

CITY COMMISSION MINUTES

March 20, 2017

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

Philip Huntt, New Life Community Church, gave the invocation.

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

ROLL CALL – City Manager Patricia Jackson

Present: Mayor Joe LaCascia, Vice Mayor Wanda Harris, Commissioner Mike Blethen, City Attorney Thomas Cloud and City Manager Patricia Jackson

APPROVE CONSENT AGENDA

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

PRESENTATIONS AND RECOGNITIONS - None

PUBLIC COMMENT

- 1) Donald Syme (310 Nolane Lane) –Property purchase and useable wetlands.
- 2) Tina Gangleman (no address provided) - City Manager's residence and what's best for Polk City.
- 3) Sandra Cutts (315 Central Avenue) – Bryant Property purchase, engineering study on Activity Center.
- 4) Susan Ketterman (583 Marklen Loop) - Improved signage throughout the City.

ORDER OF BUSINESS

Competitive Florida Mini Grant Application

Marissa Barmby (CFRPC) stated that CFRPC worked with the City and Department of Economic Opportunity on a competitive Florida Mini Grant, which Polk City was awarded. It will provide supporting tools for economic development in Polk City. This is a three-part process...1) development of a GIS database dealing with commercial and industrial on vacant properties, working with local realtors and business owners to make to be as up-to-date as possible...2) familiarization package- a day long tour seeing different sites, promoting the best packages available in Polk City.....3) interactive

workshop for low impact development design work. This project will be a fairly quick turnaround and should be completed by June 2017.

Mayor LaCascia explained how this process in which this grant opportunity came about. Total grant funding is \$12,500.

Commissioner Kimsey asked if this would help get businesses on the vacant land and he doesn't know of any business that would be supported by the citizens.

Marissa Barmby stated that it is be critical that potential businesses be well educated on what's available in Polk City.

CRFPC will be back and forth over the next few months with a status updates on the projects.

City Manager Jackson stated to keep in mind that people come in from other areas to do business in our community.

Commissioner Blethen asked if SR 33/Berkley Road could be added to this list for improvement. Trucks cannot make the left turn without oncoming traffic having to back up. Therefore, they need more room.

Marissa Barmby stated that is what this study is about. This entire project study will be done and an economic development package will be presented in June.

Commissioner Kimsey reiterated that Polk City is a "Bedroom Community" and the residents do not want to go all the way to Lakeland to take care of basic needs.

Motion by Vice Mayor Harris to approve the Competitive Florida Mini Grant Application; this motion was seconded by Commissioner Blethen.

Motion passed unanimously by voice vote.

Public Hearing for FY 2017-2018 Community Development Block Grant Project

Mayor LaCascia opened the PublicHearing.

Mike Vlahos (618 Gordon Road) discussed trucking traffic and the need for a traffic light.

Commissioner Kimsey responded that Polk City took this concern to the Florida Department of Transportation. A study was done which determined there was no need at this time for a traffic light. That is a state maintained roadway.

Commissioner Kimsey inquired about the details of this Grant project?

City Attorney Cloud responded there is a requirement when you are applying for CDBG grants to receive public input, which can be provided tonight or they have up to 30 days to submit ideas for projects for this grant.

There being no further comments, Mayor LaCascia closed the Public Hearing.

Commissioner Blethen stated he did not see any projects for this grant.

City Manager Jackson stated there is an Amended agenda with the project outlined. Polk City has \$8,550 for FY 2017-2018. We would like to roll over the Architectural Design and Engineering Study for the Activity Center to see if we can use this for the Library. We did not receive any responses from the Request for Qualifications (RFQ). Polk County stated that Polk City could request that these funds be rolled over. This would be for a new grant for FY 2017-2018. This would give us more money to work with by combining the \$7,663 (FY 2016-2017) with the \$8,550 for the new year to look at the Activity Center to be turned into the library.

Commissioner Blethen stated ok, this is something new for us. This is extending the grant money that we've already started spending grant money on the Activity Center to make it or convert it to a library facility. He disagrees with converting the Activity Center to the library.

Mayor LaCascia responded the Architectural Design would answer the majority of Commissioner Blethen's question.

Commissioner Blethen stated he has asked for "pencil drawings".

Commissioner Blethen wants to amend this to do work on the skateboards and sidewalks.

City Manager Jackson stated the application is due back to Polk County on April 12. Low-to-moderate infrastructure. Engineering study would still have to be done. For the skateboard, we would have to make sure we can use the concrete.

Mayor LaCascia stated if we want to resolve this now, let's discuss.

Vice Mayor Harris would like to see exercise equipment.

City Manager Jackson stated this is already in our budget for outside exercise equipment. It would have to be along the City's portion along the Trail.

Commissioner Kimsey asked about Freedom Park.

City Manager Jackson stated she would inquire. We can possibly do upgrades to the stage

Commissioner Kimsey asked about upgrading the restroom facilities?

Kathy Delp responded that Polk City is pretty well set with playground equipment. The tables are in good shape. Suggested refurbishing the restrooms.

City Manager Jackson reiterated refurbishing the Freedom Park restrooms and asked for consensus.

Final consensus is to move from the library project design to the Freedom Park restroom upgrades.

Motion by Mayor LaCascia to approve doing upgrades to the restrooms at Freedom combining the funds from FY 2016-17 and FY 2017-18 for an approximate total of \$16,213; this motion was seconded by Vice Mayor Harris.

Motion passed unanimously by Voice Vote.

Presentation of the Financial Statements for the year ending September 30, 2016 by Brynjulfson Certified Public Accountants PA

FY 2016 Audit was presented by Mike Brynjulfson (President, Brynjulfson CPA's). After a lengthy presentation, Mr. Brynjulfson addressed questions by the Commissioners.

Motion by Commissioner Kimsey to approve the Presentation of FY 2016 Audit as presented; this motion was seconded by Commissioner Blethen.

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

Motion carried unanimously.

Purchase of a 2017 F-150 Pick-up Truck

Keith Prestage, Public Works Director discussed the purchase of a 2017 Ford F-150 Pick-up truck from Weikert Ford (Lake Wales) in the amount of \$23,000. Polk City currently has two regular cab pickup trucks that are used on a regular basis. Both trucks are used by the employees to carry personnel and equipment to multiple projects throughout Polk City. This is a step forward in doing some of the projects for the betterment of Polk City.

Commissioner Kimsey stated the City staff should be using City vehicles for City business.

City Manager Jackson responded that staff will begin searching for a vehicle.

Motion by Commissioner Kimsey to approve the purchase of a 2017 F-150 Pick-up Truck in the amount of \$23,000; this motion was seconded by Vice Mayor Harris.

Motion passed unanimously by voice vote.

Discussion – Vacancy of City Commission Seat #3

City Manager Jackson stated that anyone interested in the Seat #3 vacancy on the City Commission would need to submit a letter of interest no later than April 10, 2017.

Randy Carroll (264 Waterview Drive) expressed interest in the vacancy and did present a letter of interest.

Motion by Commissioner Kimsey to accept letters of interest for City Commission Seat #3 no later than April 10, 2017 for interviewing at the next regular meeting; this motion was seconded by Commissioner Blethen.

City Attorney Cloud stated there would need to be a motion for Mr. Carroll to fill the seat until April 2018.

Commissioner Blethen stated he would like to have an interview process after submitting letters of interest.

Motion passed unanimously by voice vote.

CITY MANAGER ITEMS

- 1) FY 2016-2017 CDBG Project Update
- 2) Thanked Kathy Delp for taking on the duties of Public Works Director. She is now the Development Services Director.
- 3) Swampland Music Festival is Saturday, March 25, 2017 from 11 am – 5 pm
- 4) City Commission Workshop regarding Water and Wastewater in April.
- 5) City Manager Contract will expire in October 2017.

CITY ATTORNEY ITEMS

- 1) Fantasy of Flight – working with Auburndale on an Agreement for a dedicated fire line.

COMMISSIONER ITEMS

Vice Mayor Harris – Thanked everyone for coming. Will not be at the Swampland Music Festival on Saturday.

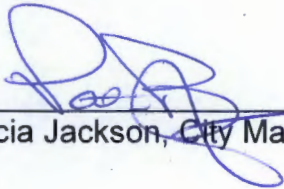
Commissioner Blethen – Inquired with residents what was needed in their neighborhoods, CDBG, longer microphone for podium.

Commissioner Kimsey – Water bills and Bond issue.

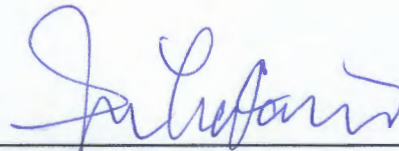
Mayor LaCascia – Thanked Kathy Delp for her dedication as Public Works Director.

ANNOUNCEMENTS - None

ADJOURNMENT – 9:19 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor

**CONSENT AGENDA
February 20, 2017**

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 – January 16, 2017 - City Commission Regular Meeting

B. REPORTS

1. Building Report – January 2017
2. Code Enforcement Report – January 2017
3. Finance Report – January 2017
4. Library Report – January 2017
5. Sheriff's Office Report – January 2017
6. Utilities Report – January 2017

C. OTHER