CITY OF LAKE WALES
CITY COMMISSION
BUDGET WORKSHOP MEETING

Official Agenda
June 14, 2016
6:00 p.m.

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

[Regular City Commission Meeting; 6:00pm]

1. ROLL CALL

2. DISCUSSION ITEMS

   2.I. Commission 5-Year Capital Outlay Discussion
   Commission 5-Year Capital Outlay Discussion

   Documents: 001 - BUDGET WORKSHOP COVER MEMO 05-2-2016.PDF, 002 - BUDGET SUMMARY - 15-16.PDF, 003 - DEBT SCHEDULE 16-17.PDF, 004 - CIP-SUMMARY 15-16 - UTILITIES.PDF, 005 - CIP-SUMMARY 15-16 - ALL DEPTS EXCLUDING UTILITIES.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: **May 2, 2016**

TO: Honorable Mayor and City Commission

FROM: Kenneth Fields, City Manager

RE: **Budget Workshop – Commission Priorities - Fiscal Year 2016'17 Budget**

BACKGROUND

Timeline for Budget Process:

- Tentative May 16 Workshop – City Commission Budgetary Priority Setting.
  - June 1st – Estimate of Taxable Value provided by Polk County Property Appraiser.
- May 17 – Regular City Commission Meeting
- June 7 – Regular City Commission Meeting
- Tentative June 14 Workshop – City Commission Five-Year Capital Outlay Discussion.
  - July 1st – Certification of Taxable Value provided by Polk County Property Appraiser.
- June 21 – Regular City Commission Meeting
- July 5 – Regular City Commission Meeting
  - July 5th – Preliminary Fire Assessment Ordinance is presented as an agenda item to the Commission so that it may be included on the TRIM notice and not require a separate mailing.
  - July 7th Commission to receive a draft budget document.
- Tentative July 12 or 13 - First Commission Budget workshop.
  - July 15 – Preliminary Estimates of State Shared Revenue <u>may</u> be available.
- July 19 – Regular City Commission Meeting
  - City Commission to set the "Interim Millage Rate". In order for the Property Appraiser to proceed with the mailing of the required TRIM notices, it will be necessary for the Commission to set an interim millage rate and establish the required public hearing dates for adoption of the final 2016 millage rate and the FY16'17 budget.
- August 2 – Regular City Commission Meeting
- Tentative August 9 or 10 –Second Commission budget workshop.
- August 16 – Regular City Commission Meeting
- Tentative August 17 – Additional budget workshop if necessary should there be the need for continued budgetary discussions.
- Tentative September 6 or 7 – Regular City Commission Meeting and First Budget Hearing
  - In order to comply with Florida Statute (200.065(2)(e)2), tentative and final hearing dates cannot be used by any other taxing authority for public hearings. During the July 19th meeting, the City will be able to setting the dates to be used for the September millage and budgetary acceptance dates. The City will schedule

around the dates selected by the Polk County School Board and also Board of County Commission.
    - Annual Fire Assessment Ordinance is presented to the Commission as an agenda item at the budget hearings.
- September 20 – Regular City Commission Meeting and Second Budget Hearing (unless conflicts with a scheduled budget hearing of the Polk County Commission or Polk County School Board.)

Material Provided by Staff for Commission Priority Setting and Capital Outlay Discussion Workshops:

- FY 2015-16, Budget Summary
- City Debt Schedule
- 5-Year Capital Improvement Plan, Utility System
- 5- Year Capital Improvement Plan, All Funds Excluding the Utility System

BUDGET SUMMARY

CITY OF LAKE WALES - FISCAL YEAR 2015-2016

THE PROPOSED BUDGET EXPENDITURES OF THE CITY OF LAKE WALES ARE 14.8%

MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES

General Fund 7.3638

ESTIMATED REVENUES		GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	CEMETERY (LWMG) FUND	UTILITIES FUND	AIRPORT FUND	TOTAL ALL FUNDS
Taxes	Millage per $1000								
Ad Valorem Taxes	7.3638	3,513,400	977,768						4,491,168
Sales & Use Taxes		1,507,400	722,881	1,011,400					3,241,681
Licenses & Permits		1,258,500							1,258,500
Special Assessment		1,020,000	14,500						1,034,500
Intergovernmental Revenue		1,678,452	1,248,600				650,000	1,167,634	4,744,686
Charges for Services		1,601,018	140,816			40,250	7,673,000	67,030	9,522,114
Fines & Forfeitures		42,250	20,000						62,250
Miscellaneous Revenues		59,975	43,400	10,000	26,900		367,480	17,834	525,589
Other Financing Sources		612,941					12,750,000		13,362,941
TOTAL SOURCES		**$11,293,936**	**$3,167,965**	**$1,021,400**	**$26,900**	**$40,250**	**$21,440,480**	**$1,252,498**	**$38,243,429**
Transfers In		1,157,500	82,501	853,028		88,928		91,806	2,273,763
Fund Balances/Reserves/Net Assets		275,000	264,000	1,076,100	445,000		1,683,000		3,743,100
TOTAL REVENUES, TRANSFERS & BALANCES		**$12,726,436**	**$3,514,466**	**$2,950,528**	**$471,900**	**$129,178**	**$23,123,480**	**$1,344,304**	**$44,260,292**
EXPENDITURES									
General Governmental Services		1,736,496							1,736,496
Public Safety		7,636,761	39,359						7,676,120
Physical Environment		1,034,489	14,602			45,328	13,187,380		14,281,799
Transportation		5,433	1,013,811					1,344,304	2,363,548
Economic Environment		130,800	321,062						451,862
Human Services		13,500							13,500
Culture & Recreation		1,568,082	1,031,253		73,000				2,672,335
Debt Services				1,870,704		43,600	2,327,327		4,241,631
Other Nonoperating Uses									0
TOTAL EXPENDITURES		**$12,125,561**	**$2,420,087**	**$1,870,704**	**$73,000**	**$88,928**	**$15,514,707**	**$1,344,304**	**$33,437,291**
Transfers Out		263,235	853,028		17,500	0	1,140,000		2,273,763
Fund Balances/Reserves/Net Assets		337,640	241,351	1,079,824	381,400	40,250	6,468,773	-	8,549,238
TOTAL APPROPRIATED EXPENDITURES TRANSFERS, RESERVES & BALANCES		**$12,726,436**	**$3,514,466**	**$2,950,528**	**$471,900**	**$129,178**	**$23,123,480**	**$1,344,304**	**$44,260,292**

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD.

CITY OF LAKE WALES - DEBT SCHEDULE

GENERAL DEBT SERVICE REQUIREMENTS / SCHEDULE OF OUTSTANDING PRINCIPAL

Payment	SunTrust 2003 Note 96 Ref/99 Restr*		CRA 2007 Bond Redevelopment		SunTrust Series 2013		Hancock Series 2015		Lease Purchases (Various)		ANNUAL	ANNUAL	ANNUAL DEBT
YE 9/30	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	PRINCIPAL	INTEREST	SERVICE
2016	672,669	30,709	419,721	251,695	103,016	46,557	219,750	5,207	125,561	16,910	1,540,717	351,078	1,891,795
2017	463,369	8,897	435,559	235,558	106,014	43,559	280,250	2,460	178,802	14,669	1,463,994	305,143	1,769,137
2018			451,994	218,812	109,099	40,474			169,780	11,391	730,873	270,677	1,001,550
2019			469,050	201,435	112,274	37,299			149,413	8,344	730,737	247,078	977,815
2020			486,750	183,402	115,541	34,032			139,255	5,533	741,546	222,967	964,513
2021			505,118	164,688	118,903	30,670			102,000	3,099	726,021	198,457	924,478
2022			524,178	145,268	122,363	27,210			52,940	1,059	699,481	173,537	873,018
2023			543,958	125,115	125,923	23,649					669,881	148,764	818,645
2024			564,484	104,201	129,588	19,985					694,072	124,186	818,258
2025			585,785	82,498	133,359	16,214					719,144	98,712	817,856
2026			607,890	59,976	137,240	12,333					745,130	72,309	817,439
2027			630,828	36,604	141,233	8,339					772,061	44,943	817,004
2028			654,633	12,351	145,344	4,230					799,977	16,581	816,558
TOTAL	1,136,038	39,606	6,879,948	1,821,603	1,599,897	344,551	500,000	7,667	917,751	61,005	11,033,634	2,274,432	13,308,066

* 95.47% of SunTrust 2003 Note is General Debt; 4.53% is Utility System Debt

UTILITY SYSTEM DEBT SERVICE REQUIREMENTS / SCHEDULE OF OUTSTANDING PRINCIPAL PAYMENTS

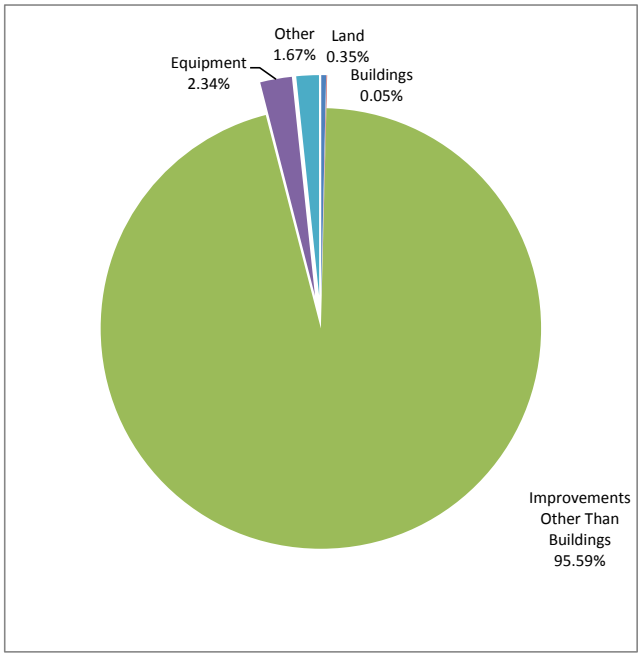
Payment	Wachovia, Series 2006A Utility System Ref S96		Wachovia, Series 2006B System Improvements		Hancock, Series 2015 System Improvements		Lease Purchases (Various)		State Rev Fund (SRF) Reuse Phase I		Reuse Phase II		Sludge Dewatering		WWTP Pre-Construct		WWTP Pre-Construct 2		WWTP Const- 530300		(Approved but not issued) Const- 530310 (C Str. II)		(Proposed but not issued) Const- HWY 60		(Proposed but not issued) Series 2016		ANNUAL	ANNUAL	ANNUAL DEBT
YE 9/30	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	PRINCIPAL	INTEREST	SERVICE
2016	753,516	47,612	144,761	20,268	659,250	15,620	113,216	13,026	95,910	8,264	41,501	9,406	73,112	14,035	49,098	12,648	15,868	7,674	184,880	70,290							2,131,112	218,843	2,349,955
2017	787,360	16,102	146,412	18,609	840,750	7,380	128,764	10,789	98,381	5,793	42,776	8,131	74,685	12,462	50,025	11,721	16,235	7,307	188,372	66,798	151,333	191,079	153,005	72,434		127,500	2,678,098	556,105	3,234,203
2018			148,081	16,930			129,323	8,241	100,916	3,258	44,091	6,816	76,292	10,855	50,970	10,776	16,611	6,931	191,930	63,240	276,562	92,594	275,859	94,969	175,000	255,000	1,485,635	569,610	2,055,245
2019			149,769	15,232			129,898	5,682	51,430	658	45,446	5,461	77,934	9,213	51,933	9,813	16,995	6,547	195,555	59,614	265,938	103,218	264,670	107,830	365,000	243,738	1,614,568	567,006	2,181,574
2020			151,476	13,515			100,000	3,114			46,843	4,065	79,610	7,537	52,914	8,832	17,388	6,154	199,249	55,921	270,800	98,356	269,722	102,778	375,000	228,119	1,563,002	528,391	2,091,393
2021			153,203	11,779			40,000	800			48,282	2,625	81,323	5,824	53,913	7,833	17,790	5,752	203,012	52,157	275,751	93,405	274,871	97,629	395,000	211,969	1,543,145	489,773	2,032,918
2022			154,950	10,022							49,766	1,141	83,073	4,074	54,932	6,814	18,202	5,340	206,847	48,323	280,793	88,363	280,119	92,381	415,000	194,969	1,543,682	451,427	1,995,109
2023			156,716	8,246									84,860	2,287	55,969	5,777	18,623	4,919	210,754	44,416	285,926	83,230	285,466	87,034	425,000	177,225	1,523,314	413,134	1,936,448
2024			158,503	6,449									43,113	460	57,026	4,720	19,054	4,488	214,735	40,435	291,154	78,002	290,916	81,584	445,000	158,950	1,519,501	375,088	1,894,589
2025			160,310	4,632											58,103	3,642	19,494	4,047	218,791	36,379	296,477	72,679	296,470	76,030	465,000	139,825	1,514,645	337,234	1,851,879
2026			162,137	2,794											59,201	2,545	19,945	3,596	222,923	32,246	301,897	67,259	302,129	70,371	485,000	119,850	1,553,232	298,661	1,851,893
2027			163,985	934											60,319	1,427	20,407	3,135	227,134	28,036	307,417	61,739	307,897	64,603	505,000	99,025	1,592,159	258,899	1,851,058
2028															30,522	288	20,879	2,663	231,424	23,745	313,037	56,119	313,775	58,725	525,000	77,350	1,434,637	218,890	1,653,527
2029																	21,362	2,180	235,796	19,374	318,761	50,395	319,765	52,735	555,000	54,719	1,450,684	179,403	1,630,087
2030																	21,856	1,686	240,249	14,920	324,588	44,568	325,869	46,631	575,000	30,919	1,487,562	138,724	1,626,286
2031																	22,362	1,180	244,787	10,383	330,523	38,633	332,090	40,410	295,000	6,269	1,224,762	96,875	1,321,637
2032																	22,879	663	249,411	5,759	336,566	32,590	338,430	34,070			947,286	73,082	1,020,368
2033																	11,637	134	118,974	1,118	342,719	26,437	344,890	27,610			818,220	55,299	873,519
2034																					348,985	20,171	351,475	21,025			700,460	41,196	741,656
2035																					355,365	13,791	358,184	14,316			713,549	28,107	741,656
2036																					361,862	7,294	365,022	7,478			726,884	14,772	741,656
2037																					118,920	1,173	118,959	1,134			237,879	2,307	240,186
2038																													
TOTAL	1,540,876	63,714	1,850,303	129,410	1,500,000	23,000	641,201	41,652	346,637	17,973	318,705	37,645	674,002	66,747	684,925	86,836	337,587	74,396	3,784,823	673,154	6,155,374	1,321,095	6,169,583	1,251,777	6,000,000	2,125,427	30,004,016	5,912,826	35,916,842

Total	41,037,650	8,187,258	49,224,908
Util. Proposed	12,169,583	3,377,204	15,546,787
Issued	28,868,067	4,810,054	33,678,121

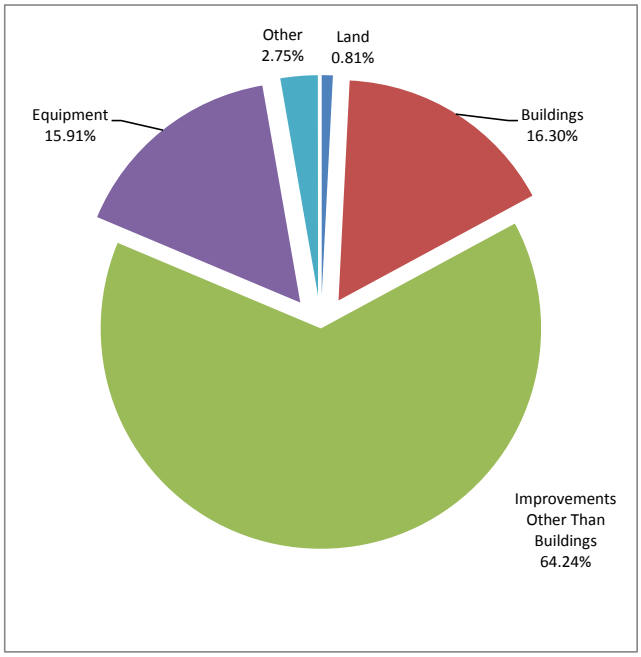
City of Lake Wales
Five-Year Capital Improvement Plan FY 15'16 - 19'20
Cost Distribution by Asset Type - Utility System

Cost Distribution By Asset Type:

Land	100,000	0.35%
Buildings	13,000	0.05%
Improvements Other Than Buildings	27,121,877	95.59%
Equipment	665,000	2.34%
Other	473,000	1.67%
Total Distribution by Asset Type:	28,372,877	100.00%



City of Lake Wales
Five-Year Capital Improvement Plan FY 15'16 - 19'20
Cost Distribution by Asset Type - All Funds Excluding Utility System

Cost Distribution By Asset Type :

Land	150,000	0.81%
Buildings	3,013,715	16.30%
Improvements Other Than Buildings	11,879,836	64.24%
Equipment	2,941,778	15.91%
Other	508,400	2.75%
Total Distribution by Asset Type:	18,493,729	100.00%