

**MINUTES
CITY OF LAKE ALFRED
CITY COMMISSION MEETING
THURSDAY, SEPTEMBER 20, 2018
CITY HALL**

Call to Order: Mayor Charles Lake

Invocation and Pledge of Allegiance: Rob Terry

Mayor Lake asked for a motion to excuse **Commissioner Maultsby** from the meeting. **Commissioner Daley** made a motion to excuse **Commissioner Maultsby** from the meeting, the motion was seconded by **Vice Mayor Dearmin**. The motion was approved by unanimous voice call vote.

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

Those in attendance were Mayor Charles Lake, Vice Mayor Jack Dearmin, Commissioner Nancy Daley, and Commissioner John Duncan.

Staff in attendance: City Manager Ryan Leavengood, Assistant City Attorney Seth Claytor, Fire Chief Chris Costine, Financial Director Amber Deaton, Parks and Recreation Director Richard Weed, Police Chief Art Bodenheimer, Public Works Director John Deaton, and Deputy City Clerk Mamie Drane.

CITY MANAGER ANNOUNCEMENTS

City Manager Leavengood announced that on Saturday Nov 10th the Lake Alfred Chamber of Commerce will be sponsoring the Inaugural Race for Liberty. This event features a 5k and 1 mile fun run/walk. The race will begin at 9:00 am. The proceeds will benefit both the VFW and Fallen Warriors Foundation. There will be music, entertainment and raffle prizes for the participants. For questions please call the Lake Alfred Chamber of Commerce office.

Mackay Gardens and Lakeside Preserve will be sponsoring free Master Gardener Workshops hosted by the Polk County Master Gardener's Speaker Bureau. The workshops will be held the first Thursday of the month, starting October 4th at 10:00 am.

The City is now accepting applications for the 2018 Christmas Parade that will take place on December 8th. Please visit the web site to download an application or contact the Parks & Recreation Department.

The City Manager then aired a video from the Florida League of Cities concerning Amendment 1. A link to the video will be placed on the City's web site.

Commissioner Duncan asked if the amendment passes in November will it be applicable for the next tax roll.

City Manager Leavengood stated it will impact the tax roll in the next year. If this amendment passes there will be an estimated \$71,000 less in the budget. In anticipation of Amendment 1 passing, Polk County has already implemented an increase in their millage rate to compensate for the deficit. The City will not have to increase the millage rate, however, for the County it's an \$8 million deficit. The Commissions goal has been to lower the rate, if Amendment 1 passes that may no longer be an option.

Mayor Lake stated the County Commissioners have also passed a tax increase.

CITY ATTORNEY ANNOUNCEMENTS

Assistant City Attorney Claytor stated he would like to raise awareness of the residents within Polk County, specifically in the municipalities his office represents. There has recently been incidences of gang violence throughout Lakeland and Winter Haven. He urged residents to be safe.

RECOGNITION OF CITIZENS

John Rishal Cypress Greens wanted to know the status of the CSX railroad track repairs at CR557 and at Experiment Station Road.

Public Works Director Deaton stated he has been in contact with CSX and they have admitted to receiving many complaints, unfortunately, they have not committed to a date that the repairs will be made. The last repairs were made about a year ago and CSX was to come back and finish the project, to date, they have not. He will keep calling CSX to try and resolve the problem.

City Manager Leavengood stated Staff can contact CSX and the Ledger to see if that will garner any results.

CONSENT AGENDA

Vice Mayor Dearmin made a motion to approve the Consent Agenda; seconded by **Commissioner Daley**. It was approved by unanimous voice call vote.

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

AGENDA

1. PUBLIC HEARING: RESOLUTION 15-18 FINAL MILLAGE RATE

Assistant City Attorney Claytor read the entire resolution.

City Manager Leavengood stated the City is required to advise the Property Appraiser's Office of its final millage rate and rolled-back rate. The current millage rate is 7.2390 which is 5.73% above the rolled-back rate of 6.8469 per \$1,000 of taxable value. The proposed final millage rate is equal to the current millage rate of 7.2390 and the proposed FY 2018-2019 budget is

balanced utilizing this rate. Referring to the screen he pointed out the trends throughout the years.

Staff recommended approval of Resolution 15-18.

Mayor Lake opened public hearing, with no public comment, he closed public hearing.

Vice Mayor Dearmin stated this a testament to the efficient manner in which the City is run. He made a motion to approve resolution 15-18 Final Millage Rate; seconded by **Commissioner Duncan**. The motion was approved by unanimous voice call vote.

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

2. PUBLIC HEARING: ORDINANCE 1402-18: FY 2018/2019 ANNUAL BUDGET

Assistant City Attorney Claytor read the ordinance title.

City Manager Leavengood Beginning in April of this year the City Commission has been presented and has given approval to the various draft sections of the FY 2018/2019 annual operating budget including: Capital, Expenditures, Revenue, and Payroll.

The proposed FY 2018/2019 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 5.73% above the rolled-back rate of 6.8469.

CITY OF LAKE ALFRED FY 2018/2019 BUDGET SUMMARY

	2018/2019	2019/2020		2018/2019	2019/2020
General Fund			Community Redevelopment Agency		
Revenues	5,612,509	5,279,362	Revenues	240,649	130,649
Expenditures	5,612,509	5,279,362	Expenditures	240,649	130,649
Contingency	4,386	3,855	Contingency	4,049	4,049
Enterprise Fund			Stormwater		
Revenues	2,923,000	3,082,900	Revenues	61,000	61,000
Expenditures	2,923,000	3,082,900	Expenditures	61,000	61,000
Contingency	1,341	77,935	Contingency	2,140	2,140

	<u>FY 2018/2019</u>	<u>FY 2019/2020</u>
TOTAL BUDGET:	\$8,776,158	\$8,362,262

Staff recommended approval of Ordinance 1402-18 on second and final reading.

Mayor Lake opened public hearing, with no public comment, he closed public hearing.

Vice Mayor Dearmin commented on the cost of living increase being at 2.8% and hopefully next year it will be up to 3%.

Commissioner Duncan asked that the Youth Program, which continues to grow, at the Library be adjusted for next year from \$3,000 to \$5,000.

City Manager Leavengood stated that change can definitely be made going into next year.

Commissioner Duncan moved to approve ordinance 1402-18 on second and final reading; seconded by **Vice Mayor Dearmin**. The motion was approved by unanimous voice call vote.

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

City Manager Leavengood stated staff is already getting ready for the next fiscal year, he thanked the Commission and said it is going to be a productive and busy 2018 and 2019.

Mayor Lake stated the City has a good staff and that's important to keep everything on track.

3. RESOLUTION 16-18: BAD DEBT WRITE OFF

Assistant City Attorney Claytor read the resolution title.

City Manager Leavengood stated as a part of the closeout process for the end of the current fiscal year city staff is requesting authorization to expense any outstanding utility billing accounts as bad debt. Overall, the percentage of the accounts to be expensed as bad debt is less than 1% of budgeted utility billing revenue. The total amount for the current fiscal year is \$9,591.42 from 83 accounts. While the debt is written off for accounting purposes collection efforts continue after the debt is written off the ledger. The total of bad debt has been lessening over the years it's ranged anywhere from \$15,134 to this years \$9,591. This is the lowest it's been.

Previous Write Off	
2012	\$14,434
2013	\$15,134
2014	\$15,079
2015	\$10,877
2016	\$12,627
2017	\$10,680

Staff recommended approval of resolution 16-18.

Mayor Lake asked if any of the accounts are ever paid, and do we have a way of tracking the recovery. He also asked what is the percentage of bad debts that gets recouped.

Vice Mayor Dearmin commented that he can remember past resolutions when write off accounts would total 150 to 200.

Commissioner Duncan asked if the City performs a credit check before opening a water account, also how does one customer have a bill that's over \$697.

Finance Director Deaton stated she gives credit to her staff for the amount of pay-offs the City receives. They call the customers when the account is past due and that has helped reduce the write off amount for this year. The amount the City gets from past due accounts is between \$2,000 to \$3,000 a year. The amount of this year's write off, \$9,000, is down from past years. The bills are based on usage or if it's commercial that may be two months of bills. She will look into the account and get the information back to the City Manager so he can pass it along.

City Manager Leavengood commented the City invoices utility accounts in arrears and if there were two to three months of bills due it could be as high as the \$600.

Mayor Lake opened public hearing, with no public comment, he closed public hearing.

Vice Mayor Dearmin made a motion to approve resolution 16-18 Bad Debt Write Off, the motion was seconded by **Commissioner Duncan**. Motion was approved by unanimous voice call vote.

MAYOR LAKE	AYE
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COMMISSIONER DUNCAN	AYE

RECOGNITION OF CITIZENS:

Mayor Lake recognized board appointee Tim O'Rourke.

Police Chief Art Bodenheimer Chairman of the Lake Alfred Police Officers and Fire Fighters Retirement Board, stated the board appointed Mr. Tim O'Rourke when a position became open, and he would like to thank him for joining the Police and Fire Retirement Board.

COMMISSIONER QUESTIONS AND COMMENTS:

Commissioner Daley offered congratulation to the City Manager and staff for another successful budget. She also announced that the celebration of life for the Mayor of Eagle Lake, JR Sullivan, will be held September 26th at 10:00 am, at the Eagle Lake Commission Chambers.

Commissioner Duncan said he also wanted to mention the railroad tracks, and that every crossing needs repairing. He then stated that according to the Parks and Recreation Master Plan the City is to support the formation of a non-profit 501c3 for Mackay. There's already a group of Volunteers and asked if the City should help them file for that exemption. He asked if the City can fix pot holes on Hwy 17/92. He expressed concern about the construction of the Dollar Tree stating it looks like a metal barn. He then announced that the art throughout City Hall will be picked-up on September 28th and the new art will be dropped off October 13th and 14th.

City Manager Leavengood stated he will send a letter with pictures to the Ledger to find out what leverage the City may have in getting the crossings repaired. Regarding the 501c3 for Mackay he said, one of the strategies outlined, as an opportunity for grants, was to form a non-profit for Mackay. He will go back to the plan and see what context that directive was presented. He said he will research the options and it may expand beyond Mackay to other parks as well. In answer to Commissioner Duncan's Dollar Tree question he stated that the

building will be covered with stucco and it will maintain a certain level of architectural interest on the façade. He will send the concept drawing to the Commissioners to refresh the idea of what it will look like.

Commissioner Daley stated the volunteers at Mackay are busy keeping up with the work at Mackay Gardens and Preserves, but if the group had a volunteer to put the proposal together, they would be very grateful. That would be something for a dedicated volunteer could do. The group that's volunteering now is very busy with the work that's there now.

Mayor Lake commented that CR557 is not the only road in need of repair by CSX, there are repairs needed at just about every crossing.

Public Works Director Deaton stated his crews cleared the debris from the pot hole off of Hwy 17/92, and he contacted FDOT the day it happened, but the City cannot repair the State roads unless it poses an emanate threat.

Mayor Lake stated he attended the Mayors Roundtable last week, the main items of discussion were, transportation, water, Home Rule and the Homestead Tax Exemption. Fourteen cities were represented and issues that the cities face are about the same but the approach to dealing with them differ. He also attended the Florida League of Cities Legislation in Orlando, and the Regional Water Co-op meeting.

Vice Mayor Dearmin thanked City staff and Commission as the work for Home Rule continues. The Cities are what makes Florida great. He stated he was glad to see all the development on going in Lake Alfred.

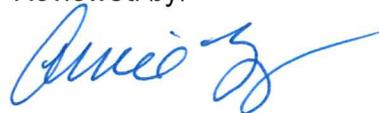
With no further business the meeting was adjourned at 8:16 pm.

Respectfully submitted,



Mamie Drane
Deputy City Clerk

Reviewed by.



Ameé Bailey
City Clerk