at least one year to be eligible for various board appointments. This provision is identical to the residency requirement in the City Charter to be a City Commissioner.

The proposed amendment adds flexibility to the Planning Board's meeting schedule and the appointment of alternate members consistent with existing practices. Additionally, the number of alternates on the Board of Adjustments has been amended to "up to two" from the current three (3) alternates. One alternate position on the Board of Adjustments is currently filled.

Staff recommended approval of Ordinance 1364-16 on second and final reading.

The **City Commission** asked about the definition of elector.

Staff responded that did not have an answer and requested the item be tabled.

Commissioner Duncan moved to table Ordinance 1364-16 Boards and Committees, seconded by **Vice Mayor Daley**. The motion was approved by unanimous voice call vote.

MAYOR LAKE	AYE
VICE MAYOR DALEY	AYE
COMMISSIONER DUNCAN	AYE
COMMISSIONER DEARMIN	AYE
COMMISSIONER MAULTSBY	AYE

2.) CAPITAL BUDGET PRESENTATION

City Manager Leavengood stated that the presentation and adoption of the FY 15/16 Budget included the second year, FY 16/17 Budget. Consideration and inclusion of a balanced second year budget provides staff and the Commission with better insight into the budgetary process, allows the City to more effectively pursue projects, and to meet the service and organizational needs of the City.

Consistent with the purpose of the second year budget, the Capital Improvements Program (CIP) allows the City to chart out and to prepare for its long-term and larger expenses. Inclusion of the CIP in the budget process allows for a better planning and forecasting tool. These are the projects that ultimately make their way into the balanced second year budget, and then into the operating current year budget where the project is funded and completed.

The proposed CIP is consistent with the adopted FY 15/16 & second year FY 16/17 Budgets, and the prior CIP document. Proposed additions are highlighted in yellow and projects that did

not have a dedicated funding source or are proposed to be grant funded were pushed back but remain in the CIP (and can effectively be advanced at any time once funding is available).

City Manager Leavengood reviewed the Capital Improvements Program by department (General Government, Police Department, Fire Department, Community Development, Parks and Recreation, Public Works, and Public Utilities).

The **City Commission** asked about having a digital sign at the south end of town, removing the sign at Lake Rochelle, and the opportunity to rent space on the signs.

Staff responded that that staff would need to review a location and right-of-way. The City could replace the banner sign with a framed sign at Lake Rochelle.

The **City Commission** asked about the oldest police vehicle.

Staff responded that the oldest was from 2007. The replacement is generally for the high mileage vehicles with the exception of the low use truck. Due to the consistent funding, the vehicles are now replaced around 100,000 miles. Police vehicle miles are also higher than registered due to idle times which equate 33 miles for each one hour of idle time.

The **City Commission** asked about moving the extrication equipment earlier in the budget, the usage of the tanker truck, and if water could be pumped from a lake for fires.

Staff responded that the equipment could be moved if there is additional funding or based on the priorities of the City Commission. The tanker carries water to areas without a fire hydrant and those are with Mutual Aide area. Water from the lakes cannot be used because the City does not have a front mount suction on the trucks or enough hard suction hose. The water on the truck and tanker is to allow time to connect to a hydrant since at maximum volume the water would be extracted in less than two minutes.

The **City Commission** asked about the Parks and Recreation Master Plan process.

Staff responded that the process would be similar to the process used to create the Downtown Plan with community meetings and citizen involvement. Some of the Parks and Recreation capital items have been pushed back to see what happens with the Master Plan.

The **City Commission** asked about the bucket truck replacement, the line replacements in Marianna Acres, moving the Ramona lift station sooner, delaying painting the tower and if these were restricted funds.

Staff responded that the bucket truck would be similar to the existing truck. The lines being replaced in Marianna Acres are clay sewer lines and they will be replaced with PVC. The Ramona lift station was a man-hole that was converted to a lift station. The tower painting and rust removal cannot be delayed. The coating is a two part coating specialized for water tanks. The City Manager has presented a balanced budget, but funds could be advanced based on the City Commission priorities. The Echo Terrace lift station receives the flow from Marianna Acres but the panel and pumps were not updated to handle the flow. Therefore the station operates at peak all the time. The power, pumps, panel, and electrical, needs to be replaced.

The proposed CIP is being presented to the City Commission for consideration and approval as submitted or with any amendments that the Commission may desire. The proposed CIP is conceptual in nature and will be included in the final budget for consideration with any changes

that the Commission may determine or that may be necessary due to revenue and expenditure considerations.

Staff recommended approval of the proposed Capital Improvements Program.

The **City Commission** asked if a motion was needed and about moving the lift station and extraction equipment to next fiscal year.

Staff responded if the City Commission is committed to those changes staff would use fund balance or use operating revenue.

Commissioner Dearmin moved to amend the proposed Capital Improvement Program to move lift station and extraction equipment to next fiscal year, seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. No citizen comments.

MAYOR LAKE	AYE
VICE MAYOR DALEY	AYE
COMMISSIONER DUNCAN	AYE
COMMISSIONER DEARMIN	AYE
COMMISSIONER MAULTSBY	AYE

Vice Mayor Daley moved to approve the proposed Capital Improvement Program as amended, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

MAYOR LAKE	AYE
VICE MAYOR DALEY	AYE
COMMISSIONER DUNCAN	AYE
COMMISSIONER DEARMIN	AYE
COMMISSIONER MAULTSBY	AYE

1.) ORDINANCE 1364-16: BOARDS AND COMMITTEES

Staff responded to the question regarding the definition of elector. The proposed change states each member of the board or commission “shall be an elector of the city who has resided within the city’s municipal limits for not less than one full calendar year. For the purposes of this section, reside shall mean the elector maintains his or her primary residential home within the municipal city limits.” In addition, Article 4 Section 4.01 of the Charter defines elector “as any person who is a resident of the City who has qualified as an elector of the state and who registers in the procedural manner prescribed by general law and ordinance of the City shall be an elector.” The Section references two Florida Statutes regarding qualifications.

Commissioner Dearmin moved to approve Ordinance 1364-16 Boards and Committees on second and final reading, seconded by **Commission Duncan**. The motion was approved by unanimous voice call vote. There was no additional citizen comments.

MAYOR LAKE	AYE
VICE MAYOR DALEY	AYE
COMMISSIONER DUNCAN	AYE
COMMISSIONER DEARMIN	AYE
COMMISSIONER MAULTSBY	AYE

RECOGNITION OF CITIZENS

Chief Bodenheimer stated that the prescription pill drop off event will occur around the county and at the Police Department on April 30th from 10 to 1 pm. Citizens can turn in expired pills or liquids including pet medication. He will post flyers around the City.

Steve Faucett, Lake Alfred Lion's Club thanked the City and residents supporting the boating event and dealing with the movement of the course for safety purposes.

Marilyn Anderson, Lake Alfred Lion's Club also thanked the City and staff for their support.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Maultsby stated the City Manager and staff are doing a great job and thanked the Lion's Club for their community involvement.

Mayor Lake commented on the RLD decorations and stated that everyone enjoyed the event. He also enjoyed attending Mr. Maultsby's birthday party and the information they learned. He attended the hotel plaque dedications, Farm Bureau legislative luncheon, and boat races. He received and read a letter from a student. The Monday Morning with the Mayor speaker was Jean Reed from the Lakes Region District. He also mentioned the article in paper about Mackay restoration. Lastly he stated that he was excited to visit the Gardner House, which he thinks is a prize.

City Manager Leavengood stated the owner allowed staff to view the property. The goal is set up another visit and notice the event so that multiple Commissioners can attend.

Vice Mayor Daley stated she thought the hotel dedication was nicely done and well attended. She thinks it is good to have events that bring people into town because then they buy gas, eat at a restaurant, or buy items. She mentioned that Ron's Tackle Box had their 18th annual tournament, the boat races, the Ridge League dinner, and the birthday party all brought people to town. She also attended an Economic Development Summit in Haines City and stated the message was that the economy is improving it is just taking its time. She reminded everyone of the Earth Day field trip at Mackay on Friday for the elementary students.

Lastly she mentioned the Guide to Polk magazine, which covered the commission salaries for the cities around the county. The magazine stated that in October the salaries for the Lake Alfred Commissioners would increase and she did not remember voting on that item. She stated she would rather have that money diverted to City staff for retention. She stated the Commissioners are only required to attend two City Commission meetings a month and that others deserve the money more.

City Manager Leavengood stated the salary is a policy decision and that the salary increase was included in the second year budget. The Charter states that the City Commission can set their own pay, but it does not take effect until the seating of the next Commission. The City Commission was included in the salary survey last year. The pay is more of a stipend which breaks down to \$450 per month before taxes and less than minimum wage. Payroll will be discussed later and this item can be discussed then. The Commission's salary has not been adjusted in 10 years and the Commission does not receive any cost of living adjustments. Any increase would not go into effect until after the next election.

Commissioner Duncan stated he is excited about a Master Plan for parks and asked about the cost. He also asked about water survey and stated that there will be a lakes clean-up as part of the Earth Day celebrations on Saturday April 22nd.

City Manager Leavengood stated the cost for the Parks Master Plan is budgeted at \$30,000. The water survey meetings have gone well and the information looks good. The model is almost complete and the consultant will likely give a presentation in June on the model, recommendations, and different parts.

Commissioner Dearmin stated staff does a great job and that the RLD was great.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 9:08 pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Ameé N. Bailey".

Ameé N. Bailey
City Clerk