

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
MONDAY, JULY 25, 2016
7:30 P.M.
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Pastor Strawn

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, Community Development Director Valerie Vaught, Finance Director Amber Deaton, Parks and Recreation Director Richard Weed, Police Chief Art Bodenheimer, and Public Works Director John Deaton.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated the Mackay Gardens and Lakeside Preserve will host a free astronomy workshop on Saturday July 30th from 7 to 10 pm and a gardening workshop on Thursday August 4th at 10 am. Contact the Parks and Recreation Department for more details.

The next Historical Building plaque dedication is scheduled for August 4th. The dedication ceremony will be held at the Mackay House, 945 Mackay Blvd starting at 9 am. The dedication will be followed by the unveiling of the new Polk County Citrus label placed on-site. The program would include light refreshments, dignitary comments, unveiling the plaque and special competition surprise.

CITY ATTORNEY ANNOUNCEMENTS

No Announcements.

RECOGNITION OF CITIZENS

Barbara Catron, 665 Hillside Cir., member of the Friends of the Library Board, and the Manager of the Friends Bookstore stated the bookstore and workroom are full of books. The bookstore is only open on Saturdays, but requires a lot of work because the books have to be moved out of storage for the sale each week. Both the library and the bookstore need additional storage. She was hopeful that when the duplex was purchased, the library and bookstore would have access to the space. She requested that the City consider the storage needs. She also read a letter from **Margaret Wheaton**, 340 Carolina Ave South. The letter addressed the storage issue and work associated with opening the bookstore each week. The letter stated that the duplex could be used during the interim before the library is expanded. The letter asked the City to consider using the duplex for storage and/or the bookstore.

Jane Brumbaugh, 655 East Pierce St., stated she is a volunteer at the library and a Board Member of the Friends of the Library. She was shocked to hear about the proposal to tear down the duplex. She urged the City to work with the Friends when evaluating the duplex and to consider its use for library storage and/or the bookstore.

Nancy Timmer, 530 N. Pennsylvania Ave, asked the City to consider using the building for the library and bookstore rather than tearing it down. .

City Manager Leavengood stated he would outline the process in acquiring the property and evaluating its use. He anticipates that an expansion of the library would create a U-shaped building on the site of the duplex. However in the interim the City could allow the use of the building similar to other organizations such as the Chamber of Commerce. The library will also be addressed during the Parks and Recreation Master Plan process.

CONSENT AGENDA

Vice Mayor Daley moved to amend the announcements to state the FLC Conference begin on August 17th, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

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

Vice Mayor Daley moved to approve the consent agenda as corrected, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote.

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

AGENDA

1.) PUBLIC HEARING: RESOLUTION 06-16: PROPOSED TENTATIVE MILLAGE RATE

Assistant City Attorney Seth Claytor read the Resolution title.

City Manager Leavengood stated the City is required to advise the Property Appraiser's office of its tentative millage rate, roll-back rate, as well as the date, time and place of the proposed budget hearing.

- The proposed millage for FY 16/17 is 7.4890 mills which is equal to the current millage rate and is 3.34% above the FY 16/17 rolled-back rate of 7.2472.

- The date, time and place of the first public hearing on the fiscal year 2016/2017 budget is set for Tuesday, September 13, 2016 at 7:30 p.m. at City Hall located; 120 East Pomelo Street, Lake Alfred, Florida.

The proposed resolution sets the millage rate ceiling for the next fiscal year. The millage rate can be lowered when considered for adoption in September but it cannot be increased beyond the initial limit set within this resolution. He discussed the trend in the past millage rates and that the ad valorem taxes account for one-sixth of the City's budget. The budget is currently balanced, but final insurance renewals and revenues from the state have not been received.

Staff recommends approval of Resolution 06-16.

The **City Commission** asked about the proposed rate compared to the roll-back rate, if millage remained the same could property taxes increase, and the impacts of new construction.

Staff discussed the difference between the proposed rate and the roll-back rate. Staff recommends no actual change in the current rate, however based on state terminology the proposed rate is still more than the roll back rate. Ad valorem taxes are based on property values therefore taxes could increase even if the millage remains the same. Property values increased due to new construction and appreciation of current properties. Homestead also protects home values.

Commissioner Dearmin moved to approve Resolution 06-16 with the millage of 7.4890, seconded by **Commission Duncan**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

2.) **ORDINANCE 1365-16: PROPERTY CONVEYANCE: 620 GRAPEFRUIT AVENUE**

Assistant City Attorney Seth Claytor read the Ordinance title.

City Manager Leavengood stated the City currently owns and maintains the vacant residential property on 620 Grapefruit Avenue. The property was given to the City by Polk County following their acquisition due to delinquent property taxes.

The City has no operational need for the property and the proposed ordinance conveys the property to Habitat for Humanity for the construction of a single family home. He showed pictures of the property.

Staff recommends approval of Ordinance 1365-16 on first reading.

The **City Commission** asked about timing for development and maintenance of the property once conveyed.

Julie Farish, Executive Director for Habitat for Humanity- East Polk County, 3550 Recker Highway Winter Haven, thanked the City. She stated that Habitat for Humanity has developed two other homes in the area over the past 5 years. The owners pay their mortgage and keep the property maintained. The property could be developed within two-three years. They started their budget year on July 1st and the property was not considered since it was not in their ownership. They will maintain the property. She also stated Habitat for Humanity partners with the family. They build the home together, then the family pays an interest free 20-year mortgage. The payments are then used to build the next home.

Commissioner Maultsby moved to approve Ordinance 1365-16 for the property conveyance at on 620 Grapefruit Avenue on first reading, seconded by **Commission Dearmin**. The motion was approved by unanimous voice call vote.

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

3.) **INTERLOCAL AGREEMENT: COLLECTION OF POLK COUNTY IMPACT FEES**

City Manager Leavengood stated the City has had an interlocal agreement with Polk County for the collection of Impact Fees since 1990. Although the County had a moratorium on impact fees the agreement was still in place. On April 7, 2015, the County voted to reinstate the Correctional, Transportation, Emergency Medical Services (EMS), Fire Rescue, Law Enforcement, Library and Park Impact Fees in phases.

In 2006, the Florida Legislature has imposed statutory limits on the imposition of impact fees and the administrative cost for the collection of these fees. The Florida Statute limits the administrative charges to actual cost. Therefore the County has submitted an updated interlocal agreement for the collection of impact fees to be consistent with state statutes.

Staff recommends approval of the Interlocal Agreement with Polk County for the Collection of County Impact Fees.

The **City Commission** asked about how the cost were determined, the process if someone does not develop and the request a return of impact fees, if the fee is based on the number of houses, if the City would collect fees for properties outside the city-limits, and type of impact fees.

Staff stated a spreadsheet was included in the agenda showing the amount of time and cost associated with staff processing the impact fees. The process is intense and monitored to ensure the correct fees are collected and processed. The time is approximately eight hours for each permit based on the amount of accountability. If a refund is requested, the County would be responsible for the refund. City administration fees are not refunded. The fees are averaged based on all the time associated with all types of permits. The fee is higher than the flat 3% previously assessed. The City will only collect the County impact fees for properties within the city-limits. The County has always had six different impact fees, however they had stopped collecting them during the recession to encourage development.

Vice Mayor Daley moved to approve the Interlocal Agreement with Polk County for the Collection of County Impact Fees., seconded by **Commission Maultsby**. The motion was approved by unanimous voice call vote.

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

4.) EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT 2016/2017

City Manager Leavengood stated the Florida Administrative Code requires that the units of government in each county reach consensus concerning the expenditure of these funds, including the projects to be implemented. To verify this consensus, the Florida Department of Law Enforcement requires each applicant to obtain a letter of support from at least 51% of the local units of government, representing at least 51% of the county population.

The following amounts have been allocated to fund projects in Lake Alfred.

- 2013/2014 Allocation \$ 8,407
- 2014/2015 Allocation \$10,193
- 2015/2016 Allocation \$ 9,152
- 2016/2017 Allocation \$11,410

This item was added due to the deadline associated with the grant. The County needs the approvals by July 30th.

Staff recommends approval of the fund distribution for Polk County and a letter of acceptance to the Florida Department of Law Enforcement.

The **City Commission** asked about cost of taser, indirect costs, and the number of tasers in use.

Staff stated that the Police Department applies for two different Byrne grants each year. One is a small grant around \$1,000 known as the JAG Direct Grant based on the Uniform Crime Report. The second grant is provided to the County and Polk County allows the cities to submit requests. The County then distributes the money. The requested approval is for the entire County including the City of Lake Alfred. The City applied for a controlled electronic weapons (tasers).

The cost for a taser is approximately \$1100 each. The power cartridge and cameras are extra. A camera can cost \$500. The cameras in the existing tasers also served as the powered supply and were the first element to get damaged. One that was damaged was able to be repaired, most had to be completely replaced. All officers carry a taser and this grant will allow us to continue to have one for each officer, reserve officer and a couple of spares.

Vice Mayor Daley moved to approve the fund distribution for Polk County and a letter of acceptance to the Florida Department of Law Enforcement, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. No citizen comments.

MAYOR LAKE	AYE
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COMMISSIONER MAULTSBY	AYE

RECOGNITION OF CITIZENS

Joyce Schmidt 365 East Sanford St., stated that the Habitat for Humanity store on Recker Highway is wonderful and listed some of the discounts and hours. They also accept donations and need volunteers.

Julie Farish, Executive Director for Habitat for Humanity- East Polk County, stated the hours and discounts have changed slightly.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Duncan asked about letting the Friends of the Library use the Hughes building for storage. He also asked about signs posted on City property.

City Manager Leavengood stated that the Hughes Building is available for use and that he will have the signs removed.

Jane Brumbaugh stated that the Hughes building could not be used to storage books due to a lack of air-conditioning.

Commissioner Dearmin thanked the Fire and Police for their work at the recent plane crash. He reminded everyone that school will be starting soon.

Mayor Lake helped provide food to the Police and Firefighters that worked the plane crash. He stated that there will be a public forum to meet candidates running for office. The meeting will be in Auburndale.

Commissioner Maultsby stated that tomorrow he will be interviewed as a Polk County Pioneer. He also stated that without the Friends there would not be a library and that the City should honor their request to use the duplex. They are also contributing \$30,000 to purchase the duplex.

Vice Mayor Daley asked about the wayfinding sign for the Mackay Preserve and stated she has joined the Peace Creek Watershed Advisory Committee. The committee will work on watershed protection, water storage, and wetland restoration.

City Manager Leavengood stated they are working on the last few signs including one for the Lions Park.

Commissioner Duncan asked about the piers at Lions Park.

City Manager Leavengood stated staff is working on the dock and it will be installed with a sleeve that will allow the platform height to be adjusted. The pier is a more significant project and will need to be budgeted. The boat dock will also be replaced this fiscal year. The new synthetic material also has a longer lifespan.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:33 pm.

Respectfully Submitted,

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

Ameé Bailey
City Clerk