

**CITY OF FORT MEADE  
REGULAR CITY COMMISSION MEETING  
TUESDAY, MARCH 14, 2017**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, March 14, 2017, at 7:00 P.M. at the City Hall Commission Chambers, 8 West Broadway, Fort Meade, Florida.

**1. CALL TO ORDER:**

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

**2. ROLL CALL:**

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

**Staff Present**

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

Also present: Polk County Sgt. Warren Burgess.

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

Pastor Marion Sotore, First United Methodist Church, led the invocation. Mayor Manley led the Pledge to the Flag.

**4. ADDITIONS AND/OR DELETIONS**

**4.A.** Add Items 11 D, E, and F.

**Motion Commissioner Elliott, second Commissioner Nelson to approve the addition of items 11 D, E, and F.**

**Motion to approve the addition of items 11 D, E, and F passed by unanimous vote of 4-0.**

**5. CONSENT AGENDA**

**5.A.** Minutes of the February 14, 2017 Regular Commission Meeting and the February 28, 2017 Special Commission Meeting.

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

**Motion to approve the Consent Agenda passed by unanimous vote of 4-0.**

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

**6.A.** Proclamation proclaiming March 14, 2017 as “Elizabeth Allen Albritton Mayo Day”

Mayor Manley read the proclamation and presented it to Ms. Mayo and her daughter and son-in-law Maryann and Ed Deloach.

**7. PUBLIC FORUM:**

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

Pastor Phillip Williams, 123 NE 3<sup>rd</sup> Street, Fort Meade, FL. stated that there are many different committees working for the same goals but there is a lack of communication. Mr. Williams suggested using more social media to inform the citizens of community events. Mr. Williams stated that it would be nice for the Commissioners had city email addresses on the city website. Mr. Williams spoke with the high school principal about partnering with the students for community service hours to help these organizations with technology.

Mr. E.J. King, 108 SW 3<sup>rd</sup> St., Fort Meade, FL. stated that he agrees with Pastor Williams on the subjects he spoke of. Mr. King stated in regards to the PRWC he would like to thank Commissioner Cochrane and the Commission for requesting not passing the cost of the project onto the citizens. Mr. King made an early announcement of the 2<sup>nd</sup> Polk County Unity Day on August 26<sup>th</sup>, from 10am-4pm at the FMMSHS.

Ms. Thelma Chambers and Ms. Danielle Harris, with the American Cancer Society requested the Commission to be a sponsor for the Relay for Life on April 28<sup>th</sup>, from 5pm-11pm.

**Motion Commissioner Elliott, second Commissioner Nelson to donate \$500.00 to the Fort Meade/Frostproof Relay for Life.**

**Motion to approve \$500.00 to Fort Meade/Frostproof Relay for Life passed by unanimous vote of 4-0.**

Mr. Terry Booker, 1017 Indiana Street, Fort Meade, FL. stated that 32 Fort Meade Mobile Home Park residents participated in the Polk County Senior Days, third highest number of people from a mobile home park this year. Eighteen of them competed in the dart competition and nine of the won medals. Mr. Booker invited

the Commission to a HOA breakfast on Saturday. Mr. Booker handed out a flyer from the HOA and thanked Mayor Manley and City Manager Fred Hilliard for attending the HOA meeting.

**8. UNFINISHED BUSINESS**

- A. City Attorney Cloud read the title to Ordinance 17-03 regarding the Fort Meade Pension Plan modifications on 2<sup>nd</sup> Reading.

Mayor Manley opened the public hearing.

Mayor Manley closed the public hearing with no comments being offered.

**Motion Commissioner Cochrane, second Commissioner Elliott to adopt Ordinance 17-03 on 2<sup>nd</sup> Reading.**

**Motion to adopt Ordinance 17-03 on final reading passed by a unanimous vote of 4-0.**

**9. NEW BUSINESS**

- A. Approve Ordinance 17-04 regarding Amending Budget Allocations for Fiscal Year 2016-2017 on 1<sup>st</sup> Reading.

**Motion Commissioner Cochrane, second Commissioner Nelson to approve Ordinance 17-04 Amending Budget Allocations of FY 16-17 on 1<sup>st</sup> Reading, 2<sup>nd</sup> Reading on April 11, 2017.**

**Motion to approve Ordinance 17-04 passed by unanimous vote of 4-0.**

- B. Approve two FRDAP General Administrative Contracts relating to the Fort Meade Outdoor Recreation Grant and the Fort Meade Community Center Grant presented by Fred Fox, Grant Administrator.

**Motion Commissioner Elliott, second Commissioner Cochrane to approve the contract with Fred Fox, to administer the grant for the Fort Meade Outdoor Recreation at \$6,500.**

**Motion to approve contract with Fred Fox to administer the grant for the Fort Meade Outdoor Recreation passed by unanimous vote of 4-0.**

**Motion Commissioner Elliott, second Commissioner Cochrane to approve the contract with Fred Fox, to administer the grant for the Fort Meade Community Center Basketball Courts at \$6,500.**

**Motion to approve contract with Fred Fox to administer the grant for the Fort Meade Community Center passed by unanimous vote of 4-0.**

**10. CITY ATTORNEY COMMENTS:**

**A. Thomas Cloud:**

Mr. Cloud stated that if you choose to use social media be very careful of the Sunshine Law.

**11. CITY MANAGER COMMENTS:**

**A. FMPA:**

Mr. Hilliard stated that this is the first time a decrease in rates has occurred with FMPA at .54¢ per MegaWatt for Fort Meade.

**B. CDBG:**

Mr. Hilliard stated that the environmental study is currently in process for the Cherokee lift station projects. It should be ready to go out to bid in May, construction in July and will take about 2 years to complete.

**C. Moonlight n Music**

Mr. Hilliard reminded the commission of the upcoming Moonlight n Music event on March 31, 2017 at Patterson Park.

**D. FMPA General Manager & CEO**

Mr. Hilliard has invited Mr. Jacob Williams, CEO to attend the May 9, 2017 commission meeting and he will also be the guest speaker for the Chamber luncheon May 10, 2017. Mr. Hilliard asked the Commission to sponsor the Chamber luncheon in May.

**E. CMHP**

**1. Cleanup along Broadway St.**

Mr. Hilliard stated that the City will acquire two mobile homes on Broadway in the City Mobile Home Park and relocate them to clean up the entrance to the park. One of the mobile homes is about \$6,500.00 behind in lot rent to date.

**2. Billing Changes**

Mr. Hilliard stated that the lot rent and the utility billing are currently billed together and he proposes to separate the two to better track them.

**F. USDA projects**

Mr. Hilliard stated that Mr. Cloud's office is working on the architectural contract to be brought to the commission in April and he will be working with Mr. Glen Clover to secure funding for the projects.

Mayor Manley asked Mr. Cloud to look into what it would take to have an additional meeting each month.

**12. CITY COMMISSION COMMENTS:**

Commissioner Nelson asked where the EMT's were stationed because there was an incident at her church on Sunday that required 911 to be called and the response time was in addition of 20 minutes and stated when it was questioned it was stated that there was a breakdown in communication from dispatch. Ms. Nelson stated that she would like to know the protocol on dispatch stating this citizen could have died before anyone should up.

Ms. Nelson asked Mr. Hilliard to explain what happened in regard to the complaint that was filed against him as the City Manager.

Mr. Hilliard replied that the issue was that Mr. Richie Davis parked his personal vehicle inside the gate where city vehicles park. Mr. Hilliard stated that there were concerns of the language that he used but stated that he did not curse him, he yelled at him and told him he could not park there. There was an issue back in December where a picture of a city trailer that was in Tampa at 6:30 in the morning going through a toll booth was mailed to us but there wasn't any city employee going to Tampa, somebody has been using city property at the expense of the city. We do not allow personal vehicles inside the fence.

Mayor Manley stated that part of the reason that the complaint was written was that Mr. Davis came to talk to her as well as a couple of other people and since she cannot get involved in personnel issues she suggested if they feel strongly enough about the issue they need to make a written complaint.

Mr. Hilliard stated that he did not curse Mr. Davis and stated that this is the only time he has seen a personal vehicle inside the fence. The only time a personal vehicle is allowed to be parked inside the fence is when someone is on call not during regular hours. Mr. Hilliard stated that he apologized to him and was not trying to be abusive to him.

Commissioner Elliott stated he would like to publicly thank Jackie Cannon and the whole electrical department for their incredible work when the car hauler took out a utility pole taking out everyone's service in that area. They work as a team and are just down right nice folks.

Commissioner Manley asked Mr. Hilliard about the new HR position and if it was advertised and how much the compensation was.

Mr. Hilliard stated that the position was advertised and the salary would be about \$47,000 per year. Mr. Hilliard stated that he came up with that salary from the vacant planner position and other options. Mr. Hilliard stated he was working on the salary scale and would send that out to the commission.

**13. STAFF REPORTS**

None.

**14. ADJOURNMENT**

There being no further business to conduct, Motion Commissioner Elliott second Commissioner Cochrane to adjourn the Regular Commission meeting of March 14, 2017 at 8:17 P.M.

**Motion to adjourn passed by unanimous vote of 4-0.**

**ATTEST:**

  
\_\_\_\_\_  
Melissa Newman, Deputy City Clerk

  
\_\_\_\_\_  
Barbara Manley, Mayor