

## CITY COMMISSION WORKSHOP MINUTES

February 17, 2020

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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 – February 17, 2020**

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**

#### **RFQ– Engineering Services, Community Development Block Grant Program – FFY 2019**

City Manager Jackson discussed that Polk City opted out of the Polk County CDBG in order to apply through the State of Florida for Community Development Block Grant 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. Based on that, Polk City placed an advertisement seeking RFQ's for an Engineering Firm in the Ledger.

Each Commissioner provided their rankings of each company. Based on those individual rankings, Chastain-Skillman is #1, Mittauer is #2 and Wood is #3.

Scott Modessit provided a brief over of the process.

#### **Gerry Hartman Invoices – DEP Contingencies**

City Manager Jackson stated at the November meeting, the City Commission was advised that there was an \$84,000 contingency. Contingency Expenditures in the amount of \$59,979.17 for SRF Project #WW53402—loan and Project #WW531403.

The Department of Environmental Protection (DEP) allowed a “direct purchase” of the contingency items. During that time it was noted there could be additional expenditures for Hartman Consultants as well as Ardaman & Associates.

Gerry Hartman provided a thorough explanation of the expenses.

The shed we purchased was less than \$2,000, which leaves a balance of \$25,792.60 in Contingencies.

Hartman Consultants, LLC had a run-over of \$358.40 without additional expenses, and with additional expenses, there was a run-over of \$31,826.05. The City's portion will be \$6,033.45 after using the DEP Contingencies.

## **COMMENTS HERE**

### **Ordinance 2020-01**

An Ordinance of Polk City amending the Polk City Code of Ordinances and the Unified Land Development Code of Polk City; amending and updating Article 3, Development Design and Improvement Standards, Section 3.07.00, Compatibility, Landscaping and Buffering Standards, and amending Article 9, Definitions; providing for applicability; providing for repeal of conflicting Ordinances; providing for severability; providing an effective date, **first reading**

City Attorney read the Ordinance by Title only.

Stephanie Von Pelaske-Bush (CFRPC) briefly discussed this Ordinance as well as the Powerpoint.

Commissioner Harper asked if this Ordinance is applicable to existing single family homes?

Mrs. Von Pelaske-Bush responded this for new construction.

Commissioner Blethen inquired about the number of people that have seen this Ordinance.

City Manager Jackson stated this has been presented at the Planning Commission Meeting and duly advertised.

City Attorney Cloud reiterated all legal notices have been done.

Stephanie Von Pelaske-Bush stated this Ordinance is trying to accomplish suggestions for plants that don't need a ton of water to survive.

City Manager Jackson stated the Planning Commission has asked to review the Landscape piece. This is the end result. This recommendation makes it user friendly.



Commissioner Blethen asked who wrote this Ordinance?

This Ordinance was written by Central Florida Regional Planning Council coming from Polk City's Land Development Code.

City Manager Jackson stated based on current codes we have plus any changes recommended by PC and CFRPC put everything together for presentation.

Lengthy discussion ensued.

### **Citrus Hill Drive Water Main – Engineering Proposal**

City Manager Jackson stated Polk City has received several requests regarding the extension of the water main to Citrus Hill Drive, which is near Fountain Park Phase 3 on Mt. Olive Road, east of Fountain Park, Phase 3. This is in our Utility Service Area, and we can use water Impact Fees for this project.

Wood Engineering (one of the Engineers Polk City uses) has been asked to prepare a quote for the extension of the water main and what the scope of work would be.

Would like to discuss this with the Commission and hopefully get these residents City water.

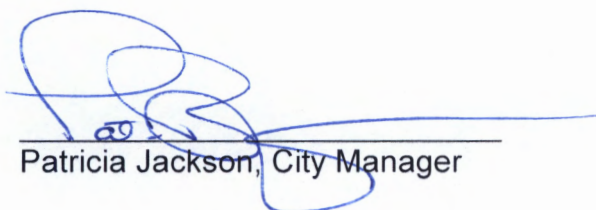
The Engineering cost would be \$21,275 which would include the Survey and Construction plans. The funds would come out of the Impact Fees as they are an extension of our system. There would be approximately twenty (20) homes getting City water as they are not inside the city limits, but are in the Polk City service area.

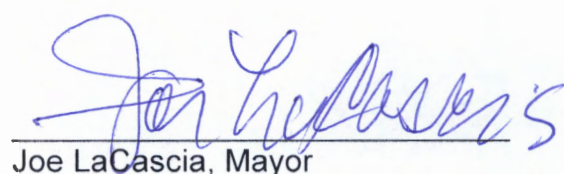
### **Replace Carpet in Donald Bronson Community Center**

City Manager Jackson and Public Works Director Keith Prestage discussed the carpet in the Donald Bronson Community Center has major stains and extreme wear damage.

The recommendation would be to replace the old carpet with a heavy traffic carpet tile, which allows replacement of single tiles, as needed in the future. This is a budgeted item.

**ADJOURNMENT** – 7:00 pm

  
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Patricia Jackson, City Manager

  
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Joe LaCascia, Mayor