

**CITY OF FORT MEADE
REGULAR CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 11, 2018**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, September 11, 2018, immediately following the Budget Meeting at 6:00 p.m. at the Fort Meade CMHP Activity Center, 1046 SE 2nd Street, Fort Meade, Florida.

1. CALL TO ORDER:

The Meeting was called to order at 6:56 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	Present

Staff Present

City Manager	Fred Hilliard	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Cannon	Present
Public Works Director	Jackie Cannon	Present
Finance Director	Breanna Smith	Present
Employee Relations	Sheryl Williams	Present
Library Director	Jacqueline Rose	Present
Fire Chief/Parks	Roc Eiland	Present

3. INVOCATION AND PLEDGE TO THE FLAG:

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

4. ADDITIONS AND/OR DELETIONS

- 4.A. Add Item 9.D. Ordinance 18-12 Amendment to Solid Waste
- 4.B. Add Item 9.E. Award of FPU Economic Development Funding
- 4.C. Add Item 9.F. Fund balance information

Motion Commissioner Elliott, second Commissioner Watts to approve adding Items 9.D., 9.E. and 9.F. to the agenda.

Motion to approve adding Items 9.D., 9.E. and 9.F. to the agenda passed by a unanimous vote of 5-0.

5. PRESENTATIONS/AWARDS/REPORTS

None.

6. APPROVAL OF MINUTES

6.A. Minutes of the August 28, 2018 Budget Meeting, Minutes of the August 28, 2018 Regular Commission Meeting, Minutes of the September 4, 2018 Budget Workshop and Minutes of the Special Commission Workshop of September 4, 2018.

Motion Commissioner Watts, second Commissioner Campbell to approve the Minutes of August 28, 2018 Budget Meeting, August 28, 2018 Regular Commission Meeting, September 4, 2018 Budget Workshop and September 4, 2018 Special Workshop.

Motion to approve the previous minutes of August 28, 2018 Budget Meeting, August 28, 2018 Regular Commission Meeting, September 4, 2018 Budget Meeting and the September 4, 2018 Special Commission Meeting passed by a unanimous vote of 5-0.

7. PUBLIC FORUM:

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

Mr. Curtis Bankston, 1370 N. Charleston Ave., Fort Meade, addressed the commission stating that he is lacking services to his area. Mr. Bankston asked if there were plans to extend sewer service to Robinson MHP.

City Manager, Mr. Hilliard stated that the future plan is to extend the sewer service to that property, the engineering has been complete and they need to find a way to fund it.

City Attorney, Mr. Cloud stated there are options for funding such as a DEO and USDA loans.

Mr. Terry Booker, 1017 Indiana St., Fort Meade, stated that the HOA has bingo equipment in the Activity Center that has been broken while other people are in the building. Mr. Booker stated that the building is rented out and there is no staff to oversee what is going on and the doors are being left unlocked.

Ms. Sharon Steurwald, 1042 New York St., Fort Meade stated that the ladies room at the rec hall was out of order.

8. UNFINISHED BUSINESS

- 8.A.** City Attorney Cloud read the title to Ordinance 18-11 related to modifying the procurement policy on 2nd Reading.

AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA; ADOPTING TEXT CHANGES TO THE CITY OF FORT MEADE'S CODE OF ORDINANCES; AMENDING SECTION 2-18 OF THE CODE TO MODIFY PROCUREMENT REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR A COPY TO BE KEPT ON FILE, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE.

Mayor Cochrane opened the public hearing. With no one wishing to speak, Mayor Cochrane closed the public hearing.

Motion Commissioner Elliott, second Commissioner Manley to adopt Ordinance 18-11 modifying the procurement policy.

Motion to adopt Ordinance 18-11 passed by a unanimous vote of 5-0.

- 8.B.** Consider Interlocal Agreement for Tourist Development Funding for Development/Construction of the Historic Fort Meade Outpost Project.

Mr. Hilliard stated that he would like to change his recommendation concerning the Outpost project, stating that he feels there is a way this can be accomplished and requests the authorization of staff with the assistance of the sports marketing group to issue a RFP for marketing and engineering service to come up with a plan to build the equestrian center and to approve the agreement for tourist development funding.

County Commissioner, Melony Bell stated that the county has stepped up to get this project up and running and has set aside 4 million dollars for this project. This would be an overwhelming return on investment to the city, the county and the state. Ms. Bell stated that this project was started in 2010 and here it is 2018 and there is still no agreement. Ms. Bell stated she feels the city needs

to move forward with this project because the city as a whole is at a standstill and she worked hard to secure this funding for the city.

Economic Manager for Polk County Tourism Sports Marketing, Tracey Garcia stated that the agreement details what the responsibilities of the City and the County are. The County has dedicated a total of 5 million dollars to this project, 1 million to be paid before construction to fund the development and some of the construction costs. Ms. Garcia stated that she would like to thank everyone working on this and that they want to be good partners but this has been worked on for a while now and the money has been sitting in the budget for many years and can't be used for anything else and fortunately there are a lot of other projects in the county that could use these funds so a decision needs to be made either way.

Mr. Cloud stated that he has reviewed the agreement and legally it is fine, the grant amount and the financial obligation to the city is the issue. The city does not have an operating plan and it is hard to advise someone to commit to a project of this size without the fear of over extending themselves. Mr. Cloud asked if there were provisions in the agreement to give them time to develop an operating plan.

Commissioner Elliott stated the commission is excited and supportive of the project but the concern is the cost to the city.

Mr. Alan Rayl, Rayl Engineering stated that he first presented this to the Chamber of Commerce in 2010 follow by a study done by Markin Consultants. Mr. Rayl stated last time he was here he recommended getting a firm that specializes in this type of project.

Speaking in favor of the Fort Meade Outpost Project were:

Richard Greer, 1018 Wisconsin St., Fort Meade
Denise Harrell, 721 Wanamaker Ave, Fort Meade
Francis Acuff, 620 N. Polk Ave, Fort Meade
Ashley Dishong, 211 NE 6th Street

After much discussion, **Motion Commissioner Watts, second Commissioner Elliott to execute the agreement and to authorize staff to search for a project manager and an operation plan.**

Motion to execute the interlocal agreement for Tourist Development and to authorize staff to search for a project

manager and operation plan passed by a unanimous vote of 5-0.

Mayor Cochrane thanked County Commissioner Bell for her diligence in securing the funding for this project, stating it wouldn't be there without her.

9. NEW BUSINESS

9.A. Peace River Trail on Edgewood Drive.

Mr. Hilliard stated that he met with FDOT on the trail project and they are proposing the trail on the West side of Edgewood to NE 7th Street then crossing Edgewood to the East side going North.

The consensus of the commission was concern with citizens and school children crossing two streets instead of one.

No action was taken.

9.B. Consider Mittaur Contract for CDBG

Motion Commissioner Manley, second Commissioner Elliott to approve the contract amendment no. 1 with Mittaur for engineering services.

Motion to approve contract with Mittaur for the CDBG Cherokee project passed by unanimous vote of 5-0.

9.C. City Manager Search

City Manager Hilliard requested to be excused from the meeting.

Ms. Sheryl Williams asked the commission to rate the top 10 applicants down to the top five to seven picks and return them to her and approve the interview questions to be used. Ms. Williams will email the full list of interview questions. Ms. Williams stated she would arrange the logistics for the video interviews: where, when and advertising.

No action was taken.

9.D. City Attorney Cloud read the title to Ordinance 18-12 Amendment to the Solid Waste ordinance on 1st Reading.

**AN ORDINANCE OF THE CITY OF FORT MEADE,
FLORIDA; MODIFYING SECTION 12-79, OF THE CODE**

OF THE CITY OF FORT MEADE, FLORIDA (THE “CITY CODE”) TO RATIFY AND INCREASE A CITY ADMINISTRATION & COLLECTION FEE APPLICABLE TO CITY SOLID WASTE CUSTOMERS; PROVIDING FOR SEVERABILITY; PROVIDING FOR A COPY TO BE KEPT ON FILE, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE.

Motion Commissioner Manley, second Commissioner Watts to approve Ordinance 18-12 modifying the solid waste ordinance on 1st reading with 2nd reading on October 9, 2018.

Motion to approve Ordinance 18-12 passed by a unanimous vote of 5-0.

9.E. Award of FPU Economic Development Funding

Mr. Hilliard presented a letter that was written by Ms. Brittany Naranjo along with an approval from FPU for the full amount of the economic development funding of \$100,000 to be used in the parks.

No action was taken.

9.F. Fund balance information

Ms. Breanna Smith provided the information for the fund balances requested by Commissioner Campbell at the previous meeting. Ms. Smith stated the Mike Brynfulson, CPA will be at the October 9th meeting to discuss the fund balance financial position.

No action was taken.

10. CITY ATTORNEY COMMENTS:

None.

11. CITY MANAGER COMMENTS

None.

12. CITY COMMISSION COMMENTS:

12.A. Commissioner Manley

Ms. Manley stated that she participated in the luncheon provided by the Fort Meade Fire Dept. for the Brotherhood Riders who were on a route from Naples to Tallahassee.

13. ADJOURNMENT

There being no further business to conduct, Motion Commissioner Elliott, second Commissioner Campbell to adjourn the Regular Commission meeting of September 11, 2018 at 8:24 P.M.

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

ATTEST:



Melissa Cannon, Deputy City Clerk



Richard Cochrane, Mayor

