

CITY COMMISSION MINUTES

April 16, 2024

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 City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Commissioner Micheal T. Blethen, Commissioner Charles Nichols, City Attorney Thomas Cloud and City Manager Patricia Jackson

Election of Mayor

Motion by Commissioner Blethen to nominate Joe LaCascia to serve another one-year term as Mayor; this motion was seconded by Commissioner Nichols.

Motion carried unanimously by Voice Vote.

Election of Vice Mayor

Motion by Commissioner Nichols to table the selection of a Vice Chairperson until the Commission has a full body; this motion was seconded by Mayor LaCascia.

Motion carried unanimously by Voice Vote.

APPROVE CONSENT AGENDA

Motion by Commissioner Nichols to approve the **March 26, 2024** (Workshop and Regular City Commission Meeting and Workshop) and the reports and other items on the Consent Agenda; this motion was seconded by Commissioner Blethen.

Motion carried 3/0 by Voice Vote.

PRESENTATIONS/PROCLAMATIONS

Mayor LaCascia presented the Water Conservation Proclamation. The signed Proclamation will be mailed to Cindy Rodriguez at SWFWMD.

PUBLIC COMMENTS - None

ORDER OF BUSINESS

PUBLIC HEARING - ORDINANCE 2024-03

AN ORDINANCE OF THE CITY COMMISSION OF POLK CITY, FLORIDA; AMENDING ARTICLE 2 – REGULATIONS FOR SPECIFIC DISTRICTS, SECTION 2.04.01, "ZONING DISTRICT SUMMARY TABLES" OF THE UNIFORM LAND DEVELOPMENT CODE; CHANGING MINIMUM DEVELOPMENT STANDARDS IN TABLE 5 FOR THE R-1 SINGLE

FAMILY ZONING DISTRICT & REDUCING THE MINIMUM REQUIRED LOT SIZE, LOT WIDTH AND SIDE YARD SETBACK REQUIREMENTS WITHIN THE POLK CITY EXEMPTION AREA OF THE GREEN SWAMP AREA OF CRITICAL STATE CONCERN; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR A BUSINESS IMPACT ESTIMATE, SEVERABILITY, CODIFICATION AN EFFECTIVE DATE. **First Reading**

City Attorney Cloud read this Ordinance by title only.

Motion by Commissioner Blethen to table this item until the May City Commission Meeting; this motion was seconded by Mayor LaCascia.

Motion carried 3/0 by Voice Vote.

PUBLIC HEARING - ORDINANCE 2024-04

AN ORDINANCE OF THE CITY COMMISSION OF POLK CITY, FLORIDA; AMENDING ARTICLE 2 – REGULATIONS FOR SPECIFIC DISTRICTS, SECTION 2.04.01, “ZONING DISTRICT SUMMARY TABLES” OF THE UNIFORM LAND DEVELOPMENT CODE; CHANGING MINIMUM DEVELOPMENT STANDARDS IN TABLE 5 FOR THE R-2 SINGLE FAMILY ZONING DISTRICT & REDUCING THE MINIMUM REQUIRED LOT SIZE WITHIN THE POLK CITY EXEMPTION AREA OF THE GREEN SWAMP AREA OF CRITICAL STATE CONCERN; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR A BUSINESS IMPACT ESTIMATE, SEVERABILITY, CODIFICATION AN EFFECTIVE DATE. **First Reading**

City Attorney Cloud read this Ordinance by title only.

Motion by Commissioner Blethen to table this item until the May City Commission Meeting; this motion was seconded by Mayor LaCascia.

Motion carried 3/0 by Voice Vote.

RESOLUTION 2024-03

Jennifer Codo-Salisbury (CFRPC) discussed a Resolution of the City Commission of Polk City, Florida; approving a Conditional Use Permit to allow for a Special Events Facility on approximately 2.5 acres at 545 Orange Boulevard (Parcel ID 252633-296500-045020); providing conditions of approval; providing for severability; providing for conflict; and providing for an effective date.

City Attorney Cloud Read this Resolution by title only. Mayor LaCascia opened the Public Hearing. No one spoke for or against this Resolution. Mayor LaCascia closed the Public Hearing.

No Discussion.

Motion by Commissioner Nichols to adopt Resolution 2024-03 Conditional Use Permit for a Special Events Facility at 545 Orange Boulevard; this motion was seconded by Mayor LaCascia.

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

Motion carried 3/0 by Voice Vote.

Raftelis Rate Study – Proposed Agreement for Utility Rate Study and Capital Connection Charge Study for Polk City

City Manager Jackson briefly discussed Polk City’s membership with the Polk Regional Water Co-operative for alternative drinking water. A comprehensive Utility Rate and Capital Connection Charge needs to be done. The Rate Study will include a financial forecast that will begin with the current budget year and estimate the water and wastewater systems’ financial operations over the next five-year period beginning with the fiscal year September 30, 2024. Please see attached Agreement and Exhibit for full details.

Polk City’s water and sewer rates have not changed since 2011, and the Capital Connection Charges have not been addressed since 2011. It is imperative this study be done regarding the City’s future and current utilities.

The primary responsibilities of Raftelis Financial Consultants, Inc. (Raftelis) will be to assist Polk City with: 1) the development of a five-year financial forecast to review the sufficiency of water and wastewater utility rates; 2) the evaluation of the water and wastewater capital connection charges; and 3) the review of selected miscellaneous service charges and/or policies. Based on understanding the needs of Polk City, Raftelis has submitted the attached proposal, which will provide rate and financial consulting services on behalf of Polk City’s water and wastewater utility systems (the “System”) as well as a detailed discussion of the proposed Scope of Services as shown in Exhibit A.

This standard terms and conditions of this Agreement will be a Piggyback from Charlotte and Martin Counties Agreement in May 2023. The total cost is \$77,800.

Motion by Commissioner Nichols to approve the Raftelis Proposed Agreement for Utility Rate Study and Capital Connection Charge Study for Polk City; this motion was seconded by Mayor LaCascia.

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

Motion carried 3/0 by Voice Vote.

Polk County Library Cooperative Interlocal Agreement with Polk City

This item was TABLED until the May City Commission Meeting

CITY MANAGER ITEMS

CDBG Program – Brief discussion regarding the need to rescind the original CDBG Grant Application and start over. Starting over will allow Polk City opportunities for more funding. **Motion by Commissioner Nichols to rescind the CDBG Grant Application; this motion was seconded by Commissioner Blethen. Motion carried by Voice Vote.**

Letters of Intent – City Commission letters of Interest are due no later than April 30, 2024. Those individuals that submit letters will be interviewed during the May City Commission Meeting.

CITY ATTORNEY ITEMS

City Attorney Cloud briefly discussed the Long Form Consent Order from DEP has not arrived regarding improvements to the Cardinal Hill WWTP. Will keep the Commission updated as information is provided.

City Attorney Cloud will be speaking at the Lakeland Library on Thursday, April 18, 2024 at 5:30 pm, providing history on the Field of Dreams history on the athletic fields in Lakeland. Encouraged everyone to attend.

COMMISSIONER ITEMS

Commissioner Nichols – None

Commissioner Blethen – None

Mayor LaCascia – None

ANNOUNCEMENTS – None

ADJOURNMENT – 7:30 pm



Patricia Jackson, City Manager



Joe LaCascia, Mayor