

## CITY COMMISSION MINUTES

October 16, 2017

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

Walter Lawlor, 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, Commissioner Don Kimsey, Commissioner Mike Blethen, Commissioner Randy Carroll, City Attorney Thomas Cloud and City Manager Patricia Jackson

**Absent:** Vice Mayor Wanda Harris

### **APPROVE CONSENT AGENDA**

**Motion by Mayor LaCascia** to approve the Consent Agenda. City Commission approved by Voice Vote.

### **PRESENTATIONS AND RECOGNITIONS**

Mayor LaCascia read the Red Ribbon Proclamation.

City Manager Jackson presented plaques to Cliff Harmon and Kathy Delp for ten (10) years of service to Polk City.

### **PUBLIC COMMENT**

- 1) Susan Ketterman (583 Marklen Loop) Inquired about street lines painting.
- 2) Lorraine Snyder (775 Teaberry Trail) – City services during Hurricane Irma. Thanked City staff.
- 3) Sandra Cutts (315 Central Avenue) – Donald Bronson Community Center generator.

Keith Prestage provided clarification on what happened to the generators during Hurricane Irma.

- 4) Mike Salidrigas (506 Sunrise Blvd) and Brian Finder (1560 Fussell Road) Discussed commercial property at 506 Commonwealth Avenue. Interested in zoning options of this site for a Nano Brewery.

City Manager Jackson stated City staff has already had conversation with Mr. Salidrigas and Mr. Finder. They will make an appointment to meet with Kathy Delp for further discussion regarding this project.

## **ORDER OF BUSINESS**

### **PUBLIC HEARING - ORDINANCE 2017-04**

AN ORDINANCE OF POLK CITY, FLORIDA, FOR THE PURPOSE OF AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$9,500,000 WATER AND SEWER SYSTEM REFUNDING REVENUE BONDS, SERIES 2017, TO REFUND THE WATER AND SEWER SYSTEM CAPITAL IMPROVEMENT AND REFUNDING REVENUE BONDS, SERIES 2011A ; PLEDGING A LIEN ON THE NET REVENUES OF THE COMBINED WATER AND SEWER SYSTEM TO SECURE THE PAYMENT THEREOF; PROVIDING FOR THE RIGHTS OF THE HOLDERS OF SUCH BONDS; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

City Attorney Cloud read by title only.

Mayor LaCascia opened the Public Hearing.

William House (415 Motorcoach Drive) – Question regarding the Bond.

Laura Lambert (414 Meandering Way) – Question regarding the dollar amount of the Bond.

City Attorney Cloud provided clarification on how this Bond will work. There were two bonds – A Series and B Series. The B Series has been retired. Total amount was \$10.5 million, now being replaced with \$9.5 million. Overall savings is an estimated \$511,000.

Julie Santamaria (RBC Capital Markets) – explained the rates on the old bond versus the new bond rates. Refinancing the current estimate of \$8.1 million, those bonds can be called in advanced. These figures could change based on market conditions.

Mayor LaCascia closed the Public Hearing.

**Motion by Commissioner Kimsey** to approve Ordinance 2017-04; this motion was seconded by Commissioner Carroll.

**Vote:** Commissioner Carroll–aye, Commissioner Kimsey–aye, Mayor LaCascia-aye  
Commissioner Blethen–aye

**Motion carried 4/0.**

**PUBLIC HEARING - ORDINANCE 2017-05**

AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE FINAL BUDGET; REALLOCATING AND REAPPROPRIATING MONIES WITHIN THE BUDGET FOR FISCAL YEAR 2016-2017; PROVIDING FOR ALL OTHER ITEMS IN THE BUDGET OF EXPENSES TO REMAIN UNCHANGED; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

City Attorney Cloud read by title only.

City Manager Jackson provided a thorough explanation as to why this Ordinance is being done.

Mayor LaCascia opened the Public Hearing.

Sandra Cutts (315 Central Avenue) – Inquired about staff getting raises.

City Manager Jackson stated the increases have already been added into the budget. A copy of the budget is always available for review at City Hall.

Mayor LaCascia closed the Public Hearing.

**Motion by Commissioner Kimsey** to approve Ordinance 2017-05; this motion was seconded by Commissioner Carroll.

Commissioner Blethen indicated his displeasure of how the budget is done and discussed several purchases.

City Attorney Cloud stated just because you put something in the budget does not mean you spend it.

Lengthy discussion ensued.

**Vote:** Commissioner Blethen–nay, Commissioner Kimsey–aye, Mayor LaCascia–aye,  
Commissioner Carroll–aye

**Motion carried 3/1.**



**Summit Consulting Grant Services Proposal - presented by Scott Modessit**

Scott Modessit discussed the Summit Consulting Grant Services Proposal. Over the years Summit has provided Grant writing services for a variety of projects such as the water line project, paving projects, tennis and basketball courts. Worked with Polk City on their work with the handicap accessible doors at City Hall and will be working with staff on the Freedom Park restroom project. Looking to do long-term funding strategy planning. This proposal would be based on set deliverables for Polk City. Grant writing for a small city such as Polk City can be difficult if there are no identified projects, it is very difficult to acquire grant funding. Would like to review Polk City's Capital Improvement Plan and work on a first phase needs assessment, taking a look at the budget, what the actual plans are and see how funding can be linked to state and federal dollars available. Initial phase would be \$6,500 is for the needs assessment. If approved, Mr. Modessit will bring back a contract for the first phase of \$6,500.

City Manager Jackson further explained.

**Motion by Commissioner Kimsey** to approval the Summit Consulting Grant Services Proposal; this motion was seconded by Commissioner Carroll.

Commission Blethen asked Mr. Modessit for clarity on the actual grants.

**Motion by Commissioner Blethen** to withdraw the original motion.

**Motion by Commissioner Kimsey** to approve Grant Services with Summit Consulting not to exceed \$6,500, subject to development of list of grants acceptable to Polk City and written agreement approved by City Attorney consistent with this motion; this motion was seconded by Commissioner Carroll.

**Vote:** Commissioner Carroll - aye, Commissioner Blethen - aye, Commissioner Kimsey - aye, Mayor LaCascia - aye

**Motion carried 4/0.**

**Central Florida Regional Planning Council – Planning Advisory Services Agreement**

City Manager Jackson and Jeff Smucker (CFRPC) discussed. \$22,500 is in the budget. They do building regulations, website updates

This contract is for \$22,500 which is in the budget and extends services for Growth Management, Building Code updates, GIS mapping, grant opportunities for planning activities and updating city's website.

Commissioner Kimsey suggested a workshop to review and discuss the CFRPC contract.

Kathy Delp, Development Services Director discussed why there is a strong need for CFRPC. They have assisted Polk City in working out major issues from previous administration. If we don't have CFRPC assisting Polk City, a full-time staff person will be necessary.

City Attorney Cloud stated DCA existed we had to work out zoning for property on SR 33. Without their help Polk City would have been in a major bind.

Mayor LaCascia suggested tabling this item and bring back after the contract has been reviewed.

Workshop scheduled for November 2 @ 7 pm.

### **CITY MANAGER ITEMS**

**DEO Grant** – Polk City has received a DEO grant for Asset Mapping in the amount of \$36,000. This is a continuation of the Polk City's current mini grant. There are no matching funds required. Notification of this award was received after the budget process was complete. Therefore, the budget will have to be amended.

**Recreation Master Plan Grant** – Polk City also received a grant from DEO in the amount of \$25,000, with no matching funds for a Recreation Master Plan. Notification came after the budget was complete and the budget will need to be amended due to this item as well.

**Warehouse (Phase One)** – 650,000 SF building at SR 33 and Mt. Olive Road warehouse. FDOT requirement is a red light and Mt. Olive Road and SR 33.

**Proposal for property purchase off Citrus Grove** - Survey and appraisal done. Will advertise for thirty (30) days and bring back to the November City Commission meeting.

**Special Meeting** - October 30, 2017 at 7pm. Subject - Ordinance for Refinancing of the Bond.

### **CITY ATTORNEY ITEMS**

Nano Brewery - Pleased with this possibility and from an Economic Development standpoint, this is a plus for Polk City.

### **COMMISSIONER ITEMS**

**Commissioner Blethen** – Was not aware of the Software package.

City Manager Jackson stated the ADG software package purchase was discussed at length and approved at a previous City Commission Meeting.

**Commissioner Kimsey** – Thanked everyone for coming.

**Commissioner Carroll** – Need to discuss the Public Works facility at the next meeting.

City Manager Jackson stated a Special Meeting will be held on November 2, 2017 at 7 pm to discuss the Public Works Facility and Central Florida Regional Planning Council's Planning Services Agreement.

**Mayor LaCascia – None**

**ANNOUNCEMENTS - None**

**ADJOURNMENT – 8:25 pm**



Patricia Jackson, City Manager



Joe LaCascia, Mayor

**CONSENT AGENDA**  
**October 16, 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 – September 7, 2017 – Budget Hearing (First Reading)
2. Accept minutes – September 18, 2017 – Regular City Commission Meeting
3. Accept minutes – September 26, 2017 – Budget Hearing (Recessed)
4. Accept minutes – October 2, 2017 – Final Budget Hearing (2<sup>nd</sup>/Final Reading)

**B. REPORTS**

1. Building Report – August 2017
2. Finance Report – August 2017
3. Library Report – September 2017
4. Polk Sheriff's Report – August/September 2017
5. Public Works Report – August 2017
6. Utilities Report – August/September 2017

**C. OTHER**

1. Approval of Emergency Bypass Pump for Voyles Loop LS from Herc Rentals
2. Approval of Aquarina Expenses during Hurricane Irma