

SPECIAL MEETING
And WORK SESSION
MARCH 22, 2005

6375

A Special Meeting and Work Session of the Arcadia City Council was held on March 22, 2005 at 5:00 p.m. in Room D of the Way Building at 23 N. Polk Avenue. Councilmembers attending were: Whitlock, Heine, Fazzone, Goodman and Johnson. Also in attendance were: Administrator Strube, Attorney Holloman, City Fire Chief Rutherford, City Marshal Lee, Special Projects Coordinator Hewett, Grants Coordinator Weeks, Ms. Way and Recorder Baumann.

Mayor Whitlock called the Special Meeting to order.

Steve Weeks, Grants Coordinator addressed Council to request authorization to submit an application to the Florida Department of Community Affairs (DCA) for Housing and Urban Development (HUD) Disaster Recovery Funding in the amount of \$4,700,000.00. The funds would be used to construct a new Public Safety Building to house the Police and Fire Departments and to upgrade the Water Plant. Johnson moved to adopt Resolution No. 2005-5; seconded by Fazzone and carried. It was noted that Steve and Administrator Strube will be in Tallahassee on April 4, 2005 and April 5, 2005 to meet with the Division of Historical Resources.

RESOLUTION 2005-05

A RESOLUTION AUTHORIZING THE SUBMISSION
OF A COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION TO THE DEPARTMENT OF COMMUNITY
AFFAIRS FOR HUD DISASTER RECOVERY FUNDING
FISCAL YEAR 2005

WHEREAS, the City of Arcadia desires to submit an application to the Florida Department of Community Affairs for HUD Disaster Recovery Funding to benefit person of Low and Moderate Income

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Arcadia, Florida, as follows:

1. That the City of Arcadia submit or cause to be submitted a HUD Disaster Recovery Grant Application for funding in Fiscal Year 2005 to the Department of Community Affairs.
2. That the Mayor of the City of Arcadia is hereby authorized to execute all documents required in connection with the filing of said application to be submitted by April 4, 2005.

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(Resolution 2005-5 continued)

PASSED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA,
THIS 22nd DAY OF March, 2005.

ATTEST:

CITY OF ARCADIA, FLORIDA

By: /s/ RACHELLE M. BAUMANN
RACHELLE M. BAUMANN, CMC
CITY RECORDER

BY: /s/ PAUL P. WHITLOCK
PAUL P. WHITLOCK
MAYOR

APPROVED AS TO FORM BY
DAVID C. HOLLOMAN
CITY ATTORNEY

The Special Meeting was closed.

Mayor Whitlock then convened the Work Session meeting, stating that the purpose of the work session is to discuss the City Administrator's duties and the personnel manual.

Fazzone stated that the system has worked for years and he see no need to change the current method used. He believes that Administrator Strube has done an excellent job and his leadership during the hurricanes is proof of what a great job he and his department heads are doing.

Heine stated that Ed has done a good job, however in the past the Council did vote to hire a new Fire Chief. Heine feels that there is miss communication between the Administrator and the Council. He would like to be notified when a new department head is hired. Heine also stated that he wants to be notified when state officials are coming to town. He believes that the new Fire Chief should come from current staff.

Fazzone stated that no one knew that Senator Nelson was going to be in town; therefore no notice could be given to Council. Fazzone then reported that before the previous Sheriff was replaced the Sheriff's Department unionized in order to protect their jobs. He then noted that during the 1980's when there was talk of the City and County Fire Departments merging the City Fire Department did look at unionizing. He is concerned that the department may again consider the idea of unionizing.

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Regarding Senator Nelson being in town, Mayor Whitlock stated that Special Projects Coordinator Hewett was informed by his wife who works for the County that Senator Nelson was at the County Administration Building. Mr. Hewett then called Mayor Whitlock so that he could attend the meeting at the County.

Johnson feels that the Council needs to review the three (3) items that they were requested to bring to this meeting, especially the Personnel Manual. He noted that the current policy does support promoting from within. He then stated that maybe we do not need to change the policy we may just need to have more teeth in the policy.

Fazzone believes in promoting from within.

Goodman stated that there are things in the Personnel Manual which are not being followed. She then stated that for the record and for the last time she does not see this process as anything against Administrator Strube and the job he is doing, this is about the Council becoming involved. She feels that the Council is responsible for following the manual. She believes that the system we have works, it is the process of going through it that needs to be worked on. Goodman stated that she had expressed concerns and believes that her concerns are being addressed. She then questioned "diversity" within the City at the Department Head level. Goodman stated she is not afraid of unions, she belonged to a union at one time. It is not her intention to take any authority away from Administrator Strube.

Mayor Whitlock reminded everyone that they must remain objective and not take anything personally. He believes that this can not be accomplished in one meeting and would like to have the manual divided into sections.

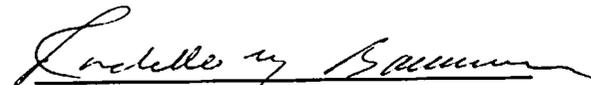
Administrator Strube stated that the Personnel Manual is a "work in progress" noting that the grievance and appeals policies have recently been added. He welcomes Council to review the manual and let the City know where we have any liability. He noted that the City has not had a problem with staff being let go. He then suggested that the word Council could be replaced with the word City. Administrator Strube reported that the Police Department had a bargaining unit at one time. He noted that the PERK web site quarterly news letter shows that local bargaining units are ok for a school board; however they are not good for a City of 110 employees. Administrator Strube then noted for the record that there are only four (4) actual department heads in the City those being the City Recorder, Fire Chief, Public Works and Parks and Recreation Departments. Administrator Strube stated that he is actually considered the Director of Utilities. He then noted that he does try to have employees promoted from within. He suggested that if there is a specific area that a Council Member has a question on that they get with him one on one and then it could be brought before the Council. All grievances stop at the City Administrator. Administrator Strube does not recommend the codifying of the Personnel Manual as this would cause it to become a law of the City.

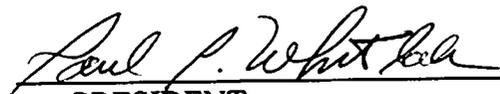
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Johnson feels that the manual needs to be reviewed page by page in a work session with all Council Members present. He recommends that Council meet one (1) hour before each regularly scheduled meeting to review the Personnel Manual.

After discussion it was decided to begin having work sessions before each regular meeting. The first session will be on Tuesday, April 5, 2005 at 5:00 PM.

There being no further business the meeting was adjourned.


CITY RECORDER


PRESIDENT