

**AGENDA MINUTES  
CITY COUNCIL  
CITY OF ARCADIA  
TUESDAY, JANUARY 17, 2017  
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**

Reverend Jerry Alexander gave the invocation which was followed by the pledge of allegiance. The Mayor called the meeting to order at approximately 6:00 p.m. and the following members and staff were present:

**Arcadia City Council**

Mayor Judy Wertz-Strickland  
Deputy Mayor Jaccarie D. Simons  
Councilmember Susan Coker

Councilmember Robert W. Heine, Jr.  
Councilmember S. Delshay Turner

**Arcadia City Staff**

City Administrator Terry Stewart  
City Clerk Penny Delaney  
City Attorney T.J. Wohl

Beth Carsten  
Marshal Matthew Anderson

**PRESENTATION**

**Agenda Item 1 – Proclamation - Human Trafficking Awareness Month**

Mayor Wertz-Strickland presented Kimberly Kutch, Community Development Administrator of Florida Department of Children & Families; Major Marion Durham, Associate Regional Coordinator of the Salvation Army in Manatee County and as part of the leadership team of an anti-human trafficking coalition which represents DeSoto, Sarasota and Manatee Counties; and Nathan Scott, III, Child Welfare Systems Advocate for the Florida Department of Health in Sarasota County with a proclamation regarding Human Trafficking Awareness Month. Mayor Durham spoke briefly regarding raising awareness of the issue of human trafficking.

**Agenda Item 2 – Proclamation – School Choice Week**

Mayor Wertz-Strickland read the proclamation regarding School Choice Week. Since no one was in attendance to receive the proclamation, it will be mailed to the appropriate entity.

**Agenda Item 3 – Proclamation – South Central Florida Baptist Association, Inc.**

Mayor Wertz-Strickland read the proclamation while Deputy Mayor Simons presented Rev. and Mrs. Jerry Alexander with the proclamation regarding the South Central Florida Baptist Association, Inc.'s first annual session at Elizabeth Baptist Church.

### **CONSENT AGENDA**

**Agenda Item 4 – City Council Minutes for January 3, 2017**

**Agenda Item 5 – Special Event Permit – Arcadia Main Street Second Annual Beer Walk**

Councilmember Heine made a motion to approve the Consent Agenda and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

### **ACTION ITEMS**

**Agenda Item 6 – Staff Recommendation of Implementation of the New City Pay Plan as Presented to City Council on November 17, 2016**

City Administrator Stewart provided City Council with the history that had brought the City Pay Plan to this point and he acknowledged the work of Dr. Oel Wingo, Human Resource Manager Lowe and Finance Director Carsten. He advised staff was bringing back a recommended implementation over a two (2) year period and an explanation of how to pay for the implementation. At this time, Finance Director Carsten reviewed the costs pertaining to the raises over a two (2) year period as well as the implementation costs to include benefits and payroll expenses (this information was provided in the Council packets). Ms. Carsten advised that upon reviewing such, it came to staff's attention that one element of the benefits was not included into the cost benefits. She stated that it involved police holiday pay and when it was added into the costs; it added Twelve Thousand Two Hundred Forty-Five and 00/100 Dollars (\$12,245.00) to the first year and Thirteen Thousand Eight Hundred Thirty-Eight and 00/100 Dollars (\$13,838.00) to the second year. She explained the internal adjustments were split up through the general fund and all the enterprise funds. She advised the proposed internal adjustments for the first year for the raises alone would be One Hundred Forty-Four Thousand Three Hundred Eighty-Seven and 00/100 Dollars (\$144,387.00) and One Hundred Forty-Eight Thousand Four Hundred Ninety-Eight and 00/100 Dollars (\$148,498.00) for the second year. Ms. Carsten then reviewed the costs of the benefits which included FICA, Medicare, pension expenses and any other related expenses for benefits. She advised this was also split up by departments and added a total of Fifty Thousand Eight Hundred Twenty-Two and 00/100 Dollars (\$50,822.00) for the first year, Fifty-Three Thousand Four Hundred Ninety and 00/100 Dollars (\$53,490.00) for the second year. Regarding the summary for all departments which encompassed both the internal raises and the costs of benefits, a total for the first year was One Hundred Ninety-Five Thousand Two Hundred Nine and 00/100 Dollars (\$195,209.00) and Two Hundred One Thousand Nine Hundred Eighty-Eight and 00/100 Dollars (\$201,988.00) for the second year. (These figures were misspoken at the meeting, but the figures listed in these minutes are correct as such was confirmed with the Finance Director.) Ms. Carsten advised that

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during budget time, Fifty Thousand and 00/100 Dollars (\$50,000.00) was placed in contingency under the general fund to go towards this and it was staff's recommendation to pay for the raises through this method for the first year while the second year would be included in next year's budget. She explained that due to the Fifty Thousand and 00/100 Dollars (\$50,000.00) already set aside; it would be Seventy-Eight Thousand Six Hundred Sixty-Three and 00/100 Dollars (\$78,663.00) which would be transferred from general fund reserves if Council chose to do so. She advised money was not set aside specifically for water and sewer, so it would be Fifty-Four Thousand Nine Hundred Fifty-Eight and 00/100 Dollars (\$54,958.00) and Eleven Thousand Five Hundred Eighty-Eight and 00/100 Dollars (\$11,588.00) for sanitation and solid waste. Regarding the general fund reserves, Ms. Carsten advised that the estimate as of the end of 2016 (due to the audit not being completed yet) was One Million Seven Hundred Fifty-One Thousand and 00/100 Dollars (\$1,751,000.00), approximately Four Million and 00/100 Dollars (\$4,000,000.00) in the water and sewer fund reserve and Two Hundred Twenty-Eight Thousand and 00/100 Dollars (\$228,000.00) in the sanitation fund reserve.

Deputy Mayor Simons stated he felt this was a milestone for the City to ensure something was in place as such relates to being able to award raises and he acknowledged the work of previous Councils' decisions that allowed for such. He thanked the Finance Director, the Human Resource Manager and the whole team for seeing the need and following through to get to this point. After further discussion, Councilmember Coker made a motion to accept the proposal from Finance and Human Resources to adopt a two year implementation of the New City Pay Plan with a total cost for the first year of One Hundred Ninety-Five Thousand Two Hundred Nine and 00/100 Dollars (\$195,209.00) and the total amount for the second year of Two Hundred One Thousand Nine Hundred Eighty-Eight and 00/100 Dollars (\$201,988.00), and further authorize staff to move the following funds from reserves: General Fund: Seventy-Eight Thousand Six Hundred Sixty-Three and 00/100 Dollars (\$78,663.00); Water and Sewer: Fifty-Four Thousand Nine Hundred Fifty-Eight and 00/100 Dollars (\$54,958.00); Sanitation: Eleven Thousand Five Hundred Eighty-Eight and 00/100 Dollars (\$11,588.00) for fiscal year 2016-17 and further stated that she felt it was very well deserved. Deputy Mayor Simons seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

**Agenda Item 7 – Resolution 2017-01 – Electing to Use Uniform Method of Collecting Non-Ad Valorem Assessments**

Deputy Mayor Simons made a motion to open the public hearing and Councilmember Heine seconded the motion (recording incorrectly states the second as coming from Councilmember Turner). No discussion followed and it was unanimously, 5/0, approved. City Attorney Wohl advised that Resolution 2017-01 was a requirement according to Chapter 197, Florida States, which is the first hurdle that needed to be taken if Council wanted to elect to collect the non-ad valorem assessments on the tax roll which is the most popular and easiest way to do it. He stated by doing so, Council would not be implementing the special assessments, but simply clearing the first hurdle if they wish to do so down the road. He advised the resolution directs the City Clerk to deliver the resolution to the Property Appraiser, the Tax Collector and the Florida Department of Revenue. City Administrator Stewart explained that based on a contract that the City has with the County, the fire assessment fee is collected by the tax collector

and is turned directly over to the County as a part of a payment for fire services that are provided to the City per the contract. He further explained the assessment is now ten (10) years old and usually within five (5) years a new assessment study is performed to determine the financial level it should be at. Councilmember Heine made a motion to approve Resolution 2017-01, providing that the City may elect to use the Uniform Method of Collecting Non-Ad Valorem Special Assessments beginning in the 2017-2018 fiscal year and Deputy Mayor Simons seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Mayor Wertz-Strickland advised the public hearing was closed.

**Agenda Item 8 – Resolution 2017-02 – Executing Two (2) Small County Outreach Program Agreements with the FDOT for the Design and Construction for Resurfacing, Reconstruction and Paving of City-Maintained Roadways**

City Administrator Stewart advised this had to do with two (2) grants that the City received from the State of Florida and FDOT requires a resolution from the City Council that authorizes the acceptance of the grants and the moving forward with the design, construction, resurfacing, reconstruction and paving of City owned roadways. He advised the City was fortunate in receiving approximately Nine Hundred Thousand and 00/100 Dollars (\$900,000.00) in grants to do two (2) sections of streets: Cypress between Hillsborough and Mills and 10<sup>th</sup> Avenue between S.R. 70 and Maple. Councilmember Coker made a motion to approve Resolution 2017-02 authorizing the City signature of Florida Department of Transportation Small County Outreach Program (SCOP) grants for roadway resurfacing projects on Cypress Street and Tenth Avenue, Financial Projects No. 440364-1-54-01 and 440365-1-54-01 and Councilmember Turner seconded the motion.

Gary Frierson, a City resident, referenced the water and sewer lines under 10<sup>th</sup> Avenue and asked if there were provisions for such and how repairs of the water and sewer lines would be paid. Public Works Director Steve Underwood advised that once the engineers come in, the City would have to evaluate the areas from Point A to Point B. He stated there would be point repairs that would need to be done that are not included in the grant application. City Administrator Stewart advised that anything that needed to be done in that regard would come out of the capital funds in the water and sewer fund. He then addressed what was being done to access such in general and advised that the City was approximately seventy percent (70%) done with the assessment of the sewer collection system. He stated that when the report comes back, the City will know which pipes are in good condition and which are not, which can be brought up to standards with minor repairs and which will need replacement and the condition of the pipes will be known before the part of the project that requires it be put out for bid. Mr. Frierson stated that he thought it was a wonderful thing and needed to be done, but just wanted to bring said items up for discussion. No discussion followed and it was unanimously, 5/0, approved.

**Agenda Item 9 – Extension to Agreement for Representation and Fees with Swaine & Harris, P.A.**

City Attorney Wohl advised this was an extension to the Agreement for Representation and Fees with his firm, Swaine & Harris. He further advised the original agreement was

executed in June of 2013, with the first extension for six (6) months, and every year thereafter has been extended for a year. He stated it expired on December 31, 2016 with it initially expiring in November of each year, but the idea of changing it to December was to allow any new Council Members who would take office to then have a say rather than the City Attorney be chosen just before they would take office. He explained the extension calls for it to extend retroactively from January 1, 2017 until December 31, 2017 and he pointed out there were no price or cost adjustments. Mr. Wohl stated he would be happy to continue with the City of Arcadia for another year and reviewed the work that had taken place and the changes that had taken place since he started in June of 2012. Councilmember Coker made a motion to approve the extension to the Agreement for Representation and Fees with Swaine & Harris, P.A. as City Attorney through December 31, 2017 retroactive to January 1, 2017 and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

#### **Agenda Item 10 – Purchase of Five (5) Motorola APX6000 Radios**

Marshal Anderson advised that the department's current radios were purchased either in 1992/1993 or 1993/1994. He stated that during the budget process he asked to start phasing out the old radio systems and start implementing new ones. He informed Council that the radio system that is currently being used is the same one that the Sheriff's Office, Public Safety and the School Board uses and those agencies are trying to get funding to get a new radio system. He stated that if and when that should happen, the radios that he is requesting would be able to convert to the system that the other agencies are trying to get. City Administrator Stewart advised that the Marshal and his department did everything that needed to be done in order to provide the information for sole source. Deputy Mayor Simons made a motion to approve the purchase of five (5) Motorola APX6000 Radios in the amount of Eighteen Thousand Seven Hundred Seventy-Six and 40/100 Dollars (\$18,776.40) from Sole Source vendor, Motorola Solutions and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

#### **COMMENTS FROM DEPARTMENTS**

Marshal Anderson provided the department's monthly report to City Council. Regarding the Martin Luther King Parade, he advised it went well and there were no problems other than the park being left in a mess which the City Parks Department cleaned up. Marshal Anderson asked if there were any concerns from the City Council or the general public and there were none. He then advised he had made a mistake before and advised that he had asked for the emergency equipment to be paid out of the law enforcement confiscated funds and he had considered the striping as part of the equipment, but it wasn't specifically addressed and he advised it would be placed on the next City Council agenda. Mayor Wertz-Strickland and Councilmember Coker advised that the new vehicles looked nice and he advised that he was placing "In God We Trust" on them.

City Attorney Wohl advised he had nothing to report.

City Administrator Stewart addressed the issue of the FAA inquiry as to the decision of the selection of the airport consultant. He advised that the FAA had responded that the City could move forward based upon the Council's responses. He then informed the Council that staff was moving forward with the airport consultant contract and stated it was important to get it done as quickly as possible because of a grant that needs to be completed before a specified period of time and in order to do so, a consultant must be on board. City Administrator Stewart advised that it would be coming back before the Council in the near future.

He then thanked the Council for the wisdom they exhibited regarding the compensation and classification study. He stated he was looking forward to being in a position where the City has the ability to attract more personnel to the City and bring people on board a little more easily.

### PUBLIC

Bruce Neveau, a City resident, spoke on behalf of what was once known as the Beautification Committee and now known as Concerned Citizens for a Greater Community. He advised that recently funds in the approximate value of Six Hundred and 00/100 Dollars (\$600.00) were discovered in their treasury and they would like to offer it to the City in the form of some plantings for the Welcome to Arcadia sign on the west side of the City and possibly the east side with the City choosing the plants they wish. It was the general consensus of the Council to accept the offer and they expressed their appreciation of the offer.

City Administrator Stewart advised that Mr. Neveau and he had spoken regarding Team Arcadia's annual event where people are brought in from the community to let them know what they are doing and to seek participation and sponsorship. He further advised that the event is usually held in the City Council Chambers, but the next one will be held at the City Golf Course at the event center to provide people the opportunity to see what has been done with the facility and to inform that it is available for events. Mr. Stewart also stated that mid-way through the month of January, the City has already made more money this year at the Golf Course than was made for the whole month of January last year.

Mayor Wertz-Strickland advised the Florida League of Cities was asking every city in the State of Florida to do a resolution supporting Mayor Susan Haynie to Constitutional Revision Commission (CRC) and she confirmed that the resolution should have been provided to City Attorney Wohl. She explained the commission is only set up every twenty (20) years and they can make amendments or changes to the Florida Constitution. Mayor Wertz-Strickland went into more detail regarding the commission and explained that the resolution needed to be approved and sent off before next Wednesday (January 25, 2017) which would be before their next meeting. After further discussion, City Attorney Wohl suggested reading the resolution to Council and the public at that time to include "The City of Arcadia" as the appropriate language. He stated that the preferred method would be to call a special meeting, but since it has no bearing on the operations of the City, fees are not being changed or having any impact on the citizens, he did not think it was imperative to have a separate meeting for it. At this time, Mayor Wertz-Strickland read the resolution (a copy of which is on file in the City Clerk's office). City Administrator Stewart encouraged the City Council to approve the resolution. He explained the



issue of "home rule" simply meant that local governments would have the ability to operate without undue interference from state government and when the state decides certain things are going to happen, it can have a profound effect on the budget for the local community. After further discussion, Councilmember Coker made a motion to accept Resolution 2017-03 and Councilmember Heine seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

### MAYOR AND COUNCIL REPORTS

Councilmember Coker thanked Public Works Director Underwood for the repairs made to the fountain at Lake Katherine. She also reminded everyone of the Saturday Night Lights events that are held and asked if there was a type of barrier that could be placed by the road (due to the number of children in attendance). City Administrator Stewart advised staff would come up with a solution and get back with her. She then asked for an update regarding the plans to move back into the old City Hall and Mr. Stewart advised that such would depend on having the funds to renovate it and get it back in reasonable condition. He further advised that currently, it was not suitable for said purpose and funding would entail seeking historic preservation grants through the State of Florida which has been put on hold while the City seeks a grant writer. He explained that the process had started and the finance department was currently setting up a selection advisory committee to review the proposals which have been received and a recommendation for a grant writer would be brought back to Council.

Mayor Wertz-Strickland asked City Administrator Stewart if he had heard back from Mr. Bressner regarding the strategic plan and Mr. Stewart advised he had not heard from him, but knew he was dealing with a medical issue and he would be reaching out to another senior advisor. She then explained that she and Deputy Mayor Simons had gone to the middle school (7<sup>th</sup> grade) to thank them for the essays they had prepared. She advised they picked up twenty-five (25) essays which she forwarded to the Florida League of Mayors in Tallahassee.

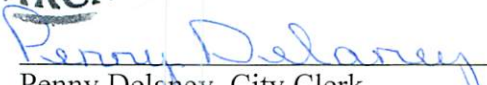
### ADJOURN

Councilmember Coker made a motion to adjourn and Councilmember Heine 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 7:51 P.M.

ADOPTED THIS 7<sup>th</sup> DAY OF February, 2016.

By:

  
Judy Wertz-Strickland, Mayor

  
Penny Delaney, City Clerk

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