

**CITY OF FORT MEADE  
REGULAR CITY COMMISSION MEETING  
TUESDAY, May 8, 2018**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, May 8, 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	Absent

**Staff Present**

City Manager	Fred Hilliard	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Wessell	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**

None.

**5. PRESENTATIONS/AWARDS/REPORTS**

**5.A.** Proclamation proclaiming the second full week of May as Women's Lung Health Week.

Mayor Cochrane read the title of the proclamation proclaiming the second full week of May as Women's Lung Health Week. The recipient was unable to attend.

- 5.B.** Proclamation proclaiming May 6, 2018 through May 12, 2018 Just Say No Week.

Mayor Cochrane read the title and presented the proclamation to Mr. Ernie Cooper and Ms. Judy Thomas, Assistant Principal of Lewis Anna Woodbury Elementary proclaiming May 6, 2018 through May 12, 2018 as "Just Say No Week"

- 5.C.** Presentation of the ridership and future of the Citrus Connection transit system.

This item was deferred to the June 12, 2018 Commission Meeting.

**6. APPROVAL OF MINUTES**

- A.** Minutes of the April 10, 2018 Regular Commission Meeting and the April 19, 2018 Special Commission Meeting.

**Motion Commissioner Campbell, second Commissioner Watts to approve the Minutes of the April 10, 2018 Regular Commission Meeting and the April 19, 2018 Special Commission Meeting.**

**Motion to approve the Minutes of April 10 and 19, 2018 passed by unanimous vote of 4-0.**

**7. PUBLIC FORUM:**

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

Ms. Sharon Steurwald, 1042 New York Street, stated that she requested a layout of the fire hydrants of the park last year and the working conditions. Mr. Hilliard and Mr. Cannon both stated that there was a layout of all the hydrants provided last year.

Mr. Richard Greer, 1018 Wisconsin St., Fort Meade, FL. stated that the residents for years have been requesting an addition to the Activity Center and stated that he heard there was 4 million dollars available to fund that project.

Mr. Hilliard stated that that money was for a totally different project however there is grant money available and the city has already made application for funds.

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

**8. UNFINISHED BUSINESS**

- 8A.** Consider the purchase of two mowers for the Parks Department

**Motion Commissioner Watts, second Commissioner Campbell to authorize staff to purchase the 2 lawnmowers for the Parks Department.**

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

**8.B. Consider options for City Manager Search**

Ms. Sheryl Williams presented a job description, an advertisement and a timeline for the process of hiring a city manager.

Attorney Cloud stated that the salary range currently is well below the market and needs to be reviewed.

After discussion of salary the consensus was to leave the salary open for negotiation depending on qualification/education.

**Motion Commissioner Elliott, second Commissioner Campbell to authorize staff to proceed with posting the job description as it.**

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

**8.C. Project update**

**C.1 Consider SEMCO proposal increase**

Ms. Smith stated that the adjusted rates for the insurance reimbursement have come back at 80% at \$153,260.67 for City Hall, 92.25% at \$94,903.47 for the Police station, the they are still working on the Fire station.

Ms. Smith stated that there is a generous contingency amount included in the contract that would cover unforeseen costs and if not used will reduce the price.

**Motion Commissioner Elliott, second Watts to approve the SEMCO contract, direct city manager to hire an independent construction inspector and direct roof material in contract to be metal.**

**Motion to approve SEMCO contract, hire a construction inspector and the roof material to be metal.**

**C.2 Consider financing options**

Ms. Smith stated that two bank offers were received one being from Wauchula State Bank and the other from Citizens Bank and Trust to fund these repairs.

Ms. Smith stated that Citizens Bank and Trust has offered the best rate and recommends them for the financing option.

**Motion Commissioner Elliott, second Commissioner Watts to utilize Citizens Bank and Trust for the financing and to extend gratitude to both banks.**

**Motion to utilize Citizens Bank and Trust for financing passed by unanimous vote of 4-0.**

**9. NEW BUSINESS**

**9.A. Adopt Resolution R18-06 Final Fire Assessment**

Mayor Cochrane opened the public hearing.

Ms. Joann Spain, 849 Voight Ave., Fort Meade, FL. was in opposition of the fire assessment.

Ms. Connie Atkinson, 1000 Wisconsin St., Fort Meade, FL. asked with the additional funds the fire assessment will generate what are the equipment needs of the fire department beyond the 2016-2017 budget.

Fire Chief Eiland stated that the department needs updated air packs and bottles which run about \$7,000 each and there are currently 7 apparatuses that need to be equipped. The firefighters need gear to protect them in the event of an emergency. The radio system they are currently on will become obsolete in 2019 and they will need to upgrade the communications system to be able to respond to emergency calls so we can protect this city.

Ms. Atkinson asked if this money will go directly to the fire department.

Mr. Cloud responded that it will be in a trust account specifically for the fire department.

Terry Booker, 1017 Indiana St., Fort Meade, FL. asked why the assessment was not put on a ballot to be voted on by the residents.

Mr. Cloud stated that in Florida there is a separate process for non-ad valorem assessment that the city is following.

Mr. Cloud asked how the money will be kept separate stating that everything seems to end up in the general fund.

**Motion Commissioner Elliott, second Commissioner Campbell to adopt Resolution R18-06 Final Fire Assessment.**

**Motion to adopt Resolution R18-06 passed by unanimous vote of 4-0.**

**9.B. Proposed new development**

Commissioner Elliott recused himself from the discussion and/or voting.

Mr. Hilliard stated that he was happy to announce project Nemo, an industrial prospect looking at our community. Together with Central Florida Regional Development Council, staff has been working on incentive programs. Mr. Hilliard stated that this project would bring an average wage of +/- \$40,000, create 45-50 jobs and bring a capital investment of +/- \$15 million to our city.

Mr. Hilliard requested the commission to support the State and County investment program and dedicate \$13,600 over the next 4 years to the project.

Mr. Ronald Barnett, 1003 Shonda Lane, Kissimmee, FL and Mr. Ross Bennett with Project Nemo stated that are happy to be bringing this project to Fort Meade. Mr. Bennett stated that the way the incentive program works would be funds would be provided at 80% State, 10% County and 10% City. This project is anticipated to generate jobs and capital investment in Fort Meade.

Mr. Barnett stated that this will provide about 50 jobs initially and anticipated to increase in numbers as well as generate revenue from manufacturing. This is a company that manufactures all over the world and the are looking forward to coming to Fort Meade.

**Motion Commissioner Campbell, second Commissioner Watts to direct the city attorney to prepare an inducement resolution to support project Nemo for execution by the mayor in a timely fashion to be given to the county.**

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

**10. CITY ATTORNEY COMMENTS:**

Mr. Cloud requested the commission ratify Resolutions 18-02 and 18-03 related to FMFA.

**Motion Commissioner Elliott, second Commissioner Watts to ratify resolutions R18-02 and R18-03.**

**Motion to ratify resolutions R18-02 and R18-03 passed by a unanimous vote of 4-0.**

**11. CITY MANAGER COMMENTS**

**11.A. US EcoGen**

Mr. Hilliard stated that he informed Mr. Quinn and Mr. Needles of his coming retirement and asked if he could assist in the updating of the developers' agreement. He received a request for additional information and the project is moving along.

**11.B. Grocery Store**

Mr. Hilliard stated that he has been in contact with the owners of the grocery store and they will be removing all of the old equipment from in front the building and in the process of getting new equipment.

**11.C. Polk Regional Water Cooperative**

The PRWC will have an orientation meeting on May 16, at noon at the Lake Myrtle Sports Complex and he encourages all the commissioners to go.

**12. CITY COMMISSION COMMENTS:**

**12.A.** Commissioner Campbell asked if the litigation with BioSolids has been resolved.

Mr. Cloud stated they are still chasing after them.

**12.B.** Commissioner Watts asked what the status of the CMHP rec center is the project alive.

Mr. Hilliard stated that we are still waiting on the FEMA inspections.

**13. STAFF REPORTS**

None.

**14. ADJOURNMENT**

There being no further business to conduct, Motion Commissioner Campbell, second Commissioner Watts to adjourn the Regular Commission meeting of May 8, 2018 at 8:03 P.M.

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

**ATTEST:**

  
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**Richard Cochrane, Mayor**

  
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**Melissa Cannon, Deputy City Clerk**