

CITY COMMISSION MINUTES

November 21, 2016

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

Phillip Hunt, Assistant Pastor, 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

APPROVE CONSENT AGENDA

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

PRESENTATIONS AND RECOGNITIONS - None

PUBLIC COMMENT - None

ORDER OF BUSINESS

PUBLIC HEARING - Ordinance 2016-05 – Charter Amendment Referendum (Redistricting). Second and Final Reading

City Attorney Cloud read the Ordinance 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 approve Ordinance 2016-05 – Charter Amendment Referendum (Redistricting) on Second and Final Reading; this motion was seconded by Commissioner Kimsey.

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

Motion carried unanimously.

Ordinance 2016-07 – Floodplain Maps

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

This Ordinance amends Section 5 of the Unified Land Development Regulations to update the City's Floodplain Management Regulations to ensure consistency with the National Flood Insurance Program requirements. The Planning Commission met November 7, 2016, and recommended approval.

Ron Borchers (CFRPC) was on hand to address questions and concerns. Reiterated this is mandatory for the City to approve, otherwise the City will be penalized and the homeowners in Polk City will not be able to obtain Flood Insurance.

Motion by Commissioner Prestage to approve Ordinance 2016-07 regarding Floodplain Maps on First Reading; this motion was seconded by Commissioner Blethen.

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

Motion carried 3/2.

Ordinance 2016-08 – Amending Code of Ordinances Dealing with False Alarms

City Attorney Cloud read the Ordinance 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 approve Ordinance 2016-08 – Amending Code of Ordinances Dealing with False Alarms on First Reading; this motion was seconded by Mayor LaCascia.

Commissioner Blethen questioned how all of this came about.

City Attorney Cloud explained this Ordinance is being adopted in an effort to be consistent with Polk County's Ordinance on False Alarms. Discussion ensued.

Vote: Commissioner Blethen – aye; Vice Mayor Harris – aye; Commissioner Prestage – aye; Commissioner Kimsey – aye; Mayor LaCascia – aye

Motion carried unanimously.

Discuss and approve Automatic Doors

City Manager Jackson stated Polk City received Community Development Block Grant money from Polk County; the approved project was to make City Hall Handicap Accessible by making the front doors automatic. We received one proposal from Southern Electric & Communications, Inc. City Manager and Staff are recommended approval of the proposal received from Southern Electric & Communications, Inc. This is in the Fiscal Year 2016-2017 Budget. The total cost for this project is \$12,500 (\$7,743 is CDBG Funding and \$4,757 is the City's portion).

Motion by Commissioner Prestage to approve moving forward with the Automatic Doors installation; this motion was seconded by Commissioner Blethen.

Commissioner Kimsey inquired about the number of estimates received for this project.

City Manager Jackson explained that this project was advertised in the newspaper and more than one contractor was called directly regarding. However, only one responded. Bid specifications for this project were done by the engineers.

Commissioner Kimsey feels there needs to be more than one quote.

Discussion ensued.

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

Motion carried 3/2.

CITY MANAGER ITEMS

Voyles Loop Lift Station

Keith Burge discussed the Voyles Loop Lift Station spill that occurred on Wednesday, November 16. Mr. Burge provided a brief explanation on the cause of the spill and corrective measures being taken to rectify the issue. Addressed any questions or concerns from the City Commission.

Christmas Parade Grand Marshal – Sheriff Grady Judd will not be able to serve as the 2016 Grand Marshal. Suggested nominating another person.

Mayor LaCascia nominated Jennifer Hancock, Principal of Polk City Elementary.

City Manager will make contact to see if she is available. If not, the City Commission will serve as the Grand Marshals.

Fence – the wire for the fence at the tennis and basketball court has not come in yet, so the project is not complete.

Strategic Planning Meeting – Will schedule for January 2017.

Library – Will go out for proposals for Architectural Drawings/Construction Plans for the Library.

FDOT Grant – Polk City will be applying for funding through FDOT to build a sidewalk on Broadway Boulevard. A Public Meeting will be held prior to the City Commission meeting on Monday, December 19 at 5:00 pm and if required, this item will be on the City Commission Agenda.

Thanksgiving Holiday – All City offices will be closed on Thursday. The Library will be closed on Thursday and Friday.

Christmas Parade – Saturday, December 3, 2016

Ridge League of Cities Dinner – Thursday, December 1, 2016

Permit – Applying for permit for Sidewalk on Berkley.

Vacation – City Manager Jackson will be out of the office on Wednesday, November 23, 2016.

CITY ATTORNEY ITEMS - None

COMMISSIONER ITEMS

Vice Mayor Harris – Thanked everyone for coming to the meeting.

Commissioner Kimsey – None


Commissioner Blethen – Encouraged being proactive with items such as the Lift Stations and signage around Polk City.

Commissioner Prestage – Schedule a workshop to discuss the City Manager's Employment Contract. Will begin to review her contract six months prior (April 2017) to the expiration date, October 2017. Happy Thanksgiving to everyone.


Mayor LaCascia – Complimented PCSO Deputy Poindexter on her Law Enforcement reports. Happy Thanksgiving.

ANNOUNCEMENTS

ADJOURNMENT – 8:05 pm



Patricia R. Jackson, City Manager



Joe LaCascia, Mayor

CONSENT AGENDA
November 21, 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 – October 17, 2016 – City Commission Regular Meeting
- 2 Accept minutes – November 1, 2016 - Special Meeting

B. REPORTS

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

C. OTHER