

**CITY OF FORT MEADE  
REGULAR CITY COMMISSION MEETING  
TUESDAY, JULY 14, 2015**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, July 14, 2015, at the City Hall Commission Chambers, 8 West Broadway, Fort Meade, Florida.

**1. CALL TO ORDER:**

The Meeting was called to order at 7:15 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	Absent
Deputy City Clerk	Melissa Newman	Present
City Planner	April Brown	Present
Finance Director	James (Mel) Parker	Present
Public Works Director	Jackie Cannon	Present
Human Resource Director	Donna Parker	Present
Water/Wastewater Director	Robbie Ward	Present
Streets/Stormwater Director	Mike Bolin	Present
Parks Supervisor	Roc Eiland	Present

Also present: Polk County Sergeant Luc Doyon

**3. INVOCATION AND PLEDGE TO THE FLAG:**

Pastor Brenda Bonnie led the invocation. Mayor Nelson led the Pledge to the Flag.

**4. ADDITIONS AND/OR DELETIONS**

Item 9-H Fleet Maintenance Agreement to Extend Contract

**Motion Commissioner Cochrane, second Commissioner Manley to amend the agenda to add Item 9-H Agreement to Extend Contract.**

**Motion carried with all yeas.**

**5. CONSENT AGENDA**

- A. Minutes of the June 9, 2015 Regular Commission Meeting and Minutes of the June 23, Budget Planning Workshop.

**Motion Commissioner Elliott, second Commissioner Cochrane to approve the Consent Agenda.**

**Motion carried with all yeas.**

6. **PRESENTATIONS/AWARDS/REPORTS:**

**None.**

7. **PUBLIC FORUM:**

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

Mr. Terry Booker, 1017 Indiana Street, Ft. Meade, FL. 33841 inquired about the FLC funding since the tree grant was denied.

City Manager, Hilliard stated that the FLC was a bond issue and would require debt services, as for the tree trimming for the Mobile Home Park that would be put in the budget.

Mr. Curtis Bankston stated that he was against tearing down the pavilion located in Morrison Cemetery and relocating a site for an extension of the cemetery would be a better solution.

Mr. Bankston questioned the use of the baseball field located at Anna Woodbury Elementary if it can be used when school is out.

Mr. Hilliard stated that is School Board property that can be used for sports practicing by youth but any formal organization needs address the School Board.

Mr. Bankston also questioned if an ordinance was passed and the public notified of the sale of alcoholic beverages at Patterson Park.

Mr. Hilliard stated there was an ordinance passed and the public was notified.

Commissioner Manley stated it has to be an organized event that requests a permit, has security, etc. she stated not just anyone can take their six pack out there.

8. **UNFINISHED BUSINESS**

**None.**

9. **NEW BUSINESS**

- A. Resolutions R15-11 FRDAP Grant for Community Center Park Phase I.

**A RESOLUTION OF THE CITY OF FORT MEADE, FLORIDA; AUTHORIZING THE SUBMISSION OF AN APPLICATION BY THE CITY FOR THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR FEDERAL FISCAL YEAR 2016-2017 FOR THE COMMUNITY CENTER PARK PHASE I; PROVIDING AN EFFECTIVE DATE.**

**Motion Commissioner Watts, second Commissioner Cochrane to approve Resolution R15-11 and to appoint Fred Fox as the Grant Administrator.**

**Motion carried with all yeas.**

- B. Resolution R15-12 FRDAP Grant for the Fort Meade Outdoor Recreation Phase I

**A RESOLUTION OF THE CITY OF FORT MEADE, FLORIDA; AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR FEDERAL FISCAL YEAR 2016-2017; PROVIDING AN EFFECTIVE DATE.**

**Motion Commissioner Manley, second Commissioner Elliott to approve Resolution R15-12 and to appoint Fred Fox as the Grant Administrator.**

**Motion carried with all yeas.**

- C. Approve Resolution R15-13 Grant from State of Florida Division of Historical Resources

**A RESOLUTION OF THE CITY OF FORT MEADE, FLORIDA; AUTHORIZING EXECUTION OF THE AGREEMENT(S) BETWEEN THE CITY OF FORT MEADE AND THE STATE OF FLORIDA DIVISION OF HISTORIC RESOURCES FOR A 2015/2016 SMALL MATCHING HISTORIC PRESERVATION GRANT.**

City Planner, April Brown stated that the City has been approved for a Small Matching Historic Preservation Grant however, the Board has required the City to have a Historical Structure Report done in the amount of \$20,000 to \$25,000 and the remaining funds to be used for emergency repairs.

**Motion Commissioner Elliott, second Commissioner Watts to approve R15-13 – Grant from State of Florida Division of Historical Resources and to authorize staff to proceed with the Historic Structure Report.**

**Motion carried with all yeas.**

- D.** Consider Interlocal Agreement with Polk County regarding the funding and development of the Polk County Water Cooperative.

Mr. Hilliard stated that the Interlocal Agreement with SWMUD and Polk County has been formalized. The cost to the City to join the Co-op is \$1,433 for Phase I and Phase II will be \$1,328. This will control permitting for water use. If the City doesn't join the Co-op it will be more difficult to handle permitting for water use. The Co-op will be directed by elected officials rather than the appointed officials.

Mr. Hilliard encouraged all of the Commissioners to attend the Water Summit in Lake Eva on August 10, 2015.

**Motion Commissioner Cochrane, second Commissioner Elliott to adopt the Interlocal Agreement with the Regional Water Co-op.**

**Motion carried with all yeas.**

- E.** Neighborhood Project

Mr. E.J. King stated that John and Gail Stephens have donated a 1.7 acre parcel of land on S.E. MLK Street to the Neighborhood Development Project that needs to be cleared and maintained. Mr. King requested that the City staff use their equipment to clear the land and requested a monetary donation to aide in the purchase of a lawn mower to maintain the property.

Commissioner Watts stated that he would like to see staff work to help Mr. King wherever they could.

Mr. Hilliard stated he would have staff do the initial clearing and would check the budget for the monetary donation.

- F.** Sludge Disposal Dewatering Box Purchase

Mr. Hilliard requested approval to buy the sludge disposal dewatering box that was presented to the Commission in April of this year.

Commissioner Cochrane questioned the smell of the disposal box to which Water/Wastewater Director Robbie Ward stated that he did a site visit to one in Clermont that had been operational for a several years and there was no smell.

Commissioner Manley stated that at least this was City owned and can be controlled by the Commission.

**Motion Commissioner Cochrane, second Commissioner to authorize staff to proceed with the purchase of the sludge disposal dewatering box.**

**Motion carried with all yeas.**

**G. Aid Agreement with the Fort Meade Fire Department and Polk County.**

Mr. Hilliard stated Polk County provided an Automatic Aid Agreement regarding fire services when they put their fire station on N.E. 9<sup>th</sup> Street, they will provide automatic aid in emergency situations inside the city limits. Mr. Hilliard stated that he would setup a meeting with the County and the Fire Chief to discuss any issues the Commission had.

**H. Agreement to Extend Contract for Fleet Maintenance.**

**Motion Commissioner Watts, second Commissioner Elliott to approve the Agreement to Extend Contract for Fleet Maintenance.**

**Motion carried with all yeas.**

**10. CITY ATTORNEY COMMENTS:**

None.

**11. CITY MANAGER COMMENTS:**

**A. FMPA/ARP**

Mr. Hilliard stated that they are soliciting proposals to evaluate the exiting the ARP contract, which will require a new contract.

Mr. Hilliard stated that the annual conference and the FMPA Board Meeting will be at the Breakers, in Palm Beach in August, 2015 if anyone would like to attend.

**B. City Mobile Home Park**

Mr. Hilliard stated that the tree granted that was applied for was denied so the tree trimming for the CMHP will need to be added to the budget. Mr. Hilliard stated that staff would be working on an RFP for engineering services for the remodel of the activities center.

C. City Manager Hilliard wanted to thank Donna Parker for the excellent job she done with the 4<sup>th</sup> of July festivities, she and city staff done an excellent job.

C. Water Summit

Mr. Hilliard wanted to encourage everyone to attend the Water Summit August 10, 2015 at 9:00 a.m. at the Lake Eva Complex in Haines City.

**12. CITY COMMISSION COMMENTS:**

Commissioner Manley stated that the flags at City Hall needed to be replaced.

Commissioner Manley stated that she accepted the RLC breakfast invitation at the annual conference for herself, Mayor Nelson and Commissioner Watts who will all be attending the conference.

Commissioner Watts thanked Donna Parker and city staff for the 4<sup>th</sup> of July activities. Mr. Watts also thanked Mike, Roc, Robbie and the rest of the staff that done the emergency patch work on a depression caused by a sanitary sewer line break on 98 E during extreme weather conditions.

Commissioner Elliott asked if the deed restrictions for Evergreen Cemetery have been completed and if they could be put on priority stating that the \$30,000 mowing contract could possibly be reduced if there weren't so many obstacles to mow around. Mr. Elliott stated that it has gone from bad to worse.


**13. STAFF REPORTS**

None.

**14. ADJOURNMENT**

**There being no further business to conduct, Motion Commissioner Manley, second Commissioner Watts to adjourn the Regular Commission meeting of July 14, 2015 at 8:08 PM.**

**Motion carried with all yeas.**

  
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Maurice Nelson, Mayor

**ATTEST:**

  
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Melissa Newman, Deputy City Clerk