

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

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, November 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	Absent
Commissioner	Robert Elliott	Present
Commissioner	Maurice Nelson	Present
Commissioner	James Watts	Present

**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 Assistant	Tandra Davis	Present
Employee Relations	Sheryl Williams	Present
Code Enforcement	Mary Jo Russell	Present

Also, present: Polk County Sergeant Warren Burgess

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

Mayor Manley led the invocation and the Pledge to the Flag.

**4. ADDITIONS AND/OR DELETIONS**

**4.A.** Add item 5.B. Employee of the Quarter

**4.B.** Add item 9.E. Street Repair Estimates

**4.C.** Add item 9.F. Contract for General Administration for CDBG

**5. PRESENTATIONS/AWARDS/REPORTS**

**5.A.** Proclamations of Appreciation

Mayor Manley read and presented a proclamation of appreciation to Mr. Alonzo Thomas with Free Life Chapel and Fred and Madeline Hilliard.

Mayor Manley read the names of the recipients also receiving a proclamation of appreciation who were not in attendance.

**5.B. Employee of the Quarter**

Ms. Sheryl Williams explained that due to the recent emergency situations, there were two employees that stood out deserving of this award and their direct report would present them with a plaque and a check:

Mr. Fred Hilliard (in Shane Coulter's absence) expressed his gratitude for the excellent job Shawn Webb had done during recent event and for the accomplishment of receiving his wastewater license stating how proud he was of him.

Mr. Jackie Cannon expressed his gratitude for the excellent job Kara Lucas had done during the recent event, stating that no one would have ate if it wasn't for Kara and also of the daily duties she does so well.

Ms. Williams thanked Mr. Webb and Mrs. Lucas.

Mayor Manley stated that the city has a great group of employees and she really appreciates them all.

**6. APPROVAL OF MINUTES**

**6.A. Minutes of the October 10, 2017 Regular City Commission Meeting.**

**Motion Commissioner Watts, second Commissioner Nelson to approve the minutes of the October 10, 2017 Regular City Commission Meeting.**

**Motion to approve the Minutes of October 10, 2017 Regular Commission Meetings passed by unanimous vote of 4- 0.**

**7. PUBLIC FORUM:**

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

Sgt. Warren Burgess, PCSO introduced his new Supervisor Lt. Gordon Sherer who has been with the PCSO for 20 years and welcomed him to Fort Meade.

The following City Mobile Home Park residents had complaints about the deteriorating conditions of the facilities and infrastructure of the CMHP and the lack of attention that they receive:

Mr. Terry Booker, 1017 Indiana St., Ms. Sharon Steward, 1042 New York St., Mr. Chuck Liefer, 1042 Wisconsin St., and Richard Greer, 1018 Wisconsin St. Mr. Kenzie Dan, 1037 Michigan St. had a complaint of the dust from the debris site.

City Attorney Tom Cloud recommended selling the City Mobile Home Park.

Commissioner Elliott requested to have a workshop to discuss the issues of the City Mobile Home Park residents.

Ms. Dorothy Lewis with the FMNDP, 810 S. Morrison Ave., Fort Meade, invited everyone to the Arts and Crafts festival that will be held on February 17, 2018 on Broadway. Ms. Lewis stated that they are in need of support from the community as well as volunteers and they are partnering with the Fort Meade Historical Society Country Fair.

Mr. E.J. King stated he would like everyone to get involved.

Mayor Manley closed the Public Forum.

**8. UNFINISHED BUSINESS**

**None.**

**9. NEW BUSINESS**

- 9.A.** Consider addendum to Contract for Professional Services with Data Integrity.

Mr. Cloud stated that this was to confirm a two-year contract instead of a one-year contract and recommended approval.

**Motion Commissioner Watts, second Commissioner Elliott to approve the addendum to the contract with Data Integrity.**

**Motion to approve addendum to contract with Data Integrity passed by a unanimous vote of 4-0.**

- 9B.** Grant pre-planning questionnaire for Motorola radios.

Mr. Jackie Cannon explained that a grant was available for the purchase of Motorola radios, like the ones that were used during the recent emergency event when cell service wasn't available and provided the information of the grant process.

- 9.C.** City Attorney Cloud read the title to Ordinance 17-11 amending the budget allocations for FY 2017-2018 on 1<sup>st</sup> reading.

Mr. Hilliard explained that code enforcement liens have been received that were not in the budget and would be put into the demolition line item of the code enforcement budget.

**Motion Commissioner Watts, second Commissioner Elliott to approve Ordinance 17-11 amending the budget allocations for FY 17-18 on 1<sup>st</sup> reading with 2<sup>nd</sup> reading on December 12, 2017.**

**Motion to approve addendum to contract with Data Integrity passed by a unanimous vote of 4-0.**

**9.D.** Potential development on N. Charleston Ave.

Mr. Hilliard has been approached by the realtor for the property at 500 N. Charleston Ave. that has potential commercial development wanting to build on this property, however the current "Old Motel" is in the footprint of the development. The owner has requested the City allow the use of part of their capacity at the land fill to dispose of the construction debris from the demo of the Old Motel to allow for future development.

**Motion Commissioner Elliott, second Commissioner Watts to approve the request to allow the use of the City's capacity at the landfill to dispose of the Old Motel.**

**Motion to allow the use of the City's capacity at the landfill to dispose of the Old Motel passed by a unanimous vote of 4-0.**

**9.E.** Street repair estimates

Mr. Hilliard stated that per Commissioner Cochrane's request, staff got rough estimates to repair some of the streets he noted for information only.

No action was taken.

**9.F.** Consider contract for Grant Administration Services

**Motion Commissioner Elliott, second Commissioner Watts to approve contract with Fred Fox Enterprises.**

**Motion to approve contract with Fred Fox Enterprises passed by a unanimous vote of 4-0.**

**10. CITY ATTORNEY COMMENTS:**

Mr. Cloud stated that he feels there may be an opportunity to negotiate some price reductions with FMPA. There are a lot of discussion that needs to happen and he will be working with them on this.

**11. CITY MANAGER COMMENTS:**

**A. Outpost Market Study**

Mr. Hilliard stated that he met with Mr. Rod Markin who is doing the market study for the outpost project and was impressed with him stating that he was adding up the liabilities and the assets of the community and felt he would provide a very good product.

**B. FMPA**

Mr. Hilliard stated he met with Mr. Jacob Williams that turned out fairly good. Mr. Mike Mcleary with FMPA will be here tomorrow to look at the electric system to see if there are any deficiencies.

**C. Hammock Lake Estates**

Mr. Hilliard stated that the park owner has requested an extension of water services to the park and he has replied letting them know what they need to proceed.

Commissioner Elliott asked what the status of the lift station was and Mr. Hilliard stated that they are still working on that and he hopes they can combine that with the water extension.

**D. City Mobile Home Park**

Mr. Hilliard stated he is stilling working to clean up the units on the front row of the park, he met with someone to relocate those units.

**E. Patterson Park FRDAP Grant**

Mr. Hilliard stated that the FRDAP grants for the park were not funded last year and Patterson Park was 26 out of 100. The application will be resubmitted again this year.

**12. CITY COMMISSION COMMENTS:**

**12A. Vice Mayor Cochrane**

**12B. Commissioner Nelson**

Ms. Nelson asked if anyone from the City was still on the HELP Board and asked if any assistant was still being provided to the citizens of Fort Meade. Mary Jo Russell who is on the HELP Board stated that there are certain

criteria that residents have to meet to qualify. Ms. Nelson stated that she has received quite a few complaints regarding being turned down by HELP.

**12C. Commissioner Elliott**

Mr. Elliott stated he would like to set a date for a workshop to discuss the issues of the City Mobile Home Park. It was decided to have a workshop on Thursday, December 7, 2017 at 6:00 pm at the Commission Chambers.

Mr. Elliott asked if the burn ban was still in effect and Mr. Hilliard stated that it was and they may lift it on December 1<sup>st</sup>.

**12D. Commissioner Watts**

Mr. Watts asked if the big pile of tree stumps could be picked up and Mr. Hilliard stated that the debris cleanup is still underway and they would get it.

**12E. Mayor Manley**

None.

**13. STAFF REPORTS**

None.

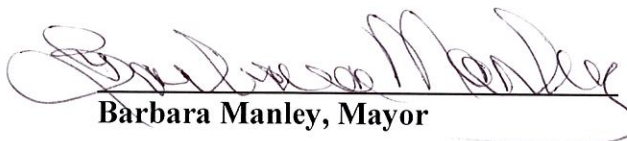
**14. ADJOURNMENT**

There being no further business to conduct, Motion Commissioner Nelson second Commissioner Elliott to adjourn the Regular City Commission meeting of Tuesday, November 14, 2017 at 8:13 P.M.

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

**ATTEST:**

  
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Melissa Wessell, Deputy City Clerk

  
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Barbara Manley, Mayor