

**MINUTES
CITY OF FORT MEADE
REGULAR CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 22, 2020**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, September 22, 2020, at 6:00 P.M. via **Zoom Virtual Meeting**.

1. CALL TO ORDER:

The Meeting was called to order at 6:00 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
CMHP Manager	Pat Wickersheim	Present
Library Director	Jacqueline Rose	Present
HR Director	Beisy Hernandez	Present
Water/Sewer Supervisor	Tommy King	Present
Code Enforcement	Marvin Haynes	Present
Community Center	Tory Dewdney	Present
Fire Chief	Roc Eiland	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

- A.** Add Item 9.A. Recreation & Parks COVID-19 Pandemic Phases I & II
Accommodations including the Fort Meade Community Center, Patterson Park, and Peace River Park and Temporary Facility Fees Reduction for the Community Center.

Motion Commissioner Elliott, second Commissioner Cochrane to approve the addition of Item 9.A. to the agenda.

Motion to add Item 9.A. to the agenda passed by a unanimous vote of 5-0.

5. PRESENTATIONS/AWARDS/REPORTS

- A. Employee of the 3rd Quarter, Blake Martin, Water/Wastewater Maintenance Worker II – *Beisy Hernandez***

Ms. Hernandez presented Mr. Martin with a plaque and a gift card for being nominated for employee of the quarter.

Ms. Judd read a letter of appreciation for his efforts with the city and thanked him for all he does. Ms. Judd also read a letter from a citizen that was sent to the employee, the city manager and city commission thanking Mr. Martin for a job well done.

Mr. Martin thanked Ms. Judd, Ms. Hernandez, and the Commission.

6. PUBLIC FORUM:

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

None.

7. PUBLIC HEARINGS:

- A. Second and Final Public Hearing and Final Reading on Ordinance 20-13 Adopting the Final Millage Rate for Fiscal Year 2020-2021. – *Danielle J. Judd, Breanna Smith.***

Ms. Smith presented an overview of the proposed millage rate for Fiscal Year 2020-2021.

City Attorney Cloud read the title to Ordinance 20-13.

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

Motion Commissioner Cochrane, second Commissioner Elliott to adopt Ordinance 20-13 adopting the final millage rate of 7.8899 on 2nd and Final Reading.

Motion to adopt Ordinance 20-13 adopting the final millage rate of 7.8899 on 2nd and Final Reading passed by a unanimous vote of 5-0.

B. Second Public Hearing and Final Reading on Ordinance 20-14 Adopting the Final Budget for Fiscal Year 2020-2021– *Danielle J. Judd, Breanna Smith.*

Ms. Smith gave an overview of the proposed budget for Fiscal Year 2020-2021.

City Attorney Cloud read the title of Ordinance 20-14.

Mayor Watts opened the Public Hearing. With no one wishing to speak, Mayor Watts closed the Public Hearing.

Motion Commissioner Elliott, second Commissioner Cochrane to adopt Ordinance 20-14 adopting the final budget for FY 2020/2021 on 2nd and Final Reading.

Motion to adopt Ordinance 20-14 adopting the final budget for FY 2020/2021 on 2nd and Final Reading passed by a unanimous vote of 5-0.

C. Second Public Hearing on Small Cities Community Development Block Grant Application. *Danielle J. Judd, David Fox, Fox Enterprises, Inc.*

Mr. David Fox read the scope of work that would be presented in the application for the FFY 2019 CDBG Grant including a \$50,000 city match.

Ms. Judd stated that since the ad was published, Commissioner McCutchen stated she would like to make sure there would be no de-obligated funds. Ms. Judd has prepared a list of unmet needs that she read into the record: Under project area #1, moving the cross walks to unmet needs and prioritize sidewalk pavers on the north side of Broadway St. from Charleston Ave. to Tecumseh St. and the south side of Broadway St. from Charleston Ave. to Tecumseh St. with the rest of project #1 unchanged. The CDBG activity number will change in project area #1 to 480,700 with a local match of \$50,000 and project area #2 activities will change to \$99,200 and \$14,700 for the fire hydrant. The unmet needs project narrative will include the crosswalks in the amount of \$70,000, any additional pavers in the amount of \$52,500 in project area #1, and an additional planter in the amount of \$10,000 in project area #2.

Mayor Watts opened the Public Hearing. With no one wishing to speak, Mayor Watts closed the Public Hearing.

Motion Commissioner Elliott, second Commissioner Cochrane to approve the submission of the DEO CDBG application.

Motion to approve the submission of the DEO CDBG application passed by a unanimous vote of 5-0.

- D. Second and Final Reading Ordinance 20-15--Rate Increase for Residential Solid Waste Customers - *Danielle J. Judd, Thomas Cloud*

City Attorney Cloud read the title of Ordinance 20-15.

Mayor Watts opened the public hearing. With no one wishing to speak, Mayor Watts closed the Public Hearing.

Motion Commissioner McCutchen, second Commissioner Elliott to adopt Ordinance 20-15 on 2nd and final reading.

Motion to adopt Ordinance 20-15 on final reading passed by a unanimous vote of 5-0.

- E. Second and Final Reading Ordinance 20-16 Establishing a temporary Moratorium prohibiting the processing of any comprehensive plan amendments, rezoning or land use approvals, site plan approvals or building permits for development or construction of any non- residential facilities – *Danielle J. Judd, Thomas Cloud*

City Attorney Cloud read the title of Ordinance 20-16.

Motion Commissioner Cochrane, second Commissioner Berrien to adopt Ordinance 20-16 on 2nd and Final Reading.

Motion to adopt Ordinance 20-10 on 2nd and Final Reading passed by a unanimous vote of 5-0.

8. **CONSENT AGENDA:**

- A. Approval to execute the City's participation in Career Source Polk, Operation Recovery 2020 Program – *Beisy Hernandez*
- B. Approval to execute the City's participation in Career Source Polk, Adult Work Experience 2020 – *Beisy Hernandez*
- C. Approval of Revised Job Description of Water Crew Leader – *Beisy Hernandez, Jackie Cannon*
- D. Approval of Revised Job Description of Water/Wastewater Maintenance Worker I – *Beisy Hernandez, Jackie Cannon*
- E. Approval of Revised Job Description of Water/Wastewater Maintenance Worker II – *Beisy Hernandez, Jackie Cannon*

- F. Approval of New Job Description for Clerical Administrative Assistant – ***Beisy Hernandez***
- G. Interlocal Agreement with the Central Florida Regional Planning Council (CFRPC) – ***Danielle J. Judd***
- H. Memorandum of Understanding (MOU) with Polk County Board of County Commissioners (BoCC): Fleet Maintenance Services – ***Danielle J. Judd***
- I. Minutes of September 10, 2020 Regular City Commission Meeting – ***Melissa Cannon***
- J. Adoption of Resolution No. R20-24 – Authorizing a Cooperative Funding Initiative (CFI) Application to Southwest Florida Water Management District (SWFWMD) for Reclaimed Water Alternatives Feasibility Study – ***Danielle J. Judd***
- K. Summary of the year-to-date improvements and renovations made to the City of Fort Meade Community Center during Fiscal Year 2019-2020. These renovations were made to both the interior and exterior areas – ***Breanna Smith***
- L. Reduction of Code Enforcement Lien and Fines – 0 S. Hendry Ave– ***Marvin Haynes***
- M. Resolution No. R20-25 – Authorizing the submission of an application for the Small Cities Community Development Block Grant (CDBG) to the Florida Department of Economic Opportunity (DEO) for Federal Fiscal Year 2019 – ***Danielle J. Judd***
- N. Resolution No. R20-26 – Authorizing the implementation of the long term and short-term objectives of the City of Fort Meade Community Development Plan – ***Melissa Fox, Fox Enterprises, Inc.***
- O. Resolution No. R20-27 – Authorizing the use of fifty thousand dollars (\$50,000) of City of Fort Meade CRA funding as leverage for the Small Cities Commercial Revitalization Community Development Block Grant (CDBG) application the City is submitting to the Florida Department of Economic Opportunity (DEO) for Federal Fiscal Year 2019 – ***Danielle J. Judd***
- P. Approval of New Job Description for Community Center Recreation Aide – ***Beisy Hernandez, Tory Dewdney***

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

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

Commissioner Berrien wanted to clarify on Item 8 L. that the owner who requested the lien reduction was in favor of the amount the lien could be reduced to.

Mr. Haynes stated that the owner agreed to the lien reduction as is, with no need to address the commission.

9. NEW BUSINESS:

- A. Recreation & Parks COVID-19 Pandemic Phases I & II Accommodations including the Fort Meade Community Center, Patterson Park, and Peace River Park and Temporary Facility Fees Reduction for the Community Center – *Tory Dewdney***

Mr. Dewdney presented a plan on the reopening of the Community Center, Patterson Park and Peace River Park with reduced rates.

Motion Commissioner Berrien, second Commissioner McCutchen to approve Recreation and Parks COVID-19 Pandemic Phases I & II accommodations.

Motion to approve Recreation and Parks COVID-19 Pandemic Phases I & II accommodations passed by a unanimous vote of 5-0.

10. CITY ATTORNEY COMMENTS:

Attorney Cloud stated he sent out an email to the commission as a response to the city manager's question related to the status of the emergency decrees giving an account line of where we stand legally. The States' Emergency Declaration is in effect until November 7, 2020. The City adopted Resolution 20-11 State of Emergency which provides it will last until the States' emergency is terminated or the Commission terminates it. The quorum waiver is still in effect until October 1, 2020 unless the Governor extends it.

The letter to DEO on the Central Florida Water Initiative will be sent this week. The mediation will go forward, and the city manager is on top of it. Ms. Judd presented Item 8.J which is a grant opportunity with the District to get our AWS project for wetlands discharge online which is vital to keep our allocation for water.

11. CITY MANAGER COMMENTS:

Ms. Judd stated that staff has received calls about Halloween and after reaching out to the commission just wanted to announce that the City is not cancelling Halloween or anything along those lines, it will be up to the individual families what they do.

Ms. Judd stated that after meeting with the Chamber and staff, staff will pursue the concept that we had last year regarding the Christmas Tree display at Patterson Park, where residents can adopt a tree and decorate it.

Ms. Judd stated that the flyer for the November 14th fall cleanup is being distributed. Ms. Judd stated she managed to negotiate adding an additional cleanup day for a total of 3 each year.

Ms. Judd stated staff will present an agenda item on some agenda management regarding the holidays in November and December.

12. CITY COMMISSION COMMENTS:

A. Commissioner McCutchen stated she has received emails regarding several properties in the city pertaining to lawn maintenance. Commissioner McCutchen asked if there were staffing or scheduling issues stating there is overgrowth around fire hydrants and in the parks, and there is continued neglect at Morrison Cemetery. Commissioner McCutchen asked about utilizing inmates or the weekend work release program to get some of these things taken care of. Commissioner McCutchen stated it is an eye sore and would like to see a better job done as this should not continue to come to the commission.

B. Commissioner Berrien stated he would like to discuss an issue regarding a contractor belittling the city and/or city personnel where the city remains in contract with them. Commissioner Berrien stated there should be some type of handing down that would prevent this, stating that if he spoke of the place of his employment in a negative light that is an automatic terminating offense, you just don't do that. Commissioner Berrien stated he would like to look into this more and get all the facts and consider the options pertaining to this contractor.

Mayor Watts asked Commissioner Berrien to get with the city manager regarding this issue.

C. Vice Mayor Cochrane stated there is a large pothole on N. Oak just passed 1st St. Vice Mayor Cochrane stated with all the rain, it washes out the road base and they become worse. Vice Mayor Cochrane also stated that the entire road of N. Polk is full of potholes.

D. Commissioner Elliott – None.

E. Mayor Watts stated he attended the Mayors roundtable this week commenting that there were very interesting discussions and would encourage anyone who wants to tune into future meetings to do so.

Mayor Watts stated the soft reopening and rededication of the Community Center will be on October 10, from 12:00 pm to 2:00 pm.

13. STAFF REPORTS

14. ADJOURNMENT

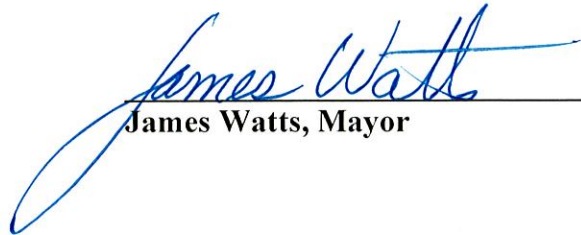
There being no further business to conduct, Motion Commissioner Cochrane, second Commissioner Elliott to adjourn the Regular Commission meeting of September 22, 2020 at 7:12 PM.

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

ATTEST:



Melissa Cannon, Deputy City Clerk



James Watts, Mayor