

**CITY OF FORT MEADE
REGULAR CITY COMMISSION MEETING
TUESDAY, DECEMBER 8, 2015**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, December 8, 2015, at the City Hall Commission Chambers, 8 West Broadway, Fort Meade, Florida.

1. CALL TO ORDER:

The Meeting was called to order at 7:01 PM by Mayor Nelson.

2. ROLL CALL:

Mayor	Maurice Nelson	Present
Vice Mayor	James Watts	Present
Commissioner	Barbara Manley	Present
Commissioner	Richard Cochrane	Present
Commissioner	Robert Elliott	Present

Staff Present

City Manager	Fred Hilliard	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Newman	Present
City Planner	April Brown	Present
Finance Director	James (Mel) Parker	Present
Public Works Director	Jackie Cannon	Present

Also present: Polk County Sergeant Luc Doyon

3. INVOCATION AND PLEDGE TO THE FLAG:

Mayor Nelson led the invocation. Mayor Nelson led the Pledge to the Flag.

4. ADDITIONS AND/OR DELETIONS

- 9. A. Amended Agenda Item and Resolution R15-20 for proposed text amendments to the Comprehensive Plan and map amendment to the Future Land Use Map.
- 9. D. Amended Agenda Item and backup for engineering services for the FFY 2015 CDBG grant cycle.
- 9. E. Add item number 9 – E Surplus Report

5. CONSENT AGENDA

- A. Minutes of the November 10, 2015 Regular Commission Meeting.

Motion Commissioner Elliott, second Commissioner Manley to approve the Consent Agenda.

Motion to approve consent agenda passed by unanimous vote of 5-0.

6. PRESENTATIONS/AWARDS/REPORTS:

Mr. Scott Whitener, representing Lanier Upshaw informed the Commission that they will presenting a \$15,000.00 check for a grant obtained through Westfield Insurance on Tuesday, December 15, 2015 at 11:00 to replace the fire escape at City Hall.

Mr. E.J. King read a letter to the City Commission on behalf of the Fort Meade Neighborhood Project Board of Directors thanking them and staff for the donation of a lawn mower and for all the patience in assisting the Board. Mr. King also wished everyone a very Merry Christmas and Happy New Year.

Chamber Director, Bill Whitener thanked everyone for helping with the Christmas Parade. Mr. Whitener stated that Suntrust would be presenting HELP of Fort Meade with a \$2,500.00 check for a program within the organization. Mr. Whitener stated that members of the Central Florida Development Council along with members of the Chamber and the City will be taking a tour of available building sites in the City. David Petr will be the guest speaker at the luncheon after the tour on Wednesday, December 16, 2015. Mr. Whitener invited any sponsors for the Fort Meade Leadership group to come see him.

7. PUBLIC FORUM:

Citizen comments for items not on the agenda (3-minute maximum length).

None.

8. UNFINISHED BUSINESS

- A.** City Attorney Tom Cloud read the title to Ordinance 15-11 Graves Annexation on 2nd Reading.

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA; VOLUNTARILY ANNEXING CERTAIN PROPERTY INTO THE CORPORATE LIMITS OF FORT MEADE, FLORIDA, PURSUANT TO SECTION 171.044, FLORIDA STATUTES; REDEFINING THE BOUNDARY LINES OF THE MUNICIPALITY TO INCLUDE SAID PROPERTY; PROVIDING FOR PUBLICATION OF NOTICE OF THE PROPOSED ANNEXATION AND FILING OF A CERTIFIED COPY OF THIS ORDINANCE WITH THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY AND WITH THE

DEPARTMENT OF STATE; PROVIDING AN EFFECTIVE DATE.

Mayor Nelson opened the public hearing.

Mayor Nelson closed the public hearing.

Motion Commissioner Cochrane, second Commissioner Elliott to adopt Ordinance 15-11 on 2nd Reading.

Motion to adopt Ordinance 15-11 passed by unanimous vote of 5-0.

- B.** City Attorney Cloud read the title to Ordinance 15-14 Amending the Budget Allocations for FY 2014-2015 on 2nd Reading.

AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA; AMENDING THE BUDGET ALLOCATIONS FOR FISCAL YEAR 2014-2015 FOR THE CITY OF FORT MEADE; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Mayor Nelson opened the public hearing.

Mayor Nelson closed the public hearing.

Motion Commissioner Manley, second Commissioner Elliott to adopt Ordinance 15-14 Amending the Budget Allocations for FY 2014-2015 on 2nd Reading.

Motion to adopt Ordinance 15-14 passed by unanimous vote of 5-0.

- C.** Approve Resolution R15-21 Cemetery Rules and Regulations.

City Manager Hilliard stated that the Cemetery Committee recommended adding a crematory burial space in Evergreen Cemetery and add an additional access road as well.

Motion Commissioner Cochrane, second Commissioner Elliott to approve Resolution R15-21 Cemetery Rules and Regulations.

Motion to approve Resolution R15-21 passed by unanimous vote of 5-0.

Motion Commissioner Elliott, second Commissioner Watts to direct staff to have a portion of Evergreen re-platted with the access road.

Motion to re-plate a portion of Evergreen Cemetery to add an access road passed by unanimous vote of 5-0.

City Manager Hilliard stated that the pavilion at Morrison was under demolition to add more internment spaces and also will be re-platted.

9. NEW BUSINESS

- A. City Attorney Tom Cloud read the title to Ordinance 15-15 Land Use Amendment and Text Amendments to the Comprehensive Plan on 1st Reading.

AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA; PROVIDING FINDINGS; AMENDING THE FORT MEADE 2030 COMPREHENSIVE PLAN BY ADOPTING "AMENDMENT CPA-2015-01"; REVISING THE INFRASTRUCTURE, CONSERVATION, AND INTERGOVERNMENTAL COORDINATION ELEMENTS, BASED ON THE CITY OF FORT MEADE TEN-YEAR WATER SUPPLY FACILITIES WORK PROGRAM INCORPORATED HEREIN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

City Planner, April Brown requested that the Commission approve the transmittal of the large scale land use amendment and text amendments to the Comprehensive Plan through Ordinance 15-15 and Resolution R15-20.

Resolution R15-20:

A RESOLUTION OF THE CITY OF FORT MEADE, FLORIDA; AUTHORIZING THE TRANSMITTAL OF A FUTURE LAND USE MAP AMENDMENT #CPA-15-01 TO THE DEPARTMENT OF ECONOMIC OPPORTUNITY AND OTHER AGENCIES; PROVIDING AN EFFECTIVE DATE.

Mayor Nelson opened the public hearing.

Mayor Nelson closed the public hearing.

Motion Commissioner Elliott, second Commissioner Cochrane to approve Ordinance 15-15 Land Use Amendments and Text Amendments to the Comprehensive Plan on 1st Reading.

Motion to approve Ordinance 15-15 passed by unanimous vote of 5-0.

Motion Commissioner Manley, second Commissioner Watts to approve Resolution R15-20 authorizing the transmittal of a future land use map amendment.

Motion to approve Resolution R15-20 passed by unanimous vote of 5-0.

- B.** Approve Resolution R15-19 regarding Polk County Local Mitigation Strategy.

Motion Commissioner Cochrane, second Commissioner Watts to approve Resolution R15-19 Local Mitigation Strategy.

Motion to approve Resolution R15-19 passed by unanimous vote of 5-0.

- C.** Consider Fort Meade Community Health Care request for donation.

Mr. Wayne Gunter, Treasurer and Mr. Don Marchman, Secretary of the Fort Meade Health Care Board requested a donation \$1,054.13 to pay the property taxes on the property located at 25 N. Lanier Avenue for the Fort Meade Medical Center.

Mr. Don Marchman invited the Commission to the Florida Flywheelers Christmas in the Village on Friday and Saturday, December 18th and 19th.

Motion Commissioner Watts, second Commissioner Elliott to approve the donation of \$1,054.13 to the Fort Meade Medical Board.

Motion to approve donation passed by unanimous vote of 5-0.

- D.** Approve engineering services for FFY 2015 CDBG program

Staff advertised for bids for the procurement of continuing engineering services for the FFY 2015 CDBG grant cycle. After review staff recommends Mittaur & Associates for continuing engineering services.

Motion Commissioner Watts, second Commissioner Manley to approve staff recommendation to secure Mittaur & Associates Engineering Services for the 2015 CDBG grant cycle.

Motion to approve Engineering Services with Mittaur & Associates passed by unanimous vote of 5-0.

- E.** Approve Surplus equipment list for FY 2015.

Motion Commissioner Elliott, second Commissioner Watts to let staff handle the surplus list for FY 2015.

Motion to approve surplus report passed by unanimous vote of 5-0.

10. CITY ATTORNEY COMMENTS:

Attorney Tom Cloud just received the maintained right-of-way map for Robinson Mobile Home Park and asked the Commission to adopt it.

Motion Commissioner Manley, second Commissioner Elliott to approve the maintained right-of-way map.

Motion to approve the maintained right-of-way map passed by a unanimous vote of 5-0.

11. CITY MANAGER COMMENTS:

A. FMPA

FMPA voted to terminate the gas hedges and they also voted to use the money for debt services and put the money back into the system.

B. CMHP

Mr. Hilliard stated that Mr. Cloud's office is reviewing the State requirements that need to be taken care of. Mr. Hilliard stated that he was looking into have a management company run the CMHP.

C. John Singletary Bridge Project

The next meeting will be on Wednesday, December 16, 2015 proposed at 8:00 am.

D. Hammock Lake Estates

Mr. Hilliard stated that the lift station project was being reviewed. Mr. Hilliard stated he would like to look into servicing them with water as well

12. CITY COMMISSION COMMENTS:

Commissioner Cochrane suggested that staff secure an engineering firm to design plans for utility extensions.

Motion Commissioner Cochrane, second Commissioner Elliott to proceed with securing of an engineering firm for infrastructure to the north and south and submit the plan to FPU to secure the funds.

Motion to secure engineering firm passed by unanimous vote of 5-0.

Commissioner Manley wanted to say that the employee Christmas party was nice and thanked everyone who helped and that she wished there was a way to do it without any staff having to work so hard on putting it together.

Commissioner Watts also thanked staff for the Christmas party. Commissioner Watts thanked Mr. Whitener and his staff for the Christmas parade and Mr. Scott Whitener for his help with the grant.

Commissioner Elliott also thanked staff for the party.

Mayor Nelson thanked the Commission for allowing her to service as Mayor, thank you to Mr. Cloud for his services, thank you to staff for all you do, thank you to Mr. Hilliard for all that he does.

And to all a Very Merry Christmas and Happy New Year.


13. STAFF REPORTS

None.

14. ADJOURNMENT

There being no further business to conduct, Motion Commissioner Manley second Commissioner Elliott to adjourn the Regular Commission meeting of December 8, 2015 at 7:52 P.M.

Motion to adjourn passed by unanimous vote of 5-0.



Maurice Nelson, Mayor

ATTEST:



Melissa Newman, Deputy City Clerk

