

CITY COUNCIL MINUTES

August 19, 2013

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

Pastor Phillip Hunt, New Life Community Church gave the invocation.

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

ROLL CALL – Sheandolen Dunn

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

ESTABLISHMENT OF A QUORUM - Yes

CONSENT AGENDA

Motion by Councilor Block to approve the Consent Agenda; the motion was seconded by Vice Mayor Blethen.

Vote: Councilor Block-aye, Mayor LaCascia-aye, Vice Mayor Blethen-aye, Councilor Kimsey-aye, Councilor Prestage - aye

Motion carried unanimously.

PRESENTATIONS/RECOGNITIONS

Mayor Joe LaCascia recognized Councilor Trudy Block for being honored as a "Home Rule Hero" at the recently convened Florida League of Cities 87th Annual Conference. She was among 21 others throughout the State of Florida being recognized for going over and beyond to advocate the FLC Legislative Agenda during this past Legislative Session. Congratulations to Councilor Block.

PUBLIC COMMENT - None

PUBLIC HEARINGS

ORDINANCE 2013-1304 – ZONING MAP AMENDMENT TO REZONE APPROXIMATELY 11.22 ACRES LOCATED AT THE NORTHWEST INTERSECTION OF COMMONWEALTH AVENUE NORTH (SR 33) AND CITRUS BOULEVARD NORTH (PARCEL NO. 25-26-33-296500-102020 AND 25-26-33-296500-105000) FROM C-2 GENERAL COMMERCIAL, R-4 MIXED RESIDENTIAL USE, AND AG-2

SINGLE FAMILY RESIDENTIAL PLUS HORSES TO PLANNED UNIT DEVELOPMENT (PUD) WITH 3.21 ACRES OF COMMERCIAL AND 8.01 ACRES OF RESIDENTIAL. first reading. Second Reading will be September 16, 2013.

Mayor Joe LaCascia read Ordinance 2013-1304 by title only and opened the Public Hearing.

Councilor Don Kimsey asked if the letters have been sent to residents in the subject area regarding the rezoning.

City Manager Jackson stated that Central Florida Regional Planning Council (CFRPC) did notify each resident and there were no objections.

City Attorney Tom Cloud stated the original Ordinance provided for three (3) conditions. After thorough review, the Ordinance now has twelve (12) conditions. Between now and the second reading and final approval on September 19 it is critical that the Ordinance be read and everyone get a good understanding.

The Council requested that the property owner and attorney be present on September 19 to provide a full presentation on proposed plans for this site.

Discussion ensued.

Motion by Vice Mayor Blethen to approve Ordinance 2013-1304 on first reading; the motion was seconded by Councilor Kimsey.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

UNFINISHED BUSINESS - None

NEW BUSINESS

1. Approval of City Manager Evaluation Form

Mayor Joe LaCascia stated as discussed in the City Council Workshop on July 20, the City Manager's Evaluation is being brought forward for final approval.

Councilor Block made suggestions on how this evaluation needed to be moved forward. She is in favor of using the format from the City of Lakeland, which is an interview style.

Mayor LaCascia clarified that the evaluation form before us tonight is to approve the format only.

Vice Mayor Blethen asked when is the evaluation due?

City Manager Jackson replied October.

Discussion ensued.

Motion by Mayor LaCascia to approve the City Manager's Evaluation Form; the motion was seconded by Vice Mayor Blethen.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

2. Current Board Appointments by City Council

Mayor Joe LaCascia stated as discussed in the July 20 City Council Workshop, the Current Board Appointments by City Council is being brought forward for final approval.

Councilor Trudy Block will continue serving on the Central Florida Development Council, Citizens Technical Advisory Committee, Ridge League of Cities and the Transportation Planning Organization.

Motion by Mayor LaCascia to approve the Current Board Appointments by City Council; the motion was seconded by Vice Mayor Blethen.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

3. Workshops - FY 2014 Proposed Budget, Orientation of Council Duties

City Manager Patricia Jackson stated a date needs to be selected for a workshop to discuss the FY 2014 Proposed Budget. Staff would like to have the workshop on Thursday, August 22 or the following week; this will depend on availability of City Council.

After review of Council's calendars, a workshop to discuss the FY 2014 Proposed Budget will be held Friday, August 23 at 6 pm.

A date/time has yet to be determined for the Orientation of Council Duties.

4. Department of Economic Opportunity Technical Assistance Grant **a. Approval of Funding and Program Agreement**

Jennifer Codo-Salisbury, CFRPC Planning Director, provided an overview of the Funding and Program Agreement between the Department of Economic Opportunity and Polk City.

A Community Visioning Workshop is scheduled for Thursday, August 29 from 5:30 – 7:30 pm at the Polk City Community Center. The goal of this workshop is to provide an opportunity for the community to come together to discuss ideas for the future of Polk City.

Discussion ensued.

Motion by Councilor Block to approve the Department of Economic Opportunity Technical Assistance Grant Funding and Program Agreement; the motion was seconded by Councilor Kimsey.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

b. Department of Economic Opportunity Technical Assistance Grant Update – Addendum #1 to the Planning Advisory Services Agreement with Central Florida Regional Planning Council - Jennifer Codo-Salisbury

Jennifer Codo-Salisbury, CFRPC Planning Director, provided an update on the request to approve Addendum #1 to the Planning Advisory Services Agreement to cover the DEO Technical Assistance Grant.

Motion by Councilor Block to approve the Department of Economic Opportunity Technical Assistance Grant Addendum #1 to the Planning Advisory Services Agreement with CFRPC; the motion was seconded by Councilor Prestage.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

5. Amend Interlocal Agreement with Polk County for Plan Review & Inspection services to include Fire Marshal reviews

Kathy Delp, Public Works Director stated the current agreement does not include Fire Marshal Plan Review or inspections for Building Permits. The amended agreement includes provisions for these services.

Motion by Councilor Kimsey to approve the amended Interlocal Agreement with Polk County for Plan Review and Inspection Services to include Fire Marshal reviews; the motion was seconded by Vice Mayor Blethen.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

6. Upgrade of Library Lighting

Kathy Delp, Public Works Director stated the lights in the Library need to be replaced as we will no longer be able to purchase bulbs for them due to new energy efficiency laws that have been enacted. We originally budgeted \$5,000.00 to replace the existing fixtures with similar basic energy efficient fixtures. In light of the recent renovations made to the library we are requesting an additional \$2,063.00 to install upgraded fixtures.

Motion by Mayor LaCascia to approve the upgrade of library lighting; the motion was seconded by Councilor Prestage.

After much discussion regarding two versus three tubes and luminaires voltage, Vice Mayor Blethen stated his desire to see a quote for three tubes. Therefore, this item was tabled until a new study has been performed and a new quote has been submitted to City Staff.

Motion by Mayor LaCascia to amend the original motion to table the upgrade of library lighting until additional information is received; this motion was seconded by Councilor Blethen.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

7. Consulting Services Agreement with Summit Professional Services, Inc. Application Planning and Administrative services

City Manager Pat Jackson provided an overview of the Consulting Services Agreement and requested approval of the Agreement for application, planning and administrative services for the development of Polk City's Central Courts (basketball/tennis) through a \$50,000 FRDAP grant. \$7,500 lump sum will cover \$1,500 Application Fee, \$1,500 Site Planning Fee; \$4,500 Administration fee. However, if this grant is not awarded, there will no fees.

Motion by Councilor Block to approve the Consulting Services Agreement with Summit Professional Services, Inc. Application Planning and Administrative Services; the motion was seconded by Vice Mayor Blethen.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

8. Lease/Purchase of 5 new Konica Copiers

City Manager Patricia Jackson discussed the 48-month lease/purchase agreement for five (5) new copiers for each department to replace the older Konica copiers that are in constant need of repair/maintenance. Two of the copiers will be color (Library/City Hall). We received the Konica state contract pricing for the new lease. The estimated increase to the budget is approximately \$1,806 per year. Total cost to the budget per year is estimated to be \$7,656.

Council agreed, it is certainly time for more up-to-date equipment.

Discussion ensued.

Motion by Mayor LaCascia to approve the new 48-month lease/purchase agreement for five new Konica copiers.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

CITY MANAGER / CITY CLERK ITEMS

- The Matt Williams Plant water tank needs to be repaired. City staff is acquiring information to bring to you regarding certified repair versus purchasing a new tank.
- The Sound Waves technicians will be onsite next week to upgrade the sound system in the Council Chambers.
- Polk City Government Center will be closed on Monday, September 2, 2013 in honor of Labor Day.
- Florida League of Cities Annual Conference was held in Orlando August 15-17, 2013. Thank you for allowing me to attend.

CITY ATTORNEY ITEMS

City Attorney Cloud prepared Resolution 2013-05 in response to the new State Statute, Section 286.0114 (5) affecting public participation at public meetings based on what Council has been doing at meetings and the workshop held July 20, 2013.

RESOLUTION 2013-05 - A RESOLUTION OF THE CITY OF POLK CITY, FLORIDA; ADOPTING RULES AND POLICIES GOVERNING PUBLIC COMMENT; ADOPTING SAID RULES AND POLICIES IN COMPLIANCE WITH SECTION 286.0114, FLORIDA STATUTES; PROVIDING FINDINGS; PROVIDING DEFINITIONS; PROVIDING RULES FOR THE CONDUCT OF MEETINGS; PROVIDING RULES FOR PUBLIC PARTICIPATION AND CONDUCT; REQUIRING THE OBSERVANCE OF DECORUM; PROVIDING FOR WAIVERS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Discussion among the Council regarding public comments for 3 minutes versus 5 minutes.

Gail Funk, 202 Bayberry Drive, stated she is not pleased with the format of the agenda regarding the location of "public comment".

Motion by Councilor Block to approve Resolution 2013-05 to include a limit of 3-minutes per speaker; the motion was seconded by Mayor LaCascia.

Vote: Mayor LaCascia-aye, Councilor Kimsey-aye, Vice Mayor Blethen-aye, Councilor Block-aye, Councilor Prestage - aye

Motion carried unanimously.

MAYOR ITEMS - None

VICE MAYOR ITEMS

Commented on the library lighting. Attended the Florida League of Cities Conference. Polk City is on the right track moving forward.

COUNCIL MEMBER ITEMS

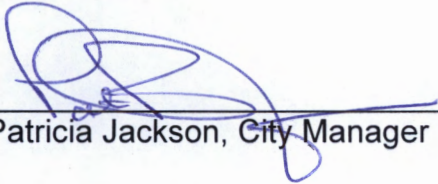
Councilor Block – Thanked everyone for clearing up the signs. Congressman Daniel Webster's visit to Polk City was a huge success. Attended the Florida League of Cities Conference. Polk City Elementary was recently awarded a \$4,500 grant that will be used to create a science lab.

Councilor Prestage – Very happy about the upcoming renovations to the basketball courts.

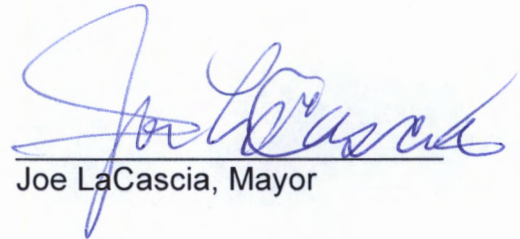
Councilor Kimsey – thanked everyone for attending this month's City Council meeting and asked that we encourage the Polk City residents to attend.

ANNOUNCEMENTS - None

ADJOURNMENT- 8:38 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor

CONSENT AGENDA
August 19, 2013

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 – July 15, 2013 Regular City Council Meeting
2. Accept minutes – July 20, 2013 City Council Workshop

B. REPORTS

1. Building Report – July 2013
2. Code Enforcement Report – July 2013
3. Finance Report – June/July 2013
4. Library Report – July 2013
5. Sheriff's Office Report – July 2013
6. Utilities Report – July 2013

C. OTHER

1. Approval of Invoice from Data Flow Systems – Emergency Expenditure of \$5,046 for a TCU controller for the Nolane Lift Station

Please note: Pursuant to Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the city council with respect to any matter considered during this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the American with Disabilities Act, a person with disabilities needing any special accommodations to participate in city meetings should contact the Office of the City Clerk, Polk City Government Center, 123 Broadway, Polk City, Florida 33868 Telephone (863)984-1375. The City of Polk City may take action on any matter during this meeting, including items that are not set forth within this agenda.

Minutes of the City Council meetings may be obtained from the city clerk's office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may arrange 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.