

A meeting of the Lake Wales City Commission was held on August 20, 2013 at 6:01 p.m. following the invocation and the Pledge of Allegiance in Commission Chambers at the Municipal Administration Building. The meeting was called to order by Mayor Eugene Fultz.

INVOCATION

The invocation was given by Rev. Jim Moyer

PLEDGE OF ALLEGIANCE

COMMISSIONERS PRESENT: Michael S. Carter; Betty Wojcik; Christopher Lutton; Jonathan Thornhill; Mayor Gene Fultz

COMMISSIONERS ABSENT: None

CITY REPRESENTATIVES PRESENT: Kenneth Fields, City Manager; Clara VanBlargan, City Clerk; Jennifer Nanek, Deputy City Clerk; Albert C. Galloway, Jr., City Attorney

[Meetings are recorded but not transcribed verbatim]

MAYOR

PRESENTATIONS

Agenda Item 5. Community Service Award Presentation to Kaylee Schulze by Police Chief Chris Velasquez

Police Chief Chris Velasquez presented LWHS student Kaylee Schulze the Community Service Award for her efforts in coming up with the idea, organizing and running the Cops and Bobbers community event for elementary school children and police officers.

Agenda Item 6. Florida Water & Pollution Control Operators Association's Water Plant Safety Award

Water Operator Jerry Wilbanks received the safety award as representative of the Lake Wales Water Department.

Mayor Fultz announced congratulations to the PAL ten-years and under basketball team for winning the National Championship. He thanked the police, community sponsors and everyone involved in making it possible for the youngsters to go to Kentucky to compete.

CONSENT AGENDA

**Agenda Item 7. APPROVAL OF MUNUTES:
July 10, 2013, Special Meeting
August 6, 2013, Regular Meeting**

Agenda Item 8. Federal Aviation Administration (FAAS) Grant Acceptance for Airfield Improvements Design Phase at the Lake Wales Municipal Airport

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The City Commission will consider accepting a grant agreement from the Federal Aviation Administration for the engineering design phase for airfield improvements at the Lake Wales Municipal Airport in the amount of \$145,800.

RECOMMENDATION

Staff recommends that the City Commission approve the following action:

1. Accept the grant from the Federal Aviation Administration (FAA) for the engineering design phase for airfield improvements at the Lake Wales Municipal Airport in the amount of \$145,800.00.

BACKGROUND

At its regular scheduled July 2, 2013 Commission Meeting, the City Commission approved Master Agreement and Task Order #15 with Hoyle, Tanner & Associates for airfield improvements (design engineering only) for the Lake Wales Municipal Airport.

On August 7, 2013, the City received notification of an allocation of \$145,800.00 from the Federal Aviation Administration (FAA). This grant is specific to the rehabilitation of airport road, runway 24 safety area and taxiway A west realignment (design engineering phase) at the Lake Wales Municipal Airport.

Acceptance of this offer will constitute a grant agreement by which the government will participate in the allowable cost of the project amounting to \$145,800.00 (Federal Share).

FISCAL IMPACT

Funding is as follows:

FAA	\$145,800.00
City	8,100.00 (funds will be available in the 13/14 City budget)
State	8,100.00

Project total: \$162,000.00 (includes \$1,000.00 for an independent cost estimate which is required for projects over \$100,000.00).

OPTIONS

The City has already approved Task Order #15 with Hoyle, Tanner & Associates for the design engineering for this project.

[End agenda memo]

Agenda Item 9. Disposal of Surplus Property

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

Staff is seeking approval to dispose of surplus vehicles and post them for auction on GovDeals.com.

RECOMMENDATION

It is recommended that the City Commission take the following action:

1. Authorize disposal of items identified in Schedule of Surplus Equipment August 2013.
2. Authorize staff to post surplus vehicles on GovDeals.com.
3. Determine that any items not purchased on GovDeals.com be considered as having no commercial value and authorize the disposal of these items by sale as scrap or by disposal as deemed appropriate by the City Manager.

BACKGROUND

In accordance with Sec. 2-476 of the City Code, the City Commission may classify as surplus any of its property that is obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function or purpose.

Authority for the disposal of surplus property for which the initial purchase price equals or exceeds \$750.00 shall be recorded in the official minutes of the City Commission. Such authority shall include approval of the method of disposal and the estimated value of the property. Authority for the disposal of surplus property for which the initial purchase price does not equal or exceed \$750.00 shall be granted to the City Manager.

Property, the value of which the City estimates to be fewer than five thousand dollars may be disposed of in the most efficient and cost-effective means as determined by the City Commission. In this case, the most practical way to dispose of surplus items will be to post the equipment on GovDeals.com for auction.

The police equipment to be disposed of is listed on the schedule attached to this memo. This list will be made part of the official record.

OTHER OPTIONS

Do not authorize disposal of surplus items, or authorize disposal via another avenue.

FISCAL IMPACT

Proceeds from the public auction will be deposited into the general fund.

[End agenda memo]

Agenda Item 10. Disposal of Surplus Metal

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The City Commission will consider authorizing the disposal of surplus metal removed from playground equipment that was taken out of the play parks.

RECOMMENDATION

Staff recommends that the City Commission take the following actions:

1. Authorize disposal of the surplus metal.
2. Authorize staff to sell the surplus metal to Viking Recycling.

BACKGROUND

In accordance with Sec. 2-476 of the City Code, the City Commission may classify as surplus any of its property that is obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function or purpose.

Authority for the disposal of surplus property for which the initial purchase price equals or exceeds \$750.00 shall be recorded in the official minutes of the City Commission. Such authority shall include approval of the method of disposal and the estimated value of the property. Authority for the disposal of the surplus property for which the initial purchase price does not equal or exceed \$750.00 shall be granted to the City Manager.

Property, the value of which the City estimates to be less than five thousand dollars may be disposed of in the most efficient and cost-effective means as determined by the City Commission. The City Code also authorizes the disposal of surplus property to any governmental unit in the state for the value of the property without the need for bids.

The metal that has been removed from the playground equipment that was identified as unsafe can be sold to Viking Recycling. Viking will pay \$10 for every 100 pounds of steel \$0.50 per pound of aluminum.

FISCAL IMPACT

Proceeds from the sale of the metal will be deposited into the general fund.

OTHER OPTIONS

Do not authorize disposal of the surplus metal.

[End agenda memo]

Agenda Item 11. Edward Byrne Memorial State and Local Law Enforcement Assistance Grant

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

Approval of this item will allow the police department to submit for and receive grant funding then purchase an additional vehicle for the VOICE program in FY13/14.

RECOMMENDATION

Staff recommends that the Honorable Mayor and the City Commission authorize the Police Department to apply for and accept funding through the Edward Byrne Memorial State and Local Law Enforcement Assistance Grant and purchase an additional vehicle for the VOICE program.

BACKGROUND

Since 1999, the Police Department has received funding from the Edward Byrne Memorial State and Local Law Enforcement Assistance Grant Program. Since that time, the department has utilized this funding to create numerous community programs as well as purchase needed equipment to enhance public safety. This year the Edward Byrne Memorial State and Local Law Enforcement Assistance Grant award amount is \$10,535.00 and if approved would be included in the 2013/2014 budget.

The Police Department proposes to use the JAG-C funds toward the purchase of an additional vehicle for the VOICE program. VOICE members serve the community by helping reduce the daily demands placed

on law enforcement, thus allowing them to focus their resources on reducing crime. They provide crime prevention presentations, assist during critical incidents (severe weather, vehicle traffic crashes, etc.), provide traffic and crowd control during parades and special events, conduct parking enforcement, and assist with station duties.

One of the most beneficial functions of the VOICE program is community patrols. During these patrols, VOICE members drive specially marked vehicles equipped with amber warning lights. The members are assigned to areas in the community where crime has either occurred or is likely to occur as determined through crime analysis. Members do not take action if they observe criminal or suspicious activity; however they observe and relay this information to sworn law enforcement that responds.

Currently, the VOICE program only has two vehicles that are 16 years old. As a result, even though the program has grown in members, having only two vehicles limits the number and intensity of patrols and services this group can provide. Furthermore, if one of the vehicles is assigned to another activity or down for repair, these services are even further restricted.

The department intends to use an anticipated JAG-D grant, police forfeiture funds or city impact fees, if eligible to cover associated expenses that exceed the grant funding amount. Match is not required to participate in this grant, however additional funding will be necessary to complete the project.

The costs associated with the purchase of this vehicle are as follows:

2014 Ford Fusion -	\$16,700.00 (FSA Contract)
Outfitting -	\$2,032.22
Maintenance -	\$400.00
Fuel -	\$500.00

OTHER OPTIONS

The Commission may choose not to authorize application for and accept the Edward Byrne Memorial State and Local Law Enforcement Assistance Grant or purchase this vehicle.

FISCAL IMPACT

The Finance Department has reviewed this application.

[End agenda memo]

Agenda 12. 2013 SAFER Grant Application

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The Department of Homeland Security has been provided \$320,920,083 in funding to assist with firefighter staffing. The current staffing level at our northern fire station is (3) firefighters per shift. The Fire Chief is asking permission to apply for (3) fire fighters in an effort to increase the staffing level to (4) per shift. The program is 100% funded for a period of two years.

RECOMMENDATION

Allow FD staff to submit the 2013 SAFER Grant Application.

BACKGROUND

The fire department's overall strategy is to provide an effective level of fire service to the residents and businesses in Lake Wales by constructing, equipping, and staffing strategically located fire stations within a 5-mile travel distance of all areas within the City Limits. A properly staffed fire engine at each station should include one Fire Lieutenant, one Paramedic, and two Firefighters in an effort to meet established guidelines set forth by Florida Administrative Rule 69A-62, also known as "Two In – Two Out". One Deputy Chief per shift acting as Incident Commander at all emergencies assists with meeting established guidelines set forth in NFPA 1500, Chapter 6-1.

The application period for the 2013 (SAFER) **Staffing For Adequate Fire And Emergency Response** grant opened on July 29, 2013 with a closing date of August 30, 2013. The grant award period is posted as "no later than" September 30, 2014. The US Department of Homeland Security has been provided \$320,920,083 in funding for the program. The program provides 100% funding including benefits for new hires for a period of two years. City policy requires Commission approval prior to submission of all grant applications. Awarding of the grant in 2014 would allow for the hiring of (3) firefighters close to the start of the FY 14/15 budget period. The new positions would be fully funded by the grant for FY 14/15 and FY 15/16. The General Fund Budget would assume the fiscal impact estimated at \$155,040 beginning with the FY 16/17 budget.

The addition of (3) firefighters, (1) per shift, to our northern station will assist us with meeting the (4) person per shift staffing, provide better service to the community, and create a safer working environment for firefighters.

FISCAL IMPACT

[End agenda memo]

Agenda Item 13. 2013-2014 Fire Protection Agreement

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The fire chief is asking the City Commission to authorize the City Manager to execute the attached fire protection agreement with Polk County for the 2013-2014 Fiscal Year. The agreement is for the City of Lake Wales to provide fire protection to areas of Polk County outside of the city limits that are distant from available county fire protection. If approved, the City will receive \$262,293 from Polk County for the agreement. This amount is an increase of \$2,046 over the 2012-2013 Agreement.

RECOMMENDATION

It is recommended that the City Commission authorize the City Manager to execute the attached Fire Protection Agreement with Polk County for the 2013-2014 Fiscal Year.

BACKGROUND

The Lake Wales Fire Department has been providing fire protection to property owners in areas outside of the City since 1976. The attached agreement is for service from October 01, 2013 through September 30, 2014 and is similar to the approved agreements of previous years.

As part of the agreement, the City receives 50% of the fire assessment fees collected for all residential and commercial property within the contract area.

OTHER OPTIONS

Do not approve the agreement requiring Polk County to seek other options for protection.

FISCAL IMPACT

Approval of the agreement allows for a revenue amount of \$262,293 to the general fund.

[End agenda memo]

Commissioner Thornhill made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Wojcik.

By Voice Vote:

Commissioner Thornhill	“YES”
Commissioner Wojcik	“YES”
Commissioner Carter	“YES”
Commissioner Lutton	“YES”
Mayor Fultz	“YES”

The motion carried 5-0.

OLD BUSINESS

NEW BUSINESS

Agenda Item 14. Agreement – City of Lake Wales/Lake Wales Professional Firefighters

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The City Commission will consider ratifying the Collective Bargaining Agreement between the City and Lake Wales Professional Firefighters

RECOMMENDATION

It is recommended that the City Commission ratify the proposed amendments to the agreement between the City of Lake Wales and the Lake Wales Professional Firefighters, Local #3538.

BACKGROUND

On June 5, 2012, the City Commission approved the collective bargaining agreement between the City of Lake Wales and Local #3538, International Association of Firefighters, and “Lake Wales Professional Firefighters” for the period October 1, 2010 through September 30, 2012. The general purpose of the agreement is to provide wages, hours, and other conditions of employment for the employees in the fire department bargaining unit of which all firefighters except the chief, fire marshal, fire captain, fire prevention/ safety specialist and deputy chiefs are members.

Management staff and the Fire Department union representatives have reached an agreement for the period October 1, 2012 through September 30, 2013.

NOTE: The amendments are presented to the City Commission for ratification at this time. The change to the existing agreement is highlighted below:

PROPOSED CONTRACT CHANGES:

Article 15 Wages

- 15.4 (a). Effective October 1, 2012 employees shall receive no pay increase.
- 15.4 (f). **Maximum Pension Benefit Restrictions** – The plan caps the maximum total benefit provided by the plan to \$75,000 per year. Once the maximum pension benefit is reached, pension contributions will cease.
- **Change Average Final Compensation Calculation-** The average final compensation calculation shall be calculated based on a five year average, instead of a three year average.

Article 38. Duration of Agreement

38.1. This Agreement shall become effective upon ratification by the bargaining unit members and approval and ratification by the Lake Wales City Commission and shall continue in full force and effect until midnight of September 30, 2042-13.

FISCAL IMPACT

The benefit changes of a \$75,000 maximum benefit and the average final compensation calculated on a five year average instead of three years will result in an average annual savings of 82,077. If this passes prior to 9/30/13 the savings will be effective as of 10/1/12.

OTHER OPTIONS

Don't ratify the contract.

[End agenda memo]

Human Resource Director Sandra Davis reviewed Agenda Item 14.

Commissioner Wojcik asked for an update on the General Pension and Ms. Davis said Agenda Items 14 and 15 were Collective Bargaining Agreements for only the firefighters and police officers. Ordinances dealing with General Employees', Firefighters' and Police Officers' pensions will be on the September 3rd City Commission Meeting agenda.

Commissioner Wojcik asked if they always approve contracts a year behind and Ms. Davis said no but they have a few catch-up years. This item is for the current year for firefighters. However, the police CBA will include several years of catch-up and an extra year through 9/30/2014. Mr. Fields explained that this will affect next year's contribution and that is why it needed to be done this fiscal year.

Commissioner Thornhill asked City Manager Kenneth Fields for his opinion of the agreement. Mr. Fields said it was a good agreement, it helps with next year's budget, it begins to address the long-range issues, and he was appreciative of the time it will buy them.

Commissioner Wojcik asked if, when it comes before the Commission again, they will be provided with the projections and alternatives. Ms. Davis said all that would be provided on September 3rd along with the actuarial impact statement.

Commissioner Wojcik made a motion to ratify the proposed amendments to the agreement between the City of Lake Wales and the Lake Wales Professional Firefighters, Local #3538 for the period October 1, 2012 through September 30, 2013. The motion was seconded by Commissioner Lutton.

By Voice Vote:

Commissioner Wojcik	"YES"
Commissioner Lutton	"YES"
Commissioner Thornhill	"YES"
Commissioner Carter	"YES"
Mayor Fultz	"YES"

The motion carried 5-0.

Agenda Item 15. Agreement – City of Lake Wales/Police Benevolent Association

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The City Commission will consider ratifying the Collective Bargaining Agreement between the City and West Central Florida Police Benevolent Association, Inc.

RECOMMENDATION

It is recommended that the City Commission ratify the proposed amendments to the agreement between the City of Lake Wales and the West Central Florida Police Benevolent Association, Inc.

BACKGROUND

On August 4, 2009, the City Commission approved the collective bargaining agreement between the City of Lake Wales and the Police Benevolent Association, Inc. (PBA) for the period October 1, 2008 through September 30, 2009. The general purpose of the agreement is to provide wages, hours, and other conditions of employment for the employees in the police department bargaining unit of which all are sworn officers in the classification of police officer, corporal or sergeant.

Management staff and the Police Department union representatives have reached an agreement for the period October 1, 2009 through September 30, 2014.

NOTE: The amendments are presented to the City Commission for ratification at this time. The changes to the existing agreement are highlighted below:

PROPOSED CONTRACT CHANGES:

Article 16 Wages: 16.1

- Effective October 1, 2009 employees shall receive no cost of living increase to base annual salary.
- A one Time bonus to be dispersed in December 2009.
- Effective October 1, 2010 employees shall receive no cost of living increase to base annual salary.
- Effective October 1, 2011 employees shall receive no cost of living increase to base annual salary.
- Effective October 1, 2012 employees shall receive no cost of living increase to base annual salary.
- Effective October 1, 2013 employees shall receive no cost of living increase to base annual salary or a "Me Too."

“Me TOO” clause

A **“me-too” clause** is in the event the city agrees to a cost of living salary increase, shift premium rate increase, callback pay increase, standby pay increase, or lump sum payments PBA members will receive the same.

16.4.

- (A) (3). **Maximum Pension Benefit Restrictions** - The plan caps the maximum total benefit provided by the plan to \$75,000 per year. Once the maximum pension benefit is reached, pension contributions will cease.
- **Change Average Final Compensation Calculation** - The average final compensation calculation shall be calculated based on a five year average, instead of a three year average.

Article 38 Duration of Agreement

38.1. This Agreement shall become effective upon ratification by the bargaining unit members and approval and ratification by the Lake Wales City Commission and shall continue in full force and effect until midnight of September 30, 2009-14 with a re-opener anytime after October 1, 2013 to discuss Article 19 temporary work in a higher classification and Article 16.3 step plan/education requirements.

FISCAL IMPACT

The benefit changes of a \$75,000 maximum benefit and the average final compensation calculated on a five year average instead of three years will result in an average annual savings of \$133,013. If this passes prior to 9/30/13 the savings will be effective as of 10/1/12.

OTHER OPTIONS

Don't ratify the contract.

[End agenda memo]

Human Resource Director Sandra Davis reviewed Agenda Item 15.

Commissioner Wojcik made a motion to ratify the proposed amendments to the agreement between the City of Lake Wales and the West Central Florida Police Benevolent Association, Inc. for the period October 1, 2009 through September 30, 2014. The motion was seconded by Commissioner Carter.

By Voice Vote:

Commissioner Thornhill	“YES”
Commissioner Carter	“YES”
Commissioner Lutton	“YES”
Commissioner Wojcik	“YES”
Mayor Fultz	“YES”

The motion carried 5-0.

Agenda Item 16. Write-off Uncollectible Receivable Accounts

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The City Commission is asked to authorize the write-off of uncollectible accounts receivables totaling \$43,044.23 for utility and solid waste services.

RECOMMENDATION

It is recommended that City Commission authorize the Finance Director to write-off a total of \$43,044.23 in 317 uncollectible accounts receivables for utility and solid waste services for the period of 10/01/11 through 9/30/12.

BACKGROUND

The Utilities Fund and General Fund list accounts receivable as an asset. These amounts are the total unpaid billing of utility and waste disposal services. These Funds also list an offsetting account called Allowance for Uncollectible Accounts, which is an estimate of uncollectible accounts based upon accounts receivable balances past 90 days old. The Allowance for Uncollectible Accounts is adjusted annually by an offsetting adjustment to bad debt expense. If the write-off is approved, each account's balance will be adjusted off and each account will be coded as a write-off. Applications for new service are checked against our current database. If the applicant has a coded write-off account in our system, the applicant must pay the old debt before new service is activated.

Open accounts prior to October 1, 2012 have been sent to Penn Credit, the collection agency for the City. Penn Credit will continue to attempt collection efforts relating to these accounts. The combined efforts of Penn Credit and City staff over the last four years have resulted in the recovery of prior bad debt balances in the amount of:

- \$14,217.86 for the combined FY 2008'09 and 2009'10
- \$6,454.95 for FY2010'11
- \$15,038.48 for FY2011'12

Collection recovery realized from the combined efforts of Penn Credit and City staff is equivalent to 17% of the total amount classified as bad debt (\$35,711.29 recoverable amount/ \$205,122 amount classified as bad debt = 17%).

FISCAL IMPACT

Accounts receivables will be reduced by \$43,044.23 but this will have no impact on the City's bottom line because the amount has been accruing in the Allowance for Uncollectible Accounts.

[End of agenda memo]

Finance Director Dorothy Ecklund reviewed Agenda Item 16.

Commissioner Carter said last year they tried to address this issue by increasing the deposit and he asked if this caused any improvements. Ms. Ecklund said there was an improvement on new accounts opened since the higher deposits was put into effect, but typically there was no significant difference on old accounts because those accounts were grandfathered in.

Commissioner Wojcik asked for confirmation that service is not provided to those customers on the write-off list. Ms. Ecklund said it isn't provided if they can identify those customers through their data base. They are able to cross-check people who for instance moved away and then want to start service again.

Commissioner Wojcik said the amount appeared to her to be more than last year. Ms. Ecklund said last year's was \$47,427.00 so there was a slight decrease, mainly because of the increase in deposit amounts. She said the \$25 delinquent fee also helped to balance it out.

Commissioner Lutton made a motion to authorize the Finance Director to write-off a total of \$43,044.23 in 317 uncollectible accounts receivables for utility and solid waste services for the period of 10/01/11 through 9/30/12. The motion was seconded by Commissioner Thornhill.

By Voice Vote:

Commissioner Lutton	"YES"
Commissioner Thornhill	"YES"
Commissioner Carter	"YES"
Commissioner Wojcik	"YES"
Mayor Fultz	"YES"

The motion carried 5-0.

Agenda Item 17. Preliminary Financial Statement for July 31, 2013

The full staff memo is incorporated into the minutes.

[Begin agenda memo]

SYNOPSIS

The preliminary financial statements report revenues received and expenditures made through the end of July 31, 2013.

The unaudited financial statements for the City of Lake Wales for the period ending July 31, 2013 are presented to the City Commission for review. At the end of July 31, 2013 the City was 83% into the fiscal year.

General Fund (001), page 1:

The General Fund appears to be materially on target with expenditure expectations. Several revenue categories appear less than expected by a projected \$61,000. These categories include the Electric Franchise Fee (possible \$21,000 shortage), Court Fines (possible \$25,000), Interest Income (\$10,000) and Other Misc Income (\$5,000). Staff will continue to monitor revenues and a possible budget amendment could be needed if these items do not improve within the next three months.

Also, there is uncertainty relating to when the city should expect to receive the \$55,000 from the Hartland Project. Staff has requested confirmation from the project manager on when to expect the "financial close" in order for the City to receive these funds. If this funding is not received by the end of the FY 2012'13 this would cause an additional revenue shortage for this amount.

Transportation Fund (102), page 6:

The Transportation Fund expenditures appears to be materially on target with budgetary expectations, however gas tax revenues are lower than expected by an estimated \$17,000.

On July 9th the Commission directed staff to issue a notice of termination letter to Southwest Florida Water Management District (SFWMD) relating to the Polk Avenue Retention Pond Project. The City of Lake Wales entered into a cooperative funding agreement with the SFWMD in January 2011. This project entailed the construction of a retention pond and outfall structure to facilitate the reduction of pollutants entering Lake Wailes due to storm runoff.

For the last 2 ½ years the City has carried forward this project within the City's budget. State funding for this project is on hold at the district level. In the next budget amendment \$52,500 will be released from appropriations which will elevate the possibility of a budgetary shortfall within the Transportation Fund.

CRA Fund (105), page 11:

The CRA fund appears to be materially on target with revenue and expenditure expectations. The Finance Department has concerns over the CRA's funding ability during FY 2014'15 and 2015'16.

Library Fund (110), page 16:

The Library Fund appears to be materially on target with revenue and expenditure expectations. A mid-year analysis has been completed on both revenues and expenditures with no unusual items noted.

Debt Service Fund (201), page 21:

The Debt Service Fund appears to be materially on target with revenue and expenditure expectations except for the Electric Franchise Fee. Revenue from the electric franchise fee appears to be \$12,000 less than expected. Staff will continue to monitor this revenue source and a possible budget amendment could be needed if this item does not improve within the next four months.

Utility System Fund (403), page 27:

The Utility System Fund appears to be materially on target with revenue and expenditure expectations. A mid-year analysis has been completed on both revenues and expenditures with no unusual items noted.

Airport Authority (404), page 29:

The Airport Authority appears to be materially on target with revenue and expenditure expectations. A mid-year analysis has been completed on both revenues and expenditures with no unusual items noted.

[End agenda memo]

The Finance Director reviewed Agenda Item 17.

Commissioner Lutton made a motion to accept the Preliminary Financial Statement for July 31, 2013. The motion was seconded by Commissioner Carter.

By Voice Vote:

Commissioner Lutton	"YES"
Commissioner Carter	"YES"
Commissioner Thornhill	"YES"
Commissioner Wojcik	"YES"
Mayor Fultz	"YES"

The motion carried 5-0.

CITY MANAGER

City Commission Tracking Report:

City Manager Kenneth Fields mention two changes on the tracking report.

- **Heartland Project:** The Hartland Projects seems to have been put on hold and he explained why.
- **New Cemetery:** They are making progress with the Cemetery expansion and have looked into how quickly the new cemetery will be needed because there may be some available lots in the existing cemetery.

Mr. Fields said they are working on ways to make some changes to the report like color coding it to make it easier to understand and so the Commission can keep track of what is happening,

Playground Equipment:

Commissioner Lutton asked for an update on proposals for replacing the playground equipment. Public Service Administrator Teresa Allen said she met with the Parks and Community Appearance and Recreation Boards. She brought pictures of the equipment for them to look at. She said the playground equipment is included in the budget that will be presented at the budget

workshop scheduled for August 27th. Once they have commission approval they will move forward.

Commissioner Carter asked why they closed down the whole playground when some of the equipment was useable. Ms. Allen said it was necessary to close the park while they were taking the equipment out for safety reasons and once they get things done like pressure washing, they anticipate reopening the park.

Commissioner Lutton asked how old the equipment at Crystal Lake Park was and Ms. Allen said nineteen plus years.

Commissioner Wojcik asked if they were going to put back the same material under the equipment. Ms. Allen said they are going to get a complete package which includes the equipment, the surfacing material and the borders. It will also be ADA compliant.

City Commission Calendar

The City Commission reviewed the City Commission Meeting Calendar that showed its scheduled meetings for August 2013 and September 2013.

COMMUNICATIONS AND PETITIONS

David Smith, NAACP President, introduced himself to the City Manager and welcomed him.

Leon Weech, 1220 Triangle Drive, thanked city staff and especially Humans Resource Director Sandra Davis for their pension reform efforts and said he believed they were moving in the right direction.

CITY COMMISSION COMMENTS

Reclaimed Water:

Commissioner Lutton said he just heard that the soccer fields at the Multipurpose Complex are back on reclaimed water and asked for an update. Public Works Tom Moran explained what went wrong and how it was corrected.

Dumpsters:

Commissioner Carter commented on the blight from open dumpsters around the city and said we see it so often that we tend to not see it anymore. He asked if there was a policy or ordinance stating that dumpsters have to be surrounded by a three-sided structure. Commissioner Lutton said it is required on new dumpsters. Commissioner Carter asked if the old dumpsters were grandfathered in and Mr. Fields said he was unsure if that pertained to dumpsters already in place.

Commissioner Carter said they don't look good and are often overflowing. He asked if there was something that the City could do. Mr. Fields said it might be a problem with a particular property owner and if the dumpster is overflowing they obviously need to get a bigger size. Commissioner Lutton said it costs about \$8,000 for a business to put the three-sided structure in and in some places, like downtown, there is no room for a structure. But he thought a notice could be sent to the owner of overflowing dumpsters saying that they are making a mess.

Water Shortage:

Commissioner Carter said it appears that there may be a potential problem of not having enough water available in the future to meet all the need. He said he continues to see wasted watering throughout the city, even irrigating during rainstorms, and he encouraged putting in some water restrictions policies and then enforcing them. Mr. Fields stated they could require rain sensors especially on large irrigation systems; they could expand the reuse distribution system; and step up education efforts.

Commissioner Lutton said that in Tampa they have code enforcers who go around the city to enforce the water restrictions. They require rain gauges to be put in all new systems and fines are levied. Commissioner Carter said they may have to go to fines but he was suggesting educating the public and working together to find common solutions.

Grand Reopening:

Commissioner Wojcik announced that Bob Evans had their grand re-opening after being closed for remodeling and the City Manager and Mayor were there.

Donation:

Commissioner Wojcik reported, as the commission representative on the Charter School Board, that Lake Ashton continues to donate funds for special projects in the various schools, and they recently raised funds for a special needs dog needed at Janie Howard Wilson Elementary.

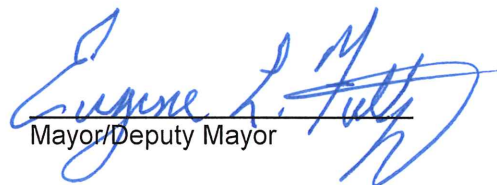
Chamber of Commerce Event:

Mr. Fields commended Lake Wales on its education efforts and said he attended the annual Chamber event for educators and that he was impressed with the spirit and sense of community.

Warm Welcome:

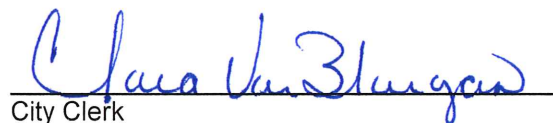
Mr. Fields also thanked everyone for the warm welcome he had received from the community and said he never before received a welcome like the one he received here in Lake Wales. It has encouraged him and he is fired up to work with the commission, staff and community.

The meeting was adjourned at 6:40 p.m.



Mayor/Deputy Mayor

ATTEST:



City Clerk