

CITY COMMISSION MINUTES

November 16, 2015

Mayor Joe LaCascia called the meeting to order at 7:00 p.m.

Walter Lawlor, New Life Community Church, gave the invocation.

Those present recited the Pledge of Allegiance led by Mayor Joe LaCascia.

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Vice Mayor Mike Blethen, Commissioner Keith Prestage, Commissioner Wanda Harris, Commissioner Don Kimsey, City Attorney Thomas Cloud and City Manager Patricia Jackson

APPROVE CONSENT AGENDA

Motion by Commissioner Prestage to approve the Consent Agenda; motion was seconded by Commissioner Harris. **Motion carried unanimously.**

PRESENTATIONS AND RECOGNITIONS - None

PUBLIC COMMENT (ITEMS NOT ON AGENDA) - None

ORDER OF BUSINESS

PUBLIC HEARING - Ordinance 2015-05 – Amending FY 2015 Budget – Second and Final Reading

Approval of FY15 Budget Amendment Items for 1) Revenues and expenses budgeted for cash carryforward for the paving project; 2) water and sewer impact fees received in FY15 need to be increased. Total amount is \$202,479.00.

City Attorney Cloud read Ordinance 2015-05 by title only. Mayor LaCascia opened the public hearing; there being no questions or comments, Mayor LaCascia closed the public hearing.

Motion by Commissioner Prestage to adopt Ordinance 2015-05 Amending FY 2015 Budget on Second and Final Reading; this motion was seconded by Commissioner Harris. No Discussion.

Vote: Mayor LaCascia-aye, Commissioner Kimsey-aye, Vice Mayor Blethen-aye, Commissioner Harris-aye, Commissioner Prestage-aye

Motion carried unanimously.

PUBLIC HEARING - Ordinance 2015-06 – Charter Amendment Referendum (Districting) – 1st Reading

THIS IS AN ORDINANCE PROPOSING AMENDMENTS TO THE POLK CITY CHARTER; SETTING A CHARTER AMENDMENT REFERENDUM; CREATING CITY COMMISSION DISTRICTS, DEFINING THEIR BOUNDARIES, AND PROVIDING FOR BOUNDARY CHANGE; DELETING SEPARATE OFFICE OF CITY CLERK AND MERGING THE DUTIES OF THE CITY CLERK INTO THE DUTIES OF THE CITY MANAGER; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AN ELECTION IN WHICH QUALIFIED ELECTORS OF THE CITY MAY VOTE FOR OR AGAINST THESE CHARTER AMENDMENTS; PROVIDING FOR A BALLOT QUESTION; PROVIDING FOR PUBLIC NOTICE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

Second Reading will be held December 21, 2015.

City Attorney Cloud read Ordinance 2015-05 by title only. Mayor LaCascia opened the public hearing; there being no questions or comments, Mayor LaCascia closed the public hearing.

Motion by Vice Mayor Blethen to adopt Ordinance 2015-06 Charter Amendment Referendum (Districting) on First Reading; this motion was seconded by Commissioner Prestage.

Vice Mayor Blethen asked if we were going to get enough people to run for these positions when we do Districts, either by this layout or another. There are some people that want to be involved.

City Manager Jackson stated we have four Districts and one is At-Large, for a total of five Districts.

Mayor LaCascia questioned Vice Mayor Blethen as to why he sees the difference now?

Commissioner Prestage stated that is a hard question to answer at this time. The districts are based as equally as possible.

Mayor LaCascia does not see this as an issue in moving forward with the Districting at this time.

Vice Mayor Blethen stated we will vote on this item in April 2016 ballot.

City Manager Jackson stated if the voters vote on the Districting this will take effect with the 2018 election.

City Manager Jackson stated in 2016 we have two seats open. Therefore, if an election takes place, we will do the Referendum, which will take effect with the 2018 election. The referendum would be voted on in 2016.

City Attorney Cloud stated the seat numbers don't necessarily coincide with the Districts, a change would be going to four districts and an at large seat. We are proposing District 1, 3 and the At-Large District would come up for election in 2018 as Districts instead of seats. Districts 2 and 4 would come up for election in 2020.

City Manager Jackson stated District 5 (Seat 5) is At-Large. This keeps things uniform.

Vice Mayor Blethen asked what does it take to change the Districting?

City Attorney Cloud stated a Charter Amendment.

Discussion ensued.

Vote: Mayor LaCascia-aye, Commissioner Kimsey-aye, Vice Mayor Blethen-aye, Commissioner Harris-aye, Commissioner Prestage-aye

Motion carried unanimously.

Interlocal Agreement with Polk County for Site Infrastructure Inspection, Engineering Plan Review and General Consulting Services

Kathy Delp, Public Works Director stated Polk City currently has Interlocal Agreements with Polk County Building Department & Fire Marshall's Office for plan review and inspections on construction projects that are permitted through Polk City. We recently discovered these do not include site infrastructure plan review, underground drainage, retentions or inspections. We made contact with Polk County regarding entering into an Interlocal Agreement, which they are agreeable to. This ties into the other two Interlocal Agreements we currently have with Polk County for inspections. Although this would be a pass through cost to the applicant, the rates are more than reasonable for this type of work.

Motion by Commissioner Prestage to approve the Interlocal Agreement with Polk County for Site Infrastructure Inspection, Engineering Plan Review and General Consulting Services; this motion was seconded by Vice Mayor Blethen.

Mayor LaCascia asked if there are any costs associated with approving this Interlocal Agreement?

Kathy Delp responded yes, but the fees are passed through to the applicant.

Commissioner Prestage asked why is this happening now?

Kathy Delp responded there have not been any projects in the last eight years, other than First Baptist Church, which Polk County handled because the infrastructure was in the County Road Right-of-Way.

Vice Mayor Blethen asked what kind of items are included in this.

Kathy Delp responded plan reviews and all inspections associated with drainage, utility lines.

Commissioner Kimsey asked what are the disadvantages?

Kathy Delp responded the disadvantage would be hiring an outside Engineering Firm to review and approve Plans according to the Florida Building Code. It is more cost effective to go through Polk County.

Commissioner Prestage asked who is currently handling these type of services?

Kathy Delp responded Polk County. There was not a need until now. The Building Department is separate from the Fire Marshall's Office, which is separate from the Engineering Department; therefore, each entity has its own Interlocal Agreement.

City Manager Jackson stated that no matter how much we grow or not, there has to be a mechanism in place in order to charge pass through fees to get inspections done. This Interlocal Agreement is that mechanism.

Kathy Delp stated this Interlocal Agreement remains in place until such time Polk City decides to terminate.

Motion carried unanimously.

Resolution 2015-04 - Donald Bronson Community Center Rules and Governing Policies

Mayor LaCascia read by title only. This is a Resolution of Polk City, Florida; adopting rules and policies governing use of the Donald Bronson Community Center; adopting a Use Application, Use Agreement, and Rules of Usage; establishing usage rates; providing for severability; providing for an effective date.

Motion by Commissioner Harris adopt Resolution 2015-04 Donald Bronson Community Center Rules and Governing Policies; this motion was seconded by Commissioner Kimsey.

After lengthy discussion and other information from City Attorney Cloud not readily available at this meeting, this motion was rescinded.

Sandra Cutts (315 Central Avenue) – Discussed potential uses of the Donald Bronson Community Center. Will meet with City Manager Jackson to discuss further.

Motion by Commissioner Prestage to table the Resolution 2015-04 until December 21, 2015 City Commission Regular Meeting; this motion was seconded by Commissioner Harris.

Motion carried unanimously.

Selection of 2015 Grand Marshal Selection for Christmas Parade

As part of the 2015 Christmas Festivities, a Grand Marshal is selected to lead the Christmas Parade. Mayor LaCascia recommended Dwight and Phyllis Kitchens. Mr. & Mrs. Kitchens have worked in literacy at the Library and taught computer classes for quite some time in Polk City. This year, they worked through the State to acquire bicycle helmets for children that were distributed and fitted at the 2015 Safe Haven Halloween.

Motion by Mayor LaCascia to approve Dwight and Phyllis Kitchens as the 2015 Grand Marshals Selection for Christmas Parade; this motion was seconded by Commissioner Prestage.

Vote: Mayor LaCascia-aye, Commissioner Kimsey-aye, Vice Mayor Blethen-aye, Commissioner Harris-aye, Commissioner Prestage-aye

Motion carried unanimously.

CITY MANAGER ITEMS

- **Safe Haven Halloween** – A huge success
- **Swampland Music Festival** – Saturday, November 21, 2015, 10:00 am – 7:30 pm. Looking forward to seeing everyone there.
- **Thanksgiving Day** – The City offices will be closed on Thursday, November 26, 2015 and resume normal business hours on Monday, November 30, 2015.
- **Staff Thanksgiving Luncheon** – Wednesday, November 18 at 11:45 am in the Commission Chamber. City Commissioners are welcome to attend.
- **City Commission Workshop** – Inquired with the City Commissioners about having Workshops one week before the upcoming Regular City Commission Meeting. In these workshops, the Commissioners will be able to address any concerns and issues can be ironed out prior to the regular meeting.

Mayor LaCascia stated that is if the Agenda warrants a Workshop. The City Commission Meeting packets would be available on Tuesdays.

CITY ATTORNEY ITEMS - None

COMMISSIONER ITEMS

Vice Mayor Blethen – Thanked Aquarina for such a detailed Utilities report. Thanked staff for their work at the 2015 Safe Haven Halloween. Inquired about a date for the 5-year Capital Improvement Plan Workshop.

Keith Burge stated he would be scheduling time with City Manager Jackson to discuss Utility projects that need to be budgeted in the 5-Year Capital Improvement Plan.

Commissioner Kimsey – Congratulated Aquarina on becoming a part of the Polk City Team.

Commissioner Harris – Thanked everyone for coming and Mrs. Cutts for her comments regarding use of the Donald Bronson Community Center.

Commissioner Prestage – Thanked everyone for coming. However, noted the lack of attendance, which he feels is good because when the room fills up, this indicates major issues.

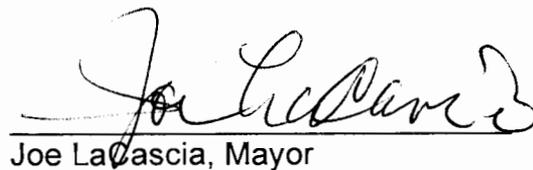
Mayor LaCascia – Welcomed Aquarina to the Polk City Team. Even though he was the most vocal during the selection process, he is pleased and looking forward to a great partnership.

ANNOUNCEMENTS – None

The meeting adjourned at 8:07 p.m.



Patricia R. Jackson, City Manager



Joe LaCascia, Mayor