

**MINUTES
 CITY COUNCIL
 CITY OF ARCADIA
 TUESDAY, JANUARY 18, 2011
 6:00 PM**

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE & ROLL CALL

The meeting was called to order at approximately 6:00 PM with the following members and staff present:

Arcadia City Council

Mayor Robert Heine	Councilmember Martha Craven
Deputy Mayor Keith Keene	Councilmember Roosevelt Johnson
Councilmember Sharon Goodman	

Arcadia City Staff

City Administrator Lawrence Miller	City Recorder Dana Williams
Asst. City Administrator Judi Jankosky	City Attorney William Galvano
City Marshal Charles Lee	Pro Shop Manager Valerie Bonnett

Deputy Mayor Keene gave the invocation, which was followed by the Pledge of Allegiance and roll call.

SPECIAL PRESENTATIONS

1. EMPLOYEE OF THE MONTH - ANN APPLIGATE

The Mayor announced Ann Applegate had been named employee of the month for January and presented her with a plaque commemorating the honor along with the thanks of the City for her efforts.

CONSENT AGENDA

2. MINUTES OF THE JANUARY 4, 2011 REGULAR MEETING
3. MINUTES OF THE JANUARY 11, 2011 SPECIAL MEETINGS
4. AIR-CADIA FLOWAGE AND HANGER RENT REPORT FOR DECEMBER 2010
5. CHECK WARRANTS 12/30/10 THROUGH 1/13/11

Councilmember Goodman made a motion to approve the items listed on the Consent Agenda printed above. Deputy Mayor Keene provided a second and a voice vote of the Council revealed unanimous, 5-0, approval.

RESOLUTIONS

6. RESOLUTION 11-02, AMENDING THE FY-11 BUDGET TO INCLUDE CDBG FUNDS

The City Administrator stated that a requirement of the CDBG grant was to include that funding as part of the city's budget either through drawdown or reimbursement.

Deputy Mayor Keene then made a motion to approve Resolution 2011-02 relating to amending the FY-11 city wide budget to include the CDBG grant. Councilmember Johnson provided a second to the motion, which passed unanimously, 5-0.

COMMENTS FROM DEPARTMENTS

7. CITY MARSHAL

The City Marshal had no comments.

8. ATTORNEY

The City Attorney reported the appeal of the Craig A. Smith Associates case has been noticed and filed; and that he will be meeting with the attorney of record, John Thomas, later this week so the Council can expect an update at the next meeting.

9. ADMINISTRATOR

A) PRO SHOP BANQUET ROOM RENTAL AGREEMENT

The City Administrator provided a draft rental agreement for the banquet facilities at the Pro Shop, saying the City Attorney would be further reviewing the document but had already provided an indemnification form to be included with the application.

B) RESULTS OF MEETING WITH CO. ADMINISTRATOR, JAN BREWER AND HER SENIOR STAFF

The City Administrator talked about the productive meeting held between the City and County staff related to topics of mutual concern such as the Water Treatment Plant, Downtown Master Plan, street banners, fire hydrants, etc. and that a coordinated effort would accomplish much for both entities.

Dr. Miller also briefly provided an update on the interconnect project and service disruption to certain locations, saying notices of the disruption or low pressure would be provided to each affected address.

C) HEALTH INSURANCE PLAN STAFF SURVEY

The City Administrator stated that results of the staff survey showed overwhelming support for the City to remain with the current insurance plan and provider, namely the 1362 plan offered by the Gehring Group. He continued that the option of a proposed 3359 plan requires buy in from the employees and also the implementation of a Health Reimbursement Account combined with the existing Flexible Spending Account could prove cumbersome. The Administrator added he didn't believe the City was ready for the implementation of an HRA at this point.

Dr. Miller also went on to explain the premium offered by PRM was quoted as less because the city was being viewed as a demographic profile, rather than as actual employee profiles; but that the following year, the City would be viewed as part of the PRM group with

the specific demographics to be detailed in the third year. He therefore recommended staying with the existing insurance plan and carrier.

D) PROPOSED PROCUREMENT POLICY FOR THE CITY OF ARCADIA

The City Administrator presented a draft procurement policy for the Council's review, saying the existing purchasing guidelines were originally part of the CDBG grant dating back to 1995 and are not in keeping with similar municipalities and counties. He stated he had reviewed thresholds for the School District, the City of Punta Gorda and DeSoto County as a comparable comparison. Currently the City of Arcadia's guidelines allow the City Administrator to authorize purchases up to \$5,000; but according to the City Administrator the City receives contracts almost daily for up to \$20,000 and whereas this proposal would bump up his authorization level to \$15,000 without council approval. The City Administrator continued these increased thresholds would allow the City to bid competitively for services and get the contractors on board.

He added the proposed policy provides for various aspects of award including the sale of City property deemed to be surplus, but pointed out from the capital improvements section that all contracts at \$25,000 should be reduced to \$15,000 as well as a few other items of note. It was determined the distributed version was missing a few pages; therefore the draft will be corrected and reviewed by the City Attorney prior to presentation for adoption.

E) AWARD OF STUCCO CONTRACT FOR THE WAY BUILDING

The City Administrator next discussed the stucco contract for the renovation of the front of the Way Building, saying he had secured three bids with the lowest responsive being Stewart Construction in an amount of \$9,844.98. He continued that each component of the makeover would be bid out separately to allow "sweat equity" noting the doors were part of the CDBG grant for State regulations on ADA compliance. Dr. Miller stated bids from Home Builders Construction, Inc. at \$11,460 and Futuristic Construction at \$23,916 were also received but that his recommendation would be for Stewart Construction of Sebring, FL in the above stated amount.

Deputy Mayor Keene made a motion to direct the City Administrator to award the stucco contract for the Way Building to Stewart Construction in an amount not to exceed \$9,844.98. Councilmember Craven seconded the motion for discussion.

Mrs. Craven read from an agenda item received at a previous meeting related to the stucco and questioned a grant opportunity to restore the building back to brick. The City Administrator pointed out when the overhang was removed from the front of the building, it was evident there had been a number of additions to the building and that in order to receive a historical designation, the restoration has to be true.

A brief discussion followed on the previous uses and renovations of the building. The City Attorney pointed out there were very specific requirements in order to maintain or secure a historical designation. The Mayor felt there had been very little change to the building over the years. The Deputy Mayor recalled that he had attended school or day care in the building at

one time. Councilmember Craven added that so much of the City's history has been torn down and that she would like to see it restored. She also added that although the building is named to honor Margaret Way for her many years of dedicated service, she would like to see it renamed the "Watson-Way Building" to include the original owners. At the conclusion, a voice vote of the Council was called on the original motion above, which revealed unanimous, 5-0, approval.

PUBLIC

Mr. C. W. Huckabee with the Arcadia Adult Softball League requested the Council allow them to "mirror" the agreement established with DCYAA for the adult fields on Arcadia Avenue. He added his league would take over the maintenance of the fields and that they would "coattail" on the DCYAA's liability insurance. Mr. Huckabee then requested the City look into replacing the current demand meters on the lights with either time or spin meters; and to receive an accounting of the lights costs during their previous "short season". The City Administrator stated the City had recently completed an energy audit and could provide those figures; and that FPL during that audit, had suggested changing out bulbs, ballasts, meters, etc. The City Attorney added the City needed to be certain it was a named insured and indemnified, but suggested working with Mr. Huckabee to draft an agreement.

Mr. Bruce Neveau, noting a recent house demolition on Polk Street, stated many of the old homes around town may have historical materials in them such as windows, doors, & trusses; and questioned whether the city could be willing to offer an informational piece to applicants of demolition permits saying the Historical Society may be interested in such materials. He also asked if there was public notice provided prior to a demolition. It was noted the demolition in question was done privately and not through the City, although the Council supported the idea of an informational flyer being provided during the permit process. Mr. Neveau was to draft such an item.

Ms. Janie Watson asked about the status of special trash collection discussion as a result of a recent workshop which was to include the Beautification Committee. The City Administrator said he was beginning the process the following day with a meeting of his staff and would be in contact with the membership shortly thereafter.

MAYOR AND COUNCIL MATTERS

Councilmember Craven, reverting back to the discussion about demolition, asked if standards could be put in place to keep the town in tact historically. She felt that standards could be implemented as part of the Master Plan and was saddened by the tearing down of the City's history and past.

Deputy Mayor Keene provided a brief follow up to the Downtown Improvement Steering Committee meeting the previous Thursday.

Mr. Keene also asked who the City's representative to the BOCC was; adding one of Mr. Selph's new responsibilities is to be the County's liaison to the City.

On motion of Councilmember Goodman, and seconded by Councilmember Johnson, the Council voted unanimously, 5-0, to appoint Deputy Mayor Keene as the City's liaison to the DeSoto County Board of County Commissioners.

The Mayor added that he thought (former) Mayor Fazzone was the City's representative to the water authority, although he rarely attended their meetings. Mayor Heine asked the City Administrator to check with the authority about representation to their board also.

The City Recorder submitted her resignation with two weeks' notice and thanked the Council for the opportunity to have served for the past 16 months.

The City Administrator briefly reported on a grant that deals with the Water Treatment Plant, asking for either the authority to sign on the City's behalf or the Mayor to execute the document. He added the grant, from FDEP, includes language about a revolving loan fund but that the \$200,000 loan has been forgiven. The Mayor executed the document.

The Mayor also mentioned his desire to have numerous street lights replaced. Councilmember Johnson stated if an individual reports the outages to the FPL, they will typically replace the lights within 48 hours, and provide a call back number if it's not done.

ADJOURN

Having no further business at this time, the meeting was adjourned at 6:53 PM.

APPROVED THIS 1st DAY OF FEBRUARY 2011

By:



Robert W. Heine, Mayor

ATTEST:



Dana L.S. Williams, CMC, City Recorder