

CITY COMMISSION MINUTES

October 21, 2019

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

Pastor Walter Lawlor gave the invocation.

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

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Vice Mayor Don Kimsey, Commissioner Mike Blethen, Commissioner Randy Carroll, Commissioner Wayne Harper, City Attorney Thomas Cloud and City Manager Patricia Jackson

APPROVE CONSENT AGENDA

Motion by Commissioner Harper to approve the Consent Agenda; this motion was seconded by Mayor LaCascia. **Motion carried unanimously by Voice Vote.**

PRESENTATIONS AND RECOGNITIONS - None

PUBLIC COMMENT

ORDER OF BUSINESS

Public Hearing –Ordinance 2019-06

An Ordinance of Polk City, Florida, amending the Polk City Comprehensive Plan, Revising the Future Land Use Element to add the Future Land Use Designation of Mixed Use; and transmitting said Amendment to the Florida Department of Economic Opportunity for Finding of Compliance; Providing for Severability; Providing for Conflict; and Providing for an Effective Date. **Second and Final Reading**

City Attorney Cloud read the Ordinance by title only. Mayor LaCascia opened the Public Hearing; hearing no one for or against this Ordinance, Mayor LaCascia closed the Public Hearing.

Motion by Vice Mayor Kimsey for approval of Ordinance 2019-06 on Second and Final Reading; this motion was seconded by Commissioner Harper.

No discussion.

Roll Call Vote: Commissioner Blethen–nay, Vice Mayor Kimsey–aye, Commissioner Carroll–aye, Commissioner Harper–aye, Mayor LaCascia – aye

Motion carried 4/1.

Public Hearing – Ordinance 2019-07

An Ordinance of Polk City, Florida amending the Polk City Land Development Code, amending Article 2, regulations for specific districts, including adding a new Zoning District as Section 2.04.02.17 MU Mixed Use District; Providing for Applicability; providing for Repeal; Severability; and an Effective Date. **Second and Final Reading**

City Attorney Cloud read the Ordinance by title only. Mayor LaCascia opened the Public Hearing; hearing no one for or against this Ordinance, Mayor LaCascia closed the Public Hearing.

Motion by Vice Mayor Kimsey for approval of Ordinance 2019-07 on Second and Final Reading; this motion was seconded by Commissioner Carroll.

No discussion.

Roll Call Vote: Commissioner Carroll–aye, Vice Mayor Kimsey–aye, Commissioner Harper–aye, Commissioner Blethen–nay, Mayor LaCascia – aye

Motion carried 4/1.

Public Hearing - Ordinance 2019-13

An Ordinance of Polk City, Florida; amending the Final Budget; Reallocating and Reappropriating monies within the budget for Fiscal Year 2018-2019; providing for all other items in the budget of expenses to remain unchanged; providing for severability; providing for an effective date. **First Reading**

City Attorney Cloud read the Ordinance by title only. Mayor LaCascia opened the Public Hearing; hearing no one for or against this Ordinance, Mayor LaCascia closed the Public Hearing.

Motion by Commissioner Harper for approval of Ordinance 2019-13 on First Reading; this motion was seconded by Mayor LaCascia.

City Manager Jackson stated the budget will go from \$5,816,701 to \$7,652,288, which is an increase of \$1,835,587. This is because of grant money received and relocation of the Sprayfield.

Roll Call Vote: Commissioner Blethen–aye, Commissioner Carroll–aye, Commissioner Harper–aye, Mayor LaCascia – aye, Vice Mayor Kimsey–aye

Motion carried unanimously.

Resolution 2019-05

Approving the execution of an Inter-Governmental Maintenance Agreement with the Florida Department of Transportation regarding the maintenance of the State Road Rights of Way in Polk City; and providing an effective date.

City Attorney Cloud read the Resolution by title only. No public comment.

Motion by Commissioner Harper for approval of Resolution 2019-05; this motion was seconded by Commissioner Blethen.

No discussion.

Roll Call Vote: Mayor LaCascia – aye, Vice Mayor Kimsey–aye, Commissioner Blethen–aye, Commissioner Carroll–aye, Commissioner Harper–aye

Motion carried unanimously.

Appointment of Citizen Advisory Task Force for CDBG Program

City Manager Jackson discussed the grant that Polk City would be submitting an application for. As part of that grant, Polk City has to form a Task Force comprised of five (5) residents from the area being looked at. Those persons are: Carrie Venice, Kimberly Adams, Carol Steele, Amber Brown and Kelly Downing. All residents meet the requirements as specified for the Program.

No discussion.

Motion by Commissioner Carroll to approve the Appointment of Citizens Advisory Task Force; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

Planning Services Agreement – Central Florida Regional Planning Council

City Manager Jackson discussed the CFRPC Planning Services Advisory Agreement. The Agreement is not increasing and continues to be a cost effective way for Polk City to obtain Planning Services. The cost is \$25,000.

Motion by Vice Mayor Kimsey to approve the CFRPC Planning Services Agreement; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

Audit Services Agreement – Brynjulfson, CPA, PA

City Manager Jackson discussed the Audit Services Agreement with Brynjulfson CPA. This is a 3-year contract in the amount of \$26,950.00, which is a decrease of \$1,775 from the previous contract.

Motion by Vice Mayor Kimsey to approve the Audit Services Agreement with Brynjulfson CPA; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

Commissioner Harper inquired about how the cost went down?

City Manager Jackson responded Brynjulfson does not spend as much time working on Polk City as in the past.

Polk County Sheriff's Office Interlocal Agreement for Dispatcher Services

City Attorney Cloud provided a thorough explanation as to how this Agreement came about. This is simply a State law that Municipalities have this Interlocal Agreement in place for Dispatcher Services. This is no additional financial impact to Polk City as this contract works in conjunction with the current agreement for Law Enforcement services.

Motion by Commissioner Blethen to approve the Polk County Sheriff's Office Interlocal Agreement for Dispatcher Services; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

City Manager Evaluation

The 2019 City Manager Evaluation of Patricia Jackson was provided for review and discussion.

Commissioner Harper inquired about all the employees getting a pay raise as well as the City Manager.

City Attorney Cloud stated the City Manager's contract will need to be amended.

After lengthy discussion, a Workshop will be scheduled to discuss the City Manager's contract.

CITY MANAGER ITEMS

1. Closing of S.R 33 for Christmas Parade, Saturday, December 7, 2019.

Motion by Vice Mayor Kimsey to approve the Christmas Parade on Saturday, December 7, 2019; this motion as seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

2. Advertise – Consultant for Grant Writing and Administrative Services for the CDBG Program
3. 2019 Safe Haven Halloween – Friday, October 25, 2019; 5:30 pm – 8:00 pm. City Hall and the Library will be closed at 4:00 pm. Requesting the Commissioners distribute candy at Safe Haven Halloween
4. Jacobs Water Plant –down payment has been paid for the tanks to be ordered.
5. Ethics Training – November 4, 2019 in Wauchula if anyone needs to go.
6. 59th Annual Legislative Conference - November 13-15, 2019 – City Manage will be attending
7. New door security system – key fobs will be distributed
8. City Commission Lunch w/PCSO - November 18, 2019 at 11:00 am – Please RSVP by November 8.

CITY ATTORNEY ITEMS – None

COMMISSIONER ITEMS

Vice Mayor Kimsey – Requested hard candy for the Christmas parade. Questioned the check process...if there is a check being sent out that he does not agree with. City Manager Jackson and City Attorney Cloud explained that when a check is written, there is backup documentation, one being the invoice for which services have already been rendered, therefore Polk City would in fact owe that vendor.

Commissioner Blethen – None

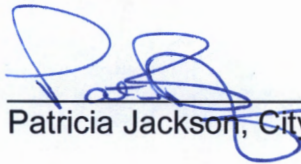
Commissioner Carroll – discussed the possibility of a canopy at the playground due to the excessive heat. Discussed the school zone signs. City Manager Jackson and City Attorney Cloud responded the City does not govern the crossing for the school and this is an ongoing issue that has to be taken up with FDOT.

Commissioner Harper – Thanked everyone for coming.

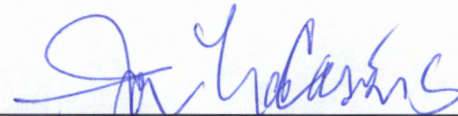
Mayor LaCascia – None

ANNOUNCEMENTS - None

ADJOURNMENT – 7:50 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor

CONSENT AGENDA
October 21, 2019

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 12, 2019 – Budget Hearing – 1st Reading
2. Accept minutes – September 16, 2019 - City Commission Workshop
3. Accept minutes – September 16, 2019 – City Commission Meeting
4. Accept minutes – September 24, 2019 – Final Budget Hearing

B. REPORTS

1. Building Permits Report – September 2019
2. Code Enforcement Report – September 2019
3. Financial Report – September 2019
4. Library Report – September 2019
5. Polk County Fire Rescue – September 2019
6. Polk Sheriff's Report – September 2019
7. Public Works Report – September 2019
8. Utilities Report – July/September 2019

C. OTHER