

City of Lake Alfred
120 E. Pomelo Street
Lake Alfred, FL 33850



Phone: (863) 291-5270
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**AGENDA
CITY COMMISSION MEETING
THURSDAY SEPTEMBER 12, 2019
7:30 PM
CITY HALL**

CALL TO ORDER: MAYOR NANCY DALEY

INVOCATION AND PLEDGE OF ALLEGIANCE: PASTOR BLOCKER

ROLL CALL: DEPUTY CITY CLERK MAMIE DRANE

CITY MANAGER & CITY ATTORNEY ANNOUNCEMENTS

RECOGNITION OF CITIZENS: ITEMS THAT ARE NOT ON THE AGENDA

**CITIZEN RECOGNITION: JAMES WALTON
EMPLOYEE RECOGNITION: ANTHONY GETTLE: 15 YEARS
EMPLOYEE RECOGNITION: RICHARD WEED: 5 YEARS**

CONSENT AGENDA

- 1.) CITY COMMISSION MEETING MINUTES FOR AUGUST 19, 2019
- 2.) CITY COMMISSION ANNOUNCEMENTS

AGENDA

- 1.) PUBLIC HEARING: TENTATIVE MILLAGE RATE
- 2.) PUBLIC HEARING: ORDINANCE 1417-19: FY 2019/2020 ANNUAL BUDGET
- 3.) RESOLUTION 16-19: SUPPORT OF SUNRAIL EXPANSION

RECESS CITY COMMISSION MEETING

COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD

AGENDA

CALL TO ORDER: CHAIR NANCY DALEY

- 1.) CRA MEETING MINUTES FOR DECEMBER 3, 2019.
- 2.) RESOLUTION 01-19: ANNUAL CAPITAL IMPROVEMENT PROGRAM & BUDGET
- 3.) RESOLUTION 02-19: FACADE IMPROVEMENT GRANT PROGRAM

RECONVENE CITY COMMISSION MEETING

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

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COMMISSIONER QUESTIONS AND COMMENTS:

**COMMISSIONER MAULTSBY
COMMISSIONER LAKE
VICE MAYOR DEARMIN
MAYOR DALEY
COMMISSIONER EDEN**

ADJOURN

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 12, 2019**

CONSENT AGENDA

All matters listed under this item are considered to be routine and action will be taken by one motion without discussion. If discussion is requested by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

1.) AUGUST 19, 2019 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 Deputy City Clerk Mamie Drane at (863) 291-5748.

2.) CITY COMMISSION ANNOUNCEMENTS

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

Date	Meeting/ event	Location	Time
September 17	General Employees Retirement Board	City Hall	3:00 pm
September 17	Police/Fire Retirement Board	City Hall	4:30 pm
September 19	Parks and Recreation Board	City Hall	6:00 pm
September 24	Board of Adjustment	City Hall	5:00 pm

STAFF RECOMMENDATION: Approval of the Consent Agenda.

Should any person decide to appeal any decision made at a meeting, or any meeting announced in this agenda, such person will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made in accordance with the American with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk not later than four days prior to the proceeding at 863- 291-5748.

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 12, 2019**

AGENDA

- 1.) **PUBLIC HEARING: TENTATIVE MILLAGE RATE**
 - 2.) **PUBLIC HEARING: ORDINANCE 1417-19: FY 2019/2020 ANNUAL BUDGET**
-

ISSUE: The City Commission will consider the tentative millage rate and an ordinance for the adoption of the tentative 2019/2020 Annual Operating Budget on first reading.

ATTACHMENTS:

- Ordinance No. 1417-19 with 2019/2020 Budget attached as Exhibit A.

ANALYSIS: Beginning in April of this year the City Commission has been presented and has given approval to the various draft sections of the FY 2019/2020 annual operating budget including: Capital, Expenditures, Revenue, and Payroll.

The proposed FY 2019/2020 budget assembles the previously approved sections into the final budget with updates from July's experience and obtaining final revenue and expenditure projections. The proposed budgets are balanced with the proposed millage rate of 7.239 which is equal to the current year millage rate and 3.37% increase over the rolled-back rate of 7.0032. The substantive changes following previous presentations are:

- Addition of a Vac Trailer in Utilities for \$40,000
- Consolidation of separate parks and recreation projects that were identified in the master plan into a single accrual project line in the CIP (we can spur these off into specific projects as we fund them in the two year budget). The remaining projects are becoming too large to maintain separate 'envelopes' of funding for.
- Pushed CR 557 sewer extension out a year (can be advanced if needed)
- Added \$26k total beginning in FY 20/21 to Radio R&M line items split between FD/PD for radio replacement program.
- Increase in Sidewalk Projects line item by \$20,000 (to \$50k) in FY 19/20.

The final budget with any corrections will be combined with any associated attachments and supplemental information and be presented along with the final millage rate on Thursday September 26, 2019.

STAFF RECOMMENDATION:

1. Approval of a tentative millage rate of 7.2390
2. Approval of Ordinance 1417-19 on first reading.

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 12, 2019**

3.) RESOLUTION: SUPPORT OF SUNRAIL EXPANSION

ISSUE: The City Commission will consider a resolution supporting the expansion of SunRail into Polk County and the Lake Alfred region.

ATTACHMENTS:

- CRA Resolution 06-19

STAFF RECOMMENDATION: Pleasure of the City Commission

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 12, 2019**

COMMUNITY REDEVELOPMENT AGENCY AGENDA

1.) DECEMBER 3, 2018 CRA 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, Ameé Bailey at (863) 291-5748.

STAFF RECOMMENDATION: Approval of CRA Minutes.

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 12, 2019**

2.) CRA RESOLUTION 01-19: ANNUAL CAPITAL IMPROVEMENT PROGRAM & BUDGET

ISSUE: The CRA Board shall consider approval of the Capital Improvement Program and FY 19/20 & FY 20/21 Operating Budgets for the Community Redevelopment Agency.

ATTACHMENTS:

- CRA Resolution 01-19
- CRA CIP & Budget

ANALYSIS: The proposed capital improvement program (CIP) for the Community Redevelopment Agency (CRA) is consistent with and builds upon previous budget presentations. The FY 19/20 & FY 20/21 budgets includes \$110,000 each year being set aside for future projects and \$50,000 beginning to fund a façade grant program which can be utilized by businesses in the downtown corridor that wish to make exterior improvements consistent with the downtown master plan. Future years in the CIP show a buildup of funds for streetscaping projects which may act as a partial match or complement future FDOT projects in the downtown area (signalization, road diet, design improvements, etc.).

The CRA has shown considerable growth since its inception growing from a budget of only \$20,000 in FY 15/16; to \$50,000 in FY 16/17; \$90,000 in FY 17/18; and \$130,000 in FY 18/19 year; to \$189,000 in the proposed fiscal year. Continued downtown redevelopment coupled with eventual Gapway industrial/commercial development will have a continued positive effect on the CRA budget. This will allow the City to more aggressively pursue projects within the CRA area that have been identified in both the Parks and Recreation and Downtown Master Plans (e.g. streetscaping, road improvements (Orange), Central/Lions Park).

STAFF RECOMMENDATION: Approval of CRA Resolution 01-19.

**LAKE ALFRED CITY COMMISSION MEETING
SEPTEMBER 12, 2019**

3.) CRA RESOLUTION 02-19: FAÇADE IMPROVEMENT GRANT PROGRAM

ISSUE: The CRA Board will consider a resolution adopting a commercial façade improvement grant program within the CRA area.

ATTACHMENTS:

- CRA Resolution 02-19

ANALYSIS: Beginning with the FY 17/18 Budget, the Capital Improvement Program has listed funding starting in FY 19/20 in the Community Redevelopment Agency for a façade grant. A façade grant program is a program employed by CRAs to incentivize reinvestment that improves the look and feel of businesses within a CRA area. Due to the specific characteristics and missions of CRAs to address blight within its area a façade grant program can expend funds on private property to serve a public purpose in ways that general operating funds are restricted from doing.

The proposed Lake Alfred Façade Grant Program was drafted based upon a review of several other façade programs including ones from: Tampa, Tarpon Springs, Deerfield Beach, Sebring, and Lakeland.

The proposed façade grant program would be a 50% reimbursement grant of eligible costs up to maximum grant award of \$50,000 to commercial properties in the downtown overlay district and CRA. Eligible improvements would be those identified in the downtown overlay district and would include exterior improvements such as windows, canopies, painting, signage, porches, stairs, railings, implementing low impact development standards and decorative items on the building like banding, kickplates, or cornices.

Current proposed funding beginning in FY 19/20 is \$50,000. Based upon continued growth of the CRA budget and interest in the program this amount may be increased in future years. Based on the current budgeted amount and the program the Board could award the entire grant amount to a single project or award several smaller amounts based upon the number and quality of the applications received.

If approved, city staff will generate an application to be posted at the beginning of the fiscal year. The goal will be to receive applications in the first quarter of the fiscal year (until the end of the calendar year) and then to review/vet applications before providing a recommendation to the Board for deciding grant awards in the following quarter (Jan, Feb, March). This will allow for equal access to the funding while at the same time giving the Board the ability to weigh the full slate of applications before making grant awards (rather than first come first serve or on a case by case basis). As the program matures and excess funding is on hand receiving applications year round may become a possibility.

STAFF RECOMMENDATION: Approval of CRA Resolution 02-19.