



**AGENDA  
ARCADIA CITY COUNCIL  
CITY COUNCIL CHAMBERS  
23 NORTH POLK AVENUE, ARCADIA FL**

**TUESDAY, JUNE 2, 2015  
6:00 P.M.**

**INVOCATION, PLEDGE, CALL TO ORDER AND ROLL CALL**

**PRESENTATION**

1. Fred Lewis – 35 Years of Employment (Mayor Wertz-Strickland)

**CONSENT AGENDA**

2. City Council Minutes for April 14, 2015 (Penny Delaney – City Clerk)
3. City Council Minutes for May 15, 2015 (Penny Delaney – City Clerk)
4. City Council Workshop Minutes for May 19, 2015 (Penny Delaney – City Clerk)
5. City Council Minutes for May 19, 2015 (Penny Delaney – City Clerk)

**ACTION ITEMS**

6. Council Chamber Dedication (Councilmember Joseph E. Fink)
7. Request for Acceptance of Bid for McSwain Park Improvements – Phase I (Beth Carsten – Interim City Administrator)
8. FAA Meeting Update (Beth Carsten – Interim City Administrator)
9. City Administrator Agreement (T.J. Wohl – City Attorney)

**COMMENTS FROM DEPARTMENTS**

10. City Marshal
11. City Attorney
12. Interim City Administrator

**PUBLIC (Please limit presentation to three minutes)**

**MAYOR AND COUNCIL REPORTS**

**ADJOURN**

*NOTE: Any party desiring a verbatim record of the proceedings of this hearing for the purpose of appeal is advised to make private arrangements therefore.*

PLEASE TURN OFF OR SILENCE ALL CELL PHONES

# PRESENTATION No. 1

*Presented to*

**Fred Lewis**

*In appreciation for*

**35 years**

*of outstanding service to the*

*City of Arcadia*



**06/03/80 – 06/03/15**

# AGENDA No. 2



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Administration  
SUBJECT: Minutes from April 14, 2015  
RECOMMENDED MOTION: Council Approval

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SUMMARY:

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FISCAL IMPACT: \_\_\_\_\_ ( ) Capital Budget  
( ) Operating  
( ) Other

ATTACHMENTS: ( ) Ordinance ( ) Resolution ( ) Budget (x) Other

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Department Head: Penny Delaney Date: 06/02/15

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

Interim City Administrator: Beth Carsten Date:

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COUNCIL ACTION: ( ) Approved as Recommended ( ) Disapproved  
( ) Tabled Indefinitely ( ) Tabled to Date Certain \_\_\_\_\_ ( ) Approved with Modifications

**AGENDA MINUTES  
SENIOR ADVISORS REVIEW TEAM  
TELEPHONE CONFERENCE  
CITY OF ARCADIA  
TUESDAY, APRIL 14, 2015  
5:00 P.M.**

*The following minutes reflect the action item of the Senior Advisors Review Team regarding the position of City Administrator for the City of Arcadia. For a verbatim copy of the minutes, you may contact City Administration to obtain a copy of the recorded meeting.*

**Senior Advisors Review Team**

Kurt Bressner  
Dick Williams  
Craig Hunter

**Arcadia City Staff**

Interim City Administrator Beth Carsten      City Clerk Penny Delaney

**Arcadia City Council**

Mayor Judy Wertz-Strickland      Councilmember Susan Coker

**ACTION ITEM**

**Senior Advisors Review Team will discuss top ten (10) candidates for the position of City Administrator**

The City Clerk placed the calls to include members of the Senior Advisors Review Team in the telephone conference. Once all three (3) members were on the line, they began the comparison of their top ten (10) choices.

Mr. Bressner explained the purpose for the call and the review team's mission for the day. He stated their responsibility under the senior advisor program was to provide the City of Arcadia a list of semifinalists that they, as a legislative body, have the responsibility to refine further and then select the finalists either from the list of semifinalists that they provide to City Council or if there is someone else on the list that they did not recommend, any member of the commission can propose that individual be added to the list and if there is consensus by the City Council at a public meeting to add that individual, then that individual will be added. He advised that it goes on the basis that the City Council is doing their own concurrent review of the applications just as the team is doing. He stated he understood the conversation regarding selecting the finalists would be the 20<sup>th</sup>. Ms. Carsten confirmed and advised that Mayor Wertz-Strickland and Councilmember Coker were also present. Mr. Bressner greeted both of them.

Mr. Bressner then asked each member of the review team to provide the names, preferably alphabetically, of the ten (10) or so semifinalists that they felt deserved further consideration by the City.

Mr. Craig Hunter stated that he had tried to follow, as best as possible, the profile skills and attributes that were done by City Council and taking into consideration the ranking of those skills when he reviewed the applicants. He advised that his top ten (10) selections were as follows:

- |                     |                    |
|---------------------|--------------------|
| 1) Laurence Arnold  | 6) Brian Redshaw   |
| 2) Julian Deleon    | 7) Dennis Stark    |
| 3) Al Grieshaber    | 8) Terry Stewart   |
| 4) Elizabeth Harris | 9) William Whitson |
| 5) Ricardo Mendez   |                    |

(only nine (9) names were actually provided)

Mr. Dick Williams stated that his top ten (10) selections were as follows (in alphabetical order):

- |                    |                    |
|--------------------|--------------------|
| 1) Laurence Arnold | 6) Paul Poczobut   |
| 2) Julian Deleon   | 7) Brian Redshaw   |
| 3) Al Grieshaber   | 8) Terry Stewart   |
| 4) Alan Grindstaff | 9) William Whitson |
| 5) Ricardo Mendez  |                    |

(only nine (9) names were actually provided)

Mr. Kurt Bressner stated that his top ten (10) selections were as follows (in alphabetical order):

- |                    |                     |
|--------------------|---------------------|
| 1) Scott Aiken     | 6) Matthew Hoffman  |
| 2) Laurence Arnold | 7) Paul Poczobut    |
| 3) Gary Brennan    | 8) Brian Redshaw    |
| 4) Raymon Brown    | 9) Terry Stewart    |
| 5) Al Grieshaber   | 10) William Whitson |

Ms. Beth Carsten stated that her top ten (10) selections were as follows (in alphabetical order):

- |                    |                   |
|--------------------|-------------------|
| 1) Scott Aiken     | 6) Paul Poczobut  |
| 2) Laurence Arnold | 7) Brian Redshaw  |
| 3) Raymon Brown    | 8) Dennis Sparks  |
| 4) Matthew Hoffman | 9) Dennis Stark   |
| 5) Al Grieshaber   | 10) Terry Stewart |

Senior Advisors Review Team Telephone Conference

April 14, 2015

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At this point the members of the review team compared their lists and after much discussion, the team agreed that the team's top ten (10) selections were as follows (in alphabetical order):

- |                    |                     |
|--------------------|---------------------|
| 1) Laurence Arnold | 6) Ricardo Mendez   |
| 2) Raymon Brown    | 7) Paul Poczobut    |
| 3) Julian Deleon   | 8) Brian Redshaw    |
| 4) Al Grieshaber   | 9) Terry Stewart    |
| 5) Matthew Hoffman | 10) William Whitson |

Mr. Bressner stated that this list would be presented to City Council on Monday, April 20, 2015, at 5:00 p.m. At this meeting, the City Council will need to choose their top five (5) selections (five (5) as a minimum).

Mr. Bressner directed the City Clerk to contact the top ten (10) selections to reaffirm their continued interest in the position and to advise them that if there was more documentation that needed to be submitted, they should do so now. He also directed the City Clerk to confirm the salary range with each individual to determine that it is acceptable.

Ms. Carsten confirmed that when she presents the list to the Council and if they have someone else that they are interested in, they need to be prepared to either like everyone on the list or someone else as well. Mr. Bressner stated that it will be up to that individual to point out the attributes and the reasons for the recommendation and if the City Council agrees with that individual, then they'll (inaudible).

Mr. Bressner stated that the City had received good candidates. He advised that the Senior Advisors' work, at least in this phase of the project, was done and he would continue to work with the City in facilitating the selection of the finalists and working out the logistics for the interview process.

**PUBLIC**

None

The call ended at approximately 5:45 p.m.

ADOPTED THIS \_\_\_ DAY OF \_\_\_\_\_, 2015.

By:

ATTEST:

\_\_\_\_\_  
Beth Carsten, Interim City Administrator

\_\_\_\_\_  
Penny Delaney, City Clerk

Senior Advisors Review Team Telephone Conference

April 14, 2015

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# AGENDA No. 3



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Administration  
SUBJECT: Minutes from May 15, 2015

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RECOMMENDED MOTION: Council Approval

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SUMMARY:

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FISCAL IMPACT: \_\_\_\_\_ ( ) Capital Budget  
( ) Operating  
( ) Other

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ATTACHMENTS: ( ) Ordinance ( ) Resolution ( ) Budget (x) Other

Department Head: Penny Delaney Date: 06/02/15

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

Interim City Administrator: Beth Carsten Date:

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COUNCIL ACTION: ( ) Approved as Recommended ( ) Disapproved  
( ) Tabled Indefinitely ( ) Tabled to Date Certain \_\_\_\_\_ ( ) Approved with Modifications

**AGENDA MINUTES  
CITY COUNCIL  
CITY OF ARCADIA  
FRIDAY, MAY 15, 2015  
1:00 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.*

**CALL TO ORDER AND ROLL CALL**

The Mayor called the meeting to order at approximately 1:00 p.m. and the following members and staff were present:

**Arcadia City Council**

Mayor Judy Wertz-Strickland  
Deputy Mayor Alice Frierson  
Councilmember Joseph E. Fink

Councilmember Susan Coker  
Councilmember S. Delshay Turner

**Arcadia City Staff**

Interim City Administrator Beth Carsten  
City Clerk Penny Delaney

Also in attendance was Kurt Bressner of the Florida City Management Association and the International City Management Association Senior Advisor Program.

**ACTION ITEM**

**Selection of Candidate for City Administrator**

Mayor Wertz-Strickland turned the meeting over to Mr. Bressner. Mr. Bressner thanked the community and the Council for the courtesy extended to him during the process as well as to all of the applicants. He stated that he thought they had a very good process and now it was down to making the decision regarding who the next City Administrator might be. He provided a recap of the evaluations that Council prepared as part of the evaluation for the interview process. He cautioned Council that they were not dealing totally in the realm of numbers, although the numbers would point them in a path, but ultimately it was a decision that Council had to make in terms of who the best fit was for the position. Mr. Bressner advised that Mr. Stewart came in number one (1) with a very high score and missed having a perfect score by four (4) points. He stated that four (4) out of five (5) of the Council stated yes to him being number one (1). He advised the number two (2) candidate would be between Julian Deleon and Dale Brown. Ms. Bressner stated that given the fact that Council had Mr. Stewart as the number one (1) candidate as far as the numbers were concerned, he asked how they felt about it. He pointed out that this assumed that Mr. Stewart would be willing and able to negotiate an agreement with

the City to come aboard which is why he always suggests that a number two (2) candidate be chosen as well.

Mayor Wertz-Strickland stated that she liked Mr. Stewart's handling of employees, his knowledge of budgets, roads and infrastructure, and his interaction with other organizations within the County and the City. Councilmember Fink stated that Mr. Stewart explained why he would feel comfortable here and summed up the needs of the City. Deputy Mayor Frierson stated that she felt he interviewed excellent and that he excels in PR. She stated she would have liked him to have more experience in the issues that the City is faced with than he has, but she felt he would fit into the community very well. She stated he was not her first choice and Mr. Bressner stated that he knew Mr. Brown was her first choice, but he lost ground in his interview. Deputy Mayor Frierson agreed, but she felt his experience was awesome. She felt he grasped the problems that the City has and Mr. Bressner agreed that he closed strong. Councilmember Coker stated Mr. Stewart had made a statement that the City was at a pivotal time in our town and that from this point forward we have an opportunity to make a difference that will affect us for many years down the road and for her, that hit the nail on the head. Councilmember Turner stated that Mr. Stewart was his number one (1) choice and there was something about him that he liked.

Mr. Bressner stated that regarding numbers, the Council's second choice was Mr. Deleon. He advised there were some tie votes between Mr. Deleon and Mr. Brown. He stated the overall point spread between the two of them was very insignificant, 1.1 point. He asked Council who would be the more suitable person in terms of their experience, their background, their approach, their style, and their personality as to City Administrator. He advised that Mr. Deleon presented himself very well in his interview and had good experience. Mr. Bressner pointed out that Mr. Deleon was very honest regarding the tough decisions that he had to make at his current position. He stated that he came across as being a decisive individual who is not afraid of making changes. Mr. Bressner asked Council if they wanted someone who would come in and make rapid changes or someone who would be more deliberative and slower pace on making some changes. He stated all three (3) were qualified and Mr. Hoffman will be ready in two (2) to three (3) years and felt it was a good experience for him.

Deputy Mayor Frierson stated that she felt Mr. Deleon was very strong minded and at times a little over-confident of himself and wasn't sure he would pick his battles wisely before he jumped into something. Councilmember Fink stated Mr. Deleon was his number two (2) because he felt they needed someone who knows Florida and the area. He stated that although Mr. Brown scored well with him, there would be a specific amount of time for him to catch up to Florida. Councilmember Fink stated that many of the issues that Mr. Deleon spoke of were the City's issues that we have here. Councilmember Coker stated that Mr. Deleon was the only one who addressed roads to her. She referenced his innovative projects and the issues he has accomplished in Avon Park. Mayor Wertz-Strickland stated that there were things that Mr. Deleon stated that she liked, but there were some questions that she did not feel that he gave very conclusive answers to. She felt Mr. Brown was very forthcoming with answers, but a stumbling block for him would be getting to know Florida law. She stated that he would be her second choice. Deputy Mayor Frierson stated she didn't have a problem with Mr. Deleon's background in Avon Park, but she was concerned with some of the answers that she got from him and didn't

feel his public relations were as good as Mr. Brown's and Mr. Stewart's. Mr. Bressner pointed out that Councilmember Turner's second choice was Mr. Brown. Councilmember Turner stated that regarding Mr. Deleon, there was just something about him that he didn't like.

Mr. Bressner asked that in the event Council selected Mr. Stewart as the number one (1) candidate, would they support Mr. Brown to be their number two (2) choice. Deputy Mayor Frierson stated she would support that. She stated that she wasn't concerned about the Florida Law issue because the candidates were so smart and experienced; she felt they would pick it up in no time and Mr. Bressner agreed and added that Senior Advisors had offered to help Mr. Brown get acclimated to Florida. He added that Mr. Deleon had accomplished a lot in a very short period of time and he had been very courageous and should be honored for that. He stated it was a question ultimately of who was the best fit for the City. He restated that the Council's numbers said Mr. Stewart was number one (1) and Mr. Deleon was second, but their comments did not necessarily support those numbers with respect to number two (2). He stated they seemed to be more for Mr. Brown for number two (2). He then turned it back to Council for motions.

Councilmember Coker made a motion that they nominate Terry Stewart for the position of City Administrator and authorize staff to enter into agreement negotiations and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Mayor Wertz-Strickland passed the gavel to Deputy Mayor Frierson and made a motion to enter into negotiations with Mr. Brown to fill the second position in case they do not complete negotiations with Mr. Stewart and Deputy Mayor Frierson seconded the motion. No discussion followed and it was 3/2 approved with Councilmember Fink and Councilmember Coker casting the dissenting votes. Mr. Bressner wished Council the best of luck in their negotiations with Mr. Stewart and Council thanked Mr. Bressner for all his help.

## **PUBLIC**

None

## **ADJOURN**

Councilmember Coker made a motion to adjourn and Councilmember Fink 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 1:36 P.M.

ADOPTED THIS \_\_\_ DAY OF \_\_\_\_\_, 2015.

ATTEST:

By:

\_\_\_\_\_  
Judy Wertz-Strickland, Mayor

\_\_\_\_\_  
Penny Delaney, City Clerk

City Council Meeting Minutes

May 15, 2015

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# AGENDA No. 4



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Administration

SUBJECT: Minutes from May 19, 2015 (Workshop)

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RECOMMENDED MOTION: Council Approval

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SUMMARY:

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FISCAL IMPACT: \_\_\_\_\_ ( ) Capital Budget  
( ) Operating  
( ) Other

ATTACHMENTS: ( ) Ordinance ( ) Resolution ( ) Budget (x) Other

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Department Head: Penny Delaney

Date: 06/02/15

Finance Director (As to Budget Requirements)

Date:

City Attorney (As to Form and Legality)

Date:

Interim City Administrator: Beth Carsten

Date:

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COUNCIL ACTION: ( ) Approved as Recommended ( ) Disapproved  
( ) Tabled Indefinitely ( ) Tabled to Date Certain \_\_\_\_\_ ( ) Approved with Modifications

**AGENDA MINUTES  
CITY COUNCIL  
PROPERTY MAINTENANCE STANDARDS REVIEW COMMITTEE WORKSHOP  
CITY OF ARCADIA  
TUESDAY, MAY 19, 2015  
5:00 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.*

**CALL TO ORDER AND ROLL CALL**

The Mayor called the meeting to order at approximately 5:00 p.m. and the following members and staff were present:

**Arcadia City Council**

Mayor Judy Wertz-Strickland  
Deputy Mayor Alice Frierson  
Councilmember Joseph E. Fink

Councilmember Susan Coker  
Councilmember S. Delshay Turner

**Arcadia City Staff**

Interim City Administrator Beth Carsten  
City Attorney TJ Wohl

City Clerk Penny Delaney  
Code Enforcement Officer Carl McQuay

**ACTION ITEMS**

Mayor Wertz-Strickland turned the workshop over to Code Enforcement Officer Carl McQuay. Mr. McQuay advised that this was a workshop regarding the first set of suggestions that the Property Maintenance Standards Review Committee recommends for the Code of Ordinances. He advised the Code of Ordinances had not been updated for a very long time.

**Agenda Item 1 – Suggestions from the Property Maintenance Standards Review Committee: Changes to Code of Ordinances**

**A. Removing ordinance regarding swimming in the Peace River (Sec. 70-4)**

Mr. McQuay advised this issue had come up at a prior Council Meeting regarding swimming in the Peace River. He stated that the committee is suggesting that this be removed from the Code of Ordinances. He explained that there is only one (1) small section within the City limits that the river connects to the City and it is difficult to enforce since people have been doing it for a long time.

Councilmember Fink asked the City Attorney if Council eliminated Section 70-4, would it be advisable to place signs noting limited liability. Mr. Wohl advised the liability would be on the property owner. He suggested talking to the County that it would be their call, but he would advise it. He suggested letting the County know that the City had taken the ordinance off the books to forewarn them that they needed to take whatever precautions are necessary.

**B. Removing the word “Metallic” and adding the word “Reflective” (Sec. 30-2)**

Mr. McQuay advised that he had checked with the Fire Marshal and was advised that as long as the house numbers have a minimum of three (3) inches in height, then it fits the Fire Marshal’s Code. Discussion turned to the maximum height allowed and the City Attorney cautioned that they could be entering into architectural control. Councilmember Fink suggested parroting what the fire code states and the City Attorney agreed. Mr. McQuay advised the issue with the word “reflective” had been pulled by the committee.

**C. Removing the words “Steam Whistle” (Sec. 50-70)**

Mr. McQuay advised that it had somehow been removed from Municode so it has been updated. He stated that he did not know if anything needed to be done to remove it from the Code Book and the City Attorney advised that they would have to get their Code Book reprinted and it costs a lot of money. Mr. Wohl suggested having Municode provide a new Code Book online because they continually codify all the ordinances.

**Agenda Item 2 – Suggestions to Implement the Following Ordinances:**

**A. Implement Standard Lien Reduction Ordinance**

Mr. McQuay advised there is nothing to govern anything regarding liens that have been placed on properties. Deputy Mayor Frierson stated that for an investor, for the lien to follow the property with no adjustment and with the investor placing the property back on the tax roll, the City is better off. Mr. McQuay suggested for those owners who have more than one piece of property, they could restrict them from getting permits until at least the costs were paid. Mr. Wohl advised that the lien would attach to all properties owned by an individual. Mayor Wertz-Strickland stated that she felt the City needed to get the costs back and if a person purchases the property and placed it back on the tax roll, then they needed to look at that because the City is suffering from a low tax base. After much more discussion, it was determined that the City Attorney would draft an ordinance and have it placed on the agenda for the Council to discuss. Councilmember Coker suggested finding out what the County does with theirs.

**B. Implement Registration of Foreclosed Properties**

Mr. McQuay stated that the registration would provide him with information as to who to contact regarding foreclosed properties and the City could also charge a fee for the registration. Councilmember Coker asked how they could ensure the owner registers and Mr. McQuay advised it would have to be worked out through the County. Deputy Mayor Frierson asked the

City Attorney if this was even doable and Mr. Wohl advised that it was doable. He advised he had first heard of it when the foreclosure crisis hit, but he didn't know if it was as necessary now as it was two (2) years ago. After much discussion, Councilmember Fink suggested setting the issue aside until such time as the market hits another glitch.

#### C. Implement Minimum Maintenance Standards

Mr. McQuay advised this standard would provide him with more structure to enforce such things as peeling paint, broken windows, screens, etc. He stated this issue was brought before City Council before and at the time, Council felt people could not fix these things in a timely manner. Councilmember Coker stated she had read it and felt it was too aggressive of a plan for Arcadia, but she did think Council needed to put more bite to the City's Code to give Mr. McQuay the means to go about making things happen for the City. Councilmember Coker advised of the County website regarding code enforcement and Mr. McQuay advised that the City was on the same system and he was trying to get it on the City's website. He further advised that he is hoping to have it on the website within a month or so. Councilmember Fink advised that when he gets pictures sent to him regarding certain issues, he forwards them to the City Administrator and he advised that the Interim City Administrator had taken great pains to ensure that these issues have been addressed.

#### D. Implement Code Enforcement Special Board to Replace Code Enforcement Special Master

Mr. McQuay advised a Code Enforcement Board could meet more frequently at no cost to the City. He stated that since they already have a committee in place to review these codes, they have working knowledge of same and the transition with some of those members to the board could be easily done or it could be started from scratch and Council could vote on who they wanted to become a member of the code enforcement board. He pointed out that meeting more frequently would cut down on the violations being drawn out as they are now with having to appear before the Special Master. The City Attorney stated that the meetings would be Sunshine meetings so the City Clerk would need to take minutes.

Mayor Wertz-Strickland advised that the workshop would have to be continued because it was 6:00 p.m. The City Attorney asked if Council wanted him to come back with a sample of a lien reduction ordinance for Council's review and Council agreed that they would. Councilmember Fink stated that he would also like to see a code enforcement board preliminary ordinance because of the amount of money that is used with the Special Master issue. The City Attorney advised that would take quite a bit more time and Councilmember Fink advised that he understood. Councilmember Fink asked if there was a consensus to allow the citizens to do this rather than a Special Master. The City Attorney advised that it will reduce Code Enforcement's timeline tremendously.

Mr. McQuay advised that the committee will continue to go through the Code of Ordinances and within the next couple of months; he will come back with another workshop to bring up other discrepancies or changes.

At approximately 6:05 p.m., there was a short recess before the regular scheduled Council Meeting would be called to order.

ADOPTED THIS \_\_\_ DAY OF \_\_\_\_\_, 2015.

By:

ATTEST:

\_\_\_\_\_  
Judy Wertz-Strickland, Mayor

\_\_\_\_\_  
Penny Delaney, City Clerk

# AGENDA No. 5



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Administration  
SUBJECT: Minutes from May 19, 2015 (Regular Meeting)

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RECOMMENDED MOTION: Council Approval

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SUMMARY:

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FISCAL IMPACT: \_\_\_\_\_ ( ) Capital Budget  
( ) Operating  
( ) Other

ATTACHMENTS: ( ) Ordinance ( ) Resolution ( ) Budget (x) Other

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Department Head: Penny Delaney Date: 06/02/15

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

Interim City Administrator: Beth Carsten Date:

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COUNCIL ACTION: ( ) Approved as Recommended ( ) Disapproved  
( ) Tabled Indefinitely ( ) Tabled to Date Certain \_\_\_\_\_ ( ) Approved with Modifications

**AGENDA MINUTES  
CITY COUNCIL  
CITY OF ARCADIA  
TUESDAY, MAY 19, 2015  
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 6:10 p.m. and the following members and staff were present:

**Arcadia City Council**

Mayor Judy Wertz-Strickland  
Deputy Mayor Alice Frierson  
Councilmember Joseph E. Fink

Councilmember Susan Coker  
Councilmember S. Delshey Turner

**Arcadia City Staff**

Interim City Administrator Beth Carsten      Marshal Matt Anderson  
City Attorney TJ Wohl  
City Clerk Penny Delaney

Also in attendance was Jennifer Codo-Salisbury of Central Florida Regional Planning Council.

**CONSENT AGENDA**

**Agenda Item 1 – City Council Minutes for April 2, 2015**

**Agenda Item 2 – City Council Minutes for May 5, 2015**

Councilmember Fink made a motion to approve the consent agenda as presented and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

**ACTION ITEMS**

**Agenda Item 3 – Public Hearing - Request Second Reading of Ordinance 1003 Regarding Annexation**

Councilmember Fink made a motion to have Ordinance 1003 read by title only and Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 5/0, approved. The City Clerk then read Ordinance 1003 by title only. Jennifer Codo-Salisbury of Central Florida Regional Planning Council provided a brief overview of Ordinance 1003 which was an application for a voluntary annexation into the City of Arcadia. She advised the first public hearing was held on May 5, 2015 and this was the second public hearing for consideration. Councilmember Fink made a motion for final adoption of Ordinance 1003 as presented and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

**Agenda Item 4 – Public Hearing –Request Second Reading of Ordinance 1004 Regarding a Future Land Use Map Amendment for Parcel Nos. 01-38-24-0091-00A0-0010 and 01-38-24-0091-00A0-0050, and 36-37-24-0A00-0906-0000**

Councilmember Fink made a motion to have Ordinance 1004 read by title only and City Clerk did so. Jennifer Codo-Salisbury of Central Florida Regional Planning Council provided a brief overview of Ordinance 1004 which was a land use amendment which worked hand in hand with the annexation. She advised this amendment corrects the mapping within the City and it also assigns a land use which would be business. She further advised that it would recognize the existing type of use on the property. Ms. Codo-Salisbury advised that the amendment had been reviewed and it was consistent with the future land use element of the City's Comprehensive Plan. She stated that it was a public hearing in the event someone from the audience would like to speak. No one from the public spoke. Councilmember Coker made a motion to approve Ordinance 1004 as read with a minor change to paragraph one (1) to reflect the City of Arcadia in the place of the Town of Dundee and Councilmember Fink seconded the motion with corrections. No discussion followed and it was unanimously, 5/0, approved.

**Agenda Item 5 – Request Second Reading of Ordinance 1005 Regarding Rezoning of Parcel Nos. 01-38-24-0091-00A0-0010 and 01-38-24-0091-00A0-0050, and 36-37-24-0A00-0906-0000**

Councilmember Fink made a motion to have Ordinance 1005 read by title only and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved. The City Clerk then read Ordinance 1005 by title only. Jennifer Codo-Salisbury of Central Florida Regional Planning Council provided a brief overview of Ordinance 1005 which brought forward the property which was referenced in Agenda Item 4, and it assigns zoning in addition to land use. She advised the proposed zoning was commercial or B-3 zoning. Ms. Codo-Salisbury further advised that the amendment had been reviewed and it was consistent with the Comprehensive Plan and the Land Development Code. She stated again that this was also a public hearing in the event someone would like to speak to it. Councilmember Fink made a motion to approve Ordinance 1005 as presented and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

**Agenda Item 6 – Resolution 2015-03 – Request to Waive Required Minimum Development Standards for Roadway Pavement Widths**

Jennifer Codo-Salisbury of Central Florida Regional Planning Council addressed an applicant initiated request for a waiver to the street width requirements of the City. She advised the subject property was 15<sup>th</sup> Street located between Cypress Street and Hickory Street. Ms. Codo-Salisbury explained that the property was an unopened right-of-way and there is a proposal on both sides of the road to develop as a residential development. She advised that the development proposal was consistent with the zoning of the City. She explained that the request was to waive the pavement widths on N. 15<sup>th</sup> Avenue. Ms. Codo-Salisbury went into detail as to what is required by land development and what is being requested. She advised that stormwater treatment would be provided as part of the project and from the stormwater perspective, it would remain consistent with the goals of the Land Development Code and she also advised that the applicant was present in the event there were any questions. After much discussion regarding the possibility of setting a precedent and a statement that each would be reviewed on their own merit and circumstances, Deputy Mayor Frierson made a motion to grant the request and Councilmember Fink seconded the motion. The City Clerk was instructed to read Resolution 2015-03 by title only and the City Clerk did so. No discussion followed and it was unanimously, 5/0, approved.

**Agenda Item 7 – Request Regarding Certificate of Appropriateness at 1 N. Luther Avenue**

The Interim City Administrator advised City Council that this was regarding a Certificate of Appropriateness for the demolition of a shed/carport and it was presented to the Historic Preservation Commission last week and they approved it and recommended for approval by the Council. She pointed out that the agenda listed the address as 1 N. Luther, but the actual address is 421 W. Effie where the carport is located. Councilmember Fink made a motion to grant permission to demolish the structure and Councilmember Coker seconded the motion. Deputy Mayor Frierson advised she would abstain from voting on the issue. No discussion followed and it was unanimously, 4/0, approved.

**Agenda Item 8 – Request for Approval for the City of Arcadia to become a Certified Local Government**

Carol Mahler of the Historic Preservation Commission advised that Arcadia Main Street initially brought this to the Historic Preservation Commission and asked them to consider doing this. She then explained that Mr. Zimny put together the application for the Arcadia Historic District and he is now in charge of the Certified Local Government and has encouraged Arcadia to become a Certified Local Government. Ms. Mahler presented a presentation to the City Council regarding the Certified Local Government program. Mayor Wertz-Strickland asked what the City had to do to become a Certified Local Government and Ms. Mahler advised that the application was in their packets and the application would need to be completed. She stated the Historic Preservation Ordinance would have to be revised to meet the requirements of the Certified Local Government and there would be additional staff work that would be involved to include recording, taking minutes of meetings, publicly announcing it and all those records would have to be sent to the State. The Interim City Administrator asked Ms. Mahler if she could share how it would help the commission with its day-to-day tasks regarding codes and

guidelines and Ms. Mahler explained in detail the benefits of such. Councilmember Fink asked the City Attorney if he could do it easily and Mr. Wohl stated that he thought so and further stated that if Council wanted to move forward with this, he could start working with Ms. Mahler and Mr. Zimny recommended sending a draft to him before presenting it to Council for approval. Councilmember Fink made a motion that the City Attorney, Mr. Zimny and Ms. Mahler get together and put together a workable ordinance for this for the protection of the community and Councilmember Turner seconded the motion. Bruce Neveau and Jackie Scogin of the Historic Preservation Commission spoke of the need for preservation of the historic buildings in the community. No discussion followed and it was unanimously, 5/0, approved.

### **Agenda Item 9 – Minimum Standards and Guidelines for Commercial Services**

Councilmember Fink advised that it had been brought to his attention that when the Minimum Standards and Guidelines for the airport had been adopted, it created a monopoly by doing so. He advised that by creating a monopoly, they had put themselves at risk for being denied additional funds for FAA grants. Councilmember Fink stated that he had spoken with Armando Rivera with the FAA and was told that there was a specific problem. He provided copies of a portion of AAAC minutes and he also provided copies of a FAA document entitled Airport Sponsor and Airport User Rights and Responsibilities with a section entitled “The Prohibition Against Exclusive Rights” which addressed his reason for concern. Ms. Carsten advised of her conversation with Mr. Rivera and stated she had questions for the FAA and advised she had scheduled a meeting for next Wednesday to meet with the FAA in Orlando and asked Council for permission for the City Attorney and Mike Moon, the City’s consultant, of Hanson Professional Services, to attend the meeting as well. The City Council was in agreement to such. Gary Frierson of 820 W. Gibson Street, Arcadia, Florida, advised that there was no intention to create a monopoly and stated there is only one area at the airport that meets the criteria for a FBO. He stated the comments made in the cover letter regarding the intent to do something is inaccurate and the thirty (30) second verbatim is just thirty (30) second of many two (2) hour excess meetings and does not give an accurate picture of everything. Councilmember Fink made a motion to have the Interim City Administrator, Mr. Moon and the City Attorney go to Orlando to meet with the FAA and find out what we need to do to make sure the Minimum Standards are acceptable and do not create a monopoly and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

### **Agenda Item 10 – Resolution 2015-04 – Amending Reasonable Rules and Policies for the City Council and for Comment by Requiring Submittal of a Speaker Card at City Council Meetings**

The City Attorney advised this is an amendment to the decorum resolution to provide for speaker cards. He directed Council to look at Section C, Sub-Section One (1) which encompassed the change. He stated that all of this was mostly to help facilitate the City Clerk in the minutes and keeping a record of who the speakers were. Councilmember Coker made a motion to accept Resolution 2015-04 and Councilmember Fink seconded the motion. The City Clerk was instructed to read Resolution 2015-04 by title only and the City Clerk did so. No discussion followed and it was unanimously, 5/0, approved.

## **COMMENTS FROM DEPARTMENTS**

Marshal Anderson stated that he was there to address any concerns that the City Council or the general public may have and there were none. He advised that the department had lost two (2) cars since November or December of 2014 and a donor who wished to remain anonymous had provided a check for Fifty Thousand and 00/100 Dollars (\$50,000.00) for two (2) squad cars. He further advised that over the last four (4) or five (5) years, this same donor had donated various pieces of equipment to the department. Marshal Anderson stated that the check had been turned over to the Finance Director. He expressed his appreciation of such a donation. Marshal Anderson also advised that they had also received a donation from Lee County to be used as a backup car and such a donation helps out tremendously. He stated that the DeSoto County Sheriff's Office is also in the process of looking at one (1) or two (2) vehicles if they have something that is good enough to be used as backup cars. He advised that the department is trying to find ways of (inaudible) without affecting the department's budget. Mayor Wertz-Strickland told him to thank their donor.

The City Attorney advised that he and the Interim City Administrator had had a conversation with the attorney handling previous City Administrator Dr. Miller's case. The attorney has advised that the insurance company would like to reach out to Dr. Miller and try to resolve the issue and Dr. Miller currently does not have an attorney. Mr. Wohl recommended 1) conditioning any agreement that they reach with Dr. Miller to come back to Council for approval as they did with Mr. Santana through a Shade Meeting and 2) include with any agreement they may reach, a requirement that they cannot require the City to pay anything other than the deductible on that amount. Councilmember Fink made a motion to follow the recommendations made by Mr. Wohl and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Mr. Wohl advised that he and the Marshal had discussed deterrent measures regarding the motor vehicle noise ordinance and he had sent a proposed ordinance that would add some penalties additional from just the monetary citation. He stated he and the Marshal had also discussed the issue of the County Attorney asking if the County can include in their ordinance that they can enforce their ordinance within the City limits. He advised that the Marshal felt that the more enforcement, the better. Councilmember Fink asked how the County's ordinance differs from the Polk County ordinance and Marshal Anderson advised that it was supposed to mirror off of it. Discussion led to the difference between the Polk County ordinance and the ordinance that was presented to DeSoto County. The Council had no issue with allowing them to include the City limits within their ordinance.

Mr. Wohl provided an update regarding Bridle Path. He advised that the Interim City Administrator, the Code Enforcement Officer and he had met with the three (3) property owners who had spoken at the last Council meeting. He believed one was satisfied with the outcome of the discussion but there were two (2) others that believe the City should do something about their wells. Ms. Carsten contacted the contractor and was advised that every well they ran into was a foot from the sewer main. Mr. Wohl stated he sent letters to the two (2) individuals to let them know what the contractor was saying and asked them to provide photos, surveys or drawings that

might indicate otherwise to be taken back to the contractor. He stated that he did tell them that if they were right, then either the City or the contractor may have to do something about it.

Mr. Wohl advised that he had spoken with the FAA about the Friends of the Arcadia Airport lease and the FAA disfavors anything with nominal rent. He stated they suggested making the rent approximately Five Hundred and 00/100 Dollars (\$500.00) a year because Friends only benefits and promotes the airport. He advised he spoke with George Chase and they discussed starting at maybe Two Hundred and 00/100 Dollars (\$200.00). Mr. Wohl stated they would write up a lease, unsigned, not approved by the City or Friends and send it to the FAA for their approval and if they give their blessing, then we can go ahead and adopt it. He advised that Mr. Chase had questioned why Friends had to pay for property insurance on a small pavilion and asked if it could be a concession in the lease that essentially whatever property insurance the City has would cover the pavilion. Councilmember Fink made a motion to approve the Two Hundred and 00/100 Dollars (\$200.00) lease and the City cover the insurance on any sort of pavilion that Friends put out there and Councilmember Coker seconded the motion. The City Attorney pointed out that they do have a million dollar liability policy that they will keep in place and that is a requirement of the lease. No discussion followed and it was unanimously, 5/0, approved.

Regarding the downtown improvements, the Interim City Administrator advised that they are very close to being done with all the intersections and the thermal painting of the parking spaces were completed yesterday. She advised the final walkthrough will be Friday. Councilmember Fink stated he wanted to give the Interim Administrator an atty girl because he believed this particular project had been done very well. He stated they were in her debt for the completion of this project. Ms. Carsten thanked Councilmember Fink.

Regarding Bridle Path, the Interim City Administrator advised the paving should begin at the end of this week. She stated the section in the back will have all new base and will be all newly paved and the roads that were dug up in the sections with the water and sewer will get new overlay all the way through. Once that is done, she advised there would be a delay. They will be doing Wilson, but about three (3) weeks later, they will do Glendora and Baldwin. Councilmember Fink stated that again, the Interim Administrator had done a wonderful job in this case and deserved an atty girl on this one too. He advised this project started three (3) administrators ago and felt this had gone beyond what a normal Interim Administrator does and felt they were in her debt. Ms. Carsten thanked Councilmember Fink again.

Ms. Carsten advised they would have the advertisement for the grant writer in the paper next week and asked how long they wanted to run the advertisement. She stated that once it ran, they would have a workshop as requested by the Council. It was decided to let it run for two (2) weeks and to see what they get.

Ms. Carsten advised a draft contract had been forwarded to the prospective new City Administrator for his review. She advised that the last three (3) administrators had been negotiated by the Mayor and the City Attorney and she requested that this be a consideration for this contract. Councilmember Fink made a motion to have the City Attorney and the Mayor to

be involved in the negotiations and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Ms. Carsten also provided an update regarding the airport and the negotiations with the FBO lease. She advised they had been in communication with the Berrys and they hopefully should have a lease to show to Council at the next meeting.

Deputy Mayor Frierson stated that she would like to recognize the staff for all the work they did in the search for the administrator. She advised there was a lot of time involved in it and staff, to include the police department, did a superb job with a lot of hours. She stated Thursday and Friday was fantastic and that it went like clockwork. She said no one could have done it better and stated she was so proud of the City for that and stated they did well for the City.

### **PUBLIC**

Dennis Tyson of 640 W. Whidden Street, Arcadia, Florida stated that he thought Ms. Carsten had done a wonderful job with downtown and thanked her for all she had done. He stated he was concerned about regulating and protecting the work that had been done because of the semi trucks and large trucks driving down Oak Street. He asked if there was an ordinance to stop them and the Marshal advised that an ordinance was in place for residential, but with an exception for delivery trucks. Mayor Wertz-Strickland suggested speaking with the business owners. Jackie Scogin of 17 S. Hillsborough, Arcadia, Florida expressed her appreciation of Ms. Carsten for the wonderful job she had done with finance and administration. She also stated that it was fantastic how the interviews and meet and greet were handled last week.

Rickey Hilton of 2807 NW Haile Dean Road, Arcadia, Florida and Beverly Berry of 446 Hendricks Field Way, Hangar C4, Sebring, Florida, stated they would like to attend the meeting with the FAA. Mr. Moon advised that with his experience with the FAA, if they turned it into a public meeting, they would lose all the ground in the world and it will shut down the process. The City Attorney advised there was nothing to stop anyone from having their own meeting with the FAA. After much discussion, it was decided that only Ms. Carsten, Mr. Moon and Mr. Wohl would attend the meeting.

### **MAYOR AND COUNCIL REPORTS**

Councilmember Fink stated Karen Whaley was present and asked Council to petition her directly to go to Representative Albritton to make sure the grant for City Hall was top priority. Ms. Whaley of Representative Albritton's Office, 115 N. Central Avenue, Bartow, Florida, stated that Ms. Carsten had already sent an e-mail to that effect and it had already been sent to Representative Albritton and to his legislative aide. She advised that she would make sure that he gets whatever anyone would like to send. Councilmember Fink asked the Mayor if it would be in Council's interest to talk to people who are in charge of appropriations as well and send e-mails to the Speaker as well so that they know Council's concerns as well. Ms. Whaley stated that they were more than welcome to reach out to them.

Councilmember Fink brought up the issue of the old fire truck. He advised the City of Venice has one similar, but not as old and the person in charge of it has talked with Tim Backer. He felt it would be a wonderful parade addition. He suggested having Mr. Backer come and explain what he had found out from the City of Venice and suggested it as a possible agenda item in the future. It was a consensus by all.

Councilmember Coker advised that she was the Council Representative for the drug free youth organization. She further advised the organization goes into our schools and have agreements with our students that they won't use drugs or alcohol and they keep them honest by having periodic drug testing for them. She stated they had their first annual talent contest last Friday night and she was a judge. She wanted to share that the talent of our children in this town is wonderful and encouraged everyone to support events such as this in our community.

Councilmember Coker also commented that she felt Ms. Carsten and the staff did a great job with the interviews, tours, etc. last week. She made a motion that the check warrants be printed for a period of three (3) months for the new Council members to review them and know where the City's money is being spent. She stated they could get familiar with them and at a later time make another motion to take them off again and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

The Interim City Administrator advised that Councilmember Coker was the key note speaker at the Memorial Day ceremony which would be at 11:00 a.m. at the courthouse.

**ADJOURN**

Councilmember Coker made a motion to adjourn and Councilmember Fink 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 8:02 P.M.

ADOPTED THIS \_\_\_ DAY OF \_\_\_\_\_, 2015.

By:

ATTEST:

\_\_\_\_\_  
Judy Wertz-Strickland, Mayor

\_\_\_\_\_  
Penny Delaney, City Clerk

# AGENDA No. 6



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Administration on behalf of Councilmember Fink

SUBJECT: Council Chamber Dedication

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RECOMMENDED MOTION: Council Approval

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SUMMARY: Suggestion of dedicating and naming the Council Chamber after Dr. Roosevelt Johnson and Robert W. Heine.

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FISCAL IMPACT: \_\_\_\_\_ ( ) Capital Budget  
( ) Operating  
( ) Other

ATTACHMENTS: ( ) Ordinance ( ) Resolution ( ) Budget (x) Other

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Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Finance Director (As to Budget Requirements) \_\_\_\_\_ Date: \_\_\_\_\_

City Attorney (As to Form and Legality) \_\_\_\_\_ Date: \_\_\_\_\_

Interim City Administrator: Beth Carsten \_\_\_\_\_ Date: 06/02/15

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COUNCIL ACTION: ( ) Approved as Recommended ( ) Disapproved  
( ) Tabled Indefinitely ( ) Tabled to Date Certain \_\_\_\_\_ ( ) Approved with Modifications

# AGENDA No. 7



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Administration

SUBJECT: Request for Acceptance of Bid for McSwain Park Improvements-Phase I

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RECOMMENDED MOTION: Council Approval

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SUMMARY: In 2012 The Mosaic Company donated \$500,000 for McSwain Park Improvements. Since that time two different invitations to bid were sent out by the City. Each time the bids came in much higher than the \$500,000 Mosaic donated. On April 9, 2015 the City initiated a third bid for proposals for the McSwain Park Improvements- Phase I. The bids closed on May 11. We received two bids. The low bidder, Crowley Services, Inc. came in at \$577,086. While this is \$77,086 over the \$500,000 donated by Mosaic, the City has not had to pay for engineering, site plans or other up-front costs which normally cost between \$50,000 and \$75,000 and are normally paid by the City. Staff recommends the Council votes to accept the low bid of \$577,086 and enter into contract with Crowley Services.

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FISCAL IMPACT: \_\_\_\_\_  
 Capital Budget  
 Operating  
 Other

ATTACHMENTS:  Ordinance  Resolution  Budget  Other

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Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Finance Director (As to Budget Requirements) \_\_\_\_\_ Date: \_\_\_\_\_

City Attorney (As to Form and Legality) \_\_\_\_\_ Date: \_\_\_\_\_

Interim City Administrator: Beth Carsten \_\_\_\_\_ Date: \_\_\_\_\_

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COUNCIL ACTION:  Approved as Recommended  Disapproved  
 Tabled Indefinitely  Tabled to Date Certain \_\_\_\_\_  Approved with Modifications

INVITATION TO BID

NOTICE IS HEREBY GIVEN on April 9, 2015, that the City of Arcadia, Florida, hereinafter called the OWNER, will receive sealed proposals (bids) for the McSwain Park Improvements Phase I at the office of the City Administrator, 23 North Polk Avenue, Arcadia, FL 34265 until 2:00 pm, on the 11th day of May, 2015, and then at said office publicly opened and read aloud.

Said bids shall conform to and be responsive to the Contract Documents for the McSwain Park Improvements Phase I and must be accompanied by the security referred to therein.

All questions about the meaning/intent of the contract documents must be submitted in writing, by 5 PM, April 30<sup>th</sup>, 2015 to Shelley Peacock, City of Arcadia, 23 N Polk Ave, Arcadia, FL 34266, 863-494-4114 or by e-mail to speacock@arcadia-fl.gov

Copies of the Contract Documents are on file and may be examined at the Way Building at the address as noted above.

.Each bid or proposal shall be made out or submitted on a form furnished as part of the Contract Documents, and must be accompanied by a cashier's check, or certified check, or a bidder's bond in the amount specified in the Bid Form, made payable to the order of, or for the benefit of, the OWNER, as the case may be. Said check or bond shall be given as guarantee that the bidder will enter into a contract with the OWNER if awarded the work, and will be declared forfeited if the successful bidder refuses to enter into said contract.

The OWNER reserves the right to reject any and all bids and to waive any and all irregularity in any bid.

BY ORDER OF THE CITY ADMINISTRATOR OF THE CITY OF ARCADIA, FLORIDA

Dated: April 8, 2015 By: Elizabeth A. Costa

BID SCHEDULE

This Contract is a UNIT PRICE bid and BIDDER shall include all costs that may be anticipated to complete the work during the length of this project and the contract. Each BIDDER shall include all extras the BIDDER may determine necessary to provide the quantity and quality of WORK required by the Contract Documents. Fill in the bid amount for the total bid price in the blanks provided per attached schedule for Phase 1.

CITY OF ARCADIA  
MCSWAIN PARK IMPROVEMENTS – PHASE 1 REVISIONS

This project consists of the following:

Phase 1 - Addition of interactive fountain, sidewalk and landscaping to City of Arcadia McSwain Park as depicted on the Contract Documents.

In addition to the base bid, the Contractor shall include a contingency of \$10,000 for additional work that may be required. This contingency must be authorized by OWNER before proceeding with any additional work.

Contract award shall be based on the Total Bid Price for Phase 1 to the lowest, qualified and responsive bidder. Payment and performance bonds shall be required for all work. Cost for bid will be valid for a period of one year.

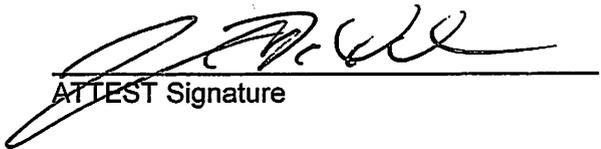
The undersigned bidder proposes to furnish all labor, equipment, tools, materials, and supplies, and to sustain all the expense incurred in doing the work set forth below that may be awarded the undersigned by the OWNER, through its proper officers, and to do the same strictly in accordance with the Contract Documents, Specifications, and Drawings, which are referred to below and made part hereof, at the following Total Bid Price.

SubTotal Bid Price – Phase 1 Revisions:	\$	<u>567,086</u>
Contingency	\$	<u>10,000</u>
 Total Base Bid – Phase 1 Revisions	\$	<u>577,086</u>

FIVE HUNDRED SEVENTY SEVEN THOUSAND EIGHTY-SIX AND <sup>22</sup>/<sub>100</sub>  
(Written Dollar Amount for Phase 1 Revisions- Base Bid Price)

  
BIDDER's Signature

William Dean Crowley, President  
Printed Name and Title

  
ATTEST Signature

Jason M. Wilson, Vice President  
Printed Name and Title

BID SCHEDULE

This Contract is a UNIT PRICE bid and BIDDER shall include all costs that may be anticipated to complete the work during the length of this project and the contract. Each BIDDER shall include all extras the BIDDER may determine necessary to provide the quantity and quality of WORK required by the Contract Documents. Fill in the bid amount for the total bid price in the blanks provided per attached schedule for Phase 1.

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The undersigned bidder proposes to furnish all labor, equipment, tools, materials, and supplies, and to sustain all the expense incurred in doing the work set forth below that may be awarded the undersigned by the OWNER, through its proper officers, and to do the same strictly in accordance with the Contract Documents, Specifications, and Drawings, which are referred to below and made part hereof, at the following Total Bid Price.

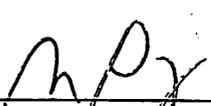
SubTotal Bid Price – Phase 1 Revisions:	\$	<u>631,506.10</u>
Contingency	\$	<u>10,000</u>

Total Base Bid – Phase 1 Revisions	\$	<u>641,506.10</u>
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SIX HUNDRED FORTY ONE THOUSAND FIVE HUNDRED  
SIX AND 10/100 DOLLARS  
 (Written Dollar Amount for Phase 1 Revisions- Base Bid Price)

  
 BIDDER's Signature

CLAY COBB, CEO COBB SITE Development  
 Printed Name and Title

  
 ATTEST Signature

GREG DRURY OPERATIONS  
 Printed Name and Title

TABULATIONS OF BIDS MCSWAIN PARK PROJECT PHASE1  
City of Arcadia Bid No. 2015-1

NO.	BID ITEM	QTY	UNIT	CROWLEY SERVICES		LCOBB CONSTRUCTION	
				UNIT COST	COST	UNIT COST	COST
	<b>GENERAL</b>						
1	Mobilization (6%)	1	LS	33,804.79	33,804.79	35,745.63	35,745.63
2	BMP	1	LS	51,396.92	51,396.92	70,564.49	70,564.49
3	Tree Removal	13	EA	900.00	11,700.00	416.63	5,416.19
4	Clearing and Demolition	1	LS	3,199.60	3,199.60	3,338.98	3,338.98
5	Grading	1	LS	28,578.33	28,578.33	7,958.86	7,958.86
	<b>UTILITIES</b>						
11	Manholes	2	EA	6,138.85	12,277.71	3,500.07	7,000.14
12	6" PVC Sewer Pipe (D3034 or better)	380	LF	43.12	16,385.12	34.22	13,003.60
13	Service Laterals (2 water, 2 sewer)	4	EA	1,164.45	4,657.81	585.40	2,341.60
14	Connection to Existing Stubout	1	LS	594.43	594.43	1,620.67	1,620.67
15	2" PVC water pipe (schd 40 or better)	365	LF	10.41	3,801.39	16.85	6150.25
16	2" Reduced Pressure Backflow Preventor	1	EA	5,390.91	5,390.91	5,878.00	5,878.00
	<b>TURN KEY ELEMENTS</b>						
18	Interactive Play fountain (Furnish & install complete)	1	LS	196,454.76	196,454.76	206,934.04	206,934.04
	<b>HARDSCAPE</b>						
22	Decorative wall & columns	4	EA	1,164.74	4,658.95	2,498.36	9,993.44
23	Decorative pointed picket fence (8'high)	375	LF	125.24	46,964.06	128.24	48,090.00
24	Decorative flat top picket & gates (4'high)	238	LF	45.56	10,843.48	61.63	14,667.94
26	Standard concrete sidewalk	20	SY	105.05	2,101.10	(238 LF) 8.78	1,492.60
27	Decorative / Colored Concrete	7	SY	456.76	3,197.32	(2,703SF) 3.25	8,784.75
28	Temporary Shell Sidewalk	143	SY	21.74	3,109.39	(1,272SF) 2.37	3,014.64
29	Furnish and install Pedestrian Pavers(2-3/8"thick)	438	SY	48.78	21,366.09	(3,946SF) 7.86	31,015.56
30	Modular Concrete Retaining Wall/Seal Wall	280	LF	56.20	15,735.38	234.88	65,766.40
	<b>FURNISHINGS</b>						
43	Shower Station Tower (furnish & install complete)	1	EA	5,309.84	5,309.84		
	<b>LIGHTING</b>						

TABULATIONS OF BIDS MCSWAIN PARK PROJECT PHASE1

City of Arcadia Bid No. 2015-1

				CROWLEY SERVICES		LCOBB CONSTRUCTION	
48	Miscellaneous Electrical (Existing meter relocation & outlet conversion)	1	LS	14,707.67	14,707.67		
	<b>LANDSCAPING</b>						
	<b>TREES</b>						
51	(MG) DD Blanched Magnolia, 2.5" cal.	6	EA	487.39	2,924.33	477.83	2,866.98
52	(QC) Cathedral Oak, 2.5" cal.	4	EA	502.16	2,008.63	526.07	2,104.28
	<b>PALMS</b>						
60	(SP4) Cabbage Palm, 20' O.A.	7	EA	295.39	2,067.71	543.28	3,802.96
	<b>SHRUBS</b>						
66	(CF) Red Sister Ty Plant, 3 gal	26	EA	29.54	768.01	30.53	793.78
67	(CQ) Queen Emma Crinum Lily, 7gal.	12	EA	85.66	1,027.95	82.91	994.92
68	(DE) Gold Mound Duranta, 3 gal.	36	EA	18.46	664.62	19.26	693.36
72	(NO) Red Oleander, 3 gal.	19	EA	18.46	350.77	25.91	492.29
73	(PX) Xanadu Philodendron, 3 gal.	44	EA	25.11	1,104.75	27.97	1,230.60
74	(RI) Indian Hawthorn, 3 gal.	36	EA	18.46	664.62	19.26	693.36
75	(TF) Yellow Alder, 3 gal.	69	EA	18.46	1,276.86	17.20	1,186.80
	<b>ORNAMENTAL GRASSES</b>						
77	(PS) Red Fountain Grass, 3 gal.	15	EA	18.46	276.93	26.47	397.05
	<b>GROUNDCOVER &amp; PERENNIALS</b>						
79	(AD) Foxtail Fern, 1 gal.	29	EA	9.60	278.40	13.73	398.17
80	(DT) Variegated Blueberry Flax ,1 gal.	41	EA	11.08	454.16	12.65	518.65
81	(LM) Big Blue Lilyturf, 1 gal.	472	SY	(EA) 9.60	4,531.23	7.28	3,436.16
82	(PL) Pentas, 1gal.	58	EA	9.60	556.80	9.28	538.24
	<b>SOD</b>						
83	Bahia Sod	4165	SY	3.19	13,287.08	2.08	8663.20
	<b>Mulch</b>						
84	Flori Mulch	35	CY	85.66	2,998.17	73.99	2,589.65
	<b>IRRIGATION</b>						
85	Irrigation System for Phase 1 Only	1	LS	35612.44	35,612.44	51,627.79	51,627.79
	<b>Total Dollars</b>				<b>\$ 567,086.00</b>		<b>\$ 631,506.10</b>



**McSwain Park – Phase 1 Rebid**

5/11/15

Shelley -

We noticed that some of the cost savings suggestions from last time were not incorporated into the new Scope. If the total budget is still an issue, below are some of the things that could still be considered to reduce the overall budget.

**Voluntary Alternate Deducts:**

1. Delete RV Pedestal Repair	- 2,700
2. Maintenance Bond – Crowley Services	-1,200
3. Landscape Maintenance	-7,000
4. Irrigation Maintenance	-12,960
5. Fence -- use Aluminum i/i/o Painted Steel	-8,500
6. Tree Removal – (if performed by City of Arcadia)	<u>-11,700</u>
	<u>-44,060</u>

Sincerely –

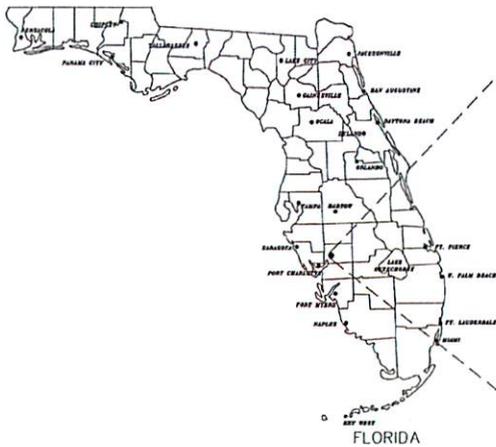
A handwritten signature in black ink, appearing to read 'Dean Crowley', written in a cursive style.

Dean Crowley

# CONSTRUCTION DOCUMENTS FOR McSWAIN PARK

## PHASE 1

16 SOUTH VOLUSIA AVENUE, ARCADIA, FL 34266  
CITY OF ARCADIA, DESOTO COUNTY, FLORIDA  
SECTION 31, TOWNSHIP 37 SOUTH, RANGE 25 EAST

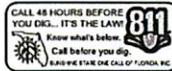


VICINITY MAP  
NTE



**CITY COUNCIL MEMBERS:**

COUNCILWOMAN	SUSAN COKER
COUNCILMAN	JOSEPH FINK
DEPUTY MAYOR	ALICE FRIERSON
COUNCILMAN	S. DELSHAY TURNER
MAYOR	JUDY WERTZ-STRICKLAND



DATE: 03/18/2015  
PHASE 1  
100% CONSTRUCTION DOCUMENTS

**PREPARED FOR:**  
LEADERSHIP DESOTO  
C/O DESOTO COUNTY CHAMBER OF COMMERCE  
16 SOUTH VOLUSIA AVENUE  
ARCADIA, FL 34266-4332  
(863) 494-4033

**PREPARED BY:**  
J&A ASSOCIATES ENGINEERS AND MANAGERS, INC.  
CONTACT PERSON: ASHLEY M. MIELE, PE  
4900 MANATEE AVENUE WEST, SUITE 203  
BRADENTON, FL 34209  
(941) 254-7901

**TABLE OF CONTENTS:**

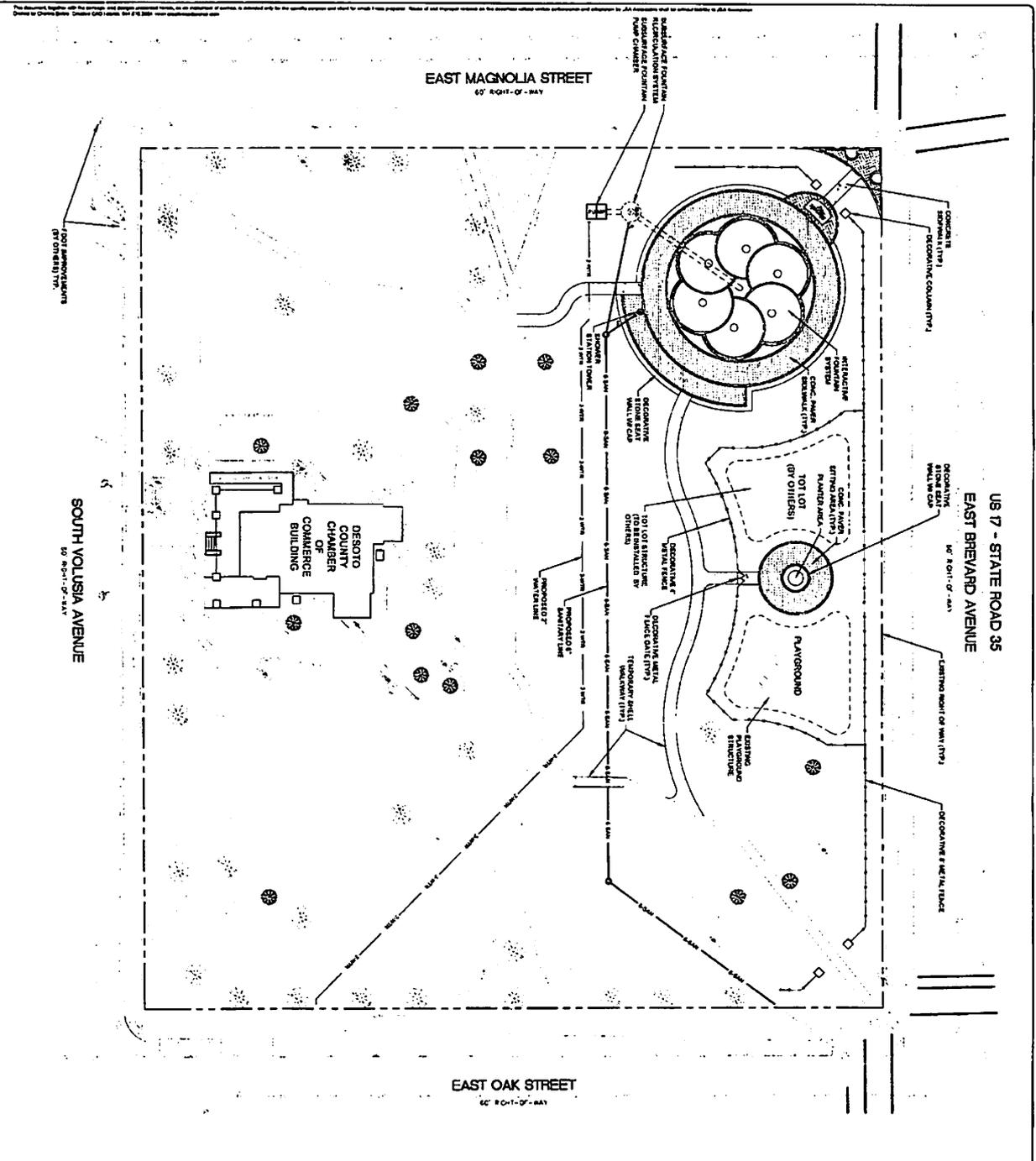
- COVER SHEET
- G-100 GENERAL NOTES, LEGENDS & ABBREVIATIONS, ETC.
- V-200 EXISTING CONDITIONS PLAN
- D-300 DEMOLITION PLAN
- C-400 SITE PLAN
- C-401 HORIZONTAL CONTROL PLAN
- C-402 BEST MANAGEMENT PRACTICES PLAN
- C-403 PAVING, GRADING & DRAINAGE PLAN
- C-404 UTILITY PLAN
- C-405 UTILITY DETAILS
- S-500 COLUMN & FENCE DETAILS
- S-503 SEAT WALL LAYOUT & DETAILS
- S-505 STRUCTURAL NOTES
- L-600 LANDSCAPE PLAN
- L-601 LANDSCAPE DETAILS & SPECIFICATIONS
- L-602 LANDSCAPE NOTES
- L-603 IRRIGATION PLAN
- L-604 IRRIGATION DETAILS
- L-605 IRRIGATION NOTES
- L-606 HARDSCAPE PLAN
- L-607 HARDSCAPE DETAILS
- L-608 SITE AMENITIES DETAILS
- CS FOUNTAIN COVER SHEET
- WF-H1 DISCHARGE & SUCTION SCHEMATICS
- WF-H2 PARTS LIST, HYDRAULIC SCHEMATIC
- WF-D1 EQUIPMENT DETAILS

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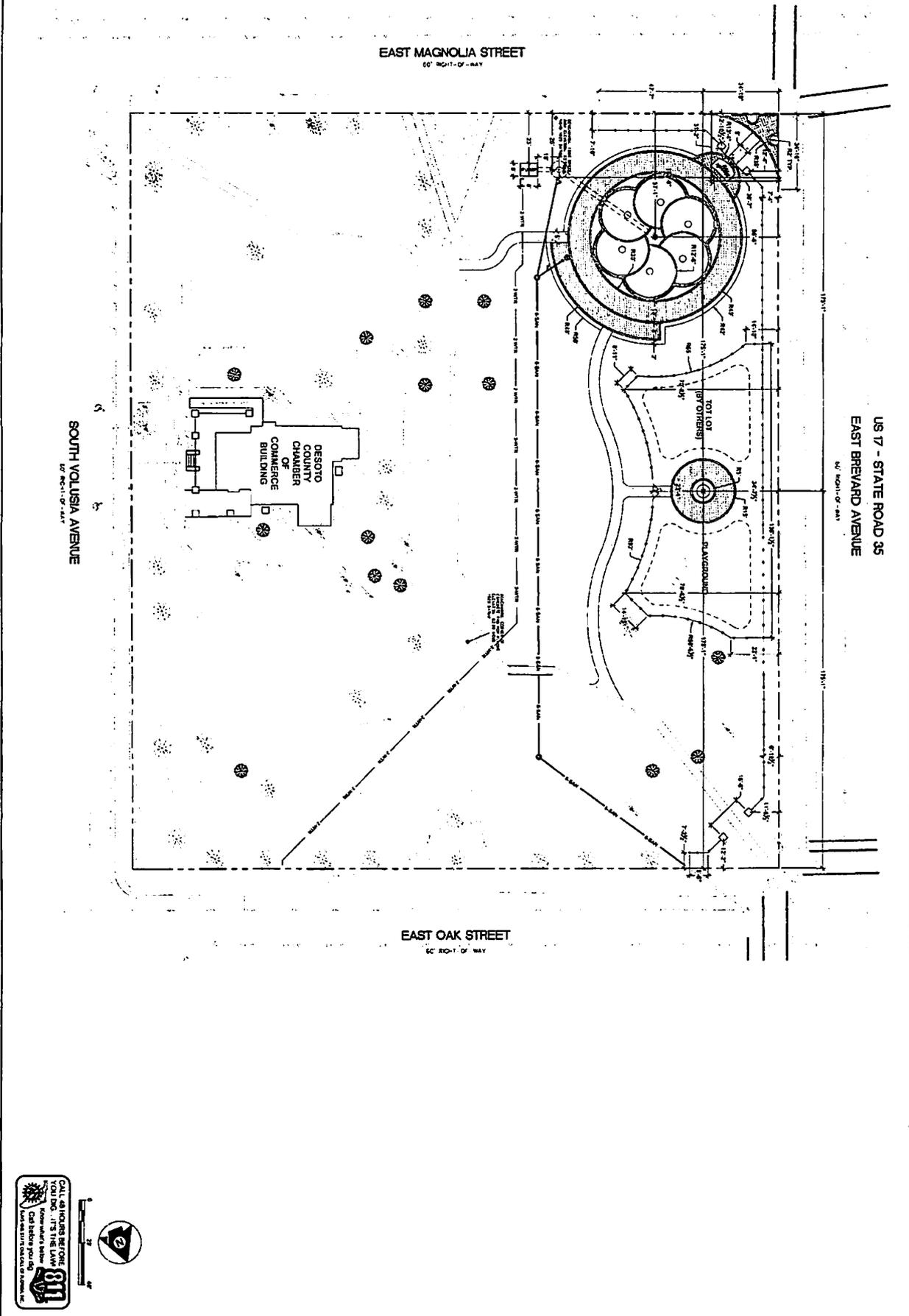


- LEGEND**
- PROPOSED CONCRETE
  - PROPOSED TEMPORARY SHELL WALL/WALKWAY
  - PROPOSED BAYERS
  - PROPOSED SHOWER STATION TOWER
  - PROPOSED 4' HIGH DECORATIVE FENCE
  - PROPOSED 4' HIGH DECORATIVE FENCE
  - PROPOSED WATER LINE
  - PROPOSED SANITARY LINE
  - EXISTING RIGHT OF WAY
  - EXISTING WATER LINE
  - EXISTING SANITARY LINE
  - EXISTING STORMWATER LINE

CALL 48 HOURS BEFORE  
 HOUR 178 178 178 178 178  
 811  
 CALL BEFORE YOU DIG  
 1-800-4-A-SHIELD

<b>McSWAIN PARK PHASE 1          CONSTRUCTION          DOCUMENTS</b>	<b>SITE PLAN</b>	SCALE: AS NOTED DESIGNED BY: JAA DRAWN BY: JAA CHECKED BY: JAA DATE:	PROJ. SPECIAL ENGINEER JAA LICENSE NO. 178 178 178 178 178 DATE:	NO.    REVISIONS    DATE    BY
		TOTAL SHEETS: 10 SHEET NO.: 10 PROJECT NUMBER: C-400 DATE: 10/1/2011	JAA Associates Engineers and Managers, Inc. 4900 Manatee Avenue West, Suite 203 Bradenton, FL, 34209 Phone 941-254-7901 Fax 941-254-7902 © 2011 JAA ASSOCIATES (CHECKED AND APPROVED) BY:	

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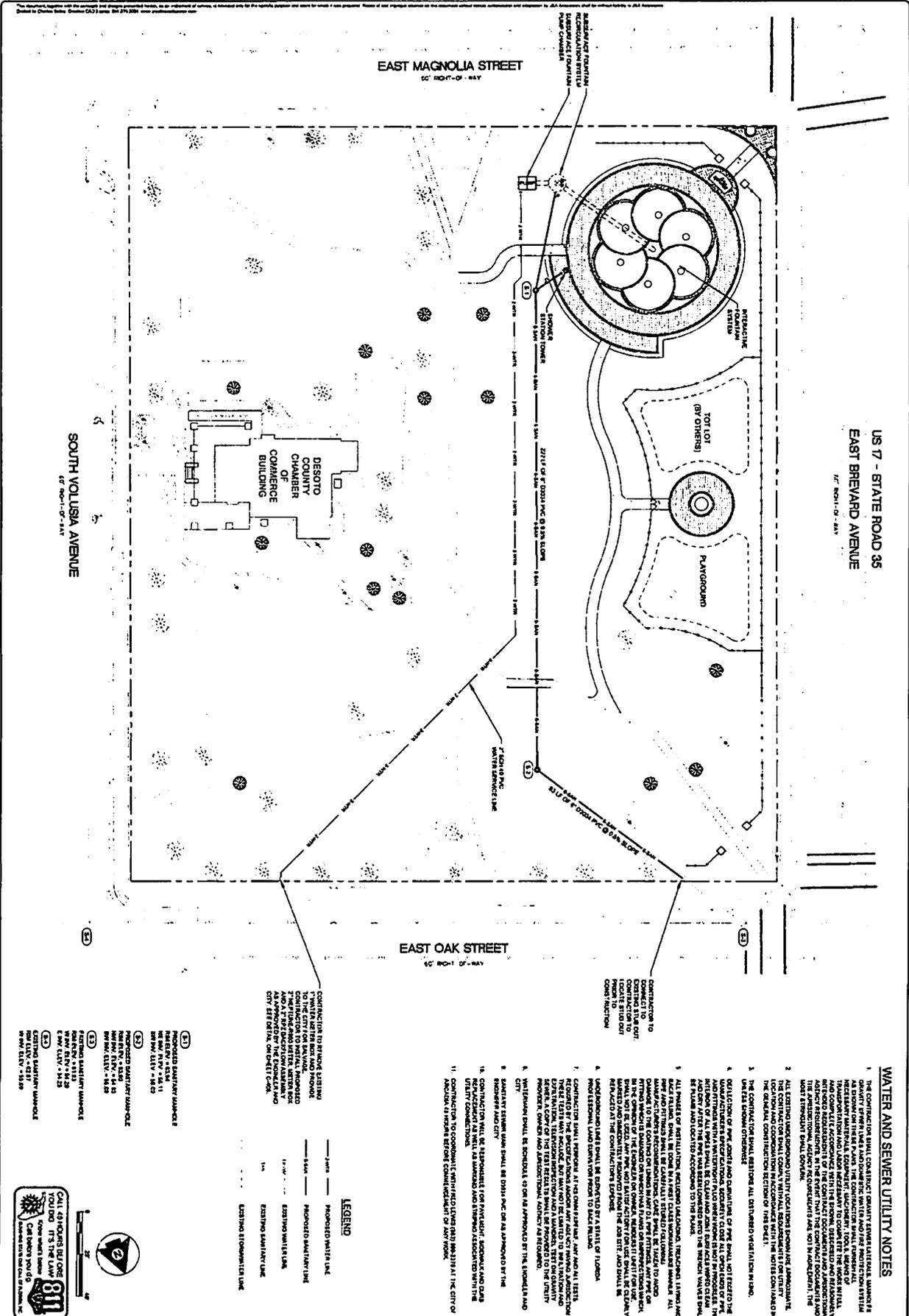
CALL 48 HOURS BEFORE YOU DUE. IT'S THE LAW. You can't see what you can't see. Call before you dig.

811

<b>C-401</b> PROJECT NUMBER OCT 13 2009 PROJECT NAME McSWAIN PARK PHASE 1 CONSTRUCTION DOCUMENTS	<b>HORIZONTAL CONTROL PLAN</b>	DESIGNED BY: AMB DRAWN BY: CMB CHECKED BY: JWB DATE:	PROFESSIONAL ENGINEER LICENSE NUMBER: 14516 NAME: ABILEY W. MCELLE, PE LICENSE NUMBER: 14516	NO. _____ REVISIONS _____ DATE _____ BY _____	I & A Associates Engineers and Managers, Inc. 4900 Manatee Avenue West, Suite 203 Bradenton, FL 34209 Phone 941-254-7901 Fax 941-254-7902 © 2009 I & A ASSOCIATES, ENGINEERS AND MANAGERS, INC.
		DATE: _____ PROJECT NAME: _____ PROJECT NUMBER: _____			







US 17 - STATE ROAD 35  
EAST BRIARWOOD AVENUE  
1/2" NORTH - 1" = 50'

SOUTH VOLUSIA AVENUE  
1/2" NORTH - 1" = 50'

EAST MAGNOLIA STREET  
60' NORTH - 1" = 50'

EAST OAK STREET  
60' NORTH - 1" = 50'

DESOTO COUNTY  
CHAMBER  
OF  
COMMERCE  
BUILDING

TOY LOT  
(BY OTHERS)

PLAYGROUND

WATER TOWER

INTERACTIVE SYSTEM

CONNECTION TO REMAIN EXISTING TO THE EXISTING WATER MAIN AND PROVIDE CONNECTION TO NEW 12" D.I.P. WATER MAIN AND 12" D.I.P. SEWER MAIN AS APPROVED BY THE CONTRACTOR AND CITY ENGINEER ON SHEET 17-001.

CONTRACTOR TO EXISTING STREETS TO PROVIDE CONNECTION TO EXISTING STREETS TO PROVIDE TO CITY ENGINEER.

- (17) PROPOSED SANITARY MANHOLE  
DIAMETER: 36" DIA.  
ELEVATION: 48.10
- (18) PROPOSED SANITARY MANHOLE  
DIAMETER: 36" DIA.  
ELEVATION: 48.10
- (19) PROPOSED SANITARY MANHOLE  
DIAMETER: 36" DIA.  
ELEVATION: 48.10
- (20) EXISTING SANITARY MANHOLE  
DIAMETER: 36" DIA.  
ELEVATION: 48.10
- (21) EXISTING SANITARY MANHOLE  
DIAMETER: 36" DIA.  
ELEVATION: 48.10

**LEGEND**

--- PROPOSED WATER LINE  
--- PROPOSED SANITARY LINE  
--- EXISTING WATER LINE  
--- EXISTING SANITARY LINE  
--- EXISTING STORMWATER LINE

- WATER AND SEWER UTILITY NOTES**
- THE CONTRACTOR SHALL CONDUCT UTILITY SURVEYS AND SHALL MAINTAIN RECORDS OF ALL UTILITY LOCATIONS AND DEPTHS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES.
  - ALL EXISTING UNDERGROUND UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITY LOCATIONS AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES.
  - THE CONTRACTOR SHALL RESOLVE ALL DISCREPANCIES WITHIN 100 FEET SHOWN OTHERWISE.
  - DETECTION OF PIPE, CEMENT AND CONTAMINANTS OF PIPE SHALL NOT EXCEED THE LIMITS OF THE CONTRACTOR'S RESPONSIBILITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES.
  - ALL PIPES OF INSTALLATION EQUIPMENT, MACHINERY, REFRIGERATION, AIR CONDITIONING, AND OTHER EQUIPMENT SHALL BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES.
  - UNDERGROUND LINES SHALL BE IDENTIFIED BY A STATE OF FLORIDA REGISTERED PROFESSIONAL ENGINEER AT THE TIME OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES.
  - CONSTRUCTION SHALL BE RESPONSIBLE FOR PROVIDING ADEQUATE AND SAFE ACCESS TO ALL EXISTING UTILITIES AND SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ADEQUATE AND SAFE ACCESS TO ALL EXISTING UTILITIES AND SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND RECORDS FROM THE CITY ENGINEER AND THE UTILITY COMPANIES.
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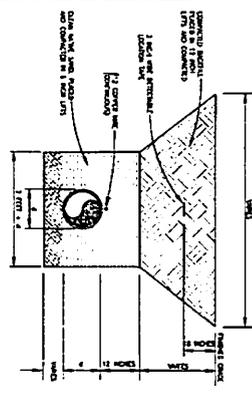
<p><b>McSWAIN PARK PHASE 1 CONSTRUCTION DOCUMENTS</b></p>	<p><b>UTILITY PLAN</b></p>	<p><b>J &amp; A Associates</b> Engineers and Managers, Inc. 4900 Manatee Avenue West, Suite 203 Bradenton, FL 34205 Phone 941-254-7901 Fax 941-254-7902</p>	<p>DATE: _____ DRAWN BY: _____ CHECKED BY: _____ DATE: _____</p>	<p>SCALE: AS NOTED DESIGNED BY: _____ DRAWN BY: _____ CHECKED BY: _____ DATE: _____</p>	<p>NO. _____ REVISIONS: _____ DATE: _____</p>
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CALL 24 HOURS BEFORE YOU DO IT'S THE LAW  
DON'T KNOW? ASK!

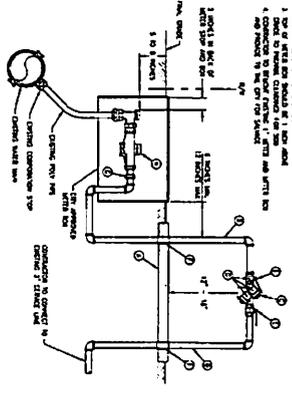
PROJECT NUMBER: C-404  
SHEET NUMBER: \_\_\_\_\_

- NOTES**
1. MATCH WITH PANEL OF OTHER PANELS.
  2. SEE PLAN FOR LOCATION OF THIS PANEL.
  3. ALL DIMENSIONS ARE IN FEET AND INCHES.
  4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
  5. SEE PLAN FOR LOCATION OF THIS PANEL.
  6. SEE PLAN FOR LOCATION OF THIS PANEL.
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  10. SEE PLAN FOR LOCATION OF THIS PANEL.



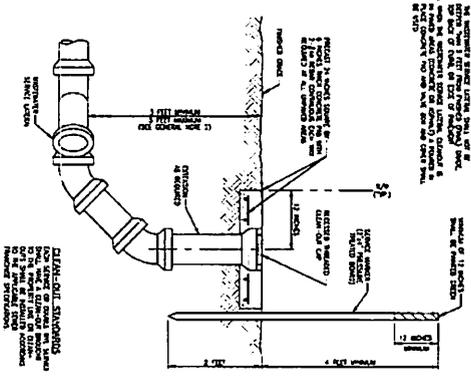
**FRENCH DETAIL**  
S15

- MATERIALS**
1. CONCRETE: NO. 1 MIXTURE AND 3 MIXTURE SHOW ALL PARTS.
  2. REINFORCING: #4 BARS.
  3. CURB: 12\"/>

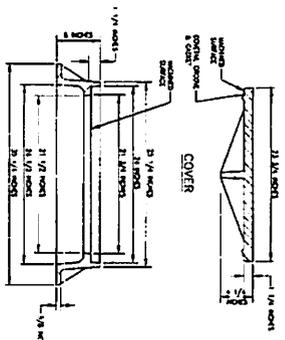
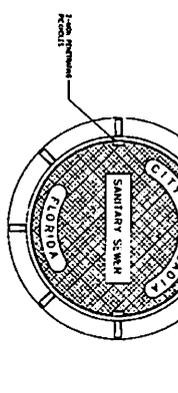


**MANHOLE WITH BACKFLOW PREVENTER**  
S15

- DETAILS**
1. SEE PLAN FOR LOCATION OF THIS PANEL.
  2. SEE PLAN FOR LOCATION OF THIS PANEL.
  3. SEE PLAN FOR LOCATION OF THIS PANEL.
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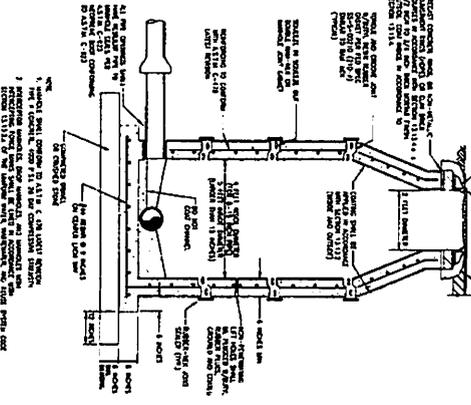


**SERVICE CLEAN-OUT**  
S15



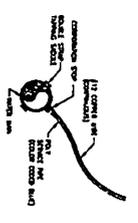
**STANDARD MANHOLE RING AND COVER**  
S15

- DETAILS**
1. SEE PLAN FOR LOCATION OF THIS PANEL.
  2. SEE PLAN FOR LOCATION OF THIS PANEL.
  3. SEE PLAN FOR LOCATION OF THIS PANEL.
  4. SEE PLAN FOR LOCATION OF THIS PANEL.
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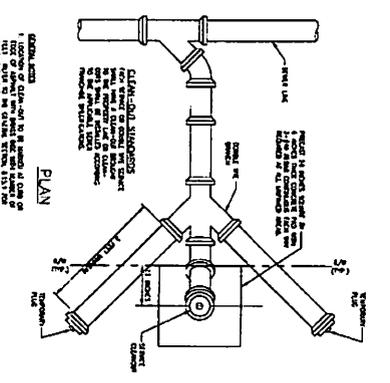


**STANDARD WASTEWATER PRE-CAST MANHOLE**  
S15

- TYPICAL BUILDING CONNECTION**
1. SEE PLAN FOR LOCATION OF THIS PANEL.
  2. SEE PLAN FOR LOCATION OF THIS PANEL.
  3. SEE PLAN FOR LOCATION OF THIS PANEL.
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- DETAILS**
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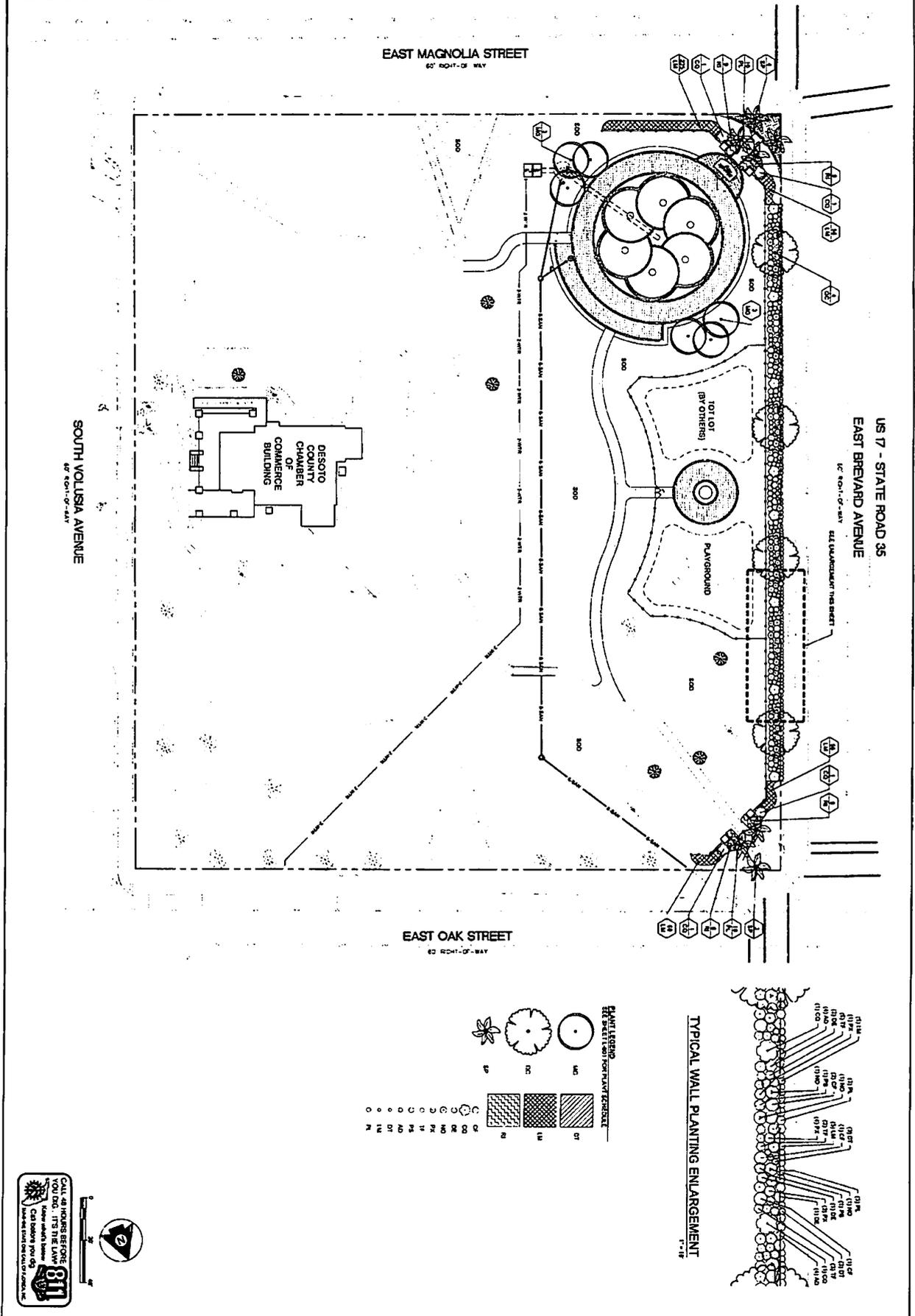
**DOUBLE SERVICE SANITARY SEWER**  
S15







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**1-600**

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811

Know what's below. Call before you dig.

www.mycallbeforeyoudig.com

**McSWAIN PARK PHASE 1 CONSTRUCTION DOCUMENTS**

**LANDSCAPE PLAN**

SCALE: AS NOTED

DESIGNED BY: J.A.

DRAWN BY: J.A.

CHECKED BY: J.A.

DATE: 10/20/00

**J & A Associates**  
 Engineers and Planners, Inc.  
 4900 Maratee Avenue West, Suite 203  
 Bradenton, FL 34209  
 Phone 941-254-7901 Fax 941-254-7902  
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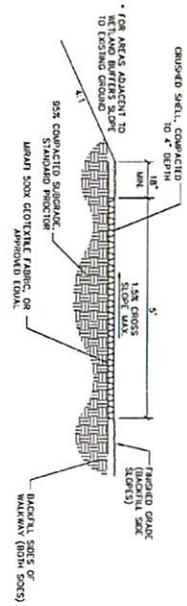






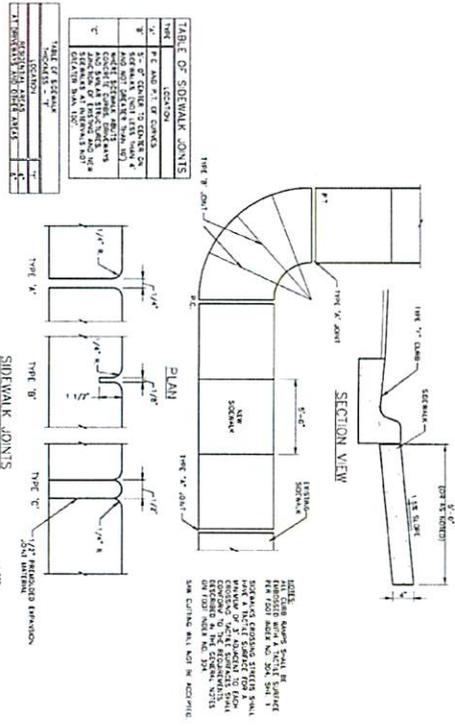


TEMPORARY SHELL WALKWAY DETAIL



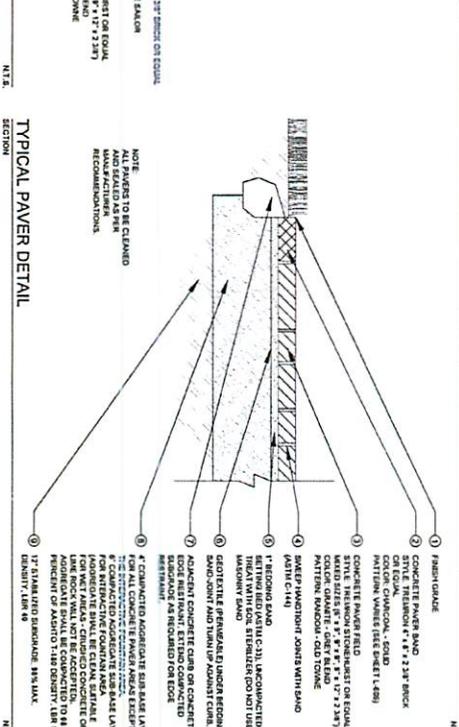
NOTES

SIDEWALK CONSTRUCTION DETAIL



NOTES

PAVER BANDING DETAIL



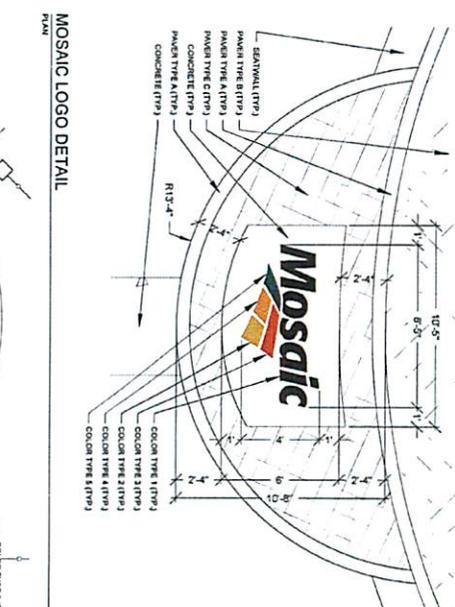
NOTES

COLORED CONCRETE LEGEND



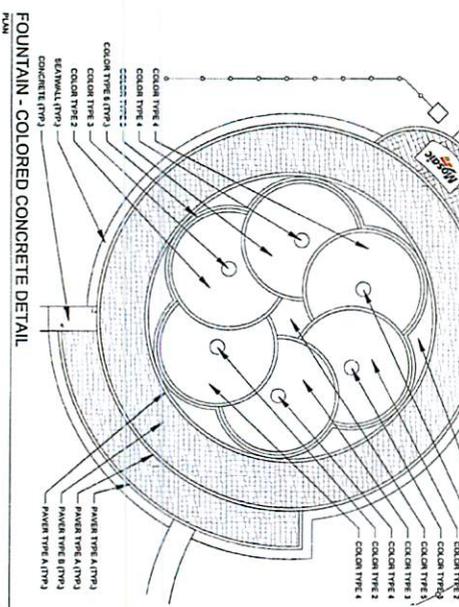
NOTES

MOSAIC LOGO DETAIL



NOTES

FOUNTAIN - COLORED CONCRETE DETAIL



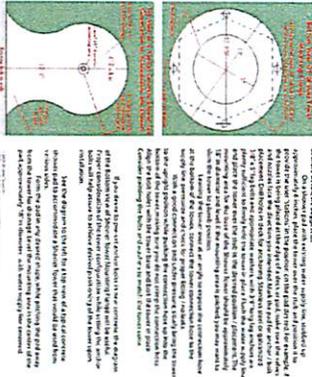
NOTES

### Shower Tower Installation

Shower Towers are a type of air conditioning system that is used to cool and dehumidify the air in a space. They are typically used in large commercial buildings, such as hotels, hospitals, and schools. The towers consist of a large cylindrical tank with a fan on top that draws in air from the space. The air then passes through a series of wet pads that cool and dehumidify it. The cooled air is then distributed throughout the space via ductwork.

**Installation:** Shower towers should be installed in a well-ventilated area, such as a rooftop or a large open space. The tower should be supported by a concrete pad that is at least 4 inches thick. The fan should be connected to a dedicated electrical circuit, and the ductwork should be properly sealed to prevent air leakage.

**Maintenance:** Shower towers require regular maintenance to ensure they are operating efficiently. This includes cleaning the wet pads, checking the fan motor, and inspecting the ductwork for leaks. It is recommended to have a professional technician perform these tasks annually.



### Maintenance / Service & Spare / Parts

**Service:** The tower should be serviced annually by a qualified technician. This includes cleaning the wet pads, checking the fan motor, and inspecting the ductwork for leaks. It is recommended to have a professional technician perform these tasks annually.

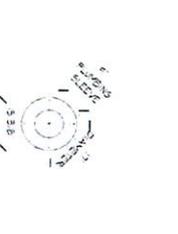
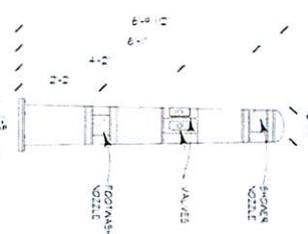
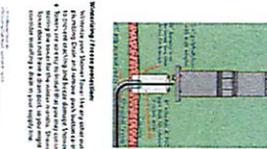
**Spare Parts:** The following parts should be kept on hand for emergency repairs:

- 1 - Fan motor
- 1 - Wet pad
- 1 - Duct sealant
- 1 - Fan blade
- 1 - Fan capacitor



### Shower Tower

The Shower Tower is a type of air conditioning system that is used to cool and dehumidify the air in a space. It consists of a large cylindrical tank with a fan on top that draws in air from the space. The air then passes through a series of wet pads that cool and dehumidify it. The cooled air is then distributed throughout the space via ductwork.



SHOWER TOWER (DTY - 1) - 6 STATION  
 (STATION ARRANGEMENT TO BE DETERMINED BY OWNER)



10001 FOUNTAIN DRIVE, P.O. BOX 10001  
 NORTH VENICE, FLORIDA 33575 PHONE: 918-448-9000

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 THIS DRAWING HAS NOT BEEN SUBMITTED FOR PERMITTING  
 USE FOR REFERENCE AND REVIEW PURPOSES ONLY

# McSwain Park Fountain Play Deck

Arcadia, Florida

Index Of Sheets

COVER	DISCHARGE & SECTION SCHEMATICS
WF-III	PARTS LIST: HYDRAULIC SCHEMATIC
WF-IIIC	EQUIPMENT DETAILS
WF-DI	

THESE DRAWINGS ARE PRELIMINARY  
 THIS SET PRINTED FOR REVIEW & APPROVAL ONLY

REVISIONS

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
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10		

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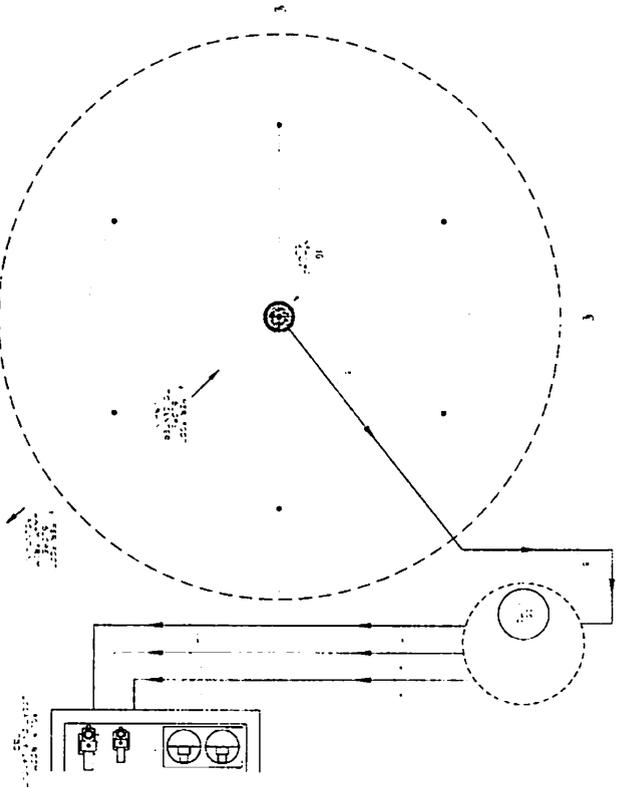


DRAWN BY: BFC  
 PROJECT # 2013  
 QUOTE # 1011720R2  
 CREATION DATE: 10/11/12

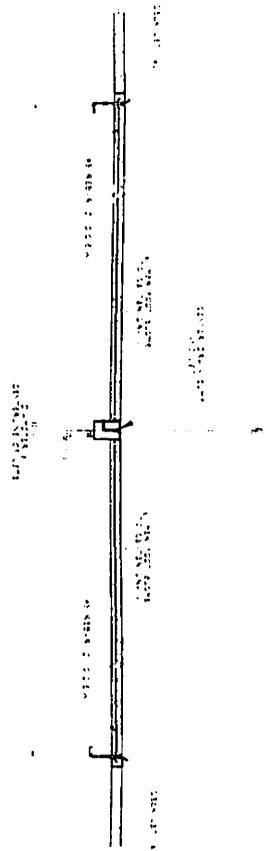
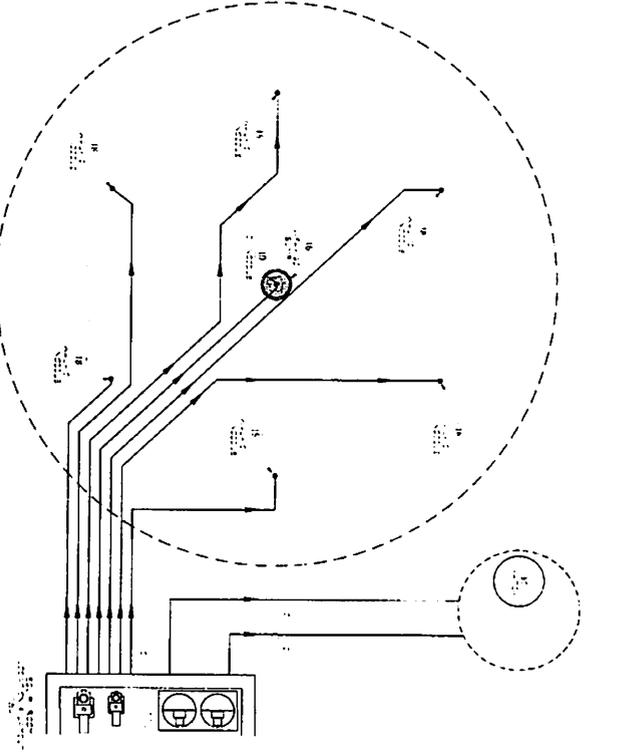
REV. DATE  
 0 12/2/13

DES.D #2	<b>McSwain Park          Fountain Play Deck</b>	
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**Suction Schematic**



**Discharge Schematic**



REV. DATE  
0 12-12-13

**WF-H1**

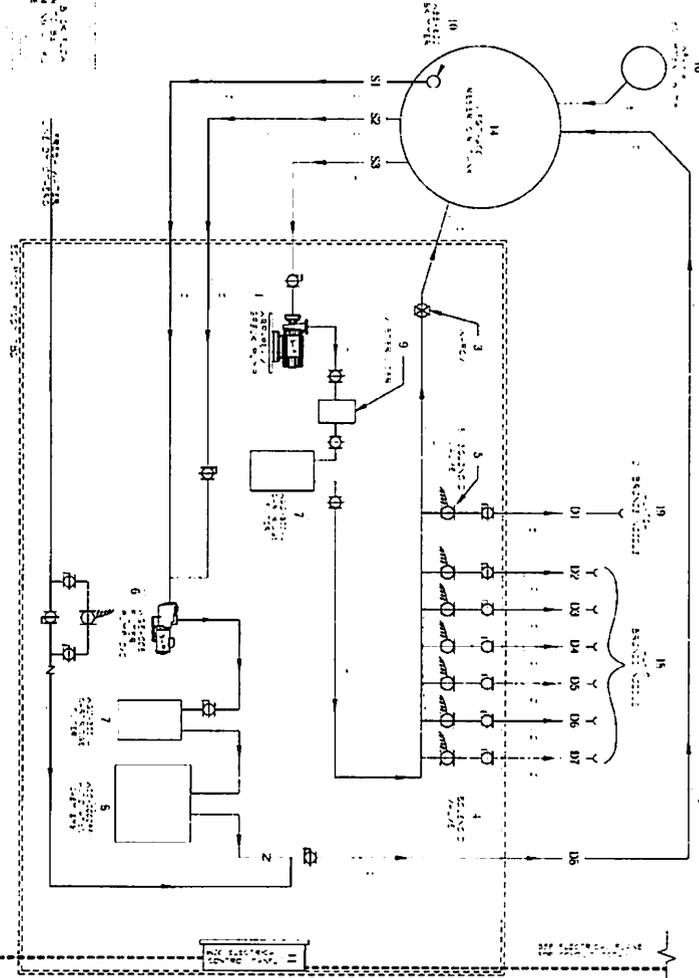
REV.	DESCRIPTION	DATE	BY

**McSwain Park**  
**Fountain Play Deck**  
 Discharge & Suction Schematics,  
 Parts List & Hydraulic Schematic



NOTE:  
 1. ALL DIMENSIONS ARE IN FEET AND INCHES.  
 2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
 3. ALL DIMENSIONS ARE TO CENTER UNLESS NOTED OTHERWISE.  
 4. ALL DIMENSIONS ARE TO CENTER UNLESS NOTED OTHERWISE.  
 5. ALL DIMENSIONS ARE TO CENTER UNLESS NOTED OTHERWISE.

# Hydraulic Schematic



ITEM#	PART#	QTY.	DESCRIPTION	REV.
1	WV100-140	1	SECTION 140-140	
2	WV100-140	1	SECTION 140-140	
3	WV100-140	1	SECTION 140-140	
4	WV100-140	1	SECTION 140-140	
5	WV100-140	1	SECTION 140-140	
6	WV100-140	1	SECTION 140-140	
7	WV100-140	1	SECTION 140-140	
8	WV100-140	1	SECTION 140-140	
9	WV100-140	1	SECTION 140-140	
10	WV100-140	1	SECTION 140-140	
11	WV100-140	1	SECTION 140-140	
12	WV100-140	1	SECTION 140-140	
13	WV100-140	1	SECTION 140-140	
14	WV100-140	1	SECTION 140-140	
15	WV100-140	1	SECTION 140-140	
16	WV100-140	1	SECTION 140-140	
17	WV100-140	1	SECTION 140-140	
18	WV100-140	1	SECTION 140-140	
19	WV100-140	1	SECTION 140-140	
20	WV100-140	1	SECTION 140-140	
21	WV100-140	1	SECTION 140-140	
22	WV100-140	1	SECTION 140-140	
23	WV100-140	1	SECTION 140-140	

NOTES:  
 1. ALL DIMENSIONS ARE IN FEET AND INCHES.  
 2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
 3. ALL DIMENSIONS ARE TO CENTER UNLESS NOTED OTHERWISE.  
 4. ALL DIMENSIONS ARE TO CENTER UNLESS NOTED OTHERWISE.  
 5. ALL DIMENSIONS ARE TO CENTER UNLESS NOTED OTHERWISE.

REV. DATE  
 0 12/12/13



REV.	DATE	BY	CHK.

**McSwain Park**  
**Fountain Play Deck**  
 Discharge & Suction Schematics,  
 Parts List & Hydraulic Schematic





# AGENDA No. 8



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Airport  
SUBJECT: FAA Meeting of May 26, 2015

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RECOMMENDED MOTION:

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SUMMARY: Overview of FAA meeting. On May 25, 2015 Interim City Administrator, City Attorney and Michael Moon from Hanson Professional Services met with the FAA to discuss issues regarding the Arcadia Municipal Airport. Attached is the overview of that meeting.

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FISCAL IMPACT: \_\_\_\_\_  Capital Budget  
 Operating  
 Other

ATTACHMENTS:  Ordinance  Resolution  Budget  Other

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Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Finance Director (As to Budget Requirements) \_\_\_\_\_ Date: \_\_\_\_\_

City Attorney (As to Form and Legality) \_\_\_\_\_ Date: \_\_\_\_\_

Interim City Administrator: Beth Carsten \_\_\_\_\_ Date: 06/02/15

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COUNCIL ACTION:  Approved as Recommended  Disapproved  
 Tabled Indefinitely  Tabled to Date Certain \_\_\_\_\_  Approved with Modifications

**OVERVIEW OF MAY 26, 2014**  
**CITY OF ARCADIA MEETING WITH THE FAA**

**In Attendance:**

Bart Vernace, Manager– Orlando Airports District Office, FAA  
Rebecca Henry, Assistant Manager – Orlando Airports District Office, FAA  
Armando Rovira, Program Manager – Orlando Airports District Office, FAA  
Michael Moon – Hanson Professional Services, Inc.  
TJ Wohl – City Attorney  
Beth Carsten – Interim City Administrator

**Topics of Discussion & FAA Suggestions/Findings:**

- 1. Does the square footage requirement of 6,000 SF in the Minimum Standards prevent anyone else from establishing an FBO at the Airport?**
  - a. **FAA ANSWER:** The square footage requirements set forth in the Minimum Standards must be reasonable. The square footage requirement must be similar to what it would take a normal FBO business to do the normal operations of an FBO. If the minimum square footage requirement is reasonable (see 1(b) below), the non-exclusivity grant assurance would only be violated if the City were to forbid other FBOs from constructing the requisite facilities.
  - b. **FAA SUGGESTION:** Have the Arcadia Airport Advisory Committee (AAAC) document the reasoning behind the 6,000 sq. ft. requirement. If it is reasonable and City Council is satisfied with that answer, the 6,000 sq. ft. requirement can stay in the Minimum Standards. Another suggestion from the FAA was to have the AAAC or staff check with other cities and see what their minimum square footage requirement is and if different, the City Council can agree to amend the Minimum Standards accordingly. FAA stated that as long as the reasoning behind the square footage is reasonable, there is no monopoly.
  
- 2. Does the requirement for the FBO to lease the 50,000 SF Ramp Area effect any grant funds previously given by the FAA or any future grant funds?**
  - a. **FAA ANSWER:** No. The FAA Grant for the paved ramp area was in 1983. The grant assurances ran out in 2003 (after 20 years). They did caution that because the FAA Grant was to pave public ramp space, it is imperative the Minimum Standards do not take this ability away.
  - b. **FAA SUGGESTION:** Keep the 50,000 SF of paved ramp space and 10 tie downs in the Minimum Standards. Add language in the lease that says the FBO must save at least 50% of the paved ramp area space to be rented as public paved ramp.
  
- 3. Does renting both the Butler Building and the Maintenance Hangar to the FBO create a monopoly at the Airport since there are no other hangars to rent?**
  - a. **FAA ANSWER:** No, as long as the hangars are leased at Fair Market Value.

# AGENDA No. 9



CITY COUNCIL AGENDA ITEM  
Requested Council Meeting Date: June 2, 2015

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DEPARTMENT: Administration  
SUBJECT: City Administrator Agreement

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RECOMMENDED MOTION:

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SUMMARY: The City Attorney and/or the Interim City Administrator will provide an update regarding the City Administrator Agreement.

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FISCAL IMPACT: \_\_\_\_\_ ( ) Capital Budget  
( ) Operating  
( ) Other

ATTACHMENTS: ( ) Ordinance ( ) Resolution ( ) Budget (x) Other

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Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Finance Director (As to Budget Requirements) \_\_\_\_\_ Date: \_\_\_\_\_

City Attorney (As to Form and Legality) \_\_\_\_\_ Date: \_\_\_\_\_

Interim City Administrator: Beth Carsten \_\_\_\_\_ Date: 06/02/15

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COUNCIL ACTION: ( ) Approved as Recommended ( ) Disapproved  
( ) Tabled Indefinitely ( ) Tabled to Date Certain \_\_\_\_\_ ( ) Approved with Modifications

# DEPARTMENT REPORTS

**City Marshal**  
**Matthew A. Anderson**



**State of Florida**  
**City of Arcadia**

**ARCADIA POLICE DEPARTMENT  
COUNCIL REPORT**

**TOTALS FOR THIS REPORT PERIOD:      MAY                      2015**

**ARREST ACTIVITIES**

FELONY ARREST	9	MISDEMEANOR ARREST	19
JUVENILE ARREST	3	TRAFFIC ARREST	8
WARRANT ARREST	6		

**TRAFFIC ACTIVITIES**

ACCIDENT REPORTS	34	TRAFFIC CITATIONS	82
		WARNING CITATIONS	20

**PATROL**

COMPLAINTS	754
CITY ORDINANCE VIOLATIONS	1

**CRIMINAL INVESTIGATIONS**

CASES TOTAL	6
CASES UNDER INVESTIGATION	3
CASES CLOSED	3

A handwritten signature in blue ink, appearing to read "Matthew A. Anderson", written over a horizontal line.

**CITY MARSHAL**

5/26/2015