

CITY COMMISSION WORKSHOP MINUTES

August 17, 2020

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

ROLL CALL – City Manager Patricia Jackson

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

Agenda Review - City Commission Meeting – August 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

Appointment to Planning Commission – Alternate Member

City Manager Jackson discussed the Polk City's Planning Commission currently has two alternate vacancies. Polk City's Land Development Code requires that members of the Planning Commission must be a registered voter of Polk City, and a full-time resident of the city, owners or appointed employees of businesses within the City limits, or live within five miles of the City limits in unincorporated Polk County.

On July 15, 2020, Mr. Antonio Thomas submitted his volunteer application to serve on the Planning Commission as an alternate. Mr. Thomas is a resident of Polk City and meets all the requirements to serve on the Planning Commission as an alternate. Mr. Thomas' term will be set for January 1, 2020 and end December 31, 2022.

Mr. Thomas will be present for the Regular Meeting at 7 pm.

APPROVAL OF LEASE WITH POLK COUNTY FOR FIRE STATION

City Manager Jackson stated Polk County and Polk City renewed a lease agreement for certain land and building located at 200 Commonwealth in September 2015. That lease is now up for renewal, and Polk County would like to continue with the Lease, which is a benefit for Polk City.

The renewal will be for a period of five years, which would end on September 30, 2025.

At the 7pm Regular Meeting, Staff will be requesting approval of the Lease Agreement between Polk City (Landlord) and Polk County (Tenant) for a period of five years commencing October 1, 2020 and expiring September 30, 2025.

Resolution 2020-07 – A Resolution of City Commission of Polk City, Florida adopting the 2020 Polk County Multi-Jurisdictional Local Mitigation Strategy Update.

City Manager Jackson provided a thorough explanation of this Resolution of the City Commission of the City Commission of Polk City, Florida; approving its portion of the Polk County Local Mitigation Strategy. Adoption of this Plan ensures Polk City's eligibility to participate in funding opportunities in the years ahead. Please visit <http://polkcountyflms.org> to review the updated plan.

At the 7pm Regular Meeting, Staff will be recommending adoption of Resolution 2020-07 Polk County Location Mitigation Strategy Update.

Mt. Olive Road Wastewater System Evaluation – Wood Environment and Infrastructure Solutions, Inc.

City Manager Jackson stated Due to the growth along Mt. Olive Road that is in the Polk City's Utility Service Area, Polk City requested a proposal from Wood Environment & Infrastructure Solutions, Inc. to evaluate the Mt. Olive Road Wastewater System to review the existing conditions as well as future demands on the System.

The proposed residential subdivision, known as "The Landings at Mt. Olive" is currently in the Development Review Process and is planned to add approximately 382 homes to Polk City. Two onsite lift stations are anticipated to be constructed as part of "The Landings at Mt. Olive" Development, and are anticipated to discharge to the west through the new sanitary force main along Mt. Olive Road before discharging into the existing lift station at Mount Olive Shores South (Lift Station #10). The cost of this evaluation is \$13,745.

At the 7pm Regular Meeting, Staff will recommend approval of the proposal from Wood Environmental and Infrastructure Solutions Inc. for the Mt. Olive Wastewater System Evaluation in the amount of \$13,745.

Audit Presentation – FY 2019 – Mike Brynjulfson

Mike Brynjulfson will be at the 7pm Regular Meeting to present the FY 2019 Audit Report.

CITY MANAGER ITEMS

Polk City Special Events

City Manager Jackson discussed the Special Events and how it is related to COVID-19 – Halloween is October. There are several cities that have already cancelled their events for the remainder of this year. This is not a bad idea for Polk City. Therefore, I'm asking the City Commission if we can cancel for this year. Also, FDOT is wanting to change Polk City's route to streets that traffic cannot accommodate parade kind of traffic. Barfield and Smith Road is too long of a route. Do away with the parade for this year! Donation letters have gone out and we have received confirmation from Lakeland Electric to receive a

donation in October. However, they are waiting to hear back from us as to whether or not Polk City will have its special events this year.

Mayor LaCascia clarified with the Commission that Mrs. Jackson is looking for a consensus to cancel the Special Events (Halloween and Christmas). Mayor LaCascia stated he does not have a problem cancelling the Special Events this year.

Vice Mayor Kimsey would like to see if there is a way possible for the parade to happen.

City Manager Jackson stated we would still have to wear a mask and maintain social distancing.

Vice-Mayor Kimsey stated the vaccine should be available in October.

City Manager Jackson stated we cannot wait until October to start planning this event. FDOT is not going to budge as they've laid out this route. We cannot put people on our city streets and 18 wheelers.

Deputy Poindexter agrees that the proposed route from FDOT is not going to work.

City Manager Jackson stated we don't know what will happen and need time to properly plan. Cancelling for this year will give us that time to do so.

Mayor LaCascia stated he has no problem with this cancellation.

Commissioner Harper stated this is going to put a damper on our plans in the future.

City Manager Jackson stated the parade is just about gone, but we can certainly plan something different for next year.

City Manager Jackson stated Orange Boulevard which is where we stage for the parade; but it is not wide enough for two-way traffic and Citrus Grove Boulevard is not either.

Mayor LaCascia confirmed that this cancellation will be printed in the next Polk City newsletter for both events.

City Manager Jackson responded Yes.

Lift Station – Pig Tails

Polk City needs eight (8) more pig tails for the generators for lift station hookups. Four (4) have been located. The original quote was in the amount of \$10,800, which was just for the pig tails. The final cost of \$14,921 from Southern Electric was for parts, materials and labor. This was an emergency and will be brought before the Commission at the 7pm Regular meeting to be ratified since this is above the City Manager's \$10,000 spending limit.

Bid for Utility Relocation – Multi-Use Trail

At the last meeting, City Manager Jackson acquired permission to go out to bid for the Utility Relocation. The quote received was for \$24,231, which is under our bid price. Would like to get permission to get two more quotes and use the lowest bid.

Odom Contracting does the majority of Polk City's Utility work and has been the lowest bidder; Odom also does good for the City and we've used him for several years now.

City Attorney Cloud stated the bid limits run anywhere from \$10,000 to \$100,000. The City Manager Spending limits in Florida are all over the place. Currently, Polk City has a \$10,000 City Manager Spending Limit and a \$25,000 Bid limit.

Would recommend establishing a \$25,000 spending limit for the City Manager. The current City Manager has certainly proven herself worthy of an increase in the spending limit. Would recommend a \$50,000 Bid limit.

City Attorney Cloud stated the City Manager spending limit does require a change in the Ordinance. However, since an emergency was declared, the requirements can be waived during the declaration of an emergency. This could be approved via emergency at tonight's 7pm Regular Meeting.

Lengthy discussion ensued.

The recommendation for the 7pm Regular Meeting will be to authorize City Attorney Cloud to prepare the City Manager's Spending Limit Ordinance.

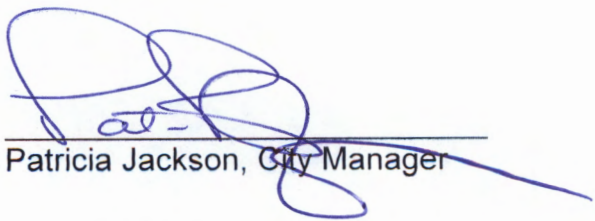
Vice Mayor Kimsey

Discussed Polk City investing \$1 million in the stock market.

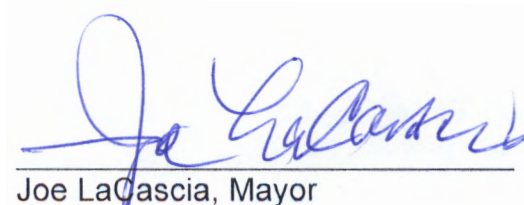
City Manager Jackson stated Polk City would have to hire a Financial Advisor to come in to consult on this issue.

Lengthy discussion ensued.

ADJOURNMENT – 6:50 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor