

CITY COMMISSION MINUTES

January 21, 2020

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

Pastor Walter Lawlor, New Life Community Church 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 Vice Mayor Kimsey. **Motion carried unanimously by Voice Vote.**

PUBLIC COMMENT - None

ORDER OF BUSINESS

Proposal – Grant Writer – CDBG

City Manager Jackson stated that Polk City opted out of the Polk County CDBG in an effort to apply through the State of Florida's CDBG Program. It is expected the next round to accept applications will be in the early part of 2020. It is anticipated the Grant Award will be \$650,000, which is what the proposals are based upon. Polk City placed an advertisement seeking proposals for a Grant Writer in the Ledger and two proposals were received as listed below:

Summit Professionals

- a. Housing Rehabilitation Category - \$94,250
- b. Neighborhood Revitalization or Economic Development Category - \$47,750

Summit's proposal states "If it becomes the deciding factor in the scoring and selection of an Administrator, Summit will **MATCH THE LOWEST FEE** proposed by the other Consultant. Summit also states as a note "Summit will provide **ALL** Grant Services at no cost for the CDBG grant if Summit is procured to provide Grant Administration Services.

Fred Fox Enterprises

- a. Housing Rehabilitation Category - \$91,000
- b. Neighborhood Revitalization or Economic Development Category - \$45,500

Each Commissioner was asked to complete the scoring sheet and have ready at the meeting so that a decision could be made on a grant writer for the FFY 2019 Community Development Program; refer to your scoring criteria.

Detailed packets from the two companies are on file in the City Manager's Office and/or Sheandolen's Office.

Motion by Vice Mayor Kimsey to approve the Summit Consulting for CDBG Proposal for the Grant Writer; this motion was seconded by Commissioner Harper.

No Discussion.

Motion carried 4/1 by Voice Vote.

Purchase of Truck for Public Works

Mayor LaCascia briefly discussed the Purchase of Trucks for the Public Works Department.

Staff recommended Polk City piggy-back off a Polk County contract with Weikert Ford to purchase a 2020 Ford F-250 regular cab in the amount of \$23,542.80.

Motion by Vice Mayor Kimsey to approve that Polk City piggy-back off a Polk County contract with Weikert Ford to purchase a 2020 Ford F-250 regular cab in the amount of \$23,542.80 for the Public Works Department; this motion was seconded by Commissioner Carroll.

No Discussion.

Motion carried unanimously by Voice Vote.

Planning Commission Appointments

City Manager Jackson discussed appointments for the Planning Commission. Bradley Denault was appointed to fill an unexpired term; however, he has not attended any meeting. Requesting Bradley Denault be removed as a full member and replaced with Robert Baker. The appointments listed below reflect the consensus of the City Commission at the Workshop:

- William Stefanski - January 1, 2019 – December 31, 2021 (up-to-date)
- Mike Denico - January 1, 2019 – December 31, 2021 (filling unexpired term)
- David Prins - January 1, 2020 – December 31, 2022 (reappointment)
- Robert Baker - January 1, 2020 – December 31, 2022 (reappointment)
- Michael Ho-Shing – will not be reappointed

Motion by Commissioner Harper to approve the Planning Commission Appointments as presented; this motion was seconded by Vice Mayor Kimsey.

Motion carried unanimously by Voice Vote.

Contract with Odom Contracting for Street Paving, Parking Lot Paving and Parking Lot Overlay

City Manager Jackson and Public Works Director Keith Prestage discussed at the November meeting the City Commission approved paving projects to be done by Odom Contracting as listed below:

- Hydrangea Avenue North and South - **\$50,338.50**
- Bronson Community Center Parking Lot Paving - **\$96,398.40**
- Library Parking Lot Paving Overlay - **\$12,510.00**

Grand Total for Paving Projects = \$159,246.90

City Attorney Cloud clarified the terms of the Agreement.

Motion by Commissioner Harper to approve the Piggy Back off of Lake Alfred's existing Contract with Odom Contracting in the amount of \$159,246.90 for the Paving projects on Hydrangea Avenue North and South, the Bronson Center and the Library; this motion was seconded by Commissioner Carroll.

Lengthy discussion ensued regarding warranty on the asphalt work.

Motion carried 4/1 by Voice Vote.

CITY MANAGER ITEMS

- 1) Mark Frederick (Wood Engineering) provided a full update on the utility relocating on Broadway Boulevard Trail Project. The City Commission provided consensus to proceed.
- 2) Polk County Water Cooperative – Apply for Infrastructure Finance and Innovation Act Water Loan. There is an application fee for Polk City in the amount of \$601.02. There is an Implementation Agreement that the City Attorney is reviewing. May come before the Commission in February.
- 3) Coca-Cola has approached Polk City regarding an exclusive partnership. The specific details were provided. Over a ten year period, this partnership will assist Polk City with its special events. One coke machine will be located in the lobby at City Hall. The City is being asked to commit to a ten-year partnership. The final contract will need to be approved by the City Commission. This is a win-win situation.

City Attorney Cloud stated the Commission will have to approve it as this is a partnership.

Motion by Commissioner Harper to approve the Coca-Cola Partnership Agreement; this motion was seconded by Vice Mayor Kimsey.

Motion carried unanimously by Voice Vote.

CITY ATTORNEY ITEMS – None

COMMISSIONER ITEMS

Vice Mayor Kimsey – Inquired about the mechanic position. Keith Prestage clarified the specifics regarding certifications for a mechanic.

City Manager Jackson stated we spend less money doing projects in-house. If we have machinery that staff cannot fix, we do send out for repair and are in fact, saving money by not having a full-time mechanic with benefits. It is the recommendation to discontinue advertising the mechanic position and continue as we are currently operating.

Mayor LaCascia stated go back one year in repairs. Requested Joanna can provide that information for a one-year period.

Commissioner Blethen – the print on the monthly financials is way too small. Employment is getting too low in the USA in the machinery realm.


Commissioner Carroll – Restrooms at Freedom Park are very nice, but need something at the Pier. Requested staff investigate the installation of a port-a-let.

Commissioner Harper – Thanks for coming.

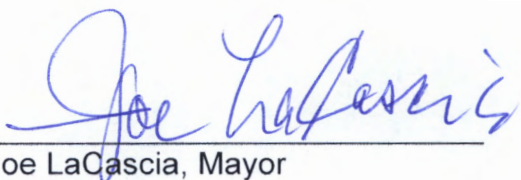
Mayor LaCascia – Thanked the City employees. Requested the department reports have the department directors names listed on them. This information is invaluable. Compliments are coming from the Public.

ANNOUNCEMENTS - None

ADJOURNMENT – 7:45 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor

CONSENT AGENDA
January 21, 2020

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 – December 16, 2019 - City Commission Workshop
2. Accept minutes – December 16, 2019 – City Commission Meeting

B. REPORTS

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

C. OTHER