

**CITY COMMISSION
BUDGET WORKSHOP MEETING
June 13, 2017**

6/13/2017 - Minutes

1. ROLL CALL

Commissioners Present: Mayor Eugene Fultz, Deputy Mayor Robin Gibson, Commissioner Stewart, Commissioner Curtis Gibson, Commissioner Howell

Staff Present: Kenneth Fields, City Manager; Zaillet Suri, Deputy City Clerk

Mayor Fultz called the meeting to order

2. DISCUSSION ITEMS

2.I. Commission Budgetary Priority Setting

[Begin Agenda Memo]

SYNOPSIS:

The City of Lake Wales budgetary calendar for Fiscal Year 2017'18.

BACKGROUND

In accordance with Florida State Statute 166.241, each municipality shall make provision for establishing a fiscal year budget for the period beginning October 1st of each year and ending September 30th of the following year.

As the City Commission begins this annual process, it is customary for the City Commission to first hold "priority setting workshops" so that the Commissioners may discuss, as a governing board, their priorities relating to community level of service, special projects, and future capital outlay.

- 05/09/2017 - City Commission Meeting - Budgetary Fiscal Year 2017'18 priority setting workshop.
- 06/13/2017 - City Commission Meeting - 5-Year Capital Improvement Plan priority setting workshop.

Other Important Budgetary Dates Include:

- 06/01/2017 – Property Appraiser – June 1st Estimate of Taxable Value
- 06/30/2017 – Draft Budget to the City Commissioners
- 07/01/2017 – Property Appraiser – July 1st Certification Date for Preliminary Tax Roll (TRIM Day 1)

- 07/11/2017 – City Commission Meeting

Budget Workshop #1

- 07/18/2017 – City Commission Meeting

Interim Millage Rate – Approved by City Commission (TRIM)

- 08/04/2017 – Must notify Property Appraiser Office (2pm) of:

1. Interim Millage Rate
 2. Current year rolled-back rate
 3. Date, time & place of 1st budget hearings
- 08/08/2017 – City Commission Meeting
- Budget Workshop #2
- 08/22/2017 – City Commission Meeting
- Budget Workshop #3 (tentative)
- 09/06/2017 – City Commission Meeting
1. 1st Reading of ordinance adopting millage rate
 2. 1st Public Hearing, Millage Rate
 3. 1st Reading of ordinance adopting FY 17'18 budget
 4. 1st Public Hearing, FY 17'18 Budget
 - 5.

- 09/14/2017 - Advertisement of FY 17'18 Budget Summary (TRIM Ad)

Advertisement of 2nd Public Hearing

(State Statutes require the 2nd Public Hearing must be held between 2 and 5 days after advertisement)

- 09/19/2017 – City Commission Meeting

1. 2nd Reading of ordinance adopting millage rate
2. 2nd Public Hearing, Millage Rate
3. 2nd Reading of ordinance adopting FY 17'18 budget
4. 2nd Public Hearing, FY 17'18 Budget

- 09/22/2017 - Deadline to forward ordinance adopting millage rate to Property Appraiser and Tax Collector
- 10/12/2017 - Within 3 days of receiving notice of final adjusted tax roll, Deadline to certify form DR-422 to Property Appraiser
- 10/19/2017 - Deadline to forward Certificate of Compliance (DR-487) to Department of Revenue. Within 30 days after final hearing

[End Agenda Memo]

Kenneth Fields, City Manager, reviewed the budget process and said that the primary goal of this workshop was to look at capital budget priorities. We have received the preliminary numbers from the Property Appraisers Office. Overall the property values have increased but not as much as we would like. We saw a greater increase within the CRA than the non CRA areas of the City. He is not sure why. The departments have submitted their operating budgets and it is in the process of being collated and edited.

This meeting is about the Capital Budget. On the Utility side a rate study was done to build into the utility rates the cost for the utility capital projects over the next five years. We are on track with this. We are replacing aging infrastructure and extending lines along SR 60. At the end of this 5 year plan they must look into expanding the wastewater plant which will be costly. On the water side they are looking into additional water supplies with the Polk County Water Cooperative. Utilities is in good shape now. The remaining of our Capital Plan is funded by the general fund and the transportation fund. He reviewed the status of the projects at the new cemetery and Airport. The last source of funding is the CRA. Those projects must be in the CRA area and part of the CRA Plan. One project for downtown is repairing alleyways and improving drainage. Two areas of concern are street resurfacing which is expensive. Its better to get as many done at one time can lower costs overall as staging costs are high. There is a need for sidewalks, sidewalk repair and handicap access.

A possible source of revenue for some projects is a stormwater assessment. We could look at this over the next year. There are a lot of projects that could be covered by this assessment. There is significant amount of money in the CRA but would like to wait before committing to use it until the CRA plan is complete. We are getting impact fees from new homes being built but they can only be used for new facilities.

Dorothy Ecklund reviewed the time lime for the budget process. The finance department hopes to have the draft budget complete and out to the commission by June 28. There will be some revenue changes as more numbers come in from the state and county. They will have time to review it and the capital going into next year.

Commissioner Curtis Gibson said that Lake Wailes is a draw that we should capitalize on it. He suggested a pavilion, restrooms and a stage like at Mosaic Park in Bartow. It may also be a good place for a beach for swimming. He also would like to beautify Lincoln Street area. He saw that some of the road was redone and new grass planted. Sarah Kirkland, explained that they did plant grass seed in some of the open areas where the work was being done and repaved one of the alleys.

Mayor Fultz said the idea for a beach at Lake Wailes has been talked about for awhile as has bathrooms at Lake Wailes Park. He would like to see more housing or those buildings filled in. He asked Commissioner Howell, recently appointed to the Housing Authority, to get Mr. Kirkland or other representative from the Housing Authority to give the Commission an update.

Commissioner Howell said the beach at Lake Wailes is a good idea. She agrees with repairing the roads. She asked about possibly getting City wide wi-fi and would like to see if that could be done. She wants to be sure the soccer fields is lit up as needed. Something needs to be done about parking as the parents park everywhere. She would like to upgrade ball fields to attract tournaments and bring money into Lake Wales. More recreation opportunities are needed for young people to have things to do. She would like to see a recreation complex and a recreation coordinator or facilitator. Our kids and adults need things to do.

Mayor Fultz agreed with the need for a recreation center and suggested that we need a bond issue and a referendum so the voters can weigh in on it.

Commissioner Stewart said she agrees with a lot of what has been said such as wi-fi stations and the CRA Plan. Regarding the stormwater fees that the City Manager mentioned she said that the people at Lake Ashton are very much against it. She would like to see Spook Hill being emphasized. Mr. Fields agreed that it is an attraction and we can do more with that. Commissioner Stewart said she liked the museum and would like to see it expanded to include various facets of Lake Wales history such as Black History.

Deputy Mayor Robin Gibson said his priority was community redevelopment. He asked if the sale price of LongLeaf (Lake Wales Park of Technology and Commerce) was in the budget. Ms. Ecklund said the CRA is separate and its revenues and expenses how he wants it. Deputy Mayor Gibson said the CRA should be as separate as possible to avoid criticism if it comes under scrutiny. He knows most of the money goes to debt service. Mr. Fields said that auditors reviewed the CRA a few years back and the city is currently in compliance. Deputy Mayor Robin Gibson said that the CRA Plan update is very important. We need to hold the money in reserve until the plan is complete. He remembers when there was a beach at Lake Wailes. Life guards would be needed and measures in place to close the beach when necessary. We need to work with schools to teach kids to swim. We need to pool resources with the schools and Y for use of pool. We should avoid duplication. We should work with schools regarding use of their space. Some things are already being done to improve Spook Hill. He wondered what happens to the \$100,000 that hasn't been used for Main Street and beautification funds that weren't utilized. James Slaton, Public Services Director, explained that those funds will be used for the downtown trail project for when construction begins. Mr. Fields said that if we get a contract in place we will carry forward the money into next year. Deputy Mayor Robin Gibson wondered if we can use those budget amounts for next year.

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Mr. Fields said that with the draft budget will give them a sense of what is left over and in July we can talk about what changes they would like. He will work with the county to get additional funds for the lights at the soccer field. They will continue the funding for Main Street into next year and will look into restrooms and a beach at Lake Wailes in the future. The number of adult users of the gym during the day has become a problem as there are schedule conflicts. We need to see how to address this need as there is a need for additional space for activities. As they know what is needed in the CRA plan that can be added it later.

Mayor Fultz agreed that the county needs to help with the soccer fields and the library as most of the users are county residents. More commissioners need to approach the county commission too. Deputy Mayor Gibson requested some talking points with data such as the number of county user of the library and soccer fields. Mr. Fields said he will get that information to the Commission.

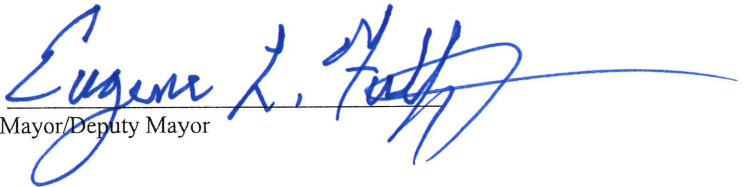
Mayor Fultz said we need a larger facility for meetings of more than 300 people. He also suggested more help for Code Compliance and enhance those efforts as there are a lot of areas that need attention. Deputy Mayor Robin Gibson agreed with the need for Code Compliance. Commissioner Curtis Gibson said that he likes the idea of a partnership with the Y but they can only accommodate so many so the beach idea may need to be explored too. He agreed with the need for more recreation opportunities for everyone. We need to work with schools for more free swimming lessons.

Mr. Fields said that the next step is in July when they set the not to exceed millage rate.

3. COMMUNICATIONS AND PETITIONS

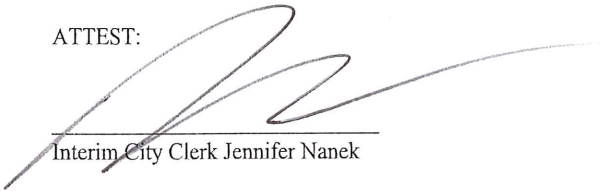
Rich Thompson, non-resident, is here for the Lake Wales Museum Association and asked if they could postpone their presentation until another meeting. Mr. Fields suggested that it could be done at the July 5 meeting. Mr. Thompson agreed.

The meeting was adjourned at 7:27 p.m.



Mayor/Deputy Mayor

ATTEST:



Interim City Clerk Jennifer Nanek



