

CITY COMMISSION WORKSHOP MINUTES

September 21, 2020

Mayor Joe LaCascia called the meeting to order at 6:00 pm.

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Vice Mayor Don Kimsey, Commissioner Wayne Harper, Commissioner Randy Carroll, and City Manager Patricia Jackson

Absent: Commissioner Micheal T. Blethen, City Attorney Thomas Cloud

Agenda Review - City Commission Meeting – September 21, 2020

Mayor LaCascia reiterated 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

Public Hearing – Community Development Block Grant Program – Projects

City Manager Jackson discussed the Citizens Advisory Task Force (CATF) held a meeting on February 27, 2020, whereby the public and the Task Force discussed what activities are eligible for the program and discussed what projects may be considered. This is the 2nd Public Hearing for the CDBG whereby the City Commission can take action based on the public's input. The advertisement lists the projects that will be done and the estimated costs. The amount could go up to \$650,000. This project will include paving of Citrus Grove Blvd., replace existing sidewalk in that area, as well as a 2" water line replacement from Arborvitae to Berkley, which is the line we continue to have the most trouble with. There is no matching funds requirement. The application due date is October 5, 2020. Household survey of the area was done.

Planning Services Agreement with Central Florida Regional Planning Council

Jennifer Codo-Salisbury discussed Central Florida Regional Planning Council provides professional Planning Services to Polk City and assist the City with website updates. The Planning Services Agreement is for the 2020-2021 Fiscal Year and includes \$22,000 for Planning Advisory Services and \$3,000 for website updates. There is no cost increase for Fiscal Year 2020-2021.

Some of the services provided are: Assistance with comprehensive plan amendments, rezoning, and large project review, subdivision review; Minor revisions to the Land Development Regulations; Update to the Capital Improvements Element and Plan; Grant writing; Website Updates.

Back-Up Generators for the Public Works / Utilities Facilities

Keith Prestage, Public Works Director stated as hurricane season continues to threaten Polk City every year and summer thunderstorms can knock out power without warning; it is staff's recommendation to purchase and have installed two (2) back-up generators at the Public Works Shop building and the Utility Operations building. This will ensure that these buildings will have a continuous power source in the event of an emergency. These generators have a five (5) year warranty.

Three quotes received are as listed below:

Lowe's - \$18,633.54; Southern Electric - \$21,000.00; Canter Power Systems - \$22,455.98

CITY MANAGER ITEMS

Emergency Repair of Water Hydrant and 6" Water Main on Lakeshore

City Manager provided a thorough explanation regarding this EMERGENCY repair and its cost of \$17,276.50 and staff payroll (holiday) cost of \$919.30. Because this is a big-ticket item, and simply airing on the side of caution, this EMERGENCY expenditure is being brought to the City Commission's attention, not for approval, just for notification/certification.

Emergency Repair of Deming Pump at Cardinal Hill WWF

City Manager Jackson and Lori Pearson, Utilities Director provided a thorough explanation regarding this EMERGENCY repair and its cost of \$10,782.13. This pump was installed in 2008 and it was used; so, in this EMERGENCY, the best option was to have this pump rebuilt "right now" so the plant would not be out of commission. This item is also being brought to the City Commission's attention, not for approval, just for notification/certification.

Discussion ensued regarding the City Manager's spending limit. Mayor LaCascia would like to see the City Manager Spending limit increased to \$25,000.

After lengthy discussion, a **Special Meeting will be scheduled for Thursday, September 24, 2020 at 6:30 pm** to address an Ordinance for the City Manager Spending Limit as well as the bid amounts. City Commission provided consensus for the City Attorney to work on this Ordinance.

COMMISSIONER ITEMS

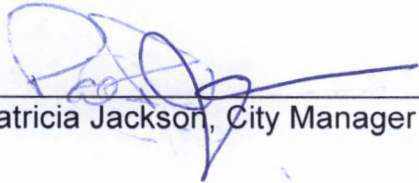
Commissioner Carroll spoke inquired about having some kind of canopy installed for the playground @ Freedom Park as the equipment is just too hot this time of year.

Vice Mayor Kimsey inquired about the cost of the electronic signs for the front of City Hall.

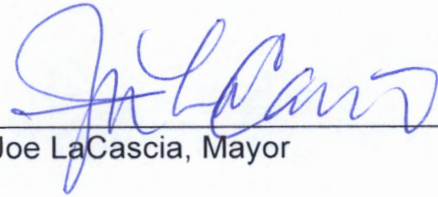
City Manager Jackson responded that Polk City will need a double-sided sign which will

cost a bit more. We spoke with Lake Alfred regarding their sign, which was \$30,000. Research continues on this project. We can have information ready for the next meeting if the Commission decides to do this.

ADJOURNMENT – 6:58 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor