

**City Commission Meeting Minutes**  
**April 8, 2020**  
**(Approved)**

**This meeting was conducted virtually via tele conference in accordance with Executive Order No. 20-69, issued by the Office of Governor Ron Desantis on March 20, 2020, allowing municipalities to conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.**

4/8/2020 - Minutes

1. INVOCATION

Mayor Fultz gave the invocation.

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

Mayor Fultz called the meeting to order at approximately 6:00 p.m. after the invocation and pledge of allegiance.

Mayor Fultz read a statement:

Pursuant to Executive Order No. 20-69, issued by the Office of Governor Ron DeSantis on March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.

Procedures for public participation will be explained by the City Attorney shortly.

Albert Galloway, Jr., City Attorney, read a statement on Procedures for Virtual Public Meetings.

Mr. Galloway asked the Commissioners, "are you comfortable with all the notice provisions set forth and these uniform rules of procedures we have established for this Virtual meeting? The Commissioners answered affirmatively.

4. ROLL CALL

**Commission Members Present:** Eugene Fultz - Mayor, Curtis Gibson, Terrye Howell, Al Goldstein, Robin Gibson

**Staff Present:** Kenneth Fields, City Manager; Albert C. Galloway, Jr., City Attorney; Jennifer Nanek, City Clerk

5. COMMUNICATIONS AND PETITIONS

5.I. Reading Of Public Comments

[Begin Agenda memo]

Public Comments and Questions can be submitted here [PUBLIC COMMENTS](#)

[WWW.LAKEWALESFL.GOV/COMMENTS](http://WWW.LAKEWALESFL.GOV/COMMENTS)

The Deputy City Clerk will read Public Comments and questions into the record.

[End Agenda Memo]

Zaillet Suri, Deputy City Clerk, read a statement from Jennifer D'hollander from the Lake Wales History Museum.

The Lake Wales History Museum has launched new online resources for virtual museum experiences. In response to the State of Florida's stay-at-home order and the City of Lake Wales' emergency status, the Lake Wales History Museum has been closed since March 16. Without visitors, the museum has shifted to offering resources virtually for online visitors. The museum wants the public to know their safety and health is top priority, and supports all local and state efforts to contain the spread of COVID-19. Therefore, closing its doors, like the majority of the country's museums was necessary, however; there are still opportunities to experience history from anywhere. As part of the museum's response to COVID-19, a new website page contains a host of resources for those staying at home to view the museum's current Infamy exhibit about Pearl Harbor, participate in a virtual talk from Florida Humanities, share your stories of resilience and kindness, see daily Curiosities from the Collections, surf through the museum's new social media posts, and connect with museums across the globe.

These new virtual museum offerings can all be found at [WWW.LAKEWALESFL.GOV/MUSEUM](http://WWW.LAKEWALESFL.GOV/MUSEUM).

We invite the commission to share these resources with the public. Thank you for all you are doing!

## 6. CONSENT AGENDA

Commissioner Curtis Gibson asked for item 6.6 to be pulled.

Commissioner Howell made a motion to approve the Consent agenda item except 6.6. Commissioner Goldstein seconded the motion.

By voice vote:

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Commissioner Curtis Gibson "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

- 6.I. Minutes - Workshop January 30, 2020, Commission Meetings February 4 & 18, Special Meeting February 21
- 6.II. Grant Application - Polk County Tourism And Development Council Grant

[Begin Agenda Memo]

### **SYNOPSIS:**

A grant application to the Polk County Tourism and Development Council Grant for \$75,000. The grant would require a 1:1 matching city contribution of \$75,000 in fiscal year 2020-2021.

**STAFF RECOMMENDATION:**

Staff recommends that the City Commission approve a grant application to the Polk County Tourism and Development Council for money that will be allocated to the new 2020 -2021 Exhibition Series. Staff recommends authorizing the City Manager to sign the agreement if the grant is awarded.

**BACKGROUND:**

The Arts and Cultural Committee (ACC) of the Tourist Development Council, is designated by the Polk County Board of County Commissioners as the official committee that oversees Arts and Cultural related marketing initiatives and makes recommendations to the TDC regarding funding for arts and culture special events and marketing initiatives.

If our application is approved, the grant money will be used to develop a changing exhibit presentation series of four exhibits from October 1, 2020 – September 30, 2021 to be held at the **Lake Wales History Museum**. The grant will provide funding for a major print, radio, TV and digital marketing campaign in the Central Florida region from Tampa to Orlando. These funds will promote visitation to the Lake Wales area from out-of-county and local residents.

The grant requires a minimum 1:1 match of funds. The Museum will cover the cost of the match from monies allocated towards museum staffing, facilities and programming in its 2020-2021 budget.

**OTHER OPTIONS:**

Do not apply for this grant. No appropriations needed.

**FISCAL IMPACT:**

Staff is requesting to host an Exhibition Series at the Lake Wales History Museum in 2020-2021. One half of the funds to carry out the Exhibition Series would come from the Polk County Tourism Development Council’s Arts & Cultural grant program. \$48,168 of the funds allocated to this project will be spend on out-of-county marketing.

[End Agenda memo]

6.III. Grant Application - Polk County Tourism And Development Council Grant – Pioneer Days

[Begin Agenda Memo]

**SYNOPSIS:**

A grant application to the Polk County Tourism and Development Council Grant for \$47,870.00. The grant would require a 1:1 matching city contribution of \$47,870.00 in fiscal year 2020-2021.

**STAFF RECOMMENDATION:**

Staff recommends that the City Commission approve a grant application to the Polk County Tourism and Development Council for money that will be allocated to the 45th Annual Pioneer Days Festival on October 24 & 25, 2020. Staff also recommends authorizing the City manager to sign the grant award agreement if approved.

**BACKGROUND:**

The Arts and Cultural Committee (ACC) of the Tourist Development Council, is designated by the Polk County Board of County Commissioners as the official committee that oversees Arts and Cultural

related marketing initiatives and makes recommendations to the TDC regarding funding for arts and culture special events and marketing initiatives.

If our application is accepted, the grant money will be used to underwrite the all of the marketing, artists, and rentals for the event. We will develop a major in print, radio and digital marketing campaign in the Central Florida region from Tampa to Orlando. These funds will promote visitation to the Lake Wales area from out-of-county and local residents.

The grant requires a minimum 1:1 match of funds. The City of Lake Wales/Museum will cover the cost of the match from monies allocated towards event staffing, activities, supplies and operations in its 2020-2021 budget.

**OTHER OPTIONS:**

Do not apply for this grant. No appropriations needed.

**FISCAL IMPACT:**

Staff is requesting to host the 45th Annual Pioneer Days Festival on October 24 & 25, 2020. One half of the funds to carry out the event would come from the Polk County Tourism Development Council's Arts & Cultural grant program. \$24,193 of the funds allocated to this project will be spend on out-of-county marketing.

[End Agenda Memo]

6.IV. Amendment 1 To Loan Agreement WW530380

[Begin Agenda Memo]

**SYNOPSIS:**

Lift Station 16 C Street Sewer Improvements-Phases 3 is now completed and the State Revolving Loan Fund agreement WW530380 has to be closed out. Amendment 1 to loan agreement WW530380 finalizes the loan proceeds taken for the construction for the phase 3 portion of the project.

**RECOMMENDATION**

It is recommended that the City Commission consider taking the following action:

1. Approve the Amendment 1 to Loan Agreement WW530380 for the Lift Station 16 C Street Sewer Improvements Phase 3 project for a total amount of \$1,138,748.
2. Authorize the Mayor to execute the appropriate documents, on the City's behalf.

**BACKGROUND**

As a result of sewer system back-ups and historical operation and maintenance difficulties experienced by City staff, the City of Lake Wales commissioned an engineering study conducted by Pennoni 2010. The study evaluated the suspected substandard sanitary sewer system contributing to Lift Station No. 16, which is located near the center of the City's utility service area. Pennoni's engineering study determined that the sewer system for this defined area was substandard. This in part was due to substandard pipe slopes, pipe materials, and pipe cover. It was also suspected that a significant amount of inflow and infiltration (I/I) was also occurring throughout the system due to the substandard pipe materials and deteriorating manholes.

In August 2010, the City Commission approved a contract with Pennoni, which was for the design and permitting of the project area in order to come into compliance with existing directives.

In December 2010, the commission approved the preparation of a Community Development Block Grant (CDBG) application, which was subsequently awarded, to start work on the phase 1 portion of the project. The CDBG phase comprised approximately 15% of the total project area.

This phase was started by Killebrew Inc. in August 2013, and was completed in the first half of 2015. Once the phase 1 portion of the project was completed, Staff obtained a Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) loan to fund phase 2 of the project area.

Phase 3 was funded in part by a Community Development Block Grant (CDBG) as well as with State revolving Loan Funds (SRF). Now that all funds have been obtained by the use of agreement, this loan agreement can be closed out. The final amount received from SRF was \$1,181,599. This amount consisted of \$1,158,430 for construction and \$23,169 for capitalized interest.

Staff recommends the commission authorize amendment 1 to SRF contract WW530580, and authorize the Mayor to execute the appropriate documents associated with the close out of agreement WW530380.

### **FISCAL IMPACT**

Now that construction is complete, the loan amounts has to be finalized and adjusted to reflect what the City actually used for construction. All loan payments have been accounted for and included in the debt service for utilities.

### **OTHER OPTIONS**

None.

[End Agenda Memo]

## 6.V. Purchase Authorization - New Chlorine System Metering Skid

[Begin Agenda Memo]

### **SYNOPSIS**

The commission will consider approving the purchase and installation of a new chlorine- metering skid.

### **RECOMMENDATION**

It is recommended that the City Commission consider take the following action:

1. Approve the purchase and installation of a new Chlorine System Metering Skid.

### **BACKGROUND**

The triplex pump skid is a system to pump and meter sodium hypochlorite for disinfecting the reuse water that goes to the City's Public Access Reuse Water system and the Rapid Infiltration Basins. The system that is currently in place has been there for 12 years and is no longer reliable to provide adequate treatment. Replacement parts for the system have gotten nearly impossible to obtain.

Staff is recommends the commission take the following action, approve the purchase and installation, of a new chlorine system-metering skid.

### **FISCAL IMPACT**

\$110,000.00 is placed in M & R Treatment Plants in the 2019-2020 Operating budget. This purchase \$23,199.00 is the cost to purchase a new chlorine system metering skid.

#### **OTHER OPTIONS**

None. Without the replacement of this needed disinfection system, the city loses the ability to provide Public Access Reuse Water system and the Rapid Infiltration Basin.

[End Agenda Memo]

#### 6.VI. Construction Services - Martin Paving, Relocation Of Utility Lines

[Begin Agenda Memo]

#### **SYNOPSIS:**

Because of the SR60/US27 interchange construction, several utility lines are in need of relocation. The Florida Department of Transportation has expedited their schedule and the City has quite a few lines that are needed to be relocated. Staff recommends the commission award the bid to Martin Paving.

#### **STAFF RECOMMENDATION**

1. It is recommended that the City Commission take the following action, Approve the award of bid to Martin Paving for the relocation of all utilities associated with the relocation associated with the US27/SR60 interchange project in the amount of \$1,365,179.63
2. Authorize the City Manager to sign the construction contract associated with this project.

#### **BACKGROUND**

The FDOT has an interchange reconfiguration project that will take place in the area of US27/SR60 interchange. As a result of this construction, city water and sewer lines that are in conflict within this area will have to be relocated. One of the first steps FDOT required with extensive conflicts is engineered plans detailing the extent of the relocation to be submitted to their office for approval. Staff has completed the relocation schedule and, has had it approved by the Florida Department of Transportation. The district notified all the utility providers in the area of their approvals in January. This late approval has now placed the City in the situation of having to pay liquated damages, due to the fact that now the City does not have enough time for the before construction relocations.

Due to this fact, the normal bidding process had to be placed aside. Staff did actively seek bids from several contractors that had been worked with in the past. All the bids and responses received were viewed only by staff and were not seen by any of the contractors asked to provide bids. They were all sent a copy of the plans and specs and copy of the schedule of quantiles so they were all bidding apples to apples on the relocations. The process was confirmed with the procurement department, to ensure the method to received bids were proper due to forgoing the normal bidding procedures.

FDOT's expedited schedule prohibited three of the contractors from supplying a bid because they could not commit to completing the project in the time frame needed. One contractor had their bonding tied up with current commitments and their bonding would not cover both jobs due to the dollar amount needed. One contractor was unresponsive. The original budget was set at \$500,000, which was to cover engineering and construction. The time it took FDOT to let the project to construction has given the construction community time to become a lot busier and construction prices

have increased.

This necessitated an increase in the budget of \$865,179.63. The Utilities Director has had a conversation with the Finance Director to ensure there is enough funds in the utilities fund to cover the unexpected increase in the budget to cover this project. The Finance Director has confirmed there are enough funds to cover the increased budget.

Staff recommends the commission take the following action, approve the award of bid to Martin Paving, in the amount of \$1,365,179.63 and authorize the City Manager to sign the contract associated with the project.

### **OPTIONS**

The Commission could chose not to approve the award of bid, placing the city in the position to pay liquidated damages. This would happen because of not being able to relocate all city facilities, causing a delay for FDOT's contractor.

### **FISCAL IMPACT**

Funds have been placed in the 2019-2020 Capital Improvements budget for this expenditure that were set at \$500,000. This anticipated budget was set several years ago and was carried forward year after year. Due to an expedited schedule, several contractors could not commit to the time frame needed to start construction and the construction climate has become so much busier, construction prices have increased. A budget amendment will be required in the amount of \$870,000. The Finance Director has verified the utilities fund has enough funds to cover the increase in funds for the budget of this project.

[End Agenda Item]

Sarah Kirkland, Utilities Director, reviewed the agenda item. Kenneth Fields, City Manager, also reviewed the agenda item.

Commissioner Goldstein asked what FDOT's schedule is. Mr. Fields said we were notified in March that it was being moved up. Ms. Kirkland said that the later date is June.

Commissioner Curtis Gibson expressed concern about this predicament and the process. He hopes we don't get dinged for the procurement process. Mr. Fields said the compressed timeline and the scope limited our responses to only one contractor.

Commissioner Curtis Gibson said he understood that we have to move forward or we will be fined.

Commissioner Curtis Gibson said he was concerned about the amount of money to approve.

Deputy Mayor Robin Gibson asked if the original estimate was based on reliable information said given the fine of \$1000 a day and the high cost we might have time to seek other bids and save money. Mr. Fields explained that there are other issues that require us to move forward besides the fine. James Slaton, Deputy City Manager, explained that the \$500,000 figure was only an estimate until they got plans from FDOT. Only then could get better estimates.

Commissioner Howell made a motion to approve the award of bid to Martin Paving for the relocation of all utilities associated with the relocation associated with the US27/SR60 interchange project in the amount of \$1,365,179.63 and to authorize the City Manager to sign the construction contract associated with this project. Commissioner Goldstein seconded the motion and said he hopes some of this expense can be recovered.

by Roll Call Vote:

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Commissioner Curtis Gibson "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

#### 6.VII. Lease Agreement With Mears Motor Leasing/The Bancorp

[Begin Agenda Memo]

#### **SYNOPSIS:**

The City Commission will consider authorizing staff to lease one (1) 2020 Massey Ferguson tractor under the existing master lease agreement with Mears Motor Leasing/The Bancorp.

#### **RECOMMENDATION**

1. Authorize the use of OMNIA Partners/Cobb County, GA's competitively bid cooperative agreement #17-6221: "Tractors, Implements, and Related Parts and Services" with AGCO Corp. (Massey Ferguson), distributed through Grove Equipment Services.
2. Approve the sixty (60) month lease of the tractor on the attached schedule from Mears Motor Leasing/The Bancorp.
3. Authorize the City Manager to execute the necessary documents on behalf of the city.

#### **BACKGROUND**

The FY19/20 Airport capital budget includes funding of \$99,000.00 for a tractor.

If the City were to purchase the tractor outright, the total purchase price would be \$98,037.00. Under the Mears Motor Leasing/The Bancorp agreement, this tractor can be financed at an annual cost of \$21,850.32, compared to a current year decrease in cash flow of \$98,037.00.

Section §2-403 of the City's purchasing ordinance allows the City to utilize competitively bid cooperative purchasing agreements. Cooperative agreements allow the City to capitalize on national economies of scale, while reducing administrative costs and the timeline for acquisitions.

#### **OTHER OPTIONS**

The City Commission may choose to purchase the tractor outright, which would result in a current year decrease of cash flow of \$98,037.00.

Solicit for competitive sealed bids in lieu of utilizing the competitively bid cooperative agreement.

#### **FISCAL IMPACT**

If the City Commission approves the lease agreement, the City is committed to a yearly lease payment of \$26,850.32. If revenues are sufficient in future years, an option would be to return the tractor under the non- appropriation of funds clause. If it becomes necessary to exercise this option, however, the



City would lose the tractor.

## **ATTACHMENTS**

Proposal from Grove Equipment Service.

Mears Motor Leasing/The Bancorp equipment schedule.

[End Agenda memo]

### 6.VIII. Purchase Authorization – Gill's Heating And Cooling, Inc.

[Begin Agenda Memo]

#### **SYNOPSIS:**

The City Commission will consider approving the proposal from Gill's Heating and Cooling, Inc. for repair and/or replacement of HVAC systems at the Lake Wales Family YMCA.

#### **RECOMMENDATION**

It is recommended that the City Commission approve the proposal from Gill's Heating and Cooling, Inc.

#### **BACKGROUND**

The City purchased the Lake Wales Family YMCA in March 2020. A facility assessment was conducted in November 2017 while conducting due diligence preceding the acquisition. The assessment detailed several deficiencies, attributed mostly to deferred maintenance, that include repair and replacement of existing HVAC systems. With this information in-hand, Gill's conducted a subsequent inspection in order to provide an accurate, comprehensive proposal.

**Gill's Heating** and Cooling, Inc. was awarded a contract with the City subsequent to RFP 16-421 to provide HVAC repairs and replacements. The scope and price proposed are in accordance with said contract.

Section 2-417 of the City's ordinance requires authorization from the City Commission for purchases exceeding the threshold amount in Category One (\$20,000).

#### **OTHER OPTIONS**

Request staff to solicit competitive sealed bids in lieu of utilizing the existing contract with the City.

#### **FISCAL IMPACT**

\$300,000 is appropriated in the FY 19/20 budget for capital repair projects at the YMCA, of which \$37,000 would be allocated for HVAC repairs and replacements.

[End Agenda Memo]

### 7. OLD BUSINESS

### 8. NEW BUSINESS

#### 8.I. Resolution 2020-07- Reuse Upgrades Fiscal Sustainability Plan

[Begin Agenda Memo]

## **SYNOPSIS:**

Staff is recommending that the City Commission adopt Resolution 2020-07 Reuse Upgrades Fiscal Sustainability Plan

## **STAFF RECOMMENDATION**

It is recommended that the City Commission take the following action:

1. Adopt Resolution 2020 - 07 Adopting The Reuse Upgrades Fiscal Sustainability Plan.

## **BACKGROUND**

The Reuse Upgrades Reuse Pump House Modifications Fiscal Sustainability Plan has been prepared as a result of the City of Lake Wales using State Revolving Funds provided by the Florida Department of Environmental Protection to complete the upgrade of pumps, VFD's, new electrical, SCADA, piping and all associated appurtenances. Modifications to the Clean Water Act enacted in 2014 (section 603 (d)(1)(E)) now requires the recipient of a loan for a project that involves the repair, replacement, or expansion of a publicly owned treatment works to develop and implement a Fiscal Sustainability Plan. Certification that the requirement has been met is required prior to the loan closing and administrative close out of the project. All construction has been completed for this project and the final disbursement request is being prepared. An official resolution for adoption is required as the final step in preparation of the final close out of the project. If an official resolution is not made, there will be a delay in the final disbursement, the finalizing of the contract, and the administrative close out.

Staff recommends the Commission take the following action; adopt Resolution 2020-07

## **OTHER OPTION**

None. The adoption of the Fiscal Sustainability Plan by resolution is a requirement set forth in the State Revolving Loan contract documents.

## **FISCAL IMPACT**

None.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2020-07** by title only.

## **RESOLUTION 2020-07**

### **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAKE WALES APPROVING AND ADOPTING THE FISCAL SUSTAINABILITY PLAN FOR THE REUSE UPGRADES**

Kenneth Fields, City Manager, reviewed this item.

Commissioner Howell made a motion to adopt **RESOLUTION 2020-07**. Commissioner Goldstein seconded the motion.

by Roll Call Vote:

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Commissioner Curtis Gibson "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

## 8.II. Resolution 2020-11 Declaration Of Extended State Of Local Emergency

[Begin Agenda Memo]

### **RECOMMENDATION**

Staff recommends adoption of Resolution 2020-11 State of Emergency Declaration from April 10th 2020- May 5th 2020.

### **BACKGROUND**

In response to the recent threat of COVID-19 Mayor Fultz issued a State of Emergency on March 13th for seven days and has issued three more since then. The current State of Emergency which began April 3rd will expire April 10th.

According to Chapter 9 in our Code of Ordinances, the City Commission must approve a State of Emergency to last 30 days.

### **OTHER OPTIONS**

Do not approve Resolution 2020-11.

### **FISCAL IMPACT**

There is no fiscal impact from the resolution itself. There will be some costs to the City as we respond to this threat. These costs are being tracked. A declared State of Emergency will allow the City to seek possible reimbursement for those costs.

### **ATTACHMENTS**

Resolution 2020-11.

[End Agenda Memo]

Jennifer Nanek, read **RESOLUTION 2020-11** by title only.

### **RESOLUTION 2020-11 EMERGENCY RESOLUTION BY THE CITY COMMISSION OF THE CITY OF LAKE WALES EXTENDING THE DECLARED A STATE OF EMERGENCY RELATING TO CORONAVIRUS DISEASE COVID-19**

Kenneth Fields, City Manager, reviewed this item.

Commissioner Howell made a motion to adopt **RESOLUTION 2020-11** by title only. Commissioner Goldstein seconded the motion.

by Roll Call Vote:

Commissioner Howell "YES"

Commissioner Goldstein "YES"

Commissioner Curtis Gibson "YES"

Deputy Mayor Robin Gibson "YES"

Mayor Fultz "YES"

Motion passed 5-0.

## 9. CITY CLERK

### 9.I. Report Of Election Results

Jennifer Nanek, City Clerk, read a report of Election Results.

There was a 15% turnout.

Robin Gibson won with 898 votes or 63% over Bob Wood who got 522 votes with 37%

## 10. CITY ATTORNEY

Albert Galloway, Jr., City Attorney, said we cannot currently have quasi-judicial meetings such as Code Enforcement board because witnesses cannot give testimony in a tele-conference format like the City Commission is doing.

Commissioner Howell asked if that means a house won't be torn down. Mr. Galloway said Code Board action or demolition will not go forward as everything is on hold now.

## 11. CITY MANAGER

Kenneth Fields, City Manager, invited Joe Jenkins Fire Chief to give an update on the current COVID-19 situation.

Joe Jenkins, Fire Chief and Emergency Operations Director, said there are 10 employees at home self-monitoring. All employees 65 years or older are working from home or staying at home in compliance with the Governor's Executive Order regarding senior citizens. Currently in Florida there are 15,698 confirmed cases or 10.8% positive rate. There have been 323 deaths statewide. There are 206 cases in Polk County with 6 deaths. There have been 10 cases in the Lake Wales area. County wide everyone is working to follow the Governor's Executive orders and keep the numbers down. The two cities with the highest number of cases are Lakeland and Winter Haven. He encouraged citizens to follow the guidelines and stay at home. Everyone should wear masks now.

Mr. Fields said that government is considered essential so most employees are working while maintaining social distance. We have an infection control officer in the Fire Department monitoring employee's health and being cautious. This weekend there are several religious holidays. He asked citizens to be careful about congregating in large groups. We are behind the curve and the peak in Florida is yet to come and we want to keep infection numbers low.

### 11.I. Tracking Report

11.II. Social Media Tracking Report

11.III. Commission Meeting Calendar

Mr. Fields said that there will be a CRA meeting next week. He hopes we can work on the technology for better quality sound.

12. CITY COMMISSION COMMENTS

Commissioner Goldstein encouraged everyone to stay away from gathering in large crowds. We need to find a way to improve our tele-conference meetings with better quality.

Deputy Mayor Robin Gibson thanked everyone for support and congratulations. He has several items he wants to discuss. This format makes it difficult to communicate. He suggested a possible in person meeting keeping everyone 6 feet apart. It may be better than this. This is too chaotic.

Commissioner Curtis Gibson said that he did receive his City issued phone. He has text messages archived on his phone. He was concerned that he was the only one with the archiving app. He does support public records and transparency. He recommended a policy for text messages on phones used for city Business. Mr. Fields said he will respond to these concerns at a future meeting.

Commissioner Howell said we need to give our IT people a chance to fix the audio issues in the meeting tonight. Maybe this can be fixed by the CRA meeting.

13. MAYOR COMMENTS

Mayor Fultz agreed with trying this format again. Some of the issues may be the technology and some may be the people. Mr. Fields said that headsets may help.

14. ADJOURNMENT

The meeting was adjourned at 7:06 p.m.

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Mayor

ATTEST:

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City Clerk