

CITY OF LAKE WALES CITY COMMISSION BUDGET WORKSHOP MEETING

Official Agenda
August 11, 2015
6:00 p.m.

Municipal Administration Building
Commission Chambers
201 W. Central Avenue
Lake Wales, FL 33853

1. ROLL CALL
2. DISCUSSION ITEMS
 - 2.I. "Draft" Fiscal Year 2015-2016 Budget

Documents: [DRAFT BUDGET MEMO 08-11-2015.PDF](#)

3. COMMUNICATIONS AND PETITIONS
Public participation is encouraged. If you are addressing the Commission, step to the podium, state your name, and address for the record. Please limit your discussions to five (5) minutes.

(The full staff memo will be incorporated into the official record)

Minutes of the City Commissioner Workshop meetings can be obtained from the office of the City Clerk. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

Persons who wish to appeal any decision made by the City Commission with respect to any matter considered during this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the office of the City Clerk no later than 5:00 p.m. on the day prior to the meeting.

MEMORANDUM

DATE: August 5, 2015

TO: Honorable Mayor and City Commission

FROM: Kenneth Fields, City Manager

RE: Draft Fiscal Year 2015-2016 Budget

SYNOPSIS

Second Commission Discussion of the Draft City of Lake Wales Budget for the 2015-2016 Fiscal Year.

RECOMMENDATION

For review and comment by the City Commission at the August 11th City Commission Workshop.

BACKGROUND

Items discussed at the July 14th Workshop included:

Highlights of the enclosed Draft Budget are as follows;

- The interim ad valorem millage rate is set at 7.3638.
- The fire assessment has been levied at \$150 per residential unit and related commercial, industrial and institutional rates.
- No operating reserves are being used to balance the budget; however, \$150,000 has been set aside to replenish the General Fund Emergency Sinking Fund and \$70,000 has been used to replenish the Utility Fund.
- Depot Museum has been fully funded with one new staff position and operating costs.
- Two additional Police Officers, contingent on receipt of a grant to assist in personnel costs has been included. An additional staff position has been added to support Accreditation of the Lake Wales Police Department and public information and social network duties.
- Utility rates will be increased to support planned capital projects over the next five years, which includes both Phase 2 of the C Street project and Phase 1 of the State Route 60 Utility Expansion. Other significant utility upgrades are anticipated to support the City's economic development efforts and to address maintenance issues deferred in past years.
- The Library Fund reflects the addition of the Polk County Bookmobile as a Lake Wales Library operation.
- Provision has been made in the CRA Fund for significant funding for the demolition of condemned buildings, additional code enforcement and new street furniture in the Downtown area.
- General Fund Capital Outlays are limited primarily to the continuing replacement of obsolete vehicles using lease financing, including replacement of a 1985 reserve fire

apparatus with a new “mini-pumper” which will improve response capabilities for the city’s northern fire station serving the most rapidly growing area of the city.

- Provision has been made for the city’s share of lighting upgrades to the Multi-purpose Soccer Complex, primarily through grants and continuation of a street resurfacing program although not at as high a level as would be desired.
- City department operating costs are sufficient to support current levels of service and have not significantly increased over current funding; fuel costs have been reduced to reflect the lower costs of fuel that are expected to continue into the next year.
- No provision has been made for an employee wage and salary adjustment beyond the collectively bargained step increases in the public safety area and probationary period adjustments.

As discussed at the July 14th workshop, as more revenue is available due to the final numbers being release by the state relating to revenue sharing sources and lower than anticipated health and liability insurance quotes, the City Commission has the opportunity at the August workshop to make additional changes in the budget in accordance with its priorities.

Update for August 11th Commission Workshop:

Additional projected funding due to higher than anticipated state revenue sources and lower than anticipated health and liability insurance costs:

Fund	Projected Increases in Available Funding
General Fund	\$ 98,000
Library Fund	8,127
Utility Fund	50,765
Total	\$ 156,892

Items not currently within the draft budget:

Description	General Fund	Library Fund	Utility Fund	Total Cost
1% COLA for Employees	69,299	5,255	14,966	89,520
E-mail Archiving Solution	18,000	-	-	18,000
Audio/Video Upgrade - Commission Chamber	75,000	-	-	75,000
Streaming Commission Meetings	7,000	-	-	7,000
Document Management System	30,000	-	-	30,000
Generator - Police Department	70,000	-	-	70,000
Investigative Equipment	5,000	-	-	5,000
Police Depart - Building Soffit and Fascia	50,000	-	-	50,000
Mower - Cemetery	10,000	-	-	10,000
Road/Alleys Resurfacing	40,000	-	-	40,000
Sweeper Tractor	30,000	-	-	30,000
	<u>404,299</u>			<u>424,520</u>

Additional capital projects recommended for the draft budget, which would be funded by impact fees:

<u>Projects</u>	<u>Cost</u>
Lake Wales Park - Exercise Equipment	\$ 10,000
Park Signage	13,000
ADA Parking at the Soccer Complex	30,000
Electric Upgrades in the Lake Wales Park	20,000
	<u>\$ 73,000</u>

OTHER OPTIONS

FISCAL IMPACT

ATTACHMENTS