

# CITY COUNCIL MINUTES

January 9, 2012

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

Pastor Walter Lawlor, New Life Community Church, gave the Invocation.

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

## **ROLL CALL – Kathy Delp**

Present: Mayor Joe LaCascia, Vice Mayor Trudy Block, Councilor Nancy Adorno, Councilor Mike Blethen, Councilor Don Kimsey, City Attorney Thomas Cloud and City Manager Patricia Jackson

A quorum was established.

## **APPROVE CONSENT AGENDA**

Councilor Blethen made a motion to approve the Consent Agenda; the motion was seconded by Councilor Adorno.

Roll Call: Councilor Kimsey-aye, Councilor Adorno-aye, Vice Mayor Block-aye, Councilor Blethen-aye, Mayor LaCascia-aye

5-ayes

0-nays

The motion carried.

## **PRESENTATIONS AND/OR RECOGNITIONS**

City Manager Jackson advised she created a new award category for the 2011 Christmas Parade, which will now be an Honorable Mention Category. The winner of the Honorable Mention Award goes to Mount Olive Shores North Golf Carts; the City Manager presented Mr. Mike Baker with the trophy, and announced this award will now be added as the City Manager Honorable Mention Award.

## **PUBLIC HEARINGS**

**ORDINANCE 2012-01, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF POLK CITY, FLORIDA; PROVIDING LEGISLATIVE FINDINGS; IMPOSING A MORATORIUM ON COLLECTION OF IMPACT FEES, OTHER THAN IMPACT FEES FOR WATER AND SEWER SERVICES FOR TWELVE MONTHS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE, first reading**

Mayor LaCascia read Ordinance 2012-01 in short title and gave a brief description of what this Ordinance was for.

Mayor LaCascia opened the Public Hearing; there being no comments or questions from the floor, Mayor LaCascia closed the Public Hearing.

Councilor Blethen asked if there were any figures on the impact fees; Kathy Delp advised the residential permits has picked up in the last couple of months, but not significantly. Mayor LaCascia advised the City had previously discussed following what the County did.

Councilor Kimsey made a motion to approve Ordinance 2012-01 in its entirety; the motion was seconded by Councilor Adorno

Roll Call: Councilor Adorno-aye, Mayor LaCascia-aye, Vice Mayor Block-aye, Councilor Kimsey-aye, Councilor Blethen-aye

5-eyes  
0-nays

The motion carried.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

#### **Proposal to Provide Applicant Risk Assessment, Positive ID Verification and Third Party Debt Collection**

City Manager went over the proposal that was submitted to Council for the risk assessment, positive ID verification and the third party debt collection. Councilor Kimsey asked about high risk deposits. Pam Lawson, Finance Director, addressed the high risk deposits; however, Mayor LaCascia advised the deposits could be discussed at another time, and what is being discussed tonight is the proposal that was presented.

After further discussion, Mayor LaCascia made a motion to approve the Proposal to Provide Applicant Risk Assessment, Positive ID Verification and Third Party Debt Collection; the motion was seconded by Vice Mayor Block.

Roll Call: Councilor Blethen-aye, Councilor Kimsey-aye, Vice Mayor Block-aye, Mayor LaCascia-aye, Councilor Adorno-aye

5-eyes  
0-nays

The motion carried.

### **CITY MANAGER ITEMS / CITY CLERK ITEMS**

1) City Manager Jackson advised she had received a proposal from Envisors to prepare an application for a "Safe Routes to School Grant" in the amount of

\$5,000; this is within the City Manager's spending limit, but she wanted to bring before City

Council. Envisors spoke with Polk City Elementary and the School Board Representative who confirms there is a need for sidewalks within the Schools two mile radius. City Manager Jackson then introduced Mr. Ronald Leder, with Envisors; Mr. Leder gave Council a brief overview of the Grant and answered Council's questions.

- o Vice Mayor Block verified there were no required matching funds; Mr. Leder advised it is 100% funded through Federal Funds.
- o Councilor Adorno confirmed if the City receives this grant there would be no other monies. Mr. Leder advised we would need to indentify the highest priority; there are three different segments; the first is approval of the proposal
- o Councilor Blethen asked how soon the package could be put together; Mr. Leder advised there would be meetings with City Administration. Councilor Blethen asked if the grant application would be ready by March 30<sup>th</sup>; Mr. Leder advised it would be.

Mayor LaCascia made a motion to approve the proposal from Envisors to apply for the Safe Routes to School Grant in the amount of \$5,000 – Consultant Services (CSA) No. 12-01; the motion was seconded by Councilor Blethen.

Roll Call: Mayor LaCascia-aye, Councilor Kimsey-aye, Councilor Adorno-aye, Councilor Blethen-aye, Vice Mayor Block-aye

5-ayes  
0-nays

The motion carried.

2) The Polk City Municipal Election will be April 3, 2012; Seats up are 1 and 3

3) On December 29<sup>th</sup> the City received Notice of Permit Issuance to transfer the Mt. Olive WWTF flows to the Cardinal Hill WWTF.

4) **CDBG** – the bid package was received by Scott (Summit Professional Services) last Thursday from GAI; they are submitting a hard copy to DEO this week. Scott advised he expects a review and approval of the bids documents from DEO (Department of Economic Opportunity) with three weeks. This project is approximately two months ahead of schedule, and GAI advises the design is essentially complete, but is still undergoing their in-house review. I have a meeting with Mr. Stearns to review the project and bid process. In the design they have included the replacement of service lines from the new water main to the meter boxes. An alternate bid will be included for a full width (16') overlay paving, if the project costs can accommodate it.

5) City Manager Jackson asked for a workshop to set goals for the City Manager; a date of January 23 was chosen, and the workshop will be at 6:00 p.m.

6) **City Hall Sign** – City Manager Jackson advised the money for the sign would come from the City Clerk’s budget, she asked the Finance Director to include \$7,100 in her projections for the fiscal year for the sign. City Manager Jackson asked Council if they would mind waiting a couple of months to purchase the sign to see how the budget year was going; Councilor Kimsey asked the City Manager when would be a good time, and City Manager Jackson responded the end of March – the City would be six months into the budget by then. Councilor Kimsey advised he had no problem with that. Mayor LaCascia advised he saw no problem proceeding with the purchase when we know there is money available.

Councilor Kimsey made a motion to spend less than \$7,500 for a sign to go out in front of City Hall; the motion was seconded by Councilor Adorno.

Under discussion, Vice Mayor Block commented about the last year and how the City Council wanted to decrease cost and didn’t spend a lot of money; we need to look at what the needs are – she is not saying the sign is not a great idea. The Council fixed the Library, computers are needed at the Library for the citizens’ use, and the Council just approved \$5,000 to apply for a grant for sidewalks. The City needs to look at all of those projects and look at the discretionary money and find out where the projects are – get more services for our dollar. Councilor Adorno commented if Council is considering to spend a certain amount of money, is that money being spent in the best interest of the citizens. Councilor Kimsey referred back to when Attorney Cloud commented almost every city has a sign. We want a beautiful city, but can’t afford a sign. Vice Mayor Block then spoke about the landscaping in front of City Hall. Councilor Blethen advised he would like to have a meeting first to see where we are. Vice Mayor Block commented that Winter Haven doesn’t have a sign, nor does the City of Lakeland; she is not saying it is a bad idea. Councilor Blethen suggested the City check to see if other businesses would donate money for a sign. Brief discussion continued before the roll call vote.

Roll Call: Vice Mayor Block-nay, Councilor Adorno-nay, Councilor Kimsey-aye, Mayor LaCascia-aye, Councilor Blethen-nay

Ayes - 2  
Nays – 3

The motion failed three to two to purchase a sign.

7) **Skate Park** – City Manager Jackson gave Council a copy of a memorandum from Kathy Delp regarding the vandalism that took place at the skate park. City Manager Jackson advised if the vandalism continues and the ramps keep getting broken; the skate park would be closed.

8) City Manager Jackson advised Council she and Vice Mayor Block would be attending Legislative Action Days in Tallahassee; they will be leaving January 24 and returning January 26.

9) **Citizen Transit Advisory Committee** – City Manager Jackson advised Vice Mayor Block is currently serving as the City’s representative; however, Council can appoint a citizen to be on this committee if they so choose.

**CITY ATTORNEY ITEMS**

Attorney Cloud informed Council he has not seen an appeal filed on the contraction case.

Attorney Cloud advised he recently determined there were certain charges that were included on the tax bill by agreement with the Property Appraiser and the Tax Collector; the tax bill is not an available administration process for these charges. He recommended the City notify customers, in writing, the City isn’t using the uniform collection method. He asked for a motion to that effect. Mayor LaCascia asked what bill Attorney Cloud was referring to; Attorney Cloud responded it would be the utility bill.

Councilor Kimsey made a motion to that effect (to notify customers, in writing, the City isn’t using the uniform collection method); Councilor Blethen seconded the motion. Under discussion, Vice Mayor Block advised the bill would be going out the next day; it would be the February or March bill (Attorney Cloud will prepare the letter).

Roll Call: Councilor Blethen-aye, Mayor LaCascia-aye, Councilor Kimsey-aye, Councilor Adorno-aye, Vice Mayor Block-aye

5-eyes  
0-nays

The motion carried.

**MAYOR ITEMS**

Mayor LaCascia asked the City Manager how she keeps track of vacation, sick time and personal days; the City Manager advised a sheet is filled out, filed with the Finance Department and then put in the personnel file.

**VICE MAYOR ITEMS**

Vice Mayor Block mentioned an article in the newspaper regarding the theft of toys at the Hungry Howies; a resident commented if the person had just asked for help, the citizens of Polk City would have given her toys (they had mentioned how “wonderful” the people are in Polk City)

Vice Mayor Block commented she is covering most of the meetings; she asked Mayor LaCascia about the TPO meetings – she is secondary and asked if anyone else would like to attend. She is covering just about every other meeting. Mayor LaCascia advised he has a conflict with the TPO and the CFDC meetings – Vice Mayor Block will attend.

**COUNCIL MEMBER ITEMS**

**Councilor Adorno** – Councilor Adorno had nothing at this time.

**Councilor Blethen** – Councilor Blethen wished everyone a Happy New Year.

**Councilor Kimsey** – Councilor Kimsey had nothing at this time.

**PUBLIC COMMENTS/REQUEST**

Gail Funk, 202 Bayberry Drive, asked the City Manager when the Agenda and Council packets are done; it seems most of Council is not reading their packets, and Council's homework should be done. Ms. Block then thanked Councilors Adorno, Block and Blethen for doing what they said they were going to do; she commented that the "kids" need more activities, and she thinks the new sidewalks is a great idea, as well as grants.

**ANNOUNCEMENTS**

City Manager Jackson announced the city offices will be closed on January 16, 2012 for Martin Luther King, Jr. Day.

Vice Mayor Block made a motion to adjourn; the motion was seconded by Councilor Blethen. The meeting was adjourned by voice vote at 8:04 p.m.

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Patricia R. Jackson, City Clerk

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Joe LaCascia, Mayor

**CONSENT AGENDA**  
**January 9, 2012**

MAY ALL BE APPROVED BY ONE VOTE OF COUNCIL TO ACCEPT CONSENT AGENDA.  
Council 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 – December 12, 2011, City Council Meeting

**B. REPORTS**

1. Building Report – November and December 2011
2. Code Enforcement Report – November and December 2011
3. Financial Reports – December 2011
4. Library Report – December 2011
5. Sheriff's Office Report – December 2011
6. Utilities Report – December 2011

**C. OTHER**