

**CITY OF FORT MEADE  
REGULAR CITY COMMISSION MEETING  
TUESDAY, JUNE 12, 2018**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, June 12, 2018, at 7:00 P.M. at the Fort Meade CMHP Activity Center, 1046 SE 2<sup>nd</sup> Street, Fort Meade, Florida.

**1. CALL TO ORDER:**

The Meeting was called to order at 7:00 PM by Mayor Cochrane.

**2. ROLL CALL:**

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

**Staff Present**

City Manager	Fred Hilliard	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Cannon	Present
Public Works Director	Jackie Cannon	Present
Finance Director	Breanna Smith	Present

Also present: Polk County Sergeant Burgess.

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

Commissioner Campbell led the invocation. Mayor Cochrane led the Pledge to the Flag.

**4. ADDITIONS AND/OR DELETIONS**

**4.A.** Item 10.A. Guaranty Agreement

**4.B.** Item 5.A. Presentation by Alan Rayl on the Fort Meade Outpost Project

**Motion Commissioner Elliott, second Commissioner Watts to approve adding Item 10 A and Item 5 A. to the agenda.**

**Motion to add Item 10A and Item 5A to the agenda passed by a unanimous vote of 5-0.**

**5. PRESENTATIONS/AWARDS/REPORTS**

**5.A.** Presentation by the YMCA of West Central Florida

No one was present to speak.

**5.B. Presentation by Alan Rayl on the Fort Meade Outpost Project**

Mr. Rayl wanted to present an update on the Fort Meade Outpost Project stating that the first phase of the project was the presentation that Mr. Markin presented in April which was research and analysis. The next step would be to determine where on the property to place the components which will be the environmental stage. A budget for this project has not been determined yet.

**6. APPROVAL OF MINUTES**

**A. Minutes of the May 8, 2018 Regular Commission Meeting.**

**Motion Commissioner Campbell, second Commissioner Watts to approve the Minutes of the May 8, 2018 Regular Commission Meeting.**

**Motion to approve the Minutes of May 8, 2018 passed by unanimous vote of 5-0.**

**7. PUBLIC FORUM:**

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

Ms. Sharon Steurwald, 1042 New York Street, stated that the roof at the CMHP laundry mat was leaking.

Commissioner Watts requested staff tarp the building.

With no one else wishing to address the Commission, Mayor Cochrane closed the public forum.

**8. UNFINISHED BUSINESS**

None.

**9. NEW BUSINESS**

**9A. Designate voting delegate to the Florida League of Cities 92<sup>nd</sup> Annual Conference.**

**Motion Commissioner Elliott, second Commissioner Campbell to designate Commissioner Manley as the voting delegate to the Florida League of Cities annual conference.**

**Motion to designate Commissioner Manley as the voting delegate to the Florida League of Cities conference passed by unanimous vote of 5-0.**

**9.B. Consider Ordinance 18-03 Amending Budget Allocations for FY 2017-2018 for the Electric Department on 1<sup>st</sup> Reading.**

**Motion Commissioner Campbell, second Commissioner Elliott to approve Ordinance 18-03 on 1<sup>st</sup> Reading.**

**Motion to approve Ordinance 18-03 passed by unanimous vote of 5-0.**

- 9.C. Consider Ordinance 18-04 Amending Budget Allocations for FY 2017-2018 for the Parks Department on 1<sup>st</sup> Reading.

**Motion Commissioner Campbell, second Commissioner Elliott to approve Ordinance 18-04 on 1<sup>st</sup> Reading.**

**Motion to approve Ordinance 18-04 passed by unanimous vote of 5-0.**

- 9.D. Consider engagement letter from Purvis, Gray and Company, LLP for the FY2018 audit engagement.

**Motion Commissioner Elliott second Commissioner Campbell to accept the engagement letter from Purvis, Gray and Company for the FY2018 audit.**

**Motion to approve engagement letter from Purvis, Gray and Company passed by unanimous vote of 5-0.**

- 9.E. Consider Ordinance 18-05 Amending Budget Allocations for FY 2017-2018 for the Stormwater Department on 1<sup>st</sup> Reading.

**Motion Commissioner Campbell, second Commissioner Elliott to approve Ordinance 18-05 on 1<sup>st</sup> Reading.**

**Motion to approve Ordinance 18-05 passed by unanimous vote of 5-0.**

**Motion Commissioner Watts, second Commissioner Campbell to allow staff to proceed ahead with the budget amendment purchases as needed.**

**Motion to allow staff to proceed ahead with the budget amendment purchases passed by unanimous vote of 5-0.**

10. **CITY ATTORNEY COMMENTS:**

10.A. DEP Guaranty Agreement

Attorney Cloud stated that this agreement is required by DEP in order to issue their 50% of a \$22.9 million-dollar planning and design work for the PRWC. The remainder would be \$128,630.00 of which half will be picked up by the grant leaving the City responsible for \$64,315.00. In order to do this the guaranty agreement must be entered into with two minor

modifications, one being clarification that the city's current debt which is greater than this debt.

**Motion Commissioner Watts, second Commissioner Elliott to approve the DEP Guaranty Agreement.**

**Motion to approve the DEP Guaranty Agreement passed by a unanimous vote of 5-0.**

**11. CITY MANAGER COMMENTS**

**11.A.** Mr. Hilliard presented the Commission with a timeline calendar for additional budget meetings to be held during budget season.

**Motion Commissioner Elliott, second Commissioner Campbell to approve the budget calendar.**

**Motion to approve budget calendar passed by a unanimous vote of 5-0.**

**11.B.** Mr. Hilliard stated that there will be a Commission Meeting on June 26, 2018 for the final audit process.

**12. CITY COMMISSION COMMENTS:**

**12.A. Commissioner Manley**

Commissioner Manley asked about the letter received from the YMCA proposing to take over at the Community Center, Ms. Manley asked what would happen to staff and Mr. Hilliard stated they would be incorporated into the YMCA

Commissioner Campbell asked what about the building, would it still be available to the citizens to rent?

Mr. Hilliard stated that this was preliminary discussion and all the details would have to be worked out.

Commissioner Manley stated that in the letter it was asked if the county ever allocated dollars back outside the allocated dollars.

Commissioner Manley asked about the committee for the city manager search. Mayor Cochrane stated he would like to propose that each commissioner choose 1-2 residents from their respective districts to make up the committee.

Mayor Cochrane stated that at the next meeting the committee will be established and Ms. Sheryl Williams could make contact with the members.

Commissioner Manley asked if they were ready to go with a company or firm to aide in the city manager search. Mr. Hilliard stated he would get some numbers for “head hunters” to give the commission.

Commissioner Manley asked about the Project Nemo inducements. Mr. Hilliard stated that it would be a total of \$12,000.

Commissioner Manley stated that she was asked about special funding for the grocery for being in a food desert.

Commissioner Manley asked when the Citrus Connection would do they presentation and Mr. Hilliard stated they would be here on June 26<sup>th</sup>.

Commissioner Manley stated that the Ridge League of Cities Dinner meeting on Thursday, June 14 in Lakeland would be in honor of the high school scholarship recipients. One of the recipients who will receive a scholarship is from Fort Meade High School, Faith Scott who was the Salutatorian of her class and is also Melissa’s niece. Ms. Manley requested everyone to attend the RL dinner in support of Faith Scott who worked hard to earn whole package: GPA, resume, work history, committee service hours, and stated that she was very proud of her.

**12.B. Commissioner Watts**

Commissioner Watts asked when we will be addressing the recreational project again. Mr. Hilliard stated that has been hindered by the recent events of Hurricane Irma.

**12.C. Commissioner Elliott**

Commissioner Elliott asked what the city’s financial responsibility would be if any for the NE 9<sup>th</sup> Street turning lane project. Mr. Hilliard stated the city would be responsible for moving the water and wastewater lines and electric lines if needed.

**12.D. Commissioner Campbell**

None.

**12.E. Mayor Cochrane**

Mayor Cochrane stated that the sidewalk on NE 6<sup>th</sup> at Oak Ave was overgrown and needed to be mowed. It was stated that it had been mowing this morning.

**13. STAFF REPORTS**

None.

**14. ADJOURNMENT**

There being no further business to conduct, Motion Commissioner Watts, second Commissioner Campbell to adjourn the Regular Commission meeting of June 12, 2018 at 7:56 P.M.

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

**ATTEST:**

  
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**Melissa Cannon, Deputy City Clerk**

  
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**Richard Cochrane, Mayor**