

**MINUTES
CITY OF FORT MEADE
REGULAR CITY COMMISSION MEETING
MONDAY, JULY 27, 2020**

A Regular Meeting of the Fort Meade City Commission was held on Monday, July 27, 2020, at 6:00 P.M. via Zoom Virtual Meeting.

1. CALL TO ORDER:

The Meeting was called to order at 6:01 PM by Mayor Watts.

2. ROLL CALL:

Mayor	James Watts	Present
Vice Mayor	Richard Cochrane	Present
Commissioner	Samuel Berrien	Present
Commissioner	Petrina McCutchen	Present
Commissioner	Robert Elliott	Present

Staff Present

City Manager	Danielle Judd	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Cannon	Present
Finance Director	Breanna Smith	Present
Public Works Director	Jackie Cannon	Present
Fire Chief	Roc Eiland	Present
CMHP Manager	Pat Wickersheim	Present
Library Director	Jacqueline Rose	Present
HR Director	Beisy Hernandez	Present
Code Enforcement	Marvin Haynes	Present
Community Center	Tory Dewdney	Present

Also, present PCSO Sgt. Warren Burgess.

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

5. PRESENTATIONS/AWARDS/REPORTS

- A. Employee of the 2nd Quarter – Brittany Naranjo, Warehouse Clerk – ***Beisy Hernandez***

Ms. Hernandez and Ms. Judd presented Ms. Naranjo with a plaque and a check for Employee of the 2nd Quarter. Ms. Judd read a letter of appreciation for her excellent performance with the City and thanked her for all she does.

**B. Special Presentation: Annual Audit for Fiscal Year Ended – Purvis Gray –
*Barbara Boyd, CPA/Partner***

Ms. Barbara Boyd, CPA/Partner, along with Ms. Tiffany Mangold of Purvis Gray gave an overview of the FY ended 2019 Annual Audit just touching on a few financial numbers. Ms. Boyd stated that in the Independent Auditor's Report, in the auditor's opinion the financial reports have been fairly stated which is an unmodified opinion and is the highest level you can get in an audit.

6. PUBLIC FORUM:

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

Valerie Cagle, 207 S. Perry Ave., Fort Meade stated more notice needs to be provided for commission meetings and recommended printing notices in the utility bills.

7. PUBLIC HEARINGS:

A. Second Reading Ordinance 20-11 Text amendments specific to Pet Grooming, Veterinary Clinic and Kennels. – *Brenda Torres, Tom Cloud*

Attorney Cloud read the title to Ordinance 20-11 on 2nd and Final reading.

Motion Commissioner Elliott, second Commissioner Cochrane to adopt Ordinance 20-11 on 2nd reading.

Motion to adopt Ordinance 20-11 on 2nd reading passed by a unanimous vote of 5-0.

8. CONSENT AGENDA:

A. Sewer Revenue Refunding Bond, Series 2020, Issuance – *Danielle J. Judd*

B. Minutes of July 14, 2020 Regular City Commission Meeting. *Melissa Cannon*

Motion Commissioner Cochrane, second Commissioner Elliott to approve the consent agenda.

Motion to approve the consent agenda passed by a unanimous vote of 5-0.

9. NEW BUSINESS:

- A. Establish Tentative Millage Rate for Fiscal Year 2020/2021 – *Danielle J. Judd, Breanna Smith*

Ms. Judd presented a millage dynamic of the possible millage rates for FY 20-21 and recommended setting the tentative rate at the rolled back rate of 7.4765.

Motion Commissioner Elliott, second Commissioner Cochrane to set the tentative millage rate at the current rate of 7.8899.

Motion to set the tentative millage rate at the current rate of 7.8899 passed by a unanimous vote of 5-0.

- B. Fire Department – Service Level and Funding – *Commissioner Robert Elliott*

Commissioner Elliott stated for clarification, the intent is not to replace the Fire Department but to streamline operations and make them more efficient.

There was much discussion of having an outside agency come in to assess the Fort Meade Fire Department, the ambulance service, and the county fees and services.

Ms. Judd requested clear direction on a few items; opening a discussion with the County Manager, manager to manager; asking Chief Eiland to consider scheduling staff for medical calls, instead of sending all staff; regarding the proposal Chief Eiland presented, allow staff to run the numbers, and please consider the way of responding to calls for the balance of the fiscal year.

After much discussion, Motion Commissioner McCutchen, second Commissioner Cochrane to allow Ms. Judd to run the numbers on the proposal presented and provide an agenda item and to open a dialogue regarding the interlocal agreement with Polk County.

Motion to allow Ms. Judd to run the numbers on the proposal presented and provide an agenda item and to open a dialogue regarding the interlocal agreement with Polk County passed by a unanimous vote of 5-0.

- C. Initial Stormwater Assessment Resolution No. R20-12 – Preliminarily approving a tentative stormwater assessment roll – *Melissa Cannon*

Motion Commissioner Cochrane, second Commissioner Elliott to approve the Initial Stormwater Assessment Resolution R20-12 – Preliminarily approving the tentative stormwater assessment roll.

Motion to approve the Initial Stormwater Assessment Resolution R20-12 – Preliminarily approving the tentative stormwater assessment roll passed by a unanimous vote of 5-0.

- D.** Initial Fire Protection Assessment Resolution No. R20-13 – Preliminarily approving a tentative fire assessment roll – *Melissa Cannon*

Motion Commissioner Elliott, second Commissioner Cochrane to approve the Initial Fire Protection Assessment Resolution R20-13 – Preliminarily approving the tentative fire assessment roll.

Motion to approve the Initial Fire Protection Assessment Resolution R20-13 – Preliminarily approving the tentative fire assessment roll passed by a vote of 4-1, with Commissioner Berrien opposed.

- E.** Policy on Mask Usage – *Thomas Cloud, Danielle J. Judd*

After much discussion, Motion Commissioner Berrien, second Commissioner Elliott to approve Ordinance 20-12 with the deletion of Section 6.

Motion to approve Ordinance 20-12 with the deletion of Section 6 passed by a vote of 3-2 with Vice Mayor Cochrane and Commissioner Elliott opposed.

- F.** City of Fort Meade’s Response to COVID-19, Families First Coronavirus Response Act (Act) signed on March 18, 2020, Effective April 2, 2020 – *Beisy Hernandez*

Motion Commissioner Cochrane, second Commissioner Elliott to ratify and accept the City of Fort Meade Families First Coronavirus Response Act Policy.

Motion to ratify and accept the City of Fort Meade Families First Coronavirus Response Act Policy passed by a unanimous vote of 5-0.

10. CITY ATTORNEY COMMENTS:

None.

11. CITY MANAGER COMMENTS:

Ms. Judd gave an update on Patterson Park stating the overlook, the gazebo and the kayak launch will be done in the next week or so and the dock will be done in late August. The park can be opened about the second week in August but the back fishing dock will need to remain closed until complete.

12. CITY COMMISSION COMMENTS:

- A.** Commissioner McCutchen thanked Ms. Judd and Mr. Haynes for their efforts in sending letters to residents regarding the “blue roof program”.

- B.** Commissioner Berrien stated regarding the audit, he would like an update on the water co-op and any FEMA funds.

Ms. Judd stated that the city has received very little FEMA funds and she will have an agenda item at the next meeting providing an update.

Attorney Cloud stated that there have been no financial commitments made regarding phase 2 of the water co-op. There is a cost share planning agreement that is still in place.

Commissioner Berrien asked if there was any planning for CDBG grants underway.

Ms. Judd stated she was exploring two CDBG items, the first is commercial revitalization to do the street scape plan that was in the vision plan for the CRA and the second is for critical infrastructure.

- C.** Vice Mayor Cochrane asked whose idea it was to refund the sewer bonds and thanked Ms. Judd and her team for getting it done and saving the city thousands of dollars.

Vice Mayor Cochrane stated he got a call from an upset citizen about a code enforcement letter he received. Vice Mayor asked the citizen to call Mr. Haynes to discuss the matter, stating he was there to help. After the call to code enforcement, the citizen called Vice Mayor Cochrane back to praise Mr. Haynes and thank him for his efforts.

Vice Mayor Cochrane asked about the line of credit from Hurricane Irma.

Ms. Judd stated that the line of credit was closed and for much less than what was expected.

Vice Mayor Cochrane asked if there was any COVID-19 relief for municipalities.

Ms. Judd stated that Polk County received federal funds and has allocated a portion to local government. Ms. Judd stated that the city has submitted a request for reimbursement for \$95,000, capturing the 30-days stay at home order.

- D.** Commissioner Elliott

No comments.

- E.** Mayor Watts

No comments.

Commissioner Berrien thanked Ms. Judd and staff for the upgrades to the commission chambers and stated he cannot wait to use them.

Commissioner Berrien read a comment in the chat requesting the budget workshop dates.

Ms. Judd stated the budget workshops would be August 5th, 6th, 11th, 18th, and 20th starting at 9:00 a.m.

13. STAFF REPORTS

14. ADJOURNMENT

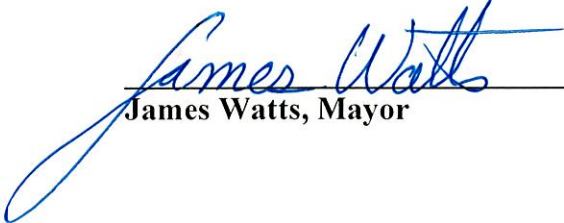
There being no further business to conduct, Motion Commissioner Cochrane, second Commissioner Berrien to adjourn the Regular Commission meeting of July 27, 2020 at 8:28 P.M.

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

ATTEST:



Melissa Cannon, Deputy City Clerk



James Watts, Mayor