

**CITY OF FORT MEADE  
REGULAR CITY COMMISSION MEETING  
TUESDAY JANUARY 12, 2010**

A Regular Meeting of the For Meade City Commission was held on Tuesday, January 12, 2010 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 Elliott.

**2. ROLL CALL:**

Mayor	Bob Elliott	Present
Vice Mayor	Maurice Nelson	Present
Commissioner	Melony Bell	Present
Commissioner	Rick Cochrane	Present
Commissioner	Jim Watts	Present
City Manager	Fred Hilliard	Present
Assistant to City Manager	Deena Ware	Absent
City Attorney	Tom Cloud	Present
Deputy City Clerk	Phyllis Kirk	Present

Also present were: James Parker, Finance Director and Polk County Sheriff's Officer, Sergeant Casey Riley

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

Commissioner Bell led the invocation and Pledge of Allegiance to the Flag.

**4. ADDITIONS AND/OR DELETIONS**

None

**5. APPROVAL OF AGENDA/MINUTES:**

**A. Minutes:**

Motion by Commissioner Bell, seconded by Commissioner Watts to adopt the minutes of the Regular Commission Meeting, December 8, 2009 as written.

Motion carried with all yeas.

**B. Additions/Deletions:**

None

## **6. PRESENTATIONS/AWARDS/REPORTS:**

### **A. Evergreen Cemetery Committee**

Mrs. Sharon Ahearn passed out photographs of the gravesites in Evergreen Cemetery to the Commission to show the condition of the graves and the disrepair. The committee is composed of approximately twenty members at the present time. The following is an agenda of goals the Evergreen Cemetery Committee hopes to accomplish:

1. Apply for a 501 3C tax exemption to enable corporate donations
2. Historic preservation and restoration of the cemetery
3. Reduce the City's cost of maintenance to the cemetery
4. Add to the beauty of the cemetery by using only Florida friendly plants
5. Hire a landscape architect to design a master plan and consider future expansion
6. Present to the City a proposal of rules that would enhance lowering maintenance cost and increasing the beauty of the property.
7. Installing security lights and a fence to lower vandalism.

### **B. Fort Meade Chamber Director Report**

Priscilla Perry, Chamber Director reported that the Chamber only has seven to eight business members but others are starting to come back and membership is increasing. The following is a list of upcoming events:

Friday, January 15, 2010 – Winter Paddle Florida

Wednesday, January 20, 2010 – The Hidden Treasure of Fort Meade – Chamber Luncheon

Saturday, January 23, 2010 – American Idol Contest Downtown Fort Meade

Thursday, January 28, 2010 – Polk Leadership Day, Historical Society Museum

Friday, January 29, 2010 – Relay for Life Dance

### **C. Appreciation of Service – Commissioner Bell**

Roses, a gift card and many thanks were given for the thirteen years of service as a Commissioner and Mayor to the City with high hopes for the future as a Polk County Commissioner.

Commissioner Bell thanked the City for the privilege and honor of serving. She also thanked the citizens of Fort Meade for supporting her during her thirteen year tenure. She also charged the Commission to continue to aspire to make Fort Meade a better place to live.

Appreciation of Service – Mayor Elliott and Vice Mayor Nelson

A certificate was given to Mayor Elliott and a vice mayor plaque to Vice Mayor Nelson with thanks for their year of service to the City.

**7. ELECTION OF MAYOR AND VICE MAYOR FOR 2010**

**Motion Cochrane, seconded Watts to nominate Commissioner Nelson as Mayor and Commissioner Watts as Vice Mayor.**

**Motion carried with all yeas.**

The remainder of the Commission Meeting was turned over to newly appointed Mayor Nelson.

**8. OATH OF OFFICE**

Oath of office administered to Commissioner-elect Barbara Manley and re-elected Commissioner Watts by Deputy City Clerk, Phyllis Kirk.

**9. PUBLIC FORUM:**

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

The public meeting was opened and closed as there was no one desiring to address the Commission.

**10. ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS:**

**A. Resolution 10-01 Designating 2010 Mayor and Vice Mayor**

Attorney Tom Cloud read Resolution R10-01, designating Commissioner Maurice Nelson as Mayor and Commissioner Jim Watts as Vice Mayor for service in 2010.

**Motion Cochrane, seconded Elliott to adopt Resolution R10-01.**

**Motion passed with all yeas.**

**B. Attorney Tom Cloud read the title for Ordinance 09-16-2nd Reading.**

**AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA,  
AMENDING THE CAPITAL IMPROVEMENTS ELEMENT OF THE  
COMPREHENSIVE PLAN, SAID AMENDMENT BEING KNOWN AS  
“AMENDMENT # 09-2-cie; SPECIFICALLY, AMENDING THE  
ADOPTED CAPITAL IMPROVEMENTS ELEMENT AND UPDATING**

**THE 5-YEAR CAPITAL IMPROVEMENTS PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**Motion Elliott, seconded Watts to accept Ordinance 09-16 adopt Ordinance 09-16 on second and final reading as presented.**

**Mayor Nelson opened and closed the public hearing as there were no public comments.**

**Motion passed with all yeas.**

- D. Attorney Tom Cloud read the title for Ordinance 09-17-2nd Reading.**

**AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA, PERTAINING TO BUSINESS TAX RECEIPTS; INCREASING THE BUSINESS TAX RE RECEIPT RATE STRUCTURE BY FIVE PERCENT AS AUTHORIZED BY SUBSECTION 205.0535(4) OF THE FLORIDA STATUTES; RATIFYING, CONFIRMING, VALIDATING AND LEGALIZING ALL ACTIONS TAKEN BY THE CITY PERTAINING TO THE NEW BUSINESS TAX RECEIPT RATE STRUCTURE; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**Motion Elliott, seconded Watts to accept Ordinance 09-17 on second and final reading as presented.**

**Mayor Nelson opened and closed the public hearing as there were no public comments.**

**Motion passed with all yeas.**

- E. Attorney Tom Cloud read the title for Ordinance 09-18-2nd Reading.**

**AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA, PERTAINING TO PUBLIC HEALTH AND SAFETY; AMENDING ARTICLE III OF CHAPTER 6 OF THE CODE OF ORDINANCES PERTAINING TO THE DEMOLITION OF UNSAFE STRUCTURES TO AUTHORIZE THE CITY TO UTILIZE THE UNIFORM NON-AD VALOREM ASSESSMENT METHOD TO IMPOSE, LEVY, AND COLLECT SPECIAL ASSESSMENTS IF COSTS ARE INCURRED BY THE CITY AND NOT REIMBURSED BY THE PROPERTY OWNER; PROVIDING THE PURPOSE AND INTENT OF THE REVISION TO ARTICLE III OF CHAPTER 6; PROVIDING THAT THE REQUIREMENTS IN THE INTERNATIONAL PROPERTY MAINTENANCE CODE ARE**

**CUMULATIVE TO THE REQUIREMENTS IN ARTICLE III OF CHAPTER 6; REQUIRING NOTICES OF ASSESSMENT; ESTABLISHING THE CITY AS A SPECIAL ASSESSMENT DISTRICT; AUTHORIZING AN AGREEMENT WITH THE POLK COUNTY PROPERTY APPRAISER AND TAX COLLECTOR; PROVIDING FOR ANNUAL NON-AD VALOREM ASSESSMENT ROLLS; PROVIDING TRANSITION PROVISIONS AND RATIFYING ASSESSMENTS TO RECOVER COSTS INCURRED BY THE CITY PRIOR TO THE ORDINANCE'S ENACTMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR AN EFFECTIVE DATE.**

**Motion Elliott, seconded Watts to approve Ordinance 09-18 on Second and Final Reading as presented.**

**Mayor Nelson opened the public hearing.**

Mr. James Parker, 102 SE Pine Avenue, questioned whether Ordinance 09-18 would do anything for his neighborhood where a burned house has sat for a couple of years.

**Mayor Nelson closed the public hearing as there were no further public comments.**

**Motion passed with all yeas.**

F. Attorney Tom Cloud read the title for Ordinance 10-01-1<sup>st</sup> Reading.

**AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA; CREATING AN ARCHAEOLOGICAL PRESERVATION ORDINANCE; PROVIDING A SHOSRT TITLE; PROVIDING FINDINGS AND INTENT; PROVIDING FOR THE PROHIBITION OF ARTIFACT EXCAVATION ON CITY OWNED LANDS; REPEALING PORTIONS OF PRIOR ORDINANCES AND RESOLUTIONS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**Motion Elliott, seconded Watts to approve Ordinance 10-01 on First Reading, setting February 9, 2010 for the Second Reading and Public Hearing.**

**Motion passed with all yeas.**

**8. OLD BUSINESS:**

None

**9. NEW BUSINESS**

**A. Planning and Zoning Board Meeting January 4, 2010 has given a favorable recommendation to the Commission for the following items:**

- 1. Close a 40' alley located between the First Baptist Church parking lot and Cleveland Avenue. Requested by Mr. Allen Hancock, representing the Christ Episcopal Church.**

**Motion Watts, seconded Elliott to approve closing of the 40' alley as requested.**

**Motion carried with all yeas.**

- 2. Mr. William Shiver, Jr., 2550 Highway 98E, Fort Meade, Florida requesting 732 E. Broadway Avenue be rezoned from R-1C to C-1.**

**Motion Cochrane, seconded Watts to grant the rezoning of 732 E. Broadway from R-1C to C-1.**

**Motion passed with all yeas.**

**B. Energy Efficiency and Conservation Grant Application.**

Mr. Lloyd Shank, Power Services explained a grant fund opportunity to the Commission to improve customer energy efficiency, lower utility bills, lower the City's power bill and create a permanent fund to use toward stabilizing the growth in electric demand. The grant period is for two years with a maximum of \$250,000.00 and is for energy efficient products for electric customers on a first come first serve basis. Mr. Shank will write the grant and represent the City for a "not to exceed" price of \$7,200.00. The grant is from the State of Florida and requires staff time and a heavy commitment from the City.

**Motion Watts, seconded Elliott to hire Mr. Lloyd Shank to write and apply for the Energy Efficiency and Conservation Grant at a price of "not to exceed" \$7,200.00.**

**Motion carried with all yeas.**

**C. Grant to Place City Gas System Onto GIS Mapping Program**

- a City Manager, Fred Hilliard explained that the City has an opportunity to apply for a grant to have the gas distribution system placed on a GIS system. The grant request would be in the amount of \$50,000.00 and would be prepared by staff at Natural Gas Services of Florida. The City would be charged only if the grant is received.

**Motion Elliott, seconded Watts to authorize Natural Gas Services of Florida to apply for the Gas System GIS Mapping Grant for the City of Fort Meade.**

**Motion carried with all yeas.**

**D. Establish Workshop Date with FMPA/ARP Representatives**

City Manager, Fred Hilliard explained that in the response letter of December 3, 2009 Mr. Guarriello requested a date that he and the ARP Chairman could come down and discuss items listed in their letter with the Commission.

**By unanimous consent, Commission deferred the above item until the February 9, 2010 Regular Commission Meeting.**

**10. CITY MANAGER COMMENTS:**

City Manager, Fred Hilliard stated that he had met with Mr. Patrick Brett, Central Florida Regional Planning Council and reviewed the final draft that is going to Polk County for the CRA. The City should be receiving the document in March 2010 which the City will need to forward to the Planning Board in April and back to the Commission in May. The CRA will be complete at this point.

The application for the Mims Innovation Environmental Park has been read by the City Manager and the application and project description do not match up. I will put together my comment letter to be presented at the February 18<sup>th</sup> Polk County BOCC meeting.

Building Permit Fee Review – has been turned over to Deena Ware, Assistant to the City Manager and she is reviewing other cities had how they come up with their cost. This will be ready for presentation at the February Commission Meeting.

Solid Waste Collection – we have recently uncovered a problem with Polk County residents adjacent to Fort Meade's corporate limits. The City has been billing these customers and the County has been also. We have a meeting with Polk County to try and resolve these issues.

Brownfield's Project - Several sites have been identified within and adjacent to the City and provided to the project engineer for review. Mayor Nelson has stated that she would like to serve on this committee.

**11. CITY FINANCE DIRECTOR COMMENTS:**

James (Mel) Parker, Finance Director stated that the Energy Conservation Program has distributed 34 CF bulbs and issued rebates to 60 customers totaling \$6,060.00. Currently the City has issued rebates for washing machines, air conditioners, thermostats and refrigerators and will be adding freezers and dishwashers to the list starting in February 2010.

The 2009 financials have been closed out and the exit interview is scheduled for January 14, 2010.

FMPA has confirmed that the TECO true-up for 2008 is \$178,749.00.

**12. CITY ATTORNEY COMMENTS:**

None

**13. CITY COMMISSION COMMENTS:**

Commissioner Manley stated that she is honored to serve on the Commission. She requested to know what the fellow commissioner's goals are and would like to see a workshop scheduled to discuss goals with the Department Heads included.

Commissioner Watts requested that the City work diligently with Mr. Shank to get the grant for energy conservation as it is urgently needed.

Former Commissioner Bell had questioned why the speed limit on S.R. 17 had been lowered from 65 MPH to 60 MPH. Commissioner Watts reported that the speed limit had been reduced by the DOT because of urban limits designated by the City limits.

Commissioner Elliott questioned whether the City had previously bought cemetery software. Financial Director, Parker stated that it was a budgeted item in 2007 but was never purchased. Commissioner Elliott said he would like to see the software purchased and at some future date get it on the City's web site.

Commissioner Cochrane asked if there was anything the City could do to help the residents with the high price of utility fees for the exceptionally cold weather Florida has been experiencing. Finance Director, Parker stated that the only way to lower the bills would be to reduce the fuel adjustment fee on the bill but that it

would have to be resolved tonight in order to do it on the February bills. The reduction would have to be made up within the next couple of months.

After discussion it was the consensus of the Commission that a reduction would not accomplish the lowering of utility bills as they wished due to the billing cycles.

Mayor Nelson reminded the Commission that the Black History Parade would be held on February 27, 2010 and would use the same parade route as the previous year.

**ADJOURNMENT:**

There being no further business, a motion was made by Commissioner Elliott, seconded by Commissioner Watts, to adjourn the Regular Commissioner's meeting of January 12, 2010 at 9:32 PM. Motion carried with all yeas.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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**Maurice Nelson, Mayor**

**ATTEST:**

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**Phyllis Kirk, Deputy City Clerk**