

CITY COMMISSION MINUTES

June 20, 2016

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 Wanda Harris, Commissioner Mike Blethen, Commissioner Don Kimsey, Commissioner Keith Prestage, City Attorney Thomas Cloud and City Manager Patricia Jackson

Absent: Vice Mayor Wanda Harris

APPROVE CONSENT AGENDA

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

PRESENTATIONS AND RECOGNITIONS

City Manager Jackson read and presented a certificate for Ethics Training to Commissioner Prestage and Vice Mayor Harris (absent).

PUBLIC COMMENT (ITEMS NOT ON AGENDA)

Wayne Harper (205 South Hydrangea Avenue) - Thanked staff for working on the fishing pier. The ramp at the fishing area needs work, it is dilapidated. Suggested a delegation to speak with Kermit Weeks at Fantasy of Flight for possible assistance with work needing to be done. Spoke on the upcoming County meeting regarding parks and recreation suggestions around Polk County. Mayor LaCascia will join Mr. Harper at the Polk County meetings regarding parks and recreation.

Sandra Cutts (315 Central Avenue) – Wants her water bill, even if it does reflect a credit balance.

ORDER OF BUSINESS

Presentation of FY 2015 Audit

FY 2015 Audit was presented by Mike Brynjulfson (President, Brynjulfson CPA's). After a lengthy presentation, Mr. Brynjulfson addressed questions by the Commissioners.

Commissioner Prestage complimented City Manager Jackson and staff on doing a great job this year in working to keep Polk City in good financial standing.

Motion by Commissioner Prestage to approve the Presentation of FY 2015 Audit as presented; this motion was seconded by Commissioner Kimsey.

Motion carried unanimously.

Audit Services Agreement – Brynjulfson Certified Public Accounts

City Manager Jackson discussed Brynjulfson PA's audits the financial statements of the governmental activities, the business type activities and each major fund. Last year's cost was \$30,000. This year there is a 12% decrease, which brings the final cost down to \$27,750. This fee will be split between the Enterprise and General Funds.

Staff recommended approval of the Brynjulfson CPA, PA Audit Services Agreement.

Motion by Commissioner Prestage to approve the Brynjulfson CPA, PA Audit Services Agreement as presented; this motion was seconded by Commissioner Blethen.

No Discussion.

Motion carried unanimously.

Financial Reporting Officer/Comptroller Services Agreement – George Cotellis, Jr.

City Manager Jackson advised that George Cotellis, Jr. has been assisting the City in preparation of the Fiscal Year Audit for the past several years and recommended approval of the Agreement for the FY 2015 Audit in the amount of \$13,005.

Motion by Commissioner Blethen to approve the Financial Reporting Officer/Comptroller Services Agreement with George Cotellis, Jr. as presented; this motion was seconded by Commissioner Prestage.

Motion carried unanimously.

Designation of Voting Delegate for Florida League of Cities Annual Conference

Mayor LaCascia discussed the 90th Annual Florida League of Cities Conference scheduled for August 18-20, 2016 at Diplomat Resort in Hollywood, Florida. It is important that each municipality designate one official to be the voting delegate during the business meeting. Mayor Joe LaCascia has been the Voting Delegate for the past several years and is planning to attend.

Staff recommending appointing Mayor LaCascia as the voting delegate at the Annual FLC Conference.

Consensus provided by the City Commission for Mayor LaCascia to serve as the voting delegate.

CITY MANAGER ITEMS

Certification of the Donald Bronson Community Center – Was scheduled to be certified by the end of May; however the fence company will be here on Tuesday and at that time, we will find out about the fencing. Signs for the doors have been ordered.

Generator for Voyles Loop Lift Station – Expected the generator and transfer switch to be installed by the end of this week.

Emergency Operations – Pete McNally, (Polk County) will make a presentation at the July 11 Workshop regarding protocols for Emergency preparedness during hurricane season.

City Manager Evaluation - will be discussed at the July 11 City Commission Workshop.

City Commission Workshop – July 11 at 7:00 pm.

Vacation – City Manager Jackson will be on vacation June 27 – July 5.

Freedom Celebration – July 2, 2016 at Freedom Park. This is a free event.

Monday, July 4, 2016 - Office and Library City Offices will be closed on Monday, July 4 for Independence Day.

CITY ATTORNEY ITEMS

Attorney Cloud will be on vacation July 9-24, 2016.

COMMISSIONER ITEMS

Commissioner Kimsey – Thanked everyone for coming.

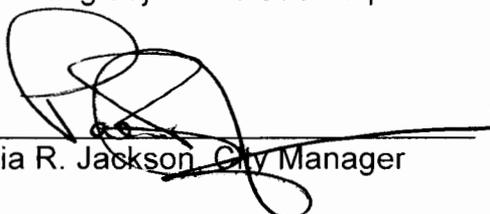
Commissioner Blethen – Great audit. Compliments to Mike Brynjulfson.

Commissioner Prestage – Thanked Wayne Harper for his enthusiasm regarding the scheduled County meeting regarding for Parks and Recreation projects.

Mayor LaCascia – Thanked everyone for coming; compliments to Mr. Brynjulfson on a great audit.

ANNOUNCEMENTS – None

The meeting adjourned at 8:25 p.m.


Patricia R. Jackson, City Manager


Joe LaCascia, Mayor

CONSENT AGENDA
June 20, 2016

MAY ALL BE APPROVED BY ONE VOTE OF COMMISSION TO ACCEPT CONSENT AGENDA. Commission Members may remove a specific item below for discussion, and add it to the regular agenda under New or Unfinished Business, whichever category best applies to the subject.

A. CITY CLERK

1. Accept minutes – May 2, 2016 - City Commission Workshop
2. Accept minutes – May 16, 2016 – Regular City Commission Meeting

B. REPORTS

1. Building Report – May 2016
2. Code Enforcement Report – May 2016
3. Finance Report – May 2016
4. Library Report – May 2016
5. Sheriff's Office Report – May 2016
6. Utilities Report – May 2016

C. OTHER

1. Residential Boat Dock at 393 Nolane Lane