

**CITY OF FORT MEADE
REGULAR CITY COMMISSION MEETING
TUESDAY, NOVEMBER 8, 2016**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, November 8, 2016, 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 Watts.

2. ROLL CALL:

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

Staff Present

City Manager	Fred Hilliard	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Newman	Present
Public Works Director	Jackie Cannon	Present
Code Enforcement	Mary Jo Russell	Present
Intern Finance Director	Rick Helms	Present
Accountant	Breanna Smith	Present

Also present: Polk County Sgt. Casey Riley.

3. INVOCATION AND PLEDGE TO THE FLAG:

Mayor Watts led the invocation. Mayor Watts led the Pledge to the Flag.

4. ADDITIONS AND/OR DELETIONS

A. Add Item 9 F Resolution R16-22

Motion Commissioner Elliott, second Commissioner Nelson to approve adding Item 9 F Resolution R16-22.

Motion to approve adding Item 9 F passed by unanimous vote of 5-0.

5. CONSENT AGENDA

A. Minutes of the October 11, 2016 Regular Commission Meeting.

Motion Commissioner Cochrane, second Commissioner Nelson to approve the Consent Agenda.

Motion to approve the Consent Agenda passed by unanimous vote of 5-0.

6. PRESENTATIONS/AWARDS/REPORTS:

A. Mayor Watts read a Proclamation proclaiming Thomas Nathan Engle Day.

B. Mr. Terry Booker wanted to address the Commission regarding concerns of the City Mobile Home Park. Mr. Booker stated that he met with the Mayor who answered his concerns of the renovations to the activity center stated they would be done and explained how things work. Mr. Booker stated that he is only here for the good of the people of the park who are good people.

Mayor Watts expressed concerns of the roads in the CMHP especially Florida Avenue and asked staff to look into it.

C. Mr. Hilliard introduce Ms. Breanna Smith as the new Finance Director for the City of Fort Meade.

7. PUBLIC FORUM:

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

Mr. Charles Perry, Commander of the American Legion, 3975 Old Bowling Green Rd. Bowling Green, FL. stated that the American Legion offers services to survey flag etiquette for any group of the city and also to be a speaker at an event. The Wreaths Across America event is this weekend and instead of doing a float in the Christmas parade this year the American Legion will donate that money and send a representative to help distribute flags at the National Cemetery.

Mr. Curtis Bankston, 1370 N. Charleston Ave., Fort Meade, FL. addressed the Commission concerning the community clean-up stating that no one picks up the items left out on his street as he was told that he is on a private drive and would need to move it to the public street. Mr. Bankston stated that they are elderly citizens and cannot move the debris.

Commissioner Manley asked where his regular trash is picked up and Mr. Bankston stated it was picked up in the same spot.

Commissioner Manley requested Mr. Hilliard call Republic Services to address this issue.

Mr. Bankston also inquired about any utility extensions on the East side of Highway 17 where his property is located. Mr. Hilliard stated they were looking into it.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- A. City Attorney read the title to Ordinance 16-16 Flood Plain Management Regulations on 1st Reading.

AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA; AMENDING THE CITY OF FORT MEADE CODE OF ORDINANCES TO REPEAL PART K, §§ 26-96—26-98, REPEAL ARTICLE VI, § 26-201 AND REPEAL ARTICLE VII, § 26-231; TO ADOPT PART K, §§ 26-96—26-111; TO ADOPT FLOOD HAZARD MAPS, TO DESIGNATE A FLOODPLAIN ADMINISTRATOR, TO ADOPT PROCEDURES AND CRITERIA FOR DEVELOPMENT IN FLOOD HAZARD AREAS, TO AMEND CHAPTER 6 – BUILDINGS AND BUILDING REGULATIONS TO AMEND THE FLORIDA BUILDING CODE, AND FOR OTHER PURPOSES; PROVIDING FOR SEVERABILITY; PROVIDING FOR A COPY TO BE KEPT ON FILE, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR APPLICABILITY; PROVIDING AN EFFECTIVE DATE.

Motion Commissioner Cochrane, second Commissioner Nelson to approve Ordinance 16-16 on 1st Reading with 2nd Reading on December 13, 2016.

Motion to approve Ordinance 16-16 passed by unanimous vote of 5-0.

- B. Consider Facilities Improvements Proposal

Mr. Hilliard stated that he was working with Rowe Inc., who is doing the historic project, to consider extending the contract to include renovations to other areas of City Hall, updating the Community Center to ADA standards, an addition to the Library and renovations the City Mobile Home Park Activity Center including storm-hardening. Mr. Harmon will provide some ideas and cost estimates in January. Mr. Hilliard suggested to apply for a low-interest USDA loan to see how much can be done and how far it will go.

No action taken.

- C. Consider Proposal for engineering services for design and permitting of the water and sewer expansion project for Highway 17 North.

Commissioner Elliott abstained from discussion due to a possible conflict.

Mr. Hilliard introduced Mr. Steve Dutch, Chaistain-Skillman and presented a contract agreement for design of the extension of a sewer line from N.E. 9th up U.S. Hwy 17 North and also a directional bore to tie into the water to the West side of U.S. Hwy 17.

Commissioner Cochrane asked if this water line would sustain US EcoGen.

Mr. Hilliard stated that the water line to US EcoGen would be run from N. Palmetto Ave.

Commissioner Cochrane asked if the properties on the East side of U.S. Hwy 17 could be picked up on these lines.

Mr. Hilliard stated they would look at it.

Commissioner Manley asked if this project was in the budget and Mr. Hilliard responded stating that the money was going to be borrowed from the Electric Fund Reserve and upon securing the loan it would be repaid.

Motion Commissioner Cochrane, second Commissioner Nelson to approve the contract agreement for design of the extension services of the water and sewer pipelines.

Motion to approve the contract agreement for design and permitting of the water and sewer project for Hwy 17 N. passed by unanimous vote of 5-0.

- D. Progress of the Fire Assessment RFQ schedule

Mr. Hilliard stated that the RFQ had been issued. On December 13th a firm should be selected and a contract for Commission consideration. There is a Public Awareness Program that we need to be involved in for this project.

No action was taken.

- E. City Attorney Thomas Cloud read the title to Ordinance 16-17 Amending the Budget Allocations for FY 2015-2016 on 1st Reading.

Motion Commissioner Cochrane, second Commissioner Elliott to approve Ordinance 16-17 on 1st Reading with 2nd Reading on December 13, 2016.

Motion to approve Ordinance 16-17 Amending Budget Allocations on 1st reading passed by unanimous vote of 5-0.

- F. Approve Resolution R16-22 Worker's Comp System.

Motion Commissioner Cochrane, second Commissioner Elliott to approve Resolution R16-22.

Motion to approve Resolution R16-22 passed by unanimous vote of 5-0.

10. **CITY ATTORNEY COMMENTS:**

Mr. Cloud stated that he was contacted by Mobility Communications who would like to install cell towers in the city. At this time the City does not have a telecommunications tower ordinance and one is needed. Mr. Cloud is requesting authorization to put on into effect effective today, November 8, 2016.

Motion Commissioner Elliott, second Commissioner Nelson to approve authorization to put into effect a telecommunications tower ordinance effective November 8, 2016.

Motion to approve authorization of a telecommunications tower ordinance effective November 8, 2016 passed by unanimous vote of 5-0.

Mr. Cloud informed the Commission a lawsuit will be filed tomorrow against Biosolids for \$268,000.00 owed to the City plus attorney's fees.

11. **CITY MANAGER COMMENTS:**

- A. Florida Recreation Development Assistance Grants

At this time staff is working in the Peace River Park and the FRDAP grant money will be used to put in a boat ramp and restroom improvements. Also at the Community Center, a basketball court will be added however there are some concerns about the racquetball courts being torn down and a decision needs to be made about the best use of the property.

The FRDAP grant for Patterson Park is submitted and is in Tallahassee.

B. City Manager Evaluation

Mr. Hilliard stated that he contacted the City Manager's Association and there is only one private firm that does the city manager evaluation that they know of.

Commissioner Manley suggested he call other cities to see how they evaluate their managers.

Mr. Cloud stated that in other cities he works with, the commission does the city manager's evaluation. Mr. Cloud stated he would be happy to send a copy of other's forms.

12. CITY COMMISSION COMMENTS:

Commissioner Cochrane asked what the time-line for the basketball courts at the Community Center was.

Mr. Hilliard stated that the Peace River Park was going to be done first then the Community Center.

Commissioner Cochrane stated he would like to see live oaks planted in the place of the water oaks that will be removed.

Commissioner Cochrane inquired about the issue with the property owners on East Broadway that was brought up a couple months ago and Mr. Hilliard stated that was a private situation between the owners.

Commissioner Cochrane stated that it appears that Republic Services dropped the ball on the community clean up due to the piles of debris still remaining and suggested they be contacted.

Commissioner Cochrane inquired again about city wide Wi-Fi.

Mr. Cloud stated that he believes the Florida Legislature has preempted our ability to do it but he would confirm that.

Commissioner Cochrane asked if there was anything going on with the Andersen case and Mr. Hilliard stated that the costs needed to be reviewed with the Actuary. It will be presented at the December Pension meeting.

Commissioner Nelson requested a bigger map of the Community Center project.

Commissioner Manley requested the map of Patterson Park concerning the American Legion.

Commissioner Manley stated that a letter was received was Breanna concerning some changes in positons and a previous letter from Mr. Hilliard about Breanna's promotion and increase in salary and understands that the commission does not have a say in hiring and firing but is concerned about having a say in salary's and creations of positions. Ms. Manley is concerned with having a pay scale and employee morale.

Commissioner Nelson asked if this new position was in the budget and Mr. Hilliard responded stating that is was in the budget.

Commissioner Manley asked if Mr. Cloud worked for the Commission or just had an agreement with the City Manager. Mr. Cloud stated that ethically he believes that if a client feels that he isn't doing a good job they are at will to let him go.

Commissioner Manley asked about the ribbon cutting for the Trail and Mr. Hilliard stated that it had be postponed and he would notify the commission when rescheduled.

Mr. EJ King stated he could not hear the discussion on the racquetball courts and Mr. Hilliard stated that there are some concerns that need to be addressed to consider the best use of the property.

Commissioner Nelson stated that she has had citizens' complaints about the racquetball courts and they would rather have the basketball courts instead. Ms. Nelson stated investing money into the racquetball courts will not benefit the community and it still will not be utilized.

Mr. King asked that this be put on the agenda at the next meeting.

13. STAFF REPORTS

None.


14. ADJOURNMENT

There being no further business to conduct, Motion Commissioner Elliott second Commissioner Manley to adjourn the Regular Commission meeting of November 8, 2016 at 8:21 P.M.

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

ATTEST:


Melissa Newman, Deputy City Clerk


James Watts, Mayor

