



**AGENDA
ARCADIA CITY COUNCIL
CITY COUNCIL CHAMBERS
23 NORTH POLK AVENUE, ARCADIA FL**

**TUESDAY, FEBRUARY 17, 2015
6:00 P.M.**

INVOCATION, PLEDGE, CALL TO ORDER AND ROLL CALL

PRESENTATIONS

1. Guy LaBree Proclamation (Mayor Wertz-Strickland)
2. Vietnam Traveling Wall (Lee Gallagher – DeSoto County Veteran’s Service Officer)
3. Eagle Vistas LLC – Randy and Beverly Berry

CONSENT AGENDA

4. Mauldin & Jenkins Audit Engagement Letter for Year Ending September 30, 2014 (Beth Carsten – Interim City Administrator)
5. City Council Minutes for February 3, 2015 (Penny Delaney – City Clerk)
6. Special Event Permit – Car & Bike Show – Spring Fest 15 (Carl McQuay – City Planner)
7. Air-Cadia Flowage and Hangar Rent Report for November 2014 (Penny Delaney – City Clerk)

ACTION ITEMS

8. Certificate of Appropriateness – 121 E. Pine Street (Carl McQuay – City Planner)
9. Certificate of Appropriateness – 111 N. Hernando Avenue (Carl McQuay – City Planner)
10. Certificate of Appropriateness – 608 E. Magnolia Street (Carl McQuay – City Planner)
11. Approval of Advertisement and Profile for City Administrator (Beth Carsten – Interim City Administrator)
12. Video Surveillance for City Garage (Beth Carsten – Interim City Administrator)

COMMENTS FROM DEPARTMENTS

13. City Marshall
14. City Attorney
15. Finance Director
16. Interim City Administrator

PUBLIC (Please limit presentation to five minutes)

MAYOR AND COUNCIL REPORTS

ADJOURN

NOTE: Any party desiring a verbatim record of the proceedings of this hearing for the purpose of appeal is advised to make private arrangements therefore.

PLEASE TURN OFF OR SILENCE ALL CELL PHONES

AGENDA No. 1



PROCLAMATION

WHEREAS, Guy LaBree is a third-generation Florida Cracker, resident of DeSoto County since 1983, and a nationally recognized artist with two images representing the Seminole Tribe of Florida in the Smithsonian National Museum of the American Indian; and

WHEREAS, Guy LaBree, born in 1941, was a classmate of some of the first Seminoles to attend public school in Dania, Florida, after World War II, and has lifelong friendships with his Seminole childhood friends, including Alan Jumper, who encouraged LaBree to paint the Seminoles so that the younger generation could learn the stories of the elders; and,

WHEREAS, Guy LaBree's artwork has graced Tribal offices and buildings, has been featured at Tribal events and festivals, and is part of the permanent collection of the Ah-Tah Thi-Ki Museum on the Big Cypress Reservation; and,

WHEREAS, Guy LaBree has won numerous awards and honors including the Florida Folk Artist Heritage Award in March 2014, first prize in the DeSoto Arts and Humanities Council's Art of the River Show in 2013, 2014, and 2015, featured artist at the Florida Folk Festival in 1983 and 2012, and the "Steve Blackwell Living Hero Award" in Port Charlotte in 2009; and,

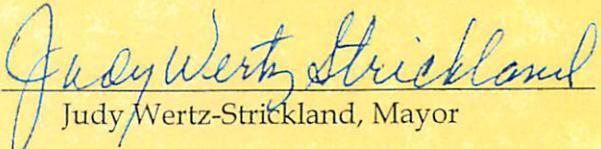
WHEREAS, paintings by Guy LaBree are the subject of Carol Mahler's book *Guy LaBree: Barefoot Artist of the Florida Seminoles* published by the University Press of Florida in 2010, the illustrations for Betty Mae Jumper's book, *Legends of the Seminole* published by Pineapple Press in 1994, and the cover art for numerous other books and publications; and,

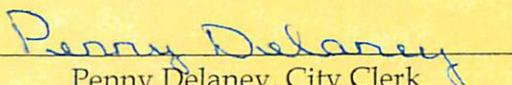
WHEREAS, Guy LaBree and his art have been featured in local, regional, and national magazine and newspaper articles; in radio and television shows; as the subject of college seminars, poems, and songs by musicians such as famed Florida folksinger Frank Thomas; and in the kiosks for the Seminole War Heritage Trail at Fort Cooper State Park; and

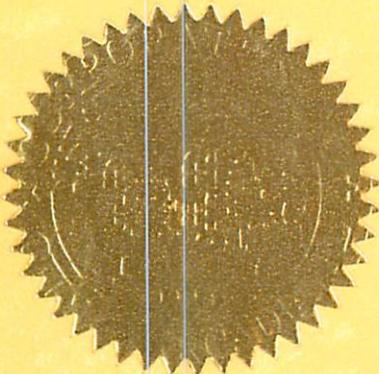
WHEREAS, Guy LaBree, who died on January 1, 2015, will be honored with a retrospective art show, program, song and story circle at Martin Art Gallery on Saturday, February 21, 2015;

NOW THEREFORE BE IT PROCLAIMED by the City Council of the City of Arcadia, Florida, that February 21, 2015, be designated "Guy LaBree Day."

SO DONE, THIS 17TH DAY OF FEBRUARY, 2015.

By: 
Judy Wertz-Strickland, Mayor

ATTEST: 
Penny Delaney, City Clerk



AGENDA No. 2

AGENDA No. 3

EAGLE VISTAS LLC

PROPOSAL FOR FBO

ARCADIA MUNICIPAL AIRPORT

01-31-15

EAGLE VISTAS LLC PROPOSAL

TABLE OF CONTENTS

1. Eagle Vistas LLC Introductory Letter
2. Eagle Vistas LLC Proposed Services as FBO at Arcadia Municipal Airport
3. Eagle Vistas LLC Listing of Assets
4. Randy W Berry Resume
5. Randy Berry Licenses
6. Beverly A Berry Resume
7. Eagle Vistas graduates article
8. AgAir Update article on the PA-25 by LAVIASA
9. Eagle Vistas Billboard sign
10. Eagle Vistas Farmer Owned flier
11. Eagle Vistas Student Information card
12. Brochure for PA-25 by LAVIASA
13. Liability Insurance for Eagle Vistas LLC

EAGLE VISTAS LLC

Proposal for FBO

Arcadia Municipal Airport

01-31-15

Eagle Vistas LLC is owned and operated by Randy and Beverly Berry. Randy Berry is a 3rd Generation Pilot and Airplane Mechanic. He grew up on his father's FBO in Sebastian, FL where he had his own Flight School in 1971 and was very active as assistant Airport Manager. He later took the position of Airport manager when his father was terminally ill.

After Sebastian, Randy moved to Camilla, GA where he was Airport Manager, ran a flight school, and a Commercial Crop Spraying operation. In the last 45 years Mr Berry has always been active in General Aviation, with the majority of his time in Agricultural Aviation. Randy placed 2nd in a National Ag Pilot Competition in 1983. Randy was also involved in the Construction Industry as a Certified General Contractor in the State of Florida. In 2009, Randy was elected to the position of President of the Treasure Coast Builders Association, which includes St Lucie, Indian River, Martin, and Okeechobee Counties. During his time in office, Randy was a board member of: 1. Workforce Development Board of the Treasure Coast, 2. Business Alliance for Prosperity (a St Lucie County Board that included County Commissioners, the mayor and City Council members, Chamber of Commerce, Realtors Association, Builders Association, and the Economic Development Council.) Randy also worked with the Planning and Zoning as a General Aviation Expert. During this time of Public Service Randy gained a wealth of knowledge about the inner workings of small government and the importance of community support and involvement.

Beverly Berry has over 25 years as a Commercial Banking Specialist and specialized in helping to grow businesses as a Business Banking Relationship Manager. She was also active in local community boards as a director, having served on the Treasure Coast Food Bank and Treasure Coast Builders Association boards.

Eagle Vistas LLC was established in 2007. We are a specialized flight school that trains Agricultural Pilots (Crop Dusters) from across the United States and internationally. Our business is growing and we will be adding additional training aircraft and instructors in the next few months. We are also Ag Aviation Consultants advising those interested in starting private or commercial aerial application operations. In addition, we are the factory representative for an Agricultural Aircraft manufacturer in South America as well as affiliated with Agricultural Aircraft built in the US. We have a Part 137 for Commercial Aerial Application under the name of Consolidated Ag Pilot Services LLC. This is a new company that will do Aerial Application and participate in research and test plots for aerial application in our area.

Eagle Vistas LLC submits this application for consideration of the position of Airport Manager/FBO to the Arcadia City Council. We believe that an Airport is the heartbeat and pulse of a county and that it should be used for the good of all of its residents and not just a few select people that have recreational airplanes. Aviation commerce based out of a local airport is a good way to more fully utilize this asset. We believe that an airport should be self-supporting and well kept, in addition to serving the aviation community.

DeSoto County's main source of revenue is its agriculture. This is an area known for the many groves, including one of the largest citrus groves in the world. Drought in California over the past few years is presenting an opportunity for winter vegetable crops in Florida and increases in this type crops could add to crops per acres here in DeSoto County. Even though the Ag industry isn't in the city limits, if production is increased in the area, all local support industries in the area will benefit (jobs, retail, restaurants, farm centers, warehouses, truck terminals, etc.).

We propose a full time designated Ag Aircraft loading area, with EPA approved loading pads with reclaimed water, to be available for lease or rent, with the stipulation that all fuel used while at Arcadia be purchased from the airport, only. A daily pad rental could be waived if over a certain amount of fuel is purchased. Most people don't know that the jet engines in the new crop dusting aircraft burn 75-100 gallons of Jet A per hour and the Radial engines burn 30-50 gallons of AV-100 per hour. With the uncertainty of AV-100 (FAA is requiring it to be phased out and replacements are under development), we would propose using the existing 10,000 gallon fuel tank for Jet A and purchase a used truck to pump into aircraft at the Ag Pad or to service small turboprop and business jets, who cannot be moved as easily as the small personal aircraft for fueling. A 1,500 to 2,500 gallon tank attached to the existing fuel pump could easily service the small aircraft with AV-100.

We plan to bring our Ag Flight School as well as a full time commercial spraying operation to the airport. A local commercial spraying operation will contribute to the local economy, adding to the tax base and in the end benefit schools, roads, and local government.

We believe we can make a positive difference in the way the airport is operated. We would be active in the local business community and promote the value of a local airport and general aviation to Arcadia. Arcadia will be one of only a few places in the country where Ag Aviation Training is available and our students will stay from two to six weeks, supporting the local economy for housing, restaurants, and retail. We are currently working with Agriculture and Aviation Colleges to include an Ag Aviation Program with us. Some of these affiliations will also provide opportunities for financing of our programs as well as providing veteran's benefits. Our affiliation with our state (Florida Agricultural Aviation Association) and national association (National Agricultural Aviation Association) offers opportunities for us to host events that will also attract visitors to the area for special events.

We have many ideas to help the City have a sustainable self-supporting asset in the airport, with smart growth and contributing towards DeSoto County's economic future, if given this opportunity.

EAGLE VISTAS LLC
PROPOSED SERVICES AS FBO AT
ARCADIA MUNICIPAL AIRPORT

- Manage and operate FBO at Arcadia Municipal Airport according to Minimum Standards
- Lease Existing terminal building, maintenance hangar, and 5,000 sq. foot hangar at northwest end of runway 13/31
- Be responsible for fuel farm, mowing, lighting maintenance.

Additional Services to be provided:

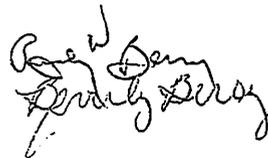
- *Ag Pilot Flight School, currently operated under Eagle Vistas LLC, in Sebring, FL*
- *Aircraft sales (Ag Planes): Currently we are the exclusive US representative for LAVIASA, an aircraft manufacturer of the new PA-25, formerly build by Piper. We have a brand new airplane for Demo purposes. We also represent other Ag Airplane manufacturers and plan to bring additional aircraft for demo and sales purposes.*
- *Aircraft maintenance-Randy Berry is an A & P with IA. Our current plan is to maintain our own fleet and in the future also offer Aircraft maintenance of Ag Aircraft. We see no conflict with the existing Aircraft Mechanic.*
- *Commercial Part 137 for Aerial Application*

Additional Services to be proposed:

- *Add designated Ag Aircraft loading areas, equipped with EPA approved loading pads with reclaimed water, available for lease or rent (fee waived with a daily minimum purchase of fuel-to be determined.) Use of Agricultural loading must be done at designated loading areas only. Ag operators working out of Arcadia can be required to purchase fuel to work out of Arcadia Municipal Airport.*
- *Propose to use existing 10,000 gallon fuel tank for Jet A fuel.*
- *Provide a fuel truck to pump into aircraft at Ag Pad or to service small turboprop and business jets*
- *Designate a small 1,500 to 2,500 gallon tank for small aircraft needing AV-100*

Business Entity and Principals:

EAGLE VISTAS LLC
Randy W Berry, Managing Member
Beverly Berry, Managing Member
446 Hendricks Field Way Hangar C-4
Sebring, FL 33870
Ph: 772-285-5506



EAGLE VISTAS LLC

LISTING OF ASSETS

01-31-15

1975 Piper PA25-260 Dual Cockpit Trainer N75HM \$125,000

1960 Piper P25-150 \$50,000

These planes are owned free and clear with no liens or encumbrances.

Both of these planes are registered in the name of Eagle Vistas LLC

2012 LAVIASA PA-25-260 N25LV \$290,000

This plane is currently leased, insured by Eagle Vistas LLC

1996 FORETRAVEL MOTORHOME-no Lien \$50,000

Tools and Maintenance Equipment \$40,000

Customized Portable Classroom and Show Promotion Trailer, with AC and Heat, no liens \$6,000

Working Capital \$50,000

Business and personal Net Worth: \$500,000

Future Expansion Projections:

An additional two-place trainer aircraft

AgCat Agricultural Aircraft to be used for training in type and for spray operation

Randy W Berry

446 Hendricks Field Way/ Hangar C4

Sebring, FL 33870

772-285-5506

bevsons@gmail.com

QUALIFICATIONS SUMMARY

Agricultural Aviation Professional with broad aviation and business background. Experienced FAR Part 137 Operator, Chief Pilot, Ag Aviation Consultant, Agricultural Pilot Instructor, and US Airframe and Powerplant Mechanic with Inspection Authorization. Skilled in building relationships with government and business entities. Mission minded with maturity and ability to lead as well as be part of a team focus. Adept at creating strategic plans and solving problems. Experienced promoter at trade and industry shows.

- Multi-region experience in agricultural aviation
- Developed agricultural pilot training curriculum
- Human resource and operational experience
- Experienced asset negotiation and procurement

PROFESSIONAL EXPERIENCE

Eagle Vistas LLC, Sebring, FL 2007-Present

Owner-Managing Member

Directs, and instructs in an Agricultural Pilot Mentoring program

Southeastern Aerial Crop Service, Fort Pierce, FL 2010-2013

(spraying division of Southeastern Aircraft Sales, an Air Tractor Dealership)

Chief Pilot/Aerial Applicator

Managed all aspects of Aerial Application for Southeastern, to include scheduling, regulatory compliance, human resources, asset management, customer/government relations and risk management.

Air Tractor authorized Turbine Transition trainer, all models

Coordinated with FSDO for congested area operating waiver for Mosquito Control for Indian River, Martin and St Lucie Counties as well as the NPDES standards

Coordinate with DPI (Division of Plant Industries) for control of Caribbean Fruit Fly for Citrus Exportation

Worked with State Department of Agriculture, Agronomists, and State Extension Service Agents

Heinen Brothers, Seneca, KY 2013

Aerial application for Corn and Bean Run (AT502)

Independent Contract Aerial Applicator (freelance) 2007-2010

Aerial application of Headline during herbicide season

Royal Professional Builders, West Palm Beach, FL 2002-2007

Business Development Officer

Chief Operations Officer, St Lucie County

Responsible for land acquisition and development-PUD's

Corporate Pilot-Fixed wing and helicopter

Government relations-Planning and Zoning/County Commission, OSHA, Building Departments

Business Alliance for Prosperity, St Lucie County, Board Member

Air Crop Care, Belle Glade, FL Chief Pilot/Aerial Applicator Large contract with US Sugar for sugarcane spraying and fertilizing	1998-2002
Southeastern Aerial Crop Service, Fort Pierce, FL Aerial Applicator Citrus, dusting, spraying, and fertilizing Ferry pilot, contract pilot for customers in off season	1990-1998
Pinecliff Cotton Ginn, Camila, GA Aerial Applicator Corporate Crop Duster for farm owned by Hamel McNair exclusively spraying his farm of 6,000 acres Peanuts, 7,000 Cotton, and 500 acres Tobacco	1987-1990
Griffin Cotton Ginn, Meigs, GA Aerial Applicator Corporate Crop Duster	1985-1987
Randy Berry d/b/a Maxwell Aviation, Camilla, GA Chief Pilot and 137 Certificate Holder, Airport Manager Did custom aerial applications	1982-1985
S & S Air Service, Marianna, FL Aerial Applicator Seasonal row crops, pine tree fertilizer, and Government contracts for imported fire ants	1979-1982
Custom Farm Service, Stanfield, AZ Aerial Applicator Part of John Goodwin's team that pioneered night and GPS aerial application	1976-1979
Singleton Spray Service, Pierre, SD and Casa Grande, AZ Aerial Applicator Flew wheat in SD, then cotton in AZ. Ferried 8 Ag planes from location to location.	1975-1976
Cotton Spray Service, Graceville, FL Aerial Applicator First Aerial applicator position	1973-1975

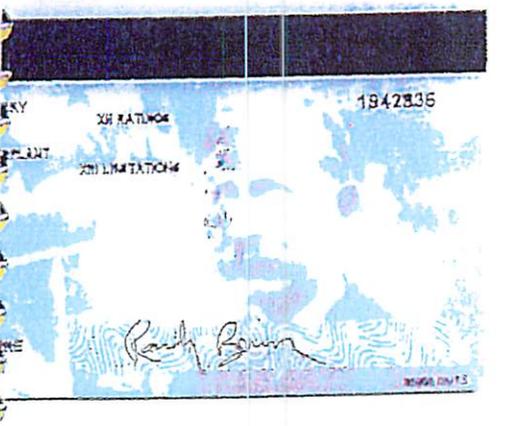
FLIGHT TIME: Total Flight Time 28,000, 22,000 hrs Ag Flight Time, 10,000+ hours in Turbine. Have flown all makes and models of Ag Aircraft in US

LICENSES HELD:

USA Commercial Pilot: Airplane - SEL/MEL/SES/MES Instruments / CFI
 Rotorcraft - Helicopter / Gyroplane - CFI
 Gliders / specialties- AG, Bush, Aerobatic, Tailwheel
 US Airframe and Powerplant Mechanic with Inspection Authorization

Florida Certified General Contractor / 2007-2008 Past President of Treasure Coast Builders Association, Florida Certified Real Estate Salesman

Memberships / AOPA, EAA-Chapter 1240 Tech Counselor & Flight Adviser, National Association of Flight Instructors (45 years), National Agricultural Aviation Association, Florida Agricultural Aviation Association, NAAA Board Alternate, 2014-2015 for FL , Treasure Coast Builders Association, Past Pres, V Pres, Treas, Sec.



Florida Department of Agriculture and Consumer Services

- Categories
 1 Crop
 2 Crop
 3 Aerial
 4 Applicator Ag
 5 Greenhouse Fum
 6 Commodity Fum
 7 Pest Control
 8 Rental and Turf
 9 Treatment
 10 Pest Control
 11 Organotin Paint
 12 Right of Way
 13 Wood Treatment
 14 Chlorine Gas Infusion
 15 Sewer Root Control
 16 Regulatory Pest Control
 17 Demonstration and Research
 18 Aerial Application
 19 Regulatory Insp. and Samp
 20 Natural Areas Weed Mgmt

For information, call (850) 617-7870

Florida Department of Agriculture and Consumer Services
 Pesticide Certification Office
 Commercial Applicator License
 License # CM18979

BERRY, RANDY WARREN
 446 HENDRICKS FIELD WAY
 HANGAR C4
 SEBRING, FL 33870
 Categories 11

Issued: April 9, 2014

Expires: March 31, 2018

Signature of Licensee

Signature of Commissioner
 ADAM H. PUTNAM, COMMISSIONER

The above individual is licensed under the provisions of Chapter 407, F.S. to purchase and apply restricted use pesticides.

BEVERLY BERRY

446 Hendricks Field Way, Hangar C4, Sebring, FL ♦ (772) 285-5506
Email: bevsons@gmail.com

SUMMARY OF QUALIFICATIONS

Business Manager with the ability to cover the many facets of operating, expanding, and marketing a business.

Commercial Lender and Business Relationship Manager with skills to acquire and develop business contacts from first contact as prospect to client. Retention and enhancement of existing relationships through meticulous and systematic follow up. Developed wide network of centers of influence that were valuable referral sources. Exceeded expectations of new business clients to grow portfolio. Experienced in Commercial Lending, Business Deposit acquisition, and sales of Business Products.

PROFESSIONAL EXPERIENCE

- EAGLE VISTAS LLC, Sebring, FL** 2007-Present
Managing Member
Established Business with husband Randy Berry.
- Developed and Manages Web Site
 - Responsible for Marketing, Project Development, Public Relations, and Relationship Management
 - Financial Management
- SUNTRUST BANK, Port St Lucie, FL** 2004 – 2009
Business Relationship Manager / Assistant Vice President
Managed Portfolio of top business clients for multiple branch locations. Focused on client retention, deposit production, loan and fee production.
- Established Monthly Business Networking groups for three branches. This became a value added service for clients to network in the community, an opportunity for reaching prospects, and a business educational forum which I facilitated.
 - Generated new business from varied centers of influence.
- WACHOVIA BANK, Stuart, FL** 2003 – 2004
Licensed Financial Specialist / Assistant Vice President
Financial services sales in investments, deposits, and loans.
- Developed Centers of Influence from community and client contacts.
- WACHOVIA BANK, Stuart and North Palm Beach Offices, FL** 2002 – 2003
Branch Manager / Assistant Vice President
Managed sales and service goals, staff, and operations for office. Participated in Business Development opportunities for office.
- Successfully transitioned clients and employees through initial and final stages of merger with First Union. This included all procedures required to close a branch and transition a staff to new offices.
- SOUTHTRUST BANK, Tequesta, FL** 1999 – 2002
Sales & Service Manager/Assistant Vice President
Responsible for sales, operations and staff management in branch.
- Acknowledged for Excellent Audits.
- WACHOVIA MORTGAGE COMPANY, Lake Park, FL** 1998 – 1999

Mortgage Loan Consultant / Assistant Vice President

Representative for 7 branches.

- Qualified as Desk Top Underwriter with FNMA.

WACHOVIA BANK, Singer Island, FL

1995 – 1998

[Formerly known as 1st United Bank / 1st National Bank of Lake PA.]

Branch Manager / Asst. Vice President

Responsible for Business development and Customer calls for Branch. Managed staff and sales goals for office

STEPHEN L SHIRLEY, BROKER, Lake Worth, FL 1990 – 1994

Realtor Associate

Realtor Sales Associate, residential and commercial sales. Set up and managed family owned brokerage.

CENTURY 21-PALM GLADES REAL ESTATE, West Palm Beach, FL

1988 – 1990

Realtor Sales Associate

Learned about the real estate business in order to set up and manage company.

SUBURBAN BANK, Lake Worth, FL

1982 – 1986

Loan Officer

Loan Officer for Commercial, Mortgage, and Installment Loans. Also served as Financial Analyst for Business Loan Requests and monitoring purposes.

- Loan authority authorized by board of directors.

EDUCATION

American Bankers Association "Commercial Lending" Diploma

American Bankers Association "Fundamentals of Banking"

Palm Beach State College Lake Worth, FL

PROFESSIONAL DEVELOPMENT

Treasure Coast Builders Association, Fort Pierce, FL

St Lucie County Chapter Chair, Board Member 2008/2009, 2009/2010 member since 2006

Treasure Coast Food Bank, Fort Pierce, FL

Board Member 2007 to 2013

Development Committee Chair 2008 to 2013

Secretary, 2010/2011, 2011/2012

St Lucie County Chamber, Member 2006 to 2009

City of Port St Lucie Chamber, Member 2009

Latin Chamber of the Treasure Coast, Member, 2008 to 2009

Rotary Club, Stuart, FL

Board Member 2003 to 2004

Rotary Club, Singer Island, FL

Board Member, Vice President 1995 to 1999

Eagle Vista celebrates six graduates



Brent D. Voris (L)



Ky W. Dykes and Romke Sikkema (L-R)



Ruben Friesen (L)



Sam Stuhmer (L)



Michael F. Rowell (R)



Travis L. Mercer (L)

SEBRING, FL—We have had awesome students this year. Travis Mercer is working in South Carolina as a loader, from contacts he made at the SEAF convention, while he completes his commercial pilot license requirements. Ruben Friesen is working in Mexico. His family farms there and he will be flying a Pawnee. Brent Voris is working in IN for a commercial operator, and is

rebuilding a Pawnee to fly this season! He has been sending pictures of the progress. It is almost done! He previously worked for Airscan. Ky Dykes and Sam Stuhmer are working on finishing their commercial pilot license requirements. Sam has a job waiting when he is finished with his commercial. Michael Rowell hopes to buy his own ag plane soon and do his own farm.

BE THE BEST YOU CAN BE!
Don't cheat yourself with partial training!

Eagle Vistas

AG PILOT TRAINING

AIRCRAFT SALES

AG AVIATION CONSULTING

OFFERING: PRIVATE • COMMERCIAL • AG PILOT TRAINING
TAILWHEEL INSTRUCTION

Upset recovery, stick & rudder techniques, basic aerodynamics
Mosquito control instruction available



Featuring Dual Cockpit PA25-260 C/S Pawnee/Bantam GPS

NEW! Single Place PA25 Pawnee for actual
spraying & emergency dumping
& granular applications

There is more to being an Ag Pilot than
just flying the airplane!
Check us out to see how our programs
will better prepare you!



See our videos at eaglevistas.com (Ask our graduates about us)

Randy and Beverly Berry

Call: 772-285-5506

SEBRING, FL *Where Racecar Drivers and Ag Pilots Train!*

Legendary ag-plane returns



by Bill Lavender

A couple of months ago, I settled into the seat of the same type of ag-aircraft that started my first ag-flying season. Although the familiar appearance resonated with me, the aircraft that I found myself in some 40 years later was completely different. I remember well my very first takeoff in a Piper Pawnee PA-25 Hutcherson conversion with a 250 HP O-540 Lycoming engine and fixed pitch prop. I am not sure what the operator had done to make the engine have 15 more horsepower, but I know it

required 100-octane fuel instead of the 80-octane fuel other 235 HP Pawnees were using at the time.

The reason I remember that first takeoff so well is, based on my training in a C-150, I set the nose of the Pawnee on the horizon and darn near stalled the aircraft on departure (Or, thought I was going to. Pawnee "noses" are inherently positioned lower than a typical aircraft). I spent a long hot summer in that Pawnee and learned a lot of things not to do in

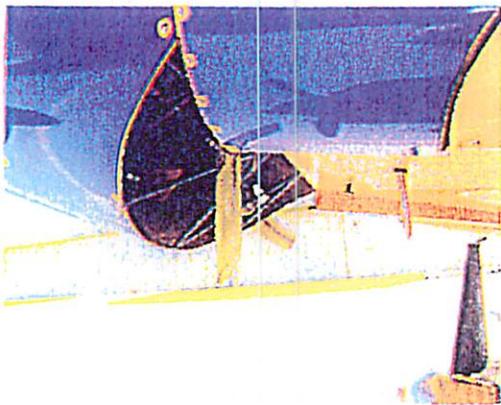


Romke Sikkema (L) is an ag instructor at Eagle Vistas' ag-school, along with Randy Berry. He has been a local general aviation instructor for 20 years and has ag experience. Romke graduated Mike Rowell (R) from Eagle Vistas, LLC's ag-aviation school during AgAir Update's evaluation flight.



Francisco Pocaterra, Director of LAVIASA, and the author hold an enlarged facsimile of the recent FAA Special Airworthiness Certificate issued March 12, 2014 for the PA-25 p3.

performing Hoerner-style fiberglass wingtips. The cooling lip on the lower cowling has been removed with improved baffling for the IO-540. The MVP-50 readouts proves this works and in doing so improves airflow around the aircraft's fuselage.



Removing the "cooling lip" from the lower cowling cleans up the airflow around the fuselage of the aircraft with no reduction in engine cooling.

The wings, control surfaces and empennage are covered in synthetic fabric that offers ease of repair and is lightweight, with aluminum spars fore and aft and aluminum ribs. The wings are strut-braced for strength. The one-piece, aluminum laminar (spring) main gear is attached at the fuselage mount brackets; no more bungee cords and more streamlined.

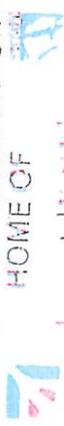
Not only has the hopper been increased to 180-gallon capacity, it was done in an aesthetic manner and with a larger hopper lid, too. The PA-25 p3 has a sporty paint scheme that is sure to catch the eye. In the past, the PA-25-260 could only use a two-blade constant speed propeller and no spinner was approved. Not so with the p3 and its shiny chrome spinner that not only looks good, but improves engine cooling.

I really enjoyed flying the PA-25 p3. It was easy and comfortable flying. Often when I evaluate a new aircraft,

it is very sophisticated, complex and challenging

the first few flights. I have to really stay on my "toes". With the PA-25 p3, I got no surprises. Without a doubt, the entry level ag-pilot will find this aircraft a safe aircraft to learn how to fly ag. The turbine operator will see many benefits to using the aircraft on those fields that are not profitable for the turbine powered plane. The price tag is around \$290,000USD; so is just about any new FAA certified Part 23 aircraft.

The LAVIASA-built PA-25 p3 is already certified and being sold in many Latin American countries. Latin American readers should contact Mr. Francisco Pocaterra and/or Mr. Miguel Jaramillo for more information:
fpocaterra@laviasa.com,
miguel.jaramillo@laviasa.com.
www.laviasa.com

SEBRING REGIONAL AIRPORT
HOME OF
 U.S. SPORTS
AVIATION EXPO
JAN. 14-17, 2015

 Eagle Vistas
AGRICULTURAL PILOT TRAINING
SEE OUR VIDEOS www.eaglevistas.com 772-285-5506

FLY
Lockwood Aviation
FLIGHT INSTRUCTION AIRCRAFT R
AIR TOURS AERIAL PHOTOGRAP
655-11

AG PILOT TRAINING *Eagle* *Wistas* AIRCRAFT SALES
AG AVIATION CONSULTING



FARMER OWNED AG AIRCRAFT WHAT ARE THE BENEFITS?



MR. FARMER: WHY DO YOU OWN YOUR OWN:

Tractors, Planters, Combines,
Sprayers, Fertilizer Spreaders,
and other Farm Implements

when you can hire Custom Applicator
Services to do it for you?

1. No one cares about your crop more than you do.
2. You want to have control of your farming environment and not have to depend on others to insure your best yields, when you have weather delays everybody in your region has the same delays and needs the same services at the same time. Because of this you lose control. If there is disease or insect pressure it can cost you dearly.



Eagle  *Vistas*

**AGRICULTURAL PILOT TRAINING
(Crop Duster)**

**We guide you from start to
finish for an exciting career**

See our Videos at www.eaglevistas.com

Ask our graduates about us!



Eagle Vistas ^{LLC}

445 Hendricks Field Way, Hangar C4
Sebring, FL 33870

Sebring, FL

Micro Recreational Drivers and Ag Pilots Training



AIRCRAFT SALES
AG AVIATION CONSULTANT

RANDY BERRY
BEVERLY BERRY

AGRICULTURAL PILOT TRAINING

SEE OUR
VIDEOS

www.eaglevistas.com
bav@eaglevistas.com

772-285-5506

PA-25

**THE LEGEND
IS BACK**

Laviasa
aviation



Light Aviation Division - Atlanta Branch
 100 Colony Square, Suite 1000
 Atlanta, GA 30361-6227
 Phone: (404) 249-1800
 Fax: (855) 669-6712

Agent: Doug Davidson
 Company: DOUG DAVIDSON
 Fax #:

From: Jeff Rhodes
 Date: January 8, 2015
 Insured: Eagle Vistas LLC

446 Hendricks Field Way, Hangar C4 Sebring, FL

Policy Period: January 27, 2015 to January 27, 2016

Thank you for your policy order of these coverages which are
 accepted per the terms and conditions of our quote of, 12/16/14

Coverages Bound:

General Aggregate Limit:		
Premises BI/PD CSL	\$1000000 each occurrence	\$900

Additional Insured	Sebring Airport Authority	Included
--------------------	---------------------------	----------

This binder contains a broad outline of coverage and does not include all the terms, conditions and exclusions of the policy (or policies) that may be issued to you. The policy (or policies) contain the full and complete agreement with regard to coverage. Please review the policy (or policies) thoroughly with your broker upon receipt and notify us promptly in writing if you have any questions. In the event of any inconsistency between the binder and the policy, the policy language shall control unless the parties agree to an amendment.

A signed application must be on file by: N/A

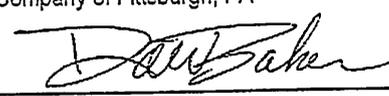
TRIA Coverage has been: Declined per your written instructions.

Total Annual Premium: \$900
 0

Policy # : AP-028126249-02

Producer Commission: 15.0%

Issuing Company: National Union Fire Insurance Company of Pittsburgh, PA

Signature of Authorized Representative: 

Comments:

--

AGENDA No. 4



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: February 17, 2015

DEPARTMENT: Administration

SUBJECT: Mauldin and Jenkins Audit Engagement Letter for Year Ending September 30, 2014

RECOMMENDED MOTION: Council Approval

SUMMARY: This is our agreement between the City of Arcadia and Mauldin and Jenkins to proceed with the 2013-2014 audit.

FISCAL IMPACT: _____ Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

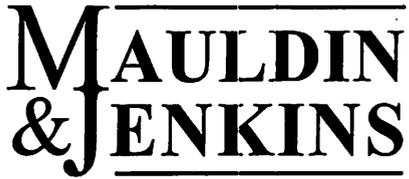
Department Head: _____ Date: _____

Finance Director (As to Budget Requirements) _____ Date: _____

City Attorney (As to Form and Legality) _____ Date: _____

Interim City Administrator: Beth Carsten _____ Date: 02/17/15

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Tabled to Date Certain _____ Approved with Modifications



February 6, 2015

The Honorable Mayor and City Council
City of Arcadia, Florida
P. O. Drawer 351
Arcadia, Florida 34265

Attention: Beth Carsten, Interim Administrator

We are pleased to confirm our understanding of the services we are to provide the City of Arcadia, Florida (the "City") for the year ended September 30, 2014. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ended September 30, 2014. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. The General and Major Special Revenue Fund Schedules of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual:
3. Notes to Required Supplementary Information.
4. OPEB and Pension Schedules required by GASB 45 and GASB 67, respectively.

We have also been engaged to report on other supplementary information other than RSI that accompanies the City's financial statements. We will subject the following other supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Schedule of Expenditures of Federal and/or State Awards, as applicable.
2. Combining Statements and individual fund statements and schedules.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements; noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and/or the Florida Single Audit Act and Chapter 10.550 Rules of the Auditor General, as applicable.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states: (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The reports required by OMB Circular A-133 and/or the Florida Single Audit Act, as applicable, will report on internal control over compliance and will include a paragraph that states the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133 and/or the Florida Single Audit Act. Both reports will state the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of OMB Circular A-133; the Florida Single Audit Act; and the provisions of Chapter 10.550, Rules of the Auditor General, as applicable, and will include tests of accounting records, a determination of major programs in accordance with OMB Circular A-133 and/or the Florida Single Audit Act, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audits, if applicable. Our reports will be addressed to management and the City Commission of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the financial statements, Schedule of Expenditures of Federal and/or State Awards, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying all Federal and state awards received and understanding and complying with the compliance requirements, and for preparation of the Schedule of Expenditures of Federal and/or State awards (including notes and noncash assistance received) in accordance with the requirements of OMB Circular A-133 and the Florida Single Audit Act, as applicable.

As part of the audit, we will assist with preparation of your financial statements, Schedule of Expenditures of Federal and/or State Awards, related notes, and the State Report. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements, Schedule of Expenditures of Federal and/or State Awards, related notes, and the State Report, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, Schedule of Expenditures of Federal and/or State Awards, related notes, and the State Report, and that you have reviewed and approved the financial statements, Schedule of Expenditures of Federal and/or State Awards, related notes, and the State Report prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for: (1) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with: (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving: (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133 and the Florida Single Audit Act, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

You are responsible for preparation of the Schedule of Expenditures of Federal and/or State Awards (including notes and noncash assistance received) in conformity with OMB Circular A-133 and the Florida Single Audit Act. You agree to include our report on the Schedule of Expenditures of Federal and/or State Awards in any document that contains and indicates that we have reported on the Schedule of Expenditures of Federal and/or State Awards. You also agree to include the audited financial statements with any presentation of the Schedule of Expenditures of Federal and/or State Awards that includes our report thereon or make the audited financial statements readily available to intended users of the Schedule of Expenditures of Federal and/or State Awards no later than the date the Schedule of Expenditures of Federal and/or State Awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that: (1) you are responsible for presentation of the Schedule of Expenditures of Federal and/or State Awards in accordance with OMB Circular A-133 and the Florida Single Audit Act; (2) you believe the Schedule of Expenditures of Federal and/or State Awards, including its form and content, is fairly presented in accordance with OMB Circular A-133 and the Florida Single Audit Act; (3) the methods of measurement or presentation have not changed from those used in the prior period or, if they have changed, the reasons for such changes; and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the Schedule of Expenditures of Federal and/or State Awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the other supplementary information in any document that contains and indicates that we have reported on the other supplementary information. You also agree to include the audited financial statements with any presentation of the other supplementary information that includes our report thereon or make the audited financial statements readily available to users of the other supplementary information no later than the date the other supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that: (1) you are responsible for presentation of the other supplementary information in accordance with GAAP; (2) you believe the other supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period or, if they have changed, the reasons for such changes; and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the other supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from: (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; Schedule of Expenditures of Federal and/or State Awards, if applicable; Federal and state award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133 and the Florida Single Audit Act, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major Federal and/or state award program, as applicable. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133 and the Florida Single Audit Act, if applicable.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, OMB Circular A-133, and the Florida Single Audit Act, as applicable.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 and the Florida Single Audit Act requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Circular A-133 *Compliance Supplement* and *State Projects Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs, as applicable. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133 and the Florida Single Audit Act, as applicable.

Engagement Administration, Fees and Other

We understand that your employees will prepare all cash, accounts receivable or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, Schedule of Expenditures of Federal and/or State Awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the Federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Mauldin & Jenkins, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to cognizant agencies or their designees, a Federal agency providing direct or indirect funding or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Mauldin & Jenkins, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested. If we are aware that a Federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on a mutually agreed upon date and to issue our reports no later than June 30, 2015. Wade Sansbury, CPA, is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be \$85,500 for the year ended September 30, 2014. Federal and state single audits as required by the Single Audit Act Amendments and provisions of OMB Circular A-133 will also be performed and charged at \$3,500 per major program. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation. The above fees are based on anticipated cooperation

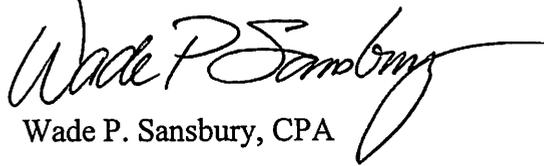
from your personnel (including complete and timely receipt by us of the information on the respective client participation listings to be prepared annually) and the assumption that unexpected circumstances (including scope changes) will not be encountered during the audit. If significant additional time is necessary, we will discuss it with management and arrive at a new fee estimate before we incur the additional costs.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, arbitration, or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request. For all requests we will observe the confidentiality requirements of our profession and will notify you promptly of the request.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign these letters and return one to us.

Sincerely,

MAULDIN & JENKINS, LLC



Wade P. Sansbury, CPA

RESPONSE:

This letter correctly sets forth the understanding of the City of Arcadia, Florida.

Management Signature: _____

Title: _____

Governance Signature: _____

Title: _____

AGENDA No. 5



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: February 17, 2015

DEPARTMENT: Administration

SUBJECT: Minutes from February 3, 2015

RECOMMENDED MOTION: Council Approval

SUMMARY:

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Penny Delaney Date: 02/17/15

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

Interim City Administrator: Beth Carsten Date:

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Tabled to Date Certain _____ Approved with Modifications

**AGENDA MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, FEBRUARY 3, 2015
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 OF ALLEGIANCE

Pastor Alexander of Elizabeth Baptist Church gave the invocation which was followed by the Pledge of Allegiance.

CALL TO ORDER & ROLL CALL

The Mayor called the meeting to order at approximately 6:00 p.m. with the following members and staff present:

Arcadia City Council

Mayor Judy Wertz-Strickland
Councilmember Susan Coker
Councilmember Joseph E. Fink

Deputy Mayor Frierson
Councilmember S. Delshay Turner

Arcadia City Staff

Interim City Administrator Beth Carsten
City Planner Carl McQuay sitting in for City Clerk in her absence
Marshall Matt Anderson

CONSENT AGENDA

Agenda Item 1 - City Council Minutes for January 20, 2015

Agenda Item 2 – Special Event Permit – Coastal Conservation Association Peace River Chapter Kids Fishing Clinic at Lake Katherine

Councilmember Fink moved to approve Items 1 and 2 as presented and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

ACTION ITEMS

Agenda Item 3 – Ridge League Representation

Juan Otero addressed the Council and stated that he was attending the meeting on behalf of the Ridge League of Cities and they were asking if one of the Council Members would be

interested in joining as a board member. Councilmember Fink stated that as the Mayor represents the City at the Florida League of Cities, he suggested that she take the duty on. Mr. Otero thanked the Council for their time and welcomed the Mayor to the Ridge League of Cities. Councilmember Fink made a motion to appoint Mayor Wertz-Strickland to the Ridge League of Cities and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 4 – Various Committees Update

The Interim City Administrator advised that at the last meeting, Council discussed the various committees that needed new representatives for. She further advised that Councilmember Turner was appointed to the Charlotte Harbor National Estuary Program, Councilmember Coker was appointed to the Drug-Free DeSoto Coalition, Councilmember Fink and Deputy Mayor Frierson was appointed to Economic and Tourism Development Council, and Mayor Wertz-Strickland was appointed to the Florida League of Cities. Ms. Carsten stated that representation was still needed for the Central Florida Regional Planning Council and advised that Councilmember Fink had volunteered to serve on that Council if City Council is in agreement to it and she also advised that representation was still needed for Tobacco Free Partnership of DeSoto County. Councilmember Coker made a motion to nominate Councilmember Fink for the position of Central Florida Regional Planning Council and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Councilmember Fink made a motion that Councilmember Turner be the representative on the Tobacco Free Partnership and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 5 – Livestock Market Update

The Interim City Administrator advised County Administrator Mandy Hines has offered their Road and Bridge staff and equipment to do the demolition for the livestock market. She stated that would take care of the labor and equipment to demolish it and the City would be responsible for hauling off everything to the dump and pay the dump fees. She advised the City and County have really been working together on a lot of different things and she felt this was a good thing for the City because it would lower the expense and it would take the City in the direction of working with the County. Councilmember Fink made a motion to have the Interim City Administrator be given permission to have the County demolish the remaining livestock market on Highway 17 and Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 6 – Livestock Market Request for Use – Tom Brett

The City Planner advised that Mr. Brett was not in attendance, but it was his request to use the pole barn. Mr. McQuay advised that Mr. Brett had brought this before Council last year and at the time Council required him to come back with an estimate for insurance and he has done so. Mr. McQuay stated Mr. Brett is offering to maintain the property for the City for the use of the pole barn to store his hay. The City Planner advised that he had spoke with the Public

Works Director and it would save the City approximately \$300.00 - \$500.00 a month with an estimated savings of \$15,000.00 for the five (5) months of the summer that he would store the hay there. Councilmember Coker stated that she would still like to wait until they have the inventory of the City and get the demolishing done before they decide what the best use of their properties are and that includes the livestock market. Mayor Wertz-Strickland and Councilmember Fink agreed that they should wait. Councilmember Coker made a motion to decline Mr. Brett's offer at this time and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 7 – Resolution 2012-15 Regarding Water / Sewer Rates

Councilmember Fink stated that in Resolution 2012-15, page two (2), it states, "...BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA, that the rates as stated above will be automatically increased annually at a rate of 3% and shall become effective October 1 of each year and will be reflected on the October billings...". He stated if you refer to Resolution 2012-14, first page, Section 5, it states, "...That the garbage and trash collection rates as stated above will be automatically increased annually at a rate of 2% and shall become effective October 1 of each year and will be reflected on the October billings." Councilmember Fink stated that in his mind the need for additional revenue is sometimes necessary, but he did not believe the need for revenue should last in perpetuity. He felt that an annual review was a much more logical way to look at it. He suggested they change the wording of the first resolution to "...BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA, that annually staff will recommend through presentation of need between July 1st and September 30th the possible increase/decrease of water and sewer rates. Any increase/decrease will occur only upon majority vote of the council during the stated timeframe, shall become effective October 1 of the year of the adoption and will be reflected on the October billings...". He stated the reason he chose those dates was because it would allow staff to come back in an orderly fashion during the budget process and allow them to make a recommendation to us as to whether water rates and sewer rates should be increased or whether they should actually be decreased or if they should remain the same. He felt the staff report was key rather than just having an automatic increase. He then suggested they adopt the same basic language in the garbage one as well because every year it's going up two percent (2%).

Mayor Wertz-Strickland advised the State had recommended staying with some sort of an increase to stay above the bond covenant and to be able to produce enough money to pay the bond covenant. Deputy Mayor Frierson stated that the resolution was not done without research and facts and it was not meant to go on forever, but to bring the water department up to where it should be. Deputy Mayor Frierson stated that the three percent (3%) was less than was recommended by the rate study, but it was a rate that the Council felt, at that time, was something the public could afford rather than one big rate increase at one time. She stated that she felt they were on the road to getting the water department in a good place and to stop this or to hinder it in any way, they're going to back up. She advised that for the first time when they had a problem in Bridle Path, there was money in the R&R to take care of it. She stated that for years the general fund subsidized the water department and it's no longer doing that because they can't afford to do that anymore. Mayor Wertz-Strickland felt they should get through another

audit before they take a look at lowering the rates. Deputy Mayor Frierson advised that our wells are very old and at some point in the near future, this issue will need to be addressed by Council and what will they do with those expenses. She re-emphasized that this can be re-addressed when the water department is in a better condition. The City Attorney stated that his recommendation would be to allow the rate study increase to go on a little longer.

Mayor Wertz-Strickland asked for a motion regarding the water and sewer rates brought forward by Councilmember Fink. Deputy Mayor Frierson made a motion to leave the resolution as it stands and Councilmember Coker seconded the motion. No discussion followed and it was 4/1, approved, with Councilmember Fink casting the dissenting vote.

Agenda Item 8 – City Administrator Search Update

The Interim City Administrator advised that the surveys had been received by all council members and forwarded to Mr. Bressner. She stated that he and City staff have been working on a draft profile for Council's review and they are looking at a possible workshop for Monday, February 9, 2015. Ms. Carsten stated that Mr. Bressner will be attending by phone. It was agreed upon that the meeting would be scheduled for 5:00 p.m. Ms. Carsten stated that the only issue is if he is not able to get everything together regarding the rating, but if that is the case, she will notify everything, but Mrs. Bressner is pushing for Monday, February 9, 2015. The City Attorney asked if his attendance was requested and he was advised that it was not. Councilmember Fink made a motion to have a manager workshop meeting at 5:00 p.m. on February 9, 2015 and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

COMMENTS FROM DEPARTMENTS

Lieutenant Evans addressed Council and advised Marshal Anderson was not able to attend. He stated that Council has the Arcadia Police Department report and asked if they had any questions. He then asked if anyone from the general public had any questions for the police department. Deputy Mayor Frierson asked what happened to the speed indicator sign on Oak Street because it disappeared. Lieutenant Evans advised those were the County's signs and they are used when a citizen calls and recommends they be placed in their neighborhoods. He further advised that they are rotated around to different areas. Lieutenant Evans advised Council that they had located one of DeSoto County's most wanted that day. He stated they had been trying to apprehend him for a couple of months. He informed Council the suspect had almost run over three of their officers two weeks ago and Friday he was pursued through a neighborhood, but it had to be called off due to the number of people in the area. He stated that with the assistance of the US Marshal Task Force, they were able to locate him and place him in jail without anyone getting hurt. Lieutenant Evans stated it was a good effort with all the departments coming together.

The City Attorney advised he had nothing to report.

The Interim City Administrator updated Council on the downtown construction regarding the LAP project. She stated it had been going well and they are now getting ready to deal with the water issues, the irrigation and start putting the concrete down. She advised that it looks like they may have to repair some of the road when they're done on Manatee due to some of the same issues that they ran into on Bridle Path with some of the infrastructure and road crumbling. She further advised that it wouldn't be near the expense that it is at Bridle Path and they are working with the County and trying to figure out if there is any money that can be used for that.

She then advised Council that they have some big issues coming up with the airport with the contract running out on April 1, 2015. She stated she would like to schedule a workshop so staff could bring some of the issues to them. She advised the RFP ends on February 6, 2015 so hopefully they will be able to present what they have and possibly other options that Council may want to see. It was agreed that the workshop would be scheduled for February 12, 2015 at 5:00 p.m.

Ms. Carsten also advised that the next issue that she wanted to discuss was the employee manual. She reminded Council that there had been issues at the end of the prior administrator's tenure and Council had directed her to get an attorney to review it. She advised that she had copies for disbursement with the changes that the attorney had made. It was agreed that a workshop would be held on February 17, 2015 at 5:00 p.m. prior to the regular Council meeting on same date. The City Attorney asked if the attorney would be attending and he was advised that he would not be. He then suggested in lieu of that to have a deadline for Council to submit questions and to have them answered at the workshop. Ms. Carsten asked if she could have questions by next Thursday or Friday.

Ms. Carsten stated she needed direction regarding the baseball fields at the JimSpace Park and where the adult field is. She stated she would like to revisit the whole way they handle the leases regarding control of same. She asked if Council would approve for her, Mr. Wohl, Steve Underwood and Mike Cross to meeting next week to get to a point that they could bring back a proposed lease to Council. It was the general consensus of the Council for staff to meet with the appropriate entities to move forward. Devin LaCava of 2673 SE Brown Street, Arcadia, Florida, asked if the tennis courts could be added into that consideration. He stated he was wondering who maintains the courts and wondered if the City would ever consider leasing them or moving the control of them to the school system to be maintained. He stated he was one of the high school coaches for the tennis team and the last time they were resurfaced was after the hurricanes. He left his contact information.

Mr. Carsten announced the audit had been officially completed. She stated it was filed with the State on December 31, 2014 and the digital copy had been taken to the printer. She advised they should have printed copies next week and it will be placed online. She informed Council that it was filed on time to the Auditor General. Mayor Wertz-Strickland asked if there was anything from the audit that the Council might need to know. Ms. Carsten stated that if they would like her to schedule someone from the auditor's office to come and speak with them to answer any questions, she could give an update on that if they would like. Mayor Wertz-

Strickland stated that she thought it would be a good idea to have an update provided by Ms. Carsten.

PUBLIC

Robert Blank of 330 Fortuna Road, Arcadia, Florida, advised that he is experiencing problems with vehicles blocking the sidewalks in our City. He uses a scooter and walks his dog both in the morning and afternoon. He advised that when he is on the scooter, he can't legally drive on the streets to avoid blocked areas of the sidewalk and he doesn't walk on the grass for fear of falling down from unlevel ground. He stated that he was told by the City Marshal that the landowner has the right to park his vehicle in the driveway and the Code has to state that the property owner cannot block the sidewalk even if it does overlap the property owner's driveway. The Code does not make exception for owner's driveways. He stated he has copies of the letter and the Code and pictures of cars blocking the sidewalk. Councilmember Fink stated that the Code seems clear that no one is supposed to be blocking the sidewalk. The City Attorney stated that he would get with the City Marshall tomorrow to get it figured out.

MAYOR AND COUNCIL MATTERS

Councilmember Coker asked how the City inventory was going and Ms. Carsten advised that she's reviewed the property appraiser records and is now working on locating the leases. Councilmember Coker then asked if they had received a price for the phase one (1) and phase two (2) of the livestock market and Ms. Carsten advised that she had not received a response yet.

Mayor Wertz-Strickland announced that she and Councilmember Coker had attended the meeting in Jacksonville and stated it was very informative.

ADJOURN

Having no further business at this time, Councilmember Coker made a motion to adjourn and Councilmember Fink seconded the motion. The meeting was adjourned at approximately 7:15 P.M.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

Judy Wertz-Strickland, Mayor

ATTEST:

Penny Delaney, City Clerk

AGENDA No. 6



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: February 17, 2015

DEPARTMENT: Planning and Zoning
SUBJECT: Car & Bike Show Spring Fest 15

RECOMMENDED MOTION:
Approval

SUMMARY: Larry Brown is requesting to hold a car & bike show at Louis C. Anderson Park and softball field on the following date: March 14, 2015. The event will be held from the hours of 11:00 am to 7:30 pm. Event holder is required to hire at least two off duty police officers.

FISCAL IMPACT: _____ () Capital Budget
() Operating
() Other

ATTACHMENTS: () Ordinance () Resolution () Budget (x) Other

Department Head: Carl A. McQuay

Date: 02/17/15

Finance Director (As to Budget Requirements)

Date:

City Attorney (As to Form and Legality)

Date:

Interim City Administrator: Beth Carsten

Date:

COUNCIL ACTION: () Approved as Recommended () Disapproved
() Tabled Indefinitely () Tabled to Date Certain _____ () Approved with Modifications

SPECIAL EVENTS

A special event is defined as any event held in the city that is open and advertised to the public or which could limit the normal use and access to an area by the general public, or which is deemed to have an impact on the city rights-of-way or could affect public safety, and which is less than two weeks in duration. These events could be, but are not limited to:

Festivals	Fairs	Carnivals
Flea Markets	Expo's	Tent Sales
Walk-a-thons	Parades	Road Races
Tournaments	Pony Rides	Petting Zoos
Concerts	<u>Car Shows</u>	Boat Shows
Battles of the Bands	Fireworks Displays	Public Gatherings

All special events require a **SPECIAL EVENT PERMIT**. Event organizers shall obtain a Special Event Permit application from the City Administrator's office, to be returned to that office at least thirty (30) days prior to the anticipated date of the event. Any required documentation or attachments should be included with the application. The completed application must include legible information detailing:

- a. A narrative describing the approximate number of people expected to attend,
- b. Whether signs will be placed in the city rights-of-way,
- c. Any special or unusual circumstances (cooking, alcoholic beverages, wildlife, fireworks, carnival type rides, outdoor music, etc.)
- d. Indicate whether additional electric service will be required, and if so where.
- e. Whether streets will be closed, or barricades erected.
- f. Include details of traffic control, emergency access and parking arrangements.
- g. Describe the provisions made for collection of trash, garbage & recycling.
- h. If applicable, specify the location and indicate whether or not you have the owner's permission to hold the event at that location and provide owner's contact information.

The event sponsor will be responsible for any cost incurred by the City for set-up or clean-up of the event, and any security provided by on-duty law enforcement. The sponsor will have the option of providing its own security, at its own cost, through a private security company or off-duty officers.

All special events are subject to final approval by the City Administrator, Police Department and possibly the City Council.

INSURANCE - The event organizer shall provide proof of liability insurance coverage naming the City as an additional insured on the Comprehensive General Liability Policy. An Indemnification and Hold Harmless Agreement must be signed by an authorized representative of the organizing group and submitted along with the Certificate of Insurance and application packet.



City of Arcadia
SPECIAL EVENT PERMIT APPLICATION

Date Submitted: 3-11-15 2-9-15

Event Name Car & Bike Show Spring Fest 15

Event Location Louis Anderson Park & Base ball Field

Date(s) of Event 3-14-15 Hours of Event 5 hrs 10 am - 8pm

Expected Attendance 200 people Event starts @ 3pm

Event Sponsor Larry Brown Non-Profit? YES NO

Description of Event Showing cars and motorcycles

Contact Person Larry Brown Telephone (477) 559-0397

Fax # Email

Insurance Carrier Alpha Insurance Management Corp.

Insurance Agent Agent's Phone

- Alcoholic Beverages? YES NO
Tents? YES NO
Cooking? YES NO
Outdoor Music? YES NO
Additional Electric? YES NO
Carnival Rides? YES NO
Wildlife? YES NO
Fireworks? YES NO
Signs Displayed? YES NO
Set-up/Clean-up by City? YES NO
City Police required? YES NO
Road Closures? YES NO

If Yes, please specify locations:

Other Pertinent Information:

*****FOR CITY USE ONLY*****

Received by: C. M. ...
City Marshal Approved
City Administrator Approved
City Council Approved

Date: 2/9/15
Disapproved
Disapproved
Disapproved

INDEMNIFICATION & HOLD HARMLESS

I, Larry Brown, as Event Sponsor of Rock Hard Production, do hereby agree to hold the City of Arcadia, its agents and employees, harmless and indemnify same from any civil actions or claims of any nature made in connection with the event known as the Spring Fest '15 to be held at Louis Anderson Park on 3-14-15

By: [Signature]

Printed Name: Larry Brown Jr.

Entity Name: Rock Hard Production

Its: Car + Bike Show

Date: 3-14-15

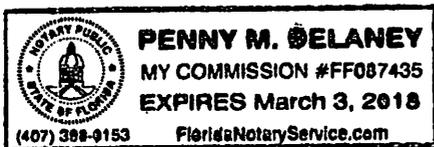
STATE OF FLORIDA

COUNTY OF De Soto

Sworn to and subscribed before me this 9th day of February, ²⁰¹⁵~~2010~~, by Larry Brown, Jr., as Event Sponsor of Rock Hard Production who is personally known to me or [] has produced _____ as identification.

Penny M. Delaney
NOTARY PUBLIC

(SEAL)





ALPHA INSURANCE MANAGEMENT CORP.

P.O. Box 1902, St. Petersburg, FL 33731-1902 (727)521-2100

2/6/2015

To:

From: Cammie Sappington
Extension 3636
Csappington@gotapco.com

Excess and Surplus Lines Division
Tapco Underwriters, Inc.
13577 Feathersound Dr., Ste. 120
P.O. Box 17069
Clearwater, FL 33762

Phone: (800) 418-2726
Fax: (727) 572-7909
Email: SIAA@gotapco.com

Applicant: Larry Brown Jr , Rock Hard
Productions

Quote ID: **KPAWS**

We are pleased to offer the following quote through: Essex Insurance Company

General Liability:

- \$ 2,000,000 General Aggregate
- \$ Included Products/Completed Operations Aggregate
- \$ 1,000,000 Personal Injury/Advertising Injury
- \$ 1,000,000 Each Occurrence Limit
- \$ 50,000 Damage to Premises Rented to You
- \$ 1,000 Medical Payments
- \$ **0 BI/PD/P&AI Deductible Per Claimant

- 39006 - Automobile Shows
 - Days 1
- 49950 - Additional Insured
 - Units 1

* Excludes Professional, Nuclear Energy, War, Punitive, Exemplary, Asbestos, Silica, Lead, Toxic Substances, Total Pollution, Radon Gas, Subsidence, Mold, Spores, Fungus, Known Injury or Damage, Exclusion - Losses, Claims and Litigation Preceding Inception of Policy, Property Damage Claims in Progress, Participants, Assault & Battery, Abuse or Molestation, Liquor, Communicable Disease, Cancer, Employment Related Practices, Leased Workers, Voluntary Labor, Electromagnetic Fields, Injury To Contractors / Independent Contractors / Subcontractors, Radioactive Contamination, New Entities, Hired & Non Owned Auto, Year 2000 Computer Related and Other Electronic Problems, Violations of Statutes That Govern E-Mails / Fax / Phone Calls. Classification & Contractual Liability Limitations and Minimum and Deposit Premium Endorsement Apply. Terrorism is excluded unless coverage is purchased per the requirements of the Terrorism Risk Insurance Program Reauthorization Act of 2007. This list is for informational purposes only and does not intend to represent the entire list of forms and/or endorsements that may be attached to any policy issued as a result of this quotation.

MEGL0172 Products-Completed Ops included in General Agg; ME217 Specified/Designated Premises/Project Limitation; MEGL0024 Exclusion - Assault or Battery; ME126 Liquor Liability Exclusion Amended; MEGL1616 Exclusion- Entertainers, Participants and Equipment; MEGL1639 Exclusion - Aircraft and Hot Air Balloon Rides, Demonstrations and Shows; MEGL1397 Exclusion - Aircraft, Auto and Watercraft; MEGL1381 Mobile Equipment Exclusion; ME023 Animal Exclusion; MEGL1649 Exclusion - Unscheduled Amusement Devices and Rides; MEGL1613 Fireworks, Pyrotechnicians and Flashboxes Exclusion; MEGL0103 Limitation - Contractor or Subcontractor Management.

MEGL1636 - Exclusion Employer's Liability And Bodily Injury to Contractors or Subcontractors in Designated States. CG0068 - Recording and Distribution of Material Or Information in Violation of Law Excl.

This Premium is 100% Earned

The Term quoted is: Manual

Base Premium:	\$250.00
Policy Fee:	\$35.00
Tax:	<u>\$14.75</u>
Total:	<u>\$299.75</u>

Comments:

TO BIND: FAX or EMAIL SIGNED APPLICATION, TERRORISM FORM, & COPY OF AGENCY CHECK FOR FULL NET PREMIUM AT LEAST 48 HOURS PRIOR TO EVENT. IF YOU WISH TO PAY VIA ACH OR CREDIT CARD PLEASE CONTACT A FLORIDA UNDERWRITER. Premium quoted includes charge for additional insured. THIS ACCOUNT IS 100% EARNED. THIS ACCOUNT MUST BE PAID IN FULL AND IS NOT ELIGIBLE FOR FINANCING. Prohibited: Events with armed security guards or armed bouncers; Events where the insured is responsible for traffic control. Inflatables.

ATTENTION: The FHCF (Florida Hurricane Catastrophe Fund Emergency Assessment) of 1.3% and the FLSO service fee of .175% is included in the above shown tax amount. For any quotes with effective dates after 01/01/15, the FHCF will be removed.

Please call our office to bind coverage. Coverage can be bound only when a TAPCO Binder Number has been assigned by a Company Underwriter at TAPCO.

TAPCO accepts Visa, MasterCard, Discover, and electronic (ACH) checks.

The application must be signed by the producing agent on the account.

Please review the quotation carefully as terms and conditions of coverage quoted may differ from those requested. All applications to be completed have been attached to this account. Please note should any additional information/application be needed, it will be requested at the time of binding or issuance.

Any binder subsequent to this quote will be strictly per the coverages, limits, and conditions outlined above. Any revisions or updates to these terms can only be effected by a REPLACEMENT quote, prior to binding, from TAPCO. Discussions with any TAPCO underwriting staff, verbal or written, WILL NOT revise or update the terms of this quote unless a TAPCO replacement quote is received by your office.

Quote valid for 30 days.

AGENDA No. 7



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: February 17, 2015

DEPARTMENT: Administration

SUBJECT: Air-Cadia Flowage and Hangar Rent Report for January 2015

RECOMMENDED MOTION: Council Approval

SUMMARY:

FISCAL IMPACT: _____ Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Penny Delaney

Date: 02/17/15

Finance Director (As to Budget Requirements)

Date:

City Attorney (As to Form and Legality)

Date:

Interim City Administrator: Beth Carsten

Date:

COUNCIL ACTION: Approved as Recommended

Disapproved

Tabled Indefinitely Tabled to Date Certain _____

Approved with Modifications

Air-Cadia

2268 SE AC Polk Jr Dr
Arcadia, FL 34266
863-990-9314
863-993-2114

FLOWAGE AND HANGER RENT REPORT January 2015

Aviation Fuel	601.0 GALLONS @ \$0.01/ga	\$	6.01
Lubrication oil.....	0.00 Gallons.04/gal	\$.00
Tiedown Fee.....	35.00/50%	\$	17.50
BLDG F...unit 1 and 2.....	650.00/90%	\$	585.00
Bldg F Unit 3.....	433.00/90%	\$	390.00
T-hangers.....	\$4,275.00/90%	\$	3847.50
Late Fee.....	0.00/90%		0.00

This month 19 of the 20 hangers rented-Building A and B
3 of the 3 hangers rented-Building F

Total due City for January 2015 \$ 4,846.01

Paid Check # 1154

AIR-CADIA INC 2268 SE AC POLK JR DR ARCADIA, FL 34266		1154	
DATE <u>2-13-15</u>		63-215-631	
PAY TO THE ORDER OF <u>City of Arcadia</u>	\$ <u>4,846.01</u>		
<u>Four Thousand Eight Hundred forty Six & 00/100</u>		DOLLARS	
FOR <u>January Report</u>		<u>R. McNamee</u>	
SUNTRUST ACH FT 061000104			
⑈00001154⑈ ⑈063102152⑈ ⑈0115001577352⑈			

AGENDA No. 8



MEMORANDUM

TO: Arcadia City Council

FROM: Carl McQuay, City Planner

DATE: February 17, 2015

SUBJECT: Certificate of Appropriateness:

The City of Arcadia Ordinance No. 955, Historic Preservation, requires any application for the construction, reconstruction, alteration and demolition of a historic structure, historic site or a structure within a historic district to petition for a Certificate of Appropriateness, reviewed by the Historic Preservation Commission and issued by City Council, prior to any construction activities. The following applicant has submitted an application for construction, reconstruction, alteration and demolition on the following parcel:

Background:

121 East pine St. – Mr. Anthony Manzella is requesting to replace/repair an existing deck that is attached to the main structure on the property which is located within the Historical District.

The Commission shall review the application for conformity with the following criteria, and shall recommend issuance of the Certificate of Appropriateness unless:

1. *in the case of a designated historic structure or historic site the proposed work would detrimentally change, destroy, or adversely affect any exterior feature of the improvement or site upon said work is to be done;*
2. *in the case of the construction of a new improvement upon a historic site or within a historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within such district;*
3. *in the case of any property located in a historic district, the proposed construction, reconstruction, exterior alteration or demolition does not conform to the purpose and intent of this chapter and/or to the objectives and design criteria of any historic preservation plan approved for said district;*
4. *the building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the city and state; or*

5. *in the case of a request for the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.*

Findings:

The proposed use is consistent with the City's adopted Comprehensive Plan and Zoning Map. City Council is guided in its final decision for architectural approval by Ordinance No. 955 – Historic Preservation and specifically, Section 60-5(c), Code of Ordinances, Regulation of Construction, Reconstruction, Alteration, and Demolition.

Recommendation:

The Historic Preservation Commission voted to recommend approval for Mr. Manzella to replace/repair existing deck as long as it meets all city setbacks and building codes.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
HISTORIC PRESERVATION

ACTION BY HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission shall review the application for conformity with the following criteria and shall recommend issuance of the Certificate of Appropriateness to the City of Arcadia City Council unless:

1. In the case of a designated historic structure or historic site, the proposed work would detrimentally change, destroy or adversely affect any exterior feature of the improvement or site upon which said work is to be done;
2. In the case of the construction of a new improvement upon a historic site, or within an historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within such district;
3. In the case of any property located in a historic district, the proposed construction, reconstruction, exterior alteration, or demolition does not conform to the purpose and intent of this chapter and/or to the objectives and design criteria of any historic preservation plan approved for said district;
4. The building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contract to the general welfare of the people of the city and state; or
5. In the case of a request for a demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.

The Historic Preservation Commission has voted to recommend or not recommend issuance of the Certificate of Appropriateness by a vote of 5 to 0 at their regular meeting on the 29th day of January, 2015.

Special notes or requirements recommended by the Historic Preservation Commission:

*121 E. Pine St.
no special recommendations.*

**CERTIFICATE OF APPROPRIATENESS
CHAPTER 69, HISTORIC PRESERVATION**

It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements or sites of special character or special architectural, archaeological, or historic interest or value are a public necessity and is required in the interest of the health, prosperity, safety, and welfare of the people of the City of Arcadia.

The purpose of this Chapter is to:

1. Effect and accomplish the protection, enhancement, and preservation of such improvements, sites, and districts which represent or reflect elements of the city's cultural, social, economic, political, and architectural history.
2. Safeguard the city's historic, prehistoric and cultural heritage, as Embodied and reflected in such historic structures, sites, and districts.
3. Stabilize and improve property values, and enhance the visual aesthetic character of the city.
4. Protect and enhance the city's attractions to residents, tourists, and visitors, and serve as a support and stimulus to business and industry.

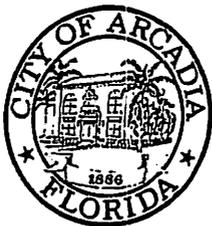
It is hereby declared that the owner _____ of parcel ID/street address _____ of Arcadia, FL has come before the City Council today to request a Certificate of Appropriateness for the described demolition/rehabilitation/reconstruction/alteration/new construction that is attached. It has been found by the City of Arcadia City Council that the owner has met all of the requirements of Chapter 69 and hereby issue this Certificate of Appropriateness dated this _____ day of _____, 20_____.

CITY OF ARCADIA, FLORIDA

Judy Wertz-Strickland
Mayor

ATTEST:

Penny Delaney
City Clerk



CERTIFICATE OF APPROPRIATENESS
(Historic Preservation Commission)

Date Stamp

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114

Received
01/27/15
15

Fee: \$165.⁰⁰

R# _____

City Website: arcadia-fl.gov

File No.: 14-03-CA

The City's Historic Preservation Ordinance (No. 955) requires all proposed development activity within Arcadia's Historic Preservation District be controlled through a Certificate of Appropriateness application. The Historic Preservation Ordinance can be found under Chapter 60 of the Arcadia Code of Ordinances. Please note an application approved by the City of Arcadia is required for submittal along with your Building Permit application materials administered by the DeSoto County Building Department.

APPLICANT'S INFORMATION
(Agent or Contractor)

Name: Anthony Manzella
Organization: Manzella Services LLC
Address: 3031 Anguilla Ave
City: Clermont, FL
State: FL Zip Code: 34711
Telephone No.: (352) 321-1006
Email: manzellaservices@yahoo.com

PROPERTY OWNER'S INFORMATION
(Leave Blank if Same as Applicant)

Name: Alex O'Hewell
Organization: Southampton Properties LLC
Address: 806 Coulter Place
City: Brandon
State: FL Zip Code: 33511
Telephone No.: () _____
Email: Alexthebrit1322@yahoo.com

I. Type of Building Structure and Development Activity Proposed

- New Construction Manufactured Mobile Addition Demolition
- Shed Ground Sign Fence Deck Re-roofing

II. Property Information

Parcel Address (if assigned): 121 East Pine St, Arcadia, FL

Parcel Identification Number: _____

Subdivision, Block and Lot Nos.: _____

III. Zoning Information and Development Standards (for New Building Structures only)

Zoning Map Designation: _____

Lot Size (sq. ft.): _____ Lot Length: _____ Lot Width: _____

Zoning Code Yard Setbacks:

Proposed Accessory Structure Setbacks:

_____ Front Yard	_____ Front Yard
(if corner lot) _____ Secondary Front Yard	(if corner lot) _____ secondary Front Yard
_____ Side Yard	_____ Side Yard
_____ Side Yard	_____ Side Yard
_____ Rear Yard	_____ Rear Yard
_____ 10' _____ Between Buildings (Per Code 110-631)	_____ Between Buildings

IV. Site Plan and Property Improvement Materials – Please provide a copy of any property survey, site development plans, drawings, renderings, engineered plans, photos, vender specification sheets for prefabricated materials.

- Yes, please list attached exhibits: _____
- None, I intend to utilize City provided site plan sheet. I understand that I am required to include ALL property information, proposed improvements, and other such project delineations that may be necessary to confirm code compliance and to ensure there are no utility services conflicts.

I understand that an incomplete application will be returned and will delay permit review.

Planning and Zoning Review: <input checked="" type="radio"/> Approved <input type="radio"/> Denied	Utility Systems Review: <input type="radio"/> Approved <input type="radio"/> Denied	Notes, Restrictions, and Permit Coordination: _____ _____ _____
_____ Zoning Inspector Signature	_____ Utility Inspector Signature	
Date: <u>1-27-15</u>	Date: _____	



**ZONING CERTIFICATE APPLICATION
(MINOR STRUCTURES)**

Date Stamp

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114

Fee: \$65.⁰⁰

R# Paid by check # 1164 City Website: arcadia-fl.gov
462520

*Received
1/27/15*
File No. : 15 - 06 ZC

The Zoning regulations are used for controlling land use, height, setbacks, and similar concerns with occupying land. A zoning certificate authorizes the use of property and building structures, they are typically required when a building permit is not needed for certain minor, low intensity development activity. They are also called "Certificates," as they certify the use or building structure complies with the zoning regulations contained in the Arcadia Land Development Code.

APPLICANT'S INFORMATION
(Agent or Contractor)

Name: Anthony L. Manzella

Organization: Manzella Services LLC

Address: 3031 Anguilla Ave

City: Clermont

State: FL Zip Code: 34711

Telephone No.: (352) 321-1006

Email: Manzella Services@yahoo.com

PROPERTY OWNER'S INFORMATION
(Leave Blank if Same as Applicant)

Name: Alex Ottewell

Organization: Southampton Properties LLC

Address: 806 Coulter Place

City: Brandon, FL

State: FL Zip Code: 33511

Telephone No.: (') _____

Email: Alex Hebrit 1322@yahoo.com

I. Type of Development Activity Proposed (Check all development activities)

<input type="radio"/> Fence	<input type="radio"/> Shed (250 sq.ft to 1,000 sq. ft.)	<input type="radio"/> Car Port	<input type="radio"/> Roofed, Pole Barn (no slides)	<input checked="" type="radio"/> Deck repair
<input type="radio"/> Driveway (Under 1,000 sq. ft.)	<input type="radio"/> Culvert	<input type="radio"/> Curb Cut	<input type="radio"/> Paved Area/Patio (Under 1,000 sq. ft.)	Other _____

II. Property Information

Parcel Address (if assigned): 121 East Pine St. Arcadia

Parcel Identification Number: _____

III. Land Use and Utility Standards

Is the property located within a Historic District: No Yes (if yes, please see staff for HPC application)

Zoning Map Designation: _____

Lot Size (sq. ft.): _____ Lot Length: _____ Lot Width: _____

Zoning Code Yard Setbacks:

Proposed Accessory Structure Setbacks:

_____ Front Yard
 (if corner lot) _____ Secondary Front Yard
 _____ Side Yard
 _____ Side Yard
 _____ Rear Yard
 _____ 10' Between Buildings
 (Per Code 110-631)

_____ Front Yard
 (if corner lot) _____ secondary Front Yard
 _____ Side Yard
 _____ Side Yard
 _____ Rear Yard
 _____ Between Buildings

IV. Site Plan and Property Improvement Materials – Please provide a copy of any property survey, site development plans, drawings, renderings, engineered plans, photos, and vender specification sheets for prefabricated materials. Please indicate all attached exhibits that you are submitting (check all that apply):

<input type="radio"/> Property Survey	<input type="radio"/> Site Plan	<input type="radio"/> Building Elevation	<input type="radio"/> Drawings
<input type="radio"/> Engineered Plans	<input type="radio"/> Photos	<input type="radio"/> Vender Spec. Sheets	Other _____

None. I intend to utilize City provided site plan sheet.

I understand that I am required to include ALL property information, proposed improvements, and other such project delineations that may be necessary to confirm code compliance and to ensure there are no utility services conflicts.

<p>Planning and Zoning Review:</p> <p><input checked="" type="radio"/> Approved <input type="radio"/> Denied</p> <p> Zoning Inspector Signature</p> <p>Date: <u>1-27-15</u></p>	<p>Utility Systems Review:</p> <p><input type="radio"/> Approved <input type="radio"/> Denied</p> <p>_____ Utility Inspector Signature</p> <p>Date: _____</p>	<p>Notes, Restrictions, and Permit Coordination:</p> <p>_____ _____ _____ _____</p>
---	--	---

SITE PLAN INFORMATION SHEET: ZONING CERTIFICATE APPLICATION

I. Site Plan Requirements

1. Applications which lack essential information required by the City's Code of Ordinances cannot be processed for technical utility and zoning compliance review and will be returned to you for completion.
2. Provide site plan information and project details in a clear, legible format. If we are unable to understand or read project details, it may contribute to unnecessarily extending permit review processing time.
3. Reference your survey and plat information to ensure your improvements are within areas of legal ownership, and utility and service access are within approved easements and public right-of-ways.
➤ DeSoto County Property Appraiser property search website at: www.desotopa.com/GIS/Search_F.asp
4. Exceeding height allowances or proposed encroachments into required yard setbacks (extending beyond zoning envelope or build-to lines) will require a zoning variance application -- and may not be supported by the City.

General Information to Provide on Site Plan

- North arrow
- Street names
- Property lines
- Right-of-ways
- Utility easements
- Identify primary building structures or points of reference
- Show measurement details in feet/inches

Fences and Walls

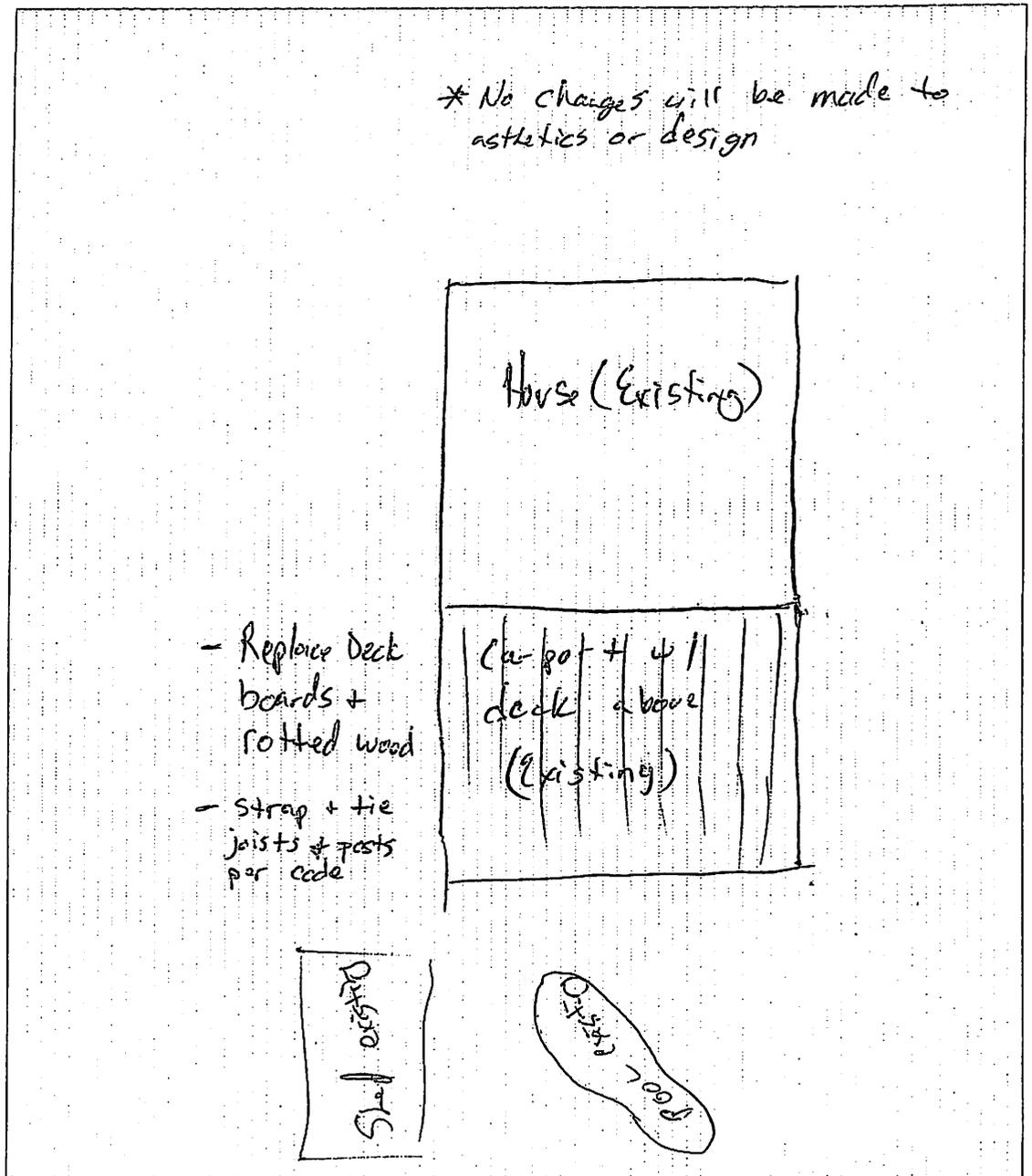
- Types of material
- Height of structure
- Location and linear runs of all fence lines

Sheds and Detached Covered Structures

- Placement in yard
- Footprint
- Height
- Length
- Width

Driveways, Sidewalks and Other Curb-Cuts

- Types of all surface stabilizing material
- Location, including length and width of infrastructure area
- Impervious surface coverage estimate
- Detailed cross-section depicting sub grade soils, base materials, and binder or surface courses



AGENDA No. 9



MEMORANDUM

TO: Arcadia City Council

FROM: Carl McQuay, City Planner

DATE: February 17, 2015

SUBJECT: Certificate of Appropriateness:

The City of Arcadia Ordinance No. 955, Historic Preservation, requires any application for the construction, reconstruction, alteration and demolition of a historic structure, historic site or a structure within a historic district to petition for a Certificate of Appropriateness, reviewed by the Historic Preservation Commission and issued by City Council, prior to any construction activities. The following applicant has submitted an application for construction, reconstruction, alteration and demolition on the following parcel:

Background:

111 North Hernando Ave. – Mr. Mario Pelaez is requesting to place a shed in the rear of his property which is located within the Historical District.

The Commission shall review the application for conformity with the following criteria, and shall recommend issuance of the Certificate of Appropriateness unless:

1. *in the case of a designated historic structure or historic site the proposed work would detrimentally change, destroy, or adversely affect any exterior feature of the improvement or site upon said work is to be done;*
2. *in the case of the construction of a new improvement upon a historic site or within a historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within such district;*
3. *in the case of any property located in a historic district, the proposed construction, reconstruction, exterior alteration or demolition does not conform to the purpose and intent of this chapter and/or to the objectives and design criteria of any historic preservation plan approved for said district;*
4. *the building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the city and state; or*

5. *in the case of a request for the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.*

Findings:

The proposed use is consistent with the City's adopted Comprehensive Plan and Zoning Map. City Council is guided in its final decision for architectural approval by Ordinance No. 955 – Historic Preservation and specifically, Section 60-5(c), Code of Ordinances, Regulation of Construction, Reconstruction, Alteration, and Demolition.

Recommendation:

The Historic Preservation Commission voted to recommend approval for Mr. Pelaez to place a shed in the rear of his property as long as it meets all city setbacks and codes.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
HISTORIC PRESERVATION

ACTION BY HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission shall review the application for conformity with the following criteria and shall recommend issuance of the Certificate of Appropriateness to the City of Arcadia City Council unless:

1. In the case of a designated historic structure or historic site, the proposed work would detrimentally change, destroy or adversely affect any exterior feature of the improvement or site upon which said work is to be done;
2. In the case of the construction of a new improvement upon a historic site, or within an historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within such district;
3. In the case of any property located in a historic district, the proposed construction, reconstruction, exterior alteration, or demolition does not conform to the purpose and intent of this chapter and/or to the objectives and design criteria of any historic preservation plan approved for said district;
4. The building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contract to the general welfare of the people of the city and state; or
5. In the case of a request for a demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.

The Historic Preservation Commission has voted to recommend or not recommend issuance of the Certificate of Appropriateness by a vote of 5 to 0 at their regular meeting on the 29th day of January, 2015.

Special notes or requirements recommended by the Historic Preservation Commission:

111 n. Hernando Ave. no special requirements.

CERTIFICATE OF APPROPRIATENESS
CHAPTER 69, HISTORIC PRESERVATION

It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements or sites of special character or special architectural, archaeological, or historic interest or value are a public necessity and is required in the interest of the health, prosperity, safety, and welfare of the people of the City of Arcadia.

The purpose of this Chapter is to:

1. Effect and accomplish the protection, enhancement, and preservation of such improvements, sites, and districts which represent or reflect elements of the city's cultural, social, economic, political, and architectural history.
2. Safeguard the city's historic, prehistoric and cultural heritage, as Embodied and reflected in such historic structures, sites, and districts.
3. Stabilize and improve property values, and enhance the visual aesthetic character of the city.
4. Protect and enhance the city's attractions to residents, tourists, and visitors, and serve as a support and stimulus to business and industry.

It is hereby declared that the owner _____ of parcel ID/street address _____ of Arcadia, FL has come before the City Council today to request a Certificate of Appropriateness for the described demolition/rehabilitation/reconstruction/alteration/new construction that is attached. It has been found by the City of Arcadia City Council that the owner has met all of the requirements of Chapter 69 and hereby issue this Certificate of Appropriateness dated this _____ day of _____, 20_____.

CITY OF ARCADIA, FLORIDA

Judy Wertz-Strickland
Mayor

ATTEST:

Penny Delaney
City Clerk



CERTIFICATE OF APPROPRIATENESS
(Historic Preservation Commission)

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114

Date Stamp

Received
01/08/15

Fee: \$165.⁰⁰

R# Wave
CRAM

City Website: *arcadia-fl.gov*

File No. : 15-01 CA

The City's Historic Preservation Ordinance (No. 955) requires all proposed development activity within Arcadia's Historic Preservation District be controlled through a Certificate of Appropriateness application. The Historic Preservation Ordinance can be found under Chapter 60 of the Arcadia Code of Ordinances. Please note an application approved by the City of Arcadia is required for submittal along with your Building Permit application materials administered by the DeSoto County Building Department.

APPLICANT'S INFORMATION
(Agent or Contractor)

Name: MARIO PELAEZ
Organization: retired
Address: 11 N. Hernando Ave
City: Arcadia
State: FLA Zip Code: 34266
Telephone No.: (863) 494-6026
Email: _____

PROPERTY OWNER'S INFORMATION
(Leave Blank if Same as Applicant)

Name: _____
Organization: _____
Address: _____
City: _____
State: _____ Zip Code: _____
Telephone No.: () _____
Email: _____

I. Type of Building Structure and Development Activity Proposed

- New Construction Manufactured Mobile Addition Demolition
- Shed Ground Sign Fence Deck Re-roofing

II. Property Information

Parcel Address (if assigned): _____

Parcel Identification Number: 25-37-24-0012-0200-0270

Subdivision, Block and Lot Nos.: _____

III. Zoning Information and Development Standards (for New Building Structures only)

Zoning Map Designation: _____

Lot Size (sq. ft.): _____ Lot Length: _____ Lot Width: _____

Zoning Code Yard Setbacks:

Proposed Accessory Structure Setbacks:

<u>25'</u>	Front Yard	_____	Front Yard
(if corner lot)	_____ Secondary Front Yard	(if corner lot)	_____ secondary Front Yard
<u>7 1/2'</u>	Side Yard	_____	Side Yard
<u>7 1/2'</u>	Side Yard	_____	Side Yard
<u>20'</u>	Rear Yard	_____	Rear Yard
_____ 10'	Between Buildings (Per Code 110-631)	_____	Between Buildings

IV. Site Plan and Property Improvement Materials – Please provide a copy of any property survey, site development plans, drawings, renderings, engineered plans, photos, venter specification sheets for prefabricated materials.

- Yes, please list attached exhibits: _____
- None, I intend to utilize City provided site plan sheet. I understand that I am required to include ALL property information, proposed improvements, and other such project delineations that may be necessary to confirm code compliance and to ensure there are no utility services conflicts.

I understand that an incomplete application will be returned and will delay permit review.

Planning and Zoning Review:

Utility Systems Review:

Notes, Restrictions, and Permit Coordination:

Approved

Approved

Denied

Denied

[Signature]
Zoning Inspector Signature

[Signature]
Utility Inspector Signature

must maintain
Setbacks.

Date: 1-9-15

Date: 1/13/14

SITE PLAN INFORMATION SHEET: ZONING CERTIFICATE APPLICATION

I. Site Plan Requirements

1. Applications which lack essential information required by the City's Code of Ordinances cannot be processed for technical utility and zoning compliance review and will be returned to you for completion.
2. Provide site plan information and project details in a clear, legible format. If we are unable to understand or read project details, it may contribute to unnecessarily extending permit review processing time.
3. Reference your survey and plat information to ensure your improvements are within areas of legal ownership, and utility and service access are within approved easements and public right-of-ways.
 ➤ DeSoto County Property Appraiser property search website at: www.desotopa.com/GIS/Search_F.asp
4. Exceeding height allowances or proposed encroachments into required yard setbacks (extending beyond zoning envelope or build-to lines) will require a zoning variance application -- and may not be supported by the City.

General Information to Provide on Site Plan

- North arrow
- Street names
- Property lines
- Right-of-ways
- Utility easements
- Identify primary building structures or points of reference
- Show measurement details in feet/inches

Fences and Walls

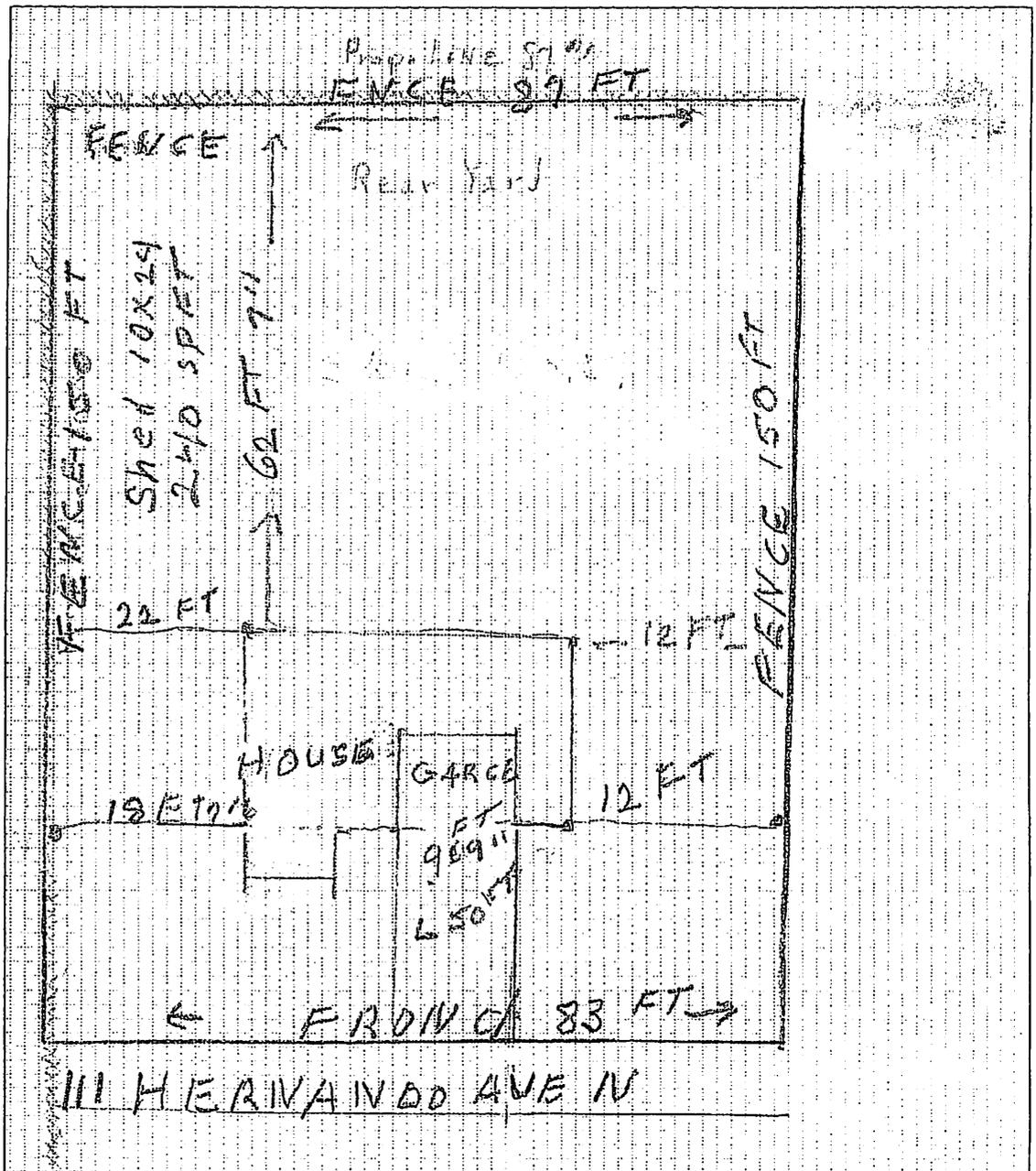
- Types of material
- Height of structure
- Location and linear runs of all fence lines

Sheds and Detached Covered Structures

- Placement in yard
- Footprint
- Height
- Length
- Width

Driveways, Sidewalks and Other Curb-Cuts

- Types of all surface stabilizing material
- Location, including length and width of infrastructure area
- Impervious surface coverage estimate
- Detailed cross-section depicting sub grade soils, base materials, and binder or surface courses



**CASHWELL
SURVEYING**

MEMBER
FLORIDA LAND SURVEYOR'S COUNCIL

1241 SW MILDRED STREET
ARCADIA, FLORIDA 34266

Phone: (863) 494-3605
Fax: (863) 494-3601

For Information Only

Not valid without the signature and the original raised seal of a Florida Licensed Surveyor and Mapper
The Survey depicted here is not covered by professional liability insurance.

By: *Eugene L. Cashwell*
Eugene L. Cashwell
Florida Licensed Professional
Surveyor and Mapper No. 5171

BOUNDARY SURVEY

CERTIFY TO:

DATE: 03-16-07 JOB NUMBER: CS 2582
FOR: Mario Pelaez and Shirley Benfield
ADDRESS: 111 North Hernando Avenue
Arcadia, Florida 34266

Mario Pelaez
Shirley Benfield
Arcadia Abstract & Title Company, Inc.
Stewart Title Guaranty Company

DESCRIPTION: (PROVIDED)

Description:

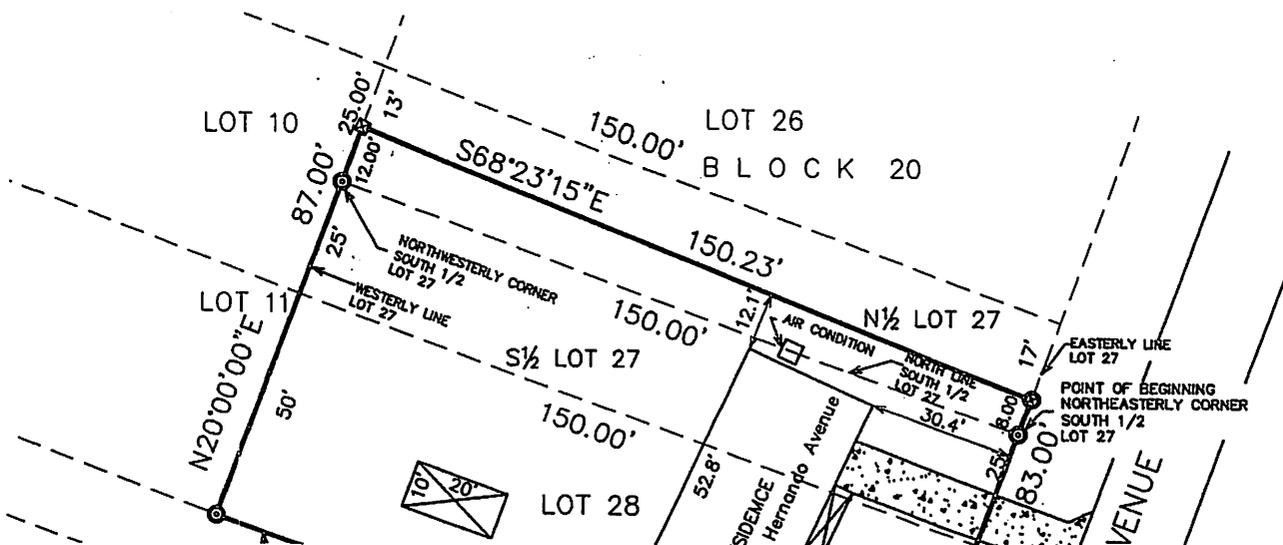
Lot 28 and the South 1/2 of Lot 27, Block 20, of the Original Survey of the Town of Arcadia, DeSoto County, Florida, a Subdivision of the West 1/2 of the Southwest 1/4 of Section 31, Township 37 South, Range 25 East as recorded in the Public Records of DeSoto County, Florida in Plat Book 1, Page 67.

TOGETHER WITH:

Begin at the Northeasterly corner of said South 1/2 of Lot 27; thence Northwesterly along the North line of said South 1/2 of Lot 27 a distance of 150 feet to the Northwesterly corner of said South 1/2 of Lot 27; thence Northeasterly along the Westerly line of said Lot 27, a distance of 12 feet; thence Southeasterly to a point on the Easterly line of said Lot 27, said point being 8 feet northeasterly of the said Point of Beginning; thence southwesterly along the Easterly line of said Lot 27 a distance of 8 feet to the said Point of Beginning.

NOTES:

1. Bearings shown hereon refer to the Easterly line of said Lot 27 being assumed as N20°00'00"E.
2. Underground improvements and encroachments, if any, not located for the purposes of this survey.
3. This survey was prepared without a title commitment and therefore may not indicate all encumbrances on the subject property.
4. Subject to easements, dedications and restrictions of record.
5. Subject Land lies in Zone "X" on the Flood Insurance Rate Maps, Community Panel Number 12027C 0180 B (Dated June 3, 1988).

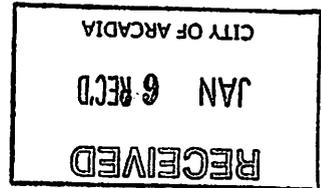




ZONING CERTIFICATE APPLICATION (MINOR STRUCTURES)

Date Stamp

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114



Fee: \$65.00

R# 462504

City Website: arcadia-fl.gov

File No.: 15-14-02ZC

The Zoning regulations are used for controlling land use, height, setbacks, and similar concerns with occupying land. A zoning certificate authorizes the use of property and building structures, they are typically required when a building permit is not needed for certain minor, low intensity development activity. They are also called "Certificates," as they certify the use or building structure complies with the zoning regulations contained in the Arcadia Land Development Code.

APPLICANT'S INFORMATION (Agent or Contractor)

PROPERTY OWNER'S INFORMATION (Leave Blank if Same as Applicant)

Name: MARIO Pelaez
Organization: retired
Address: 111 N. Hernando Ave
City: Arcadia
State: FL Zip Code: 34266
Telephone No.: (863) 494-6926
Email: -

Name:
Organization:
Address:
City:
State: Zip Code:
Telephone No.:
Email:

VOID Note: Was in Historic District - Historic District was required for certificate of appropriateness application.

I. Type of Development Activity Proposed (Check all development activities)

- Fence, Shed (250 sq.ft to 1,000 sq. ft.), Car Port, Roofed, Pole Barn (no sides), Deck, Driveway (Under 1,000 sq. ft.), Culvert, Curb Cut, Paved Area/Patio (Under 1,000 sq. ft.), Other

II. Property Information

Parcel Address (if assigned):

Parcel Identification Number: 25-37-24-0012-0200-0270

III. Land Use and Utility Standards

Is the property located within a Historic District: No Yes (if yes, please see staff for HPC application)

Zoning Map Designation: _____

Lot Size (sq. ft.): 2,9 AC Lot Length: 150 FT Lot Width: _____

Zoning Code Yard Setbacks:

Proposed Accessory Structure Setbacks:

	<u>25'</u> Front Yard		_____ Front Yard
(if corner lot)	_____ Secondary Front Yard	(if corner lot)	_____ secondary Front Yard
	<u>7 1/2'</u> Side Yard		_____ Side Yard
	<u>7 1/2'</u> Side Yard		_____ Side Yard
	<u>20'</u> Rear Yard		_____ Rear Yard
	<u>10'</u> Between Buildings (Per Code 110-631)		_____ Between Buildings

IV. Site Plan and Property Improvement Materials – Please provide a copy of any property survey, site development plans, drawings, renderings, engineered plans, photos, and vender specification sheets for prefabricated materials. Please indicate all attached exhibits that you are submitting (check all that apply):

- | | | | |
|--|--|---|--------------------------------|
| <input checked="" type="radio"/> Property Survey | <input checked="" type="radio"/> Site Plan | <input type="radio"/> Building Elevation | <input type="radio"/> Drawings |
| <input type="radio"/> Engineered Plans | <input type="radio"/> Photos | <input type="radio"/> Vender Spec. Sheets | Other _____ |
- None. I intend to utilize City provided site plan sheet.

I understand that I am required to include ALL property information, proposed improvements, and other such project delineations that may be necessary to confirm code compliance and to ensure there are no utility services conflicts.

Planning and Zoning Review:

Utility Systems Review:

Notes, Restrictions, and Permit Coordination:

- Approved
 Denied

- Approved
 Denied

[Signature]
Zoning Inspector Signature

[Signature]
Utility Inspector Signature

MOST MAINTAIN SETBACKS
7 1/2' side yard ≠ 5' rear
yard

Date: 1-9-15

Date: 1/12/15

AGENDA No. 10



MEMORANDUM

TO: Arcadia City Council

FROM: Carl McQuay, City Planner

DATE: February 17, 2015

SUBJECT: Certificate of Appropriateness:

The City of Arcadia Ordinance No. 955, Historic Preservation, requires any application for the construction, reconstruction, alteration and demolition of a historic structure, historic site or a structure within a historic district to petition for a Certificate of Appropriateness, reviewed by the Historic Preservation Commission and issued by City Council, prior to any construction activities. The following applicant has submitted an application for construction, reconstruction, alteration and demolition on the following parcel:

Background:

608 E. Magnolia – Mrs. Judy Wertz Strickland is requesting to place a shed in the rear of his property which is located within the Historical District.

The Commission shall review the application for conformity with the following criteria, and shall recommend issuance of the Certificate of Appropriateness unless:

1. *in the case of a designated historic structure or historic site the proposed work would detrimentally change, destroy, or adversely affect any exterior feature of the improvement or site upon said work is to be done;*
2. *in the case of the construction of a new improvement upon a historic site or within a historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within such district;*
3. *in the case of any property located in a historic district, the proposed construction, reconstruction, exterior alteration or demolition does not conform to the purpose and intent of this chapter and/or to the objectives and design criteria of any historic preservation plan approved for said district;*
4. *the building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the city and state; or*

5. *in the case of a request for the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.*

Findings:

The proposed use is consistent with the City's adopted Comprehensive Plan and Zoning Map. City Council is guided in its final decision for architectural approval by Ordinance No. 955 – Historic Preservation and specifically, Section 60-5(c), Code of Ordinances, Regulation of Construction, Reconstruction, Alteration, and Demolition.

Recommendation:

The Historic Preservation Commission voted to recommend approval for Mrs. Strickland to place a shed in the rear of his property as long as it meets all city setbacks, codes and that the paint color of the new shed stay within the same color scheme as the already existing structure.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
HISTORIC PRESERVATION

ACTION BY HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission shall review the application for conformity with the following criteria and shall recommend issuance of the Certificate of Appropriateness to the City of Arcadia City Council unless:

1. In the case of a designated historic structure or historic site, the proposed work would detrimentally change, destroy or adversely affect any exterior feature of the improvement or site upon which said work is to be done;
2. In the case of the construction of a new improvement upon a historic site, or within an historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within such district;
3. In the case of any property located in a historic district, the proposed construction, reconstruction, exterior alteration, or demolition does not conform to the purpose and intent of this chapter and/or to the objectives and design criteria of any historic preservation plan approved for said district;
4. The building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contract to the general welfare of the people of the city and state; or
5. In the case of a request for a demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.

The Historic Preservation Commission has voted to recommend or not recommend issuance of the Certificate of Appropriateness by a vote of 5 to 0 at their regular meeting on the 29th day of January, 2015.

Special notes or requirements recommended by the Historic Preservation Commission:

608 E. Magnolia St.

Commission has recommended that the paint color for the new shed that is to be installed stay within same color scheme as the already existing structures.

CERTIFICATE OF APPROPRIATENESS
CHAPTER 69, HISTORIC PRESERVATION

It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements or sites of special character or special architectural, archaeological, or historic interest or value are a public necessity and is required in the interest of the health, prosperity, safety, and welfare of the people of the City of Arcadia.

The purpose of this Chapter is to:

1. Effect and accomplish the protection, enhancement, and preservation of such improvements, sites, and districts which represent or reflect elements of the city's cultural, social, economic, political, and architectural history.
2. Safeguard the city's historic, prehistoric and cultural heritage, as Embodied and reflected in such historic structures, sites, and districts.
3. Stabilize and improve property values, and enhance the visual aesthetic character of the city.
4. Protect and enhance the city's attractions to residents, tourists, and visitors, and serve as a support and stimulus to business and industry.

It is hereby declared that the owner _____ of parcel ID/street address _____ of Arcadia, FL has come before the City Council today to request a Certificate of Appropriateness for the described demolition/rehabilitation/reconstruction/alteration/new construction that is attached. It has been found by the City of Arcadia City Council that the owner has met all of the requirements of Chapter 69 and hereby issue this Certificate of Appropriateness dated this _____ day of _____, 20_____.

CITY OF ARCADIA, FLORIDA

Judy Wertz-Strickland
Mayor

ATTEST:

Penny Delaney
City Clerk



CERTIFICATE OF APPROPRIATENESS
(Historic Preservation Commission)

Date Stamp

Received
1/16/15

Fee: \$165.⁰⁰

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114

File No.: 15-14-02 CA

R# 1000
see CRM

City Website: arcadia-fl.gov

The City's Historic Preservation Ordinance (No. 955) requires all proposed development activity within Arcadia's Historic Preservation District be controlled through a Certificate of Appropriateness application. The Historic Preservation Ordinance can be found under Chapter 60 of the Arcadia Code of Ordinances. Please note an application approved by the City of Arcadia is required for submittal along with your Building Permit application materials administered by the DeSoto County Building Department.

APPLICANT'S INFORMATION
(Agent or Contractor)

PROPERTY OWNER'S INFORMATION
(Leave Blank if Same as Applicant)

Name: _____

Name: Judy Wertz Steickland

Organization: _____

Organization: _____

Address: _____

Address: 608 E. Magnolia

City: _____

City: Arcadia

State: _____ Zip Code: _____

State: FL Zip Code: 34266

Telephone No.: () _____

Telephone No.: (863) 494 7661

Email: _____

Email: jwertz1@embargmail.com

I. Type of Building Structure and Development Activity Proposed

- New Construction Manufactured Mobile Addition Demolition
- Shed Ground Sign Fence Deck Re-roofing

II. Property Information

Parcel Address (if assigned): 608 E. Magnolia

Parcel Identification Number: 25-37-24-0012-0530-0013

Subdivision, Block and Lot Nos.: Lot #1 + W 1/2 of Lot #2 - Town of Arcadia

III. Zoning Information and Development Standards (for New Building Structures only)

Zoning Map Designation: _____

Lot Size (sq. ft.): 0.290 Acres Lot Length: _____ Lot Width: _____

Zoning Code Yard Setbacks:

Proposed Accessory Structure Setbacks:

_____ Front Yard	_____ Front Yard
(if corner lot) _____ Secondary Front Yard	(if corner lot) _____ secondary Front Yard
_____ Side Yard	_____ Side Yard
_____ Side Yard	_____ Side Yard
_____ Rear Yard	_____ Rear Yard
____ 10' ____ Between Buildings (Per Code 110-631)	_____ Between Buildings

IV. Site Plan and Property Improvement Materials – Please provide a copy of any property survey, site development plans, drawings, renderings, engineered plans, photos, vender specification sheets for prefabricated materials.

Yes, please list attached exhibits: Site Plan

None, I intend to utilize City provided site plan sheet. I understand that I am required to include ALL property information, proposed improvements, and other such project delineations that may be necessary to confirm code compliance and to ensure there are no utility services conflicts.

I understand that an incomplete application will be returned and will delay permit review.

Planning and Zoning Review:

Utility Systems Review:

Notes, Restrictions, and Permit Coordination:

Approved

Approved

Denied

Denied

C. M. DeWey
Zoning Inspector Signature

F. L.
Utility Inspector Signature

Date: 1-23-14

Date: 1/23/15

SITE PLAN INFORMATION SHEET: ZONING CERTIFICATE APPLICATION

I. Site Plan Requirements

1. Applications which lack essential information required by the City's Code of Ordinances cannot be processed for technical utility and zoning compliance review and will be returned to you for completion.
2. Provide site plan information and project details in a clear, legible format. If we are unable to understand or read project details, it may contribute to unnecessarily extending permit review processing time.
3. Reference your survey and plat information to ensure your improvements are within areas of legal ownership, and utility and service access are within approved easements and public right-of-ways.
 ➤ DeSoto County Property Appraiser property search website at: www.desotopa.com/GIS/Search_F.asp
4. Exceeding height allowances or proposed encroachments into required yard setbacks (extending beyond zoning envelope or build-to lines) will require a zoning variance application – and may not be supported by the City.

General Information to Provide on Site Plan

- North arrow
- Street names
- Property lines
- Right-of-ways
- Utility easements
- Identify primary building structures or points of reference
- Show measurement details in feet/inches

Fences and Walls

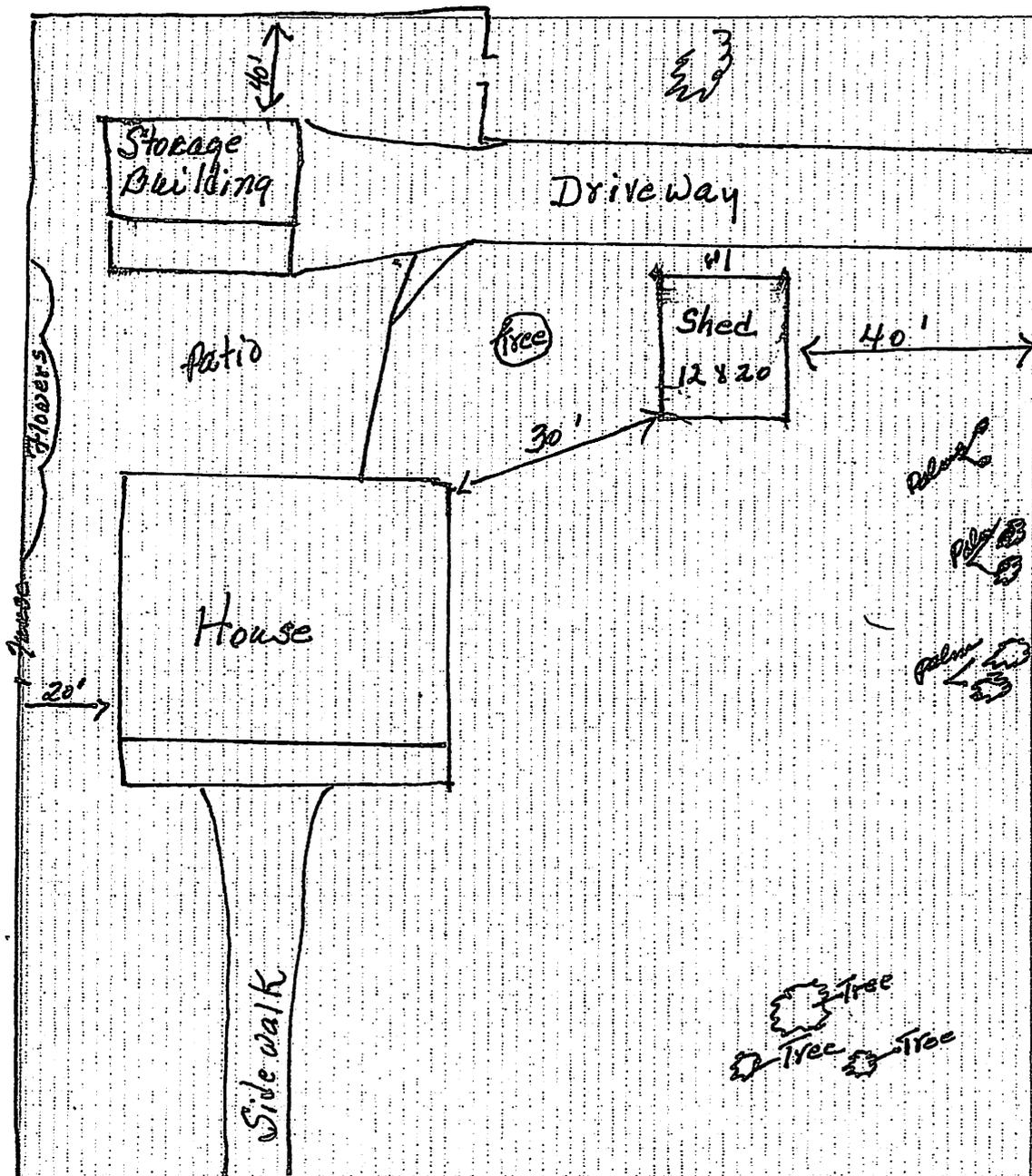
- Types of material
- Height of structure
- Location and linear runs of all fence lines

Sheds and Detached Covered Structures

- Placement in yard
- Footprint
- Height
- Length
- Width

Driveways, Sidewalks and Other Curb-Cuts

- Types of all surface stabilizing material
- Location, including length and width of infrastructure area
- Impervious surface coverage estimate
- Detailed cross-section depicting sub grade soils, base materials, and binder or surface courses



SITE PLAN INFORMATION SHEET: ZONING CERTIFICATE APPLICATION

I. Site Plan Requirements

1. Applications which lack essential information required by the City's Code of Ordinances cannot be processed for technical utility and zoning compliance review and will be returned to you for completion.
2. Provide site plan information and project details in a clear, legible format. If we are unable to understand or read project details, it may contribute to unnecessarily extending permit review processing time.
3. Reference your survey and plat information to ensure your improvements are within areas of legal ownership, and utility and service access are within approved easements and public right-of-ways.

➤ DeSoto County Property Appraiser property search website at: www.desotopa.com/GIS/Search_F.asp

4. Exceeding height allowances or proposed encroachments into required yard setbacks (extending beyond zoning envelope or build-to lines) will require a zoning variance application -- and may not be supported by the City.

General Information to Provide on Site Plan

- North arrow
- Street names
- Property lines
- Right-of-ways
- Utility easements
- Identify primary building structures or points of reference
- Show measurement details in feet/inches

Fences and Walls

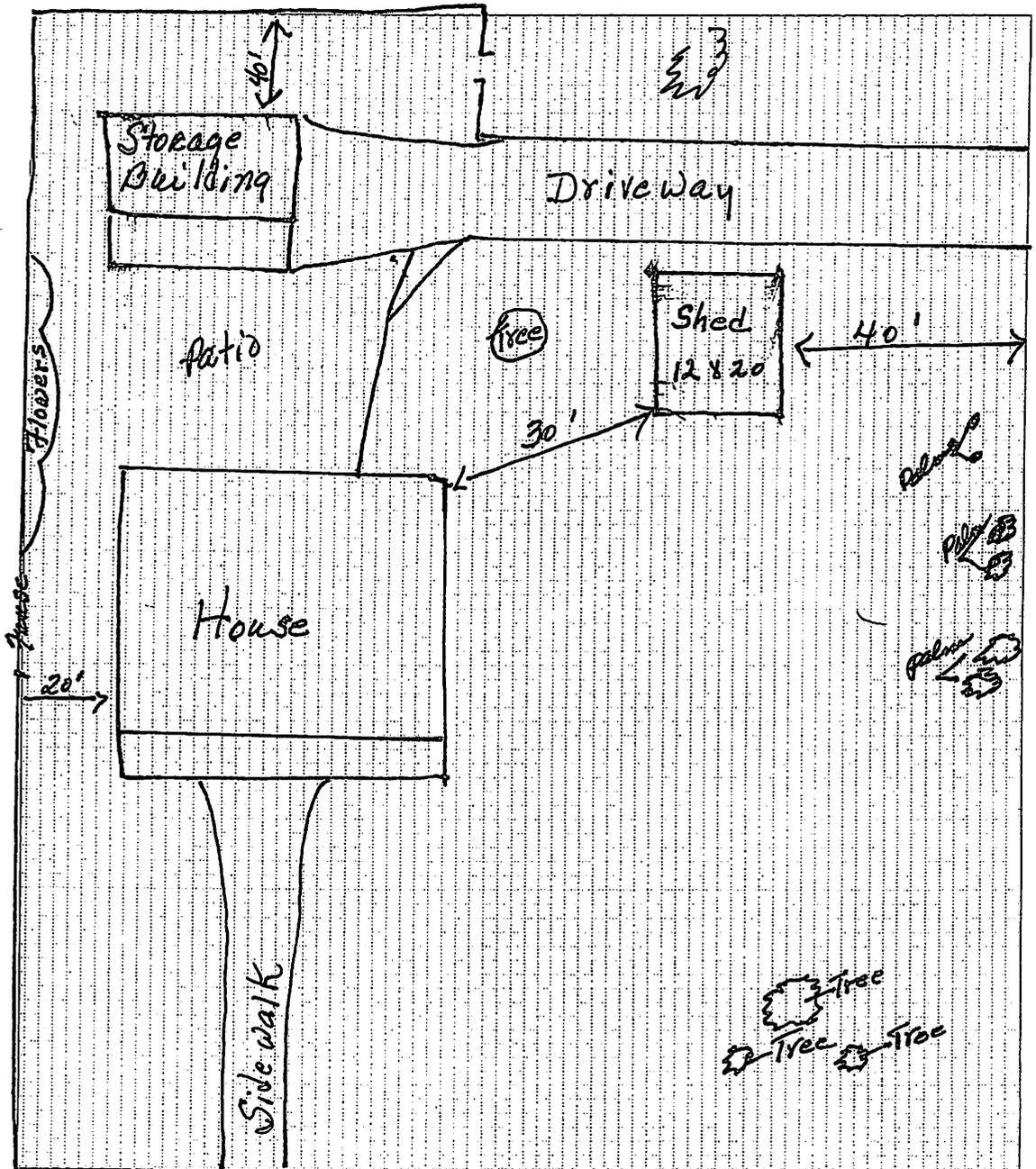
- Types of material
- Height of structure
- Location and linear runs of all fence lines

Sheds and Detached Covered Structures

- Placement in yard
- Footprint
- Height
- Length
- Width

Driveways, Sidewalks and Other Curb-Cuts

- Types of all surface stabilizing material
- Location, including length and width of infrastructure area
- Impervious surface coverage estimate
- Detailed cross-section depicting sub grade soils, base materials, and binder or surface courses



DeSoto County Property Appraiser

2014 Certified Values

CAMA updated: 1/2/2015

Parcel: 25-37-24-0012-0530-0010

Tax Collector	Property Card	Interactive GIS Map
Parcel List Generator		Print

<< Next Lower Parcel Next Higher Parcel >>

Owner & Property Info

Search Result: 1 of 1

Owner's Name	STRICKLAND JUDY
Site Address	608 E MAGNOLIA ST
Mailing Address	608 E MAGNOLIA ST ARCADIA, FL 34266-0000
Use Desc. (code)	SINGLE FAM (000100)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.290 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.
TOWN OF ARCADIA O S LOT 1 & W1/2 LOT 2 & W 75 FT OF N1/2 OF LOT 7 BLK 53 IN SEC 31-37-25 INST.200814010560	

GIS Aerial



Property & Assessment Values

Mkt Land Value	cnt: (1)	\$8,000.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (1)	\$42,965.00
XFOB Value	cnt: (4)	\$5,506.00
Total Appraised Value		\$56,471.00

2014 Certified Values

Just Value	\$56,471.00
Class Value	\$0.00
Assessed Value	\$56,471.00
Exempt Value	(code: HX H3) \$31,471.00
Total Taxable Value	County: \$25,000.00 City: \$25,000.00 Other: \$25,000.00 School: \$31,471.00

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
10/7/2008	200814010560	SW	I	U	01	\$44,000.00
7/3/2008	200814006822	CT	I	U	01	\$100.00
10/30/2003	541/1732	PR	I	U	01	\$55,000.00

Building Characteristics

Bldg Sketch	Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.
Show Sketch	1	SINGLE FAM (000100)	1930	VINYL SIDING (28)	1633	2338
Note: All S.F. calculations are based on exterior building dimensions.						

Extra Features & Out Buildings

Code	Desc	Year Blt	Units	Dims	Condition (% Good)
2003	SIDEWALK	1930	0000132.000	0 x 0 x 0	(000.00)
0860	DRVWY CONC	1930	0000905.000	0 x 0 x 0	(000.00)
1916	PATIO B	2010	0001320.000	0 x 0 x 0	(000.00)
1450	FENCE WD	2013	0000120.000	0 x 0 x 0	(000.00)

Land Breakdown

Lnd Code	Desc	Units	Zoning *
000100	SFR (MKT)	1 UT - (0000000.290AC)	R-1C

* NOTE: The Property Appraiser's Office is NOT responsible for the accuracy of the zoning. To verify the zoning, please call the Planning & Zoning Department at 863-993-4806.

AGENDA No. 11



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: February 17, 2015

DEPARTMENT: Administration
SUBJECT: Approval of Advertisement and Profile for City Administrator

RECOMMENDED MOTION: Council Approval

SUMMARY: Finalization of the advertisement and profile presented by Senior Advisors.

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: _____ Date: _____

Finance Director (As to Budget Requirements) _____ Date: _____

City Attorney (As to Form and Legality) _____ Date: _____

Interim City Administrator: Beth Carsten _____ Date: 02/17/15

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Tabled to Date Certain _____ Approved with Modifications

CITY ADMINISTRATOR

The City of Arcadia (population 7,637) is seeking an accomplished, experienced professional for the position of City Administrator.

The position of City Administrator is established by city ordinance and appointed by the Council. A 5-member Council is elected at large on non-partisan basis for staggered 4-year terms. The City Administrator is the chief administrative official of the city and head of the administrative branch of the city government. The City Administrator is responsible to the City Council for the administration of all affairs of City Government and shall execute the laws and administer the government of the City.

The city has a \$11.1 Mil budget, with 85 employees and provides public works, sanitation, parks and recreation, water and sewer utilities, police, municipal airport, Mobile Home Park and golf course. The police department operates under supervision of an elected city marshal; with building inspection, animal control, fire protection, & ambulance provided through an interlocal agreement with the County. Arcadia is the only incorporated area within DeSoto County.

The position requires the minimum of a Bachelor's Degree in public administration or business administration from an accredited college or university and must have 2-5 years of progressive, public sector experience. The core of this experience must be at a minimum, 2 years serving as City Administrator, County Administrator or Assistant City/County Manager/Administrator. Candidate must pass full background check.

The candidate must be an outgoing, confident, experienced professional, possessing honesty and high ethical standards. Must be a good listener and have the ability to communicate effectively with the council, public and staff. The candidate must be comfortable in a smaller, rural community.

Salary range: \$80,000 - \$95,000. Send resume and salary history to: Penny Delaney, City Clerk, 23 N. Polk Avenue, Arcadia, FL 34266; 863-494-4114. All materials submitted become public record under Florida public records law/EOE/drug-free workplace. **Open until 5:00 p.m., Thursday, April 2, 2015.**

See also, City Administrator Profile application instructions and related materials at: **<http://www.arcadia-fl.gov/>**



The City of Arcadia is seeking an accomplished, experienced professional to be our next City Administrator.

The Community

The City of Arcadia was established in 1886 and is the only incorporated area within DeSoto County. Arcadia is a small rural based community located in South Central Florida. Known for the Arcadia All-Florida Championship Rodeo, historic downtown antique district, Annual Watermelon Festival, car shows and other events, Arcadia has that classic small town feel. Arcadia is four square miles with a population of 7,637 (2000 US Census). The 1990 population (US Census) was 6,962.

Arcadia is centrally located at the crossroads of 17 and 70 and is not far from Sarasota and Port Charlotte. It is about one hour from Fort Myers and an hour and half from Tampa, two hours from Orlando and West Palm. Gulf beaches are just a short hour's drive from this quaint little town.

Information about the City of Arcadia is also available at:

http://en.wikipedia.org/wiki/Arcadia,_Florida

The City of Arcadia offers the following services through departments and city owned facilities:

Arcadia Municipal Airport (225 Acres, Uncontrolled Airspace, Enterprise Fund)

Golf Course (18 holes, 113 Acres)

Golf Pro Shop

Mobile Home Park (117 Units)

Police Department (14 Sworn Police Personnel)

Fire Protection, Ambulance, Building Inspection and Animal Control provided by DeSoto County

Public Works

- Streets
- Sanitation (Enterprise Fund)
- City Garage
- Cemetery
- Parks (52.25 Acres)
 - Lake Katherine
 - The Tree of Knowledge
 - North Arcadia Avenue Complex
 - Lewis Anderson Park

- McSwain Park
- Speer Center Complex & Storybook Park

Water / Sewer / Systems (Enterprise Fund)

- Wastewater Department
- Water Treatment Plant
- Water Systems/Sewer Systems
- Utility Billing Department

City Government

The City of Arcadia operates under a Council-Manager form of government. The City Council is composed of five members elected by the qualified voters of the city at large on a non-partisan basis. Council Members are elected for four year terms. The Mayor and Deputy Mayor are elected by the City Council and serve one year terms. Along with the City Attorney and City Clerk, the City Administrator is appointed by a majority vote of the City Council. The City Marshal is an elected position. The City Marshal updates the City Council and City Administrator on financial aspects and safety concerns of the Police Department. The day to day operations of the police department are under the authority of the Marshal, while the financial operations (budget, etc.) are approved by City Council and the City Administrator.

The Mayor serves as the chief executive head of the government with duties as prescribed by law. The City Administrator provides leadership and administrative support to the Mayor and City Council in the administration and execution of policies and objectives formulated by the Mayor and City Council. The City Administrator plans, develops and monitors programs to meet current and future physical, social and cultural needs of the citizens of the City of Arcadia. The City of Arcadia has 49 full-time employees, 26 Police Department employees and 10 part-time positions.

The Position

The City Administrator is the chief administrative official of the city and head of the administrative branch of the city government. Duties are set forth in the City Code. (Attached) The City Administrator is responsible to the City Council for the administration of all affairs of City Government and shall execute the laws and administer the government of the City.

The City Administrator will oversee budget expenditures balanced for FY- 14-15 at \$11.1 million, of which approximately \$4.6 million represents the General Fund budget, \$5.2 million represents Enterprise Fund budgets, \$472,806 represents the Capital Improvements Fund budget and \$820,123 relates to the CDBG (Bridle Path Water/Sewer Project) budget.

The City Administrator is responsible for the appointment and when necessary the removal of all city employees in Administration, Finance, Human Resources, Utility Billing, Code Enforcement and Planning, Public Works, Water and Sewer, Golf Course, Mobile Home Park and Airport. The Administrator oversees each of these departments either directly or through the supervision of department heads.

The Ideal Candidate

- The ideal candidate must be an outgoing, confident, mature and experienced professional, possessing honesty and high ethical standards.
- The candidate must be someone with initiative and drive who can serve as a staunch advocate for the City of Arcadia. Must lead by example and serve as a role model to staff.
- The candidate must be respectful of others and be positive and approachable with a “can-do” attitude seeking solutions, assets and opportunities. The City Administrator must be open and accessible to citizens, businesses, staff and the entire City Council.
- The candidate must be comfortable in a smaller, rural community and get to know individuals and groups quickly to learn about issues or concerns.
- The candidate must be a thoughtful City Administrator who can size up a situation quickly and accurately and then exercise good judgment in decision making.
- The candidate must have an inclusive management style, a willingness to delegate to professional staff and the ability to withstand pressures brought on by work load and emotionally charged issues.
- The candidate must possess good listening skills and must communicate effectively with the council, public, staff and business community.
- ICMA and FCCMA membership is not a requirement of employment but candidate should be receptive to membership

Education and Experience

A Master's Degree in public administration, business administration or other public related field is preferred but not required. The position requires the minimum of a Bachelor's Degree in public administration or business administration from an accredited college or university and must have 2-5 years of progressive, public sector experience. The core of this experience must be at a minimum, 2 years serving as City Administrator, County Administrator or Assistant City/County Manager/Administrator. Florida experience is desirable but not a requirement.

Residency

Residency within the City of Arcadia is desired, but not required. As an alternate, it is desirable that within 6 months of appointment, the City Administrator live in DeSoto County or within a thirty mile radius of the city limits.

Knowledge, Skills and Abilities

- The City Administrator should actively participate and advocate the City's interest with other agencies on programs, services and activities that benefit the City.
- The City Administrator should be comfortable in a very public arena and be supportive of transparent local government.
- Ability to foster effective Council / Administrator relations. Must be able to facilitate the conversation so that all voices are heard. Must have a strong understanding of the policy arena of the City Council.
- Possess skills in using general management principles and business practices to include budgeting, policy and procedure development, personnel management and supervision.
- Must have strong leadership skills, be innovative and open to new ways of doing things and challenge staff to be open to different ideas and approaches. Must possess effective, consistent delegation skills. Must be willing to hold staff accountable and document performance and correct gaps quickly and effectively.
- The City Administrator will have proven skills in melding current staff with new personnel coming aboard and in developing an excellent management team.
- The City Administrator will play a strong role in identifying new business development, business retention and appropriate development to improve tax base and employment opportunities. Must understand the necessity for growth and be ready to expand the tax base through annexation or other means.
- The successful candidate must demonstrate skills in strategic planning, especially in the area of being inclusive in the development of a plan and be effective supervising staff delivery of desired outcomes.
- The City Administrator must have knowledge of water sewer and other facilities to effectively make decisions. Must understand the community needs and plan and execute improvements to the aging infrastructure. Prioritization of infrastructure projects based on most critical and planning them based on funds available is extremely important.
- Must stay informed of community issues and keep the City Council informed of key issues, even in the case of bad news. Play a facilitative role to make sure all options are addressed and City Council can make informed decisions. Must be able to interact with the community, be capable of listening, identify relevant issues and prepare policy recommendations for the City Council.
- Experience in grant writing and grant management is preferred. The successful candidate will have the ability to identify grants and funding opportunities, stay informed of new opportunities and ensure that the proper grants are applied for in timely fashion, in an effort to utilize city funds most efficiently.

Compensation and Benefits

Compensation and Benefits

Depending upon qualifications, the salary range for this position can be within the range of \$80,000 to \$95,000. Flexibility may occur based on individual experience.

The City of Arcadia's current benefit package includes:

- Health Insurance (Employee. Group coverage available for dependents)
- City contribution to Defined Benefit Pension Plan (with 5% match by employee)
- City contribution to Deferred Compensation Plan with ICMA (7%)
- Life Insurance Policy
- Dental and Vision Care (Paid by employee, Group coverage available for dependents)
- Paid Holidays (11)
- Vacation leave – amount is negotiated
- And more

Selection Process

Send cover letter, resume and City of Arcadia application to Penny Delaney City Clerk, City of Arcadia, P.O. Drawer 1000, Arcadia, FL 34265 by **5 PM April 2, 2015**. The City employment application may be downloaded from this link: <http://arcadia-fl.gov/documents.php> (Scroll down)

The selection process at a minimum will consist of interviews with individual members of the City of Arcadia City Council.

Finalists will be subject to a background screening to include criminal history, driver's license, employment, professional certifications and education verification, credit and financial screening and character reference checks. The successful candidate must have a satisfactory post offer drug/alcohol screening.

It is anticipated that interviews of finalists will occur in early May 2015.

Applications, cover letters, resumes and other materials submitted by applicants and other related are subject to public disclosure pursuant to Florida State Statute 119 (Sunshine Law).

Links to:

- [City Administrator Application Form \(Required\)](#)
- Florida State Statute 119 [Sunshine Law](#)
- City Charter & City Code/City Administrator Duties-Please contact City Clerk for recently amended version, pdelaney@arcadia-fl.gov
- [2014-15 City of Arcadia Budget](#)

Exhibits to Profile:

EXHIBIT A: City Code – Division 2 – City Administrator

EXHIBIT B: City Map

EXHIBIT C: City Administrator Attributes Report prepared by FCCMA/ICMA Senior Advisor Program on behalf of the City.

EXHIBIT A

- (2) Be the custodian of the funds of the city and receive and pay out all moneys in the manner prescribed by the ordinances of the city.
- (3) Pay no funds except on a check issued pursuant to the budget, which shall be signed by the finance director or the city administrator and countersigned by one member of city council.
- (4) Recommend the salary of officers and employees of the city subject to the approval of the city council, except that employees may be granted a raise in salary within the limitations of the annual budget adopted by the city council.
- (5) Prepare the budget annually and submit it to the city council and be responsible for its administration after adoption.
- (6) Prepare and submit to the city council, to the extent that it is feasible to do so, as of the end of each fiscal year, a complete report on the finances of the city and the administrative activities for the preceding year.
- (7) Keep the city council advised of the financial condition of the city and future needs of the city, and make such recommendations as may seem necessary and advisable.
- (8) Be the purchasing agent of the city, by whom all purchases shall be made. These purchases are to be for those areas of his responsibility only and are further subject to any rules and regulations that may from time to time be prescribed by the city council. He shall approve all bills for payments. In the capacity of purchasing agent, he shall write specifications and invite bids as the council may so direct.
- (9) Prepare and submit to the city council each month, or as otherwise provided, an agenda of contemplated items to be considered for each regular or special meeting.
- (10) Perform such other duties and tasks as may be prescribed by the city council from time to time or as may otherwise be required, to the extent that such powers and duties are not inconsistent with the Charter, existing ordinances, or accepted standards of good public administration.

(Code 1986, § 2-35; Ord. No. 987, § 2, 4-23-2013)

State law reference— Annual budget, F.S. § 200.065.

Sec. 2-96. - Establishment of city departments; appointment and supervision of department heads.

Departments shall be established by the city administrator after consultation and approval of the city council. At the head of each department there may be an employee of the city who shall have supervision and control of that department, and who shall be appointed by and shall be under the supervision of and control of the city administrator. Except as provided in this chapter or otherwise established, two or more departments may be headed by the same individual.

(Code 1986, § 2-36)

Secs. 2-97—2-110. - Reserved.

Exhibit C

City of Arcadia, Florida – City Administrator Profile Skills and Attributes – 2015

Composite of Arcadia City Council Responses from Questionnaire January 2015

Summary of Report: This report summarizes the results of a position questionnaire for the City Administrator completed by each of the five members of the Arcadia City Council. The report is a recommended resource for the recruitment profile for the City Administrator position being prepared by the City of Arcadia because the report provides a very good overview of the City Council's expectations of a City Administrator. The report contains a review of 36 attributes or job skills that the City of Arcadia is looking for. In addition, the report provides a review of other issues and concerns as voiced by members of the City Council, including an indication of what the priority issues would be in the first year of employment with the City. Overall, the City Council has expressed unanimous consensus on 14 critical skills or attributes of a successful City Administrator. These are discussed in the report in detail, along with 12 very important skills or attributes, also identified by the City Council. In addition to these 26 critical and very important skills or attributes, the City Council provided information on 10 important or desirable skills or attributes, recognizing that a successful City Administrator may not possess all 36 of these skill or attributes.

Methodology: Each member of the City Council was provided with a copy of the questionnaire to review and complete. All members of the City Council completed their assignment and provided very helpful insight about their expectations for the new City Administrator and issues facing the City. In some instances, the comments received can be interpreted as wanting other members of the City Council to see their views on community issues and concerns. This is very helpful and can greatly assist in the City Administrator search. I appreciated the candor and willingness to share comments and advice. In a sense, this report has a byline of *Voices of City Hall*.

This report provides the average importance of each skill or attribute to the City Council followed by comments as reported by the Commission members. Individual reports from each member of the City Council were also retained as reference. The individual scores were reported without attribution. There are four levels of importance:

Critical: 5.0

Very Important: 4.9-4.75

Important 4.7-4.4

Desirable: 4.3 and lower

Overall, the City Council expressed consensus on 14 critical skills or attributes and 16 very important skills or attributes. It is very important to note that in identifying these skills and attributes the City Council was projecting their perceived needs in a new City Administrator.

Where provided, this report includes comments from members of the City Council in areas of the questionnaire.

Critical Education, Skills or Attributes: (14 Identified by City Council)

Background (B), skills (S) or attributes (A) areas were as follows:

- Relevant Education (B)
- Ability to foster effective Council/Administrator Relations (S)
- Economic Development (S)
- Understands infrastructure development and facilities management (S)
- Decisive/Exercises Good Judgment (A)
- Honesty/Ethics/Integrity (A)
- Leadership skills and ability to motivate staff (S &A)
- Sensitive to other's needs and position (A)
- Keeps Current on City Projects /Keeps Council Informed (A)
- Treats Others with Respect and Dignity (A)
- Is outgoing, confident and proactive (A)
- Is positive and approachable (A)
- Has good listening skills (A)
- Values and embraces cultural diversity (A)

Relevant Education - A degree in public or business administration is desired. The Council was split 3/2 as to whether a Master's degree was required. Recommendation: Bachelor's degree in public or business administration required with a Master's desirable.

City Council Comments from Questionnaire:

Master's Degree Required? Yes 3 No 2

1. Masters, if possible.
2. With experience no masters or another major ok.

Ability to foster effective Council/Administrator relations - In the area of Commission Relations, it appears the City Council looking for a City Administrator who can facilitate the conversation so that all voices are heard. It also includes understanding the policy arena of the City Council and the City Council understanding the administrative responsibilities and authority of the City Administrator.

City Council Comments from Questionnaire:

1. Treat all with respect of their office.
2. A must with our inexperienced Council.
3. Important

Economic Development / Revitalization – The City Council is looking for a City Administrator who can play a strong leadership role in identifying new business development, business retention and appropriate development to improve the tax base and employment opportunities.

City Council Comments from Questionnaire:

1. Without growth, Arcadia will further degrade and possibly die.
2. This is a must.

Understands infrastructure development and facilities management- City Administrator who understands community needs and can plan and execute public infrastructure improvements that correct deficiencies, improve access and improve public health.

City Council Comments from Questionnaire:

1. Aging/non-existent.
2. Infrastructure is needed.
3. Must have knowledge of this, water, sewer and other facilities to be effective in decision-making.

Decisive/Exercises Good Judgment - The City Council is looking for a thoughtful City Administrator who can size up a situation quickly and accurately and then exercise decisive decision-making reflecting good judgment. The facts leading up to decisions should be based on careful evaluation and presentation of all options, including those that may be difficult or uncomfortable.

City Council Comments from Questionnaire:

1. Must have a background in making good judgment calls.

Honesty/Ethics/Integrity – The City Council is seeking these Core values engrained in the City Administrator.

City Council Comments from Questionnaire:

1. In my opinion, a key trait.
2. Above all else.

Has leadership Skill and ability to motivate staff - An excellent City Administrator leads by example, serving as a role model for staff. This includes demonstrated ability to delegate authority to staff and follow-through to keep projects and activities moving forward in line with City Council and community priorities.

City Council Comments from Questionnaire:

1. Leader of staff not policy/council.
2. A must with our staff.
3. Necessary to produce.

Sensitivity to Other's Needs and Positions – The City Council seeks a City Administrator who stays aware of Commission and community perspectives.

City Council Comments from Questionnaire:

1. Important

Keeps Current on City Projects /Keeps Commission Informed - The City Council was unanimous in their desire to appoint a City Administrator who understands and has demonstrated skills in keeping informed of community issues and, equally important, keeping the City Council informed of key issues, even if this means bad news.

City Council Comments from Questionnaire:

1. Very important

Treats Others with Respect and Dignity - The position of City Administrator is a powerful one. The City Council is looking for someone who carries this power with humility and appreciation for other ideas, perspectives, and approaches.

City Council Comments from Questionnaire:

1. Vital.

2. There is a lot to be said about a person that is respectful and deals with dignity.

Is outgoing, confident and proactive– In a sense, this is reflected in several other attributes. The City Council is looking for someone with initiative and drive who can serve as a staunch advocate for Arcadia.

City Council Comments from Questionnaire:

1. Important

Is positive and approachable - The City Council expects the City Administrator to have a positive "can do" attitude seeking solutions, assets, and opportunities. The City Administrator must be open and accessible to citizens, businesses, staff, and the entire City Council.

City Council Comments from Questionnaire:

1. Yes, very much.

Has good listening skills - An effective leader is one who can step back and listen to what others are saying in away that reflects effective use of feedback and clarification to make sure the City Administrator understands the issue or concern.

City Council Comments from Questionnaire:

1. Should be skilled.

Values and embraces cultural diversity - The City Council is looking for a City Administrator who has demonstrated skills of inclusiveness in a diverse setting and who understands cultural diversity as a source of community strength.

City Council Comments from Questionnaire:

1. Diverse community.
2. Yes, very helpful.

Very Important background, skills or attributes: (12 Identified by City Council)

Relevant experience (B)

Possess administrative ability and knowledge of local government (S)

Government Budget/Finance skills (S)

Human Resources Skills (S)

Positive Community Relations w/Open Door (S)

Able to foster intergovernmental relations (S)

Understands/supports open meetings and records requirements (S)

Works whatever hours are required (A)

Willing to be innovative (A)

Timely execution of council policies and directives (A)

Decentralized leader/holds staff accountable (A)

Comfortable working in smaller rural/agricultural based community (A)

Relevant Experience - The City Council is looking for candidates who have relevant experience in serving as CAO of a public sector organization.

Florida-Specific City or County Work Experience – This is a suggested requirement. 3 members of the City Council wanted it as a requirement. The City Council felt that experience in other Florida locations was a benefit. I suggest it be desired experience as this may limit otherwise very qualified out of state candidates.

Possess administrative ability and knowledge of local government - This includes demonstrated administrative abilities to develop policies, procedures and operating practices that are modern, effective that are appropriate to a public agency and have measurable outcomes.

City Council Comments from Questionnaire:

1. Know limits.
2. Important.

Governmental budget and finance skills - Budget and financial skills are viewed as a high priority.

City Council Comments from Questionnaire:

1. Little is left to cut/raise taxes.
2. Should have knowledge and skills.

Human Resource Skills - The City Council is looking for a City Administrator with demonstrated strong skills in human resources. This includes the ability to work collaboratively and effectively with all staff.

City Council Comments from Questionnaire:

1. Leader of staff not policy/council.
2. This is important.

Positive Community Relations w/Open Door – This is a shared responsibility between elected officials, departments and the City Administrator.

City Council Comments from Questionnaire:

1. Accessibility.
2. A must with the negativity in the community.
3. A must.
4. This is important to address the community openly as well as the council – we need to be able to work with people.

Able to foster intergovernmental relations – The City Administrator should actively participate and advocate the City's interests with other units of governments on programs, services and activities that benefit the City.

City Council Comments from Questionnaire:

1. Work with County, but fiduciary w/Arcadia.
2. Questionable relationship with other agency.
3. Important.

Understands/Supports Open Meetings and Records Regulations – The City Administrator should be comfortable in a very public arena and be supportive of transparent local government.

City Council Comments from Questionnaire:

1. Goes with #4 above. (Ability to foster effective Council/Administrator relations.)
2. Understands and follows this process.

Works Whatever Hours Are Required - The City Council expects the City Administrator to expend whatever effort is necessary to perform the job.

City Council Comments from Questionnaire:

1. Reasonable.

Willing to be innovative – The City Council is looking for a City Administrator who is open to different ideas and approaches.

City Council Comments from Questionnaire:

- 1 Important

Timely Execution of Council Policy and Directives - The successful candidate must be able to instill solid performance by staff in response to City Council policy direction.

City Council Comments from Questionnaire:

1. Very important

Decentralized Leader With Staff Accountability - The City Council seeks a City Administrator with effective and consistent delegation skills. The City Administrator must also demonstrate an ability to document performance and correct gaps quickly and effectively.

City Council Comments from Questionnaire:

1. Not sure on this, can see need on both sides.
2. Yes

Comfortable working in smaller rural/agricultural based community – The City Administrator should embrace small town life and be comfortable in a close-knit community and get to know individuals and groups quickly to learn about issues/concerns. Experience in an agricultural-based economy a plus.

City Council Comments from Questionnaire:

1. This would be extremely important in this city.

Important Skills or Attributes: (5 Identified by City Council)

Written and oral communications skills (S)

Able to build consensus among divergent groups (A)

Keeps composure and an even disposition (A)

Recruits and retains competent, professional and responsive staff (A)

Understands strategic planning (A)

Written and Oral Communication Skills - Written and oral communication skills of the City Administrator should be those that are clear, concise and complete. The City Administrator must communicate effectively with a wide variety of interests and parties.

City Council Comments from Questionnaire:

1. Yes

Able to build consensus among divergent groups – This is related to Council Relations. The City Administrator fills a facilitative role to make sure that all options are addressed and that the City Council can make informed decisions. In the area of community interaction, be capable of listening, identify relevant issues and prepare policy recommendations or make program/service adjustments.

City Council Comments from Questionnaire:

1. Could be very useful.

Keeps Composure at All Times - The City Council expects the City Administrator to convey an even demeanor and mature approach.

City Council Comments from Questionnaire:

1. This is necessary.

Recruits and Retains Competent Staff - The City Council is aware that there are new key staff members. The City Council is looking for a candidate that has proven skills in melding current staff with new personnel coming aboard and in developing an excellent management team.

City Council Comments from Questionnaire:

1. Very important.

Understands strategic planning –The successful candidate must have demonstrated skills in strategic planning, especially in the area of being inclusive in the development of a plan and be effective supervising staff delivery of desired outcomes.

Observation: The City Council may not have been exposed to the benefits of an effective, continual, performance-based strategic planning process. This is recommended within four months of hiring a new City Administrator.

City Council Comments from Questionnaire:

1. Need city in better shape to strategic plan – Have attended two separate planning sessions.
- 2 Important.

Desirable Skills or Attributes: (5 Identified by City Council)

Membership in ICMA and/or FCCMA (B)

Labor relations/collective bargaining experience (S)

Innovation and Major Achievements (S)

Understands and uses information technology (S)

Has a sense of humor and does not take offense easily. (A)

Membership in ICMA and/or FCCMA – The suggestion of the City Council was that while not a requirement for an applicant, the successful candidate should be receptive to membership.

City Council Comments from Questionnaire:

1. Would be beneficial.
2. Not required but would like CA to become involved.
3. Become member.
4. Yes
5. Should be if not.

Labor Relations and Collective Bargaining – While not a pressing issue, a City Administrator who is familiar with the collective bargaining process would be a benefit to the City.

City Council Comments from Questionnaire:

1. Yes

Innovation and Major Achievements – Certainly experience in developing innovative programs and services applicable in a smaller community was viewed as a benefit by the City Council.

City Council Comments from Questionnaire:

1. Past performance needed.
2. Yes.

Understands and uses information technology – The City Council is looking for a City Administrator who is aware of information technology trends and resources to help guide the City's progress in technology.

City Council Comments from Questionnaire:

1. Yes

Has a sense of humor and does not take offense easily – Local government can sometimes become contentious. The City Council is looking for a City Administrator who has a sense of humor that can help diffuse a situation without offense.

City Council Comments from Questionnaire:

1. Important

At the end of the questionnaire the City Council provided comments as well as an indication of priority issues for the new City Administrator in the first year of employment with the City. These are copied below.

1. ADDITIONAL EXPECTATIONS, SKILLS OR ATTRIBUTES YOU FEEL ARE IMPORTANT FOR THE POSITION:
 - a. Grant writing/management.
 - b. I expect the city administrator to live in city limits by a certain time.
 - c. Over past 20 years Arcadia chose not to grow, balanced budgets by cutting departments, eliminating positions and raising taxes. County government absorbed those services – there is little left to cut, eliminate or tax.
 - d. Comfortable in a small rural agri-based community.
 - e. Enjoy being part of a small town.
 - f. Must have leadership skills with the inexperience on Council and senior staff.
 - g. Must have leadership skills be respectful and open-minded.
 - h. Must have an open door policy to employees.
 - i. Be deferential to the public.
 - j. I am looking for a “rock star” one that also sings.
 - k. Must have the personality, education, ability, knowledge and sense of humor to motivate, understand, foster, build, work and keep his/her composure relevant to running a small city like Arcadia.

2. COMMUNITY ISSUES OR CONCERNS THAT YOU FEEL WILL REQUIRE THE SPECIFIC ATTENTION OF THE CITY ADMINISTRATOR IN THE FIRST YEAR OF EMPLOYMENT WITH THE CITY:
 - a. Budget and Audit (Balance)
 - b. Roads
 - c. City inventory (buildings, properties, streets, leases, infrastructure, etc.)
 - d. In my opinion the answer is to encourage growth/development by annexation of areas north and west of the city, adding needed revenues. Infrastructure would greatly improve by this, in my opinion. Change is going to come either through structured, planned growth or unplanned chaos.
 - e. Work closely with Finance Director through budget and audit process.
 - f. Identify and prioritize many issues.
 - g. Look at staff and senior management to see if changes are necessary.
 - h. Roads.
 - i. Smith-Brown Foundation
 - j. City parks
 - k. The Airport.
 - l. Roads, infrastructure with sewer, water and storm drainage.
 - m. City Budget
 - n. Beautification projects.
 - o. Figure out a way to develop a broader tax base.

3. OTHER CONCERNS OR RECOMMENDATIONS THAT YOU HAVE:

- a. Downtown area – Antique Assoc. getting along with other groups and being able to plan activities without problems.
- b. To begin working closely with our Council.
- c. We are very inexperienced and have a lack of knowledge of city government and issues.
- d. More businesses within the city.
- e. A list of city owned properties, inventory of equipment and other items owned by the City of Arcadia.
- f. The city needs someone with the knowledge to guide the Council to set up special assessment areas that could work for this city.
- g. The city needs help in seeking grant money for roads and infrastructure.
- h. The city needs someone who will use roads as a front-runner for all projects in the city.
- i. The administrator should look at all parks to see if the organizations using facilities are paying their share of expenses.
- j. Properties owned by the city need to be looked at. Does the city need them or would we be better off selling them?
- k. Take a look at the city trailer park. Will it be in the best interest of the city to enlarge the park?
- l. Take a real look at the golf course, income versus other projects that could enhance the golf course.

I appreciate the courtesy extended to me by the members of the Arcadia City Council and the assistance of the Arcadia City staff.

Respectfully,

Kurt Bressner, ICMA-CM on behalf of the ICMA/FCCMA Senior Advisor Program
February 5, 2015

Attachment: Questionnaire Recap and Summary

**City of Arcadia, Florida – City Administrator Profile Attributes –
February 2015**

Combined Results from City Council

Date: February 2015

Please fill out this form and return to Kurt Bressner, Senior Advisor via the City Clerk no later than January 30, 2015. Completion of the form is based on a scale of 1 to 5 for each of the boxes WITH 1 BEING LOW, 3 BEING MEDIUM AND 5 BEING HIGH. SOME AREAS WILL NOT BE AS IMPORTANT AS OTHERS. The last part of the form is an open-ended section where you are asked to provide additional comments and observations. It is very important that all members of the City Council complete this form for a complete, accurate position profile for the City Administrator as prepared by the City staff with assistance of the Senior Advisors. The City Council will be asked to review and approve the draft position profile, job advertisement and salary range at a public meeting. It is expected the form will take about 20-30 minutes to complete. If you have questions or would like to discuss any of the items, please call Kurt Bressner, Senior Advisor at 561-436-2328.

Note: This form, along with review of other source documents will provide important information for a City Administrator Position Profile that can be used in the recruitment process.

PART 1: INFORMATION FROM ELECTED OFFICIALS AS TO KNOWLEDGE, SKILLS AND ABILITIES (KSA'S) AND OTHER ATTRIBUTES OF DESIRABLE CITY ADMINISTRATOR – CITY OF ARCADIA, FLORIDA

SCALE 1-5 WITH 1 BEING LOW, 3 BEING MEDIUM AND 5 BEING HIGH
City Council Assessment of the Relative Importance to the position of City Administrator.

Attribute	<i>Importance to the City Council Member-Score 1 TO 5</i>	<i>Comments by Members of City Council (Optional) – attach additional sheets as needed.</i>
Education, Background and Professional Affiliation		
<ul style="list-style-type: none"> • 1. Relevant education such as a degree in public or business administration. 	<p align="center">5,5,5,5,5 Overall: 5.0</p>	<p>Comments: Master's Degree Required? Yes 3 No 2 1. Masters, if possible. 2. With experience no masters or another major ok.</p>

<ul style="list-style-type: none"> 2. Relevant experience as a city/county mgr. or administrator or assistant CAO. 	5,5,5,4,5 Overall: 4.8	Comments: FL Experience Required? Yes 2 No 3
<ul style="list-style-type: none"> 3. Membership in ICMA and/or FCCMA. ⁱ 	3,1,1,NR, 3 Overall: 2.0	Comments: 1. Would be beneficial. 2. Not required but would like CA to become involved. 3. Become member. 4. Yes 5. Should be if not.
Knowledge, Skills and Abilities		
<ul style="list-style-type: none"> 4. Ability to foster effective Council/Administrat or relations. 	5,5,5,5,5 Overall: 5.0	Comments: 1. Treat all with respect of their office. 2. A must with our inexperienced Council. 3. Important
<ul style="list-style-type: none"> 5. Possess administrative ability and understanding of local government. 	5,4,5,5,5 Overall: 4.8	Comments: 1. Know limits. 2. Important.
<ul style="list-style-type: none"> 6. Written and oral communication skills 	5,4,5,4,5 Overall: 4.6	Comments: 1. Yes
<ul style="list-style-type: none"> 7. Governmental budget/finance skills 	5,4,5,5,5 Overall: 4.8	Comments: 1. Little is left to cut/raise taxes. 2. Should have knowledge and skills.
<ul style="list-style-type: none"> 8. Human resources skills and ability to manage professional staff 	5,4,5,5,5 Overall: 4.8	Comments: 1. Leader of staff not policy/council. 2. This is important.
<ul style="list-style-type: none"> 9. Labor relations / collective bargaining experience 	1, NR, 3,5,5 Overall: 3.5	Comments: 1. Yes
<ul style="list-style-type: none"> 10. Positive community relations and has open door policy 	4,5,5,5,5 Overall: 4.8	Comments: 1. Accessibility. 2. A must with the negativity in the community. 3. A must. 4. This is important to address the community openly as well as the council – we need to be able to work with people.
<ul style="list-style-type: none"> 11. Able to foster Intergovernmental Relations 	5,5,5,4,5 Overall: 4.8	Comments: 1. Work with County, but fiduciary w/Arcadia. 2. Questionable relationship with other agency. 3. Important.

<ul style="list-style-type: none"> 12. Economic Development/ Revitalization/Business Retention Skills/Relates to needs of City's business community. 	5,5,5,5,5 Overall: 5.0	Comments: 1. Without growth, Arcadia will further degrade and possibly die. 2. This is a must.
<ul style="list-style-type: none"> 13. Innovation and Major Achievements 	3,3,5,5,4 Overall: 4.0	Comments: 1. Past performance needed. 2. Yes.
<ul style="list-style-type: none"> 14. Understands Infrastructure development and facilities management. 	5,5,5,5,5 Overall: 5.0	Comments: 1. Aging/non-existent. 2. Infrastructure is needed. 3. Must have knowledge of this, water, sewer and other facilities to be effective in decision-making.
<ul style="list-style-type: none"> 15. Understands and uses information technology 	4,4,5,4,4 Overall: 4.2	Comments: 1. Yes
<ul style="list-style-type: none"> 16. Understands and supports FL broad-based open meeting and public records requirements. 	5,5,5,4,5 Overall: 4.8	Comments: 1. Goes with #4 above. 2. Understands and follows this process.

PART 2: Character Traits and Competencies

These are leadership, delegation and management skills.

SCALE 1-5 WITH 1 BEING LOW, 3 BEING MEDIUM AND 5 BEING HIGH

City Council Assessment of the Relative Importance to the position of City Administrator.

Demonstrable Character Traits/ Competencies	Importance to the City Council Member- Score 1 TO 5	Comments by Members of City Council (Optional) - attach additional sheets as needed.
1. Able to build consensus among divergent groups	4,5,5,4,4 Overall: 4.4	Comments: 1. Could be very useful.
2. Decisive/exercises good judgment and effective decision-making skills.	5,5,5,5,5 Overall: 5.0	Comments: 1. Must have a background in making good judgment calls.
3. Honest/Ethical/Has Integrity	5,5,5,5,5 Overall: 5.0	Comments: 1. In my opinion, a key trait. 2. Above all else.

4. Works whatever hours are required.	5,5,5,5,4 Overall: 4.8	Comments: 1. Reasonable.	
5. Has leadership skills and ability to motivate staff	5,5,5,5,5 Overall: 5.0	Comments: 1. Leader of staff not policy/council. 2. A must with our staff. 3. Necessary to produce.	
6. Keeps composure and an even disposition	4,4,5,5,5 Overall: 4.6	Comments: 1. This is necessary.	
7. Sensitive to others' needs and position	5,5,5,5,5 Overall: 5.0	Comments: 1. Important.	
8. Keeps current on City projects and keeps the Council updated	5,5,5,5,5 Overall: 5.0	Comments: 1. Very important.	
9. Willing to be innovative	4,5,5,5,5 Overall: 4.8	Comments: 1. Important	
10. Timely execution of Council policy and directives	5,5,5,4,5 Overall: 4.8	Comments: 1. Very important	
11. Treats others with respect and dignity	5,5,5,5,5 Overall: 5.0	Comments: 1. Vital. 2. There is a lot to be said about a person that is respectful and deals with dignity.	
12. Has a sense of humor and does not take offense easily	4,3,5,5,4 Overall: 4,2	Comments: 1. Important	
13. Recruits and retains competent, professional and responsive staff	5,4,5,4,5 Overall: 4.6	Comments: 1. Very important.	
14. Is a decentralized leader but holds staff accountable	NR, 4,5,5,5 Overall: 4.75	Comments: 1. Not sure on this, can see need on both sides. 2. Yes	
15. Understands Strategic Planning	5,5,2,5,5 Overall: 4.4	Comments: 1. Need city in better shape to strategic plan – Have attended two separate planning sessions. 2. Important.	
16. Comfortable working in a smaller rural community with a strong agricultural base. Being a good ambassador of the city.	5,4,5,5,5 Overall: 4.8	Comments: 1. This would be extremely important in this city.	
17. Is outgoing, confident, proactive	5,5,5,5,5 Overall: 5.0	Comments: 1. Important.	
18. Is positive and approachable	5,5,5,5,5 Overall: 5.0	Comments: 1. Yes, very much.	
19. Has good listening skills	5,5,5,5,5 Overall: 5.0	Comments: 1. Should be skilled.	

20. Values and embraces cultural diversity	4.5, 5,5,5,5 Overall: 4.9	Comments: 1. Diverse community. 2. Yes, very helpful.	
--	------------------------------	--	--

PART 3: ADDITIONAL COMMENTS AND CONCERNS BY MEMBERS OF THE CITY COUNCIL: (USE THIS SECTION TO ADD ANY COMMENTS OR CONCERNS YOU HAVE ABOUT THE EXPECTATIONS FOR THE CITY ADMINISTRATOR AND ANY COMMUNITY ISSUES YOU FEEL THAT REQUIRE SPECIFIC ATTENTION BY THE CITY ADMINISTRATOR, ESPECIALLY IN THE FIRST YEAR OF EMPLOYMENT.)

4. ADDITIONAL EXPECTATIONS, SKILLS OR ATTRIBUTES YOU FEEL ARE IMPORTANT FOR THE POSITION:
 - a. Grant writing/management.
 - b. I expect the city administrator to live in city limits by a certain time.
 - c. Over past 20 years Arcadia chose not to grow, balanced budgets by cutting departments, eliminating positions and raising taxes. Those services were absorbed by County government – there is little left to cut, eliminate or tax.
 - d. Comfortable in a small rural agri-based community.
 - e. Enjoy being part of a small town.
 - f. Must have leadership skills with the inexperience on Council and senior staff.
 - g. Must have leadership skills, be respectful and also open-minded.
 - h. Must have an open door policy to employees.
 - i. Be deferential to the public.
 - j. I am looking for a “rock star” one that also sings.
 - k. Must have the personality, education, ability, knowledge and sense of humor to motivate, understand, foster, build, work and keep his/her composure relevant to running a small city like Arcadia.

- l. COMMUNITY ISSUES OR CONCERNS THAT YOU FEEL WILL REQUIRE THE SPECIFIC ATTENTION OF THE CITY ADMINISTRATOR IN THE FIRST YEAR OF EMPLOYMENT WITH THE CITY:
 - a. Budget and Audit (Balance)
 - b. Roads
 - c. City inventory (buildings, properties, streets, leases, infrastructure, etc.)
 - d. In my opinion the answer is to encourage growth/development by annexation of areas north and west of the city, adding needed revenues. Infrastructure would greatly improve by this, in my opinion. Change is going to come either through structured, planned growth or unplanned chaos.
 - e. Work closely with Finance Director through budget and audit process.
 - f. Identify and prioritize many issues.
 - g. Look at staff and senior management to see if changes are necessary.
 - h. Roads.
 - i. Smith-Brown Foundation
 - j. City parks
 - k. The Airport

- l. Roads, infrastructure with sewer, water and storm drainage.
- m. City Budget
- n. Beautification projects.
- o. Figure out a way to develop a broader tax base.
- p. OTHER CONCERNS OR RECOMMENDATIONS THAT YOU HAVE:
 - a. Downtown area – Antique Assoc. getting along with other groups and being able to plan activities without problems.
 - b. To begin working closely with our Council.
 - c. We are very inexperienced and have a lack of knowledge of city government and issues.
 - d. More businesses within the city.
 - e. A list of city owned properties, inventory of equipment and other items owned by the City of Arcadia.
 - f. The city needs someone with the knowledge to guide the Council to set up special assessment areas that could work for this city.
 - g. The city needs help in seeking grant money for roads and infrastructure.
 - h. The city needs someone who will use roads as a front runner for all projects in the city.
 - i. The administrator should look at all parks to see if the organizations using facilities are paying their share of expenses.
 - j. Properties owned by the city need to be looked at. Does the city need them or would we be better off selling them?
 - k. Take a look at the city trailer park. Will it be in the best interest of the city to enlarge the park?
 - l. Take a real look at the golf course, income versus other projects that could enhance the golf course.

KB: 01/17/15, 1/20/15, 2/2/15

¹ ICMA is the International City/County Management Association; FCCMA is the Florida City and County Management Association.

AGENDA No. 12



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: February 17, 2015

DEPARTMENT: Administration
SUBJECT: Video Surveillance for City Garage

RECOMMENDED MOTION: Council Approval

SUMMARY: Due to vandalism and recent theft, Administration is requesting approval of a video surveillance system for the City Garage area.

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: _____ Date: _____

Finance Director (As to Budget Requirements) _____ Date: _____

City Attorney (As to Form and Legality) _____ Date: _____

Interim City Administrator: Beth Carsten _____ Date: 02/17/15

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Tabled to Date Certain _____ Approved with Modifications

Proposal by
American Wireless Alarm, Inc

Bart Welford

Established 1994



American Wireless Alarm, Inc.

Tampa

Sarasota

Ft. Myers

American Wireless Alarm, Inc. was founded in 1994. We specialize in the design, installation, service and monitoring of Security Alarm Systems, Access Control Systems, Video Surveillance Systems (CCTV) and Audio and Surround Sound systems for both residential and commercial markets.

We are locally owned and operated and our key objective is customer satisfaction. To realize this goal, we provide the highest quality products and services at an affordable price.

Our past performance shows, that while serving over 24,000 customers in the local market over the past 20 years and maintaining an A+ with the BBB, The highest Better Business Bureau rating of any alarm company on the west coast of Florida, we are committed to excellence.

Better Business Bureau®

Start With Trust®

BETTER BUSINESS BUREAU OF WEST FLORIDA, INC.



American Wireless Alarm, Inc.

has pledged to uphold the BBB Accredited Business Standards as well as the Principles for Trust to include: •Build Trust •Advertise Honestly •Tell the Truth •Be Transparent •Honor Promises •Be Responsive •Safeguard Privacy and •Embody Integrity.

This 1st day of May, 2014

This membership is valid for one year only and may be revoked by the BBB due to violation of any of the above ethics.

Taron W. Adler

President

bbb.org

Recent CCTV Projects by

American Wireless Alarm, Inc.



888 Condo on the Bay



Beau Ciel Condominium



St. Petersburg Yacht Club

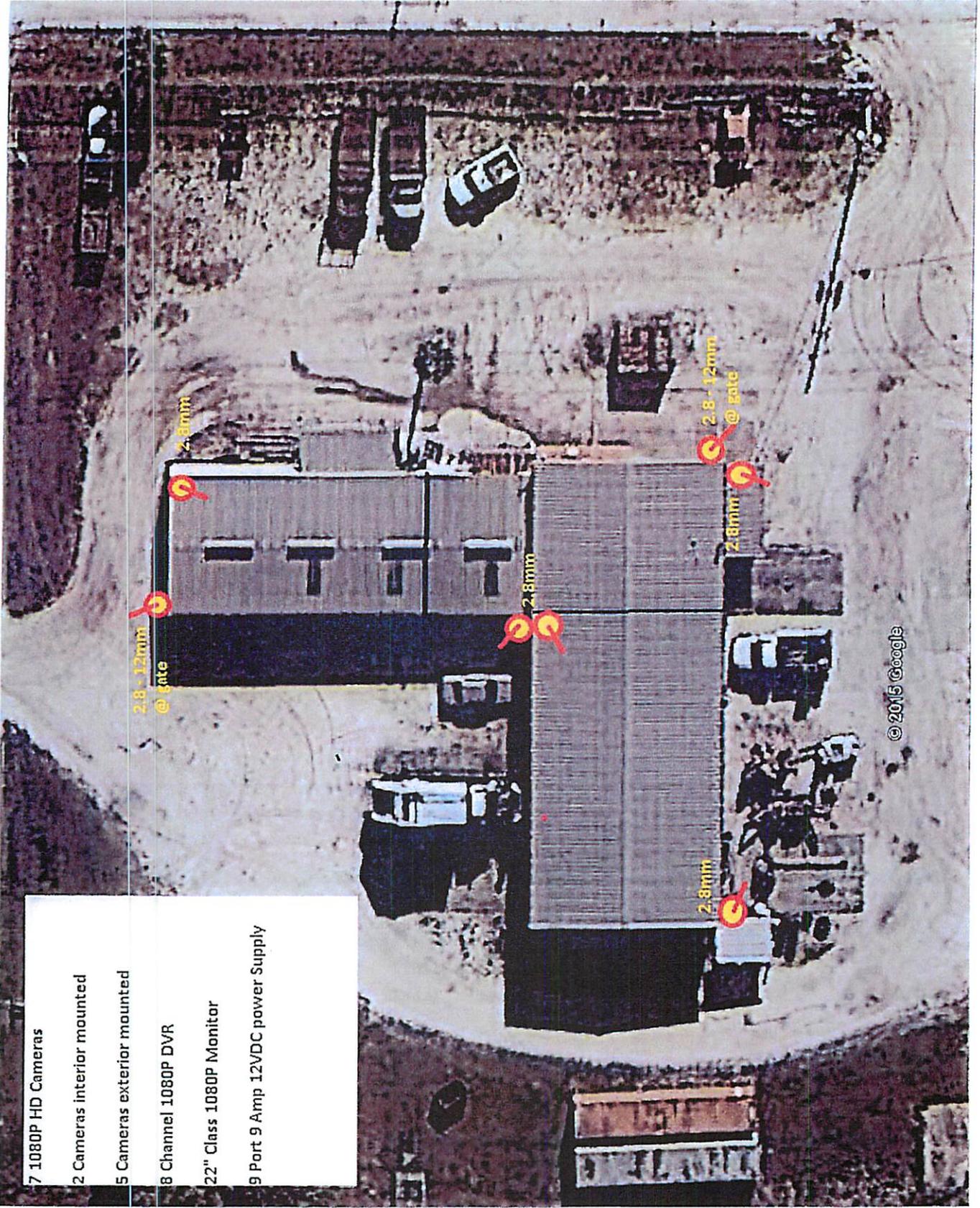


Hyatt Regency Sarasota



Mote Marine

- 7 1080P HD Cameras
- 2 Cameras interior mounted
- 5 Cameras exterior mounted
- 8 Channel 1080P DVR
- 22" Class 1080P Monitor
- 9 Port 9 Amp 12VDC power Supply





American Wireless Alarm, Inc.

Tampa Sarasota Ft. Myers

System quote

City of Arcadia Public Works
 Steve Underwood Jr. Director
 210 So. Parker Ave.
 Arcadia, Fl. 34266
 863-494-4334
sunderwood@arcadia-fl.gov



Qty	Product	Description
1	AWAI	ViewPlex 8 Channel HD / 1080P Digital Video Recorder w/4tb Hard Drive (4-8 weeks of storage). Remote view software or Web Host and networking. Frame rate = up to 30 fps per camera. H-264 compression. Dual monitor output. iPhone, iPad, Android, Windows Mobile and PC compatible.
1	AWAI	22" Flat panel CCTV Monitor with VGA & HDMI input.
1	AWAI	9 Port Regulated Power Supply with 1 amp Circuits per port.
5	AWAI	1/3" SONY Color Day/Night 1080P High Resolution CCD (2.1MP) . 0 Lux at IR mode to 130', IR array, IP 66 water resistance, BLC, AES, AGC,12VDC. 2.8mm lens Level III cameras
2	AWAI	1/3" SONY Color Day/Night 1080P High Resolution CCD (2.1MP) . 0 Lux at IR mode to 130', IR array, IP 66 water resistance, BLC, AES, AGC,12VDC. 2.8 – 12mm lens Level III cameras
14	Quest	Cat 5E HD Video Baluns
600'	Gem	Cat 5E 350Mhz Communication Cable
1	Ditek	Power Surge Protector
16	AWAI	Man hours of labor for professional installation and training of system.
12 month Parts and Labor Warranty		
Credit card #	Exp. /	Security code #

Local sales tax not included.

Sub Total: **\$3,890.**

6.5 %

Total

Less deposit

Bal. due on completion

For additional information
 Please contact: **Bart Welford 800-521-1511**

 Customer Signature

 Date

 Print Name

 Title





American Wireless Alarm, Inc



AWAI NETVIEW 8308T-FT 8 CHANNEL 1080P HD-TVI DVR. WINDOWS, MAC, IPHONE, IPAD AND ANDROID CONNECTIVITY. The NetView 8308T-FT is a sophisticated Full HD 1080P Real-time H.264 Pentaplex DVR with an embedded Linux operating system. It uses advanced H-264 video compression to create high quality video images in 1080P @ 30 Frames per second per camera! HDMI and VGA output at 1920x1080. It has 4 alarm inputs, 1 audio input and an easy to understand on-screen (OSD) menu for setup and programming.



HDMI™

Multiplex Operation

Record manually, at scheduled times, or during motion/alarm triggered events. Use your internet connected computer or 3G compatible mobile phone to monitor your NVR over the internet. Perform simultaneous operations like watch live video, record, and review video files.

Easy LAN Connection and Setup

The NetView 8308T-FT is easy to set up and program and makes a great addition to any network. It uses a simple on-screen display menu for all functions. It uses TCP/IP, DHCP, DDNS and PPOE. All of these features and more make this NVR a welcome addition to any surveillance network.

Remote Operation with Compatible 3G Devices

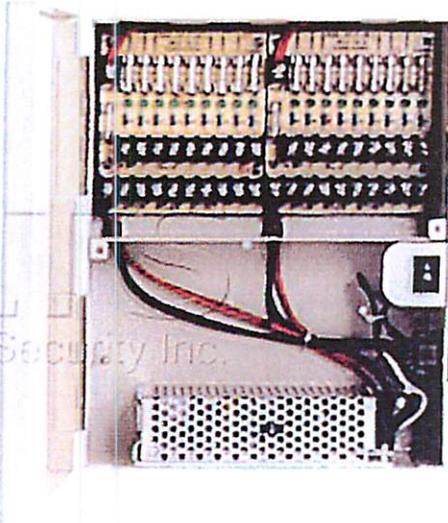
Users with a 3G compatible mobile device can log into this security DVR wirelessly at any time for monitoring a camera or modifying a recording schedule or for any other reason. Compatible phone models include iPhone, Windows Mobile and Android

Features and specifications:

Compression Format	Standard H.264 Hight profile
HD Video Input	8-ch BNC + 2 IP. Max 80Mbps Input
Video Output	1 VGA and 1 HDMI @ 1920x1080, 1 BNC Spot
Audio Input	1CH, RCA (2.0 Vp-p, 1 kΩ)
Audio Output	1CH RCA (Linear, 1 kΩ)
Recording Format	5MP / 3MP / 2MP / 1080P / 720P / VGA / D1 / VGA / DCIF / 2CIF / CIF / QCIF
Recording Modes	Schedule, Manual, Motion, Sensor
Max Playback Channels	08 Channels
Search Mode	Time, event, File
Back up Format	USB Drive / MP4
Browser	IE Windows; XP,2000,Vista,7,Safari,Chrome,Firefox
CMS Software	Yes
User Access	18 users online with professional authority management
Storage	2 X SATA, up to 8TB
PTZ Interface	1 RS-485 interface, half-duplex
PTZ Control	Pan, Tilt, Zoom, Preset, Cruise, Trace
Ethernet	1, RJ45 10M / 100M / 1000M Ethernet interface
Protocol	TCP/IP,UDP,DHCP,DNS,PPPoE, DDNS, Email
Operating Temperature	-10 oC ~+55 oC
Power Supply	120 – 240 VACt
Power Consumption	≤ 10 W (without hard disk or DVD-R/W)
Humidity	10% ~ 90% humidity
Product Net Weight	NW:<2kg
Product Dimension	17.5" × 15.25" ×2.75" (W x D x H)
Mobile Phone	iPad/iPhone/Android



18 Port Power Distribution Box Key Features: Power Distribution Box 18 fused Ports with LED, 115V AC In, 12V DC 12 Amp Out



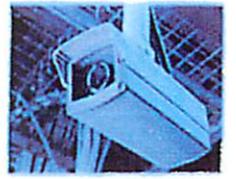
- Input Power: AC 115V,60Hz
- Output Power: 12V DC 12A
- Fuse Protection: each output
- LED Indicators: each output

DV-AT1212A-D18

The 18-Port Power Distribution box allows CCTV installers and system integrators to consolidate all power connections to one central location. Features a heavy-duty metal case for surface mount with LED indicators for each output on the front panel. Special Circuit Design provides more protection on the connected devices. Use with our simple cable or bulk cable and male power connectors



American Wireless Alarm, Inc



AWAI CMHT 1623W 2.1 Megapixel 1080P HD Dome Camera with 120db True Wide Dynamic Range. True Day / Night Auto switch. 2.8 mm – 12mm Megapixel lens. Indoor & outdoor application. Built-in multi-language OSD, Matrix IR (Night Vision) 165'. White color aluminum housing. DC 12V.



AWAI CMHT 1623W



Image Sensor	1/3 " CMOS Sensor
Lens	2.8 mm – 12mm Mega Pixel lens
Iris	Auto
Video System	NTSC
Effective Pixels	1920(H) X 1080(V)
Video Output	30 fps @ 1920 X 1080
Horizontal Resolution	1920 TV lines+
S/N Ratio	> 52dB (AGC off)
Min. Illumination	0 Lux @IR LED ON
Electronic Shutter	1/30 ~ 1/50,000
White Balance	ATW/Manual
BLC	OFF/HLC/BLC
DNR(Digital Noise Reducer)	3D DNR
ATR	MID/LOW/HIGH
Privacy Mask	4 zones
Motion Detection	4 zones
Camera ID	ON/OFF
OSD	YES
Infrared range	165'
Supply Voltage	DC 12V
Power Consumption	300mA (IR LED on)
Operating Temperature	14°F ~ 122°F (-10°C ~ 50°C) RH 90% Max. (Non-condensing)
Storage Temperature	-20°C ~ 60°C(-4°F ~ 140°F)
Dimension	Φ4.73"mm x 3.94"mm (Φ120mm x 100mm)
Weight	1.72 lb (780 g)
Case Material	Aluminum
Weather Protection	Weather-resistant IP 66
Vandal Protection	Vandal-resistant
Wide Dynamic Range	Yes - 120db



American
Wireless
Alarm, Inc



AWAI LTAB-3010T is a passive high definition Video Balun with over 600' of range.



Quick Overview

LTAB3010T is a passive high definition TVI transmitter, small size and easy installation, transmission distance of color signal up to 200m, it is very suitable for middle distance video surveillance, such as office building, community, school and hospital etc.



**American
Wireless
Alarm, Inc**



AWAI - Ditek DTK-8FF Eight outlet SPD protects AC power and telco lines. Hybrid circuitry provides point of use protection. Up to 6 transformers. EMI/RFI filtering for sensitive electronics.



AWAI - Ditek DTK-8FF

Features

- 8 AC outlets protected
- Diagnostic LED indicates ground presence and suppressor function
- Automatic shutdown feature turns off power in case of suppressor overload
- 1 in / 2 out rj11 Telco protection included
- Mounting slots allow wall mount
- Six foot cord
- Ten year limited warranty

Specifications

- Service Voltage: 110-120VAC
- Connection: Direct plug-in / RJ11
- Continuous Current: 15 Amps
- Max Surge Current; 144,000 Amps Total
- Nominal Discharge
- Current: 3,000 Amps
- Joules Rating: 2,160j AC
- Protection Modes: L-G, L-N, N-G, AC
- U.L. Protection
- Rating: 330V L-N
400V L-G, N-G