

City of Lake Alfred
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Lake Alfred, FL 33850



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UPDATED AGENDA
CITY COMMISSION MEETING
MONDAY JUNE 20, 2016
7:30 P.M.
CITY HALL

CALL TO ORDER: MAYOR CHARLES LAKE

INVOCATION AND PLEDGE OF ALLEGIANCE: PASTOR STRAWN

ROLL CALL: CITY CLERK AMEÉ BAILEY

CITY MANAGER & CITY ATTORNEY ANNOUNCEMENTS

RECOGNITION OF CITIZENS: ITEMS NOT ON AGENDA

PROCLAMATION: INDEPENDENCE DAY

CONSENT AGENDA:

- 1.) CITY COMMISSION MEETING MINUTES FOR JUNE 6, 2016.
- 2.) CITY COMMISSION ANNOUNCEMENTS

AGENDA

- 1.) PRESENTATION: UTILITY RATE STUDY
- 2.) DISCUSSION: GARDNER HOUSE
- 3.) **DISCUSSION: PROPERTY SALE AND ACQUISITION**

RECOGNITION OF CITIZENS (PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.)

COMMISSIONER QUESTIONS AND COMMENTS:

MAYOR LAKE
VICE MAYOR DALEY
COMMISSIONER DUNCAN
COMMISSIONER DEARMIN
COMMISSIONER MAULTSBY

ADJOURN



Proclamation

To celebrate July 4th as Independence Day.

WHEREAS, on July 2 1776, Congress signed the resolution on Independence, which was later adopted on July 4th and represents the birth of the United States of America as an independent nation; and

WHEREAS, on the anniversary of the adoption of our Declaration of Independence, we pay tribute to the courage and dedication of those patriots who established our great country. We celebrate the values of justice and equality that strengthen our country; and

WHEREAS, at the core of our country's Declaration of Independence, "all men are created equal" and "they are endowed by their Creator with certain unalienable Rights." In pursuit of these ideals, generations of Americans have unveiled new hopes of freedom that simply cannot be bound by the borders of our country; and

WHEREAS, as citizens of our beloved Commonwealth, celebrating our country's cherished independence, we should not only take pride in our vibrant history, but also look to the future with hope, confidence, and grace; and

WHEREAS, we offer immense gratitude to all the patriots of both our past and present who have sought to advance freedom, establish virtue, and build foundations of peace. Because of their sacrifice, this country remains a beacon of hope for all who dream of a life filled with liberty, justice, and happiness.

THEREFORE, BE IT RESOLVED that the City of Lake Alfred formally recognize July 4th as,

"INDEPENDENCE DAY"

in the City of Lake Alfred. May we always keep in mind that no matter what problems face our Nation, here we are free to speak our minds, to assemble peaceably, to elect (or un-elect) our representatives in government, and to worship God (or not) as our conscience might compel us. We often take these liberties for granted. But on the Fourth of July, we should pause to remember that others around the globe do not enjoy such freedoms.

IN WITNESS WHEREOF, I have hereunder set my hand this 16th day of May, 2016.

Charles Lake, Mayor
City of Lake Alfred, Florida

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 20, 2016**

CONSENT AGENDA

1.) JUNE 6, 2016 CITY COMMISSION MEETING MINUTES

ATTACHMENTS:

- Draft Minutes

ANALYSIS: Please review the minutes at your earliest convenience and if there are any questions, comments or concerns please contact the City Clerk, Ameen Bailey at (863) 291-5747.

2.) CITY COMMISSION ANNOUNCEMENTS

ANALYSIS: Each of the meetings/ events scheduled below may be constitute a public meeting at which two or more City Commissioners or Planning Board Members may attend and discuss issues that may come before the City Commissioners.

- No Announcements

DRAFT MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY JUNE 6, 2016
7:30 P.M.
CITY HALL

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Pastor Blocker

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

Staff attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, Police Chief Art Bodenhiemer, Fire Chief Chris Costine, Community Development Director Valerie Vaught, Finance Director Amber Deaton, Parks and Recreation Director Richard Weed, Public Works Director John Deaton.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated the upcoming Lake Alfred Public Library events will include story time, Lego Mania, adult coloring and Donuts with Dad on June 18th. The following week the Library will be also hosting the Mobile Career Source, SPCA Wellness Wagon, and Friends of the Library Book sale. Contact the Library for more information.

He also attended the Florida City County Manager's Association (FCCMA) Annual Conference last week, which reviewed various topics relative to professional management.

Mayor Lake congratulated the City Manager on his continued service on the FCCMA Board of Directors.

Staff presented an update on repairs to the Mackay Historic Bridge. The contractor is securing the structure and installing the handrails to replace those that were damaged. Staff will work on securing this area to prevent future damage.

CITY ATTORNEY ANNOUNCEMENTS

No Announcements.

RECOGNITION OF CITIZENS

Mayor Lake introduced Bob Doyle in the audience, candidate for House of Representatives District 41.

Jean Brumbaugh, 655 E Pierce St, elaborated on the Friends of Library Book Sale. She indicated the store will be open every 2nd and 4th Saturday during the summer from 9am to 12 pm.

Jeff Jones, 160 Haines Blvd, stated he owns the business at this location and is converting it to monthly vintage marketplace. In July, the Packinghouse Market will be hosting “Summer Nights” and asked for the City’s support of this endeavor. He also stated more information will be coming soon.

Marilyn Anderson, 250 W Columbia St, representing the Lake Alfred Lions Club, presented a donation of \$409 to the Lake Alfred Veterans Memorial.

The **City Commission** thanked Ms. Anderson and the Lake Alfred Lions Club for their continued support.

PROCLAMATION: MEMORIAL DAY - 2016

Mayor Lake read the entire proclamation to celebrate Memorial Day, 2016. He stated the Proclamation was also read at the Memorial Day Celebration that was held at the Lake Alfred Veterans Memorial, where a magnolia tree was planted in honor of all fallen Veterans.

ICMA PRESENTATION

Ken Fields, City Manager for City of Lake Wales, stated the Florida chapter of the International City/County Management Association (ICMA), the Florida City and County Management Association (FCCMA), formulated a task force which was directed to develop a plan for disseminating a campaign throughout the state called Life, Well Run. With the celebration of FCCMA’s 70th Anniversary, the goal is to convey what a professional manager’s role is in the “big picture” and how the council-manager form of government impacts local government. He shared a [video](#) produced by FCCMA elaborating more on this campaign and presented a certificate sharing appreciation of the City’s membership with the organization.

CONSENT AGENDA

Commissioner Dearmin moved to approve the consent agenda; seconded by **Commissioner Maultsby**. 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.) DISCUSSION: CITY COMMISSION MEETING TIME

City Manager Leavengood stated City staff has been requested to present a discussion item related to the scheduled time of the City Commission meetings.

Section 2.08 of the City Charter requires that, “The commission shall meet regularly at least once in every month, at such times and places as the commission may prescribe by rule ...The commission shall determine its own rules of order and shall adopt said rules by resolution.”

In 2010, the City Commission adopted Resolution 08-10 which established the rules of procedure for the preparation and conducting of business at Commission meetings. Within the resolution, a "Regular Meeting" is defined as, "a meeting of the City Commission held on the first and third Monday of each month at 7:30 pm for the purpose of conducting and transacting the business of the City through voting on motions proposed by any member."

In a comparison of the other municipalities within Polk County: four cities had a meeting time of 6:00 pm; three cities had a meeting time of 6:30 pm; and six cities had a meeting time 7:00 pm. Lake Alfred had the latest meeting time at 7:30 pm. Polk County & Lakeland both had the earliest meeting times at 9:00 am, presumably to account for a higher number of action items and longer meetings due to the size of their organizations.

If the City Commission desires to change the meeting time, an amendment to Resolution 08-10 can be presented at a future meeting. Staff stated that the closer the time gets to 6 pm the more opportunity for conflicts with citizens getting home from work in time to attend the meetings. The schedule of the City Commission should take precedence.

Mayor Lake stated he has been asked to review this policy by residents inquiring why the meetings start so late. He stated that the item was tabled from the last meeting to allow Commissioner Duncan an opportunity to provide input. He added that the advisory boards meet at earlier times, whose members also work in other communities. He asked the Commission's consideration in changing the meeting time.

Vice Mayor Daley stated she would be willing to change the meeting time for a compelling reason, however the current start time allows for residents to return home from their workplace and attend the meetings.

Commissioner Maultsby stated he would not want to change the meeting time, since it has been the same for several years.

Commissioner Dearmin concurred that the meeting time works best for residents with work schedules in other communities.

Commissioner Duncan also stated he prefers the late meeting time allowing residents to attend. He added that he appreciated the Mayor bringing up the item for discussion.

After discussion, the City Commission gave a consensus to keep regular meeting time scheduled at 7:30pm.

2.) **DISCUSSION: LEGISLATIVE POLICY COMMITTEE**

City Manager Leavengood stated the City of Lake Alfred has always been active in participating on the Legislative Policy Committees. The policy committees develop the Florida League of Cities legislative priorities and help their staff understand the real world implications of proposed legislation. In an effort to get more cities involved, the Florida League of Cities is requesting that each city be represented on one or more of the League's Legislative policy committees. The current City of Lake Alfred participants are:

- Mayor Lake – Energy, Environment & Natural Resources Committee
- Vice Mayor Daley - Growth Management & Economic Affairs Committee

- Commissioner Maulsby – Finance, Taxation & Personnel Committee
- Commissioner Dearmin - Transportation & Intergovernmental Relations Committee
- Commissioner Duncan - Urban Administration Committee

In the past, the City Commission has requested this item as an opportunity to discuss the topic in advance of submittals to the League of Cities. If a Commissioner so desires they may request to change the Committee they serve on and this request can be forwarded to the Florida League of Cities for consideration.

The **City Commission** gave a consensus of the following Committee appointments:

- Mayor Lake – Urban Administration Committee
- Vice Mayor Daley – Transportation & Intergovernmental Relations Committee
- Commissioner Maulsby – Finance, Taxation & Personnel Committee
- Commissioner Duncan – Energy, Environment & Natural Resources
- Commissioner Dearmin – Growth Management & Economic Affairs Committee

Staff stated the Committee appointments will be submitted to the Florida League of Cities to be updated.

3.) BUDGET PRESENTATION: EXPENDITURES

City Manager Leavengood stated the proposed expenditure sections of the FY 16/17 & FY 17/18 budgets include the approved expenditures from the previously approved second year budget and the capital projects that were approved by the City Commission at the April 18, 2016 meeting. Changes made from the current year budget to the proposed FY 16/17 Budget have been highlighted and are based on feedback from department heads for anticipated expenditures or changes based upon experience in the current and previous fiscal years.

If approved, the expenditure sections will be included in the preparation of the final budget for consideration in public hearings in September along with any changes that the Commission may determine or that may be necessary due to updated revenue or expenditure projections. The City Commission previously reviewed the Capital Projects section on April 18, 2016. The Revenue and Payroll sections will be presented at the regular City Commission meeting on August 1st, 2016.

***The budget pages attached contain notes regarding some of the larger changes for each department.*

Vice Mayor Daley asked for clarification if the Commission salaries will be discussed at a later date.

Staff responded that this will be discussed further at Revenue and Payroll presentations in August.

Mayor Lake inquired about planning for library expansion, stating that the current library is at capacity.

Staff stated the Library would be considered as part of Parks & Recreation, so it could be considered in the Master Plan project to begin in FY 16/17.

Mayor Lake also inquired about the status of the stormwater project for US Highway 17/92.

Public Works Director John Deaton stated the project is on schedule to begin in November 2016.

Vice Mayor Daley moved to approve the proposed draft Expenditure Sections of the FY 16/17 & FY 17/18 Annual Operating Budgets, seconded by **Commission 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

4.) DISCUSSION: CITY MANAGER EVALUATION

City Manager Leavengood stated under section 5 of the City Manager employment agreement the City Manager is to receive a performance evaluation at least once every two years and in advance of the adoption of the annual operating budget. The evaluation format was consistent with previous evaluations and was composed of eight (8) categories that allowed for a numerical ranking as well as available space for additional comments under each category and at the end of the evaluation. He reviewed evaluation criteria and summary of results.

The **City Commission** congratulated the City Manager on many accomplishments. There was a consensus to provide for an increase in the City Manager compensation package for the exceptional performance.

Staff stated they will present compensatory options to the City Manager's agreement with the Revenue and Payroll section of the Budget, to be presented August 1, 2016.

RECOGNITION OF CITIZENS

There were no citizen comments.

COMMISSIONER QUESTIONS AND COMMENTS

Vice Mayor Daley stated she attended the historic Citrus Growers Association Building dedication ceremony last week and is pleased that Lake Alfred is making progress in recognizing its history. She also reminded the City Commission of the Ridge League Dinner to be held Thursday, June 9th as well as the Chamber of Commerce luncheon to be held on Thursday, June 16th.

Commissioner Duncan stated the school year will be concluding Thursday, June 9th. Also, he attended the new Ridge Art Association art show opening at the Winter Haven Airport.

Commissioner Dearmin stated he was very pleased with the Memorial Day celebration at Lake Alfred Veterans Memorial. He also attended the historic Citrus Growers Association Building dedication ceremony last week and thanked staff for a job well done.

Commissioner Maultsby congratulated the City Manager for the past year's accomplishments and shared his thanks for citizen involvement.

Mayor Lake stated he is looking forward to attending the upcoming Water Cooperative meetings. He also was very pleased with the Memorial Day celebration at Lake Alfred Veterans Memorial. He also attended the historic Citrus Growers Association Building dedication ceremony last week and thanked staff for a job well done. He expressed support of the recent Packinghouse Market held at Jeff Jones business last week. He reminded the City Commission of the upcoming Annual Lions Club meeting on Friday, June 10th, as well as the Citrus Label unveiling at the Historical Society on June 11th. There is also a broadband summit hosted by Polk Vision at Polk State College on June 10th. After attending the Florida League of Cities Mayors' Roundtable, he inquired if the City could host art in public places. He then asked if Commissioner Duncan would be able to work on this project and bring information back to the Commission.

Commissioner Duncan stated he would be willing to look into a public art display program.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 9:23 pm.

Respectfully Submitted,

Valerie Vaught
for
Ameé Bailey
City Clerk

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 20, 2016**

AGENDA

1.) PRESENTATION: UTILITY RATE STUDY

ISSUE: The City Commission will hear a presentation on the results of the Utility Rate Study performed by Raftelis consultants and consider giving direction to proceed with the adoption process.

ATTACHMENTS:

- Rate Study Presentation

ANALYSIS: In January of 2016 the City entered into a continuing service agreement with Raftelis financial consultants for the performance of a utility rate study. The goal was to restructure the system to be more equitable by lowering the base rate and charging based upon usage while still providing a stable revenue source for the City. The current system does not encourage conservation and the customers that use the least amount of water are essentially subsidizing the utility bill for higher water users by paying a flat rate.

(At this time let me yield to Tony Hairston and Joe Williams from Raftelis Consultants for the presentation of the results from the rate study).

STAFF RECOMMENDATION: Proceed with drafting the ordinance and the public hearing process for the adoption of the proposed rate system.



RAFTELIS
FINANCIAL CONSULTANTS, INC.

City of Lake Alfred

Presentation of Water and Sewer Rate Study

June 20, 2016



RFC is a Registered Municipal Advisor with the MSRB and SEC under the Dodd-Frank Act and is fully qualified and capable of providing advice related to all aspects of utility financial and capital planning, including the size, timing, and terms of future debt issues. Any opinions, information or recommendations included in this presentation, related to the size, timing, and terms of a future debt issue may be relied upon only for its intended purpose. This information is not intended as a recommendation to undertake a specific course of action related to the issuance of debt, or to indicate that a particular set of assumptions for the size, timing and terms of issuing debt will be available at the time debt is actually issued.



Scope

- Utility Financial Forecast
 - Water and Wastewater
 - Enterprise Fund
- Rate Design
- Bill Impacts and Comparisons



City of Lake Alfred
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Water Customer Base

FY 2015 Reported

Description	Accounts	Units	Metered Consumption*	Avg. Monthly Use per Unit*
Single Family Inside	1,908	1,913	163,259	7.11
Single Family Outside	125	125	7,942	5.29
Mobile Home Inside	476	476	21,738	3.81
Mobile Home Outside	743	743	38,625	4.33
Multi-Family Inside	9	67	3,302	4.11
Multi-Family Outside	6	93	6,756	6.05
Non-Residential Inside	141	210	30,870	12.25
Non-Residential Outside	13	13	2,659	17.04
Industrial	1	1	2,906	242.16
Total	3,422	3,641	278,056	6.36

*Amounts shown in thousands of gallons



City of Lake Alfred
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Sewer Customer Base

FY 2015 Reported

Description	Accounts	Units	Metered Consumption*	Avg. Monthly User per Account*
Single Family Inside	1,209	1,210	93,881	6.47
Single Family Outside	9	9	473	4.38
Mobile Home Inside	278	278	12,339	3.70
Mobile Home Outside	594	594	31,429	4.41
Multi-Family Inside	2	33	2,354	5.95
Multi-Family Outside	1	56	3,978	5.92
Non-Residential Inside	101	158	22,472	11.85
Non-Residential Outside	6	6	1,376	19.11
Total	2,200	2,344	168,303	5.98

*Amounts shown in thousands of gallons



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- ## Projected Revenue Requirements
- O&M Expenses increasing by approximately 3.0% per year over budgeted FY 2016 levels
 - Debt Service remains level
 - Capital expenditures and transfers sufficient to maintain utility system CIP and meet Renewal and Replacement (R&R) target
 - Annual R&R transfers 6% prior year revenues (Approx. \$125,000)
 - Annual transfer to General Fund of \$239,500
- 

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Utility Revenue Forecast

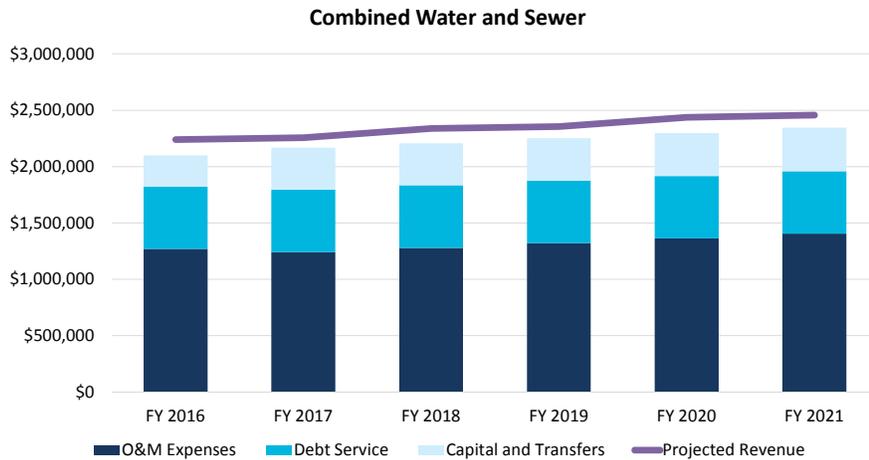
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Water Rate Revenue*	\$779,600	\$784,600	\$813,300	\$818,400	\$848,500	\$853,700
Sewer Rate Revenue*	1,281,400	1,293,600	1,344,900	1,357,400	1,411,100	1,423,900
Miscellaneous Revenue	179,000	191,800	192,600	193,600	194,500	195,800
Total Revenue	\$2,240,000	\$2,270,000	\$2,350,800	\$2,369,400	\$2,454,100	\$2,473,400

* Reflects 3.0% rate adjustment for water and sewer in FYs 2018 and 2020



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Revenue Sufficiency Forecast



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Financial Indicators

Debt Service Coverage

- Target: All-in Coverage of 1.75x (Net Revenue/Debt Service)
- Purpose: Illustrate a strong financial position to the marketplace and to ensure appropriate level of funds for capital projects

Unrestricted Fund Balance Minimum

- Target: 1-year Revenue Requirements
- Purpose: Provide the ability to absorb any emergency or adverse operating conditions

R&R Fund Balance Minimum

- Target: 1-year R&R Expenditures
- Purpose: Provide cushion to ensure renewal and replacement projects continue



Review of Financial Indicators

Projected Debt Service Coverage Target Met

Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
All Utility Debt	1.76	1.86	1.93	1.88	1.94	1.89
Minimum Target	1.75	1.75	1.75	1.75	1.75	1.75

Utility Fund Balance Targets Met

Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Unrestricted Fund Balance	\$2,576,011	\$2,646,173	\$2,756,144	\$2,837,895	\$2,959,575	\$3,049,826
Minimum Target	\$1,266,700	\$1,239,100	\$1,277,600	\$1,317,800	\$1,359,800	\$1,403,700
R&R Fund Balance	\$0	\$13,600	\$33,200	\$57,700	\$138,300	\$163,900
Minimum Target	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000



Rate Design

Existing Water Rate Structure

- Existing rates in effect since 2003:

Rate Component	Rate	Gallons Included
Base Charge	\$12.95	6,000
Volumetric Rates		
Block 1	\$1.00	6,001 – 15,000
Block 2	\$1.20	15,001 – 30,000
Block 3	\$1.40	30,001 – 60,000
Block 4	\$1.60	Above 60,000

Outside City surcharge ranging from 31% - 50%

Water Consumption by Block

Description	Residential	Multi-Family	Non-Residential	Industrial	Total	%
Minimum (0-6,000)	137,872	8,073	8,615	72	154,633	55.6%
Block 1 (6,001-15,000)	51,708	1,823	5,384	108	59,023	21.2%
Block 2 (15,001-30,000)	22,983	161	5,372	180	28,696	10.3%
Block 3 (30,001-60,000)	11,911	0	6,497	360	18,767	6.7%
Block 4 (Above 60,000)	7,090	0	7,661	2,186	16,937	6.1%
Total	231,564	10,057	33,529	2,906	278,056	

FY 2015 Billed Consumption (1,000 Gallons)



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Existing Sewer Rate Structure

- Existing rates in effect since 1990:

Rate Component	Rate	Gallons Included
Residential	\$40.54	All
Non-Residential:		
Base	\$53.49	6,000
Volumetric Rates (Non-Residential Only)		
Block 1	\$1.00	6,001 – 15,000
Block 2	\$1.20	15,001 – 30,000
Block 3	\$1.40	30,001 – 60,000
Block 4	\$1.60	Above 60,000

Outside City surcharge ranging from 25% - 50%



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Pricing Objectives

1. Affordability
2. Simple to Understand and Update
3. Revenue Stability

Other Objectives Considered:

- Ease of Implementation
- Cost of Service Based Allocations
- Equitable Contributions
- Minimization of Customer Impacts
- Conservation/Demand Management
- Economic Development



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Rate Design Parameters

- Revenue Neutral
- Remove “minimum” gallons included in Base Charges
- Non-residential based on meter size instead of connected units
- Reduce gallons in each rate block to encourage conservation
- More equitable cost recovery between customer classes
- Sewer usage billed based on water meter readings
- Cap residential sewer billing at 10,000 gallons per month
- Allow for reasonable elasticity adjustments based on increased bills for higher users



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Summary of Water Rate Design

Rate Component	Existing	Rate Design
Base Charge	Fixed bill with 6,000 gallons included. Billed per connected unit (all classes)	Fixed bill with 0 gallons included. Billed per meter size for non-residential accounts
Volumetric Rates	Applies to usage above minimum (residential rarely utilizes upper blocks)	Applies to all usage (Effective use of blocks)
Pros:	Revenue Stability	All water billed. Not paying for water not used
Cons:	Low use customers pay for water not used	Larger users will receive higher bills
Revenue Recovery		
Fixed	80%	57%
Variable	20%	43%



Summary of Sewer Rate Design

Rate Component	Existing	Rate Design
Base Charge	High fixed bill with all use included. Billed per connected unit (all classes)	Fixed bill with 0 gallons included. Billed per meter size for non-residential accounts
Volumetric Rates	Only non-residential customers pay for usage	Applies to all usage (Effective use of blocks)
Pros:	Revenue Stability	All use billed. Lower Base Charges
Cons:	Low use customers pay same amount as high user customers	Larger users will receive higher bills
Revenue Recovery		
Fixed	98%	74%
Variable	2%	26%



Proposed Rates - Water

Meter Size	Base Charge
Residential:	\$8.95
Non-Residential:	
5/8-inch	\$8.95
1-inch	\$22.38
1.5-inch	\$44.75
2-inch & above	\$71.60

25% surcharge applies for outside city customers

Residential Usage Rates:

Usage Block	Rate
Block 1 (0-5,000 gal)	\$1.04
Block 2 (5,001-10,000 gal)	\$1.25
Block 3 (Above 10,000 gal)	\$1.46

Commercial Usage Rates:

Usage Block	Rate
All Usage	\$1.30



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Proposed Rates - Sewer

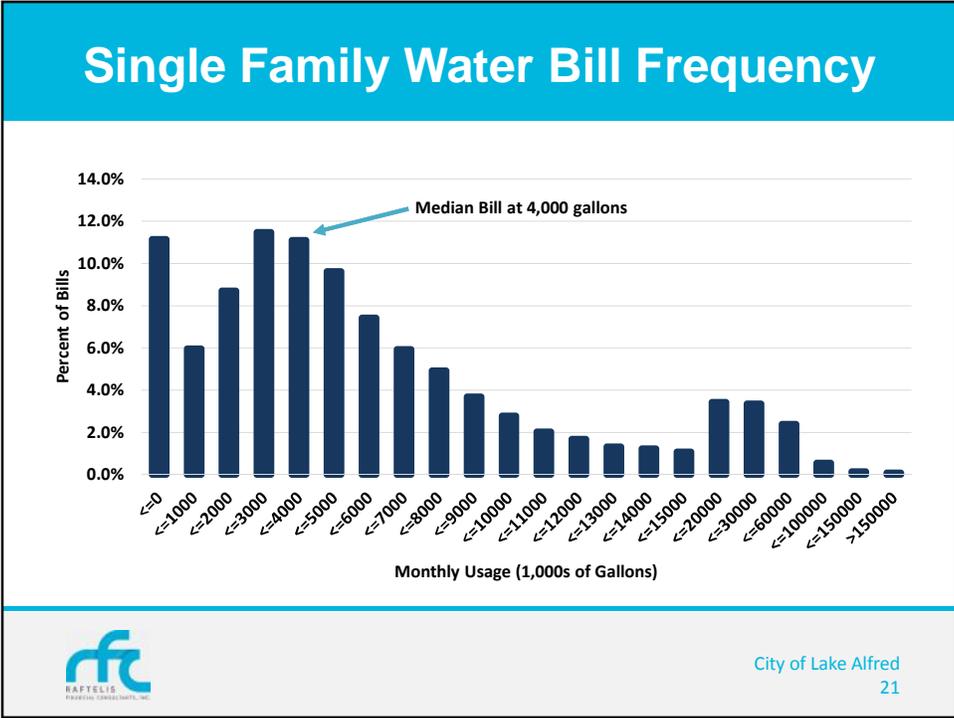
Meter Size	Base Charge
Residential:	\$29.50
Non-Residential:	
5/8-inch	\$38.35
1-inch	\$73.75
1.5-inch	\$147.50
2-inch & above	\$236.00

25% surcharge applies for outside city customers

Class	Rate
Residential (0-10,000 gallons)	\$2.33
Non-Residential (All Usage)	\$2.33



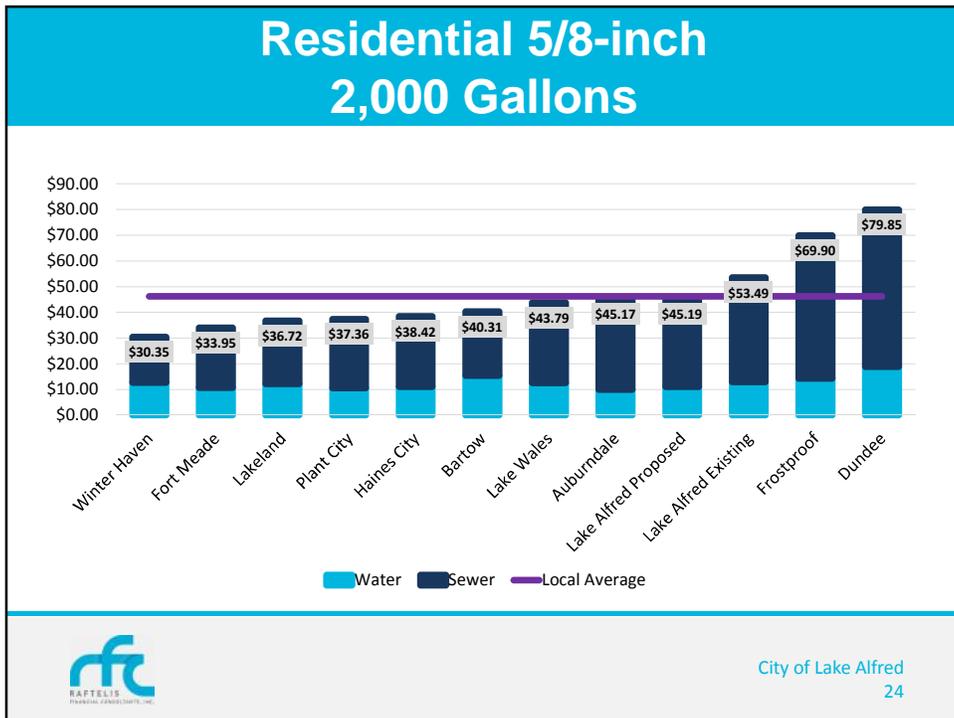
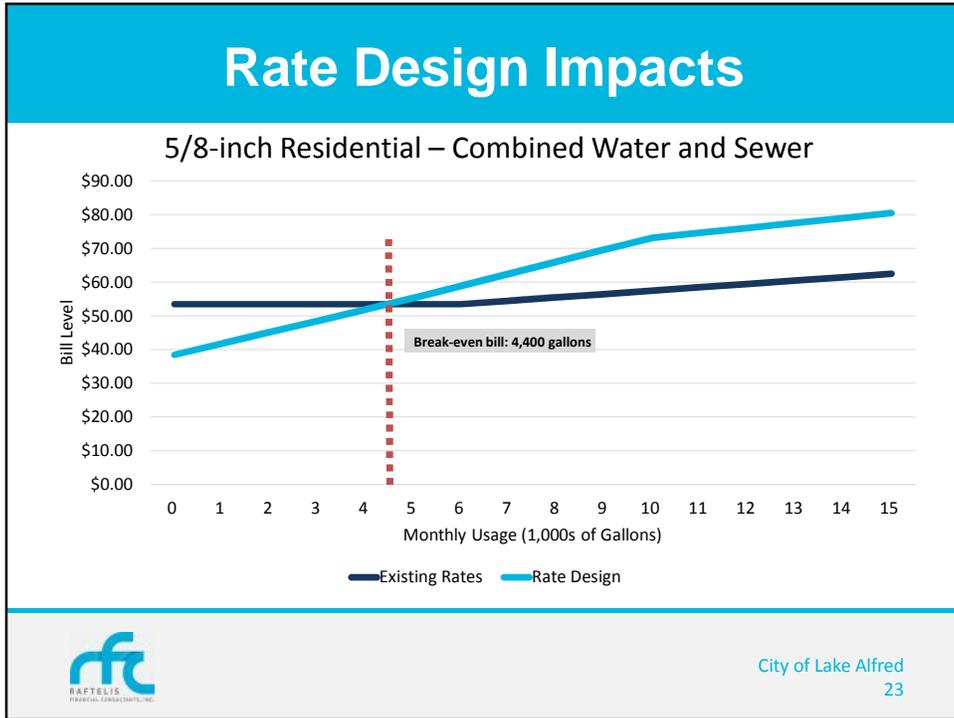
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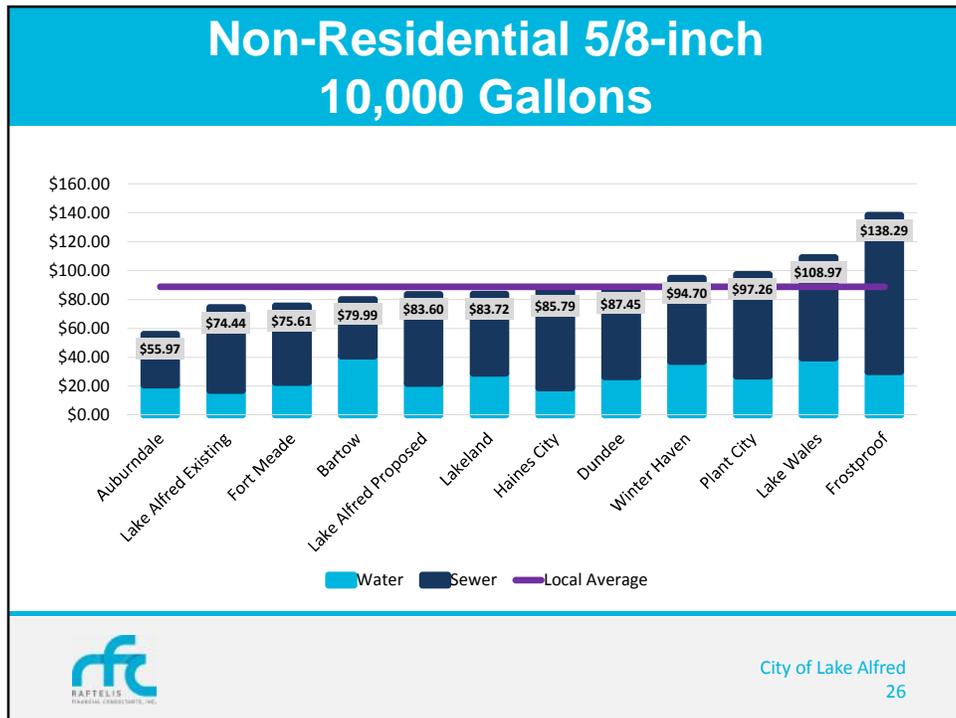
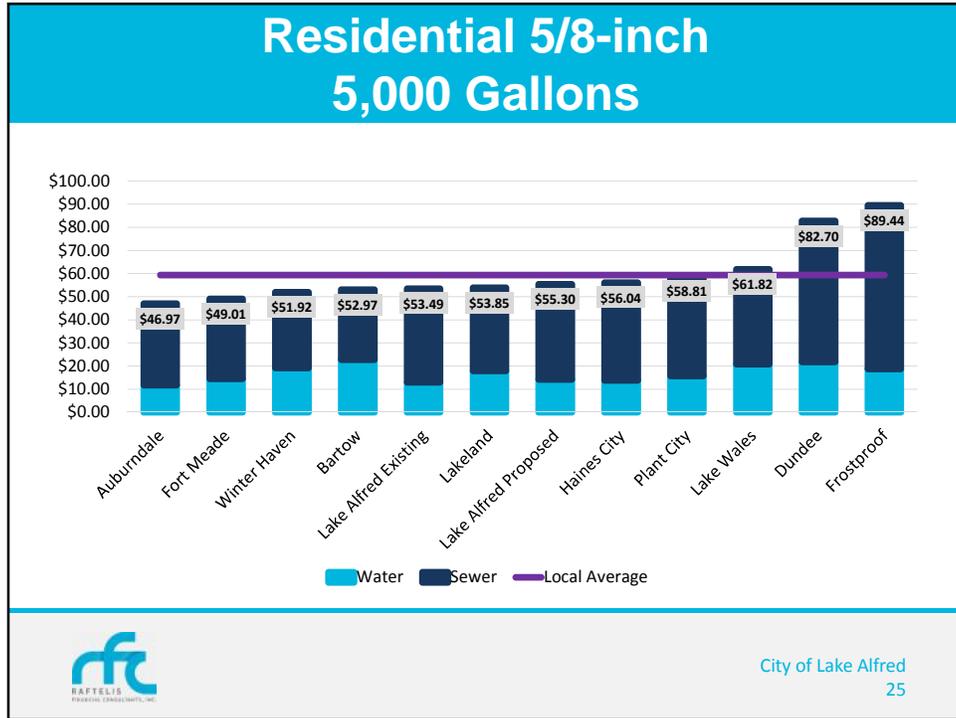


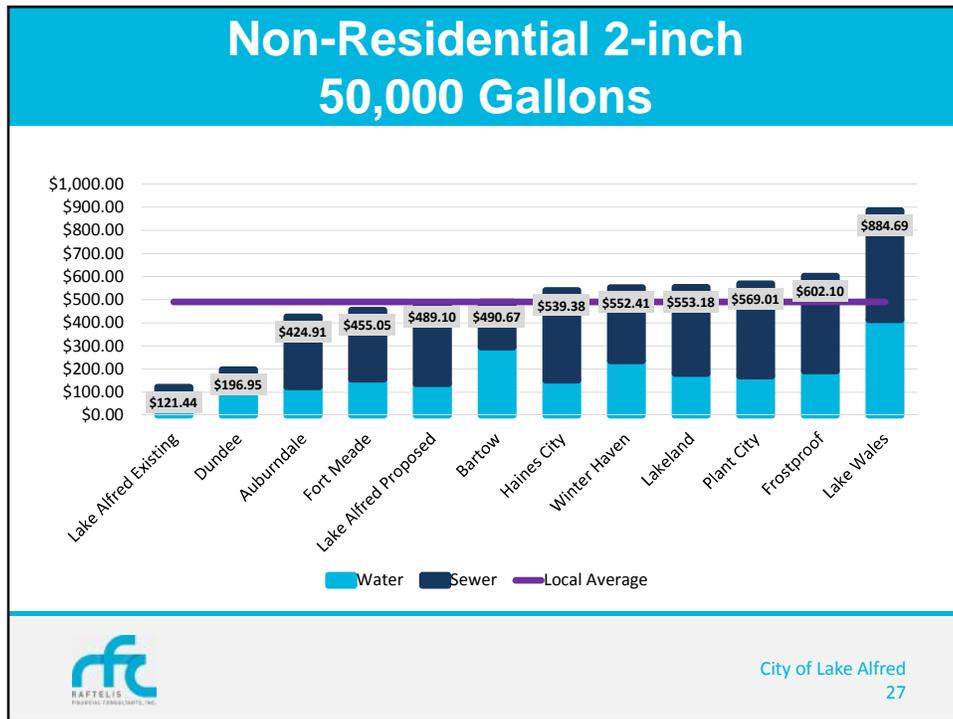
Rate Design Impacts

5/8-inch Residential – Combined Water and Sewer			
Usage (1,000s)	Existing Rates	Rate Design	Change
0	\$53.49	\$38.45	(\$15.04)
1	\$53.49	\$41.82	(\$11.67)
2	\$53.49	\$45.19	(\$8.30)
3	\$53.49	\$48.56	(\$4.93)
4	\$53.49	\$51.93	(\$1.56)
5	\$53.49	\$55.30	\$1.81
6	\$53.49	\$58.88	\$5.39
10	\$57.49	\$73.20	\$15.71
15	\$62.49	\$80.50	\$18.01

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- ## Conclusions
- Proposed rates are based on a uniform rate structure
 - Proposed rates are revenue neutral
 - Proposed rates provide for equitable cost recovery
 - Proposed rates reduce the large amount of gallons included in monthly bills
 - Proposed rates are comparable to nearby communities
- 

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Questions

Thank you for your time this evening.

Presentation by:
Tony Hairston, Senior Manager
Joe Williams, Consultant

Raftelis Financial Consultants, Inc.
950 S. Winter Park Drive
Casselberry, FL 32707



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**LAKE ALFRED CITY COMMISSION MEETING
JUNE 20, 2016**

2.) DISCUSSION: GARDNER HOUSE

ISSUE: The City Commission shall discuss the potential acquisition of the Gardner House and consider providing staff direction on how to proceed.

ATTACHMENTS:

- None

ANALYSIS: Several commissioners and community members have identified the possibility of the City acquiring the Gardner House & Florida Fruitlands Office. In researching this opportunity, staff scheduled tours of the property and buildings with the owner to allow staff and the City Commission an opportunity to inspect the property. An appraisal was conducted to determine the value. The appraisal came in relatively low at \$135,000 due to the nature of the work that would have to be done to bring it up to historic use and the lack of comparable properties on the market. The property owner has suggested an initial sales price of \$225,000. Renovations on the building and the property could exceed \$200,000 depending upon the amount of work needed on the property.

The City can apply for a 50% matching grant to the Florida Division of Historical Resources to help fund the purchase of the property. The grant application deadline is July 8th to be considered for funding in the State's next fiscal year beginning in July 1, 2017. The grant requires an executed purchase agreement and a commitment of matching funds (which can be accomplished within a resolution of support). The purchase agreement could be contingent upon the City's receipt of the grant.

If the City Commission wishes to proceed with the grant we would need to have a special meeting possibly on Tuesday, July 5th to approve the purchase agreement and resolution of support committing the funding in order to meet the July 8th grant application deadline (with the holiday our first regular meeting in July is on the 11th).

Future grants would be necessary to complete renovations in a manner similar to what has been done at the Mackay House.

STAFF RECOMMENDATION: Pleasure of the City Commission.

**LAKE ALFRED CITY COMMISSION MEETING
JUNE 20, 2016**

3.) DISCUSSION: PROPERTY SALE AND ACQUISITION

ISSUE: The City Commission will have an opportunity to discuss several property acquisition and sale opportunities and to give staff direction as to how the Commission would like to proceed.

ATTACHMENTS:

- Circle K Letter of Intent

ANALYSIS: City staff has been pursuing several different property acquisition opportunities that the Commission has been updated on including:

- The duplex property adjacent to the Public Library as a tear down to close out city ownership of the corner and for potential future parking or expansion project.
- A vacant ½ acre commercial parcel adjacent to city owned downtown parcel (former Buchanan building) for use in future development, parking, and/or green space.
- Donation of a City owned residential parcel in the Fruitland Park Area to Habitat for Humanity.

Additionally, the City has received an offer from Circle K for the purchase of the city owned downtown parcel for the construction of a convenience store and gas station. Staff is proposing to negotiate a development agreement for the sale of the property that would contain all required and encouraged elements of the downtown overlay code (façade treatments around entire building, improved landscaping, reduced stormwater retention through pervious pavement and other mitigation techniques, etc.) as well as potential improvements to Columbia Street (which is currently unpaved).

The development agreement will ultimately require City Commission approval and an ordinance for the sale of the property. The donation of the Fruitland Park parcel to Habitat for Humanity will likewise require an ordinance. The Purchase of the ½ acre lot and duplex property would require a purchase agreement also to be approved by the City Commission.

STAFF RECOMMENDATION: Staff is requesting to proceed with the various items as presented. Formal action on these items will be presented to the City Commission for consideration at future meetings.



Circle K Stores Inc.
Florida Region
12911 North Telecom Parkway
Tampa, Florida 33637

June 10, 2016

City of Lake Alfred
C/O Valerie Vaught
120 E Pomelo St
Lake Alfred, FL 33850-2197

**RE: 100 W Cummings St
Lake Alfred, FL 33850
Parcel ID: 26-27-32-502000-000040**

Dear Ms. Vaught:

Circle K Stores Inc. would like to submit this letter of intent regarding the purchase of the subject location for the owner's review and consideration. Below are the outlined general terms that Circle K would like to propose:

- Property:** An approximate 73,181 square foot Parcel at the subject location (as depicted on the attached Concept Plan "A") to be determined by site design and survey acceptable to Purchaser & Seller.
- Purchase Price:** \$500,000.00, all cash at closing, with an opening escrow deposit of \$5,000. All earnest money deposits shall be applicable to the purchase price and shall be refundable during the Investigation Period and refundable during the Permitting Period if Purchaser is unable to obtain all necessary permits.
- Investigation Period:** Circle K will require a one hundred twenty (120) day Investigation Period from the date of full execution of the purchase contract for title, environmental/geotechnical, survey work, and receipt of Management Approval. After the 120 day Investigation Period Circle K shall deposit another \$5,000.00 of earnest money.
- Permitting Period:** Circle K will require one hundred and eighty (180) days to obtain all zoning and use permits, a beer and wine license, site plan approval, and building permits for our Intended Use.
- Circle K will be allowed two - 30 day extension periods at a cost of \$10,000 for each period. Each extension period payment will be applicable to the purchase price and refundable during the Permitting Period if Purchaser is unable to obtain all necessary permits.

Closing: Ten (10) business days following governmental approval of the site plan, zoning/use permits, beer and wine license and receipt of building permits.

Brokerage Commission: Circle K represents that it has not worked with any real estate agent, broker, or representatives in connection with this transaction. Seller will be responsible for any brokerage commission payable for this conveyance.

If the above proposal is acceptable please have the owner sign below and return to my attention. We will then forward a purchase contract for the owner's review and execution. Neither Circle K nor the owner of the property shall be bound by any verbal or written communications until such time as an acceptable contract has been executed by both parties.

I look forward to hearing a response to the above proposal. If you have any questions or comments, please call me at 813-910-5326.

Sincerely,



Mike Higgins
Real Estate Development Manager
Circle K Stores, Inc
Florida Region

Cc: Edward Giunta—Director of Real Estate

Accepted and Agreed:

By: _____





