

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
TUESDAY SEPTEMBER 13, 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 Maulsby.

Staff attendance: City Manager Ryan Leavengood, Assistant City Attorney Drew Crawford, City Clerk Ameé Bailey-Speck, Finance Director Amber Deaton, Parks and Recreation Director Richard Weed, Fire Chief Chris Costine, and Police Chief Art Bodenheimer.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood stated the Lake Alfred Public Library will also be hosting the Blood mobile next Monday and the Friends of the Library book sales on Saturdays. Contact the Library for more information on these and other weekly events.

Mackay Gardens and Lakeside Preserve will host a volunteer work day on September 24, 8 am - 12 noon in observance of National Public Lands day. This day is set aside annually in our nation to recognize and participate in events that protect and preserve America's natural heritage. This Saturday work day will focus on removal of invasive plants within the preserve. Lunch will be provided. Please register for this event by contacting the Parks and Recreation Department.

The City Commission dates in September have been changed to the 2nd and 4th week in September (today and Monday September 26th) 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 26th at 7:30 pm

The pedestrian bridge construction is scheduled to begin on Monday, September 19, utility work has already begun. The road should not be completely shut –down for any long periods. The information signs will show a completion date of Spring 2017, and will have the FDOT phone number for construction questions. The contractor is Leware Construction.

City Manager Leavengood provided an update on the Fire Department bay door closure. The bay was converted into additional storage, allowing for equipment to be stored out of site from the street.

CITY ATTORNEY ANNOUNCEMENTS

No Announcements.

RECOGNITION OF CITIZENS

No citizen comments.

PROCLAMATION – CANCER AWARENESS AND PREVENTION MONTH

Mayor Lake read the proclamation and encouraged all citizens to rededicate themselves to the urgent work of increasing awareness, prevention and care for those with cancer. Citizens can also wear the color teal to show their commitment to fight ovarian cancer by encouraging research.

The proclamation was accepted by **Margaret Wheaton** and **Karla Voorhees** from Wings of Teal, the Ovarian Cancer Support Group for Polk County. **Margaret Wheaton** stated she is a 12 year cancer survivor and thanked the City and the Library for their support and display. **Karla Voorhees** is a co-founder of the Polk County Support Group and is also an ovarian cancer survivor. The mission of the support group is to spread awareness to ovarian cancer. More women die from ovarian cancer than breast cancer.

CONSENT AGENDA

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

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

AGENDA

City Manager Leavengood requested that the agenda be re-arranged and that Resolution 08-16 be moved to the beginning of the agenda due to the attendance of speakers and citizens in the audience for that item.

Vice Mayor Daley made a motion to move item #7 up to #1 for this evening, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote.

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

7.) RESOLUTION 08-16: SUPPORT OF LAKE ALFRED ADDAIR

Assistant City Attorney Drew Crawford read the Resolution title.

Mayor Lake read the entire Resolution 08-16.

City Manager Leavengood introduced Julie Grice, Principal of Lake Alfred-Addair Middle School and Tony Bellamy from the Polk County School Board. They have a presentation outlining what is going on, their challenges, and ways the city can help with their endeavors.

Tony Bellamy, Regional Assistant Superintendent for the Turnaround/School Improvement Region for the Polk County School Board discussed role of the district. He reviewed the turnaround option plans and time frames. Last year the school was district ran and this year it will be district managed turn around with Academic Management Organization (AMO) hybrid option. The AMO will provide support for the academics and evaluate the students and teachers. The school moved from a low "F" to a "D" within one year. Changes take time to make and maintain. Low performance teachers were moved to other school where they can receive support. The next meeting with the State regarding the plan is October 24th. A grant was submitted that would bring 5th graders to the school, however that program has been delayed until the school is ready. An 8th period was added to extend the day to allow for additional teaching time.

Julie Grice, Principal of Lake Alfred-Addair Middle School thanked the Commission for the opportunity to speak. She outlined her career as a principal and Regional Superintendent. She reviewed state assessment data and the gains made by the students last year. They need an additional 45 point to reach a grade of "C". Each category (math, english, science, social studies, and industry certifications) is a test given on a separate day to certain grades. The scores are combined to get the overall school grade and how teachers are graded. There is a shortage of teachers nationally and this method of teacher evaluation may make it more difficult to recruit teachers. Turnaround schools get first priority when hiring new teachers in the district. The school has a Community Assessment Team and School Advisory Committee which need members. The school need volunteer to tutor, mentor, coach, and funding for staff and student incentives. Ms. Grice can be reached at 863-295-5988. Students attend from several communities and then disburse to several different high schools.

Vice Mayor Daley moved to approve Resolution 08-16 in support of Lake Alfred-Addair Middle School, seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

1.) PUBLIC HEARING: ORDINANCE 1366-16: PARKS AND RECREATION BOARD

Assistant City Attorney Drew Crawford read the Ordinance title.

City Manager Leavengood stated in April of this year the City Commission adjusted the membership requirements for the Planning Board and Board of Adjustments. The proposed
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amendment makes similar changes to the Parks and Recreation Board adjusting the number of members from seven to five with up to two alternates. The current board has five members with two vacant seats.

Staff recommended approval of Ordinance 1366-16 on second and final reading.

Commissioner Maultsby moved to approve Ordinance 1366-16 on second and final reading, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

2.) **ORDINANCE 1368-16: UTILITY RATE STRUCTURE**

City Manager Leavengood stated the City's staff is requesting that the item be tabled. Utility billing went out this week and in order to provide the appropriate notice the hearing date was listed as September 26th.

Staff recommended tabling of Ordinance 1368-16 until September 26, 2016.

Vice Mayor Daley moved to table Ordinance 1368-16 until September 26, 2016, seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

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

3.) **PUBLIC HEARING: ORDINANCE 1367-16: CITY COMMISSION COMPENSATION (PHASE IN)**

City Manager Leavengood stated during last year's budget preparations staff proposed increasing the City Commission's compensation for the Mayor and Commission based upon a salary survey from similarly sized cities within the state of Florida. The survey showed that the current annual stipend given to the City Commission was less than half of the average from the surveyed cities.

The City Commission's compensation was last adjusted in 2005 to its current levels; \$3,600 for the Mayor & \$2,400 for Commissioners annually. The proposed increase to \$6,000 for the Mayor and \$5,000 for the City Commissioners would bring the stipend amount to approximately 80% of the surveyed average. As approved on first reading, any increases would not take effect until after each Commissioner's current term has expired.

Following the approval on first reading the City Attorney has further reviewed the question regarding the "phase in" option and determined that there is no conflict within state law regarding commissioners voting on their compensation. Additionally, the City Attorney has

determined that the City of Lake Alfred Charter provision regarding commission compensation can be interpreted to allow for increases to be effective for all Commissioners following the election in 2017.

In order to convey both options to the City Commission, staff has prepared two ordinances with different options.

- The first option is the second reading of Ordinance 1367-16 with the “Phase In” option that was approved on first reading at the August 8th meeting where the proposed increases will go into effect over a three year period with the commencement of new terms for each seat.
- The second option is the first reading of Ordinance 1369-16 with the “May 2017” option where the proposed increases will go into effect for all Commissioners following the election in 2017.

The **City Commission and staff** discussed procedural options regarding the process to move on one and not on another. The public hearing does not need to begin until the City Commission has determined which Ordinance they wish to proceed with at this time.

Mayor Lake asked if the Commission desired to take any action on Ordinance 1367-16. There was no response, therefore no additional action was taken regarding the Ordinance.

4.) ORDINANCE 1369-16: CITY COMMISSION COMPENSATION (MAY 2017)

Assistant City Attorney Drew Crawford read the Ordinance title.

City Manager Leavengood stated that the budget was updated to reflect the May 2017 options, which would fund either option provided.

Commissioner Maultsby moved to approve Ordinance 1369-16 City Commission Compensation on first reading, seconded by **Commissioner Duncan**. The motion was approved by roll call vote. There were no citizen comments.

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

5.) ORDINANCE 1370-16: POLICE OFFICERS' AND FIREFIGHTERS' RETIREMENT SYSTEM

Assistant City Attorney Drew Crawford read the Ordinance title.

City Manager Leavengood stated the City maintains a defined benefit retirement system for its public safety employees. Out of a survey of 159 plans the system ranked:

- 13th for Funding Ratio at 104% (meaning that the plan is 4% overfunded to meet its projected liabilities; 80% is considered a good funding level).

- 7th for required City Contributions at 7.3% of payroll (meaning that the plan is of lower cost to the City (e.g. Winter Haven Fire has a city contribution of 39.4%)
- Tied at 144th for benefit multiplier at 2.75%.
 - (3.00 multiplier would be tied for 66th place)

The proposed ordinance increases the multiplier for active participants in the Lake Alfred Police Officers' and Firefighters' Retirement System to 3.00%. This multiplier is consistent with the high risk category within the Florida Retirement System (FRS) and is the most common benefit level within the surveyed cities (77 out of 159; 48.4%). Haines City, Winter Haven, and Auburndale public safety systems all maintain benefit levels in excess of 3% ranging from 3.1% – 3.8%.

The benefit increase will result in an increase in the City's contribution from 7.9% to 11.1% of participating payroll or \$20,000 additional per year. The percentage amount is still well below other surveyed cities (13th at 11.1%). The increased contribution has been included in the preparation of the FY 16/17 budget.

Staff recommended approval of Ordinance 1370-16 on first reading.

Commissioner Maultsby asked about the funding for the multiplier increase and who would be affected by the change. **Vice Mayor Daley** asked where the survey came from. **Commissioner Duncan** asked about the COLA.

City Manager Leavengood commented that the plan will remain over-funded even with the increased multiplier. The changes would affect all active and future employees would receive the benefit. The change is not affecting the retirement date or age. The pension years of service times the multiplier gives you their percentage of compensation. The pension system is modest with a fixed pension amount. It does not allow for excessive overtime, pension spikes with payout of sick or vacation. There is no cost of living adjustment (COLA) modifier. The survey was supplied by the actuary, Foster and Foster based on their Florida clients.

Art Bodenheimer, Chair of the Police Officers' and Firefighters' Retirement Fund, stated the multiplier is applied to the best 5 of 10 years of service to get an average and then multiply towards the income. Once a retirement date is set, there are no changes to the pension. The proposed changes was approved by the pension board and they asked their attorney to draft the request. The board has been very frugal in asking for increases.

Commissioner Dearmin moved to approve Ordinance 1370-16 on first reading, seconded by **Commissioner Maultsby**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

6.) PUBLIC HEARING: ORDINANCE 1371-16: FY 2016/2017 ANNUAL BUDGET

Assistant City Attorney Drew Crawford made an announcement regarding the millage rate and budget adoption process. He stated that the tentative millage rate under consideration tonight is 7.2390 mills, that the calculated rolled back rate is 7.2472 mills, and that the tentative millage rate represents a decrease in the City's property tax levy. He then read the Ordinance title.

City Manager Leavengood stated over the past several months the City Commission has been presented with and has given approval to the different draft sections of the FY 2016/2017 annual operating budget including: Capital, Expenditures, Revenue, and Payroll.

The proposed FY 2016/2017 budget assembles the previously approved sections into the final budget with updates from July's experience and obtaining final revenue and expenditure information. The proposed budgets are consistent with the previous presentations, established goals, and are currently balanced with the proposed millage rate of 7.239 which is a quarter of a mil reduction from our current rate of 7.489.

**CITY OF LAKE ALFRED
FY 2016/2017 BUDGET
SUMMARY**

| | 2016/2017 | 2017/2018 | | 2016/2017 | 2017/2018 |
|----------------------------|----------------------------|----------------------------|---------------------------------------|-----------|-----------|
| General Fund | | | Community Redevelopment Agency | | |
| Revenues | 4,931,491 | 4,576,048 | Revenues | 57,207 | 57,207 |
| Expenditures | 4,931,491 | 4,576,049 | Expenditures | 57,207 | 57,207 |
| Contingency | 8,073 | 5,185 | Contingency | - | - |
| Enterprise Fund | | | Stormwater | | |
| Revenues | 2,446,500 | 2,480,250 | Revenues | 58,000 | 58,000 |
| Expenditures | 2,446,500 | 2,480,250 | Expenditures | 58,000 | 58,000 |
| Contingency | 7,763 | 38,716 | Contingency | - | - |
| | | | | | |
| | <u>FY 2016/2017</u> | <u>FY 2017/2018</u> | | | |
| TOTAL BUDGET: | \$7,377,991 | \$7,056,298 | | | |

Some fluctuation in the budget is due to capital projects such as road resurfacing. The budget includes the general fund, enterprise fund and new CRA fund, and stormwater fund. There are a few items that need to be adjusted, so the contingency line item may change for second read. However there are no sustentative changes expected.

Staff recommended approval of Ordinance 1371-16 on first reading.

Several Commissioners applauded the City Manager and staff for lowering taxes while still work hard at making improvements around the City and increasing the staff salaries. They stated staff is responsive and gets work done quickly.

Vice Mayor Daley moved to approve the tentative millage rate of 7.239, seconded by **Commissioner Dearmin**. The motion was approved by unanimous voice call vote. There were no citizen comments.

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

Commissioner Dearmin moved to approve Ordinance 1371-16 on first reading, seconded by **Commissioner Maultsby**. 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 |

RECOGNITION OF CITIZENS

Richard Scott Craven, 202 East Bay St. Davenport, stated he is a property investor and buys property. He was happy to hear the millage was going down, since he buys homes in Lake Alfred. He has seen property in the City that is not being maintained. He is interested in the process to take distress property that are not being addressed due to the City's inability to deal with homes.

City Manager Leavengood stated the City has developed the Code Enforcement process to allow for abatement or demolition and for the City to recoup the cost incurred through the non-ad valorem assessment. The City is not being too aggressive, but will be enforcing compliance with the City codes. The City updated the code and has agreements with the Property Appraiser and Tax Collector to place those cost on the tax rolls.

COMMISSIONER QUESTIONS AND COMMENTS

Commissioner Maultsby stated that Code Enforcement is doing a good job in bringing properties into compliance. Properties in his neighborhood are looking better or changing ownership. City is doing great and thanked staff. Things are always improving.

Mayor Lake stated he has attended several meetings. He also commented on the automatic door that was installed at the library. He will also be meeting with Marissa Green to see if they can bring more publicity to the issues at Lake Alfred- Addair.

Vice Mayor Daley commented on grass clippings being put in storm drains and going into the Lakes. She stated that there needs to be more education or enforcement. She asked about the

Mackay wayfinding sign. She is proud of the City for not having a fire assessment, lower water bills, and lower millage rates.

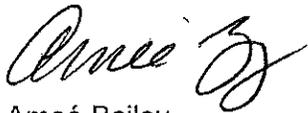
Commissioner Duncan stated the tennis courts look great. He appreciated staff in getting Lake Alfred –Addair to come and speak. He commented on implementing a volunteer plan at the City.

Leavengood stated he is on the committee and would see how the City can help.

Commissioner Dearmin thanked the Chamber of Commerce on the golf tournament.

With there being no further business to discuss, Mayor Lake adjourned the meeting at 9:11 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ameé Bailey". The signature is fluid and cursive, with a large initial "A" and a stylized "B".

Ameé Bailey
City Clerk