

CITY COMMISSION MINUTES
May 16, 2022

Mayor LaCascia called the meeting to order at 7:00 pm.

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 Wayne Harper, Commissioner Randy Carroll, Commissioner Micheal T. Blethen, Commissioner Charles Nichols, City Attorney Thomas Cloud and City Manager Patricia Jackson

APPROVE CONSENT AGENDA

April 18, 2022 (Workshop and Regular Meeting) minutes. **Motion by Vice Mayor Harper and seconded by Commissioner Carroll. Unanimously approved by Voice Vote.**

PRESENTATIONS/RECOGNITIONS - None

PUBLIC COMMENT - None

ORDER OF BUSINESS

Extension of Emergency Water Service Agreement

City Manager Jackson and City Attorney Cloud discussed that Polk City and Auburndale previously established an Emergency Water Agreement dated December 12, 2011 (the original agreement).

Section 3 of the Original Agreement provides that the term thereof shall continue in effect from the complete execution hereof and thereafter for ten (10) years with options for extensions for four (4) five (5) years consecutive terms each on mutual written consent of the parties.

The parties of the agreement now wish to extend the Original Agreement for an additional term of ten (10) years, exercising two (2) of the five (5) year extensions, by mutual written consent.

Staff recommended approval of the extension of the Original Agreement by ten (10) years until December 12, 2031.

Motion by Commissioner Carroll to approve the Extension of Emergency Water Service Agreement with Auburndale to expire on December 12, 2031; this motion was seconded by Vice Mayor Harper.

Motion carried unanimously by Voice Vote.

Letter of Agreement for Professional Engineering & Survey Services – Chastain-Skillman, Inc.

City Manager Jackson discussed the City Commission approved authorizing City Manager Jackson to produce consistent with City procurement policy and State Statute engineering design services and construction services to design, permit and build an eight-inch diameter sewage force main to serve The Landings at Mount Olive and other adjacent projects.

City Manager Jackson contacted Chastain-Skillman, Inc. to provide a Letter of Agreement for Professional Engineering & Survey Services and a cost for Deliverables for the Mount Olive Force Main Extension, which was in the meeting packet.

The cost for this project based on the Letter of Agreement is \$169,098.

Staff recommended the City Commission approve the Letter of Agreement for Professional Engineering & Survey Services with Chastain-Skillman, Inc. in the amount of \$169,098 for the Polk City Mount Olive Force Main Extension.

Laura Lambert (414 Meandering Way) requested clarification on the Chastain-Skillman Letter of Agreement. City Manager Jackson provided the clarification.

No discussion by the Commission.

Motion by Commissioner Blethen to approve the Letter of Agreement for Professional Engineering & Survey Services – Chastain-Skillman, Inc. in the amount of \$169,098 for the Polk City Mount Olive Force Main Extension; this motion was seconded by Vice Mayor Harper.

Motion carried unanimously by Voice Vote.

Traffic Signal Improvement Proportionate Share Agreement Between Holly Cove, Inc and Polk City.

City Manager Jackson and City Attorney Cloud discussed the Traffic Signalization Agreement between Holly Cove, Inc. (Robert Holston) and Polk City. As part of the PUD conditions, prior to the issuance of any building permits for construction within the property, the owner is required to enter into a Proportionate Share Agreement for necessary transportation improvements at SR 33 and Mt. Olive Road. Terms of this Agreement indicate that Holly Cove (Mr. Holston) will pay a proportionate share in the amount of \$150,000 no later than February 28, 2023 for the construction cost of the Traffic Signal Improvements.

Motion by Vice Mayor Harper to approve the Traffic Signal Improvements Proportionate Share Agreement between Holly Cove, Inc. and Polk City; this motion was seconded by Commissioner Carroll.

Motion carried unanimously by Voice Vote.

CITY MANAGER ITEM

Discussion of Copy Machines – Discussed the concerns with Konica and servicing the machines we currently lease. Would like to lease copiers and the map printer from Boring Business. This will be on a State contract with a sixty (60) month lease. The total package is approximately \$150.00 cheaper than the current lease and Boring Business is local.

Commissioner Blethen expressed that Polk City needs to purchase the machines, versus leasing them.

Motion by Commissioner Nichols to approve leasing the copiers and map printer from Boring Business on a State Contract for a 60 month; this motion was seconded by Commissioner Blethen.

Motion carried unanimously by Voice Vote.

Juneteenth Celebration - Freedom Park on June 18, 2022 at 3pm.

Polk City Corridor Vision Plan – TPO/DOT, Polk County and Polk City date has not been set yet. There will be public involvement and the community will have the opportunity to share their concerns. Polk City should be receiving information regarding the kick-off meeting (Commonwealth Avenue, Broadway Boulevard, Berkley Road and Mt. Olive Road and SR 33 are being added. Will keep everyone apprised. City Commission would like for Representative Josie Tomkow to attend.

PCSO Special Detail – Continues to receive calls from Mr. Kimsey on the weekends regarding situations arising in Polk City. Will be meeting with him on Tuesday with Deputy Poindexter. Stressed the importance of calling the PCSO non-emergency number 863-298-6200.

Ridge League of Cities Dinner Meeting – June 16, 2022 at the RP Funding Center in Lakeland.

Water Meters – 350 meters and 470 registers have been ordered. Some of these will be shipped to Polk City next week. Polk County is allowing Polk City to borrow 20 meters until the order arrives. The borrowed meters will be returned to Polk County. City Manager Jackson requested permission to order meters now in the amount of \$89,579, as there is a lag time of six (6) months.

Motion by Vice Mayor Harper to approve the purchase of meters in the amount of \$89,579 from Empire; this motion was seconded by Commissioner Carroll.

Motion carried unanimously by Voice Vote.

Surplus sold at Auction – Three (3) City owned vehicles (2002 For Pick up, 2005 Ford E350 Van and the Bucket Truck) were surplused and sold at the auction. Proceeds from the sale was \$8,312.50.

CITY ATTORNEY

1) City Attorney Cloud discussed **Ordinance 2022-03** regarding Discontinuation of Water Service. This Ordinance will make the guidelines for water service crystal clear.

Motion by Commissioner Nichols to approve Ordinance 2022-03 on First Reading; this motion was seconded by Vice Mayor Harper.

Roll Call Vote: Mayor LaCascia – aye, Vice Mayor Harper – aye, Commissioner Blethen – aye, Commissioner Carroll – aye, Commissioner Nichols – aye

Motion carried unanimously.

2) The **2nd amendment and restated implementation agreement for the West Polk Lower Floridan Aquifer Wellfield**. The only change it contains is modifying the agreement to provide that before a participant can assign its rights, duties and obligations under the agreement, it has to obtain the EPA's consent. It was approved by the PRWC, and I encourage you to do the same tonight.

Motion by Vice Mayor Harper to approve this 2nd Amendment of the Implementation Agreement for the West Polk Lower Floridan Aquifer Wellfield; this motion was seconded by Commissioner Nichols.

Motion carried unanimously by Voice Vote.

COMMISSIONER ITEMS

Commissioner Blethen – None

Commissioner Carroll – None

Vice Mayor Harper – Would like for a date to be set to discuss the City Manager's contract. City Manager Jackson will provide dates over the next few weeks via email.

Mayor LaCascia – None

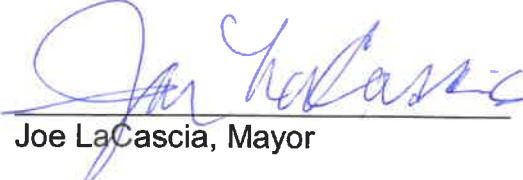
Commissioner Nichols – None

ANNOUNCEMENTS - None

ADJOURNMENT – 7:23 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor