

REGULAR MEETING

FEBRUARY 4, 2003

A regular meeting of the Arcadia City Council was held on February 4, 2003 at 6:00 p.m. in Room D of the Way Building at 23 N. Polk Avenue. Councilmembers attending were: Goodman, Fazzino, Johnson, Heine and Whitlock. Also in attendance were: Administrator Strube, City Attorney Holloman, City Marshal Lee, Police Captain Anderson, Engineer DeCheske, Ms. Way and Recorder Baumann.

Mayor Goodman called the meeting to order.

The Invocation was given by Dr. W. Paul Matthews, Interim Pastor for Elizabeth Baptist Church.

Pledge of Allegiance to the Flag.

The minutes of the Regular Meeting of January 7, 2003 were adopted on motion of Johnson; seconded by Whitlock and carried.

Mayor Goodman requested clarification for the record noting that an item on the agenda to discuss the City and County Fire service merging is not the only item that she specifically requested to be on the agenda.

Mayor Goodman presented Captain Alvin S. Delaney with a Proclamation to honor him for his heroic service to our great country. Johnson moved to endorse this action; seconded by Fazzino and carried.

Mayor Goodman then presented Robert Almack a "Certificate of Appreciation" for ten (10) years of service with the City of Arcadia.

Mr. Richard Abrams had requested an item be placed on the agenda concerning J.J. Cab, however Mr. Abrams was not in attendance therefore no action was taken.

Mr. Rick Stauts, Financial Specialist with the Department of Community Affairs (DCA) addressed Council to discuss the Florida Small Cities Community Development Block Grant (CDBG) and other DCA programs. Mr. Stauts noted that his first visit to Arcadia was thirteen (13) years ago. Mr. Stauts stated that he will address the four (4) main types of funding provided by DCA. The first three (3) are Housing Rehabilitation, Neighborhood Revitalization and Downtown Commercial Revitalization, these go hand in hand in that if you apply for and are successful in being funded in one of those until you finish that grant you can not apply for another one like it or one of the other two.

You can apply for two types of grant programs at the same time, however you must state on your application which you would prefer to see funded in case you would be eligible for funding in both. Mr. Stauts noted that the City has received Housing Rehabilitation and Neighborhood Revitalization (to extend sewer lines on Orange Avenue) grants in the past. Housing Rehabilitation must meet Section 8 quality standards so that any repair work would last a number of years before additional maintenance is needed. Neighborhood Revitalization is used to extend water lines, sewer lines and drainage. The area being serviced must be 51% low to moderate income in order to qualify for a Neighborhood grant. Mr. Stauts reported that cities such as Sebring, Mount Dora, Stuart and St. Augustine have all used the Downtown Commercial Revitalization Grant program. These funds are primarily used to do what tax revenue can not such as repair/replace building fronts, new sidewalks and brick pavers to improve the appearance of the downtown. Mr. Stauts stated that cities can only provide an environment in which downtown revitalization can take place; it is up to the merchants, business people, property owners and tenants of the downtown to make it work. DCA also has an Economic Development Grant which can be awarded while you are actively using grant funds for Housing Rehabilitation, Neighborhood Revitalization and Downtown Commercial Revitalization. The Economic Development Grant is to help get businesses to relocate or expand by doing infrastructure items such as water/sewer lines, and road improvements. The County used CDBG Economic Development funds extend the City water and sewer service to the Wal-Mart Super Center and some of the necessary infrastructure to the Wal-Mart Distribution Center in the South County area. Whitlock asked if there are grant funds available for recreation. Mr. Stauts advised that there are no grants specifically for recreation; however it can be done under the neighborhood revitalization program. Mr. Stauts stated that funding for recreation is a very low priority as it competes with applications for water and sewer lines. Whitlock was specifically inquiring for funds to rehab the Smith Brown Center. Mr. Stauts then stated that if the City were to apply for funds to rehab Smith Brown through the neighborhood revitalization program the application probability would not score enough points because of the difference in priority between the recreation center and water/sewer lines. Administrator Strube reported that the City has received four (4) Section 8 Housing Grants since 1985 and one (1) Neighborhood Revitalization Grant for a total 2.8 million in grant funds. Heine inquired when the next grant cycle would begin and was informed it will be either December 2003 or January 2004 no date has been set at this time. Applications must be completed within 45 days after DCA has published their notice of funding. Administrator Strube noted that on October 22, 2002 the City received notice that the application submitted in May did not receive enough points to qualify for funding. A new grant application cycle was then opened by DCA on November 1, 2002. During the Council meetings of November 5th and the 19th the Council debated whether it should apply for housing or Smith Brown Center funding. The decision to apply for housing funds was made at the November 19, 2002 Council meeting. Even though the decision to apply for housing was made late in the cycle the public hearings were held and the application was still prepared in time for submittal to DCA. Johnson inquired

about the qualification for neighborhood revitalization and was informed that the service area is driven by the activity. Whatever area the activity serves, 51% or more of the residents must be low or moderate income households. Mr. Stauts then discussed the Downtown Commercial Revitalization Grant program stating that there are several thresholds which must be met. Downtown Revitalization is an ongoing process and before you can submit an application for funding you must have already established a Community Redevelopment Agency, Community Redevelopment Area, and a Community Redevelopment Plan. DCA also prefers to see that Tax Increment Financing is in place which equates to thirty (30) points on the grant application. Extra points are also awarded for downtowns which participate in the Main Street Program and if they are in a historic district. Fazzone then questioned Mr. Stauts regarding negative comments the Council has received regarding the City's previous grant administrator Mr. Steve Weeks specifically that DCA was unhappy with Mr. Weeks. Mr. Stauts would not comment and stated that DCA does not grade or rank grant administrators, mayors, or anyone else. Mayor Goodman asked Mr. Stauts what he would recommend the Council do since the City was unsuccessful in its last two grant attempts. Mr. Stauts recommended 1) in the next couple of months do a Request for Proposal (RFP) for a broad based consultant, 2) contact DCA for a list of consultants who currently work in the program, 3) talk with the City of Sebring, Avon Park and Lake Placid on how they do their RFP's and rank their consultants. He also suggests that you have the consultant spend time in Arcadia in order to suggest what might get funded rather than what might be desired. The interview process should include the Council and staff. Fazzone inquired if CDBG funds might be cut in the future and was told no. Fazzone then stated that Council was lead to believe that DCA had extended the deadline to accept applications until 6:00 PM on December 19, 2002 and was this true. Mr. Stauts stated that the deadline was not extended, noting that not even the Governor can extend the deadline. The office was open until 6:00 PM on December 19, 2002 so that if someone arrived after 5:00 PM they would not see a dark office. Any application received after 5:00 PM would not be eligible for ranking. Mr. Stauts then reported that DCA and the Department of State are being combined to be known as the Department of State and Community Partnerships.

Mayor Goodman noted that a representative from Summit Professional Services was asked to attend the Council Meeting and a letter was received from them stating an internal conflict would keep them from attending tonight's meeting. Administrator Strube stated that he had also been contacted by Summit Professional Services and they indicated that because of their internal conflict they did not know when or if they would ever be able to meet with the Council or whether they would be able to respond to an RFP.

Administrator Strube discussed the Committee for Grant Development whose beginning membership will consist of Dr. W. Paul Matthews, Reverend William Guice, Mr. Sam

Abram, and Administrator Strube. Administrator Strube then noted that once the RFP is done you will need several individuals involved in the ranking process. This committee will be an official committee and therefore will need to keep its' own set of minutes. Administrator Strube suggested that any meeting could be held before a Council meeting at 5:00 PM. Attorney Holloman stated that the committee must be governed by all rules and regulations for "Government in the Sunshine". Attorney Holloman then suggested that before the committee actually meets all members contact him to set up a time when he could meet with them at City Hall in order to advise them of their legal requirements under "Sunshine Law". After discussion Mayor Goodman reiterated that the members of the Committee for Grant Development are to meet with Attorney Holloman for "Sunshine" orientation and then work together to move forward with a proposal for a consultant. Administrator Strube stated that the advertising for a consultant could begin at any time at Council's direction, and could be a prerequisite for meeting as a committee. Fazzone then moved to have the City Administrator move forward with the Request for Proposal process to seek a grant consultant; seconded by Johnson and carried.

Bishop Lorenzo Dixon, of Assembly of Praise Ministries, Inc. addressed Council in objection to the City's placement of "No Parking" signs on Orange Avenue between Pine Street and Magnolia Street. The signs are in front of the Churches' Soul Food Kitchen and Community Building. Pastor Dixon then presented Council with a copy of a recent court judgment "not guilty" for a parking citation along with pictures showing his car was 20-30 feet from the stop sign. Pastor Dixon also showed pictures of the Fraternal Order of the Eagles (FOE) Club parking the same way, he is not against the FOE; he just requests that enforcement be city wide. Pastor Dixon reported that both of his recent parking citations have been overturned in court. Marshal Lee then addressed Council reading sections of Council minutes of March 19, 2002 and April 2, 2002 regarding Councils discussion on striping of parking spaces on Orange Avenue. Marshal Lee reported that Pastor Dixon had received a parking citation when he was asked twice in one day to move his vehicle. Mayor Goodman asked Marshal Lee if it was his opinion that the "No Parking" signs were placed for the safety of the citizens of Arcadia and Marshal Lee responded yes. Heine then moved to deny the request from Pastor Dixon to remove the "No Parking" signs in front of the Community Center and Soul Food Kitchen; seconded by Whitlock and carried.

At the request of the Police and Fire Pension Board Whitlock moved to re-appoint Gary Evans to serve a two year term on the Board said term to expire December 31, 2005; seconded by Johnson and carried.

Nathaniel Moody addressed Council to request the use of surplus Police Department computers for a computer class at Smith Brown Center. Marshal Lee stated that the

Police Department does not have any surplus computers as all unused computers have been used for parts. Chief Rutherford stated that the Fire Department did have an old computer which they were not going to be using. After discussion Fazzone moved to declare the Fire Departments old computer as surplus and authorize that it be donated to Mr. Moody's computer class at Smith Brown Center; seconded by Johnson and carried.

Marshal Lee addressed Council to review the street lighting repair report procedures noting that lights are being reported to Florida Power and Light (FPL) and they are to be repaired within ten (10) days; however repairs are not being done in a timely manner. Administrator Strube stated that the City has had several different representatives from FPL over the years and this seems to be an ongoing issue. Fazzone then moved to authorize Administrator Strube to get with FPL and report back on the progress regarding the repair of lights; seconded by Johnson and carried.

The Police Activity Report for the month of January 2003 was presented.

Administrator Strube read a report of the downtown streetlight project bid timeline which began in December 2001. He then gave an update on the progress for the downtown street lights noting that USDA would not accept the irrevocable letter of credit; Mid Continent Electric, Inc. was advised and has submitted a payment performance bond for review and approval by USDA. No actual date for installation has been set.

Administrator Strube then gave a report on the progress of the sign for downtown stating that an ad for bids has been placed. The sign specifications are for sandblasted wood and the original estimate is \$4,500.00.

Administrator Strube reviewed his letter to Seminole Gulf Railway regarding grade crossing maintenance on Orange Avenue and Pine Street along with needed repairs to approaches and track throughout the city. Administrator Strube anticipates that an agreement for specific crossings will be submitted by the railway which could be at a very high expense to the City or the City could leave the crossings as they are.

The January 2003 report of Arcadia Golf Course receipts and number of play was presented.

Fazzone reported that the Chamber of Commerce "Early Bird" breakfast meeting will be held at the golf course on Thursday, February 6, 2003 and invited everyone to attend. He also reported that the Fire Department Tournament will be held on February 20, 2003.

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Continued

Mayor Goodman stated that she was recently at a County Commission meeting where someone asked about the combining of the City and County Fire Departments and was informed that the door was still open. Fazzone would like to see Council finish up on several special projects before undertaking discussions regarding a possible merger. Mayor Goodman then stated that if Council decides to pursue this then it must be a wholehearted effort by all staff. Fazzone moved to table the issue until the June meeting; seconded by Heine and carried.

The Fire Department report for the month of January 2003 was presented.

The January 2003 Mobile Home Park report was presented. Heine inquired about a recent eviction in the Mobile Home Park and was informed that it will cost the City about \$3,500.00 to move the trailer, the City will first attempt to purchase the unit.

The family of retired Police Officer Steven Rickenbrode has requested that in lieu of flowers a donation be made to the Ralph Bell Celebration. Fazzone moved to donate \$10.00 for each Councilmember to the Ralph Bell Celebration in memory of Mr. Rickenbrode; seconded by Whitlock and carried.

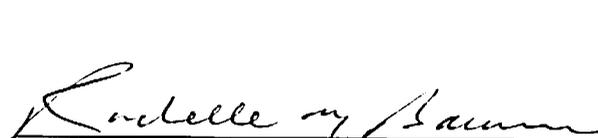
The Flowage report of Air-Cadia, Inc. for the month of January 2003 for the Municipal Airport was presented.

Dr. W. Paul Matthews, Jr., interim pastor of Elizabeth Missionary Baptist Church addressed Council to request that a full investigation be conducted into the events leading up to the loss of the CDBG grant. Dr. Matthews also is requesting possible discipline of the City Administrator. Dr. Matthews then inquired if Council performs an annual review of the City Administrator and was informed no. Mayor Goodman stated that the City Charter grants Council the authority to perform such a review, she believes one should be conducted and noted that she has received several sample review forms to work from. After discussion Johnson moved to hold a workshop after having received a number evaluation forms in order to create a form for Council to use; seconded by Fazzone and carried. Letters will be sent to various surrounding cities to request a copy of their evaluation form. Everything is to be in place for an annual review to be conducted in September 2003 for implementation in October 2003.

Mayor Goodman invited all Councilmembers to attend a celebration at Elizabeth Missionary Baptist Church on February 23, 2003 to honor Dr. Robert Owens.

Mayor Goodman then inquired if Council wanted to have a plaque at the new Ag/Civic Center. Heine moved to authorize a plaque in the amount of \$500.00 from the City Council be placed at the Turner Ag/Civic Center; seconded by Johnson and carried.

There being no further business the meeting was adjourned.


ROCHELLE M. BAUM
CITY RECORDER


SHARON T. GOODMAN, Ed.D.
PRESIDENT