

**AGENDA MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, JANUARY 19, 2016
6:00 P.M.**

The following minutes reflect action items of the City Council of the City of Arcadia. For a verbatim copy of the minutes, you may contact City Administration to obtain a copy of the recorded meeting.

INVOCATION, PLEDGE CALL TO ORDER AND ROLL CALL

Tom Lowe gave the invocation which was followed by the pledge of allegiance. The Mayor called the meeting to order at approximately 6:00 p.m. and the following members and staff were present:

Arcadia City Council

Mayor Susan Coker

Deputy Mayor Alice Frierson

Councilmember Joseph E. Fink

Councilmember S. Delshay Turner

Councilmember Judy Wertz-Strickland was not in attendance as she was attending the Florida League of Cities representing the advocacy committee.

Arcadia City Staff

City Administrator Terry Stewart

City Clerk Penny Delaney

Marshal Matthew Anderson

Finance Director Beth Carsten

Human Resource Manager Linda Lowe

PRESENTATION

Agenda Item 1 – Troy Carrillo – Ten Sears of Service

Mayor Coker presented Marshal Matt Anderson with a certificate on behalf of Troy Carrillo acknowledging his ten (10) years of service to the City. Mayor Coker pointed out that he had actually been with the City almost eleven (11) years.

CONSENT AGENDA

Agenda Item 2 – City Council Minutes for January 5, 2016

Agenda Item 3 – Special Event Permit – Fly-In/Camping (Friends of Arcadia Airport)

Councilmember Fink made a motion to approve the Consent Agenda as presented and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 4/0, approved.

City Administrator Stewart acknowledged Friends of Arcadia Airport and the pancake breakfast that they sponsor which brings in a number of pilots to the airport.

ACTION ITEMS

Agenda Item 4 – Budget Amendment Resolution No. 2016-03

Finance Director Carsten presented Council with the first budget amendment for the 2016 year. She explained that many of the items had been brought to their attention previously, but she pointed out that in the revenue section, the street project is listed at One Hundred Thousand and 00/100 Dollars (\$100,000.00) and she explained that this was money set aside for street and road projects which included a pothole patcher. She then directed Council to the expenditure section, which listed how they plan on spending the One Hundred Thousand and 00/100 Dollars (\$100,000.00). Ms. Carsten advised that Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) had been set aside for two (2) part-time laborers, Fifty Thousand and 00/100 Dollars (\$50,000.00) had been set aside as the equipment estimate which included the pothole patcher and trailer and then another Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) for a truck. She advised that staff was very conscious of advising Council of any new employees being added to the roster. City Administrator Stewart advised Council that by approving the budget amendment, they would be approving the addition of two (2) part-time employees to do nothing but patch potholes. He further advised that staff would be bringing an RFP before Council for their approval for a paving company because staff would not be able to pave the streets fast enough to solve all the problems. Mr. Stewart explained the One Hundred Thousand and 00/100 Dollars (\$100,000.00) would be coming out of the One Million and 00/100 Dollars (\$1,000,000.00) which was approved to be set aside for the pothole patch needs.

Ms. Carsten stated that she had spoken with each Council Member about the transposition error of Two Hundred Seventy and 00/100 Dollars (\$270.00) and she reminded Council that the bottom line for the total of all funds on the second page of the amendment would change the last three (3) digits from 446 to 716; reflecting Thirteen Million Three Hundred Fifty-Eight Thousand Seven Hundred Sixteen and 00/100 Dollars (\$13,358,716.00). Councilmember Fink made a motion to approve the resolution as amended with the change to reflect the total of all funds for the 2015-16 budget amendment to read Thirteen Million Three Hundred Fifty-Eight Thousand Seven Hundred Sixteen and 00/100 Dollars (\$13,358,716.00) and Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 4/0, approved.

Agenda Item 5 – Auditor Letter of Agreement

Finance Director Carsten advised that Council had before them the letter of agreement from the auditor, Mauldin & Jenkins. She advised that everything monetarily had stayed the

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same from last year including having to pay extra for any independent audits and at this point, only one (1) independent audit is known. She further advised that the only way they would have to do an independent audit would be if it went over Seven Hundred Fifty Thousand and 00/100 Dollars (\$750,000.00).

Ms. Carsten advised the agreement contemplates the auditors coming on February 22, 2016 to begin their background work with a finish date of May 31, 2016 so there is sufficient time to file the audit by June 30, 2016. City Administrator Stewart advised Mauldin & Jenkins had been the City's auditor for a number of years, but he believed that after more than five (5) years, he felt the City should put it back out on the street to obtain competitive quotes. He advised that next year staff would prepare a Request for Qualifications (RFQ) and bring proposals back before City Council. Deputy Mayor Frierson made a motion to approve the auditor letter of agreement and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 4/0, approved.

COMMENTS FROM DEPARTMENTS

Marshal Anderson advised the Martin Luther King Day Parade went well and there were no complaints or problems. He also advised that the fair attendance was down in attendance by five hundred (500) as of the previous night.

Regarding McSwain Park, City Attorney Wohl stated that Council had approved the bathroom facility construction agreement, but the Chamber had met and expressed some concerns with it. He advised he would be getting with the Chamber president either this week or next week to iron out any of the issues and he would potentially bring back an amendment to the agreement for Council approval.

Finance Director Carsten provided an update as of January 5, 2016 of the financial report. She advised the revenues were at forty percent (40%) and to date, Eight Hundred Thirty-Nine Thousand Seven Hundred Ninety-Six and 00/100 Dollars (\$839,796.00) of the ad valorem taxes had been received which is almost sixty percent (60%). She then advised that the expenses were at twenty-three percent (23%).

City Administrator Stewart reminded Council that at the last meeting, Mr. Darby Ellis had addressed Council regarding some concerns that he had. At said meeting, Mr. Stewart had offered to assist Mr. Ellis, but he had never heard back from Mr. Ellis. Mr. Stewart advised that Mr. Ellis has outstanding code violation issues of which the Special Master had given him specific time to deal with. Of those issues, initial paperwork had been submitted regarding one (1) item, but nothing had been done regarding another issue.

Mr. Stewart stated that he enjoyed the parade and was pleased when a former councilmember offered their gratitude for Council and staff being there to represent the City.

PUBLIC

No one spoke from the public.

MAYOR AND COUNCIL REPORTS

Mayor Coker thanked Beth Carsten for getting the audit completed sooner this year. She also expressed her thoughts of how nice the parade was.

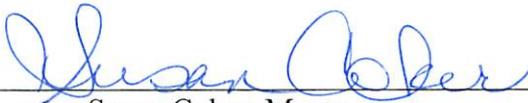
ADJOURN

Councilmember Fink made a motion to adjourn and Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 4/0, approved. Having no further business at this time, the meeting was adjourned at approximately 6:20 P.M.



ADOPTED THIS 3rd DAY OF February, 2016.

By:



Susan Coker, Mayor



Penny Delaney, City Clerk