

## CITY COMMISSION MINUTES

December 19, 2016

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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 Vice Mayor Harris. **Motion carried unanimously.**

**PRESENTATIONS AND RECOGNITIONS** - None

### **PUBLIC COMMENT**

Sandra Cutts (315 Central Avenue) Suggested having library activities at the Donald Bronson Community Center as the current activity center does not have adequate space.

### **ORDER OF BUSINESS**

#### **PUBLIC HEARING**

#### **Ordinance 2016-07 – Floodplain Maps**

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.

No Discussion.

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

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

**Motion carried 4/1.**

### **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 Second and Final Reading; this motion was seconded by Commissioner Blethen.

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

**Motion carried unanimously.**

### **Resolution 2016-06 Declaring Certain Property Surplus**

City Manager Jackson discussed the Surplus items and how the items have been disposed of in previous years. The full list of items to be surplusd are on file in the City Manager's Office. In the past, when there were laptops available, they could be purchased for \$25 by the employees. Would like to request City Commission's approval to do the same this year.

**City Commission provided consensus to sell the laptops for \$25.**

**Motion by Commissioner Prestage** to approve Resolution 2016-06 – Declaring Certain Property Surplus; this motion was seconded by Vice Mayor Harris.

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

**Motion carried unanimously.**

**Ordinance 2016-09 – Approval of the Annual Update of the Adopted Capital Improvements Element and Capital Improvement Plan, First 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.

Jennifer Codo-Salisbury was on hand to discuss the annual update and address any questions or concerns that came forth.

**Motion by Commissioner Prestage** to approve Ordinance 2016-09 – Approval of the Annual Update of the Adopted Capital Improvements Element and Capital Improvement Plan on First Reading; this motion was seconded by Vice Mayor Harris.

Commissioner Blethen questioned the method of funding for this project.

City Manager Jackson responded that Polk City has been applying for grant funds for street paving; to date have not received any response. Polk County is taking care of the sidewalk on Berkley Road. Polk City is paying up to \$6,000 for its portion. For the potable water project, we are looking for grant funds. The vote tonight is on the CIP, not the estimated cost and Polk City are not locked into the numbers listed on the CIP.

Jennifer Codo-Salisbury reiterated that the City Commission is simply approving the Ordinance and that does not mean Polk City is locked into the numbers listed on the CIP. The information listed on the plan gives Polk City leverage when applying for grant money. Polk City accrues points in the application process if projects are in the Capital Improvement Plan.

Discussion ensued.

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

**Motion carried unanimously.**

**Ordinance 2016-10 - Medical Marijuana Temporary Moratorium** – City Attorney Cloud read the Ordinance and discussed the development of this Ordinance and its purpose for being presented to the City Commission for approval on first reading.

**Motion by Commissioner Prestage** to approve Ordinance 2016-10 – Medical Marijuana Temporary Moratorium; this motion was seconded by Vice Mayor Harris.

Lengthy discussion ensued.

**Motion carried unanimously.**

## **CITY MANAGER ITEMS**

**Berkley Road Sidewalk** – Discussed during the CIP in Ordinance 2016-09.

**Bryant Property** - A contract for consideration will be available on Tuesday.

**Tennis Court/BB Court** - The courts have been fenced in. Polk City will be purchasing benches and trash receptacles.

**Holiday Closings** – City offices will be closed on Monday, December 26 for Christmas and Monday, January 2, 2017 for New Years.

**City Manager Vacation** – Will be on vacation beginning December 27 and will return to work on January 9.

**City Hall Front Door** – Doors have been ordered. Will proceed with an RFP for Architectural work.

**Staff Christmas Luncheon** – City Hall and the Library will be closed on December 22, 2016 at 12 Noon for the Christmas lunch and will reopen at 3:00 pm

## **CITY ATTORNEY ITEMS**

### **COMMISSIONER ITEMS**

**Vice Mayor Harris** – Merry Christmas

**Commissioner Kimsey** – Thank you to Staff for a great Christmas Parade. Merry Christmas

**Commissioner Blethen** – Thanked everyone for coming. Merry Christmas

**Commissioner Prestage** – Concurred with Commissioner Kimsey on the great Christmas Parade. Merry Christmas

**Mayor LaCascia** – Compliments to Deputy Poindexter on the thoroughness of weekly and monthly reports. Merry Christmas.

**ANNOUNCEMENTS** - None

**ADJOURNMENT** – 7:50 pm

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Patricia Jackson, City Manager

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Joe LaCascia, Mayor

**CONSENT AGENDA  
December 19, 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 – November 21, 2016 – City Commission Regular Meeting

**B. REPORTS**

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

**C. OTHER**