

The meeting of the Lake Wales City Commission was held on July 1, 2014 in the Commission Chambers at the Municipal Administration Building. Deputy Mayor Christopher Lutton called the meeting to order at 6:00 p.m. following the invocation and the Pledge of Allegiance.

INVOCATION

The invocation was given by Dr. Jim Moyer.

PLEDGE OF ALLEGIANCE

COMMISSIONERS PRESENT: Terrye Howell; Betty Wojcik; Jonathan Thornhill; Christopher Lutton, Eugene Fultz, Mayor

COMMISSIONERS ABSENT:

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

[Full staff memos are incorporated into the minutes. Meetings are recorded, but not transcribed verbatim.]

MAYOR

Agenda Item 5. RECOGNITION: Karla Martinez, Lake Wales Sr. High School - Winner of an Annual Scholarship Award from Ridge League of Cities

Ms. Martinez was not present.

Agenda Item 6. PROCLAMATION: Lakes Appreciation Month; July 2014

Mayor Fultz presented the proclamation to Corine Burgess, Executive Director of Lakes Education Action Drive.

COMMUNICATIONS AND PETITIONS

No comments

CONSENT AGENDA

**Agenda Item 7. APPROVAL OF MINUTES: June 17, 2014, Regular Meeting
June 18, 2014, Budget Workshop Meeting**

Agenda Item 8. Lease Agreement Extension for Polk County Workforce Development Board, Inc. d/b/a/CareerSource Polk

[Begin Agenda Memo]

SYNOPSIS

The Lease Agreement will allow CareerSource Polk (formerly Polk Works) to continue the Young Leaders program at the James P. Austin, Jr. Community Center until June 30, 2015.

RECOMMENDATION

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

1. Approve an extension of the lease agreement with Polk County Workforce Development Board, Inc. d/b/a CareerSource Polk to operate the Young Leaders program at the James P. Austin, Jr. Community Center for a term expiring June 30, 2015.
2. Authorize the City Manager to execute the agreement.

BACKGROUND

Removing obstacles to employment will take a community effort, with representatives from many sectors including churches, government, businesses, education, and job training agencies. The Young Leaders program provides academic support and employment training to adults between the ages 16 and 21 who reside in Polk County. The program is free to those who qualify and assists youth in gaining the necessary academic and workplace skills needed to become successful as they move into adulthood.

The tenant agrees to use the property for the sole purpose of operating the employment and training program for adults and children. It will operate Monday through Friday. Designated office space shall be utilized from 8:00 a.m. until 5:00 p.m. There is no usage fee required of this tenant. However, there may be fees charged at the regular inside-city rate for any special events sponsored by CareerSource that take place at the community center outside of the regular operating hours.

The City Commission approved an annual lease with the organization since June 2007.

FISCAL IMPACT

There is no cost to the City if this lease is approved.

OTHER OPTIONS

Deny approval of the lease agreement; however, by not approving the agreement, this organization will need to find another facility to run this program.

[End Agenda Memo]

Agenda Item 9. Approval of Contract for Law Enforcement Services: Lake Wales Housing Authority

[Begin Agenda Memo]

SYNOPSIS

Commissioners will consider approving a contract with the Lake Wales Housing Authority to continue providing supplemental law enforcement services at the Grove Manor public housing complex.

RECOMMENDATION

It is recommended that the City Commission:

1. Authorize the Mayor to execute a Contract for Services with the Lake Wales Housing Authority for Fiscal Year 2014-2015.

BACKGROUND

Since 2011/2012 the CRA Board of Commissioners have approved funding a law enforcement officer position to provide supplemental law enforcement services toward designated CRA areas and the Lake Wales Housing Authority, Grove Manor Complex.

In an effort to continue providing these supplemental law enforcement services to the Lake Wales Housing Authority, Grove Manor Complex residents, the Lake Wales Police Department seeks approval to enter into a new contract for FY2014/2015. This contract for supplemental law enforcement services provides for a monthly payment due the City in the amount of \$2,428.00 from the Housing Authority.

[End Agenda Memo]

Agenda Item 10. Award of Bid for the Market Street Distribution Upgrades

[Begin Agenda Memo]

SYNOPSIS

Staff requests commission approval to enter into a contract with TB Landmark Construction, Inc for construction services for the Market Street Distribution Upgrades for \$763,489.00.

STAFF RECOMMENDATION

It is recommended that the City Commission consider taking the following action:

1. Approve the award of bid to TB Landmark Construction, Inc for the construction of the Market Street Distribution Upgrades in the amount of \$763,489.00.
2. Authorize the City Manager to execute the appropriate documents on the City's behalf.

BACKGROUND

Staff, in an effort to increase fire flow protection and implement the expansion of utility facilities to the westward city boundaries, requested that Atkins North America provide biddable plans and specifications that could be placed on the open market for bidding that would facilitate the Market Street Distribution Upgrades. The expansion is to consist of extending 1600-ft of 12-inch water main from the corner of First Street and Tillman Avenue south to tie into an 8-inch water main on First Street and Polk Avenue. This increase in size of the water main will aid in the increase in flow to the area the 8-inch main currently provides service to. The 12-inch water main is also scheduled to turn west on Bullard Avenue and 3900-ft of 12-inch water main will be installed until we reach Sharp Street. The line will continue on Sharp Street until it crosses State Road 60 and then continue on to Oak Ave until it reaches US Highway 27 and ties into an existing 12-inch line that was installed in 2008 in preparation of this extension.

The project was sent out to bid on May 8, 2014, with a bid open date of May 22, 2014. There were two responsive bidders which TB Landmark Construction, Inc being the low qualified responsive bidder. Staff recommends commission approval to enter into a construction services contract with TB Landmark Construction, Inc in the amount of \$763,489.00 for the Market Street Distribution Upgrades. Staff is recommending the commission give the city manager authorization to execute the appropriate documents on the City's behalf.

OTHER OPTIONS

Chose to reject all bids, place back on the market, and delay the start of construction.

FISCAL IMPACT

The original budget for this project was set at \$1,250,000.00. Engineering costs being removed from the initial budget leaves a remaining balance for this line item at \$1,180,009.00.

[End Agenda Memo]

Agenda Item 11. Annual Force Main Cleaning – US Hwy 27 N

[Begin Agenda Memo]

SYNOPSIS

The force main requires annual cleaning to ensure the line continues to function as intended.

STAFF RECOMMENDATION

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

1. Authorize Professional Piping Services, utilizing the annual contract, to perform the force main cleaning services for \$63,015.84.

BACKGROUND

The US Hwy 27 N Force main requires annual cleaning due to the distance this line has to travel to reach the wastewater treatment plant and the low flow conditions that exist related to the lack of development in the Northern area of the city. Sediment such as sand, plastics, and paper tend to settle to the bottom of the pipe due to the low velocities of liquid pushing this sediment. The standard method used for the cleaning of these sections of force main is called the progressive poly pig procedure.

Staff solicited for bids in November of 2011 with the bid opening that followed in December of 2011. The City Commission on January 10, 2012 approved an annual contract with Professional Piping Services. This contract was approved with the option of being able to be renewed for two additional one-year periods at the end of the corresponding fiscal years. The City is currently in the second renewal period of the contract. Staff contacted Professional Piping Services and requested a price quote for the cleaning of the US Hwy 27 N force main. A quote was received for \$63,015.84.

Staff recommends that the commission approve the utilization of the annual contract for Professional Piping Services for the force main cleaning for \$63,015.84.

OTHER OPTION

None. Without this required annual cleaning, the force main would become plugged and become inoperable. This in turn would cut off the sewer service in the Northern area of the city.

FISCAL IMPACT

\$63,015.00 was budgeted in the Wastewater Division's FY'13-14 M&R Lines and Mains Operating Budget for this purpose.

[End Agenda Memo]

Agenda Item 12. Interlocal Agreement Amendment #5 – Winter Haven Area Transit System (WHAT)

[Begin Agenda Memo]

SYNOPSIS

The agreement allows a "fair-share" contribution to Winter Haven Area Transit System for transportation service it provides in Lake Wales for FY2014-2015.

RECOMMENDATION

It is recommended that the City Commission approve Amendment #5 to the Interlocal Agreement with the Polk County Board of County Commissioners for the management and operation of the Winter Haven Area Transit System and the "Fair Share" contribution up to \$5,433 for FY14'15.

BACKGROUND

The Winter Haven Area Transit System is currently providing transportation service to six municipalities, one of which is Lake Wales. Service level forecasts for the WHAT system for FY14'15 are based on each municipality's commitment and is critical to the continuation of service at near current service levels. The assessed amount is based solely on the percentage of service being provided within each respective municipality and is considered a "fair-share" contribution.

In August of 2009, the Lake Wales City Commission approved the first Interlocal Agreement with the Polk County Board of County Commissioners for transit bus service. The "Fair Share" contribution of up to \$5,433 for Amendment #5 has not changed since the original agreement.

This is a pivotal year as we move towards a major referendum on November 4 that will change the face of Public Transportation in Polk County. When passed, future fair share contributions will no longer be requested.

OTHER OPTIONS

Do not approve the Amendment #4 and the "Fair Share" contribution.

FISCAL IMPACT

The fiscal impact is up to \$5,433, which is included in the proposed FY14'15 budget.

[End Agenda Memo]

Deputy Mayor Lutton asked regarding Agenda Item #11, if this is necessary because of low flow. Sarah Kirkland, Utilities Project Manager, said yes. Deputy Mayor Lutton asked if it could ever be fixed. Ms. Kirkland says a forthcoming project will help the flow. Kenneth Fields, City Manager, said that several new developments would feed into this line over the next few years.

Commissioner Thornhill made a motion to approve the Consent Agenda. Commissioner Howell seconded the motion.

By Voice Vote:

Commissioner Thornhill "YES"
Commissioner Howell "YES"
Commissioner Wojcik "YES"
Deputy Mayor Lutton "YES"
Mayor Fultz "YES"

The motion carried 5-0.

OLD BUSINESS

NEW BUSINESS

Agenda Item 13. Appointments – Code Enforcement Board; Recreation Commission

[Begin Agenda Memo]

SYNOPSIS

The appointments will fill vacancies due to resignations, expiration of terms, newly established boards, etc.

RECOMMENDATION

The Mayor makes appointments to various citizen advisory and regulatory boards, commissions, committees, and authorities with the advice and consent of the City Commission (City Charter, Sec. 3.06).

The Mayor is asked to make the appointments as deemed appropriate.

BACKGROUND

Vacancies exist on various Boards, Commissions, and Committees due to resignations, expirations of terms, newly established boards, etc.

Lake Wales Code of Ordinances Sec. 2-26 (3). Limit on Consecutive Terms:

1. Except as provided in paragraph (b) below, no person shall serve more than three (3) consecutive terms on a single board, commission or committee except that a person appointed to a partial term that is less than one-half (½) of the normal term for that particular board, commission or committee shall be permitted to serve three (3) consecutive terms in addition to the partial term. Members appointed before July 1, 1989, may be permitted to serve three (3) additional consecutive terms. This limit on consecutive terms may be waived for members of regulatory boards (i.e., planning and zoning board, board of appeals, code enforcement, etc.) with the recommendation of the city manager where, in the sole discretion of the city manager, special circumstances exist which warrant the appointment of a particular member to an additional term.
2. There shall be no limit to consecutive terms served by an elected or appointed trustee on a board established for administering an employee retirement plan.

CODE ENFORCEMENT BOARD (City Code Sec. 2-56) – The board consists of seven (7) members. Whenever possible, membership shall include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor. Members must be residents. (3-year term)

- An interview process is necessary for new applicants only.
- Members are required to file an annual Form 1, Statement of Financial Interests.
- Current Vacancies: 1 resident (7/1/2015)

Current Members: Melissa Konkol, resident 01/19/10 – 07/01/15, 2
Wilena Vreeland, resident 10/04/11 – 07/01/15, P+1
Angela Jones, resident 05/07/13 – 07/01/15, 1
Murray Zacharia, resident 06/18/13 – 07/01/16, 1
William Follett, resident 07/03/07 – 07/01/16, 3-Final
Jean Kincaid Scott, resident 06/17/08 – 07/01/17, 3
Current Meeting Schedule: 2nd Monday @ 5:00 PM; Commission Chamber

Applying for appointment: Warren Turner, resident

Applying for reappointment: None

The Board chairperson and Code Enforcement Director interviewed Warren Turner. Both recommended appointment.

Recommendation: The recommendation is for the Mayor to appoint Warren Turner to serve on the Code Enforcement Board for a partial term expiring on 07/01/15, and for the City Commission to consent to the appointment made by the Mayor.

RECREATION COMMISSION (City Code Sec. 2-161) – The recreation commission consist of thirteen (13) members from community organizations providing a recreation program for the community and three (3) citizen members representing the citizens at large. (3-year term)

- There is no interview process requirement for applicants applying for appointment to this board.
- Members are not required to file an annual Form 1, Statement of Financial Interests
- Citizen Members appointed by City Commission
- Organization members appointed by Recreation Commission
- Current Vacancies: 1 citizen expiring term (7/1/2014); 2 citizens (7/1/2015); expiring terms of community organization members (7/1/14)

Current Members: Keri Hunt, citizen 11/01/11 - 07/01/14, 1
Eileen Farchmin, Webber Intern'l University 09/19/11 - 07/01/14, 1
Robbie Shields, Lake Wales Soccer Club 09/19/11 - 07/01/14, 1
Patty McKeeman, Lake Wales Pram Fleet 09/19/11 - 07/01/14, 1
Deborah Rheiner/Linda Kimbrough, PAL 09/19/11 - 07/01/14, 1
Helen Petersen, Green & Gold Foundation 09/19/11 - 07/01/14, 1
Norm Rainey, Tennis Program 09/19/11 - 07/01/14, 1
John Abel, YMCA/Softball 09/19/11 - 07/01/14, 1
Clark Heter, YMCA 10/17/11 - 07/01/14, 1
Mimi Hardman, Historic Lake Wales Society 09/19/11 - 07/01/14, 1
Curt, Boys & Girls Club 09/19/11 - 07/01/14, 1

Current Meeting Schedule: - 3rd Monday; 12:00 p.m., City Manager's Conference Room

Applying for appointment: Jim Gouvellis, citizen

Applying for reappointment: Keri Hunt, citizen

Recommendation: The recommendation is for the Mayor to reappoint Keri Hunt to serve on the Recreation Commission for a second term expiring on 07/01/2017, 3yr term, and to appoint Jim Gouvellis to serve on the Recreation Commission for a partial term expiring on 7/1/2015, and for the City Commission to consent to the appointments made by the Mayor.

OPTIONS

Do not appoint the applicants named above and seek other applicants; however, it may be difficult for the boards to obtain a quorum until vacancies are filled.

FISCAL IMPACT

None. These are volunteer citizen boards.

[End Agenda Memo]

Mayor Fultz appointed Warren Turner to a partial term on the Code Enforcement Board ending July 1, 2015.

Commissioner Howell made a motion consenting to the appointment made by the Mayor. Commissioner Wojcik seconded the motion.

By Voice Vote:

Commissioner Howell "YES"
Commissioner Wojcik "YES"
Commissioner Thornhill "YES"
Deputy Mayor Lutton "YES"
Mayor Fultz "YES"

The motion carried 5-0.

Mayor Fultz re-appointed Keri Hunt to serve on the Recreation Commission for a 3-year term expiring on July 1, 2017, and appointed Jim Gouvellis for a partial term to end on July 1, 2015.

Commissioner Howell made a motion consenting to the appointments made by the Mayor. Commissioner Wojcik seconded the motion.

By Voice Vote:

Commissioner Howell "YES"
Commissioner Wojcik "YES"
Commissioner Thornhill "YES"
Deputy Mayor Lutton "YES"
Mayor Fultz "YES"

The motion carried 5-0.

Agenda Item 14. Appointments – FLC Legislative Committee

[Begin Agenda Memo]

SYNOPSIS

The Commission appoints representatives to serve on the Florida League of Cities Legislative Policy Committees.

RECOMMENDATION

The Florida League of Cities (FLC) recommends that the City Commission appoint representatives to serve on one or more of the League's Legislative Policy Committees during the 2014 – 2015 Legislative Policy Process.

Due to potential Sunshine Law issues, only one elected official per city can be represented on each committee, but a city could have both an elected and non-elected city official on each of the five committees.

BACKGROUND

The policy committees develop the League's legislative priorities and help League staff understand the real world implications of proposed legislation. In an effort to get more cities involved, the League is requesting that each city be represented on one or more of the League's Legislative policy committees:

- Energy, Environmental & Natural Resources
- Finance, Taxation & Personnel
- Growth Management & Economic Affairs
- Transportation & Intergovernmental Relations
- Urban Administration

League policy committee appointments will be confirmed by August 22, 2014. Policy committee members are expected to attend the following meetings (meeting times to follow):

- September 12, 2014 – Hyatt Regency Orlando
- October 10, 2014 – Hilton Orlando
- November 13, 2014 – Hyatt Regency Orlando International Airport

OPTIONS

If the City Commission chooses to have representation, the City could play a vital part in the 2014 – 2015 FLC Legislative Policy Development Process.

FISCAL IMPACT

City paid travel expenses apply.

[End Agenda Memo]

Mayor Fultz asked for volunteers to serve on any of the listed committees. He would like to serve on the Transportation and Intergovernmental Relations Committee, as he could be effective there.

Commissioner Thornhill said that he already serves on the Ridge Legislative Committee and thus serves on the Growth Management and Economic Affairs Committee.

Commissioner Howell made a motion to appoint Mayor Fultz to be a representative to the Transportation and Intergovernmental Relations Committee. Commissioner Wojcik seconded the motion.

By Voice Vote:

Commissioner Howell	"YES"
Commissioner Wojcik	"YES"
Commissioner Thornhill	"YES"
Deputy Mayor Lutton	"YES"
Mayor Fultz	"YES"

The motion carried 5-0.

Agenda Item 15. Contract with Cobb Site Development Inc. for improvements to Lake Wailes Park

[Begin Agenda Memo]

SYNOPSIS

Approval is requested for a contract with Cobb Site Development Inc. of Wauchula in the amount of \$225,002.89 for improvements to Lake Wailes Park including repair/resurfacing of the 2.5-mile pedestrian-bike trail and reconstruction/expansion of the trail head parking lot on the south side of Lakeshore Blvd. at Kiwanis Park. A grant of \$160,000 from the state's Recreational Trails Program will cover about 60% of the project cost.

RECOMMENDATION

Staff recommends approval of a contract with Cobb Site Development Inc. in the amount of \$225,002.89 for improvements to Lake Wailes Park and authorization for the City Manager to sign the contract.

A budget amendment of \$50,000 has been requested separately to cover the cost of the contract. These funds are available from recreation impact fees.

BACKGROUND

Cobb Site Development's bid of \$240,821.71 was the only one received. Negotiations reduced the cost by \$15,819 as itemized in Exhibit B of the contract. Participating in the negotiations was the consulting engineer Mark Frederick of AMEC, Planning Director Margaret Swanson, and City Engineer Tom Moran. Work is expected to take approximately 100 days (3-4 months). The grant requires completion by the end of January 2015.

Construction under the contract covers repair and resurfacing of the 2.5-mile Lake Wailes Trail from the Kiwanis parking lot near Cephia Street to Marietta Street and reconstruction and expansion of the trailhead parking lot. The number of parking spaces will be more than doubled from approximately 13 (unmarked) spaces to 30, including two handicapped spaces, all meeting regulations. The contract also includes reconfiguration of the parking lot entrances, creation of a small trail entry plaza with bollards to separate pedestrian and vehicle areas, parking barriers and bumper stops, relocation of the mailbox and lights, and tree planting.

Total project cost of \$270,000 is about 23% higher than the \$220,000 estimated at the time of the grant application submittal in March 2012. The installation of exercise stations (approximately \$12,000) and engineering (\$27,120) were approved under separate contracts.

FISCAL IMPACT

The grant of \$160,000 from the Recreational Trails Program of the Florida Department of Environmental Protection (FDEP) will cover about 60% of total costs. The City's total contribution to the project is \$2,000 in staff time, \$8,000 from the General Fund, and \$100,000 in recreation impact fees. Recreation impact fees are intended for this type of project, which adds or expands facilities in community parks serving the entire population, not just a neighborhood.

Using impact fees to leverage grants stretch city funds.

OTHER OPTIONS

Further reductions in construction standards and elimination of small items could reduce the bid costs further. However, staff does not recommend this course.

[End Agenda Memo]

Commissioner Thornhill asked about the guard posts, if they are PVC. Margaret Swanson, Planning and Development Director, said yes, but will be a different color than the current white ones. Commissioner Thornhill asked about a guardrail between city property and private property. Ms. Swanson said there will be a wooden guardrail.

Commissioner Thornhill made a motion to approve the contract with Cobb Site Development Inc. for improvements to Lake Wailes Park. Commissioner Howell seconded the motion.

By Voice Vote:

Commissioner Thornhill "YES"
Commissioner Howell "YES"
Commissioner Wojcik "YES"
Deputy Mayor Lutton "YES"
Mayor Fultz "YES"

The motion carried 5-0.

Agenda Item 16. Contract with Miller Construction Inc. for basketball facility at Lincoln Avenue Park

[Begin Agenda Memo]

SYNOPSIS

Approval is requested for a contract with Miller Construction Inc. of Lakeland in the amount of \$96,900 for the construction of a new basketball facility at Lincoln Avenue Park. The City has entered into a Memorandum of Understanding (MOU) with AAS Foundation in return for a monetary donation in the amount of \$42,000 for this project.

RECOMMENDATION

Staff recommends approval of a contract with Miller Construction Inc. in the amount of \$96,900 for construction of a basketball facility at Lincoln Avenue Park and authorization for the City Manager to sign the contract.

BACKGROUND

Miller Construction Inc.'s bid was one of six bids received. Their bid of \$96,900 was the lowest bid and a bid of \$134,775 was the highest. The City bid this project twice. The first process produced one bid in the amount of \$120,000.

Construction is expected to take approximately 45 days with substantial completion on or before August 15, 2014. The project includes demolition of the existing concrete court that is in a state of disrepair and the addition of bleachers, sidewalks, water fountain, shade structures, and signage round out the project. Staff understands that the shade structures have an eight-week delivery schedule. Therefore, installation is anticipated after the substantial completion date.

The City has already expended funds to complete a survey, engage the services of Straughn Trout Architects of Lakeland for the design, and bid documents for the project.

FISCAL IMPACT

The City's MOU with AAS Foundation guarantees their contribution to the project in an amount not to exceed \$42,000. The City is responsible for all additional costs that will be borne by the General Fund.

OTHER OPTIONS

Commission has the option not to approve the contract. However, staff does not recommend this course.

[End Agenda Memo]

Deputy Mayor Lutton commented that this is really a Class A facility, which we rarely or never do. Is this too fancy or too high a standard for us? Kenneth Fields, City Manager, responded that it is indeed a Class A facility at the request of the donor. Class A facilities should be standard in the future. Mayor Fultz suggested that if this facility is done right other projects could be developed with this donor in the future.

Mayor Fultz emphasized the benefits of a Class A facility using the Northwest Facility and the Bombers as an example, that such a facility could attract out-of-town users. Commissioner Wojcik said that the City should strive for top quality in all we do.

Commissioner Howell asked what the City cost is for the basketball court. Kathy Bangle, Assistant Director of Planning and Development, said everything above \$42,000. Deputy Mayor Lutton said that would be about \$60,000. Commissioner Howell asked if we have spent that much on other facilities. Ms. Bangle said that about \$150,000 was spent on playground equipment in Crystal Lake Park. Mayor Fultz said that some money has been spent on all the parks. Mr. Fields said that as more resources become available we could invest in all our facilities.

Mayor Fultz asked what the dates are for the tournament forthcoming at Northwest Park. Teresa Allen, Public Services Administrator, answered that the tournament begins July 17 and goes through the 21st.

Commissioner Thornhill made a motion to approve the contract with Miller Construction Inc. for the basketball facility at Lincoln Park. Commissioner Howell seconded the motion.

By Voice Vote:

Commissioner Thornhill "YES"
Commissioner Howell "YES"
Commissioner Wojcik "YES"
Deputy Mayor Lutton "YES"
Mayor Fultz "YES"

The motion carried 5-0.

Deputy Mayor Lutton said that the shade structures would need to be replaced in about 5 years. Mr. Fields responded that some last longer and that more are needed at different facilities.

Deputy Mayor Lutton suggested shorter hoops for the younger kids.

CITY MANAGER

Agenda Item 17. City Commission Tracking Report:

Kenneth Fields, City Manager, reported that nothing new is coming up but making progress around the city.

Agenda Item 18. City Commission Calendar

Mr. Fields said that the next budget workshop is set for Tuesday the 15th at 5pm. We got the numbers from the Property Appraiser's Office and the numbers are a bit higher which is good. The state numbers are still not in but we will have the packets done soon and distributed to the Commission.

Agenda Item 19. Annual Reporting – Boards, Commissions, and Committees

Parks and Recreation will report on the 15th. Mr. Fields said that might be rescheduled.

COMMUNICATIONS AND PETITIONS

Mimi Reid Hardman, 300 S. Lake Shore Blvd., distributed a copy of the editorial from the Ledger to the Commission and asked for their consideration for help for the Depot. She invited everyone to see the new exhibit.

CITY COMMISSION COMMENTS

Deputy Mayor Lutton emphasized the need for a Recreation Master Plan as these projects come up. Kenneth Fields, City Manager, said a grant application has been submitted for funding for a Recreation Master Plan. Deputy Mayor Lutton said that we should start with the advisory boards, get public input, and develop a priority list before we start developing a plan. We need to do our homework to ensure that the final plan is correct. Commissioner Wojcik said that the City should develop some standard for all facilities so that the public knows it is a city facility. Mr. Fields said that the issue will be raised with the Parks and Recreation boards and maybe a joint workshop can be held to discuss the issues and get started. Deputy Mayor Lutton agreed that everyone needs to be talking about the issues and to develop a road map.

CITY MANAGER COMMENTS

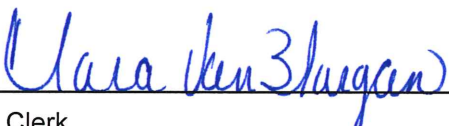
MAYOR COMMENTS

The meeting was adjourned at 6:35 p.m.



Mayor/Deputy Mayor

ATTEST:



City Clerk