

City of Davenport Regular Meeting Minutes of March 7, 2022

Minutes of the Regular Meeting of the City of Davenport, Florida, held Monday, March 7, 2022 at 7:00 p.m. in the Commission Room after having been properly advertised with the following members present: Mayor H.B. Robinson and Vice-Mayor Brynn Summerlin and Commission Members: Commissioner Bobby Lynch, Commissioner Tom Fellows and Commissioner Jeremy Clark. Also present: City Manager Kelly Callihan and City Attorney Tom Cloud.

Mayor Robinson declared a quorum present and opened the meeting with invocation and a salute to the flag.

PROCLAMATIONS

The Proclamations Meals on Wheels 50th Anniversary, Problem Gambling Month and Water Conservation Month were read out loud by the City Clerk.

PRESENTATION BY THE NORTHEAST CHAMBER OF COMMERCE

Chamber Executive Director Lana Stripling voiced the Chamber's appreciation of the City's partnership and hoped to continue this valuable relationship. She outlined the many events that the Chamber participated within the city and how it was helping promote the city.

APPROVAL OF ORDER OF BUSINESS

Motion by Commissioner Clark and seconded by Vice-Mayor Summerlin to approve the Order of Business. Motion carried unanimously.

PUBLIC COMMENT - None

CONSENT AGENDA

Motion by Commissioner Fellows and seconded by Vice-Mayor Summerlin to approve the Consent Agenda which consisted of the February 21, 2022 Planning Commission, the February 21, 2022 Regular Meeting and the 2022 Summer Recreation Renewal Bus Lease.

OLD BUSINESS

- 1. PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE 1050 REZONING FOUR (4) PARCELS OF PROPERTY FROM POLK COUNTY EMPLOYMENT CENTER (EC) TO PLANNED UNIT DEVELOPMENT (PUD). PARCEL NO. 272634-000000-021010 (235 TEMPLES LANE), PARCEL NO. 272634-000000-021050 (325 TEMPLES LANE), PARCEL NO. 272634-000000-021060 (505 TEMPLES LANE) & PARCEL NO. 272634-000000-021070 (TEMPLES LANE)**

At this time the Attorney was instructed to read Ordinance No. 1050 by title.

City Planner Raymond Perez advised that this was the rezoning of 4 parcels totaling 39.11 acres, from Polk County Employment Center (EC) to Planned Unit Development (PUD) and there have been no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Vice-Mayor Summerlin and second by Commissioner Lynch to approve Ordinance No. 1050 on its second and final reading. Motion carried unanimously with no discussion.

2. PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1059 ANNEXING PARCEL NO. 272702-713000-030191 & PARCEL NO. 272702-713000-030211 – GENERAL LOCATION: NORTH BOULEVARD EAST (BELLA VITA PHASE 3)

At this time the Attorney was instructed to read Ordinance No. 1059 by title.

Raymond explained that this was the annexation of the Bella Vita Phase 3 subdivision totaling 56.58 acres. There were no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Lynch and seconded by Commissioner Clark to approve Ordinance No. 1059 on its second reading. Motion carried unanimously with no discussion.

3. PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1062 ANNEXING PARCEL NO. 272710-730000-041001 (720 MYSTERY HOUSE ROAD)

At this time the Attorney was instructed to read Ordinance No. 1062 by title.

Raymond advised that this was the voluntary annexation of 1 parcel totaling .50 acres. There were no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Fellows and seconded by Vice-Mayor Summerlin to approve Ordinance No. 1062 on its second and final reading. Motion carried unanimously with no discussion.

4. PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1068 APPROVING THE LAND USE PLANNED AMENDMENT (LUPA) TO 630 PARK ROAD FROM POLK COUNTY RESIDENTIAL LOW 1 (RL-1) TO RESIDENTIAL LOW (RL)

At this time the Attorney was instructed to read Ordinance No. 1068 by title.

Raymond advised that this was a Land Use Planned Amendment to 630 Park Road from Polk County Residential Low 1 (RL-1) to Residential Low (RL). There have been no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Clark and seconded by Commissioner Fellows to approve Ordinance No. 1068 on second and final reading. Motion carried unanimously with no discussion.

5. PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1069 REZONING 630 PARK ROAD FROM POLK COUNTY RESIDENTIAL LOW 1 (RL-1) TO RESIDENTIAL ESTATES 1 (RE-1)

At this time the Attorney was instructed to read Ordinance No. 1069 by title.

Raymond stated that this was the rezoning of the same parcel from Polk County Residential Low-1 (RL-1) to Residential Estates 1 (RE-1). There have been no changes since first reading.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Lynch and seconded by Vice-Mayor Summerlin to approve Ordinance No. 1069 on its second and final reading. Motion carried unanimously with no discussion.

6. PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 1071 AMENDING THE USER FEES, EVENT CENTER FEES AND ALCOHOL PERMIT

At this time the Attorney was instructed to read Ordinance No. 1071 by title.

Parks & Recreation Director Danny McClain explained that this was second reading of the ordinance which amended the fees at the Tom Fellows Community Center.

The Mayor opened and closed the Public Hearing with no public input.

Motion by Commissioner Fellows and seconded by Vice-Mayor Summerlin to approve Ordinance No. 1071 on its second and final reading.

Vice-Mayor Summerlin echoed that he had pretty much said everything he had to say at the first reading of the Ordinance and commended them for coming up with the various fees. He felt that they were low based on the current market, but if adjusting them brought their usage up then he was happy to do it. He was surprised to see the no daily rental on the Arts & Crafts and Media Center. Danny advised that staff would review it after 6 months and see how it went.

There being no other discussion, the Mayor called for the vote. Motion carried unanimously.

NEW BUSINESS

1. CONSIDERATION OF POLK REGIONAL WATER COOPERATIVE IMPLEMENTATION AGREEMENT

Before turning the floor over to the Attorney, the City Manager informed them that right now they were signed up as an Associate Member.

The Attorney informed them that it was May 2021 when the Agreement was originally approved. He further added that the Water Management District and Bond Counsel for PRWC had taken off the 60% design ramp off, which didn't affect them because they were Project Associates and not Project Participants. They had also removed asking for anymore contributions for construction cost of another well from six (6) cities, including Davenport. His recommendation was to approve the implementation agreement as a Project Associate for the Southeast Wellfield project.

Motion by Commissioner Clark and seconded by Commissioner Lynch to approve the Polk Regional Water Cooperative Agreement.

Brief discussion ensued with the Commission voicing the importance of staying on as a Project Associate, which would give them a Plan B in the event they needed it later.

There being no other discussion, the Mayor called for the vote. Motion carried unanimously.

2. APPROVE RESOLUTION NO. 478-22 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE RIGHT-OF-WAY MAINTENANCE OF HIGHWAY 17/92

The City Manager explained that it was time to renew the contract. The City maintained the right-of-way and received compensation from the Department of Transportation.

Motion by Vice-Mayor Summerlin and seconded by Commissioner Lynch to approve the Agreement. Motion carried unanimously with no discussion.

3. APPROVE THE JOB DESCRIPTION FOR FINANCE CLERK POSITION AND ADDITIONAL FUNDING TO FILL POSITION IN THE FINANCE DEPARTMENT

Finance Director Donald Carter explained that with the recent vacancy they had, Staff felt that the Finance Department would function better with some restructuring. It was being proposed to freeze the Accountant position and add two new Finance Clerk positions to do the day to day operations needed. The current rate of pay for the Accountant position was \$23.45 per hour and the Finance Clerk position was being proposed at \$15.00 per hour. The additional cost for the rest of the year was estimated at just under \$10,000. The annual cost of this change would be a little over \$50,000. Moving forward they would be looking at funding another Clerk position in the next budget cycle.

Motion by Commissioner Clark and seconded by Commissioner Lynch to approve the job description for Finance Clerk position and additional funding. Motion carried unanimously.

4. REQUEST FOR APPROVAL OF A CONTRACT WITH BADGER METERS FOR SOFTWARE TO BEGIN THE ADVANCED METERING INFRASTRUCTURE (AMI) FOR METER READING AND PIGGY BACKING THE CONTRACT WITH THE CITY OF PLANT CITY FOR THE PURCHASE OF THE METERS

Utilities Director Mike Stripling explained that staff would like to move from the current radio read system to an automatic reading system. Mike added that with the AMI meters the meters will call directly into the software and be uploaded to the billing software. This would allow the customer to see their meter readings in real time and control their water usage more efficiently. Mike further informed them that these meters were less expensive. This system would also allow utility staff more information such as water usage since the meters would be sending the readings four times a day and the meters would be read every 15 minutes. Mike felt that this would help control the usage on days when the customer shouldn't be watering.

Mike pointed out that the software portion including training would be \$8,232.50 and by using the Plant City contract the cost of 200 meters would be \$38,626.00.

The City Manager also added that new subdivisions would have these meters and as meters went bad or were replaced they would be replaced with these.

Commissioner Clark pointed out that the initial cost of the software would be made up in the labor.

The Vice-Mayor asked if this had the ability to set off an alarm for a broken waterline in a home and if not available with this particular version, would this be something that they could eventually look at since it would be beneficial in water conservation. He was informed that it would send an alert to his phone, if he signed up for the program.

Before making their motion, the Attorney recommended that they approve it subject to the preparation of a simple contract that incorporated the terms of the piggyback agreement and gave the City the going forward option to buy up to 100 meters a month at the price stated of \$193.13.

Motion by Vice-Mayor Summerlin and seconded by Commissioner Clark to approve the agreement subject to a contract stating the additional purchase of 100 meters a month at the \$193.13 per meter. Motioned carried unanimously with no further discussion.

5. REQUEST TO APPROVE AN AGREEMENT WITH KIMLEY HORN FOR PROVIDING ENVIRONMENTAL MONITORING SERVICES FOR THE CITY'S WATER USE PERMIT AND ENVIRONMENTAL MANAGEMENT PLAN

Mike advised that this service has been done by VHB for the past few years and the contract was ending. Mike further stated that the environmental scientist that had been doing this with VHB was now employed by Kimley Horn and would maintain some consistency. The cost of the project was the same as previous contract amounts in the amount of \$30,737.00.

Motion by Commissioner Clark and seconded by Commissioner Fellows to approve the agreement with Kimley Horn. Motion carried unanimously with no discussion.

6. REQUEST TO APPROVE RESOLUTION NO. 479-22 IN SUPPORT OF SUNRAIL, INC. ESTABLISHING A RAIL STOP IN DAVENPORT

The City Manager explained that staff has been in discussion with Congressman Soto to help promote and push this forward.

Motion by Vice-Mayor Summerlin and seconded by Commissioner Lynch to approve Resolution No. 479-22. Motion carried unanimously with no discussion.

CITY MANAGER REPORT

The City Manager drew their attention to the monthly Departmental reports at their place.

He also announced that the City had hosted the Highwaymen event and it had gone very well and had a great turnout Saturday. The artists were pleased with what they had sold. The City had also made a little over \$6,000 at the auction.

The City Manager also informed them that they have been having issues with the Fire Department's 2002 fire truck and have already spent \$16,000 on it since January and were looking at spending more. He had asked the Finance Director to look at their impact fees and

they had the funding available to purchase a truck. They also had an opportunity to be at the FDIC International Conference in Indianapolis to see if they could find a truck there. At a future meeting JT would bring this back to them as an agenda item for their approval.

CITY ATTORNEY REPORT

The City Attorney asked them to mark their calendars for April 7th. The firm was hosting Bourbon and Bubbles and they were all invited. It was being held at the Veranda at Thornton Park downtown Orlando starting at 5:00 p.m.

CITY CLERK REPORT – Nothing to report.

CITY COMMISSION COMMENTS

Commissioner Clark voiced how awesome it was for them to have the ability and resources to make things happen in their city. He appreciated all the hard work that their staff put in it. He thanked all the City Staff and commended the Police and Fire Departments for all that they did for the city.

Commissioner Fellows echoed Commissioner Clark's comments and added that it was due to the staff that they had. He also added that the Highwaymen event had turned out great. He thanked the staff for all their hard work and also thanked the Vice-Mayor for his participation at the auction.

Commissioner Lynch shared the passing of former Commissioner Curt Crews and the family's appreciation of the flowers.

Vice-Mayor Summerlin echoed Commissioner Fellows' comments. He was increasingly impressed with the staff at the Community Center, further adding that Danny had an impressive staff. He also noted the need for more lighting along the street. He voiced his enjoyment at doing the auctioneering at the event.

The Mayor agreed that it had been a great event. He couldn't say enough of how great things were going.

There being no further business, a motion to adjourn was made by Vice-Mayor Summerlin and seconded by Commissioner Lynch and carried unanimously.

Meeting adjourned at 8:12 p.m.

I HEREBY CERTIFY that the foregoing Minutes are true and correct.

Raquel Castillo, City Clerk