

CITY OF WINTER HAVEN FACT SHEET
CITY COMMISSION MEETING
April 24, 2023

DATE: March 28, 2023

TO: Honorable Mayor and City Commissioners

VIA: T. Michael Stavres, City Manager

FROM: CJ Scott, Chief Financial Officer

SUBJECT: Ordinance No. 02-23-19 an Ordinance Amending Ordinance 0-22-67 appropriating funds for the fiscal year ending September 30, 2023

BACKGROUND:

The City contemplated and budgeted for improvements to the Winter Haven Recreational & Cultural Center (WHRCC); with an initial focus on improving the fitness center and addressing ADA needs. The project expanded over the years to include major renovations to the existing building, which was constructed in 1974. In 2021, during the initial design and master plan efforts, the breadth of the project warranted consideration of a complete rebuild versus a traditional renovation. Staff worked to establish a budget for such an effort. For Fiscal Year (FY) 2022-2023, the Commission approved a complete redevelopment of the WHRCC, with a budget of \$14.2 million.

The existing 20,294 square-foot building has a 7,160 square-foot gymnasium, whereas the proposed new building would feature a 17,000 square-foot double multi-use gymnasium, a new zero-grade entry swimming pool, a splash pad, new playground, outdoor sport court, and all the amenities of an upgraded fitness center, community meeting space, library/technology area with WiFi, business support area, kitchen (caterer), offices, restrooms and additional storage.

Subsequent to approval of the budget, construction estimates substantially exceeded the appropriated funds allocated to the cost of the project. In order to accommodate the cost increase, it is recommended the budget be modified.

The General Fund operated in FY 2021-2022 with a surplus of \$5,151,147, which increased the available fund balance to \$22,581,371. This available fund balance equates to 38% of fiscal year 2022-2023 General Fund budgeted expenditures. The City's fiscal policy requires the General Fund's operating expenditures should not be less than 17%. The \$22,581,371 ending fund balance exceeds the

City's fiscal policy of 17%, to be retained in fund balance, by \$12,494,709. The General Fund's FY 2022-2023 surplus may be utilized to accommodate the construction cost increase without a negative impact to fund balance.

RECOMMENDATION:

Staff recommends the City Commission approve Ordinance O-23-19 approving a transfer of \$5,151,147 of the General Fund's FY2022-2023 surplus to the 2015 Construction Fund to fund the Winter Haven Recreational and Cultural Center project.

ATTACHMENT:

Ordinance No. O-23-19

ORDINANCE NO. O-23-19

AN ORDINANCE OF THE CITY OF WINTER HAVEN, FLORIDA, AMENDING ORDINANCE NO. O-22-67, REGARDING APPROPRIATION OF FUNDS FOR DEFRAYING EXPENSES OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WINTER HAVEN FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2022; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26, 2022, the City Commission passed Ordinance O-22-67 making appropriations of funds for defraying the expenses of the municipal government of the City of Winter Haven for Fiscal Year 2022-2023, adopting the Budget of the City of Winter Haven, Florida, Fiscal Year Commencing October 1, 2022, as the Official Budget of the City of Winter Haven, Florida, Fiscal Year 2022-2023; and

WHEREAS, revenue and expenditure estimates are made prior to the beginning of each fiscal year, and

WHEREAS, events occur during each fiscal year which were not anticipated by the beginning estimates, and

WHEREAS, departmental budgets shall not exceed their appropriations; and

WHEREAS, the City Commission of the City of Winter Haven, does hereby find that it is in the best interest of the City and its citizens amending Ordinance No. O-22-67, regarding appropriation of funds for defraying expenses of the municipal government of the City of Winter Haven for the fiscal year commencing October 1, 2022, as provided herein,

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF WINTER HAVEN, FLORIDA, AS FOLLOWS:

1. The following expenditure line in the General Fund is hereby amended as follows:

Transfer to 2015 Construction Fund Increase from \$694,769 to \$5,845,916
001-80-928-9196

2. The following revenue line in the 2015 Construction Fund is hereby amended as follows:

Transfer from the General Fund
306-381000-001

Increase from \$694,769 to \$5,845,916

3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

4. If any word, sentence, clause, phrase or provision of this ordinance, for any reason, is held to be unconstitutional, void, or invalid, the validity of the remainder of this ordinance shall not be affected thereby.

5. It is the intention of the City Commission that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City; and that sections of this Ordinance may be renumbered or relettered and the word "ordinance" may be changed to "chapter", "section", "article", or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or relettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or her designee, without need of public hearing, by filing a corrected or recodified copy of same with the City Clerk.

6. This ordinance shall take effect immediately upon its passage.

INTRODUCED on first reading this 10th day of April, 2023.

PASSED on second reading this 24th day of April, 2023.

CITY OF WINTER HAVEN, FLORIDA

MAYOR-COMMISSIONER

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

**CITY OF WINTER HAVEN
REGULAR COMMISSION MEETING
CITY COMMISSION ACTION
Monday, April 24, 2023, 6:00 p.m.**

PRESENTATIONS

- A. Acceptance of the Annual Comprehensive Financial Report for the City and Community Redevelopment Agency Report for Fiscal Year Ended September 30, 2022 (APPROVED 4:0)

MINUTES

- A. March 13, 2022, Regular City Commission Meeting Minutes (APPROVED 4:0)

ORDINANCE(S) - SECOND READING - PUBLIC HEARING

- A. O-23-18 - Voluntary annexation of 3070 West Lake Hamilton Drive (APPROVED 4:0)
- B. O-23-19 - Ordinance Amending Ordinance O-22-67 appropriating funds for the fiscal year ending September 30, 2023 (APPROVED 4:0)

CONSENT AGENDA

(Note: 10B, 10C and 10D were voted on separately from 10A, 10E, 10F, 10G and 10H)

- A. Agreement for Traffic Control and Enforcement on Private Roads between the City of Winter Haven and Country Club Estates of Polk County Homeowners Association, Inc., a Florida corporation (APPROVED 4:0)
- B. Interlocal Agreement for the interconnection of potable water between the Cities of Winter Haven and Haines City, Florida (APPROVED 4:0)
- C. Memorandum of Understanding for water resources and permitting between the Cities of Winter Haven and Haines City, Florida (APPROVED 4:0)
- D. Award of Winter Haven-Haines City Potable Water Interconnect Facility to Dewberry Engineers, Inc., Task Order #3 (APPROVED 4:0)
- E. Amendment to professional Design Services for the Winter Haven Recreational and Cultural Center Project (RFQ-20-65) (APPROVED 4:0)
- F. ITB-23-16 Dual Projects: Joyce B. Davis Park and Downtown Sidewalk Cafe - Award to Cathcart Construction Company and CarterKaye Engineering for Project Management Services (APPROVED 4:0)
- G. Request for approval of an Easement in favor of Tampa Electric Company (TECO) in order to operate and maintain existing above ground and existing and new underground electrical lines along 21st Street NW on the City of Winter Haven's Airport property (APPROVED 4:0)
- H. Arbor Day Foundation Funding Agreement for Tree Giveaway (APPROVED 4:0)

RESOLUTION(S)

- A. R-23-24 - Acceptance of Warranty Deed from Mark T. Macy (APPROVED 4:0)
- B. R-23-25 - Request by Central Avenue Library, LLC for final plat approval of the Cassidy Office Campus Phases 1 and 2 subdivision plat (APPROVED 4:0)
- C. R-23-28 - Financial Management Policy (APPROVED 4:0)

ORDINANCE(S) - FIRST READING

- A. O-23-12 - Ordinance Amending Ordinance O-16-38 Relating to Water, Reuse Water, Sewer, Refuse Service, Stormwater, and Other Municipal Service Deposits
 - Second Reading and Public Hearing – Monday, May 8, 2023
- B. O-23-15 - **PUBLIC HEARING** - Request by Shelton Rice to assign Residential-Low Density Future Land Use to an annexed parcel (APPROVED 4:0 for transmittal to the Florida Department of Economic Opportunity (DEO) for review)
 - Second Reading and Public Hearing – To be determined
- C. O-23-16 - Request by Shelton Rice to assign Multi-Family Residential- Low Density (R-3) zoning district to an annexed parcel (Companion Ordinance to O-23-15)
 - Second Reading and Public Hearing – To be determined

NEW BUSINESS

- A. Endorsement of Community Development Block Grant (CDBG 2023-2024) Cycle to be allocated towards the Lake Conine Recreation Elements Project and Public Comment (APPROVED 4:0)
- B. Developer's Agreement with Forestar (USA) Real Estate Group Inc. (APPROVED 4:0)

CITY MANAGER REPORT

- A. Outstanding invoice from Polk Regional Water Cooperative (expenditure -APPROVED 4:0)
- B. Update on Wastewater Treatment Plant 2 (expenditure - APPROVED 4:0)
- C. Commission Liaison requested: Design Build: S. Lake Howard Nature Park Expansion (Mayor Pro Tem Birdsong agreed to serve as the liaison.)
- D. Commission Liaison requested: Design Build: Willowbrook Renovations (Commissioner Yates agreed to serve as the liaison.)
- E. Commission Liaison requested: Auditing Services (Commissioner Mercer agreed to serve as the liaison.)



Vanessa Castillo, MMC, City Clerk