

**CITY OF FROSTPROOF
CITY COUNCIL
REGULAR MEETING MINUTES
Monday, December 16, 2013**

The City Council of the City of Frostproof held a Regular Meeting Monday, December 16, 2013, in the Council Chambers at Frostproof City Hall, 111 West First Street, Frostproof, Florida.

Call to Order: Mayor Dickinson called the meeting to order at 6:03 p.m.

Invocation: City Council Member Ralph Waters gave the invocation

Pledge of Allegiance: Led by Mayor Dickinson

Roll Call: City Clerk Sarah Adelt called roll. Council Members present: Mayor Anne Dickinson, Vice Mayor Diana Biehl (arrived 6:26 p.m.), Council Member Ralph Waters and Council Member Todd Milton

Absent: Council Member Martha Neher

Mayor Dickinson explained Vice Mayor Biehl was caught in out-of-town traffic and will be arriving late and Council Member Neher was ill.

Others Present: City Manager Tenny Croley, Attorney Mark Smith, Public Works Director James Keene, Fire Chief Clifford Cofer and Sgt. Steve Parker of the Polk County Sheriff's Office

APPROVAL OF MINUTES:

Mayor Dickinson entertained a motion to approve the minutes from the November 18, 2013, Regular City Council Meeting. A **motion** was made by Council Member Waters, seconded by Council Member Milton, to approve the minutes of the November 18, 2013 Regular City Council Meeting, as submitted. The **motion passed unanimously**.

PUBLIC COMMENTS

None

NEW BUSINESS

I. Request for Payment #9 – R. J. Sullivan Corp. – WWTP Expansion - \$45,115.01

Mayor Dickinson stated Request for Payment #9 has been received from R. J. Sullivan Corp. for \$45,115.01. This is for the wastewater treatment plant expansion project and has been approved by Chastain Skillman Inc. There was no discussion on this item. A **motion** was made by Council Member Milton, seconded by Council Member Waters, to approve Request for Payment #9 from R. J. Sullivan Corp. for \$45,115.01. The **motion passed unanimously**. City Manager Croley stated this was a budgeted item.

II. Renewal FDOT Maintenance Agreement BDR81-\$8,391.69

Mayor Dickinson explained this is a renewal of a 3-year contract with FDOT and has been reviewed by Public Works Director Keene with recommendation of approval. City Attorney Smith explained the new agreement has not been received, but the City Council may vote on the amount for the agreement with the understanding the new agreement will come back to them for approval. During the discussion it was confirmed the \$8,391.69 is for one year of the contract. City Manager Croley explained the amount has gone down for the state road from 11th Street to Bulldog Way. A **motion** was made by Council Member Waters, seconded by Council Member Milton, to approve the annual amount of \$8,391.69 for the renewal of the FDOT Maintenance Agreement BDR81. The **motion passed unanimously**.

III. Impact Fees – Waiver of 50% Expiration in January 2014

Mayor Dickinson stated the ordinances for the waiver of the 50% reduction of impact fees will be expiring in January 2014. The discussion included a proposal to follow Polk County's decision and waive all the fees until July, 2015, to stimulate building for future tax revenue. It was also explained these fees are not included in the budget because it varies from year to year. It was also mentioned this would not affect the water and sewer fees. By consensus, the City Council directed City Attorney Smith to draft ordinances reflecting 100% reduction of impact fees until July, 2015 plus ordinances with 50% reduction for discussion at the January 6, 2014 City Council Meeting.

IV. Reappointments to Planning and Zoning Commission – three-year term each Estelle Sullivan, Sandra Sackett and Louise Goddard

Mayor Dickinson stated the Planning and Zoning Commission terms for Estelle Sullivan, Sandra Sackett and Louise Goodard will be expiring in January, 2014, but they have been contacted and all of them have agreed to continue to serve. She further explained the City Council appoints the members to this commission and would need to approve their reappointments and each would be for a three-year term. A **motion** was made by Council Member Milton, seconded by Council Member Waters, to approve the reappointments of Estelle Sullivan, Sandra Sackett and Louise Goddard to the Planning and Zoning Commission for three-year terms each. The **motion passed unanimously**.

V. FMIT Safety Grant Award

Mayor Dickinson mentioned a matching safety grant for \$5,000.00 has been awarded to the City by Florida Municipal Insurance Trust. This funding will be used for playground equipment at Fewox Park and a safety fence at Dunham Field. City Manager Croley explained the City applied for the maximum amount available for items that have been included in the budget. A **motion** was made by Council Member Milton, seconded by Council Member Waters, to accept the FMIT safety grant which will be applied to two projects; playground equipment at Fewox Park and safety fence at Dunham Field. The **motion passed unanimously**.

VI. Public Comments

None

VII. Department Head Reports

City Manager Tenny Croley reported for the library with 2,521 books and materials checked out during November, 2013. There were 1,629 patrons during this period with 457 of them using the computers. It was also reported the quilt group started with 26 attending. Leadership Polk Class 7 also visited the library and other points of interest in Frostproof.

Fire Chief Clifford Cofer reported the fire department responded to 42 calls with 9 of them being inside the city limits and 33 being in Polk County. He also reported as Code Enforcement Officer with 8 contacts for business tax receipts, 3 high grass phone calls and 4 automobiles without proper license plates.

VIII. Sheriff's Office Report

Sgt. Parker gave the Sheriff's Department report from November 18, 2013 through December 15, 2013, which included 86 traffic stops with 16 citations written. He also provided the details of 10 arrests.

IX. City Attorney Comments

None

X. City Manager Comments

City Manager Tenny Croley reported a check for \$9,170.00 has been received from Florida Municipal Insurance Trust. This represented property premium that was not used to pay claims for the 2011/12 fund year.

She displayed a picture and thank you from Ben Hill Elementary for adopting a class.

She also explained the Legislative Report, which was presented earlier in the day to legislative staffers, that explained Frostproof's needs to be considered in the upcoming legislative session.

She stated she had received an email from Michael Peck of Southwest Florida Water Management District (SWFWMD) requesting a year extension to the Lake Clinch Project. This amendment was just received and requested City Council's approval to place it on the agenda. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Milton, to add the request from SWFWMD to the evening's agenda. The **motion passed unanimously**. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Waters, to approve the second amendment to the Lake Clinch project with SWFWMD, which extends the agreement until December, 2014, plus authorize the Mayor to sign this amendment. The **motion passed unanimously**. It was confirmed the \$15,000 is included in the budget.

XI. City Council Comments

Mayor Dickinson stated she and the City Manager attended the Farm Bureau's Legislative Luncheon earlier in the day and stated City Manager Tenny Croley does an excellent job in the PR department representing the City as everyone knows her.

XII. Upcoming Meetings

January 6, 2014 – 6:00 p.m. – Regular City Council Meeting

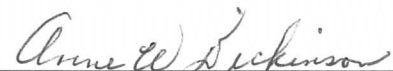
XIII. Adjourn

Mayor Dickinson adjourned the meeting at 6:35 p.m.

Minutes approved on the 6th day of JANUARY, 201~~3~~ (2014)



Sarah Adelt, City Clerk



Anne W. Dickinson, Mayor

Ref. F.S. 286: If an individual decides to appeal any decision made by the City Council in respect to this meeting, a record of the proceeding will be required. The individual should make provisions for a verbatim record of the proceedings to be made. Persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk not later than one day prior to this meeting.