

**CITY OF FORT MEADE  
REGULAR CITY COMMISSION MEETING  
TUESDAY, MARCH 11, 2014**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, March 11, 2014, 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 Elliott.

**2. ROLL CALL:**

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

**Staff Present**

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

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

Ms. April Brown led the invocation. Mayor Elliott led the Pledge to the Flag.

**4. ADDITIONS AND/OR DELETIONS**

None.

**5. CONSENT AGENDA**

A. Minutes of the City Commission Regular Meeting, February 11, 2014.

**Motion Commissioner Nelson, second Commissioner Manley to approve the Regular Commission Meeting Minutes of February 11, 2014.**

**Motion carried with all yeas.**

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

Code Enforcement Officer Melanie McVay presented the Commission with a presentation of the procedure of code enforcement. Ms. McVay explained the steps she takes as she approaches a property in violation stating that she starts with a door hanger with the violations and information for them to contact her. If nothing occurs then she will send a Notice of Violation and information for them to contact her. If nothing still occurs then they are sent a Notice of Hearing. At the hearing if the violations still exist then the Magistrate will access a running lien. Between each of these steps the violator is given at least 14 days to come into compliance or to make contact to discuss the proper course to take.

Ms. McVay also explained the process for yearly rental inspections.

Commissioner Nelson questioned if trailers or campers are allowed in residential properties and Ms. McVay stated they were allowed on the side and rear of the property.

Commissioner Nelson asked Ms. McVay if she posted a No Trespassing sign on a property on MLK St and she stated she did not.

Commissioner Nelson asked Mr. Hilliard if the Meter Reader was assigned to catch chickens on City time and Mr. Hilliard stated he was not.

Commissioner Nelson asked Ms. McVay if the City can tell you to rake your yard and she stated the City has no ordinance on leaves.

Commissioner Nelson explained that her duty is to report all complaints to the City Manager but would like to ask Ms. McVay to handle herself in a more professional manner.

7. **PUBLIC FORUM:**

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

Ms. June Shirley, 801 S. Houston Ave., Ft. Meade, FL. 33841, would like to publicly thank the Garden Club and all the volunteers for all the work they do at Triangle Park; Gary Sykes for free fertilizer and pesticide, Elton Watson mowing and edging, Billy Jerkins bought and planted spring flowers, Victoria and Lacey Clanton weeding, June and Bob Shirley weeding.

Ms. Shirley recognized Janice Thompson and Bill Cannon for maintaining the Rose Garden that was plant by Betty Barnett.

Ms. Shirley stated the Garden Club planted a Cherry Laurel tree at Monument Park. Bill Cannon, Bob Cameron and Bob and June water the tree daily.

Ms. Shirley thanked the City for upgrading the new Christmas tree the City purchased. The Garden Club, Fort Meade Chamber and the Vision Committee

have established an Adopt-A-Pole fundraiser for garland and lights to be attached to the light poles downtown. Ms. Shirley asked the City to make sure the poles have power.

**The City Commission advised the City Manager to work with the Garden Club to make this happen.**

Mr. Kenny Haney, Vice-President Fort Meade Youth Football and Cheerleading Arena League, PO Box 100, Bradley, FL. 33835, requested a donation for equipment.

**Motion Commissioner Cochrane, second Commissioner Nelson to donate \$500.00 to the Arena Youth Football League.**

**Motion carried with all yeas.**

**8. UNFINISHED BUSINESS**

**A.** Attorney Cloud read the title for Ordinance 14-03 on 2<sup>nd</sup> Reading.

**AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA; ADOPTING TEXT CHANGES TO THE CITY OF FORT MEADE'S CODE OF ORDINANCES; AMENDING DIVISION 3 OF ARTICLE III OF CHAPTER 24 OF THE CODE OF ORDINANCES; CREATING NEW SECTIONS IN ORDER TO ADOPT A STORMWATER MANAGEMENT SYSTEM – FERTILIZER ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR A COPY TO BE KEPT ON FILE, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE.**

**Motion Commissioner Nelson, second Commissioner Cochrane to adopt Ordinance 14-03 on 2<sup>nd</sup> Reading.**

Mayor Elliott opened the public hearing.

Ms. Shirley asked for someone to explain the Ordinance.

City Attorney Cloud explained that the Ordinance was a mandated requirement from the State and Feds.

Mayor Elliott closed the public hearing.

**Motion carried with all yeas.**

**B.** Attorney Cloud read the title for Ordinance 14-04 on 2<sup>nd</sup> Reading.

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA TO AMEND THE CITY OF FORT MEADE GENERAL EMPLOYEES' RETIREMENT PLAN, THE CITY OF FORT MEADE FIREFIGHTERS' RETIREMENT PLAN AND THE CITY OF FORT MEADE POLICE OFFICERS' RETIREMENT PLAN, HEREINAFTER REFERRED TO AS THE "PLANS", TO UPDATE THE PLANS FOR LEGISLATIVE CHANGES AS REQUIRED BY THE INTERNAL REVENUE SERVICE, AND TO PROVIDE FOR AN EFFECTIVE DATE UPON FINAL PASSAGE.**

**Motion Commissioner Cochrane, second Commissioner Nelson to adopt Ordinance 14-04 on 2<sup>nd</sup> Reading.**

Mayor Elliott opened the public hearing.

Mr. E. J. King questioned why we had a police retirement plan when we do not have a police department.

Mr. Hilliard explained the plan existed when we had a police department and will remain existing until all retirees have expired.

Mayor Elliott closed the public hearing.

**Motion carried with all yeas.**

- C. Attorney Cloud read the title for Ordinance 14-01 on 2<sup>nd</sup> Reading.

**AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA; AMENDING THE CODE OF ORDINANCES OF THE CITY OF FORT MEADE, FLORIDA; AMENDING THE SECTION (5-58) RELATED TO FOWL RUNNING AT LARGE AND IMPOSING NEW GUIDELINES FOR FOWL WITHIN THE CITY LIMITS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

Mayor Elliott opened the public hearing.

Ms. Ella Mae McMillan, 809 S. Morrison Ave, Ft. Meade, FL. 33841, questioned how many chickens one person would be allowed.

Mayor Elliott closed the public hearing.

**Motion Commissioner Cochrane, second Commissioner Nelson to adopt Ordinance 14-01 on 2<sup>nd</sup> Reading with the revision of adding**

**Sec. 1 (g) "Limitation. No more than twelve (12) fowl may be present on any single lot or parcel within the City."**

**Mayor Elliott – Yea**

**Vice Mayor Nelson – Yea**

**Commissioner Cochrane – Yea**

**Commissioner Manley – Nay**

**Motion carried three to one.**

**9. NEW BUSINESS**

**A. Fort Meade Community Health Care Board**

Mr. Wayne Gunter, Treasurer of Fort Meade Community Health Care Board, 400 N. Oak Ave., Ft. Meade, FL. 33841 and Don Marchman, Secretary of Fort Meade Community Health Care Board, 425 NE 2<sup>nd</sup> St., Ft. Meade, FL. 33841 requested a donation in the return of the property taxes that the City receives, back to the Board.

**Motion Commissioner Manley, second Commissioner Nelson to make a contribution to the Fort Meade Community Health Care Board in the amount of \$1,098.85.**

**Motion carried with all yeas.**

**B. East Coast Migrant Head Start Program**

Mr. John Menditto, 7421 Lucy Lane, Lakeland FL. 338 requested to extend the lease for the East Coast Migrant Head Start Program for one year.

Mr. Hilliard suggested extending the lease with a 2% CPI increase.

**Motion Commissioner Cochrane, second Commissioner Nelson to grant the lease to East Coast Migrant Head Start Program with a CPI increase from \$1,942.00 \$1,970.00.**

**Motion carried with all yeas.**

**C. Amendment One to the Fire Protection Agreement.**

**Motion Commissioner Cochrane, second Commissioner Manley to adopt the Fire Protection Agreement with Polk County.**

**Motion carried with yeas.**

- D.** Attorney Cloud read the title for Ordinance 14-05 CIP 2013-2014 to 2017-2018 on 1<sup>st</sup> Reading.

**AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA, PERTAINING TO AN AMENDMENT TO THE CAPITAL IMPROVEMENTS; AMENDING THE FORT MEADE GROWTH MANAGEMENT PLAN TO PROVIDE FOR AN ANNUAL UPDATE TO THE CAPITAL IMPROVEMENTS PROGRAM PERTAINING TO TRANSPORTATION, PARKS AND RECREATION, WATER, WASTEWATER AND ELECTRIC; PROVIDING FOR A COPY TO BE KEPT ON FILE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.**

**Motion Commissioner Manley, second Commissioner Nelson to approve Ordinance 14-05 on 1<sup>st</sup> Reading.**

**Motion carried with all yeas.**

**10. CITY ATTORNEY COMMENTS:**

None

**11. CITY MANAGER COMMENTS:**

**A. FMPA/ARP**

City Manager Hilliard stated a meeting is supposed to be scheduled next month to discuss Demand Side Management.

**B. Highway 98 E Electrical upgrade**

City Manager Hilliard stated the project was in the engineering process and would be about 6 weeks and they have ordered the equipment.

**C. US EcoGen**

City Manager Hilliard stated we have received a preliminary plat from US EcoGen although there are still some issues with utilities but they are moving forward.

**12. CITY COMMISSION COMMENTS:**

Commissioner Manley inquired about the consideration of using underground electric.

City Attorney stated it would need to be adopted in the Land Development Regulation Code and would be very costly.

Commissioner Manley asked about the Fourth of July events.

City Planner April Brown explained staff was working on it.


Commissioner Manley questioned if the electric was included in the rent at the CMHP.

Commissioner Nelson thanked the City Employees for work done on MLK for the parade, she stated it was fabulous.

**13. ADJOURNMENT**

There being no further business to conduct, Motion Commissioner Manley, second Commissioner Nelson to adjourn the Regular Commission meeting of March 11, 2014 at 8:28 PM.

**Motion carried with all yeas.**



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**Robert Elliott, Mayor**

**ATTEST:**



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**Melissa Newman, Deputy City Clerk**

