

CITY COMMISSION WORKSHOP MINUTES
May 16, 2022

Mayor LaCascia called the Workshop to order at 6:02 pm.

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

Agenda Review - City Commission Meeting – May 16, 2022

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

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.

During the Regular Meeting, Staff will recommend approval of the extension of the Original Agreement by ten (10) years until December 12, 2031.

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.

During the Regular Meeting, Staff will recommend 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.

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.

Polk City has not committed to its share yet and we may not have to contribute anything.

During the Regular Meeting, Staff will recommend approval of the Traffic Signal Improvement Proportionate Share Agreement between Holly Cove, Inc. and Polk City.

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. The total package is approximately \$150.00 cheaper and Boring Business is local.

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. This will be charged to next year's budget. 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 \$89,579.00, as there is a lag time of six (6) months. Staff will request during the Regular Meeting to approve this purchase.

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 ITEMS

City Attorney Cloud discussed that will be voted on during the Regular Meeting at 7 pm.

- 1) Ordinance 2022-03 regarding Discontinuation of Water Service. This ordinance will make the guidelines for water service crystal clear.
- 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.

COMMISSIONER ITEMS

Vice Mayor Harper - None

Commissioner Blethen - None

Commissioner Carroll - None


Commissioner Nichols - None

Mayor LaCascia – None

ADJOURNMENT – 6:35 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor