

## CITY COMMISSION MINUTES

June 20, 2023

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

Phillip Hunt, New Life Community Church gave the invocation.

Those present recited the Pledge of Allegiance led by Mayor LaCascia.

### **ROLL CALL** - City Manager Patricia Jackson

**Present:** Mayor Joe LaCascia, Vice Mayor Wayne Harper, Commissioner Brian Knouff, City Manager Patricia Jackson, and City Attorney Thomas Cloud

**Absent:** Commissioner Micheal T. Blethen, Commissioner Charles Nichols

### **APPROVE CONSENT AGENDA**

**Motion by Vice Mayor Harper** to approve the May 16, 2023 (Regular City Commission Meeting), as well as the Reports and Other items on the Consent Agenda; this motion was seconded by Commissioner Knouff.

**Approved by Voice Vote 3/0.**

### **PRESENTATIONS/PROCLAMATIONS**

Mayor LaCascia presented the Juneteenth Proclamation recognizing June 20, 2023 as Juneteenth Day.

Wanda Gaines, local coordinator spoke briefly and thanked the City Commission for the recognition. Mrs. Gaines introduced Doris Moore-Bailey, Region 6 Director and the person responsible for introducing Juneteenth to Florida. Mrs. Moore-Bailey provided a brief background about Juneteenth.

**PUBLIC COMMENT** - None

### **ORDER OF BUSINESS**

#### **Purchase of Rotary Mower**

Rick Jiles, PW/UT Director discussed the need to purchase a Rotary Mower for use by the Public Works and Utilities Department.

The purchase of a riding slope mower in the amount of \$63,000 was in the FY 2022 Budget. Unfortunately, the slope mower was never purchased.

However, three new quotes have been received: Brooker Equipment LLC (\$45,836.50), Texas Underground Inc. (\$41,498.00), Jet Vac Equipment Company LLC (\$64,169.71). The funds are in the budget to accommodate this purchase.

This mower will be a remote-controlled device, which will be safer for staff use and will provide the ability to work more efficiently on the embankments and the perk ponds.

**Motion by Vice Mayor Harper** to approve the purchase of a Rotary Mower from Brooker Equipment LLC in the amount of \$45,836.50; this motion was seconded by Commissioner Knouff.

Vice Mayor Harper asked if we were taking the lower bid and if this was the best for Polk City's needs. City Manager Jackson responded that this was the middle bid and this particular mower was remote controlled and had the exact features needed for the bridge on SR 33 and other areas in the city.

City Manager Jackson responded that this is not a budgeted item, but we can find the money for this as it is necessary.

**Motion carried by Voice Vote 3/0.**

**Presentation of Financial Statement for FY Ending September 30, 2022**

Mike Brynjulfson (Brynjulfson CPA's) presented the Financial Statement for the year ending September 30, 2022. He addressed any questions and/or concerns from the City Commission.

Mayor LaCascia stated he is happy with the audit presentation. Thanked Mr. Brynjulfson for a great report.

Staff recommended approval of the Financial Statement for the year ending September 30, 2022.

**Motion by Vice Mayor Harper** to approve the FY 2022 Financial Statements Audit; this motion was seconded by Commissioner Knouff.

**Motion carried by Voice Vote 3/0.**

**CITY ATTORNEY ITEMS**

City Attorney Cloud commented on the good financial planning with the Audit.

**CITY MANAGER ITEMS**

**Polk City Vision Plan - FDOT** – Will provide an updated schedule.

**Wastewater Plant** – Working to get quotes from CivilSurv for design and bid package for a **new Bar Screen** which will be more than the City Manager's Spending limit; and a design bid package for **Disc Filters**. DEP performed an inspection and these two items will need to be done.

**Polk City's Website** – Looking at cost estimates from Civic Plus for a new website. Will provide the Commission with a list of cities that use Civic Plus to see what some of their

websites look like. Polk City has used Civic Plus in the past and was pleased with their product. Will be working to get cost estimates for this project.

**Civil Surv** – Cost estimates are anticipated to be on the July meeting agenda regarding Potable Water System.

**Holiday Closing** - July 3<sup>rd</sup> – City offices closing at 2 pm and closed all day on July 4<sup>th</sup>

**Centennial Celebration Committee** – No meeting in July.

**Budget** – Staff is working on the FY 2023-24 budget. Should be finished by the end of July. There will be a workshop in August to review the proposed budget.

**FCCMA Conference** – Thanked Commission for allowing her to attend.

**FLC Conference** – August 10-12, 2023 in Orlando. If you would like to attend, please let City Manager Jackson know.

**City Hall** – will present a plan at a later date to close City Hall one day per month, in an effort for all staff to have a productive work day.

#### **COMMISSIONER ITEMS**

**Commissioner Knouff** – None

**Vice Mayor Harper** – Would like for everyone from all areas of Polk City (inside and outside the city limits) to have the opportunity to participate in Centennial celebration.

**Mayor LaCascia** – Mayor LaCascia complimented the City Manager on the audit “good financial management”.

**ANNOUNCEMENTS** – None

**ADJOURNMENT** – 8:23 pm

  
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Patricia Jackson, City Manager

  
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Joe LaCascia, Mayor