

**AGENDA MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, FEBRUARY 16, 2016
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 of the Elizabeth Missionary Baptist Church gave the invocation which was followed by the pledge of allegiance. The Mayor called the meeting to order at approximately 6:13 p.m. and the following members and staff were present:

Arcadia City Council

Mayor Susan Coker

Deputy Mayor Alice Frierson

Councilmember Judy Wertz-Strickland

Councilmember S. Delshay Turner

Councilmember Joseph E. Fink was not in attendance.

Arcadia City Staff

City Administrator Terry Stewart

City Clerk Penny Delaney

City Attorney T.J. Wohl

Finance Director Beth Carsten

Public Works Director Steve Underwood

Marshal Matthew Anderson

PRESENTATION

Walk-On Agenda Item – Proclamation - Black History Month

Mayor Coker announced that it was Black History Month and asked Dr. Sharon Goodman who was the City's first black City Councilwoman who also served as Mayor and Deputy Mayor; Mr. Eugene Hickson who was the City's first black Mayor and who also served as Deputy Mayor; Dr. Roosevelt Johnson who served as Mayor and Deputy Mayor; Samuel Morgan, President of the NAACP; and also Reverend Jerry Alexander of the Elizabeth Missionary Baptist Church to come forward to receive the proclamation. Dr. Sharon Goodman thanked the City for the proclamation and explained the importance of recognizing Black History Month and the positive impact it makes.

Agenda Item 1 – Painting by Artist Michelle Held Presented to City of Arcadia

Susan Hoffman of the DeSoto Arts and Humanities Council and Artist Michelle Held presented a painting of the Peace River Bridge to the City of Arcadia. The DeSoto Arts and Humanities Council purchased the painting from Michelle Held to present to the City of Arcadia.

CONSENT AGENDA

Agenda Item 2 – City Council Minutes for February 2, 2016

Agenda Item 3- City of Arcadia Municipal Airport December Report

Agenda Item 4 – Special Event Permit – Arcadia Main Street Beer Walk

Agenda Item 5 – Special Event Permit – Arcadia Clean Up by Arcadia Main Street

Agenda Item 6 – Special Event Permit – Coastal Conservation Association Peace River Chapter Kids Fishing Clinic

Mayor Coker asked that Agenda Item 5 be pulled for further discussion. Councilmember Wertz-Strickland made a motion to approve items 2, 3, 4 and 6 of the Consent Agenda and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 4/0, approved.

Regarding agenda item 5, Mayor Coker inquired as to what sign being re-painted as was referenced in the application. It was determined that it was the sign at Hickory and 17 South and that it was just going to be spruced up. Councilmember Wertz-Strickland made a motion to approve item 5 of the Consent Agenda and Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 4/0, approved.

ACTION ITEMS

Agenda Item 7 – City of Arcadia Police Officers and Firefighters Retirement Excess Premium Tax Funds

City Administrator Stewart advised that what Council had before them was an item that deals with how excess state funds under State Bill 172 changes the use of those funds. He explained that there was a threshold year established which was 2012 and from that year forward, it enables you to deviate from the default outcome by consent. He further explained that Police Officers are now the only active members of the plan and they have voted to agree that excess premium tax revenues over the 2012 threshold can be used to fund existing benefits which is to the City's benefit. Mr. Stewart stated that he was grateful to the City's police officers for having the wisdom and recognition that it is important to fund the base plan first and foremost. He recommended to City Council that they approve this agreement and also with having the Mayor place her signature on the mutual consent agreement which is to the City's benefit. Councilmember Wertz-Strickland made a motion to accept item number 7 with a question. She expressed her concern that if only police officers participate in it, why does the title include firefighters? Mr. Stewart explained that it was the title of the pension plan. At this time, Marshal Anderson stepped to the podium to explain that there are active participants in it;

City Council Meeting Minutes

February 16, 2016

Page 2 of 6

that the remaining two (2) are in the drop plan so they are no longer paying into the pension. The Mayor advised they had a motion to approve the Mutual Consent Agreement between the City and the Police Officers' and Firefighters' Retirement System which authorizes the Mayor to sign said agreement and she asked for a second. Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 4/0, approved.

Agenda Item 8 – Investment Policy

City Administrator Stewart stated staff was not asking City Council to approve the policy tonight, but instead they were asking for direction. He stated staff wanted to know if City Council was comfortable with having an investment policy and the general direction they are headed in and if so, it will be placed on an agenda for final approval. He explained that while the document surmises that it would be done via ordinance, the City Attorney has opined that he would be more comfortable doing it as a resolution. City Attorney Wohl explained that he prefers resolutions in the event an ordinance is not required simply because resolutions are much easier to amend. At this time, Finance Director Carsten addressed Council and referred to the proposed or draft version of the document which staff seeks City Council's approval or disapproval of and she informed Council through a slide presentation that currently the City's bank balance, which includes several different bank accounts, comes in at a little over \$9.7 million as of January 31, 2016. She explained the City has investments in the SBA Prime for the water and sewer replacement and bond user accounts of approximately \$428,000.00. She advised that total has brought in \$31,000.00 in interest of .003%. Ms. Carsten advised that 96% of that \$9.7 million is in a bank account and that this information revealed that the City's funds are extremely liquid, but they are definitely at the extreme low end of risk which is limiting the City to what it can get on its return investment. She stated that adopting this policy would give City staff the needed guidelines to manage the funds in a way that would be to the Council's liking while serving the City in the best possible way. She advised it would allow the right type of liquidity that is needed for cash flow and it would also provide the carefully chosen risk that is needed in order to achieve the right type of growth. She explained that carefully chosen risk is the amount of risk that allows the City to protect its principal and still garner the right kind of needed return. Finance Director Carsten advised the policy meets the guidelines of the Florida Statutes and it meets the investment objectives which are safety of principal, maintenance of liquidity and return of investment. City Administrator Stewart advised that staff had reviewed other policies of both larger and smaller communities, had consulted with municipal investment professionals, had scrupulously followed state statute and had put together a policy that Council can feel comfortable that the City will get the best bang for their buck while also protecting the principal and the people of the City of Arcadia. He stated it is irresponsible and unconscionable for the City to sit back and continue to operate in the way it has been operating. Mr. Stewart highly encouraged the City Council to authorize staff to come back with either an ordinance or a resolution for their consideration and final approval.

Deputy Mayor Frierson asked if it was staff's intention to leave a certain percentage in the checking account to cover the monthly or quarterly expenses and invest the balance of it and Ms. Carsten stated that was their intention. Deputy Mayor Frierson then asked who would make the decision of the investment choice. City Administrator Stewart advised that the rules are very

restrictive as to where they can or cannot invest. He stated that if it was the desire of the Council to invest over a certain dollar or percentage amount that it come to them for their approval, then it could be included, but the rules are very specific about the kinds of investments that can be invested in and the places in which they can invest in. After further discussion regarding different investment houses and designated funds within the City's budget, Councilmember Wertz-Strickland made a motion to approve the adoption of the investment policy and to bring it back before Council and Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 4/0, approved. Deputy Mayor Frierson asked the City Administrator if he would keep the Council updated as to where the money is and what it is doing. City Administrator Stewart advised that at the very least, Council would receive a quarterly report on all of the investments. Councilmember Wertz-Strickland asked who would draft the investment policy and Mr. Stewart informed her that the City Attorney would provide it in the form of a resolution following the guidelines that have been recommended. Mr. Stewart stated that any investment house where the City invests its money will be provided with a copy of the investment policy and when they invest, they have to report to the City and validate that they have been following the policy.

COMMENTS FROM DEPARTMENTS

Marshal Anderson stated that he was there to address any concerns the Council or the public may have. He advised the department had been busy. Marshal Anderson also advised that the City Administrator had asked the Public Works Director to attend a FDOT meeting in Bartow and he (the Marshal) had tagged along in hopes of getting a pedestrian safety issue addressed on the City's South 17 corridor. He explained they were successful in speaking with the Secretary and were able to address their concerns. He stated the Secretary was familiar with the problem and Marshal Anderson was hoping action would be forthcoming.

City Attorney Wohl advised he had not report.

Finance Director Carsten presented the Finance Report as of February 3, 2016. She advised that per the budget amendment which Council approved the month prior, the numbers had been updated to include the amended numbers. Ms. Carsten informed Council that revenues were at 43% and expenses were at 28.6%. Deputy Mayor Frierson pointed out that the expenses were looking good and Ms. Carsten advised that the departments were doing a good job keeping within their budgets.

City Administrator Stewart expressed his gratitude to Marshal Anderson for investing his time to travel to Bartow with the Public Works Director. He advised that they were changing their profile with the FDOT regarding their awareness of Arcadia and their awareness of the City's focus of what is going on in relation to the State.

Mr. Stewart referenced documents that had been provided to City Council with one page being a memorandum that explained his authorization of spot repairs for paving of two (2) streets at Highway 70 and Hernando and at Cypress and Hillsborough. He explained the work had been delayed due to rain and the costs came to approximately Thirteen Thousand Four Hundred One

and 00/100 Dollars (\$13,401.00). He advised that in the interim, he received complaints regarding potholes at the intersection of Whidden and Polk and he had staff fill them in with shell rock. Mr. Stewart advised they were able to get the contractor who is doing the current work at the other two (2) locations to look at it and the cost will be Eight Thousand Five Hundred Thirty and 00/100 Dollars (\$8,530.00). He stated he would like to authorize the work while they are here to save on mobilization costs and because of the deteriorating condition. Mr. Stewart explained that he cannot make the authorization because it is of the same purchasing order and it will put the amount to over Twenty-One Thousand and 00/100 Dollars (\$21,000.00) and he does not have the authority to do so. He stated he is asking Council for the approval of the addition of Eight Thousand Five Hundred Thirty and 00/100 Dollars (\$8,530.00) so the work can be done. He referenced a quote that had been provided by GHC Construction, Inc. which is doing the work on the other two (2) locations and he referenced a copy of a portion of the purchasing manual that speaks to the City Administrator's authority to waive the bidding requirements based on exigent circumstances in the best interest of the City. Councilmember Wertz-Strickland made a motion to accept the Eight Thousand Five Hundred Thirty and 00/100 Dollars (\$8,530.00) for the additional work which would bring it to a total of Twenty-One Thousand Nine Hundred Thirty-One and 00/100 Dollars (\$21,931.00). Councilmember Wertz-Strickland asked for confirmation that the Thirteen Thousand Four Hundred One and 00/100 Dollars (\$13,401.00) and the Eight Thousand Five Hundred Thirty and 00/100 Dollars (\$8,530.00) would make it Twenty-One Thousand Nine Hundred Thirty-One and 00/100 Dollars (\$21,931.00) and City Administrator Stewart confirmed it. She then reconfirmed that she made a motion to include all the referenced figures and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 4/0, approved. City Administrator Stewart thanked Council for working together with staff to get these issues done.

PUBLIC

None

MAYOR AND COUNCIL REPORTS

Councilmember Wertz-Strickland advised of issues discussed at the Ridge Advocacy Meeting and her trip to Tallahassee which included the following: a) a bill being discussed regarding public records requests, accompanying lawsuits and the costs of defense of same; b) a bill being discussed regarding furnishing cancer insurance for all first responders for any form of cancer which will be a horrendous expense for cities and counties; and a bill regarding the communications tax. She went into detail regarding each bill and the ramifications of such on municipalities.

Mayor Coker thanked everyone for attending the workshop and stated she felt much was accomplished. She referred to a resolution that she was hoping to get a consensus from the Council regarding the Low Income Home Energy Assistance Program (LIHEAP) which helps low income families to help provide money for electrical bills. She advised a representative from Florida Power and Light will be going to Tallahassee on March 1, 2016 and had asked if the resolution could be approved and sent with them. She explained the funding that goes to

LIHEAP in the State of Florida had increasingly been decreased. Mayor Coker stated there is a law that governs how the money is appropriated and the appropriation of the law had not been followed therefore Florida continues to decline in funds for the project. She explained *LIHEAP* is not an entitlement, but money that is given through the power companies to help families that are in need. After review by the City Attorney, he confirmed they were asking for Council's vote to support that the appropriations committee give the LIHEAP funding as presented in the FY2017 budget. He explained it is a resolution not with Council taking action per say, but supporting the LIHEAP program and making sure it is funded properly. Deputy Mayor Frierson made a motion to approve the City Council supporting the program and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 4/0, approved. The City Clerk was instructed to read the resolution by title only and she did so.

Mayor Coker brought up the issue of the possibility of the City Administrator and staff preparing an office that the City Council can use for meetings. After much discussion regarding the room next to the kitchen in the Council Chambers and the unavailability of furniture for such, it was the general consensus of Council to utilize the conference room.

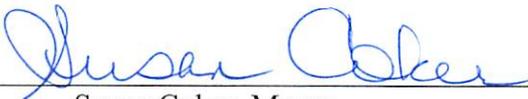
Mayor Coker asked for a consensus to get together a special event committee which would be utilized for special events, floats, etc. City Administrator Stewart asked if she was asking the Council to form a formal committee. Mayor Coker responded by stating no, but just to support an informal special events committee. There was no response.

ADJOURN

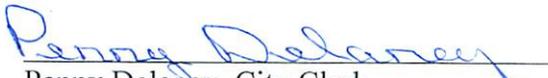
Councilmember Wertz-Strickland made a motion to adjourn and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 4/0, approved. Having no further business at this time, the meeting was adjourned at approximately 7:20 P.M.

ADOPTED THIS 1st DAY OF March, 2016.

By:


Susan Coker, Mayor




Penny Delaney, City Clerk