

## CITY COMMISSION WORKSHOP MINUTES

December 16, 2019

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Mayor LaCascia called the Workshop to order at 6:00 p.m.

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

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

### Agenda Review - City Commission Meeting – December 16, 2019

Mayor LaCascia stated the purpose of the Workshop is to discuss items being presented on the Regular Meeting Agenda and address any questions or concerns and ultimately be able to proceed in a more efficient manner at the Regular Meeting.

### ORDER OF BUSINESS

#### DEP Project Contingencies

- Irrigation System - \$13,041.97 (Central Florida Irrigation)
- Well Abandonment - \$23,250.00 (A.C. Schultes of Florida, Inc.)
- SCAG Mower (will be able to mow 1ft. to 3ft. slopes) - \$10,687.20 (Fields equipment)
- Repair of wash-outs and dirt work - \$5,500 (Odom Contracting - City Manager approved)
- Other repairs and piping - \$4,500 (Odom Contracting) City Manager approval, if work is needed
- Shed, which has not been tied to quote, but will fall under City Manager Approval - \$2,000 to \$3,000

Gerry Hartman discussed the DEP Project contingencies.

The overall project is on time, within budget and substantially complete. The \$84,000 contingency is still available and is pre-approved by DEP as Direct Purchases for the contingencies.

**a) Polk City can have an irrigation system** installed which will be a benefit long term. This provides for radio transmitting and the City can acquire real time on flows and pressures. This will reduce labor cost in the amount of \$13,000. This will also save in long term operating cost.

**b) Well Abandonment** – This is a Polk City well, not connected to the power source. The SWFWMD requires all wells not in service be abandoned and properly plugged. This project was bid out by the hydrogeologist, Ardaman and Associates, Inc. Their

recommendation was for *A.C. Schultes of Florida, Inc.* to do this project. It is better to do this out of contingencies to save present value of the money. The company will remove the pump and log it as required by DEP, place a cloth balloon filled with gravel cement from bottom to top. It's 10 inch and 654 feet; therefore 654 feet will have to be plugged. This well will have to be plugged whether Polk City is doing a DEP project or not. This cannot be a water supply to the City.

**c) Mower** – For the site – the slopes are 1 to 4 in the area. Therefore, a fairly large wheel and good size mower is necessary. DEP authorized between \$9,000 and \$11,000 for this mower. This is a 52 inch.

Commissioner Blethen questioned the wheel size on the mower. Feels that what he saw on the website is the equivalent of a zero turn mower.

Mr. Hartman provided clarification. This is not a tractor, it's a mower. The distance down the slope of a few hundred feet. We've been told by the manufacturer that this mower would work for this specific area with all of the angles and slopes. Fields can come out to the site and provide assurance that this particular mower will work.

Shed by Odom Contracting – The shed was built for \$1,200.00 and it's an 8x8x8 in size.

City Manager Jackson stated the contingency items total \$59,979.17, which will leave approximately \$25,000 remaining in the Contingency Fund.

#### **Purchase of Truck for Work Squad**

City Manager Jackson stated this item is in the budget. Would like to piggy-back off the County's contract with Weikert Ford.

Commissioner Harper asked if all the inmates would fit in the vehicle?

Commissioner Blethen asked why a truck and not a van.

Keith Prestage, Public Works Director responded most of the work we do requires pulling a trailer. A van is designed for hauling people and not really conducive for people and trailers. The truck is not a 4-wheel drive. The van currently used is owned by Polk City for transporting the inmates, and is in the DOC/Polk City Contract.

Blethen inquired about repairs and maintenance on the van.

Keith Prestage responded the van was purchased in 2007 (used) and Polk City has spent over \$8,000 in repairs to date.

City Manager Jackson stated this van along with several other items will be presented to the City Commission for surplus in January or February. This is a capital project in the budget. Capital expenses are greater than \$1,000 and split between the General

Fund and Enterprise Fund.

Commissioner Carroll inquired about where the vehicle would be housed.

City Manager Jackson responded at the prison facility.

**Proposals – Grant Writer – CDBG**

City Manager Jackson discussed the CDBG Grant Writer Proposals. Each Commissioner was given a scoring packet.


Polk City has opted out of the County funds and applied for State Funding and would get more money. Polk City did appoint a Task Force for this purpose. This Task Force will make the final recommendation to the City Commission.

In an effort to allow more time for the City Commission to review the scoring materials, and score fairly, it will be recommended at the Regular Meeting (7pm) that this item be tabled until the January 21, 2020 City Commission meeting; therefore, Summit Consulting and Fred Fox Enterprises Inc., can be present for this meeting. All scoring documents will need to be submitted by that date.

**Flag Pole** – City Manager Jackson stated flag poles and flags will be ordered for the Donald Bronson Community Center. Mayor LaCascia would like for the Commission to have input on where the pole will be placed.

**ADJOURNMENT** – 6:55 pm

  
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Patricia Jackson, City Manager

  
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Joe LaCascia, Mayor