

**AGENDA MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, FEBRUARY 2, 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

Pastor Thomas Simmons 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 S. Delshay Turner

Councilmember Joseph E. Fink
Councilmember Judy Wertz-Strickland

Arcadia City Staff

City Administrator Terry Stewart
City Clerk Penny Delaney
Marshal Matthew Anderson

Finance Director Beth Carsten
Public Works Director Steve Underwood

PRESENTATION

Agenda Item 1 – Proclamation – Season of Sharing

Mayor Coker presented Ashley Coone of Links2Success with a proclamation regarding Season of Sharing which relates to assistance to families who are on the verge of being homeless.

CONSENT AGENDA

Agenda Item 2 – City Council Minutes for January 19, 2016

Councilmember Wertz-Strickland made a motion to accept the City Council Minutes for January 19, 2016 and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

ACTION ITEMS**Agenda Item 3 – Request for Certificate of Appropriateness at 8 West Hickory Street**

City Administrator Stewart advised the location fell within the City's historic district and Crossroad Sheds was asking for permission to place a sign at the property located at 8 West Hickory. He advised the applicant was Gary Boyle and the Historical Preservation Commission has recommended City Council's approval for the Certificate of Appropriateness. Councilmember Wertz-Strickland made a motion to accept the Certificate of Appropriateness at 8 West Hickory and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 4 – Request for Certificate of Appropriateness at 521 E. Pine Street

City Administrator Stewart advised the Certificate of Appropriateness was requested by Rob Herron to replace a shed at the property located at 521 E. Pine Street. He advised the Historical Preservation Commission has recommended approval to City Council for placement of the shed at the property. Mr. Herron was in attendance and asked that the City Council approve the Certificate of Appropriateness and explained that the previous garage was lost due to a fire. Councilmember Fink made a motion to approve the Certificate of Appropriateness for Rob Herron to place a shed at the property located at 521 E. Pine Street, Arcadia, Florida and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 5 – Airport RFQ Update

City Administrator Stewart spoke of a pending need for a RFQ to go out requesting a consultant for the airport. He advised that the current consultant, Hanson, has been with the City for almost five (5) years and their contract is coming to a conclusion. He further advised that due to FAA rules, the contract cannot just be renewed. Mr. Stewart stated that it did not prevent the City from hiring them again after they go through the RFQ process for what they call the Consultants Competitive Negotiations Act. City Administrator Stewart advised that he had provided Council with a copy of the previous RFQ that went out. He stated there were some things that would need to be changed which would include an update of the project list. Mr. Stewart informed Council that he had sent the Finance Director and one of her staff members that handles purchasing matters to a seminar put on by the State on the CCNA which increased their knowledge and pointed out areas within the policy where gaps needed to be closed. He advised that staff is crafting the RFQ to be brought back to Council for approval and once approved, it will be put out on the street and will probably be on the street for approximately thirty (30) days.

Councilmember Wertz-Strickland pointed out that in the section titled "Selection"; it states that the applicants named on the short-list may be invited to make a presentation. She stated that she felt that all short-list applicants need to make a presentation because it gives

Council the opportunity to see what type of people Council will be working with. She advised that she would not like it to be optional, but would rather it be a part of it and Councilmember Fink concurred. City Administrator Stewart stated he recommended that as well and advised that the change would be made.

Agenda Item 6 – Request for Approval to Piggyback onto Charlotte County’s Contract with Bartow Ford for Purchase of 2016 Ford F-350

Finance Director Carsten reminded Council that this item was discussed when the budget amendment was made and it was the money that was being moved to pay for the pothole patcher and a part of it was this truck. She advised Council had before them the contract between Charlotte County and the vendor, Bartow Ford. Mr. Carsten stated that this request was two-part with the first being the approval to piggyback the contract and once that is approved, to enter into a contract with Bartow Ford. Councilmember Wertz-Strickland made a motion to piggyback onto contract #201500418 and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Councilmember Fink made a motion to approve entering into a contract with Bartow Ford and Councilmember Wertz-Strickland seconded the motion. City Administrator Stewart asked if the motion could be modified to state that it was for the purchase of a Ford F-350 with the amount. Councilmember Fink agreed and stated that it was for a F-350 for the amount of \$26,849.48 and Councilmember Wertz-Strickland seconded the motion. No discussion followed, and it was unanimously, 5/0, approved.

COMMENTS FROM DEPARTMENTS

Marshal Anderson advised that the Arcadia Police Department monthly report had been provided to City Council and that activity had been up. He asked if Council or the public had any questions or concerns and there were none. He advised Council that the department would be receiving in-house training through one of the grants they had received regarding a software update and data system in the cars. He then went into detail regarding the update.

City Attorney Wohl stated that he had provided City Council with a revised agreement between the City of Arcadia and the DeSoto County Chamber of Commerce regarding the design and construction of the restroom facility at McSwain Park. He reminded Council that they had approved the agreement at the January 5, 2016 meeting and the Chamber had concerns with some of the provisions and they had worked on some alternative language and provisions. Mr. Wohl pointed out that one of the sticking points was that the Chamber did not want to have to indemnify the City and in lieu of doing so, for any damages or liability that may occur in regards to construction of the project, the Chamber will be preparing an endorsement to their existing policy that covers the Chamber building. Mr. Wohl felt it would be better for the City because rather than having to pursue any damages against the Chamber, any pursuit of damages would be against an insurance company who has a little more to give. Mr. Wohl stated that another concern was that once construction was completed and the Certificate of Occupancy was issued, who was going to be responsible. He stated he did not think the City had any problem since the City would be the one to maintain it and take over control of it and it would be the City’s facility. He pointed out the other issue wherein the previous agreement called for the Chamber and the

City Administrator to work together in approving the design process in phases and rather than a possible issue come about wherein both parties could not agree on something, the City will approve it from the beginning and if they do not grant approval, then there would be no contract and no obligations one to another. He stated that if it was approved, it would move forward. Mr. Wohl further stated that his concern was that the Chamber needed to provide full architectural planning specifications so the City knows what the end results will be and the Chamber has agreed to do so. He stated those were the changes and was asking for the City Council to approve the revised version of the agreement. Councilmember Wertz-Strickland made a motion to approve the revised agreement between the City and the DeSoto County Chamber of Commerce, Incorporated for the design and construction of a public restroom facility at McSwain Park and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

City Administrator Stewart advised Council that Heritage Baptist Church had just turned in a request dated January 29, 2016, for the use of the grassy area behind the Old City Hall for their Annual War of Special Forces on February 3-5, 2016. He advised the property would be used from 6:00 p.m. to 6:45 p.m. on said dates. Mr. Stewart read the request publicly and asked for a motion to approve the request for the use of that area. Councilmember Wertz-Strickland made a motion to approve the request and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Mr. Stewart informed Council that he and the Public Works Director, Steve Underwood, attended a FDOT seminar in Bartow. He stated the Department of Transportation is beginning to take a shift in how they approach doing projects and how they affect communities. He applauded their effort. Mr. Stewart stated that he wanted to attend because they are looking at a project for the City of Arcadia from Turner Avenue to Monroe. Mr. Stewart advised that basically it is a re-surfacing project which is the main component of it, but they are ready, willing and able to do other things to improve the roadway. He stated he and Mr. Underwood were very encouraged and were received in a very cordial way.

Mr. Stewart then addressed the condition of the roads in the City. He explained one of the reasons the roads are as bad as they are is because they have very little to no drainage on the roadways. He showed the Council and public a piece of asphalt which showed one-half (1/2) inch of blacktop. He stated that typically it is one inch and one half (1 ½) or more and this is what they are up against. Mr. Stewart advised that crews are working on patching the roadways seven (7) hours a day and will be doing so for at least another week. He acknowledged that people are upset and stated that part of that is because they do not know what the City's plan is and stated he was hopeful the Arcadian would help get the information out and he would be happy to provide additional information if they need it. He reviewed the total plan by stating that \$1,000,000.00 had been set aside for roads. He stated that since the budget was approved, specifications had been crafted and the next step is to put said specifications into a Request for Proposal (RFP) and put it out on the street and staff is putting that together now. Mr. Stewart advised it would stay out on the street for approximately thirty (30) days and once the proposals are received, staff would review them and make a recommendation to City Council and they would then select a contractor. He stated staff had already identified roads they would be

working on. He stated it takes time and guaranteed that once the contract is approved, the public would see a lot of work being done in the City. He then stated that with Council's approval through a budget amendment, they had pulled \$100,000.00 from the \$1,000,000.00 to do a pothole patch program wherein they will use hot patch asphalt with the truck that Council just approved and they are purchasing equipment for the project. He explained that two (2) part-time individuals will be hired to patch potholes at least twenty (20) hours a week every week.

City Administrator Stewart stated they have 45-60 days to get to the final selection of the contract and in the meantime there are roads that are really bad and one example is on Hernando by the funeral home and another area is on Hillsborough and Cypress by the Sheriff's Office. He stated the amount of the cost for these areas falls within his authority to approve it and they had received three (3) vendors prices, prepared a requisition and purchase order and started the work today. Mr. Stewart asked for the public to be a little more patient and that the City is working hard on the issue.

He then advised Council that they had a project kick-off meeting today for Council's approval to video and GIS map all of the sewer system. He stated it was a phenomenal meeting and the City would benefit from it in so many ways. Mr. Stewart stated that while they are out there doing that work, the engineer would be doing a condition assessment on all of the roads within the City. He explained that with that information, the City will not only know where the roads are that have underground utility problems, but the City will also know the condition of the roads and he thanked Council for their support.

PUBLIC

Janie Watson, a City resident, asked of the \$100,000.00 that was pulled from the \$1,000,000.00, what was the balance that was used to do the potholes. Mr. Stewart explained that the amount was set aside for the equipment and the personnel that will be necessary to patch the potholes. He stated he felt the \$100,000.00 would be sufficient and if they see that more may be necessary, staff would speak to Council about it.

Charles Conklin, a City resident, asked about the status of the ordinance regarding uninsured/unregistered motor vehicles. Mr. Stewart advised that code enforcement had been citing people, in some cases, people have purchased tags and in some cases, vehicles had been towed away. He referenced an RV that code enforcement had been dealing with which had been moved. He explained that a temporary tag had been issued and regardless of that, it could not be lived out of in a commercial district. Mr. Stewart stated they are following it based on the precepts of the ordinance and state statute. Mr. Conklin asked what happens if the vehicles keep being moved. Mr. Stewart advised a repeat offender will go to the Magistrate and once a ruling is issued, the fines would begin.

MAYOR AND COUNCIL REPORTS

Councilmember Fink advised he will probably not be in attendance at the February 16, 2016 City Council meeting. Mayor Coker asked if Council felt they should re-schedule the workshop for that date. City Administrator Stewart stated he would not recommend it and Councilmember Fink stated he did not want them to move it on his behalf.

ADJOURN

Councilmember Fink made a motion to adjourn and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Having no further business at this time, the meeting was adjourned at approximately 6:45 P.M.

ADOPTED THIS 2ND DAY OF February, 2016.

By:


Susan Coker, Mayor




Penny Delaney, City Clerk