

**MINUTES  
CITY OF LAKE ALFRED  
CITY COMMISSION MEETING  
MONDAY, AUGUST 22, 2016  
7:30 P.M.  
CITY HALL**

**Call to Order:** Mayor Charles Lake

**Invocation and Pledge of Allegiance:** Pastor 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 Ameé Bailey-Speck, Finance Director Amber Deaton, Parks and Recreation Director Richard Weed, Fire Chief Chris Costine, Police Chief Art Bodenheimer, and Lieutenant Gerald Dempsey.

**CITY MANAGER ANNOUNCEMENTS**

**City Manager Leavengood** stated the Mackay Gardens and Lakeside Preserve will host a free gardening workshop on Thursday September 1<sup>st</sup> at 10 am. Contact the Parks and Recreation Department for more details.

City Offices will be closed on Monday, September 5<sup>th</sup> in observance of Labor Day.

The 15<sup>th</sup> Annual Lake Alfred Chamber of Commerce golf tournament has been scheduled for Saturday, September 10, 2016 at Cypresswood Golf and Country Club. Please contact the Chamber of Commerce for additional information.

The City Commission dates in September have been changed to the 2<sup>nd</sup> and 4<sup>th</sup> week in September (Tuesday, September 13<sup>th</sup> and Monday September 26<sup>th</sup>) to meet the Florida Statue requirement for the annual budget hearings. The final millage rate and 2016/2017 budget adoption is scheduled for the City Commission Meeting on Monday, September 26<sup>th</sup> at 7:30 pm.

The pedestrian bridge construction is scheduled to begin next month on Monday, September 19<sup>th</sup>, and be completed in February/March 2017.

**City Manager Leavengood** stated he and the City Commission recently attended the annual Florida League of Cities Conference which was very educational. One interesting item was how to reduce the tipping fee on the recyclables by educating people to put glass in the trash rather than the recycle bins. Education items could be notices in the utility, door tags, mailers, etc.

**CITY ATTORNEY ANNOUNCEMENTS**

No Announcements.

## RECOGNITION OF CITIZENS

No citizen comments.

### **PROCLAMATION – CIVILITY MONTH**

**Mayor Lake** read the proclamation and encouraged all citizens to exercise civility toward each other. He also discussed a conference session where civility was discussed.

## CONSENT AGENDA

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

<b>MAYOR LAKE</b>	<b>AYE</b>
<b>VICE MAYOR DALEY</b>	<b>AYE</b>
<b>COMMISSIONER DEARMIN</b>	<b>AYE</b>
<b>COMMISSIONER DUNCAN</b>	<b>AYE</b>
<b>COMMISSIONER MAULTSBY</b>	<b>AYE</b>

## AGENDA

### **1.) ORDINANCE 1368-16: UTILITY RATE STRUCTURE**

**Assistant City Attorney Seth Claytor** read the Ordinance title.

**City Manager Leavengood** stated the City's existing rate structure for water and sewer service provides a stable revenue source for the utility with very little variation in the amount billed per customer based on usage. The City's sewer rates and structure has not been changed since 1990; the water rates and structure has not been changed since 1999. 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.

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.

In June of 2016 the City Commission was presented with the results of the utility rate study that provided for a reduction in the base sewer charge from \$40.54 to \$29.50 and a reduction in the base water charge from \$12.95 to \$8.95. The proposed ordinance adopts the rate structure as well as cleans up other language within the code pertaining to utilities. The proposed rate structure will not result in an increase in revenue to the City (revenue neutral). Under the proposed rate structure just over half of the residences are expected to see a decrease in their utility bill with a breakeven point between 4,000-5,000 gallons of usage per month. Therefore user who use less than 4,000 gallons per month will see a decrease in their bill while user who use more than 5,000 gallons per month will see an increase in their bill.

Usage	Existing Rates	Proposed Rates	Difference	Cumulative % Single Family Bills
0	\$53.49	\$38.45	(\$15.04)	11.1%
1,000	\$53.49	\$41.82	(\$11.67)	17.1%
2,000	\$53.49	\$45.19	(\$8.30)	25.8%
3,000	\$53.49	\$48.56	(\$4.93)	37.3%
4,000	\$53.49	\$51.93	(\$1.56)	48.4%
5,000	\$53.49	\$55.30	\$1.81	58.0%
6,000	\$53.49	\$58.88	\$5.39	65.4%
10,000	\$57.49	\$73.20	\$15.71	82.7%
15,000	\$62.49	\$80.50	\$18.01	90.1%

Comments were made about the history of the rate structure and opportunities to educate users on conservation. The rates were high in the past but have not increased and are now lower than other cities in the County. Sewer rates have been the same since 1990 and was high at the time to cover the debt service. The proposed block rates are still low in comparison and can be adjusted if needed.

**Staff** recommended approval of Ordinance 1368-16 on first reading.

**Commissioner Dearmin** moved to approve Ordinance 1368-16 to update the utility rate structure on first reading, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote. There were no citizen comments.

<b>MAYOR LAKE</b>	<b>AYE</b>
<b>VICE MAYOR DALEY</b>	<b>AYE</b>
<b>COMMISSIONER DEARMIN</b>	<b>AYE</b>
<b>COMMISSIONER DUNCAN</b>	<b>AYE</b>
<b>COMMISSIONER MAULTSBY</b>	<b>AYE</b>

## 2.) PURCHASE: PUBLIC WORKS VEHICLE

**City Manager Leavengood** stated the upcoming FY 16/17 budget set to begin on October 1, 2016 includes \$25,000 for the purchase of a replacement vehicle for the Public Works Department. Staff is requesting to advance the purchase of a 2016 Ford F150 in order to accommodate anticipated operational needs that will start at the beginning of the fiscal year. The proposed purchase price of \$24,732 (MSRP \$33,740) from Bartow Ford was priced through the Polk County Sheriff's Office bid.

Funding is available to accommodate the purchase in the current fiscal year. The \$25,000 included in the FY 16/17 budget will remain programmed within the budget; effectively acting as a reimbursement so there is no additional cost incurred by advancing the purchase to the current fiscal year.

**Staff** recommended the purchase a 2016 F150 from Bartow Ford in the amount of \$24,732.

**Public Works Director John Deaton** stated that the vehicle will need a toolbox. The 1996 van will not hold the inmate crew, therefore the new F250 from last year will be used. The truck is a four door truck which will hold six people. This requested vehicle will then replace that truck.

The four door truck will become the department standard since it is multi-functional and can haul people, tools, and pull a trailer.

**Vice Mayor Daley** moved to approve the purchase of a 2016 F150 from Bartow Ford in the amount of \$24,732, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote. There were no citizen comments.

<b>MAYOR LAKE</b>	<b>AYE</b>
<b>VICE MAYOR DALEY</b>	<b>AYE</b>
<b>COMMISSIONER DEARMIN</b>	<b>AYE</b>
<b>COMMISSIONER DUNCAN</b>	<b>AYE</b>
<b>COMMISSIONER MAULTSBY</b>	<b>AYE</b>

### 3.) APPOINT CHAIR/VICE CHAIR: CRA BOARD

**City Manager Leavengood** stated Florida Statutes requires the annual appointment of the CRA Chair and Vice Chair. Prior to convening the CRA the City Commission may appoint these offices. Once the CRA Board Bylaws are established the offices will be confirmed by the CRA Board each year.

**Staff** recommended that the Mayor serve as the Chair and the Vice Mayor serve as the Vice Chair.

**Commissioner Dearmin** moved to approve the Mayor as Chair of the CRA Board, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

<b>MAYOR LAKE</b>	<b>AYE</b>
<b>VICE MAYOR DALEY</b>	<b>AYE</b>
<b>COMMISSIONER DEARMIN</b>	<b>AYE</b>
<b>COMMISSIONER DUNCAN</b>	<b>AYE</b>
<b>COMMISSIONER MAULTSBY</b>	<b>AYE</b>

**Commissioner Maultsby** moved to approve the Vice Mayor as Vice Chair of the CRA Board, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

<b>MAYOR LAKE</b>	<b>AYE</b>
<b>VICE MAYOR DALEY</b>	<b>AYE</b>
<b>COMMISSIONER DEARMIN</b>	<b>AYE</b>
<b>COMMISSIONER DUNCAN</b>	<b>AYE</b>
<b>COMMISSIONER MAULTSBY</b>	<b>AYE</b>

**Commissioner Duncan** moved to recess the City Commission Meeting, seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote.

<b>MAYOR LAKE</b>	<b>AYE</b>
<b>VICE MAYOR DALEY</b>	<b>AYE</b>
<b>COMMISSIONER DEARMIN</b>	<b>AYE</b>
<b>COMMISSIONER DUNCAN</b>	<b>AYE</b>
<b>COMMISSIONER MAULTSBY</b>	<b>AYE</b>

**The City Commission Meeting was recessed at 7:58 p.m. for the Community Redevelopment Agency Board Meeting and reconvened at 8:10 p.m.**

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

### RECOGNITION OF CITIZENS

No citizen Comments.

### COMMISSIONER QUESTIONS AND COMMENTS

**Mayor Lake** stated City Commission attended a four day training and he also attended his legislative committee on energy. The sessions were good with lots of information, networking, and good speakers.

**Vice Mayor Daley** stated it was a great conference and the Florida League of Cities provides good services to the cities. She appreciated that all the Commissioners and City Manager attends the conference. She also asked where the news reporter has been.

**Commissioner Duncan** stated the conference and networking was important. He thanked the City Manager for the update on the CRA and bridge.

**Commissioner Dearmin** also enjoyed the conference and networking. He is thankful for the opportunity to attend the conference.

**Commissioner Maultsby** congratulated the City Manager on his session on how to engage younger people in local government. He told people that Lake Alfred is a full service city with great people.

**Mayor Lake** was amazed that cities of all sizes attend the conference with the same goal to make their city better. He also read a citizen letter thanking John Deaton for his assistance on a weekend.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 8:22 pm.

Respectfully Submitted,



Ameé Bailey  
City Clerk