

**CITY COMMISSION WORKSHOP MINUTES**  
February 21, 2022

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Mayor LaCascia called the Regular 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, City Attorney Thomas Cloud (Zoom), and City Manager Patricia Jackson

**Absent:** Commissioner Randy Carroll and Commissioner Micheal T. Blethen

**Agenda Review - City Commission Meeting – February 21, 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**

**PUBLIC HEARING – ORDINANCE 2022-01**

COMMISSION OF POLK CITY, FLORIDA, AMENDING THE POLK CITY CODE OF ORDINANCES (THE “CITY CODE”) CREATING CHAPTER 9 IN THE CITY CODE; CREATING A CITY ELECTION CODE; AMENDING & RENUMBERING §§ 2-11 AND 2-12 OF THE CITY CODE; PROVIDING FOR SEVERABILITY, CONFLICTS, & AN EFFECTIVE DATE. **First Reading**

City Attorney Cloud stated that this Ordinance allows for the creation of a Chapter 9 in the City’s Charter defining the period for qualifications as well as the location for qualification. This original information was in Chapter 2 and was somewhat confusing; now it will be clearly defined.

No question or concerns on this item.

**PUBLIC HEARING – ORDINANCE 2022-02**

AN ORDINANCE OF THE CITY COMMISSION OF POLK CITY, FLORIDA; PROVIDING A SHORT TITLE; PROVIDING FOR INTENT, PURPOSE, & EFFECT; CONSENTING TO THE INCLUSION OF THE ENTIRE TERRITORY WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY INTO A POLK COUNTY MUNICIPAL SERVICE BENEFIT UNIT; PROVIDING FOR INTENT, PURPOSE AND EFFECT; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE. **First Reading**

City Attorney Cloud discussed the Fire Services agreement between Polk City and Polk

County. This Agreement should be updated every ten years for fire service within the municipal boundaries.

No questions or concerns on this item.

### **Review and Approve Scoring Ranking Sheets for FFY 2019 CDBG Administration Services**

City Manager Jackson discussed the FFY 2019 CDBG Administrative Services Ranking Scoring Summary. Polk City did a RFQ for CDBG Administration Services and there were two submittals, Summit Professionals and Fox Enterprises. Summit Professionals was awarded the bid.

In December 2021, staff received correspondence from DEO stating the score sheets did not adhere to the DEO scoring guidelines; therefore, when sent to DEO for final approval, they were rejected. Based on the fact that some of the score sheets were graded incorrectly, it was necessary that this item be brought back to the City Commission for a detailed explanation and to seek approval that the Commission is in complete agreement that the Ranking Scoring Summary is reflective of each one's grading intent as indicated on their original score sheet as previously submitted.

No questions or concerns on this item.

### **Resolution 2022-01 – Declaring Certain Property Surplus**

City Manager Jackson discussed a Resolution of the City Commission of Polk City, Florida, declaring certain personal property as surplus; providing for authorization for the public sale, subsequent donation or disposal of said personal property; providing for the prior advertisement of said sale; providing for all revenue to be placed in the General Fund; and providing an effective date.

City Manager Jackson explained the purpose of this Resolution, which is done annually for City-owned items to be surplus. There will be a Public Notice placed in the newspaper and on the City's website for those interested in purchasing any of the items.

No questions or concerns on this item.

### **Review and Approve Bids for Demolition**

City Manager Jackson discussed the structure at 423 Marklen Loop (Case #CE 19-0174) was inspected by Polk County and the property was condemned. Polk City went out for bid in January 2022 for demolition of the structure. Two bids were received – Johnson's Excavating Services - \$7,390 and Steve Bivens Contracting Inc - \$9,500.

Once the structure is demolished, a lien will be placed on the property for the cost of demolition and Polk City will move forward with Foreclosure proceedings for that lien and the other lien for Code infractions.

City Attorney Cloud provided additional detailed explanation on the demolition process.

No further discussion on this item.

**The Landings - Preliminary Plat Update**

Jennifer Codo-Salisbury (CFRPC) discussed the update for The Landings @ Mt. Olive Preliminary Plat which is consistent with the Zoning of the Planned Unit Development. This is for 381 single family homes on approximately 132.14 acres located on the north side of Mt. Olive Road, east of SR 33, east of Golden Gate Boulevard in the Green Swamp Area of Critical State Concern.

On Monday, February 7, 2022, the Polk City Planning Commission unanimously approved the Preliminary Plat for The Landings at Mt. Olive.

Joe LaCascia requested clarity on the Easement. He is not comfortable with the uncertainty of the 10 ft. buffer. There needs to be another review.

**CITY MANAGER ITEMS**

**CITY ATTORNEY ITEMS**

**CITY MANAGER ITEMS**

**COMMISSIONER ITEMS**

**Mayor LaCascia**

**Vice Mayor Kimsey**

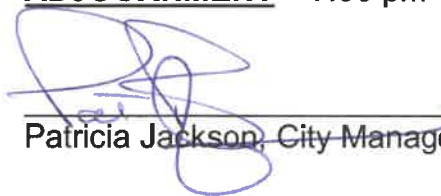
**Commissioner Blethen**

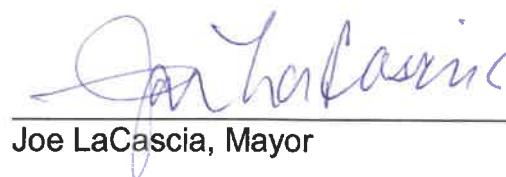
**Commissioner Carroll**

**Commissioner Harper**

**ANNOUNCEMENTS** - None

**ADJOURNMENT** – 7:00 pm

  
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Patricia Jackson, City Manager

  
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Joe LaCascia, Mayor