

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

**TUESDAY, MARCH 3, 2015
6:00 P.M.**

INVOCATION, PLEDGE, CALL TO ORDER AND ROLL CALL

CONSENT AGENDA

1. City Council Workshop Minutes for February 9, 2015 (Penny Delaney – City Clerk)
2. City Council Workshop Minutes for February 12, 2015 (Penny Delaney – City Clerk)
3. City Council Workshop Minutes for February 17, 2015 (Penny Delaney – City Clerk)
4. City Council Minutes for Regular Meeting February 17, 2015 (Penny Delaney – City Clerk)
5. Special Event Permit – Old Town Market (Carl McQuay – City Planner)
6. Special Event Permit – Stay Alive & Thrive Health Fair (Carl McQuay – City Planner)
7. Sixth Amendment to the Retirement Plan for Employees of the City of Arcadia (Beth Carlsen – Interim City Administration)

ACTION ITEMS

8. DeSoto County Historical Society Letter – Historical Marker at Tree of Knowledge (Carol Mahler – DeSoto County Historical Society)
9. Arcadia Airport Advisory Committee Recommendation to Council (Glenn Walker – Chairman of AAAC)

COMMENTS FROM DEPARTMENTS

10. City Marshall
11. City Attorney
12. 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



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 3, 2015

DEPARTMENT: Administration

SUBJECT: Minutes from February 9, 2015 (Senior Advisors Workshop)

RECOMMENDED MOTION: Council Approval

SUMMARY:

FISCAL IMPACT: _____

() Capital Budget
() Operating
() Other

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

Department Head: Penny Delaney

Date: 03/03/15

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
SENIOR ADVISORS WORKSHOP
CITY OF ARCADIA
MONDAY, FEBRUARY 9, 2015
5:00 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.

CALL TO ORDER & ROLL CALL

The Mayor called the meeting to order at approximately 5:00 p.m. with the following members and staff present:

Arcadia City Council

Mayor Judy Wertz-Strickland
Deputy Mayor Frierson
Councilmember Joseph E. Fink

Councilmember Susan Coker
Councilmember S. Delshay Turner

Arcadia City Staff

Interim City Administrator Beth Carsten
City Clerk Penny Delaney

Kurt Bressner of Senior Advisors attended the workshop by telephone.

AGENDA ITEM – DISCUSSION REGARDING THE CITY ADMINISTRATOR PROFILE

The Interim City Administrator made connection with Mr. Bressner on the telephone. Mr. Bressner thanked the Council for completing the questionnaires on time and stated there appeared to be a strong consensus regarding expectations for the next City Administrator. He stated the goal for the night was to get most of the profile finished up, to discuss a process that Council is comfortable with and get it in the form of a recommendation that he and staff can work with this week to get Council the final product for official approval at the next City Council meeting.

Mr. Bressner asked if there were any questions regarding the seventeen (17) page questionnaire tabulation report that he had prepared which was sent out as part of the agenda material. There were no questions. He directed Council Members to look at Part Three (3) of the report, pages ten (10) and eleven (11) or sixteen (16) and seventeen (17) (same material in two (2) parts of the document). Mr. Bressner stated that there were items listed on those pages that required feedback regarding: 1) additional expectations, skills or attributes that Council felt were important for the position; 2) any community issues that Council felt required specific attention of the administration in the first year of employment; and 3) and any other concerns or

recommendations that Council had. Regarding the matters that were listed on those particular pages, he asked if there were any items that Council felt needed to be added to the profile. Ms. Carsten pointed out that there was nothing in the profile regarding grant writing experience and if Council thought it was important that someone have that ability, it would be an area that could be added as an attachment. Mr. Bressner stated it could be added as a skill and Councilmember Turner stated that he felt it should be added as a skill. It was agreed by general consensus of all Council Members. The issue of sense of humor was discussed and decided that it could be worked into one section. Mr. Bressner stated that it could be set up for the applicant to see the attributes questionnaire/report and everyone was in agreement with the idea. He stated he would talk with staff about providing a link to the document on the webpage and including language as to "the following are a list of documents the applicant needs to pay attention to when reviewing their application".

Mr. Bressner pointed out that there were a couple of Council Members that were willing to consider making the bachelor's degree a requirement and a master's degree would be desirable. He wanted to address the issue since three (3) Council Members stated they wanted a master's degree. After discussion, it was decided that a bachelor's degree was an absolute requirement. Mayor Wertz-Strickland and Councilmember Fink stated they did not want to deviate from the public administration. After further discussion, Mr. Bressner suggested requiring a minimum two (2) years experience as a City or County Manager or as an Assistant City or County Manager, but also to have five (5) years progressive experience that might lead up to that. Mr. Bressner stated that they generally think in terms of a master's degree in business administration, public administration or a management field because all three of those degrees will have core management components. There was a general consensus to same.

Mr. Bressner then addressed the salary issue and after much discussion, it was the general consensus that the range should be \$80,000.00 to \$95,000.00.

Mr. Bressner asked about hospitalization coverage and Ms. Carsten stated that currently the City pays 90% and the employee pays 10% and it doesn't include family allowances. She stated if they want family allowances, they have to pay 100%. He asked if it was at the group rate and she confirmed that it was. He stated that sometimes executives want their families covered and that might be a negotiating point. Mr. Bressner then asked about retirement and Ms. Carsten stated that they have a pension for City employees. She advised that they pay 5% and the City contributes 21%. Mr. Bressner asked if that was something they would allow the City Administrator to participate in and Ms. Carsten agreed that they would. She also advised that the City has the ICMA specifically for the City Manager and the City contributes 7% and when asked if those two items would be extended to the City Administrator, City Council agreed that it would be extended. Mr. Bressner asked if the pension was a defined benefit or defined contribution and Ms. Carsten advised that it was a defined contribution. Mr. Bressner asked Ms. Carsten to send him information regarding same.

Mr. Bressner then asked about residence. He stated that the Code does not require that the City Administrator live in the community, but asked if they want them to live there. Mr. Bressner suggested putting in the profile that residency in the City is desired and for Council to

consider as part of paying their moving expenses a two (2) tier approach. This option was discussed at great length and afterward, Councilmember Coker suggested stating that they prefer City residency, but within a thirty (30) mile radius and it was the general consensus of City Council. Mr. Bressner asked if they wanted to include the two (2) tier moving expense reimbursement that if they meet the thirty (30) mile threshold to get more as far as a moving expense. Councilmember Fink stated that he felt it should be left to be negotiated.

Mr. Bressner addressed page three (3) of the draft profile, under “Knowledge, Skills and Abilities”, item seven (7), and asked if Council was comfortable with seeking out annexation or other means to expand the tax base. Mayor Wertz-Strickland stated that in order to expand the tax base, she felt they would have to do that and Councilmember Fink agreed. Mayor Wertz-Strickland asked if all Council Members were in agreement and four (4) were in agreement with Deputy Mayor Frierson stating that she would pass on it. Discussion then led to the Education and Experience section. Mr. Bressner suggested adding “Florida state or county management experience desirable, but not a requirement” and all Council agreed.

Under the Position section, Councilmember Fink pointed out where it stated that the City Administrator is responsible for the appointment and when necessary the removal of all City employees . . . He stated that the Charter is clear that all employees are employees of the Administrator; however, Code had previously stated if Council reviewed a firing, it could override the firing of an Administrator. He advised Council had removed that and he couldn't remember if it had been corrected because the Code had been played with so many times. He wanted to ensure that this Council is behind any Administrator. He stated employees work for the Administrator, not Council. Deputy Mayor Frierson stated that one would hope the City Administrator would have a conference with Council before taking such actions. Much discussion was made regarding Council notification through the City Administrator of the firing of an employee. Mr. Bressner stated if that language still exists, it should be changed administratively.

Councilmember Fink pointed out that the profile stated that the City Marshal is an elected position and reports directly to the City Council. He stated that the City Marshal actually doesn't report to the City Council except for a report that he gives to the Council. He further stated that his authority does not come from the Council, but through resolution and ordinance. Councilmember Fink stated the City Marshal is an independently elected position and Ms. Carsten advised that the City Marshal does not report to the City Manager either. Mr. Bressner stated he would identify the Marshal's status and make sure it got corrected.

Mr. Bressner then referred to the schedule. He stated between now and next week, Ms. Carsten would complete the profile. Included in the agenda packet for the next meeting would be the final job advertisement, the position profile, salary range, other conditions of employment, and any other additional exhibits. Deputy Mayor Frierson asked how long the ad would be run. Mr. Bressner stated the open period would be through April 2nd. He suggested on Monday or Tuesday after the deadline, that staff prepare the application packets to go to the Senior Advisor Review Team. He advised it would take them a week or so to do so. He further advised a conference call would be placed by the City where they would meet over the phone and they

would develop a consensus list of ten (10) to twelve (12) semi-finalists. He stated that would be targeted for the 13th or 14th depending on everyone's availability and on April 21st, at a regular Council Meeting, they would have the Senior Advisors Review Team's recommendation as an agenda item and Council would select five (5), possibly seven (7) finalists. He advised that if there is someone on the list that a Councilmember would like to be considered that may not be on the Senior Advisors list, the name should be brought up and if the Council agrees to add the individual to the list, it can be added. Mr. Bressner stated that after the Council meeting on the 21st, staff will notify the finalists and confirm their availability for an interview and they are to be advised that any further consideration will be subject to a background check. He advised Senior Advisors do not handle the background checks and those would need to be handled either through staff or someone else. Mr. Bressner pointed out that staff would coordinate travel and the applicant questions around April 30th and the interview dates would be either May 8th-9th or May 15th-16th. Councilmember Fink stated that the dates didn't work for him due to it being the busiest days of his business. The dates of May 6th-7th or May 13th-14th were discussed with May 6th-7th being the target dates. Mr. Bressner advised that there would have to be a Council meeting on the 7th or 14th that would need to be noticed. It was agreed to accept the schedule as presented.

Mr. Bressner stated that they will work with staff and will get the final draft of the profile, the advertisement and a list of documents that will need to be placed on the website. He then excused himself from the meeting.

The Interim City Administrator asked if everyone had had a chance to go through the attributes and asked if there was anything that needed to be changed. Everyone seemed to be in agreement with it.

PUBLIC

NONE

ADJOURN

Having no further business at this time, the meeting was adjourned at approximately 6:47 P.M.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

Judy Wertz-Strickland, Mayor

ATTEST:

Penny Delaney, City Clerk

AGENDA No. 2



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 3, 2015

DEPARTMENT: Administration

SUBJECT: Minutes from February 12, 2015 (Airport Workshop)

RECOMMENDED MOTION: Council Approval

SUMMARY:

FISCAL IMPACT: _____ (Capital Budget
 Operating
 Other

ATTACHMENTS: (Ordinance (Resolution (Budget (Other

Department Head: Penny Delaney

Date: 03/03/15

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
AIRPORT WORKSHOP
CITY OF ARCADIA
THURSDAY, FEBRUARY 12, 2015
5:00 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.

CALL TO ORDER & ROLL CALL

The Mayor called the meeting to order at approximately 5:10 p.m. with the following members and staff present:

Arcadia City Council

Mayor Judy Wertz-Strickland
Deputy Mayor Frierson
Councilmember Joseph E. Fink

Councilmember Susan Coker
Councilmember S. Delshay Turner

Arcadia City Staff

Interim City Administrator Beth Carsten
City Clerk Penny Delaney

AGENDA ITEM – DISCUSSION REGARDING UPCOMING TRANSITION AT AIRPORT

Mayor Wertz-Strickland stated that on October 7, 2014, the City established a decorum resolution and copies were available if anyone in the audience would like to read it and that Council would go by that so Ms. Carsten can present everything to them that she needed to.

The Interim City Administrator stated that staff and the advisory committee had compiled the information for the workshop that had been requested by Council. Ms. Carsten reviewed the Fact Sheet and the Hangar/Commercial Space Information. She advised that they had been unable to find measurements for all the different buildings so staff had gone out and measured them all. She then provided Council with the various hangars/commercial spaces, the square footage, the rental rates of each one, and how they compare to surrounding areas.

Ms. Carsten then referred to the Airport Revenues and Expenses. Regarding revenues, she pointed out that the 2015 adopted revenues budget was \$65,400.00 and stated that if the Butler Building and the Maintenance Hangar were to be rented out, along with fuel sales, there could be an increase of \$46,736.58, based on the low end. Regarding expenses, Ms. Carsten stated that the 2015 adopted expenses budget was \$65,400.00 and the potential additions, right now, which included the utility bills, repairs and promotions fees totaled \$6,252.00.

The discussion then moved to Airport Insurance. Ms. Carsten referred to all the insurance premiums that the City has at the airport right now. She stated if the City were paying 100% of it, the figure would be \$14,652.24. She advised the current FBO pays a portion of the liability, the maintenance hangar and Butler Building rents. She pointed out the difference of what it was when the City shared some of the expenses with the FBO with it being \$2400.00. Councilmember Fink asked if the people who had the contract with the City was up to date regarding the reimbursement and Ms. Carsten stated they were not and she was in the process of getting that caught up and that they owed for a couple of months of insurance.

Ms. Carsten then addressed the Fuel Farm by stating that an inspection had been done on the fuel farm and some of the information presented comes from said inspection. She stated the fuel farm can be used as it is, but it doesn't have credit card activity to it. She advised it could be an option as is, but an employee would need to be out there to turn on the pump and take payment. She stated it was over twenty (20) years old and didn't know what the lifespan would be without it being refurbished. She then stated that option two (2) would be to refurbish it and add a card reader and the bid included is for \$33,600.00. Councilmember Fink inquired as to a warranty and no one knew. Ms. Carsten moved on to option three (3) which would be to install a new tank, card reader, etc. for \$97,000.00. She advised they had priced out a five thousand (5,000.00) gallon and it came in \$10,000.00 less. Discussion was made regarding the price per gallon and whether it fluctuated. Deputy Mayor Frierson stated they probably should not project revenue on the fuel.

Ms. Carsten stated the Council had asked for staff to compile a punch list and she stated staff and the advisory committee had identified issues that needed to be addressed. She advised that they have a quote for resurfacing and grinding of the maintenance hangar floor in the amount of \$900.00. She then reviewed items that were basic general housekeeping. Regarding the hangars and buildings, Councilmember Fink asked if there was any deterioration to any great extent that needed to be addressed and no one knew of any.

The discussion turned to the responses received regarding the airport RFP. Ms. Carsten advised that they had received three: one (1) for the FBO and the other two (2) were resumes. She asked for clarification regarding whether everything needed to go before the advisory committee for their approval or recommendations. She advised she had spoken to the City Attorney and he stated that it was at the direction of City Council. She asked if the RFP needed to be reviewed by the advisory committee for recommendation to Council, if Council wanted to discuss it together or if Council wanted staff to bring it back. Mayor Wertz-Strickland stated that her personal opinion was that Ms. Carsten needed to grade it and then bring it back to Council at a regular meeting and then they would address it. Councilmember Fink asked if she wanted to cut the board out totally. Mayor Wertz-Strickland stated that at this point in time, she didn't see any reason for using them. Deputy Mayor Frierson stated that the advisory committee has years of experience with airports and that most of them are pilots. She felt their input was very valuable and did not want to cut them out. Councilmember Fink stated that he felt the Council could have the advisory committee look over the proposals. He stated Council could have the advisory committee's recommendation and Council could agree or disagree with their recommendation. He felt it should be sent to the advisory committee and to make sure they

came back with their best recommendation for Council. Mayor Wertz-Strickland asked each Councilmember what they thought and they all agreed. Councilmember Fink felt the committee should look at all the options that had been presented and wanted to ensure the committee knew it had to be done in a timely manner. Ron Watson, the chairman of the committee was in attendance and after much discussion, it was decided that the committee would meet on the 19th as long as the Clerk confirmed there were no scheduling conflicts. The chairman stated that if they needed a subsequent meeting before the Council meeting, he suggested a caveat that an additional meeting may be needed on a special basis. Mr. Watson reminded Council that they were always invited to the advisory committee meetings. Councilmember Fink asked if they could deal with the fuel farm as well. There was a general consensus to do so and Ms. Carsten stated that they would add it to the agenda. Councilmember Fink stated that using the advisory committee will be better for everything in that if they believe it should go out for more proposals, they will tell Council that. He further stated if they don't see applicants that they want or if there are applicants that are sufficient, they will tell Council that too.

The Air-Cadia Airport Agreement was mentioned briefly and comments were made regarding how lengthy the agreement was. No in depth discussion or decisions were made.

PUBLIC

The chairman of the airport advisory committee confirmed that there was nothing pending in the name of the airport advisory committee and stated that anyone who speaks, other than himself, is speaking for themselves and not for the board. Greg Smith, a member of the airport advisory board, spoke regarding rental per square footage. He shared what Sebring and Charlotte County charges and how they come up with the rates. He also addressed the fuel issue and stated that you can't forecast the cost of fuel, but you can forecast the revenue because that doesn't change. He stated that he felt the City should control the fuel farm.

Rick Martin of 5411 10th Avenue Drive West, Bradenton, Florida 34209 stated that he was a pilot and tenant at Wauchula for about ten (10) years. He stated that he had been contemplating a move to the Arcadia Airport and was extremely excited that the Council was willing to consider all options. He stated that the most important thing to increase activity would be to have a credit card reader and also a strategy of fuel pricing. Councilmember Coker asked why he was willing to relocate and he stated it was because he and others were dismayed at the way their airport manager was fired. Due to that, he and others were concerned about vengeance from the City Manager. Regarding the Arcadia Airport, he stated he and others were shocked that construction of a new set of t-hangars were so far in the future because he knows of at least ten (10) people that would consider moving if there were space available.

John Nappier of 620 N. Pine, Fort Meade, Florida 33841 stated that he rents a hangar at the Wauchula Airport and Mr. Martin summed up his feelings. He felt Arcadia had a nice airport and with proper management, he felt it could exceed anything in this area. He pointed out fuel availability, pricing and reasonable rent for hangar space were very important and he recommended keeping the airport under City management.

Councilmember Coker asked if there were more than one type of fuel because one of the proposals mentioned two (2) different types of tanks. Mr. Martin advised that there is avgas which is 100 octane low led, jet fuel and also automobile gas.

Beverly Berry of 446 Hendricks Field Way, Hangar C-4, Sebring, Florida 33870 stated that the City's airport is supporting a lot of agricultural planes and they use jet fuel. They currently cart their fuel in. She advised that they had been contacted and they would be willing to buy the fuel if it was supplied and it was revenue walking out the door because it's not here for them.

Mayor Wertz-Strickland asked about grants and Ms. Carsten advised that they were waiting to see what comes with the FBO. Councilmember Fink stated that he felt grant money was involved in the construction of the smaller hangars and with that in mind, he felt they needed to look at all avenues. Mr. Watson stated that the master plan was to be unveiled to the Council in March and a lot of what had just been discussed is addressed in the plan. He stated a lot of it needed to be addressed and in place in order to get a lot of the FAA grant money that is out there. The discussion then led to the runway and extension of same. Mr. Watson advised that Hanson Professional Services would address it in the presentation.

Mayor Wertz-Strickland if Council had any comments and there were none.

ADJOURN

Having no further business at this time, the meeting was adjourned at approximately 6:40 P.M.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

Judy Wertz-Strickland, Mayor

ATTEST:

Penny Delaney, City Clerk

AGENDA No. 3



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 3, 2015

DEPARTMENT: Administration

SUBJECT: Minutes from February 17, 2015 (Personnel Manual Workshop)

RECOMMENDED MOTION: Council Approval

SUMMARY:

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

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

Department Head: Penny Delaney Date: 03/03/15

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
PERSONNEL MANUAL WORKSHOP
CITY OF ARCADIA
TUESDAY, FEBRUARY 17, 2015
5:00 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.

CALL TO ORDER & ROLL CALL

The Mayor called the meeting to order at approximately 5:00 p.m. with the following members and staff present:

Arcadia City Council

Mayor Judy Wertz-Strickland
Deputy Mayor Frierson
Councilmember Joseph E. Fink

Councilmember Susan Coker
Councilmember S. Delshay Turner

Arcadia City Staff

Interim City Administrator Beth Carsten
City Clerk Penny Delaney
Linda Lowe, Human Resource Manager

AGENDA ITEM – DISCUSSION REGARDING PERSONNEL MANUAL

The Interim City Administrator introduced Linda Lowe as the new Human Resource Manager. Ms. Carsten pointed out areas of the manual for discussion stating that the attorney had suggested the referenced language. She pointed out there were changes made previously regarding termination that hurt the City financially. Deputy Mayor Frierson asked Mrs. Lowe if there were any changes that she would recommend. Mrs. Lowe stated that she saw nothing that would cause reason for concern and she would bow to the labor attorney's suggestions in this chapter.

Councilmember Coker stated that she had a question in Section 11.35 where the original text stated "two weeks written notice" and the current one does not state "written" and she wondered if that was something that could come back later as a problem. She also noted that on page 41, under 12.60, the same thing was an issue. Councilmember Turner stated that he felt verbal was sufficient and Deputy Mayor Frierson agreed. Councilmember Fink pointed out that

an oral warning from a supervisor is actually in writing in order for proof to exist. He didn't feel they would need it except for the history of what happened on September 18, 2013 (referring to a number of department heads turning in their notices). Mrs. Lowe stated that a verbal resignation stands as a written one does in normal circumstances, but understood where Councilmember Fink was coming from. Mayor Wertz-Strickland pointed out that a person could give a verbal notice of resignation, but it would be in the best interest of the City to have it documented. Mrs. Lowe agreed and pointed out that if a person walks off the job, there would not be a written resignation and it would need to be documented. Councilmember Fink stated that if a two (2) week written notice is required, it may prevent some problem areas. Councilmember Coker stated that if they're in good standing, they will want what is coming to them and it would give them the momentum to give a written notice. Ms. Carsten asked if Council wanted to have it state that if an employee doesn't follow it, then they are not in good standing and Councilmember Fink and Councilmember Coker felt that it should be stated. Councilmember Coker pointed out that it needed to be addressed on page 38 under 11.35, page 41 under 12.60, and page 66 under 22.10.

Councilmember Fink addressed the Appeals section, step three (3), and stated that it was contradictory to the Charter. Again, discussion lead to the history of previous department heads leaving the City.

Ms. Carsten asked if everyone was okay with the changes to Chapters 11, 12 and 22 and everyone was in agreement. She advised that she would take it to the Council meeting for a vote. Ms. Carsten then advised Council regarding the next steps in revising the manual. She stated she would like to have the employment attorney look at the whole manual to make it legally correct and then bring it back to Council. She advised that he estimated it would take twenty (20) to thirty (30) hours which would total between Four Thousand Dollars (\$4,000.00) to Six Thousand Dollars (\$6,000.00). She stated that the attorney would communicate with Mrs. Lowe regarding the changes and that there is a whole new field with healthcare and Medicare and our manual does not mesh with it. Mrs. Lowe pointed out that the manual does not mesh with the drug-free work place field either. Deputy Mayor Frierson stated that she felt they didn't have a choice. Councilmember Coker agreed. Mayor Wertz-Strickland asked to limit the amount to Four Thousand Dollars (\$4,000.00) and Ms. Carsten agreed that they could do so. Councilmember Fink felt they could put a cap on it not to exceed Four Thousand Dollars (\$4,000.00).

The issue of retired employees with supplements was discussed at great length with the idea of a uniform type policy for everyone hired. Ms. Carsten reminded Council that Mr. Ambler stressed at a workshop that everyone has to be treated the same across the board. She then stated she will have the attorney review it and it will be brought back before Council. She asked Council to review and mark areas that they saw as issues. Mrs. Lowe stated that this will be a high priority on her list because she needs the manual to work with.

PUBLIC

None

ADJOURN

Having no further business at this time, the meeting was adjourned at approximately 5:42 P.M.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

Judy Wertz-Strickland, Mayor

ATTEST:

Penny Delaney, City Clerk

AGENDA No. 4



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 3, 2015

DEPARTMENT: Administration
SUBJECT: Minutes from February 17, 2015 (Regular Meeting)

RECOMMENDED MOTION: Council Approval

SUMMARY:

FISCAL IMPACT: _____ Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Penny Delaney Date: 03/03/15

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 17, 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.

CALL TO ORDER, INVOCATION, PLEDGE & ROLL CALL

The Mayor called the meeting to order at approximately 6:00 p.m. and she stated that back in 2014 the City Council passed a resolution regarding decorum in meetings. She advised that copies were placed on the table for the public to review if they so chose. The Mayor called Tom Lowe forward to give the invocation. The following members and staff were present:

Arcadia City Council

Mayor Judy Wertz-Strickland
Deputy Mayor Frierson
Councilmember Joseph E. Fink

Councilmember Susan Coker
Councilmember S. Delshay Turner

Arcadia City Staff

Interim City Administrator Beth Carsten
City Clerk Penny Delaney
Human Resource Manager Linda Lowe

PRESENTATIONS

Agenda Item 1 - Guy LaBree Proclamation

Mayor Wertz-Strickland presented Pat LaBree with a proclamation honoring her husband, Guy LaBree for his many accomplishments.

Agenda Item 2 - Vietnam Traveling Wall

Mayor Wertz-Strickland asked Lee Gallagher, the DeSoto County Veterans Service Officer, to come forward. Mr. Gallagher advised that he represented Veteran Services for the DeSoto County Board of County Commissioners and the Vietnam Traveling Memorial Wall Committee. He stated that the committee had met for approximately two (2) years to bring the traveling memorial to the community and he further stated that they would like to recognize individuals that volunteered their services who are employed with the City of Arcadia. He asked Tim Martin, the co-chairman of the committee, to come forward to help him make the presentations to the following individuals: Beth Carsten, Ashley Killmon, Steve Underwood,

James Lawrence, Shannon Smith, Glenn Peebles, Arthur Brady, Jonathan Richardson, John Twohig, Daniel Sellers, Mike Kotzker, City of Arcadia Golf Course, City of Arcadia, Councilmember Susan Coker, Patrolman Robert McVey, and the Arcadia Police Department. Mr. Gallagher thanked Interim City Administrator for all that she did to assist them.

Agenda Item 3 - Eagle Vistas LLC

Councilmember Fink stated that at the workshop meeting, the City Council had a consensus that the presentations would go to the airport advisory board first and then come back to Council. He stated he was confused as to why Eagle Vistas was coming before them now. Mayor Wertz-Strickland stated that Mrs. Berry had contacted Beth and herself and asked if they could come before the Council and just do a presentation on their company without presenting numbers or anything. Councilmember Fink stated that he was at a loss, but if everyone finds it alright, fine. Deputy Mayor Frierson stated that she felt the public might be interested in what they had to say and that was one reason she agreed to it after the meeting. She further stated that it does not stop the Berry's from going before the committee at all and they will be contacted by the committee regarding when they would like to meet with them. Mayor Wertz-Strickland agreed with Deputy Mayor Frierson because the public was there at that time and if the airport committee would like to speak with them, the committee would need to contact the Berry's. The Berry's proceeded with the presentation and afterward thanked Council for their time. No questions were asked by the public.

CONSENT AGENDA

Agenda Item 4 – Mauldin & Jenkins Audit Engagement Letter for Year Ending September 30, 2014

Agenda Item 5 – City Council Minutes for February 3, 2015

Agenda Item 6 – Special Event Permit – Car & Bike Show – Spring Fest 15

Agenda Item 7 – Air-Cadia Flowage and Hangar Rent Report for January 2015

Councilmember Coker made a motion to approve the consent agenda with some minor changes and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

ACTION ITEMS

Agenda Item 8 – Certificate of Appropriateness – 121 E. Pine Street

The City Planner advised that this property was in the historical district and had been approved by the Historical Preservation Board. He stated the owner was requesting to replace a deck. He further stated that the owner had met all the qualifications and the board recommended approval by City Council. Councilmember Fink made a motion to approve the Certificate of Appropriateness and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 9 – Certificate of Appropriateness – 111 N. Hernando Avenue

The City Planner advised that this property was in the historical district and had been approved by the Historical Preservation Board. He stated the owner was requesting to replace a shed on his property. He further stated the Historical Preservation Committee recommended approval by City Council. Councilmember Fink made a motion to approve the Certificate of Appropriateness and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 10 – Certificate of Appropriateness – 608 E. Magnolia Street

The City Planner advised that this property was in the historical district and had been approved by the Historical Preservation Board. He stated the owner was requesting to replace a shed in the back area of the owner's property. He further stated that the Historical Preservation Board recommended approval by City Council. Councilmember Fink made a motion to approve the Certificate of Appropriateness and Councilmember Coker seconded the motion. Mayor Wertz-Strickland advised that since the property is hers, she would abstain from voting on this item. No discussion followed and it was unanimously, 4/0, approved.

Agenda Item 11 – Approval of Advertisement and Profile for City Administrator

The Interim City Administrator advised that the most recent City Administrator Profile had been provided in the Council's packets, as well as the advertisement. She advised Mr. Bressner had approved both of them, but had a couple of suggestions with the first suggestion having to do with the language regarding the City Administrator keeping Council informed of any employee terminations. She stated that since what was in the manual did not mirror what was in our Code, Mr. Bressner suggested to change it in the manual and then add it in so that it will mirror the Code and state the City Administrator will keep Council informed of employee terminations. Council was in agreement.

Ms. Carsten shared that Mr. Bressner stated with our track record with administrator searches, his other suggestion was that it might be a good idea to state, both in the advertisement and the profile, that the City is being assisted by the Senior Advisors. Mr. Bressner suggested a link to their website to give it a little bit more credibility.

Ms. Carsten stated that she is asking for approval of both the advertisement and the administrator profile to go forward as it is unless there were changes. Regarding residency, Councilmember Fink stated that he had talked to two (2) local realtors and was told that housing stock is scarce, but not non-existent. He suggested having it read that "Residency within the City of Arcadia is desired, and not required." After further discussion, it was decided that it should read "Residency within the City of Arcadia is desired and not required. It is required that within six (6) months of appointment, the City Administrator live in DeSoto County." Councilmember Fink made a motion to adopt as amended and Councilmember Coker seconded the motion. Deputy Mayor Frierson asked what happens if they can't find a home within six (6) months and Councilmember Fink stated that it was not a contract. The City Attorney advised that it would

be built into the employment agreement and the provision could be extended if necessary. Ms. Carsten asked if the motion included the other two issues and she was advised that it did include them.

Lee Ehrlich of 27 SW 17th Place, Cape Coral, Florida, stated that having a board member that doesn't live in the area will invite controversy down the line because every step that person makes is going to be tempered with the detractor saying what do they care, they don't live in the area, etc. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 12 – Video Surveillance for City Garage

The Interim City Administrator advised that there had been theft issues that involved a trailer, a lawnmower, a leaf blower, a weed eater to the tune of approximately \$5,000.00, along with continuing issues of break-ins, siphoning of fuel and stealing of things. She stated that Steve Underwood had looked into getting surveillance equipment and after three (3) bids, they had come up with the equipment which was referenced in the packets which will allow the gates to have surveillance, as well as where all the equipment is, both inside and outside of the shop. She advised the cost would be \$3,800.00 and asked for approval to move forward with the purchase of the equipment. Councilmember Coker asked if it would be monitored by a company or in-house and Steve Underwood advised it would be in-house. Deputy Mayor Frierson asked how many cameras would be included and Mr. Underwood advised that it would include approximately seven (7) with additional cameras provided if needed. He explained it was HD and would be monitored on a DVR and the tapes would run at least thirty (30) days. Mr. Underwood pointed out that if there was one theft, similar to the most recent, and the police department could recover it, it would pay for itself in one theft. Council was advised that the \$3,800.00 covered the seven (7) cameras, installation, and the monitoring equipment. Deputy Mayor Frierson asked what the budget looked like and Ms. Carsten advised that they had the money to do this. Ms. Carsten stated they can't afford to let their equipment be stolen. Mr. Underwood stated there was a lot of equipment at the City Garage to include mowers, trailers, trucks, sanitation trucks, weed eaters, blowers, etc. Councilmember Fink asked if they would see the difference in this and a non-passive system. Ms. Carsten asked if he was referring to an alarm system and he stated that he was. Councilmember Coker felt that was a good idea to see what their options were, possibly to include both visual and monitoring. After further discussion, it was decided that staff would investigate other options to include an alarm system. Mr. Underwood stated that they had such at the Smith-Brown Gym and the sensors would be ripped off and once that happened, they could not reset the system. Mr. Underwood reminded Council that if they went with a monitoring system, there would be a monthly fee. Councilmember Fink stated that he would like to know what it would cost for the monitoring and the alarm. Mr. Underwood stated that he would get with the companies to determine same.

COMMENTS FROM DEPARTMENTS

The City Marshal advised it had been a busy month. He stated a serious felon had been arrested through a reward. Regarding the City Garage theft, he advised there was no physical evidence except the lock being cut and tire tracks. He stated video cameras would have helped

tremendously. He pointed out that an indoor motion sensor style alarm system would be going off a lot due to rodents. He asked if there were any concerns or questions from the Council or the public and there were none. The City Marshal advised that the City Attorney had contacted him regarding the issue that was brought up at the last Council meeting when he was sick regarding vehicles parking on sidewalks. He indicated the person that had brought it up at the last meeting was in attendance at this meeting and told him that if he would like to come by the police department, he will explain why it was handled the way that it was.

The City Attorney advised that he had nothing to report.

The Finance Director advised that she had provided Council with a copy of the financials for the month and reviewed same. She further advised for the most part, the departments are staying within their budgets with the exception of a few departments due to chemicals and issues/repairs at the wastewater treatment plant. She stated the audit report will be presented at the March 17th meeting. Ms. Carsten asked if there were any questions regarding the finances and there were none.

Ms. Carsten, as Interim City Administrator, then advised there had been a workshop regarding the employee manual and it was agreed that the language that Council had reviewed had been agreed to adopt with the addition of the word "written" in three (3) different places. Councilmember Fink made a motion to accept the language as presented with the additions of "written" in three (3) places and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Ms. Carsten then addressed the issue of contracting with the employment attorney to go through the manual and update language, compliance with state and federal laws regarding health insurance, etc., with staff directing and being a part of it, and with a limit of Four Thousand Dollars (\$4,000.00). Councilmember Fink made a motion to same with a cap to be Four Thousand Dollars (\$4,000.00) and staff to come back to Council if it exceeds the Four Thousand Dollars (\$4,000.00) and Councilmember Turner seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Ms. Carsten then updated Council on the downtown program. She advised the City will be working with the Antique Association regarding the fair next week and the construction company will ensure they have the proper safety mechanisms.

She then advised that the Bridle Path project is proceeding well. She stated the water and sewer part is nearing completion and at that time, they will proceed with the laying of the stormwater pipes, paving, etc.

Ms. Carsten announced that the demolition of the livestock market took place today and the livestock market is now down. She advised the County had provided the labor and the equipment. She further advised Robert Womack of Womack Sanitation contacted the WCA landfill and they agreed to waive the tipping fees and the refuse will be hauled away by Womack Sanitation who have agreed to reduce their hauling fees. She stated that the County employees

deserve a lot of praise because they thought of it and got with the City staff. Councilmember Fink stated that he felt they should consider giving Mr. Womack a proclamation for what he has done for the City of Arcadia. Ms. Carsten asked if there was anyone else Council wanted to consider giving a proclamation to and Council felt the County and the Landfill should be recognized as well.

Ms. Carsten advised that she is still working on the property listings.

PUBLIC

A.J. Berndt, Supervisor of the Water Treatment Plant introduced Lee Ehrlich, CEO of Ghost Pros Corp. He advised that he had been approached by Mr. Ehrlich who wants to come to the water plant for one night regarding rumors of ghosts, etc. Mr. Ehrlich explained what his company does and stated that he would like to propose to bring in a team to check out the water plant, with no disclosure and no cost. He advised the report will be written and presented to Council. No discussion followed.

Janie Watson of 803 W. Imogene, Arcadia, Florida, spoke regarding the benches in the downtown area that are in need of repair. She asked if anything could be done and also made reference to the replacement of the plates on said benches. Councilmember Fink stated that preventative maintenance used to be done. Ms. Carsten advised that she would look into it.

MAYOR AND COUNCIL REPORTS

None

ADJOURN

Councilmember Coker made a motion to adjourn and Councilmember Fink seconded the motion. Having no further business at this time, the meeting was adjourned at approximately 7:31 P.M.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

Judy Wertz-Strickland, Mayor

ATTEST:

Penny Delaney, City Clerk

AGENDA No. 5



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 03, 2015

DEPARTMENT: Planning and Zoning
SUBJECT: Downtown Market Days

RECOMMENDED MOTION:
Approval of Downtown Market Days

SUMMARY: Team Arcadia is requesting to hold the monthly Downtown Market Days every first Saturday of the month from 8am-3pm for the rest of this year. They will be holding the event downtown Oak St.

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Carl A. McQuay Date: 02/03/15

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

M

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	Car Shows	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.

FOOD - ALL food and beverage vendors shall provide copies of their State of Florida Health Department license. All food vendors whose cooking creates grease-laden vapors shall have a mounted certified fire extinguisher.

ALCOHOL - Will alcoholic beverages be sold or consumed on the premises? If yes, organizer or sponsor shall submit a copy of the Florida Alcoholic Beverages Permit 15 days prior to the event. You can download a One/Two/Three day alcohol sales permit from the State at http://www.myfloridalicense.com/dbpr/sto/file_download/file-download-abandt.shtml

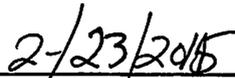
USE OF CITY PERSONNEL - If city personnel are used for set-up or clean-up, or for security, outside of normal work hours, it will be the responsibility of the event sponsor to pay the salary of those personnel for the time they spend on the event.

By completing and submitting the attached application, I certify that:

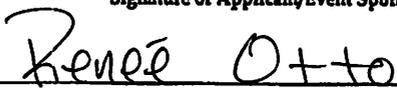
- I have read and agree to abide by the terms and conditions set forth above,
- that I will be designated as the (sole) contact person for the event,
- that I will be responsible for applying for and attaching all required permits and documentation, and
- that I am responsible for any fees which may be incurred as a result of this event.



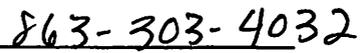
Signature of Applicant/Event Sponsor



Date



PRINTED Name of Above



Contact Phone #



City of Arcadia
SPECIAL EVENT PERMIT APPLICATION

Date Submitted: 2-23-2015

Event Name Downtown Merchants Committee's "Old Town Market"

Event Location sidewalk and parking lots of oak street downtown

Date(s) of Event 3-2015 to first 2016 Saturday Hours of Event 8 am to 3 pm

Expected Attendance 5-10 vendors

Event Sponsor Team Arcadia Non-Profit? X YES 501C3

Description of Event Selling antiques and collectibles by vendors and local stores. Including wares from any downtown business (such as flowers, bikes - gift wares etc.).

Contact Person Judith Rankell Telephone 863 494-2038

Fax # Email

Insurance Carrier DeSoto Insurance - Phil Hunt

Insurance Agent Phil Hunt Agent's Phone 863 494-4222

- 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? X YES NO
Set-up/Clean-up by City? YES NO
City Police required? YES NO
Road Closures? YES NO

If Yes, please specify locations: all corners of Polk-70-E-W and Moore-70-E-W and 670/17-N-S

Other Pertinent Information: All proceeds go to promote shops of downtown Arcadia

FOR CITY USE ONLY

Received by: City Marshal, City Administrator, City Council
Date: / /
Approved, Disapproved

(See map) does not include tree or knowledge

as Tour of Homes at Christmas time. (Team Arcadia)

This is our third year renewal

5x 1 SP-1

INDEMNIFICATION & HOLD HARMLESS

I, Renee Otto as Chairperson Downtown Merchants Committee of

Team Arcadia do hereby agree to hold the City of Arcadia, (Club, organization, group, etc)

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 Old Town Market to

be held at Oak St - sidewalk and parking lots on 3-7-2015 to 3-14-2015 every first Saturday

By: Renee Otto (Signature)

Printed Name: _____

Entity Name: Team Arcadia

Its: _____

Date: 2-23-2015

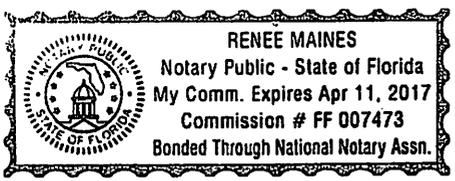
STATE OF FLORIDA

COUNTY OF DeSoto

Sworn to and subscribed before me this 23 day of February, 2015, by Renee Otto as Chairperson of Team Arcadia who [] is personally known to me or [X] has produced FLAL as identification.

Renee Maines
NOTARY PUBLIC

(SEAL)



- 15. Abigail's Antiques
- 18. Antiques and More
- 14. Antiques on Oak
- 19. Arcadia Antiques and Fine Art
- 6. Alley Cat
- 29. Antique Store
- 17. Antique Store
- 31. Bigger and Bigger

- 24. Bobby's "Tiques"
- 5. Fenix Rising
- 11. Glass Antique or Not II
- 10. Bobby's Antiques
- 7. Antique Store
- 8. Antique Store
- 9. Arcadia Opera House
- Antique Shops
- 12. Relics
- 21. Oak Leaf Antiques
- 13. Stuff with a Past

- 1. Treasure Alley
- 16. The Vintage Garden
- 3. The Whole Shebang
- 20. American Shoe Shop/Repair
- 22. Gift shop
- 27. Aome Bicycle
- 26. Oak Park Inn
- 25. Ghost Orchid gift shop
- 4. Florist Shop
- 30. Frame Shop

Places to Eat within walking distance:

- A. Oak Street Deli
- B. Wheeler's cafe
- E. Cafe Italiano (beer and wine served)
- C. Last Chapter Books & cafe and Hot Fudge Shoppe
- D. Mary Margaret's Tea and Biscuit (beer and wine served)
- F. Magnolia Street Seafood and Grill (beer and wine served)

Public restrooms
are in the
Tree of Knowledge Park

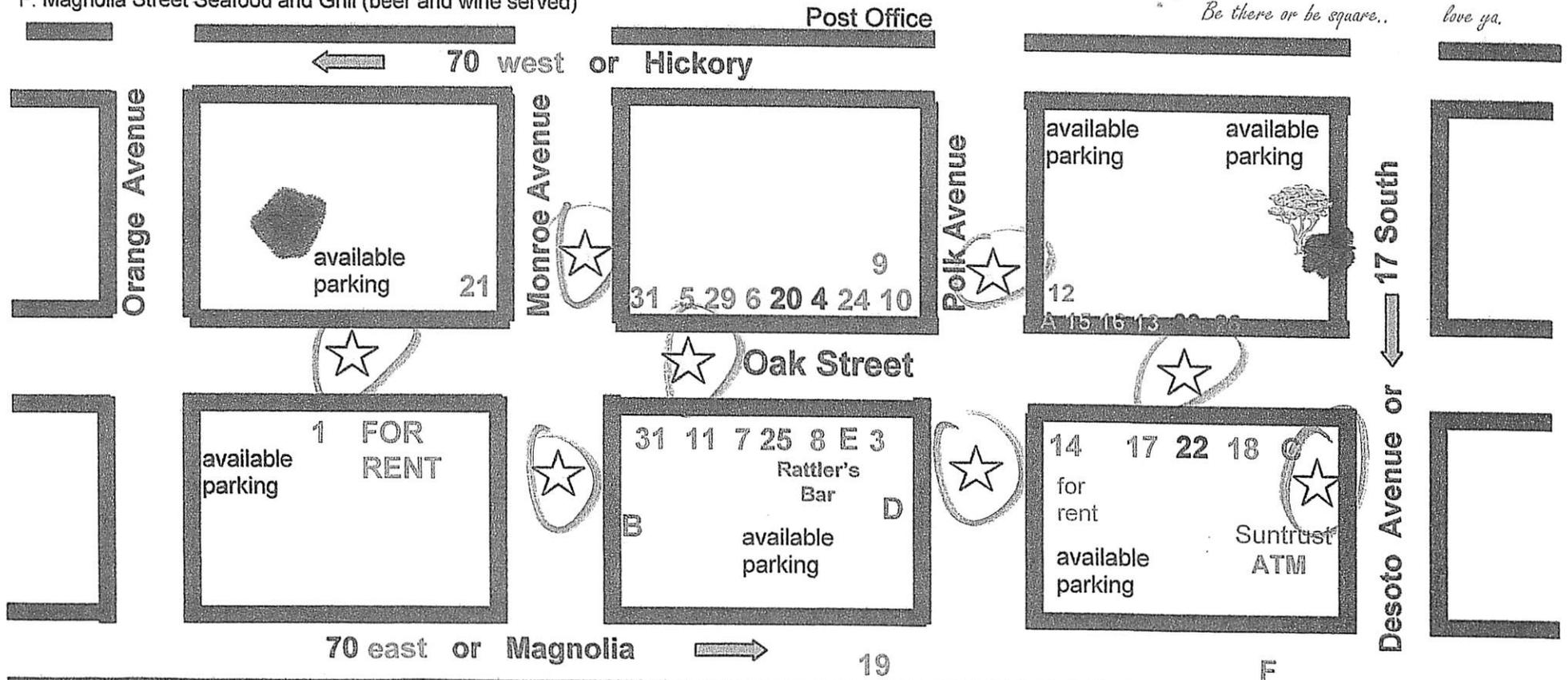


Star denotes dealers in the
park, parking lots and
on the sidewalks
on ~~_____~~
First Sat-Monday



And please don't forget the Antique Fair
held every 4th Saturday, and the Olde Town
Market on the 1st Saturday. Both held
Monthly, on the sidewalks of Downtown Arcadia
They start at 8am.

Be there or be square.. love ya.



RECEIPT

DATE 2/24/15No. 058710RECEIVED FROM Team Arcadia\$ 300.00Three hundred & 00/100

DOLLARS

 FOR RENT FORSpecial Eventcheck # 2044

ACCOUNT	
PAYMENT	<u>300.00</u>
BAL. DUE	<u>0</u>

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

FROM Downtown Market

TO _____

BY [Signature]

AGENDA No. 6



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 03, 2015

DEPARTMENT: Planning and Zoning
SUBJECT: Stay Alive & thrive... Health Inspired Victory Outreach (Health Fair)

RECOMMENDED MOTION:

Approval

SUMMARY: The Voices in the Wilderness Empowerment Center is requesting to hold a health fair at Louis C. Anderson Park on March 21, 2015 from 12 p.m. to 4 p.m. The Stay Alive & Thrive program is a preventive health mobilization outreach program that is geared to provide the under privileged community with free health screenings for HIV, Chlamydia, Gonorrhea, syphilis, and blood pressure testing.

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Carl A. McQuay Date: 03/03/15

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	Car Shows	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.

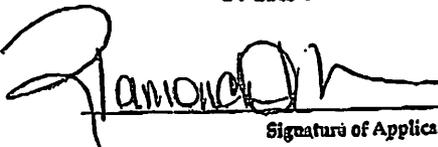
FOOD - ALL food and beverage vendors shall provide copies of their State of Florida Health Department license. All food vendors whose cooking creates grease-laden vapors shall have a mounted certified fire extinguisher.

ALCOHOL - Will alcoholic beverages be sold or consumed on the premises? If yes, organizer or sponsor shall submit a copy of the Florida Alcoholic Beverages Permit 15 days prior to the event. You can download a One/Two/Three day alcohol sales permit from the State at http://www.myfloridalicense.com/dbpr/sto/file_download/file-download-abandt.shtml

USE OF CITY PERSONNEL - If city personnel are used for set-up or clean-up, or for security, outside of normal work hours, it will be the responsibility of the event sponsor to pay the salary of those personnel for the time they spend on the event.

By completing and submitting the attached application, I certify that:

- I have read and agree to abide by the terms and conditions set forth above,
- that I will be designated as the (sole) contact person for the event,
- that I will be responsible for applying for and attaching all required permits and documentation, and
- that I am responsible for any fees which may be incurred as a result of this event.



 Signature of Applicant/Event Sponsor

Miller, Ramona D.

 PRINTED Name of Above

02/15/2015

 Date

239-810-6648

 Contact Phone #



City of Arcadia SPECIAL EVENT PERMIT APPLICATION

Date Submitted: 02/15/2015

Event Name Stay Alive & Thrive... Health Inspired Victory Outreach

Event Location Louis C. Anderson Park

Date(s) of Event 03/21/2015 Hours of Event 12pm - 4pm

Expected Attendance 200+

Event Sponsor A Voice in the Wilderness Non-Profit? YES NO

Description of Event Stay Alive & Thrive... is a preventive Health mobilization outreach that is geared to provide a Free Family fun day, to provoke Unity in the Community and to provide Free health services, Free chili dogs, water, facepainting and more.

Contact Person Ramona D. Miller Telephone 239 810-6648

Fax # _____ Email thepiecepieces7@yahoo.com

Insurance Carrier Capitol Specialty Insurance Corporation

Insurance Agent Allen Financial Ins. Group Inc. Agent's Phone (602) 992-1570
James Griffin (800) 874-9191

- | | | |
|--------------------------|---|--|
| Alcoholic Beverages? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| Tents? | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| Cooking? | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| Outdoor Music? | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| Additional Electric? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Carnival Rides? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Wildlife? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Fireworks? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Signs Displayed? | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| Set-up/Clean-up by City? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| City Police required? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| Road Closures? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |

If Yes, please specify locations: _____

Other Pertinent Information: _____

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

Received by: C. Blatts
City Marshal _____ Approved
City Administrator _____ Approved
City Council _____ Approved

Date: 2/23/15
_____ Disapproved
_____ Disapproved
_____ Disapproved

INDEMNIFICATION & HOLD HARMLESS

I, Miller, Ramona D as Executive Director of
(Printed Name) (Title or Office Held)

A Voice in the Wilderness Empowerment Center do hereby agree to hold the City of Arcadia,
(Club, organization, group, etc)

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 Stay Alive & Thrive... to
(Name of Event)

be held at Louis C Anderson Park on 03/21/2015
(Location) (Date)

By: Ramona D Miller
(Signature)

Printed Name: Ramona D Miller

Entity Name: AVITW&C

Its: _____

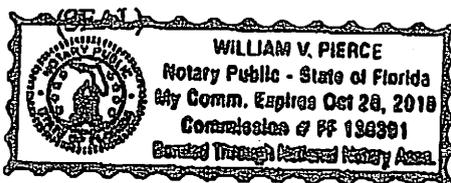
Date: 2/23/2015

STATE OF FLORIDA

COUNTY OF Lee

Sworn to and subscribed before me this 23 day of Feb, 2010, by
Ramona Miller as Exec. Dir of _____
who [] is personally known to me or [M] has produced FL Driver Lic as identification.

William V. Pierce
NOTARY PUBLIC





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/23/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allen Financial Insurance Group The Equestrian Group 12424 N. 32nd St., Suite 101 Phoenix AZ 85032	CONTACT NAME: Tony Ventura PHONE (A/C No. Ext.): (602) 992-1570 EMAIL ADDRESS: tventura@aqgroup.com	FAX (A/C No.): (602) 992-8227
	INSURER(S) AFFORDING COVERAGE	
INSURED A Voice in the Wilderness Empowerment Center 4021 Princeton St. Fort Meyers FL 33901	INSURER A: Capitol Specialty Insurance Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: CL1522327953 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR. LTR.	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	2802494782	3/20/2015	12/2/2015	EACH OCCURRENCE \$ 1,000.00 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100.00 MED EXP (Any one person) \$ 5.00 PERSONAL & ADV INJURY \$ 1,000.00 GENERAL AGGREGATE \$ 2,000.00 PRODUCTS - COMP/OP AGO \$ 2,000.00
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS Hired AUTOS					EACH OCCURRENCE \$ AGGREGATE \$
	UMBRELLA LIAB EXCESS LIAB					WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in FL) if yes, describe under DESCRIPTION OF OPERATIONS below		N/A			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 The Certificate Holder is hereby added as additional insured but only in respect to the liability that arises out of the named insured's activities or operations.

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED ACCORDANCE WITH THE POLICY PROVISIONS.

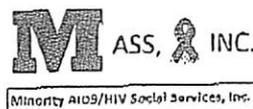
CERTIFICATE HOLDER

City of Arcadia
 23 N Polk Ave
 Arcadia, FL 34266

AUTHORIZED REPRESENTATIVE
 Tony Ventura/TONY *Tony Ventura*

Stay Alive & Thrive Health Inspired Victory Initiative and Outreaches®

A Day of Family, CommUnity, Health, Partnership and Fun.



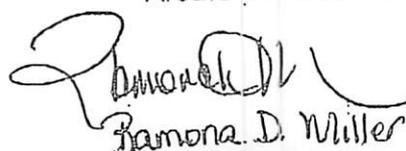
A Voice in the Wilderness Empowerment Center is an IRS recognized 501(C)3 organization that is committed to Empowering, Enriching, and Enthusing individuals, families, veterans and communities, ONE Voice at a time. A Voice in the Wilderness Empowerment Center is passionately combating hunger, homelessness, substance abuse, HIV and other STD's in at risk communities throughout the Region.

Stay Alive & Thrive Health Inspired Victory Initiative and Outreaches® is the first of its kind. Our outreach is a trendy & innovative mobilization model that provides free Preventive Health & Wellness Services (PHWS) in at-risk communities. The Family and Fun atmosphere rewards the residents with a day of Community Unity. We are combating stigmas and are passionately pursuing:

- To provide 100% accessibility to quality HIV awareness, prevention and confidential rapid testing for every individual, regardless of race, socio-economic status, or sexual orientation;
- To ensure that every individual with HIV is properly linked, remains securely linked to treatment and obtain the highest level of health outcomes;
- To unite communities throughout Area 8
- To address the needs of all people who are living with HIV/AIDS and those who are susceptible to contracting HIV/AIDS.
- To eliminate the stigmas that provokes fear of testing and prejudice towards those who are positive.

Since 2012, A Voice in the Wilderness Empowerment Center has participated in the National initiative, Make a Difference Day. We have partnered with, but are not limited to: Local and National businesses; Faith Based and Community Based Organizations; The Florida Department of Health and the Local Police Department. Each outreach produces new partnerships. Area 8 consists of Charlotte, Collier, DeSoto, Glades, Hendry, Lee and Sarasota Counties. Stay Alive & Thrive Health Inspired Victory Initiative and Outreaches® has successfully served Lee and Collier Counties, but has supported outreaches in other counties.

A Voice in the Wilderness Empowerment Center and our Partners are looking forward to serving the residents and leaders of Desoto County. Our passion is to do our part to ensure that Area 8 achieves ZERO... Zero new cases. Thank you for considering our services in your area.


Ramona D. Miller

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 26 2011

A VOICE IN THE WILDERNESS
EMPOWERMENT CENTER INC
C/O RAMONA D MILLER
PO BOX 2486
FORT MYERS, FL 33902

Employer Identification Number:
80-0668142

DLN:

17053063301041

Contact Person:

ANGELA M BRIDGER

ID# 31162

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

December 14, 2010

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

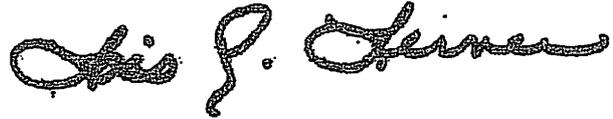
Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

A VOICE IN THE WILDERNESS

Sincerely,

A handwritten signature in cursive script, appearing to read "Lois G. Lerner".

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

AGENDA No. 7



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 3, 2015

DEPARTMENT: Administration

SUBJECT: Sixth Amendment to the Retirement Plan for Employees of the City of Arcadia

RECOMMENDED MOTION: Council Approval

SUMMARY: This is the necessary language to comply with our policies along with state and federal mandates. This will also provide a needed consistency throughout our organization.

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: 03/03/15

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

**SIXTH AMENDMENT
TO THE
RETIREMENT PLAN FOR EMPLOYEES OF
THE CITY OF ARCADIA**

As Amended and Restated Effective January 1, 1997

WHEREAS, the City of Arcadia (the “Employer”) heretofore established a defined benefit pension plan known as the Retirement Plan for Employees of the City of Arcadia (the “Plan”); and

WHEREAS, under the terms of the Plan, the Employer has the ability to amend the Plan; and

WHEREAS, the desires to clarify the Plan’s definition of Compensation, to modify the Plan’s Eligibility provisions and to modify the Plan’s Participation provisions; and

NOW, THEREFORE, effective as of January 1, 2015, the Employer hereby amends the Plan to provide as follows:

First, Section 1.10 of Article I of the Plan entitled, “Compensation,” is amended by deleting the introductory paragraph of said Section in its entirety, and substituting therefor the following new introductory paragraph:

1.10 “Compensation” means basic earnings from the Employer while an Eligible Employee, excluding the following items of Compensation: overtime pay, sick/vacation payouts made due to and upon termination of employment, bonuses, commissions and earnings attributable to periods during which a Participant declined to make required Employee contributions.

Second, Section 3.1 of Article III entitled, “Conditions of Eligibility,” is hereby amended by deleting said Section in its entirety and substituting therefor the following:

3.1 CONDITIONS OF ELIGIBILITY

Each Employee who was a Participant in the Plan immediately prior to the most recent amendment and restatement of the Plan shall continue to be a Participant in the Plan. Each other Employee shall become an Eligible Employee on the date he meets each of the following requirements:

- (i) The date he has completed 60 days of Service;
- (ii) The date on which he attains age nineteen (19); and
- (iii) The date he had agreed in writing to make required contributions.

AGENDA No. 8



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 3, 2015

DEPARTMENT: Administration

SUBJECT: DeSoto County Historical Society Letter – Historical Marker at Tree of Knowledge

RECOMMENDED MOTION: Council Approval

SUMMARY: The DeSoto County Historical Society and the Peace River Chapter of the Daughters of the American Revolution request that City Council of Arcadia approve the use of its workers to install a Florida Historic Marker for the Arcadia Historical District in the Tree of Knowledge Park.

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: 03/03/15

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



DeSoto County Historical Society
P.O. Box 1824, Arcadia, FL 34265
www.historicdesoto.org

February 17, 2015

City Administrator Beth Carsten
City of Arcadia
234 N. Monroe Ave.
Arcadia, FL 34266

Dear Ms. Carsten:

The DeSoto County Historical Society and the Peace River Chapter of the Daughters of the American Revolution request that City Council of Arcadia approve the use of its workers to install a Florida Historic Marker for the Arcadia Historic District in the Tree of Knowledge Park. As you may remember, the Council approved placing the marker in the park as part of the "consent agenda" at their August 19, 2014, meeting.

The text of the marker was approved by the Florida Historic Marker Commission on December 9, 2014, and I have included the text on the next page. The local DAR and the Society have raised enough funds to pay for fabricating and shipping the marker.

The DAR and the Society made a request for "support" from the City Council that was discussed at their meeting on August 6, 2013, but the Council tabled the request because I was not there, and they were in the midst of budget discussions. (By the way, I originally requested that the item be placed on the agenda for the August 20 meeting because I knew I would be out of town on August 6.)

The Florida Historic Marker for the Arcadia Historic District will benefit the community by providing education about the district itself as well as the City of Arcadia's history and historical significance. Both residents and visitors will learn about this information, and the Marker will become a downtown attraction. The Marker will also honor the Arcadia Historic District, and the resulting respect and prestige for our heritage may encourage renewed historic preservation throughout the City and DeSoto County.

I hope that the City Council will "support" the Florida Historic Marker for the Arcadia Historic District by approving the use of its workers to install the marker in the Tree of Knowledge Park.

Yours sincerely,

Carol Mahler, Coordinator
Howard and Velma Melton Historical Research Library
in the Ingraham Seed House, 120 W. Whidden Street

**DeSoto County Historical Society
P.O. Box 1824, Arcadia, FL 34265
www.historicdesoto.org**

Text approved by the Florida Historical Marker Commission on December 9, 2014.

Arcadia Historic District

The Arcadia Historic District comprises fifty-eight blocks within 340 acres that embody the city's development from the founding of its post office in 1883 through the late 1920s. The Town of Arcadia was incorporated in 1886 following the arrival of the first train that year and the area's subsequent growth. In November 1888, voters selected Arcadia as the county seat of DeSoto County, which was established in 1887. The City of Arcadia was incorporated in 1901. The heart of the district is a commercial zone extending 18 blocks and consisting of buildings constructed between 1900 and the late 1920s. Three buildings that survived the devastating 1905 downtown fire, and those that were rebuilt, are generally masonry vernacular in style. The district's most imposing structure is the 1912 Classical Revival courthouse. Residential neighborhoods of mostly frame vernacular homes from the late nineteenth and early twentieth centuries surround the commercial area. Listed on the National Register in 1984, the district retains remarkable historical and architectural integrity as reflected in its churches, residences, and schools, as well as commercial, governmental, and industrial buildings.

A FLORIDA HERITAGE SITE
SPONSORED BY THE PEACE RIVER CHAPTER OF THE DAUGHTERS OF THE
AMERICAN REVOLUTION, THE DESOTO COUNTY HISTORICAL SOCIETY,
AND THE FLORIDA DEPARTMENT OF STATE
2014

AGENDA No. 9



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: March 3, 2015

DEPARTMENT: Administration

SUBJECT: Arcadia Airport Advisory Committee Recommendation to Council

RECOMMENDED MOTION: Council Approval

SUMMARY: The Arcadia Airport Advisory Committee will be bringing their recommendation for a RFP to the City Council.

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: 03/03/15

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

DEPARTMENT REPORTS

ADM (863)993-4660
FAX (863)993-4664

CITY OF ARCADIA
POLICE DEPARTMENT
725 N. Brevard Ave.

MATTHEW A. ANDERSON
MARSHAL
ARCADIA POLICE DEPARTMENT
COUNCIL REPORT

P.O. BOX 1014
ARCADIA, FL. 34265

TOTALS FOR THIS REPORT PERIOD: FEB 2015

ARREST ACTIVITIES

FELONY ARREST	6	MISDEMEANOR ARREST	17
JUVENILE ARREST	3	TRAFFIC ARREST	9
WARRANT ARREST	7		

TRAFFIC ACTIVITIES

ACCIDENT REPORTS	30	TRAFFIC CITATIONS	82
		WARNING CITATIONS	28

PATROL

COMPLAINTS	620
CITY ORDINANCE VIOLATIONS	3

CRIMINAL INVESTIGATIONS

CASES TOTAL	10
CASES UNDER INVESTIGATION	6
CASES CLOSED	4



CITY MARSHAL
2/24/2015