

The meeting of the Lake Wales City Commission was held on September 16, 2014 in the Commission Chambers at the Municipal Administration Building. The meeting was called to order by Deputy Mayor Lutton 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; Jonathan Thornhill; Betty Wojcik, Deputy Mayor Christopher Lutton

COMMISSIONERS ABSENT: Mayor Eugene Fultz

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. Commendations by Lake Wales Police Department

The Deputy Mayor commended David Frederickson and Walter Lettermen for heroic actions during a traffic accident. A video clip of the incident was shown.

Agenda Item 6. Retirement Recognition – City Manager’s Administrative Assistant Katherine Kinloch, 32 years of Service

Agenda Item 6 was postponed.

COMMUNICATIONS AND PETITIONS

Jack Neal, 435 Central Avenue, expressed concern about the Scenic Hwy. resurfacing project. He said it will hurt his business and others along that highway. Mr. Fields assured Mr. Neal that at least one lane will always be open with the exception of one weekend where the railroad needs to be worked on. Mr. Neal asked if there would be city representatives at the Open House on October 2 at the Library where FDOT will be discussing the project. Mr. Fields said yes.

BUDGET HEARINGS

Agenda Item 7. ORDINANCE 2014-10, Adoption of FY2014-15 Millage Rate – 2nd Reading & Public Hearing ORDINANCE 2014-11, Adoption of FY2014-15 Budget – 2nd Reading & Public Hearing

[Begin Agenda Memo]

SYNOPSIS

The Commissioners will consider adopting a millage rate of 8.3638 mills for Fiscal Year 2014-2015 which is the City's rolled-back rate. The Commissioners will also consider adopting the proposed operating budget.

RECOMMENDATION

After second reading and separate public hearings, it is recommended that the City Commission take the following actions:

1. Adopt Ordinance 2014-10, adopting a millage rate of 8.3638 mills for FY2014-2015;
2. Adopt Ordinance 2014-11, adopting an operating budget for FY2014-2015.

The City Commission approved Ordinance 2014-10 and Ordinance 2014-11 after first reading and public hearing on September 3, 2014. Public notice requirements have been met for second reading and public hearing on both ordinances.

BACKGROUND

In accordance with Florida Statutes and the City Charter, Ordinances 2014-10 and 2014-11 are presented for second reading and public hearing. Ordinance 2014-10 adopts the millage rate for FY14'15, and Ordinance 2014-11 adopts the proposed FY14'15 budget. These ordinances must have separate public hearings and must be voted on individually.

The proposed FY14'15 budget document includes the revenue and expenditure details for the General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, Utility System Fund and Airport Fund.

This budget has been prepared in accordance with Article VI, Section 6.04 of the City Charter which requires that the budget provide a complete financial plan of municipal funds and activities. Estimated current year ending fund balances have been considered and are included in the budget.

PROPERTY TAX

On July 15, 2014, the City Commission adopted an Interim Millage Rate of 8.5866 to give itself some flexibility while working through the FY14'15 budget adoption process. Although it may be lower, the final millage rate adopted by the Commission cannot exceed the Interim Millage Rate. The proposed budget was balanced on the rolled-back millage rate of 8.3638 per \$1,000 of taxable valuation. This rolled-back rate of 8.3638 mills would generate the same amount of revenue with 2014 property values as the current rate (8.5866) generated with 2013 property values.

BUDGETARY CHANGES IN GENERAL FUND "REVENUE SOURCES & TRANSFERS IN" FOR FY14'15 COMPARED TO FY13'14:

General Fund revenues in FY14'15 (\$10,411,429 + 1,020,000 – 167,000 vehicle leases = 11,264,429) are projected to be \$1,138,547 greater than budgeted in FY13'14 (9,535,482 + 828,000 – 237,600 = 10,125,882).

An expected increase of \$1,138,547 is mainly due to the following items:

- Increase in electric utility service tax of \$403,000
- Increase in state revenue sharing from sales tax of \$24,800
- Increase in propane utility service tax of \$15,000
- Increase in franchise fees – electric of \$360,000
- Increase in building permits of \$85,000

- Increase in admin. charges to the Utility System of \$50,055
- Increase in contribution from Utility System of \$192,000

BUDGETARY CHANGES IN GENERAL FUND “OPERATING EXPENDITURES” FOR FY14’15 COMPARED TO FY13’14:

General Fund “operating” expenditures in FY14’15 are projected to be \$10,999,034, which is \$329,279 greater than budgeted in FY13’14 \$10,669,755.

Significant changes in “operating” expenditures include the following items:

- Net increase in personnel costs of \$86,075
- Decrease within the General Fund of general liability insurance of \$137,033
- Increase in contribution to emergency sinking fund of \$100,000
- Increase in economic development of \$25,000, due to an increased contribution to the EDC
- Increase in recreation facilities of \$23,944, mainly due to the contract with the Highlander Bombers (\$12,000) and operating supplies (\$11,944)
- Increase in city manager personnel costs of \$29,713 due to leave payout
- Increase in solid waste contract services of \$13,682
- Increase in transfer to Airport Authority of \$132,881. This is due to a City portion requirement for the approved airfield improvements
- Increase in operating expenditures for the police department of \$14,772

FUND BALANCE

The City’s auditors, for several years, have strongly recommended that the General Fund have an unreserved fund balance equal to 15% to 20% of the total operating costs. The City’s General Fund has realized unreserved fund balances equal to:

<u>Fiscal Year</u>	<u>Unreserved Fund Balance</u>
07’08	17.88%
08’09	24.13%
09’10	29.51%
10’11	21.97%.
11’12	14.94%
12’13	10.15%

In terms of the proposed FY14’15 budget, a General Fund emergency sinking account balance of \$1.65 million to \$2.20 million would be required to remain within the 15% to 20% margins. The City is currently not in the position to remain within the 15% margin which would require an emergency sinking account balance of \$1,649,855 (\$10,999,034 x 15%). The City Manager, Kenneth Fields, recommends \$200,000 for the next seven years, beginning in FY 15’16, be used to rebuild the general fund emergency sinking account. The proposed repayment plan would be in compliance with City Code Section 2-553 for “Shortfall” relating to the emergency sinking account:

<u>Fiscal Year</u>	<u>Emergency Sinking Fund</u>
14'15	600,000
15'16	800,000
16'17	1,000,000
17'18	1,200,000
18'19	1,400,000
19'20	1,600,000
20'21	1,800,000
21'22	2,000,000

Note: Recommend an annual rebuilding of \$200,000 to the Emergency Sinking Fund for the next seven years, beginning in FY 15'16. The reduction in debt service during FY 15'16 will enable the rebuilding of the sinking fund.

SUMMARY OF ALL FUNDS

General Fund	\$11,156,461
Special Revenue Funds	1,972,693
Debt Service Fund	2,288,281
Capital Projects Fund	670,000
Utility System Fund	9,968,132
Airport Fund	3,047,287
TOTAL	29,102,854

The expenditure total of \$29,102,854 is comprised of operating costs in the amount of \$21,004,870 and capital outlay in the amount of \$8,097,984. Transfers in the amount of \$2,138,399 bring total expenditures plus transfers to \$31,241,253.

Capital expenditures include utility system improvements are budgeted as follows:

General Fund	\$330,215
Special Revenue Funds	155,535
Capital Projects Fund	670,000
Utility System Fund	4,020,000
Airport Fund	2,922,234
TOTAL	\$8,097,984

Note: Capital expenditures proposed for FY14'15 are itemized in "Schedule C" within the budget document.

BUDGET HIGHLIGHTS

A summary of the important aspects of the proposed FY14'15 budget document is provided as follows:

1. A 1% Cost of Living Adjustment (COLA) is budgeted for employees this year (\$70,411 General Fund, \$5,617 Library, and \$15,091 Utility System = \$91,118).
2. One employee position has been eliminated through attrition. In FY14'15 total personnel includes 171.00 positions compared to 172.00 during FY13'14
3. Ordinance 2007-07 adopted by the City Commission on September 18, 2007 authorized annual increases in city user fees based on June's annual CPI or 2.5%, whichever is greater. The change in the CPI measured from June 2013 to June 2014 was 2.1%, and all user fees (i.e, water and sewer, solid waste collection, facility rental, development fees, etc.) will be increased by 2.5% on October 1, 2014.

	WATER CHARGES					SEWER CHARGES		
	base charge	rate per 1,000 gallons				base charge	rate per 1,000 gallons	
		0-5,000	5,001 - 10,000	10,001 - 25,000	over 25,000		0 -5,000	5,001 - 15,000
Current	5.95	2.35	3.18	4.94	8.13	21.12	2.77	4.86
10/1/14	6.10	2.41	3.26	5.06	8.33	21.65	2.84	4.98

For inside-city residential customers using an average of 8,000 gallons per month, water charges will increase from \$27.24 to \$27.93, and sewer charges will increase from \$49.55 to \$50.79; the combined bill for water and sewer will increase from \$76.79 to \$78.72.

CONCLUSION

By necessity, the proposed FY14'15 Budget responds to prolonged reductions of ad valorem proceeds and other General Fund revenues for the last several years. No functional area in the organization has been untouched by cut-backs over the last several years. Most departments have reached the lower limit in operating cuts and can make no additional reductions without seriously compromising the quality of service to the public. Strengthening the organization at its current size and improving the ability of our employees to provide a high level of service to the community with limited resources will continue to be a primary focus during FY14'15.

There is no question that our financial resources will be severely strained for the next few years as we continue to deal with the fiscal impact of the problems in the housing market, a recovering economy in general, rebuilding the emergency reserves, and working towards economic growth within our City.

However, beginning in FY 2015'16, the General Fund will realize a significant reduction in annual debt service payments as several long outstanding debt issuances (Series 2003 and 2009) are finally nearing completion. The City will realize an increase in "available cash flow" for operational and capital purposes of \$222,730 in FY 2015'16. Annual cash flow increases due to reduction in debt service and economic growth within our community will provide an opportunity for some or all of the following 1) repayment to the general fund emergency sinking account of \$200,000 for next seven years, 2) funding of recurring operating expenditures, 3) a capital reserve replacement fund, 4) funding for capital items which require

immediate replacement, 5) funding available for economic growth opportunities and 6) a possible reduction in the millage rate.

[End Agenda Memo]

City Clerk Clara VanBlargan read **ORDINANCE 2014-10** by title only.

AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA FOR FISCAL YEAR 2014-15; PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Wojcik asked if this budget allows the City to do things as planned. Kenneth Fields, City Manager, said yes and reviewed the highlights of the budget.

OPENED PUBLIC HEARING

There were no comments made by the public.

CLOSED PUBLIC HEARING

Commissioner Thornhill made a motion to adopt **ORDINANCE 2014-10**, after second reading and public hearing, adopting a millage rate of 8.3638 mills for FY 2014-15. Commissioner Howell seconded the motion.

By Roll Call Vote:

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

The motion carried 4-0; 6:14 p.m.

City Clerk Clara VanBlargan read **ORDINANCE 2014-11** by title only.

AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, RATIFYING, APPROVING, ACCEPTING AND ADOPTING THE ESTIMATES OF EXPENDITURES FOR THE OPERATION OF THE SEVERAL DEPARTMENTS OF SAID CITY, AND ALL NECESSARY AND ORDINARY EXPENSES OF SAID CITY FOR THE 2014-15 FISCAL YEAR, APPROPRIATING ALL FUNDS TO BE RAISED AND COLLECTED FROM ALL SOURCES SET FORTH IN THE ESTIMATE OF REVENUES & BALANCES FOR SAID FISCAL YEAR, AND THE REPEALING OF ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING FOR AN EFFECTIVE DATE.

Kenneth Fields, City Manager, reviewed the budget and highlighted significant changes.

OPENED PUBLIC HEARING

There were no comments made by the public.

CLOSED PUBLIC HEARING

Commissioner Thornhill made a motion to adopt **ORDINANCE 2014-11**, after second reading and public hearing, adoption of FY2014-15 Budget. Commissioner Howell seconded the motion.

By Roll Call Vote:

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

The motion carried 4-0; 6:18 p.m.

Agenda Item 8. Ordinance 2014-12, Five-Year Capital Improvement Plan FY2014/15 – FY2018/19 – 2nd Reading & Public Hearing

[Begin Agenda Memo]

SYNOPSIS

The Commission will consider adopting the Five-Year Capital Improvement Plan for fiscal years 2014/15 through 2018/19.

RECOMMENDATION

It is recommended that the City Commission adopt after second reading and public hearing Ordinance 2014-12, adopting the Five-Year Capital Improvement Plan for fiscal years 2014/15 through 2018/19.

The City Commission approved Ordinance 2014-12 after first reading on September 3, 2014. The public notice requirement has been met for second reading and public hearing.

BACKGROUND

In accordance with section 6.05 of the City Charter, Ordinance 2014-12 adopts the proposed 5-year Capital Improvement Plan (CIP) for the period FY2014/15 through FY2018/19. Capital improvements and capital acquisitions proposed for Year 1 of the 5-Year plan are incorporated into the FY14'15 operating budget, as are appropriation of funding sources necessary to implement Year 1 of the plan.

The 5-Year CIP document includes all capital facility and infrastructure improvements which staff believes should be undertaken during the next five years and supporting information to explain the necessity for the improvements. In addition, the CIP includes all capital equipment proposed for acquisition during this period. Cost estimates, method of funding and time schedule for the proposed improvements and equipment acquisitions are identified in the document.

The proposed 5-Year CIP totals \$48,145,748 and includes \$250,000 in land acquisition, \$2,989,215 in building improvements/acquisitions, \$33,754,912 in infrastructure and recreation improvements, \$3,795,099 in equipment acquisition, and \$7,356,522 in other capital outlay. Schedule "C", within the 5-year CIP, provides a detail listing of each asset type.

Improvements and equipment needs for the next 5 years were submitted by department heads with a justification of necessity and a recommended time schedule for completion or acquisition. These requests were prioritized by the City Manager in view of the available funding resources and urgency of need.

FISCAL IMPACT

Funding of the CIP will be accomplished through utilization of existing cash surpluses and current year operating revenues, future grants, private contributions, leases/debt service issuances, and impact fees. Growth related improvements will be funded by impact fees.

Costs of all capital improvements and equipment acquisitions are distributed over 5 years as follows:

Year 1 - FY2014/15	8,097,984
Year 2 - FY2015/16	14,381,164
Year 3 - FY2016/17	10,812,600
Year 4 - FY2017/18	5,278,100
Year 5 - FY2018/19	9,575,900
5 Year Total	48,145,748

All items scheduled for Year 1 are included in the proposed FY14'15 operating budget presented to the City Commission for consideration.

[End Agenda Memo]

City Clerk Clara VanBlargan read **ORDINANCE 2014-12** by title only.

AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, RATIFYING, APPROVING, ACCEPTING AND ADOPTING A 5-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2014/15 THROUGH 2018/19; REPEALING ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE AND PROVIDING FOR AN EFFECTIVE DATE.

OPENED PUBLIC HEARING

There were no comments made by the public.

CLOSED PUBLIC HEARING

Deputy Mayor Lutton made a motion to adopt **ORDINANCE 2014-12**, Five-Year Capital Improvement Plan FY2014/15 – FY2018/19 after second reading and public hearing. Commissioner Howell seconded the motion.

By Roll Call Vote:

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

The motion carried 4-0.

CONSENT AGENDA

Agenda Item 9. APPROVAL OF MINUTES: September 3, 2014, Regular Meeting

Agenda Item 10. Addendums #1 to Contract with Andy Easton & Associates

[Begin Agenda Memo]

SYNOPSIS

Staff is seeking approval of addendums #1 & #2 to the current contract with Andy Easton & Associates for CDBG Grant Administration Services. Addendum #1 authorizes Mr. Easton to write the CDBG grant application for Phase 2 of the C Street Sewer Project. Addendum #2 modifies the current contract to include the contact information for the current City Manager.

RECOMMENDATION

Staff recommends approval of Addendums #1 and #2 to the current contract with Andy Easton and Associates.

BACKGROUND

In January 2012, the City Commission approved a contract with Andy Easton and Associates for Grant Administration Services of the CDBG grant for the first phase of the C Street Sewer Project. The cost of his contract, \$44,000, is covered by the CDBG grant.

The City is interested in submitting an application for Phase 2 of the C Street Project. Addendum #1 authorizes Mr. Easton to prepare the grant application on behalf of the City. Addendum #2 updates the City Manager contact information.

OTHER OPTIONS

Prepare the grant application ourselves or contract with another source.

FISCAL IMPACT

None.

[End Agenda Memo]

Agenda Item 11. Award of Bid for Medical, Dental and Vision Insurance Coverage

[Begin Agenda Memo]

SYNOPSIS

The City Commission will consider awarding the bid for health insurance to United Healthcare, dental insurance to Renaissance, and vision insurance to Advantica Eye Care.

RECOMMENDATION

Staff recommends that the City Commission take the following action:

1. Award the Bid for Health Insurance to United Healthcare (City pays 100% for employee)
2. Dental Insurance to Renaissance (employee paid)
3. Vision insurance to Advantica Eye Care (employee paid)
4. Authorize the City Manager to execute all applicable contract documents.

BACKGROUND

In an effort to control insurance costs and continue to offer City employee's competitive insurance benefits, the City posted a Request for Proposal for Health, Dental and Vision Insurance coverage's. Health insurance premiums have been rapidly increasing over the last few years. Factors fueling these increases include more hospital admissions, higher charges for hospital care, an aging workforce, an

increase in the use of prescription drugs, an increase in the number of claims, as well as an increase in expensive claims. In spite of the health insurance market, we have been able to hold the rate at last year's premium for FY 14'15 with improved benefits.

We will continue to be proactive and take measures to contain costs while providing employee medical insurance. In this regard, efforts to assist will include the continuance of the employee wellness program, on-site biometric screening and health risk assessment; with the possibility of looking at high deductible plans with buy-up options. However, this type of change will need to be negotiated with both unions prior to implementation.

In accordance with Section 2-417: Procurement of Commodities or Contractual Services of the City Code of Ordinances, and Section 112.08 Florida Statutes, Staff solicited written proposals from insurance companies. Notices were mailed to insurance providers, posted in local newspapers, on the City's Web-site, on notice boards at the administration building and on Demand Star.

The bid opening was held on Wednesday, August 20, 2014 at 2:00 p.m. in the Commission Chambers. We received three bids in response to our request for proposals. Bids included levels of insurance coverage, i.e. amount of deductibles, associated out of pocket expenses, physician co-payments, etc. Both Blue Cross & Blue Shield and Florida League of Cities declined to bid on health insurance coverage. We evaluated the proposals received based on health, dental and vision benefits providing the most economical cost to the City and its employees.

The results of the health insurance bids tabulated are as follows:

Medical Insurance

Company	Funding	Bid Amount
United Healthcare	Fully Funded	\$1,257,265.20
Public Risk Management	Fully Funded	\$1,295,527.00
Cigna	Fully Funded	\$1,378,014.48

Employees will continue to pay 100% of the premium for dental and vision coverage. The monthly proposed employee rate for medical insurance is \$523.87 and the family rate is \$523.88. This represents no increase in premiums.

LOW DENTAL INSURANCE BIDS

Note: Even though United Healthcare's overall cost is lower, their employee/child(ren) and employee/spouse rates are higher. Renaissance is the current carrier with the best network.

Company	Bid Amount
Renaissance	\$21,612
United Healthcare	\$20,511
Public Risk Management	\$39,674

HIGH DENTAL INSURANCE BIDS

Note: Even though United Healthcare's overall cost is lower, their employee/child(ren) and employee/spouse rates are higher. Renaissance is the current carrier with the best network.

Company	Bid Amount
Renaissance	\$44,512
United Healthcare	\$43,543
Public Risk Management	\$54,369

VISION INSURANCE BIDS

Company	Bid Amount
Advantica	\$13,155
AVMED	\$14,411
United Healthcare	\$14,465

FISCAL IMPACT

Awarding the bid to United Healthcare will result in no additional cost to the City compared to the adopted 13'14 budget. The costs for City paid medical insurance premiums are in FY 14'15 proposed budget.

OTHER OPTIONS

Don't approve any of the recommendations.

[End Agenda Memo]

Agenda Item 12. Property & Casualty Insurance and Risk Management Services

SYNOPSIS

The Commission will consider awarding the bid for Property & Casualty Insurance and Risk Management Services to the Florida League of Cities/(FMIT)

RECOMMENDATION

Following a thorough analysis of all available information, including current market conditions, financial statements, and interviews with agency representatives and consultants in the market, Staff recommend that the City Commission take the following action:

1. Award the Bid for the Property & Casualty Insurance Program and Risk Management Services to the Florida League of Cities/(FMIT) Florida Municipal Insurance Trust.
2. Authorize the City Manager to execute all applicable contract documents.

BACKGROUND

In accordance with Section 2-417: Procurement of Commodities or Contractual Services of the City Code of Ordinances, staff solicited written proposals from insurance companies to provide coverage for general liability, automobile, property, public official's errors & omissions/employment practices liability, airport, workers' compensation and other coverage's. In addition, notices were mailed to insurance providers, posted in local newspapers, on notice boards at the administration building and Demandstar.

The Bid opening was held on August 18, 2014 at 2:00 pm in the City Commission Chambers. We received three bids in response to the request for proposal. Currently, property and casualty insurance is contracted with Public Risk Management. The contract is effective from October 1, 2013 through September 30, 2014. The results of the bids tabulated are as follows:

Company	Location	Bid Amount
Florida League of Cities/FMIT	Orlando, FL	\$469,030
ISU Jallad/PGIT	Winter Park, FL	\$657,668
Public Risk Management	Fort Myers, FL	\$894,904

FMIT is the insurance trust administered by the Florida League of Cities has been in existence for 35 years. The trust is governed by elected officials, and is a non-assessable, non-profit, tax-exempt risk sharing pool. In addition to insurance coverage, FMIT (Florida Municipal Insurance Trust) offers the following services:

Return of Premium – For the past 7 years, FMIT has issued return of premium checks to property insurance customers in the aggregate amount of \$59,000,000.

Terrorism Coverage – The FMIT program includes property coverage for Terrorism in the amount of \$5,000,000 without any additional premium charge.

Asset Tracking Software – This proprietary software will allow the City to properly list and prioritize assets prior to a loss. We will be able to manage assets online and track them more efficiently. This data is linked directly with FMIT, and is updated monthly.

TurnKey Recovery Program – This program allows the City to pre-certify local vendors and have them paid directly by FMIT. This will speed the recovery process and improve cash flow for the City. Additionally, the program eases reporting and accounting of FEMA claims.

Arson Reward – FMIT will offer a \$5,000 reward to assist the City in the arrest and conviction for an arson incident to covered property.

Bert Harris/Inverse Condemnation – FMIT offers \$300,000 of coverage (including defense and/or damages, inverse condemnation and Bert Harris Act claims). This is coverage we did not have with PRM (Public Risk Management).

HR Helpline – Full online suite of HR support coupled with live support from a Florida based HR legal team at no cost to the city.

Safety Grants – The city will be eligible for up to \$6,000 per year in matching safety grants from FMIT.

Online Training – FMIT offers customized online training for staff to reduce travel costs and improve safety.

Special Investigations Unit – FMIT provides an SIU unit that has been recognized by the Governor for its effectiveness in reducing fraud and saving members \$6.6 million.

Fraud Reward – FMIT offers a \$5,000 reward for information leading to the arrest and conviction in fraudulent claims activity.

Risk Control Safety Training Programs – Education sessions are held in Orlando as requested by groups of members.

FISCAL IMPACT

Awarding the bid to Florida League of Cities/(FMIT) will result in a 51% reduction in cost to the City compared to the adopted 13'14 budget. The premiums for the property and casualty insurance program are included in the FY 14'15 proposed budget.

[End Agenda Memo]

Agenda Item 13. Veterans' Day Parade

[Begin Agenda Memo]

SYNOPSIS

Approval of the Special Event Permit Application allows the 2014 Veterans' Day Parade to be held on November 11, 2014 and the temporary closing of several streets in conjunction with that event in the downtown area.

RECOMMENDATION

The recommendation is for the City Commission to take the following action:

- Approve the Special Event Permit application from the American Legion Memorial Post 71 to hold the Veterans' Day parade on November 11, 2014.
- Approve the request for the temporary closing of several streets in the downtown area on November 11, 2014 between the hours of 1:00 p.m. and 3:00 p.m. Line up begins at 1:00 p.m. with the parade kicking off at 1:45 p.m. The streets to be closed area as follows; Dr. Martin Luther King Jr. Blvd from Bullard Avenue to Central Avenue, Central Avenue to First Street, First Street to Stuart Avenue, Stuart Avenue to Scenic Highway (SR17), Scenic Highway between Stuart Avenue and Park Avenue, Park Avenue to Wetmore
- Approve the temporary closing of the Marketplace for a few vendors and allow several vendors to be along the parade route

BACKGROUND

Ira Anderson, Commander of the American Legion Memorial Post 71 submitted a special event permit application to hold a Veterans' Day parade on November 11, 2014 between the hours of 1:00 p.m. and 3:00 p.m. to honor all veterans past and present. This application includes a request for the temporary closing of several streets and the Marketplace for several vendors to set up. They are requesting permission to allow vendors to be along the parade route. Line up for the parade will begin at 1:00 p.m. on Dr. Martin Luther King Jr. Boulevard on the east side of the City Administration Building. The parade will start at approximately 1:45 p.m. and the route will involve the following streets:

- Central Avenue from Dr. Martin Luther King Jr. Boulevard to First Street
- First Street to Stuart Avenue
- Stuart Avenue to Scenic Highway (SR17)
- Scenic to Park Avenue
- Park Avenue to First Street crossing over First Street to the American Legion Memorial Post 71 located at 43 West Park Avenue

RESPONSIBILITIES

- Lake Wales Police Department will provide vehicular and pedestrian control
- Streets Department is coordinating the street closings
- The sponsor will be responsible for providing sanitary facilities and taking care of all trash clean up along the parade route and in the Marketplace where vendors are set up.
- Liability insurance will be provided as required.

OTHER OPTIONS

Do not approve the special event permit application for the Veterans' Day parade and the request for the temporary street closings.

FISCAL IMPACT

The total \$690.00 in-kind service cost for this event is budgeted in the FY14/15 budget. The sponsor is responsible for 25% of that cost which is \$172.50.

[End Agenda Memo]

Agenda Item 14. Lake Wales YMCA Turkey Trot 5K

[Begin Agenda Memo]

SYNOPSIS

The approval of the special event permit application allows the Lake Wales YMCA to hold its 2nd Annual "Turkey Trot 5K" on Thanksgiving Day, November 27, 2014; and allow for the temporary closing of a portion of the Marketplace downtown and several city intersections.

RECOMMENDATION

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

1. Approve the special event permit application from the Lake Wales YMCA to hold the second annual "Turkey Trot 5K" on Thanksgiving Day, November 27, 2014 between the hours of 8:00 a.m. and 9:00 a.m.
2. Approve the temporary closing of a portion of the Marketplace on Park Avenue for staging of the event between 7:00 a.m. and 8:00 a.m. and for the closing ceremonies beginning at 9:00 a.m. to approximately 10:00 a.m.
3. Approve the temporary closing of several intersections along the route as the runners approach, the temporary closing of a city street and the route as follows:
 - Park Avenue from First Street to Scenic Highway
 - Scenic Highway to Cypress Gardens Lane
 - Cypress Gardens Lane to Crystal Avenue to North Third Street
 - Third Street at Crystal Avenue to Park Avenue and east to lakeshore Blvd. crossing Lakeshore to Lake Wailes Park
 - Following the bike path (Lake Wailes Trail) to 8th Street crossing over to lakeshore Blvd. and following Lakeshore to Polk Avenue
 - Polk Avenue to 5th Street
 - 5th Street to Johnson Avenue to 4th Street
 - 4th Street to Central Avenue to Third Street
 - Stuart Avenue to First Street; and
 - Back to the Marketplace on Park Avenue where the 5K ends

BACKGROUND

Mr. Clark Heter, CEO of the Lake Wales YMCA submitted a special event permit application to hold the second annual "Turkey Trot 5K" on Thanksgiving Day, November 27, 2014 between the hours of 8:00 a.m. and 9:00 a.m. This event is being held all over the country in different cities as an annual event and the YMCA feels this would be an exciting event as well to hold annually in Lake Wales.

The special event permit application includes a request for the temporary closing of a portion of the Marketplace on Park Avenue to allow for the staging of the event which will begin at 7:00 a.m. to 8:00 a.m. with the 5K beginning at 8:00 a.m. At the conclusion of the event there will be a closing ceremony in

the Marketplace at 9:00 a.m. to approximately 10:00 a.m. The YMCA requested the temporary closing of several intersections along the route for the protection of the runners as they approach and the temporary closing of Lakeshore Blvd. from 8th Street to Polk Avenue. The route and streets involved will include the following:

- Park Avenue from First Street to Scenic Highway
- Scenic Highway to Cypress Gardens Lane
- Cypress Gardens Lane to Crystal Avenue to North Third Street
- Third Street at Crystal Avenue to Park Avenue and east to lakeshore Blvd. crossing Lakeshore to Lake Wailes Park
- Following the bike path (Lake Wailes Trail) to 8th Street crossing over to lakeshore Blvd. and following Lakeshore to Polk Avenue
- Polk Avenue to 5th Street
- 5th Street to Johnson Avenue to 4th Street
- 4th Street to Central Avenue to Third Street and then to Stuart Avenue
- Stuart Avenue to First Street; and
- Back to the Marketplace on Park Avenue where the 5K ends

City departments have reviewed the permit application and approved the event. There is no cost to the City for in-kind services. The Lake Wales Police Department will use off-duty officers to be positioned on the route at intersections where runners will cross. Lake Wales Police Department VOICE and cadets will be assisting with this event. The sponsor will be responsible for all costs associated with this event and providing sanitary facilities and clean up services along the route and at the Marketplace. Certificate of Liability Insurance will be provided as required.

OTHER OPTION

Do not approve this special event permit application or the temporary intersection closings

FISCAL IMPACT

There will be no cost to the City for in-kind services associated with this event. The sponsor will pay 100% of the cost for off-duty officers and provide all clean up services.

[End Agenda Memo]

Agenda Item 15. House of Prayer October Fest

[Begin Agenda Memo]

SYNOPSIS

The approval of the special event permit application allows the Lake Wales YMCA to hold its 2nd Annual "Turkey Trot 5K" on Thanksgiving Day, November 27, 2014; and allow for the temporary closing of a portion of the Marketplace downtown and several city intersections.

RECOMMENDATION

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

4. Approve the special event permit application from the Lake Wales YMCA to hold the second annual "Turkey Trot 5K" on Thanksgiving Day, November 27, 2014 between the hours of 8:00 a.m. and 9:00 a.m.

5. Approve the temporary closing of a portion of the Marketplace on Park Avenue for staging of the event between 7:00 a.m. and 8:00 a.m. and for the closing ceremonies beginning at 9:00 a.m. to approximately 10:00 a.m.
6. Approve the temporary closing of several intersections along the route as the runners approach, the temporary closing of a city street and the route as follows:
 - Park Avenue from First Street to Scenic Highway
 - Scenic Highway to Cypress Gardens Lane
 - Cypress Gardens Lane to Crystal Avenue to North Third Street
 - Third Street at Crystal Avenue to Park Avenue and east to lakeshore Blvd. crossing Lakeshore to Lake Wailes Park
 - Following the bike path (Lake Wailes Trail) to 8th Street crossing over to lakeshore Blvd. and following Lakeshore to Polk Avenue
 - Polk Avenue to 5th Street
 - 5th Street to Johnson Avenue to 4th Street
 - 4th Street to Central Avenue to Third Street
 - Stuart Avenue to First Street; and
 - Back to the Marketplace on Park Avenue where the 5K ends

BACKGROUND

Mr. Clark Heter, CEO of the Lake Wales YMCA submitted a special event permit application to hold the second annual "Turkey Trot 5K" on Thanksgiving Day, November 27, 2014 between the hours of 8:00 a.m. and 9:00 a.m. This event is being held all over the country in different cities as an annual event and the YMCA feels this would be an exciting event as well to hold annually in Lake Wales.

The special event permit application includes a request for the temporary closing of a portion of the Marketplace on Park Avenue to allow for the staging of the event which will begin at 7:00 a.m. to 8:00 a.m. with the 5K beginning at 8:00 a.m. At the conclusion of the event there will be a closing ceremony in the Marketplace at 9:00 a.m. to approximately 10:00 a.m. The YMCA requested the temporary closing of several intersections along the route for the protection of the runners as they approach and the temporary closing of Lakeshore Blvd. from 8th Street to Polk Avenue. The route and streets involved will include the following:

- Park Avenue from First Street to Scenic Highway
- Scenic Highway to Cypress Gardens Lane
- Cypress Gardens Lane to Crystal Avenue to North Third Street
- Third Street at Crystal Avenue to Park Avenue and east to lakeshore Blvd. crossing Lakeshore to Lake Wailes Park
- Following the bike path (Lake Wailes Trail) to 8th Street crossing over to lakeshore Blvd. and following Lakeshore to Polk Avenue
- Polk Avenue to 5th Street
- 5th Street to Johnson Avenue to 4th Street
- 4th Street to Central Avenue to Third Street and then to Stuart Avenue
- Stuart Avenue to First Street; and
- Back to the Marketplace on Park Avenue where the 5K ends

City departments have reviewed the permit application and approved the event. There is no cost to the City for in-kind services. The Lake Wales Police Department will use off-duty officers to be positioned on the route at intersections where runners will cross. Lake Wales Police Department VOICE and cadets will be assisting with this event. The sponsor will be responsible for all costs associated with this event and providing sanitary facilities and clean up services along the route and at the Marketplace. Certificate of Liability Insurance will be provided as required.

OTHER OPTION

Do not approve this special event permit application or the temporary intersection closings

FISCAL IMPACT

There will be no cost to the City for in-kind services associated with this event. The sponsor will pay 100% of the cost for off-duty officers and provide all clean up services.

[End Agenda Memo]

Agenda Item 16. 39th Annual Pioneer Days Celebration

[Begin Agenda Memo]

SYNOPSIS

Approval of this request will allow the Pioneer Days Celebration to take place on October 23, 2014 to October 26, 2014 in Lake Wailes Park, allow vendors to set up RV's in the park, and allow for the temporary street closings for the Antique Car Parade.

RECOMMENDATION

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

1. Approve the special event permit application for the 39th Annual Pioneer Days Celebration, which includes the Lake Wailes Revival, to be held October 23, 2014 to October 26, 2014
2. Approve the temporary road closing as specified in this memorandum for the Antique Car Parade on October 25, 2014 from 11:00 a.m. to 1:30 p.m.
3. Approve the request for RV's and tents to be set up by vendors in Lake Wailes Park throughout the three-day event subject to the conditions specified by staff.

BACKGROUND

The City of Lake Wales submitted a Special Event Permit Application for the 39th Annual Pioneer Days celebration to be held from October 23, 2014 through October 26, 2014 at Lake Wailes Park. Pioneer Days includes a variety of vendors, demonstrators, attractions and entertainers.

As part of Pioneer Days the annual Lake Wales Revival will take place beginning Thursday, October 23, 2014 and continue through Sunday, October 26, 2014 in Lake Wailes Park. The main tent will be set up on Wednesday and the sponsor will start setting up on Thursday, October 23, 2014 at approximately noon. The event time for each day is from 7:00 p.m. to 9:00 p.m. with clean up and securing of equipment each night between 9:00 p.m. and 10:00 p.m.

This application also includes a request for vendors to set up RV's and tents in Lake Wailes Park throughout the three-day event. Vendors would like to stay on site for security reasons and protection of their property. Per Sec. 18-82 q. of the Lake Wales Code, camping is prohibited in a City park unless specifically authorized by special permit. Staff recommends that approval specify the following conditions:

- The RV's will arrive no earlier than 8 a.m. Thursday, October 23, 2014 and must depart no later than 9 p.m. on Sunday, October 26, 2014 allowing ample time for take down and clean up.
- The RV's, vehicles, and tents will be set up in areas as designated by the City.
- No parking of vehicles will be allowed off pavement except in areas approved and designated by

the City.

- No vehicles shall be parked or driven within 15 feet of the trunk of any trees within the park. Event personnel will install tape or temporary fencing to protect the trees.
- No vehicles shall drive or park on the bike path or cross the bike path.
- Vendors approved to set up inside the "horseshoe drive" across from the basketball courts, shall maintain a 15-foot distance from tree trunks.

The event will also include the Antique Car Parade on Saturday, October 25, 2014 from 11:00 a.m. to 1:30 p.m. and requires approval of the temporary closing of several streets. The requested temporary street closings will involve the following:

- Seminole Avenue from Scenic Highway west to First Street
- South on First Street from Seminole Avenue to Stuart Avenue
- East on Stuart Avenue to Third Street
- Third Street to Central Avenue
- Central Avenue to Lake Shore Blvd.
- Follow Lakeshore Blvd. to the entrance drive at Lake Wailes Park
- Travel on the "Horseshoe Drive" in the park until reaching Lakeshore Blvd.
- Cross Lakeshore Blvd. to N 5th Street and end at Crystal Lake Park.

On Friday, October 24, 2014, vendors and participants will be setting up in Lake Wailes Park beginning at 10:00 a.m. The main event will commence on Saturday, October 25, 2014, with the Pioneer Hour at 10:00 a.m. and will continue throughout the day with events and activities until 5:00 p.m. Sunday's activities will begin at 11:00 a.m. and will wrap up at 4:00 p.m.

OTHER OPTIONS

Do not approve the Special Event Permit Application for the Pioneer Days Celebration, Lake Wales Revival or the request for the road closures.

FISCAL IMPACT

In-Kind services for this event provided by the City will be approximately \$3,545.00.

[End Agenda Memo]

Agenda Item 17. Acceptance of Grant of Tourist Development Council funds for Pioneer Days

[Begin Agenda Memo]

SYNOPSIS

A Grant Agreement with Polk County Sports Marketing to accept a grant of \$581 for Pioneer Days Advertising. This grant requires a match of \$581.

RECOMMENDATION

Staff recommends approval of the Grant Agreement with Polk County Sports Marketing to accept \$581 in grant funds to help promote Pioneer Days.

BACKGROUND

For many years the Historic Lake Wales Society, Inc. (HLWS) has applied for and received funds from the Tourist Development Council to help promote Pioneer Days. As the HLWS was unsure as to whether or not they could sponsor Pioneer Days this year, the application was submitted by the City of Lake Wales this year.

OTHER OPTIONS

Do not approve the agreement.

FISCAL IMPACT

A match of \$581 is required.

[End Agenda Memo]

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

By Voice Vote:

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

The motion carried 4-0.

OLD BUSINESS

NEW BUSINESS

Agenda Item 18. Ordinance 2014-14, Increasing the Mayor's Annual Salary – 1st Reading

[Begin Agenda Memo]

SYNOPSIS

The City Commission will consider an increase in the Mayor's salary to compensate for additional duties and responsibilities required by the Lake Wales City Charter.

RECOMMENDATION

The recommendation is for the City Commission to approve Ordinance 2014-14, after first reading.

BACKGROUND

In accordance with the City Charter, Section 3-04, the Commission may determine the annual salary of commission members by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of the commission member(s) elected at the next regular election, provided that such election follows the adoption of such ordinance by at least six (6) months.

The City's Charter, Section 3-06, imposes additional duties and responsibilities on the Mayor, and because the Mayor spends a great majority of his time complying, it is now necessary for the City Commission to consider increasing the annual salary of the Mayor to no less than fifty percent greater

than the salary of the commissioners. If approved, the effective date of the salary increase is April 7, 2015.

The adoption of Ordinance 2014-14 will allow for a percentage increase in the Mayor's annual salary.

OPTIONS

The Commission could choose not to consider approval of Ordinance 2014-14 after first reading.

FISCAL IMPACT

The fiscal impact of Ordinance 2014-14 is codification, which is provided for in the FY'2014-2015 budget.

[End Agenda Memo]

City Clerk Clara VanBlargan read **ORDINANCE 2014-14** by title only.

AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, ADJUSTING THE MAYOR'S ANNUAL SALARY; PROVIDING FOR AN EFFECTIVE DATE.

OPENED PUBLIC COMMENT

There were no comments made by the public.

CLOSED PUBLIC COMMENT

Commissioner Howell made a motion to approve **ORDINANCE 2014-14** with the following revision:

Change the sentence:

"Effective April 7, 2015, to compensate for the mayor's additional duties and responsibilities, the mayor's annual salary shall be no less than fifty percent greater than the salary of the commissioners" to

"Effective April 7, 2015, to compensate for the mayor's additional duties and responsibilities, the mayor's annual salary shall be fifty percent greater than the salary of the commissioners"

By Roll Call Vote:

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

The motion carried 4-0.

Agenda Item 19. Write-off Uncollectible Receivable Accounts

[Begin Agenda Memo]

SYNOPSIS

The City Commission is asked to authorize the write-off of uncollectible accounts receivables totaling \$40,398.66 for utility and solid waste services.

RECOMMENDATION

It is recommended that City Commission authorize the Finance Director to write-off a total of \$40,398.66 in 297 uncollectible accounts receivables for utility and solid waste services for the period of 10/01/12 through 9/30/13.

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, 2013 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 five years have resulted in the recovery of prior bad debt balances equivalent to 18% of the total amount classified as bad debt (\$44,187.93 recoverable amount / \$245,521 amount classified as bad debt = 18%).

FISCAL IMPACT

Accounts receivables will be reduced by \$40,398.66 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 Agenda Memo]

Dorothy Ecklund, Finance Director, reviewed Agenda Item #19 and noted that the write-off amount is less than last year.

OPENED PUBLIC COMMENT

No comments from the public.

CLOSED PUBLIC HEARING

Commissioner Thornhill made a motion to authorize the write-off of uncollectible accounts receivables totaling \$40,398.66 for utility and solid waste services. Commissioner Howell seconded the motion.

By Voice Vote:

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

The motion carried 4-0.

Agenda Item 20. City Funding for the Historic Lake Wales Society, Inc.

[Begin Agenda Memo]

SYNOPSIS

The City of Lake Wales will provide temporary financial support to the Historic Lake Wales Society, Inc. while it develops a long term business plan.

RECOMMENDATION

It is recommended that the City Commission approve the proposed letter agreement between the City of Lake Wales and the Historic Lake Wales Society for the provision of Six Thousand dollars (\$6,000.00) of temporary financial support for a ninety day period.

BACKGROUND

The Historic Lake Wales Society is a private, non-profit entity that currently operates the City's Depot Museum and organizes the annual Pioneer Days festival. Its Director is Mimi Reid Hardman. Over the years the Society and Ms. Hardman have made significant contributions to the City by acquiring and preserving historic structures and objects related to the City's history. In the past few years, as the Society's financial situation has deteriorated, it transferred ownership of its historic structures and some of its objects to the city, who assumed responsibility for major maintenance items and matters such as property insurance and security. Operation of the Depot Museum, which houses the Society's historic objects, has remained a Society responsibility and it collects and retains any revenue the Museum generates.

At this time, the Society has indicated that it no longer has the financial resources to continue operation of the Museum or the ability to be the organizer of the Pioneer Days festival and has requested the city provide direct financial support of the Society while it organizes a task force to develop a long term business plan to address its future needs. The Society has indicated it has no other prospects for long term financial viability. It is believed this task force can develop a plan for building the Society's resources through more resident involvement and broader community outreach to assure the continuation of the Society's services. The current Executive Director of the Society will be available to consult with the task force but will not be a member of it.

The Historic Lake Wales Society's contributions are many and greatly appreciated by the City of Lake Wales and its citizens and its efforts to modernize its approach and broaden its base of support should be applauded.

OTHER OPTIONS

Not provide operating funds to the Historic Lake Wales Society from the City and allow the Depot Museum to cease operation.

[End Agenda Memo]

OPENED PUBLIC COMMENT

No comments from the public.

CLOSED PUBLIC HEARING

Commissioner Thornhill made a motion approve the proposed letter agreement between the City of Lake Wales and the Historic Lake Wales Society for the provision of Six Thousand dollars (\$6,000.00) of temporary financial support for a ninety day period. Commissioner Howell seconded the motion.

By Roll Call Vote:

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

The motion carried 4-0.

Agenda Item 21. Appointment – Police Officers' Retirement Board

[Begin Agenda Memo]

SYNOPSIS

Appointments 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 appointment as deemed appropriate.

BACKGROUND

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

Police Officers' Retirement Board (City Code Sec. 16-233) – The board consists of five (5) trustees. Two (2) members must be legal residents of the City and two (2) members must be full-time police officers' employed by the Lake Wales Police Department. Resident members are appointed by the Mayor with the advice and consent of the City Commission; police officer members are elected by a majority of the police officers who are members of the plan. The fifth member is chosen by a majority of the other four members and appointed by the Mayor. (4-year term-)

- There is no interview process requirement for applicants applying for appointment to this board.
- Members are required to file an annual Form 1, Statement of Financial Interests
- Current Vacancies: 1 resident expiring terms; 2 employee police officer expiring terms

Current Members: Patrick Quinn, police officer, 5th Seat 01/10/12 - 09/30/15

Leon Weech, resident 04/17/12 - 09/30/14

Anthony Elrod, resident 04/01/14 - 09/30/18

Mark Stroup, police officer 12/18/12 - 09/30/14, employee election in process

William Raebig, police officer 05/05/14 - 09/30/14, employee election in process

Current Meetings – Quarterly @ 4p.m.; Fire Department meeting room

Applying for appointment: None

Applying for appointment: Leon Weech, resident

Recommendation: The recommendation is for the Mayor to re-appoint Leon Weech to serve on the Police Officers' Retirement Board for a term expiring on 09/01/18, 4-yr term, and for the City Commission to consent to the appointment 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]

Deputy Mayor Lutton reappointed Leon Weech to the Police Officers' Retirement Board for a 4-year term expiring on 09/01/18. The City Commission consented to the appointment made by the Deputy Mayor.

By Voice Vote:

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

The motion carried 4-0.

CITY MANAGER

Agenda Item 22. City Commission Tracking Report:

Kenneth Fields, City Manager, said that the Scenic Highway resurfacing project will begin at end of October and it will take about 300 days. Mr. Fields encouraged public to attend the open house scheduled on October 2 at the Lake Wales Library.

Commissioner Howell asked when Phase II of the C Street project will begin. Tom Moran, Utilities Director, said the project is expected to begin in March 2015. He then described the process for the next CDBG grant.

Agenda Item 23. City Commission Calendar

The City Manager said because the end of the year is approaching, the City Clerk has been adding the 2015 election event dates to the Commission calendar.

Agenda Item 24. Annual Reporting – Boards, Commissions, and Committees

CITY COMMISSION COMMENTS

Terrye Howell commended Katie Kinloch for her 32 years of service to the City of Lake Wales.

CITY MANAGER COMMENTS

MAYOR COMMENTS

The meeting was adjourned at approximately 6:52 p.m.

Mayor/Deputy Mayor

ATTEST:

City Clerk