

The meeting of the Lake Wales City Commission was held on February 4, 2014 in the Commission Chambers at the Municipal Administration Building. The meeting was called to order by Mayor Eugene Fultz 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:** Michael S. Carter; Betty Wojcik; Christopher Lutton; Jonathan Thornhill; 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. Oath of Office Ceremony for new Fire Chief Joe Jenkins**

City Clerk Clara VanBlargan administered the Oath of Office to new Fire Chief Joe Jenkins.

City Manager Kenneth Fields commended Chief Jenkins and new Assistant Chief Perry Daughtry on their qualifications and expressed confidence in their leadership of the Fire Department.

#### **PRESENTATIONS**

#### **COMMUNICATIONS AND PETITIONS**

Nicholas Smith, 1001 Tower Blvd, stressed concerns about the Grand Hotel. He said that if the City does not take action, he plans to present his concerns to the State Attorney and Federal Bankruptcy Court. He said that Mimi Hardman is supportive of a new direction, and has agreed to help with fundraising. Mr. Smith urged the City to take control of the building again, and that he will present additional details on possible courses of action in the future.

#### **CONSENT AGENDA**

**Agenda Item 6. Approval of Minutes: January 21, 2014, Regular Meeting**

**Agenda Item 7. Office Space Lease - FSBDC at University of South Florida College of Business**

[Begin agenda memo]

#### **SYNOPSIS**

The approval will allow Florida SBDC at the University South Florida College of Business to lease office space in the City of Lake Wales Municipal Administration Building.

## **RECOMMENDATION**

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

1. Approve the lease for office space within the Municipal Administration Building with Florida SBDC at the University of South Florida College of Business for a term beginning February 5, 2014 through January 31, 2015 for \$1.00. Renewal of Lease option applies. Hours of operation will be Monday through Friday, 8:00 a.m. to 5:00 p.m.

## **BACKGROUND**

The Florida SBDC network is a statewide partnership of higher education, economic development organizations, and other sponsors dedicated to the economic prosperity of Florida. Funded in 1976 by the U.S. SBA, the program successfully links Florida's education system with community outreach to aid in the development and education of the state's entrepreneurs and small business community. As the only statewide provider of entrepreneurial services, the SBDC plays a vital role in Florida's economic development initiatives by assisting entrepreneurs in all stages of business; working with firms in all industry sectors; utilizing the expertise and resources of some of the best universities and colleges in Florida; accessing the resources of national network of more than 5,000 SBDC professionals; and accrediting through the National Association of SBDCs.

State designated as Florida's Principal Provider of Business Assistance, the Florida SBDC Network has more than 35 years of experience helping businesses grow and succeed. Florida SBDCs have assisted hundreds of thousands of potential and existing business owners by providing management advice, training, and information needed to make sound business decisions in a complex and ever-changing marketplace. With partners ranging from institutions of higher learning to federal, state, and local governments to private organizations, and funding from the U.S. Small Business Administration, Florida SBDCs offer this business management and technical assistance through no-cost consulting and low-cost training for entrepreneurs. Services include strategic market research, business and strategic plan development, market and revenue growth strategy development and implementation, capital access and loan packaging, financial analysis and assessment, accounting systems and financial literacy, and feasibility analysis and start-up assistance.

The Florida SBDC would like an opportunity to bring the program to Polk County and to provide this vital service to the Lake Wales area and its citizens by requesting the City Commission to grant a lease for office space at the Lake Wales Municipal Administration Building for a term beginning February 5, 2014 through January 31, 2015 for \$1.00. Hours of operation will be Monday through Friday, 8:00 a.m. to 5:00 p.m. The City will provide telephone, internet, electric, and water utilities for Lessee. The annual \$1.00 will offset this cost. The lease does not include training class space.

## **OTHER OPTIONS**

Do not approve the lease as proposed.

## **FISCAL IMPACT**

The lease will generate \$1.00 in annual revenue that will offset the cost of telephone, internet, electric, and water utilities for Lessee

[End agenda memo]

Commissioner Lutton made a motion to approve the Consent Agenda. Commissioner Wojcik seconded the motion.

By Voice Vote:

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

The motion carried 5-0.

## **OLD BUSINESS**

## **NEW BUSINESS**

## **CITY MANAGER**

### **Agenda Item 8. City Commission Tracking Report:**

City Manager Kenneth Fields said the playground equipment is in progress and is about 30% complete. He will attend the SWFWMD cooperative grants meeting on the Polk Avenue Retention Pond to answer questions and concerns regarding project delays.

### **Agenda Item 9. City Commission Calendar**

Mr. Fields advised the City Commission that the first meeting in April may be rescheduled due to the election and asked that they check their calendars for possible alternative dates.

### **Agenda Item 10. Annual Reporting – Boards, Commissions, and Committees**

Mr. Fields report than the Depot Advisory Commission will present its annual report on February 18, 2014.

## **CITY COMMISSION COMMENTS**

Commissioner Carter expressed concern about the manner in which Nicholas Smith presents his concern about the Hotel project where he is insistent on a certain plan, and wondered what the City should do about. He agreed that something needs to be done but uncertain what. Commissioner Wojcik said that as the City Attorney has said nothing can legally be done and she is uncertain what Mr. Smith's wishes are.

Commission Carter asked about the relatively short meetings as of late, why is there little on the agenda. Kenneth Fields, City Manager, stated that this is just a slow period these past few weeks and things will pick up with the next meeting.

Commissioner Carter commended Chief Velasquez and the Lake Wales Police Department for increased citations of those violating the noise ordinance.

## **CITY MANAGER COMMENTS**

City Manager Kenneth Fields said he and the Mayor met recently with Duke Energy who is planning to implement an energy conservation project in certain areas of the community in the near future and they plan to work with us as they move forward.

Mr. Fields said there might be some clean up revisions needed in the charter as it relates to elections. There are contradictions in the text regarding not having three seats up for election at a time. This will occur next year. There is interest in possibly changing the two-year commission terms back to four years.

Mr. Fields expressed an interest in revising the ethics ordinance to allow for small gifts such as water, or a lunch without a conflict especially as the Mayor and Commission attend so many events in the community. Mr. Fields said that the issue of the Mayor's costs should be addressed as he is expected to attend many paid events in the community which should not come out of his pocket.

Commissioner Lutton asked if changing the charter back to four-year terms required a public vote and if that would be ready for this election. Mr. Fields responded yes, it would have to go before the voters and he would want it on the 2015 ballot.

City Clerk Clara VanBlargan announced that Seat 3, District 122, currently held by Commissioner Carter is up for election. Candidate packets are available and the qualifying period begins at noon on February 10 and ends at noon on February 14.

Mayor Fultz expressed support for a four-year term for City Commissioners because it will allow a Commissioner to see projects and initiatives through to completion. For the Mayor, however, a two-year term is better because it will allow a change by the voters if needed. Mayor Fultz expressed support for higher pay for future mayors to help with the expense of attending various functions.

Commissioner Carter asked if the new charter amendment changing the four-year commission terms to two-year terms created a conflict in the charter. City Attorney Albert C. Galloway, Jr., said he was unfamiliar with the conflict in the charter and would review the matter.

#### **MAYOR COMMENTS**

Airport Authority – Mayor Fultz reported on the Airport Authority meeting on Monday and the heated discussions that took place. The members to the Authority were concerned about lack of communication from the City Commission. He said one of the concerns was the need for additional signage to the Airport and that there were past efforts to get a sign. The Mayor said the sign issue was on the list presented to at the Legislative Delegation Hearing in December 2013 for FDOT to take care of that. Commissioner Lutton reminded everyone that FDOT has its own rules and policies and that this will take time. Commissioner Carter said the City should not need to pay for land if we work with FDOT to get a sign. Mr. Fields said he has several ongoing issues with FDOT and will set up a meeting to include this project to be discussed among others.

Mayor Fultz reviewed other concerns stressed by the Airport Authority. Commissioner Wojcik said all issues and concerns posed by the Airport Authority needed reporting to the City Manager. He in turn will discuss them with the appropriate staff.

Commissioner Carter encouraged the Airport Authority to bring issues or concerns to the City Commission, and to bring proposals to the City Manager for review and to bring before the City Commission addressing all the concerns.

The meeting was adjourned at 6:38 p.m.

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Mayor/Deputy Mayor

ATTEST:

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City Clerk