

AGENDA
ARCADIA CITY COUNCIL
CITY COUNCIL CHAMBERS
23 N. POLK AVE., ARCADIA, FL
TUESDAY, MARCH 20, 2012
6:00 PM

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE & ROLL CALL

PRESENTATION

Candy Flavored Tobacco, Dr. Kirk Voelker

CONSENT AGENDA

1. Minutes of the March 6, 2012 Meeting Minutes.
2. Check warrants from March 2, 2012, March 9, 2012, March 13, 2012 and March 16, 2012.
3. Arcadia Mobile Home Park February 2012 Monthly Report.
4. Air-Cadia Flowage and Hanger Report for February 2012.
5. Request for special event permit at McSwain Park on Saturday, March 31, 2012 from 5:30 p.m. to 7:30 p.m., Music in the Park, applicant DeSoto County High School.
6. Request for special event permit at McSwain Park on Saturday, April 28, 2012 from 10 a.m. to Noon, applicant DeSoto County Sheriff for National Crime Victims Rights Week.
7. Request for special event permit and street closing for April 13, 2012, May 11, 2012 and June 8, 2012 on behalf of the Monthly Car Show.

DISCUSSION ITEMS

8. Charter Review Advisory Committee Recommendations. (Chair Vince Sica)
9. Presentation from Lisa Beaver, SWFRPC.
10. Request for Certificate of Appropriateness for proposed new construction and site improvements at 127 N. Polk Ave. Applicant, Peter and Francine Kent. (Asst. City Administrator Judi Jankosky)
11. Arcadia Municipal Airport items. (Councilman Joseph E. Fink)
 - a. Flight School. Name, insurance coverage, copy of contract with Air-Cadia; Article IV, Exhibit B.
 - b. Aircraft Maintenance. Name, insurance coverage, copy of contract with Air-Cadia; Article IV, Exhibit B.
 - c. Sale of Aircraft. Name, insurance coverage, copy of contract with Air-Cadia; Article IV, Exhibit B
 - d. 1% from sale of all items at the airport; Article III.B3.
 - e. Audit provided by city staff of FOB; Article V.

If a person decides to appeal any decision made by the board, agency, or council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Please **TURN OFF** or **SILENCE** all cell phones

12. Joint Planning. (Councilman Fink)

ORDINANCES - FIRST READING

13. **ORDINANCE NO. 972; FIRST READING OF AN ORDINANCE OF THE CITY OF ARCADIA, FLORIDA, AMENDING CHAPTER 2, ARTICLE VII, DIVISION 3, SECTION 2, OF THE CODE OF ORDINANCES OF THE CITY OF ARCADIA, AMENDING THE CITY OF ARCADIA POICE OFFICERS' AND FIREFIGHTERS' RETIREMENT SYSTEM; AMENDING SECTION 1, DEFINITIONS; AMENDING SECTION 27, PRIOR POLICE SERVICE; AMENDING SECTION 28, DEFERRED RETIREMENT OPTION PLAN; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.**

COMMENTS FROM DEPARTMENTS

14. City Marshal

15. Attorney

16. Administrator

1. RFQ on Wastewater, Water and Stormwater Repair & Replacement Initiative
2. Update on Local Agency Program - Bike/Pedestrian Master Plan
3. DeSoto County Emergency Response Team Coordination
4. Florida Dept. of Economic Opportunity - Highlands County Initiative

PUBLIC (PLEASE LIMIT PRESENTATIONS TO FIVE MINUTES)

MAYOR AND COUNCIL MATTERS

ADJOURN

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Please **TURN OFF** or **SILENCE** all cell phones

PRESENTATION
DR. VOELKER

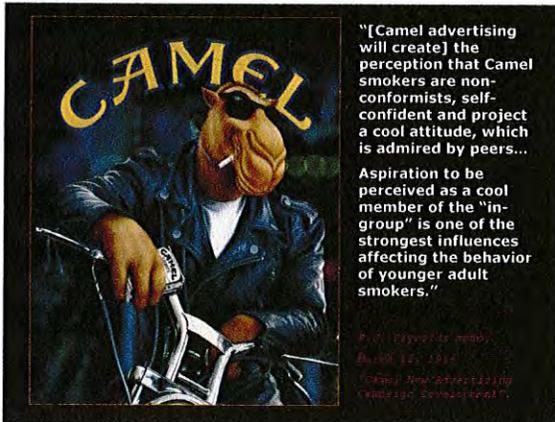




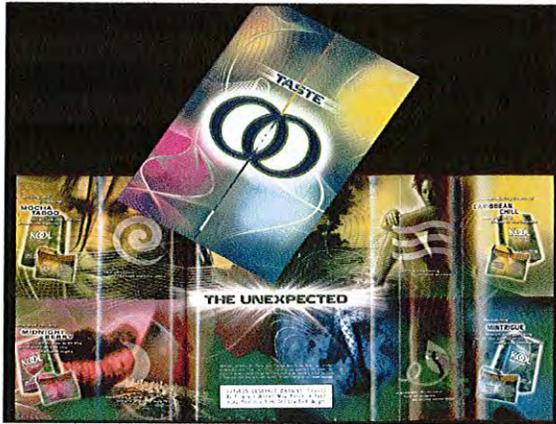
Almost
90%
of tobacco users begin using
by age 18

“ Realistically, if our company is to survive and prosper over the long term, we must get our share of the youth market.”

Claude Teague - CEO
RJ Reynolds Tobacco
Makers of Camel



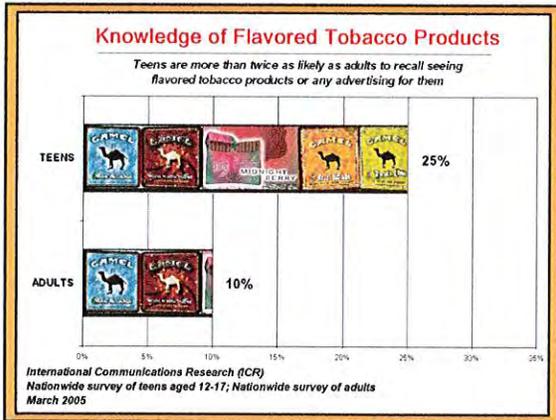






<p>APPENDIX C THE LOTUS PROJECT</p>		<p>US Smokeless Tobacco #1 in Spit</p>
<p>AIM: To make it easier for a new user to use tobacco in the mouth.</p>	<p>TARGET GROUP: New users, mainly cigarette smokers, age group 13 - 35.</p>	<p>Project goal was to overcome three problems kids have when starting spit tobacco:</p>
<p>B. Feeling in the mouth. As little harshness as possible on the gum and on the throat.</p>	<p>C. Paper. The paper is only there to keep the tobacco in place and to make drawing from "cleaner". The paper should be felt as little as possible and should allow flavor and taste to do the job as if no paper was there.</p>	<p>1) Normal nicotine level burns tender young mouths. Lower nicotine – "starter" product</p>
<p>DENTAL* Is used in a spit? Is it safe to use in a spit? Is it safe to use in a spit?</p>	<p>TICT 0003957 U.S.I. 7-05-79 U.S.T. 800004028</p>	<p>2) "Float" – new users do not know how to keep a pinch in one spot Pouch keeps it in place</p>
<p>C. Low nicotine, sweet product. Can this be done by using present state lotus? Is there a milder "soft" product available that we are presently using (sweet dry snuff)? Do we flavor this product with honey, chocolate or vanilla?</p>		<p>3) Bad / unfamiliar taste Add sweet candy flavoring</p>





In 2009, 5.2% of middle school student and 13.5% of high school students had smoked flavored cigarettes on one or more occasions during the past 30 days.

Among all high school seniors who have ever used smokeless tobacco, almost 75% began by the 9th grade.

Overall, 3.5% of Florida middle school students and 5.9 % of high school students used smokeless tobacco at least once during the past 30 days.

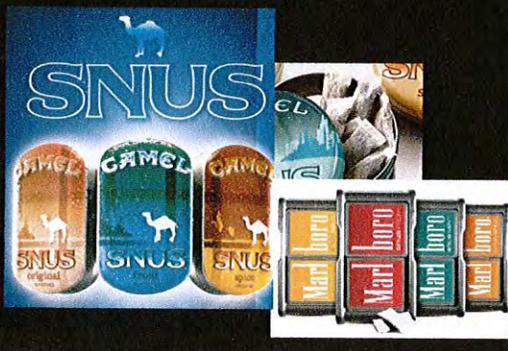
In DeSoto County (2008) 11.3% of DeSoto Middle School students and 16.6% of DeSoto High Students have used smokeless tobacco in the past 30 days

People who use smokeless tobacco are 50 times more likely to get cancer of the cheek and gums and doubles the risk of heart attack and stroke.

Who Tries Candy Flavored Tobacco?

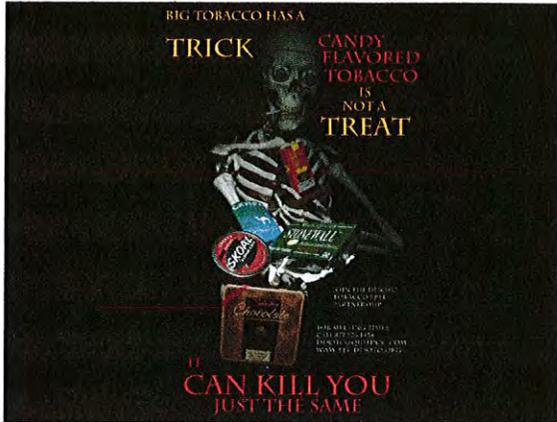
In a 2004 survey by the Roswell Park Cancer Institute showed 24% of 16-17 year old smokers had flavored cigarettes in the past 30 days. 17% of 18-19 year old smokers had tried them compared to only 8% of smokers age 20-25. Only 4% of surveyed smokers over the age of 45 had tried flavored cigarettes.

Flavor and New Product Development



Flavor and New Product Development





What Can Be Done?

Florida Cities and Counties are standing up to big tobacco 's attempted influence on their children

53 Florida Cities and 46 Florida Counties have passed ordinances or resolutions banning the sale of candy flavored tobacco products

The DeSoto Tobacco Free Partnership urges The City of Arcadia to protect their children by passing a resolution discouraging the sale of candy flavored tobacco products

**MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, MARCH 6, 2012
6:00 PM**

CALL TO ORDER, INVOCATION PLEDGE OF ALLEGIANCE & ROLL CALL

The meeting was called to order at approximately 6:00 p.m.

Councilman Allen gave the invocation followed by the Pledge of Allegiance.

Arcadia City Council

Mayor Keith Keene
Councilman Robert Heine
Councilman Robert R. Allen

Deputy Mayor Alice Frierson
Councilman Joseph E. Fink

Arcadia City Staff

City Administrator, Lawrence Miller
City Administrator Judi Jankosky
City Attorney William Galvano

City Recorder Virginia S. Haas
Marshal Charles Lee

Mayor Keene recognized former Mayor and Councilman Dick Fazzone.

Mayor Keene announced that item number 6 was removed from the agenda per request of Deputy Mayor Frierson.

PRESENTATIONS

Employee of the Month for February 2012 – Amanda Albritton-Horkey

Mayor Keene read and presented the February 2012 employee of the month to Amanda Albritton-Horkey for her outstanding service to the City Finance Department.

CONSENT AGENDA

1. Minutes of the February 21, 2012 Attorney/Client Session and Regular Meeting.
2. Check warrants from 02-17-12, 02-24-12, and 02-29-12.
3. Request for special event permit for Tree of Knowledge on March 21, 2012.

A motion was made by Councilman Fink and seconded by Councilman Allen to approve consent agenda items 1-3. The motion carried 5-0.

DISCUSSION ITEMS

4. DeSoto County Parks and Recreation request to utilize Speer Center for 2012 Summer day camp from June 25, 2012 through July 25, 2012. (Tara Anderson, DeSoto County Parks and Recreation)

Dr. Miller explained this was a request from DeSoto County Parks and Recreation to utilize the Speer Center for their Summer Day camp from June 25, 2012 through July 25, 2012.

A motion was made by Councilman Heine and seconded by Councilman Allen to allow DeSoto County Parks and Recreation to utilize the Speer Center for their Summer Day Camp as requested. The motion carried 5-0.

5. Charter Review Advisory Committee update. (City Recorder)

Ms. Haas stated that the Charter Review Advisory Committee would hold their final meeting on Friday, March 9, 2012. The board will be ready to present their recommendations to the City Council on March 20, 2012. Ms. Haas asked the Council how they would prefer receiving the recommendations. **The Council agreed on written recommendations, copies of the minutes and a presentation from one of the members.**

6. Workshop with Ken Small, Florida League of Cities. (Deputy Mayor Frierson)

This item was removed from the agenda per Deputy Mayor Frierson.

7. Arcadia Housing Authority Request for new appointment of Resident Commissioner. (Becky-Sue Mercer, Interim Executive Director)

A motion was made by Councilman Heine and seconded by Councilman Fink to appoint Toni McDaniel as new Resident Board Member. The motion carried 5-0.

8. Arcadia Housing Authority – Draft Recovery Agreement. (Becky-Sue Mercer, Interim Executive Director)

Ms. Becky-Sue Mercer reported the Housing Authority was expecting the 2008 audit within the next 15 days. The 2009, 2010 and 2011 audits are due by July 2012. She explained that at this time they are 100% occupancy filled. She responded to Mayor Keene that she would report back to the Council with all updates. She requested approval of the Arcadia Housing Authority Recovery agreement and noted that this document had nothing to do with the PILOT program. She explained this document is a required third party agreement between the City, the Housing Authority and HUD. She continued that Arcadia Housing Authority has temporarily partnered with Avon Park to address concerns.

A motion was made by Councilman Heine and seconded by Councilman Fink to approve the Arcadia Housing Authority Recovery Agreement as presented. Councilman Fink asked if the Attorney reviewed the agreement. The City Attorney confirmed he reviewed the agreement and the Council's commitment is that of an oversight role. The motion carried 5-0.

9. Decorum at the Meetings of the City of Arcadia. (Councilman Fink)

Councilman Fink encouraged the City Council to adopt a decorum policy so that there is a formal method of public comment and Council and staff rights and responsibilities. Attorney Galvano agreed and noted that the agenda does call for public comment and public comment is required in public hearings however not every item may have a public comment. Councilman Fink responded that he believes that providing public input is an obligation. Councilman Heine queried if Councilman Fink was asking for public approval.

Councilman Allen stated that the Council has not rejected any public's right to speak. Dr. Miller stated that decorum rules will allow public comment towards the issue and not degradation toward a person. Mayor Keene inputted that he has always asked for decorum in meetings and the Mayor has always been the time keeper. Councilman Heine and Deputy Mayor Frierson agreed that public comment has always worked in the past.

10. Request for Certificate of Appropriateness for proposed new construction and site improvements at 127 N. Polk Ave. Applicant, Peter and Francine Kent. (Asst. City Administrator Judi Jankosky)

Mrs. Jankosky reported that this item was tabled to March 20, 2012 Historic Preservation meeting. She responded to Dr. Miller that the Commission requested architectural plans and additional information.

11. Request for Certificate of Appropriateness for proposed new construction and improvements at 122 N. Hillsborough Ave. Applicant, DeSoto County. (Asst. City Administrator Judi Jankosky)

Mr. Richard Metzger, Facilities Director, DeSoto County, requested approval for a certificate of appropriateness for the Fire Administration Building at 122 N. Hillsborough. He passed a recent picture and noted that the project also includes a covered porch, lattice and landscaping. Councilman Heine stated that the building is already placed upon the parcel.

A motion was made by Councilman Heine and seconded by Deputy Mayor Frierson to approve a Certificate of Appropriateness for the new construction and improvements located at 122 N. Hillsborough Ave. The motion carried 5-0.

12. Request for Certificate of Appropriateness for proposed exterior renovations to existing building located at 200 W. Oak Street. Applicant, DeSoto Properties. (Asst. City Administrator Judi Jankosky)

Applicant Gary Mundell requested approval to construct an awning at 200 W. Oak Street. He passed around a photograph of how the building looked in the 1950s with the awning and balcony on the second floor. He noted that the new awning would be identical to the one located across the street and the awning would continue 25 feet around the side on Monroe Street.

3. City of Arcadia Comprehensive Plan Recycling Plan Policy

Dr. Miller read from the City's Comprehensive Plan Policy 4.1 "As mandated by the Solid Waste Reduction Act of 1988, Arcadia, in coordination with DeSoto County, shall ensure that 30 percent of total solid waste volume is recycled by 1994. Arcadia shall participate in county-wide public education efforts, including inserts in municipal mailings and public notices or workshops indicating recyclable materials, locations of facilities for the disposal of oil, tires and other recyclables, and other means to increase public participation in recycling efforts." He added that currently the City budgets \$275,000 for solid waste disposal and there is a grant program available through the County. He reported the Workshop regarding recycling information will be held on March 13, 2006 at 5 p.m. Councilman Allen stated his opposition to the program and that it is an expense to the City. Mayor Keene voiced that he would like the opportunity to recycle because he currently puts his recyclables in his trash.

Mr. Robert Womack, Womack Sanitation, stated that the County does have a recycling location in Nocatee and that we currently fall under the small county exemption for the 4.1 Policy. Councilman Fink asked if the current tipping fee is \$250,000 and we reduced the waste by 30 percent would that not be a savings. Mr. Womack agreed however he noted there would be a cost to the City and it could possibly break even. He explained that the City's best cost method in this situation would be a drop off station. Deputy Mayor Frierson asked why the City was not working with the County on this issue. Dr. Miller responded that he spoke with the County Administrator who stated that they were open to working with the City on this project.

Deputy Mayor Frierson stated that she is for a recycling program however not if it required spending money at this time. Councilman Fink explained that Sarasota's tipping fees tripled. Mr. Womack reminded there usually is a 5 year vendor contract due to the cost of buying machinery. Dr. Miller stated that he is sensitive to the budget issues which is why he brought forward the grant opportunity and suggested taking the issue one step at a time. Dr. Miller stated he would contact the County Administrator regarding any grant opportunities.

Ms. Penny Kurtz, Department of Health, reported that the State was in the process of building a new Health Department and part of the land needed is City property in order for the area to be contiguous. She asked if the 3.34 acres could be deeded to the Health Department in order to proceed with the new building. Mayor Keene noted for the record that he would abstain from any vote due to a conflict of interest.

A motion was made by Councilman Heine and seconded by Councilman Fink to direct the City Attorney to work with the Department of Health in deeding the property over to the County. Jerry Cordes, Public Works Supervisor, reminded that there are pipes and water lines that may need to be moved. Ms. Kurtz stated that would be part of the State contract. The motion carried 4-0 with Mayor Keene abstaining.

Dr. Miller reported that Hazen and Sawyer Engineers are requesting additional funds in the amount of \$25,000 for renewal of water use permit which was considered an as needed service.

A motion was made by Councilman Heine and seconded by Mayor Keene to authorize additional funds in the amount of \$25,000 to Hazen and Sawyer for water use permit renewal and as needed engineering services. Ms. Karleskint responded to Mr. Fink that Hazen and Sawyer have provided regulatory and engineering services to the City for the past ten (10) years. The motion carried 5-0.

Dr. Miller reported that Hazen and Sawyer Engineers are asking for \$200,000 from FDEP for the Water Treatment Plant to cover funding for all sub-contractors which is allowable through the grant. Ms. Karleskint stated that the funding was within the grant however she did not ask for the specialized subcontractor costs like Geo-tech for the roads.

A motion was made by Councilman Fink and seconded by Councilman Heine to approve \$200,000 from FDEP for Water Treatment Plant sub-contractor services. The motion carried 5-0.

PUBLIC (PLEASE LIMIT PRESENTATIONS TO FIVE MINUTES)

Coach Richard Bowers requested that the Council not forget the children and he commended Council for a job well done. He spoke about the successful three on three basketball tournament and asked for the Council to look at the Smith Brown Gym such as more hours, roof and tile repair and a clock.

Mr. Richard Koonce, DeSoto County High School Basketball Coach, reported he has enjoyed working with the children the past two years and produced a letter from the Community. He stated there is lack of structured programs for the youth and he hopes for Council support on his proposed ideas. He asked approval for the upcoming DeSoto County All Stars Game on March 17, 2012 and use of the Smith Brown Gym from 3 p.m. to 8 p.m. He explained that the proceeds from the game would be donated for improvements to the Smith Brown Gym.

A motion was made by Councilman Heine and seconded by Councilman Fink to approve the use of Smith Brown Gym on March 17, 2012. The motion carried 5-0.

Mr. Joe Pursell thanked the City Council for addressing the City's needs and asked the effective date of the towing and wrecker services to which the Council response was immediately.

MAYOR AND COUNCIL MATTERS

Mayor Keene stated that he was sad to lose Attorney Galvano.

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ADJOURN

There being no further business, the meeting was adjourned at 8:15 p.m.

APPROVED THIS ___ DAY OF _____, 2012.

By:

Keith Keene, Mayor

ATTEST:

Virginia S. Haas, City Recorder



03/02/2012 14:37
aahorkey

City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 4
apwarrnt

WARRANT: 20120211 03/02/2012 DUE DATE: 03/02/2012

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
86010	2662	THOMPSON TRACTOR CO	95655	100	INV	03/02/2012	524.20	FRD HYD PUMP
86013	1562	TRACTOR SUPPLY CREDIT PLAN	FEBRUARY 2012_	100	INV	03/02/2012	66.95	6035 3012 0264 2730
						WARRANT TOTAL	591.15	

** END OF REPORT - Generated by Amanda Albritton-Horkey **



03/02/2012 08:46
aahorkey

City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 4
apwarrrt

WARRANT:	20120209	03/02/2012							DUE DATE: 03/02/2012
VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT	
85896	2612	HANSON PROFESSIONAL SERVICE	1033487	100	INV	03/02/2012	4,513.07	PROFESSIONAL SERVICES	
85897	1535	NAPA AUTO PARTS	182793	100	INV	03/02/2012	10.39	HYDRAULIC	
85898	1562	TRACTOR SUPPLY CREDIT PLAN	95655	100	INV	03/02/2012	524.20	REPLACE HYD PUMP	
85899	1867	GSI SUPPLY INC	3926	100	INV	03/02/2012	350.00	SERVICE - PULLED TRACT	
85925	2483	JUDI JANKOSKY	02292012	100	INV	03/02/2012	200.00	STARTER CASH FOR AVIAT	
85949	1562	TRACTOR SUPPLY CREDIT PLAN	FEBRUARY 2012	100	INV	03/02/2012	66.95	6035 3012 0264 2730	
						WARRANT TOTAL	5,664.61		

** END OF REPORT - Generated by Amanda Albritton-Horkey **



03/02/2012 14:13
aaborkey

City of Arcadia, FL - ** LIVE **
WARRANT SUMMARY

PG 7
apwarrnt

WARRANT: 20120210 03/02/2012 DUE DATE: 03/02/2012

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
001	01110	LEGISLATIVE	1,478.00		.00
001	01120	EXECUTIVES	-14998.95		
001	01120	EXECUTIVES	189.88		
001	01190	OTHER GENERAL GOVT	1307.16		
001	01210	LAW ENFORCEMENT	14,674.75		
001	01210	LAW ENFORCEMENT	-98864.99		
001	01210	LAW ENFORCEMENT	891.58		
001	01340	GARBAGE & SOLID WASTE	4,989.00		
001	01390	CEMETERY	84.70		
001	01491	GARAGE	24.72		
001	01491	GARAGE	-310.40		
001	01491	GARAGE	105.40		
001	01721	RECREATION	207.38		
001	01721	RECREATION	31.44		
001	01722	GOLF COURSE	616.97		
001	01723	PARKS	94.50		
001	01723	PARKS	164.96		
001	01724	MOBILE HOME PARK	7.42		
001	01724	MOBILE HOME PARK	-6287.51		
001	01724	MOBILE HOME PARK	41.08		
001	01724	MOBILE HOME PARK	-1933.46		
001	01724	MOBILE HOME PARK	55.00		
001	01724	MOBILE HOME PARK	4,358.10		
FUND TOTAL			28,169.11		

CASH ACCOUNT	81000	10400	BALANCE	2,767,281.14	
401	41533	WATER TREATMENT PLANT	401	-530-533-D	-
401	41533	WATER TREATMENT PLANT	401	-530-533-D	-
401	41533	WATER TREATMENT PLANT	401	-530-533-D	-
401	41535	WASTE WATER TREATMENT	401	-530-535-E	-
401	41535	WASTE WATER TREATMENT	401	-530-535-E	-
401	41535	WASTE WATER TREATMENT	401	-530-535-E	-
401	41568	WATER SYSTEMS	401	-530-536-G	-
401	41568	WATER SYSTEMS	401	-530-536-G	-
401	41569	SEWER SYSTEMS	401	-530-536-H	-
401	41577	RENEWAL & REPLACEMENT	401	-530-536-G	-
CASH ACCOUNT	81000	10400	BALANCE	2,767,281.14	

INSURANCE					
CONTRACTUAL SERVICE					
UTILITY SERVICE					
INSURANCE					
RENTAL & LEASES					
INSURANCE					
VEHICLE REPAIR					
UTILITY SERVICE					
CONTRACTUAL SERVICE					
VEHICLE REPAIR					
OPERATING SUPPLIES					
UTILITY SERVICE					
OPERATING SUPPLIES					
OPERATING SUPPLIES					
UTILITY SERVICE					
REPAIR EQUIPMENT					
CONTRACTUAL SERVICE					
UTILITY SERVICE					
FUND TOTAL					
PROFESSIONAL SERVICE					
UTILITY SERVICE					
OPERATING SUPPLIES					
CHEMICALS					
CONTRACTUAL SERVICE					
UTILITY SERVICE					
CHEMICALS					
UTILITY SERVICE					
OPERATING SUPPLIES					
UTILITY SERVICE					
IMPROVEMENTS OTHER >250					
FUND TOTAL					
WARRANT SUMMARY TOTAL					
GRAND TOTAL					



03/02/2012 14:13
aahorkey

City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 10
apwarrrt

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
WARRANT:	20120210	03/02/2012						DUE DATE: 03/02/2012
86031	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 10TH ELE	100	INV	03/02/2012	11.39	34007-36975: 709 N 10T
86032	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 CYP WELL	100	INV	03/02/2012	252.60	24837-30970: 1301 E CY
86033	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 MAPLE WE	100	INV	03/02/2012	665.89	24677-32950: 1502 E MA
86034	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 WTP	100	INV	03/02/2012	2,112.73	14777-39948: 645 TURN
86035	10030	W & S ENTERPRISE ACCOUNT	61113	100	INV	03/02/2012	4,358.10	ACCT #4250123800
86036	10030	W & S ENTERPRISE ACCOUNT	59632	100	INV	03/02/2012	50.70	ACCT #3150252900
86037	190070	SHORT ENVIRONMENTAL	11-3840	100	INV	03/02/2012	156.00	2/15-21/12
86038	230065	WINDEMULLER TECHNICAL SRVCS	045859	100	INV	03/02/2012	160.27	SERVICE
						WARRANT TOTAL	62,530.93	

** END OF REPORT - Generated by Amanda Albritton-Horkey **



03/09/2012 16:06
aahorkey

City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 15
apwarrant

WARRANT: 20120301 03/09/2012 DUE DATE: 03/09/2012

VOUCHER	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
86040	1484 ADVANCE COMMERCIAL CHARGE A	9127205376120	100	INV	03/09/2012	55.82	XACT STAT/THERMOSTAT/S
86041	1484 ADVANCE COMMERCIAL CHARGE A	9127205376134	100	INV	03/09/2012	6.99	COIL
86047	2554 ADT SECURITY SYSTEMS INC	65081957	100	INV	03/09/2012	29.15	01300 131314656
86048	2405 ALL ABOUT IRRIGATION LLC	415	100	INV	03/09/2012	350.00	TORO 850/TORO DT
86049	2628 ANN APLEGATE	03012012	100	INV	03/09/2012	184.54	REIMBURSEMENT
86050	2102 BLUE CROSS BLUESHIELD OF FL	19511068	100	INV	03/09/2012	40.00	H41887225: CLIFFORD LO
86051	2102 BLUE CROSS BLUESHIELD OF FL	19514911	100	INV	03/09/2012	40.00	H52918390: DOYLE EDWAR
86052	2102 BLUE CROSS BLUESHIELD OF FL	19514678	100	INV	03/09/2012	40.00	H53962976: MARGARET WA
86053	2102 BLUE CROSS BLUESHIELD OF FL	19511837	100	INV	03/09/2012	40.00	H44805259: BARBARA NIC
86054	1780 EDWARD CARDONA	84	100	INV	03/09/2012	1,200.00	SIGNAL CABINET KNOCKDO
86055	2455 CENTURYLINK	FEB/MAR '12_POLICE	100	INV	03/09/2012	44.75	ACCT #311285108
86056	10030 W & S ENTERPRISE ACCOUNT	58875	100	INV	03/09/2012	59.14	ACCT #2090697500
86057	286 CITY OF ARCADIA	MARCH 2012	100	INV	03/09/2012	200.00	MARCH 2012 BUDGETED AL
86058	40060 DESOTO CNTY BOARD OF	MARCH 2012	100	INV	03/09/2012	37,333.56	MARCH 2012 FIRE DEPART
86059	40072 DESOTO CNTY SHERIFF'S OFFIC	FEB 2012	100	INV	03/09/2012	831.50	RADIO USE & MAINT FOR
86060	725 ELECTRO-MECHANICAL SOUTH, S	133422	100	INV	03/09/2012	918.96	SERVICE
86061	1629 EUGENE HICKSON	MARCH 2012	100	INV	03/09/2012	150.00	MARCH 2012 RETIREMENT
86062	60090 FLORIDA POWER & LIGHT	JAN/FEB '12 MILLS	100	INV	03/09/2012	116.88	44487-35995: 344 N MIL
86063	60090 FLORIDA POWER & LIGHT	JAN/FEB '12 DRIVERS	100	INV	03/09/2012	153.01	80428-96368: 721 N BRE
86064	60090 FLORIDA POWER & LIGHT	JAN/FEB '12 POLICE	100	INV	03/09/2012	335.77	78275-70040: 725 N BRE
86065	60090 FLORIDA POWER & LIGHT	JAN/FEB '12 BREVARD	100	INV	03/09/2012	137.14	89300-24164: 721 N BRE
86066	2634 HARBOR STYLE	MARCH 2012	100	INV	03/09/2012	225.00	CUST NO. 344107
86067	80075 HOME OWNERS SUPPLY	218355	100	INV	03/09/2012	11.77	MASONARY DRILL BIT/TAP
86068	120120 LOU'S PAINT SPOT	135699	100	INV	03/09/2012	32.00	NAIL GUN FREIGHT
86069	1211 MAX'S WINDOW CLEANING	533836	100	INV	03/09/2012	58.82	WINDOW CLEANING



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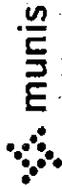
City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 16
apwarrrt

WARRANT: 20120301 03/09/2012

DUE DATE: 03/09/2012

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
86070	172	MC GEE TIRE STORES	L-149493	100	INV	03/09/2012	287.44	TIRES
86071	230056	MYRON WICKEY	3512	100	INV	03/09/2012	300.00	FURNITURE REPAIRS - CO
86072	1535	NAPA AUTO PARTS	183414	100	INV	03/09/2012	34.74	OIL
86073	1535	NAPA AUTO PARTS	183640	100	INV	03/09/2012	205.51	STARTER FOR '04 FORD F
86074	1535	NAPA AUTO PARTS	183187	100	INV	03/09/2012	49.99	BRAKE PADS FOR '07 DOD
86075	1535	NAPA AUTO PARTS	183653	100	CRM	03/09/2012	-75.34	FUEL FILTER/OIL FILTER
86076	10025	CID UNIT OF	MARCH 2012	100	INV	03/09/2012	600.00	MARCH 2012 BUDGETED AL
86077	2151	PEACE RIVER SHOPPER	12368	100	INV	03/09/2012	50.00	1/4 PAGE AD
86079	176	PREFERRED GOVERNMENT INSURA	COM#34846-6-03/2012	100	INV	03/09/2012	8,475.08	WC FL1 0142001 11-12
86080	909155	ROOSEVELT JOHNSON	MARCH 2012	100	INV	03/09/2012	250.00	MARCH 2012 RETIREMENT
86081	2600	SAFEGAURD SECURITY INC	043972	100	INV	03/09/2012	54.00	MONITORING
86082	2351	S.O.A.R.	03012012	100	INV	03/09/2012	197.50	SERVICE
86083	1666	STAPLES BUSINESS ADVANTAGE	8021129009	100	INV	03/09/2012	282.85	SUMMARY INVOICE #80211
86084	1405	THE SUN	ADS FOR CUST 135142	100	INV	03/09/2012	412.00	CUST NO. 135142
86085	2638	TOSHIBA	2030276	100	INV	03/09/2012	398.21	CUST PO 24022
86092	2664	ACTION INDUSTRIES, INC	6828	100	INV	03/09/2012	8,300.00	FURNISH & INSTALL 8" I
86093	10140	ALERT PLUMBING SERVICE, INC	055229	100	INV	03/09/2012	630.00	INSTALLED HOT WATER HE
86094	1893	ARCADIA DO-IT-BEST HARDWARE	A293576	100	INV	03/09/2012	6.50	KEY/KEY IDENTIFIERS
86095	2455	CENTURYLINK	MAR '12 312327915	100	INV	03/09/2012	85.90	ACCT #312327915
86096	2455	CENTURYLINK	MAR '12 311531065	100	INV	03/09/2012	49.25	ACCT #311531065
86097	2455	CENTURYLINK	MAR '12 311283718	100	INV	03/09/2012	34.25	ACCT #311283718
86098	2455	CENTURYLINK	MAR '12 311745767	100	INV	03/09/2012	140.91	ACCT #311745767
86099	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 OAK SHPP	100	INV	03/09/2012	84.33	77069-38912: 1301 E OA
86100	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 10TH SLS	100	INV	03/09/2012	34.06	36020-30979: 320 N 10T
86101	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 CYPRESS	100	INV	03/09/2012	103.06	26050-36983: 1312 E CY



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City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 17
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WARRANT: 20120301 03/09/2012 DUE DATE: 03/09/2012

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
86102	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 HODGES	100	INV	03/09/2012	671.46	84094-35982: 775 HODGE
86103	2511	BLUECROSS & BLUESHIELD OF F	92229443	100	INV	03/09/2012	455.80	H26916292: CLIFFORD G
86104	2511	BLUECROSS & BLUESHIELD OF F	92229358	100	INV	03/09/2012	612.40	H75497762: MARGARET WA
86105	2511	BLUECROSS & BLUESHIELD OF F	92229345	100	INV	03/09/2012	440.40	H92405142: DOYLE EDWAR
86106	2511	BLUECROSS & BLUESHIELD OF F	92229274	100	INV	03/09/2012	440.40	H22521438: BARBARA NIC
86107	2455	CENTURYLINK	MAR '12 311530374	100	INV	03/09/2012	408.90	ACCT #311530374
86108	2455	CENTURYLINK	MAR '12 312077636	100	INV	03/09/2012	621.96	ACCT #312077636
86109	2455	CENTURYLINK	MAR '12 312202177	100	INV	03/09/2012	133.78	ACCT #312202177
86110	2477	STATE OF FLORIDA	3G-6927	100	INV	03/09/2012	282.61	TELEPHONE SERVICE FOR F
86111	904	ELECTRONIC MAINT & COMMUNIC	939754	100	INV	03/09/2012	25.00	REPAIR
86112	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 TURNER	100	INV	03/09/2012	10.08	51929-54195: 185 NE TU
86113	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 WELL 5	100	INV	03/09/2012	778.25	97449-30943: OAK WELL
86114	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 WELL 4	100	INV	03/09/2012	435.26	97419-38964: 1422 NE O
86115	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 WELL 3	100	INV	03/09/2012	624.63	06970-39949: 1612 E CY
86116	1535	NAPA AUTO PARTS	183580	100	INV	03/09/2012	339.53	OIL/OIL FILTER/FUEL FI
86117	678	SANDERS COMPANY, INC	40461	100	INV	03/09/2012	425.00	CALIBRATED FLOW METERS
86118	678	SANDERS COMPANY, INC	40448	100	INV	03/09/2012	131.19	BATTERY UPOS BVUPS
86119	2638	TOSHIBA	2030111	100	INV	03/09/2012	227.13	CUSTOMER PO #23883
86120	248	USA BLUEBOOK	609152	100	INV	03/09/2012	192.72	PH TESTER
86121	248	USA BLUEBOOK	608147	100	INV	03/09/2012	267.48	BUFFER
86122	230045	WESTERN AUTO ASSOC STORE	10061587	100	INV	03/09/2012	13.75	UPS
86123	2474	ALLIED PORTABLES LLC	A-17394	100	INV	03/09/2012	140.00	WASTE REMOVAL POTABLE
86124	196	BUFFALO GRAFFIX	410706	100	INV	03/09/2012	27.44	ENBROIDERY
86125	2455	CENTURYLINK	MAR '12 311825967	100	INV	03/09/2012	84.08	ACCT #311825967
86126	2455	CENTURYLINK	MAR '12 312162858	100	INV	03/09/2012	35.03	ACCT #312162858



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City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 18
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WARRANT: 20120301 03/09/2012 DUE DATE: 03/09/2012

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
86127	2455	CENTURYLINK	MAR '12 312284684	100	INV	03/09/2012	260.00	ACCT #312284684
86128	2455	CENTURYLINK	MAR '12 312119325	100	INV	03/09/2012	276.04	ACCT #312119325
86129	2455	CENTURYLINK	MAR '12 312243494	100	INV	03/09/2012	260.00	ACCT #312243494
86130	2455	CENTURYLINK	MAR '12 312161469	100	INV	03/09/2012	107.80	ACCT #312161469
86131	2455	CENTURYLINK	MAR '12 311452041	100	INV	03/09/2012	60.29	ACCT #311452041
86132	2004	CENTRAL FIRE	48926	100	INV	03/09/2012	123.55	ANNUAL EXTINGUISHER/RE
86133	2004	CENTRAL FIRE	48925	100	INV	03/09/2012	49.00	ANNUAL EXTINGUISHER/IN
86134	2004	CENTRAL FIRE	48960	100	INV	03/09/2012	65.20	ANNUAL MAINT
86135	2658	CINTAS DOCUMENT MANAGEMENT	DD69048340	100	INV	03/09/2012	135.00	SHRED DOCUMENTS
86136	10030	W & S ENTERPRISE ACCOUNT	62008	100	INV	03/09/2012	107.10	ACCT #1070554200
86137	10030	W & S ENTERPRISE ACCOUNT	61879	100	INV	03/09/2012	79.54	ACCT #1050589700
86138	10030	W & S ENTERPRISE ACCOUNT	61860	100	INV	03/09/2012	25.20	ACCT #1050583500
86139	10030	W & S ENTERPRISE ACCOUNT	61859	100	INV	03/09/2012	25.20	ACCT #1050582900
86140	10030	W & S ENTERPRISE ACCOUNT	62007	100	INV	03/09/2012	100.80	ACCT #1070554000
86141	10030	W & S ENTERPRISE ACCOUNT	62093	100	INV	03/09/2012	305.26	ACCT #1070631500
86142	10030	W & S ENTERPRISE ACCOUNT	62086	100	INV	03/09/2012	75.36	ACCT #1070622400
86143	10030	W & S ENTERPRISE ACCOUNT	62087	100	INV	03/09/2012	566.28	ACCT #1070622600
86145	2141	DISH NETWORK	MARCH 2012	100	INV	03/09/2012	72.00	8255707080524833
86146	60020	FENDER AUTO PARTS	32296	100	INV	03/09/2012	19.94	MIRROR HEAD
86147	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 OAK SCHL	100	INV	03/09/2012	8.03	40006-94473: 607 E OAK
86148	2665	FLORIDA TURFGRASS ASSOCIAT	RENEWAL 2012	100	INV	03/09/2012	190.00	MEMBERSHIP 2012
86149	2211	GRIMES GOBEL GRIMES HAWKINS	44	100	INV	03/09/2012	3,059.55	CLIENT NO. 25022-00M
86150	80075	HOME OWNERS SUPPLY	218534	100	INV	03/09/2012	1.19	SWITCH
86151	80075	HOME OWNERS SUPPLY	218531	100	INV	03/09/2012	12.01	BULB/BALLAST
86152	80075	HOME OWNERS SUPPLY	218529	100	INV	03/09/2012	35.98	BULB



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City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 5
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WARRANT: 20120302 03/13/2012 DUE DATE: 03/13/2012

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
86042	10030	W & S ENTERPRISE ACCOUNT	61012	100	INV	03/09/2012	37.80	ACCT #4230114700
86043	60020	FENDER AUTO PARTS	31790	100	INV	03/09/2012	86.82	PARTS FOR TRACTOR
86044	80075	HOME OWNERS SUPPLY	218291	100	INV	03/09/2012	130.95	GRADE STAKES/BINDER/SP
86045	1535	NAPA AUTO PARTS	183390	100	INV	03/09/2012	17.69	BELT
86046	1405	THE SUN	AVIATION DAY ADS	100	INV	03/09/2012	1,863.08	AVIATION DAY 2012 - AC
86086	1484	ADVANCE COMMERCIAL CHARGE A	9127201773874	100	INV	03/09/2012	3.68	OIL FILTER
86087	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 AIRPORT	100	INV	03/09/2012	109.49	03130-38937: SE AIRPOR
86088	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 SE AIRPO	100	INV	03/09/2012	21.60	03080-31905: SE AIRPOR
86089	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 HANGAR	100	INV	03/09/2012	148.08	03160-30915: SE AIRPOR
86090	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 BEACON	100	INV	03/09/2012	31.71	32291-29311: BEACON LI
86091	60090	FLORIDA POWER & LIGHT	JAN/FEB '12 HANGAR 3	100	INV	03/09/2012	26.91	57004-27361: HANGAR 3
WARRANT TOTAL							2,477.81	

** END OF REPORT - Generated by Amanda Albritton-Horkey **



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City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 11
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WARRANT: 20120303 03/16/2012 DUE DATE: 03/16/2012

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
86161	2125	ANIMAL ARK	49901	100	INV	03/16/2012	352.00	ER VISIT FOR RENO.
86163	10175	ARCADIA ELECTRIC CO	15676	100	INV	03/16/2012	482.50	SERVICE
86164	1963	BV OIL COMPANY, INC	03-516574	100	INV	03/16/2012	1,234.95	DIESEL/FUEL
86165	2455	CENTURYLINK	MAR '12 311035269	100	INV	03/16/2012	183.83	ACCT #311035269
86166	2455	CENTURYLINK	MAR '12 311741457	100	INV	03/16/2012	130.00	ACCT #311741457
86167	2455	CENTURYLINK	MAR '12 312079108	100	INV	03/16/2012	343.12	ACCT #312079108
86168	2455	CENTURYLINK	MAR '12 311035396	100	INV	03/16/2012	34.25	ACCT #311035396
86169	2455	CENTURYLINK	MAR '12 311156985	100	INV	03/16/2012	130.00	ACCT #311156985
86170	2455	CENTURYLINK	MAR '12 312159680	100	INV	03/16/2012	228.00	ACCT #312159680
86171	10030	W & S ENTERPRISE ACCOUNT	61286	100	INV	03/16/2012	101.34	ACCT #1010000100
86172	1451	DESOTO AUTO MALL	12421	100	INV	03/16/2012	120.07	AA RUN ASY/AB LEVER
86173	40060	DESOTO CNTY BOARD OF	FIRE INSP-GOLF 2012	100	INV	03/16/2012	80.00	BASE FEE FOR INSPECTIO
86174	431	FLORIDA DEPARTMENT OF LAW E	317446	100	INV	03/16/2012	144.00	CUSTOMER NO. 31164
86175	431	FLORIDA DEPARTMENT OF LAW E	321441	100	INV	03/16/2012	144.00	CUSTOMER NO. 31164
86176	1359	DGG TASER	INV0000047702	100	INV	03/16/2012	2,720.65	TASERS
86177	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 ARC CONS	100	INV	03/16/2012	22.18	86913-31980: 948 N ARC
86178	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 ARC PKG	100	INV	03/16/2012	21.47	86903-33953: 948 N ARC
86179	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 TENNIS C	100	INV	03/16/2012	106.50	86833-32970: 400 VIRGI
86180	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 SPEER CT	100	INV	03/16/2012	19.62	86753-33960: 400 VIRGI
86181	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 WEST FLD	100	INV	03/16/2012	7.42	79406-02274: 400 VIRGI
86183	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 ARC LL	100	INV	03/16/2012	30.71	59153-15104: 948 N ARC
86184	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 EAST FLD	100	INV	03/16/2012	7.42	13266-99236: 400 VIRGI
86185	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 VIR STOR	100	INV	03/16/2012	10.17	11873-76494: 400 VIRGI
86186	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 ARC LTS	100	INV	03/16/2012	17.70	98315-85519: 948 N ARC
86187	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 NE FIELD	100	INV	03/16/2012	17.70	86893-35928: 948 N ARC



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City of Arcadia, FL - ** LIVE **
WARRANT LIST BY VOUCHER

PG 13
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VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
WARRANT:	20120303	03/16/2012						DUE DATE: 03/16/2012
86216	200075	TOTAL PEST CONTROL OF	838017	100	INV	03/16/2012	30.00	PEST CONTROL
86217	2583	CENTRAL FLORIDA RPC	1011 10192	100	INV	03/16/2012	7,500.00	PLANNING ADVISORY SVCS
86218	1017	FLORIDA DEPARTMENT OF REVEN	FEB 2012 SALES TAX	100	INV	03/16/2012	3,757.81	CERTIFICATE #24-801248
86219	10140	ALERT PLUMBING SERVICE, INC	055189	100	INV	03/16/2012	120.00	TREE OF KNOWLEDGE WOME
86220	2004	CENTRAL FIRE	49008	100	INV	03/16/2012	37.00	ANNUAL MAINT FIRE EXTI
86221	2455	CENTURYLINK	MAR '12_311367811	100	INV	03/16/2012	258.89	ACCT #311367811
86222	2455	CENTURYLINK	MAR '12_311032795	100	INV	03/16/2012	149.48	ACCT #311032795
86223	10030	W & S ENTERPRISE ACCOUNT	62088	100	INV	03/16/2012	50.70	ACCT #1070625900
86224	2464	EXPRESS MOWER LLC	0068802	100	INV	03/16/2012	278.00	BLADE
86225	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 VOLUSIA	100	INV	03/16/2012	9.78	86639-39968: 16 S VOLU
86226	60090	FLORIDA POWER & LIGHT	FEB/MAR '12 SHFFLBRD	100	INV	03/16/2012	7.42	86589-32937: 12 S BREV
86227	2080	KLENECORP	3140	100	INV	03/16/2012	340.00	SERVICE
86228	80125	LOU'S HYDRAULIC SALES & SER	4645A	100	INV	03/16/2012	52.88	FITTINGS
86229	190090	SMITH'S RANCH & GARDEN, INC	101028793	100	INV	03/16/2012	19.98	CHAINS AW BAR OIL
86230	190090	SMITH'S RANCH & GARDEN, INC	102037765	100	INV	03/16/2012	19.95	CABLE TIES/STAPLES/DRI
86234	106	BOWLING GREEN SMALL ENGINE	15150	100	INV	03/16/2012	95.62	FILTERS
86235	80075	HOME OWNERS SUPPLY	218939	100	INV	03/16/2012	169.99	DRILL
86236	2080	KLENECORP	3139	100	INV	03/16/2012	479.50	COMPUTER REPAIR
86237	172	MCGEE TIRE STORES	L-149506	100	INV	03/16/2012	268.24	TIRES
86239	1405	THE SUN	2709156	100	INV	03/16/2012	50.92	AD
86240	2166	COCA-COLA ENTERPRISE BOTTLI	0733180009	100	INV	03/16/2012	317.35	BEVERAGES FOR PRO SHOP
WARRANT TOTAL							28,220.50	

** END OF REPORT - Generated by Amanda Albritton-Horkey **

CITY OF ARCADIA
ARCADIA MOBILE HOME PARK

MONTHLY REPORT

FEBRUARY 2012

80 MOBILE HOME SPACES OCCUPIED
5 MOBILE HOME SPACES VACANT
27 TRAVEL TRAILER SPACES OCCUPIED
25 TRAVEL TRAILER SPACES VACANT
3 MOBILE HOME PURCHASE APPLICATIONS

REMARKS: Lots 11 & 12 Michigan, 70 Arizona and 14 Texas are vacant MH lots; and 44 Oregon is empty and in probate (owner passed away in Feb, 2011). In February we had 24 RV lots filled for the entire month and 3 RV lots filled for 2 weeks. We should have 25 RV lots filled in March, with at least one lot be rented for the Rodeo March 9-11. The mobile homes at 49 Oregon, 51 Oregon and 1 Delaware changed hands during the month of February. There are currently 10 mobile homes for sale in the park.

IMPROVEMENTS:

MAINTENANCE:

RECOMMENDATIONS:

FEB 2012

NAME	#	RENT	NOV	DATE	DEC	DATE	JAN	DATE	FEB	DATE
				PAID		PAID		PAID		PAID
ABALOS	51	165							X	3-Feb
ALLEN	5	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
ANDERSON	90	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
ARSENAULT	71	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
ATKINS	68	171	X	3-Nov	X	22-Dec	X	3-Jan	X	10-Feb
BARNETT	2	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
BARTHOLOMEW	56	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
BAXLEY	66A	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
BECKETT	52	165	X	10-Nov	X	9-Dec	X	9-Jan	X	3-Feb
BEDELL	96	171	X	7-Nov	X	13-Dec	X	9-Jan	X	7-Feb
BEECHER	1	165	X	10-Nov	X	6-Dec	X	5-Jan	X	13-Feb
BENNETT	49	165							X	3-Feb
BROOKS	20	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
BURMEISTER	72A	171	X	7-Nov	X	5-Dec	X	3-Jan	X	3-Feb
CARTER	83B	171	X	4-Nov	X	3-Jan	X	3-Jan	X	3-Feb
CASEY	21	165	X	3-Nov	X	5-Dec	X	9-Jan	X	3-Feb
CLEMENS	86	171	X	28-Jul	X	28-Jul	X	26-Sep	X	26-Sep
COOK	92	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
DAVID	19	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
DONALDSON	88	171	X	5-Apr	X	5-Apr	X	3-Jan	X	3-Feb
DORT	60	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
DYAL	83A	171	X	7-Nov	X	5-Dec	X	3-Jan	X	3-Feb
ERICKSON	86A	165	X	3-Nov	X	28-Nov	X	3-Jan	X	30-Jan
EWELL	46	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
FLOYD	28	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
FRAKES	15	165	X	10-Nov	X	9-Jan	X	9-Jan	X	21-Feb
GALICIA	29	165	X	8-Nov	X	3-Jan	X	3-Jan	X	3-Feb
GALLAGHER	77	171	X	3-Nov	X	8-Dec	X	3-Jan	X	3-Feb
GALLIMORE	55	165	X	17-Oct	X	22-Dec	X	22-Dec		
GRAMLING	85	171	X	10-Nov	X	15-Dec	X	13-Jan	X	9-Feb
GRUESBECK	77A	171	X	1-Nov	X	28-Nov	X	3-Jan	X	3-Feb
HART	39	165	X	4-Nov	X	5-Dec	X	3-Jan	X	3-Feb
HEADY	16/86	336	X	1-Nov	X	15-Dec	X	28-Dec	X	2-Feb
HINSON	72	171	X	3-Nov	X	5-Dec	X	3-Jan	X	9-Feb
HOCK	66B	171	X	14-Nov	X	3-Jan	X	6-Jan	X	10-Feb
HOLDER	32	165	X	7-Nov	X	9-Dec	X	9-Jan	X	6-Feb
ISHLER	84	171	X	7-Nov	X	13-Dec	X	31-Jan		
JOHNSON	65A	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
KESSINGER	20	165	X	3-Nov	X	8-Dec	X	3-Jan	X	3-Feb
KING	45	165	X	7-Nov	X	5-Dec	X	3-Jan	X	3-Feb
KLAMUT	66	171	X	3-Nov	X	5-Dec	X	29-Dec	X	29-Dec
KNICKERBOCKER	30	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
LABOCKI	88	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
LAFONTAINE	24	165	X	1-Nov	X	29-Nov	X	5-Jan	X	2-Feb
LOLLEY	37	165	X	3-Nov	X	8-Dec	X	3-Jan	X	7-Feb

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FEB 2012

NAME	#	RENT	NOV	DATE	DEC	DATE	JAN	DATE	FEB	DATE
LORENZ	81	171	X	4-Nov	X	20-Dec	X	5-Jan	X	6-Feb
MADRUENU	50	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
MAIN	1	165								
MARTIN	23	165	X	3-Nov	X	6-Dec	X	5-Jan	X	31-Jan
MAST	62	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
MAY	25	165	X	3-Nov	X	13-Dec	X	14-Feb	X	2/14+\$37
MOSHKOVSKI	78	171	X	24-Oct	X	5-Dec	X	3-Jan	X	3-Feb
MOULTON	64	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
MURPHY/SMITH	84	171	X	4-Oct	X	4-Oct	X	4-Oct	X	14-Feb
NORTH	9	165	X	1-Nov	X	5-Dec	X	29-Dec	X	3-Feb
ORLANDO	87A	171	X	7-Nov	X	9-Dec	X	5-Jan	X	7-Feb
PERRY	83	171	X	8-Nov	X	8-Nov	X	9-Jan	X	9-Jan
POLAN	54	165	X	3-Nov	X	3-Nov	X	3-Jan	X	3-Jan
POOLE	16	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
RAMSEY	27	165	X	18-Nov	X	27-Dec	X	20-Jan	X	21-Feb
RANSOM	63	171	X	27-Oct	X	5-Dec	X	31-Jan	X	31-Jan
REESE	61	171	X	3-Nov	X	8-Dec	X	13-Jan	X	3-Feb
REESE/SIMMONS	74	171	X	22-Nov	X	22-Dec	X	23-Jan	X	23-Feb
REEVES	44	DECEASED								
RICKER	89	171	X	8-Nov	X	9-Dec	X	9-Jan	X	6-Feb
RIVERA	7	165	X	27-Oct	X	22-Nov	X	20-Dec	X	31-Jan
ROGERS	18	171	X	3-Nov	X	9-Dec	X	3-Jan	X	3-Feb
ROWELL	88	171	X	4-Oct	X	4-Oct	X	3-Jan	X	3-Jan
SHAFFER	22	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
SLIPKA	65B	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
SPENCER	85	171	X	3-Nov	X	5-Dec	X	3-Jan	X	17-Feb
STEINBERG	73	171	X	28-Nov	X	23-Jan	X	26-Jan	X	27-Feb
STORMS	17	165	X	7-Nov	X	9-Dec	X	6-Jan	X	31-Jan
TAYLOR	31	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
TWORK	12	171	X	11/04/10	X	11/04/10	X	3-Nov	X	3-Nov
WARSKOW	94	171	X	4-Nov	X	9-Dec	X	6-Jan	X	3-Feb
S WILLIAMS	90	171	X	7-Nov	X	5-Dec	X	3-Jan	X	7-Feb
R WILSON	36	165	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
WILT	65	171	X	3-Nov	X	5-Dec	X	3-Jan	X	3-Feb
WINKLE	38	165	X	27-Sep	X	27-Sep	X	3-Jan	X	3-Jan
WOOLLEY	34	165	X	1-Nov	X	9-Dec	X	3-Jan	X	3-Feb
		13452								

ITEM # 4

Air - Cadia

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

FLOWAGE AND HANGER RENT REPORT FEBRUARY 2012

<i>Aviation Fuel</i>	<i>512.6 GALLONS @ \$0.01/ga</i>	\$	5.12
<i>Lubrication oil</i>	<i>0.00 Gallons.04/gal</i>	\$.00
<i>Tiedown Fee</i>	<i>67.50/50%</i>	\$	33.75
<i>BLDG F</i>	<i>900.00/90%</i>	\$	810.00
<i>T-hangers</i>	<i>4000.00/90%</i>	\$	3,600.00
<i>Late Fee</i>	<i>50.00/90%</i>		45.00
<i>This month 20 of the 20 hangers rented-Building A and B</i>			
<i>3 of the 3 hangers rented-Building F</i>			
Total due City for FEBRUARY 2012			\$4,493.87
<i>Paid Check # <u>2467</u></i>			

ITEM # 5



City of Arcadia SPECIAL EVENT PERMIT APPLICATION

Date Submitted: 3/8/12
 Event Name Music in the Park
 Event Location McSwain Park
 Date(s) of Event 3/31/12 Hours of Event 5:30p to 7:30p
 Expected Attendance 100
 Event Sponsor DeSoto County H.S. Non-Profit? YES NO
 Description of Event The high school band will perform for the community.

Contact Person Luis Alvarez Telephone (941) 204-9066
 Fax # 963-494-7867 Email luis.alvarez@desoto.k12.fl.us
 Insurance Carrier Has been Faxed

Insurance Agent _____ Agent's Phone _____

- | | | |
|--------------------------|---|--|
| 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 checked="" type="checkbox"/> NO |
| Carnival Rides? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| Wildlife? | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| Fireworks? | <input type="checkbox"/> YES | <input checked="" 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: Between courthouse & Chamber of Comm. building

Other Pertinent Information: _____

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

Received by: _____	Date: <u> </u> / <u> </u> / <u> </u>
City Marshal <u> </u> <u> </u> Approved	<u> </u> Disapproved
City Administrator <u> </u> <u> </u> Approved	<u> </u> Disapproved
City Council <u> </u> <u> </u> Approved	<u> </u> Disapproved

INDEMNIFICATION & HOLD HARMLESS

I, Luis Alvarez, as Band Director of
DeSoto County H.S., do hereby agree to hold the City of Arcadia,
(Printed Name) (Title or Other Name)
(Club, organization, group, etc)

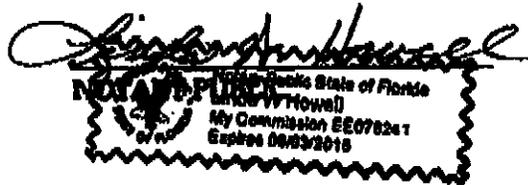
its agents and employees, harmless and indemnify same from any civil actions or claims of any
nature made in connection with the event known as the Music in the Parks to
(Name of Event)
be held at McSwain Park on March 21, 2012
(Location) (Date)

By: [Signature]
(Signature)
Printed Name: Luis Alvarez
Entity Name: DeSoto County H.S.
Its: _____
Date: March 8, 2012

STATE OF FLORIDA
COUNTY OF DeSoto

Sworn to and subscribed before me this 8 day of March, 2012, by
Luis Alvarez, as Band Director of DeSoto County H.S.,
who is personally known to me or [] has produced _____ as identification.

(SBAI)



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 Permt 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

Luis Alvarez

 PRINTED Name of Above

3/8/12

 Date

941-204-9066

 Contact Phone #

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.

Janice M. Mares
Signature of Applicant/Event Sponsor

Janice M. Mares
PRINTED Name of Above

3/5/12
Date

993-4700 x2294
Contact Phone #

TOPK
3/5/12



City of Arcadia SPECIAL EVENT PERMIT APPLICATION

Date Submitted: 3-5-12
 Event Name: Extending the Vision Reaching every victim
 Event Location: McSwain Park
 Date(s) of Event: 4-29-12 Hours of Event: 10-12pm
 Expected Attendance: Unknown
 Event Sponsor: Victim's Advocates Non-Profit? YES NO
 Description of Event: National Crime Victims Rights week April 22-28 2012 - Inviting different agencies to attend and extend information to victims and general public
 Contact Person: Janice Mares Telephone: (863) 993-4700 x 2294
 Fax #: 863-993-4766 Email: jmares@desotosheriff.org
 Insurance Carrier: Through the Desoto Board of County Commissioners
 Insurance Agent: _____ Agent's Phone: _____

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

If Yes, please specify locations: _____

Other Pertinent Information: _____

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

Received by: V. HAAS Date: 3/5/12
 City Marshal Wiel Approved _____ Disapproved _____
 City Administrator _____ Approved _____ Disapproved _____
 City Council _____ Approved _____ Disapproved _____

INDEMNIFICATION & HOLD HARMLESS

I, Janice Mares (Printed Name), as Victims Advocate (Title or Office Held) of DeSoto County Sheriff's Office (Club, organization, group, etc) 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 Victims Luncheon (Name of Event) to be held at McSwain Park (Location) on 4/28/12 (Date).

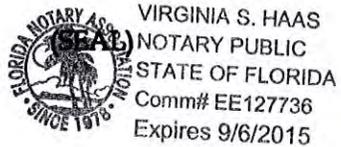
By: Janice Mares (Signature)
Printed Name: Janice Mares
Entity Name: DeSoto County Sheriff/OAG
Its: _____
Date: 3/5/12

STATE OF FLORIDA

COUNTY OF DeSOTA

Sworn to and subscribed before me this 5th day of MARCH, 2012, by Janice MARES, as Victims Adv. of DeSOTA Co. Sheriff's office who is personally known to me or has produced _____ as identification.

Virginia S. Haas
NOTARY PUBLIC



John C. Super
7692 SW Albritton Street
Arcadia, FL 34266
863-494-1627

February 21, 2012

City Council
City of Arcadia
23 North Polk Avenue
Arcadia, FL 34266

Re: Request for Street Closing

To Whom it May Concern,

On behalf of the Monthly Car Show, I am requesting closure of Oak Street between Polk and Monroe between 4:00 PM and 8:00 PM on the following dates:

Friday, April 13, 2012
Friday, May 11, 2012
Friday, June 8, 2012

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in black ink that reads "John Super". The signature is written in a cursive style with a large, looped initial "J".

John Super



MEMO

To: Honorable Mayor and City Council Members

From: Chair Vince Sica, Charter Review Advisory Committee

Date: March 14, 2012

Subject: City Charter Review Recommendations

Per Resolution Number 2011-20 the Charter Advisory Review Committee submits the following recommended amendments to the City Charter. The minutes are also attached for your review.

1. Amend title of City Recorder to City Clerk with list of general duties. (Article II, Section 8 references Ordinance No. 817)
2. Amend City Election dates to even years to coincide with National, State and County Election dates. (Article II, Section 11)
3. City Council term limits – 4 year term with 2 consecutive terms maximum. (Article II, Section 11)
4. Amend Elected Marshal to Appointed Police Chief by City Council and require qualifications include experience as qualified Police Officer. (Article V, Section 28)
5. Add Section to Article IX specifying Code Enforcement powers, duties and policies of the City Council or its appointees.
6. Add new Article or Section to Charter which defines form of government as Council-Manager with rotational ceremonial Mayor.
7. Add new Section to Charter defining the duties of the City Manager and Finance Director.
8. Clarify precinct locations – see Section 46-4 Voting Precincts.

If you have any questions, please do not hesitate to contact me at your earliest convenience.

**MINUTES
CHARTER REVIEW ADVISORY COMMITTEE
CITY OF ARCADIA
TUESDAY, DECEMBER 15, 2011
4:00 PM**

CALL TO ORDER

The meeting was called to order at approximately 4:00 PM with the following members and staff present:

COMMITTEE MEMBERS

Lewis Ambler
Ann Pepper
Martha Craven (Arrived at 4:15 p.m.)

Presenter and City Staff

City Recorder Virginia Haas
Lynn Tipton, Florida League of Cities

1. Selection of Chair and Vice Chair

The Committee agreed to postpone the selection of Chair and Vice Chair until the next meeting when more members were present.

PRESENTATION

**2. Charter Review Power Point Presentation
Lynn Tipton, Florida League of Cities, Inc.**

Ms. Lynn Tipton, Florida League of Cities, presented a thorough power point presentation concerning Municipal Charter Reviews. She began with explaining that cities, towns and villages are all municipal and powers are the same as per the Florida Constitution Article VIII, Section 2. She noted that every municipality in Florida has a charter however this is not the case in all states. She continued that there are currently 410 active municipalities as of 2011.

Ms. Tipton explained that a municipal Charter focuses on 1) The legislative body: size, term, details 2) Form of Government: powers; chain of command 3) Frame of Organization – but not details (this is contained in adopted policies and ordinances and 4) Amendment process.

Ms. Tipton reviewed that the legislative body is either a Council or Commission which is fairly interchangeable in Florida and ranges anywhere in size from 3 to 19 members and staggered terms is the most common. Term lengths are fairly well split between 2, 3, and 4 years. She reviewed types of Councils/Commissions: 1) All at-large is usually a rotational Mayor/Chair but can also be a directly-elected Mayor. 2) Single-member district typically has at-large Mayor/Chair seat. 3) Seated but at-large: reside within an area, but all voters elect the full council (ward, seat number) 4) Mixed: some seats

single-member district and some are at large; Mayor's election can vary and she noted that not every City has a Mayor; some use a Chair or President.

In regards to term limits, according to an informal survey of 300+ responses: less than half of the Cities have a limit on number of terms and this is because with elected officials being "volunteer" in many cities there is no desire for limits.

She then reviewed various forms of government: 1) Mayor-Council: no centralized administrative position; power of Mayor can scale from "weak" to "strong" (ex. Jacksonville, Tampa for "strong") 2) Commission: has largely gone away as each Commissioner runs 1 or more departments and selects all staff (ex. South Pasadena) 3) Council-Manager is the most prevalent in Florida and the United States. 4) Hybrid: about 5 in Florida that are usually a mix of Mayor-Council with varying Mayor/Chair powers.

She reported additional information regarding the Council-Manager form of government: the Mayor/Chair position can rotate; be elected at large, or elected from among the Council. The key City Manager elements are: Manager is defined in the Charter, the Manager hires/fires all positions, prepares budgets and recommends policies.

Ms. Tipton reviewed the Florida Forms of government survey results. 1) Council-Weak Mayor was original form of municipal government in the United States brought over from the British system there are currently +/- 100 Cities utilizing this form of government. 2) Council-Strong Mayor: Mayor is usually non-voting and there is a full-time administrator. There are currently +/- 30 Cities utilizing this form of government. 3) Commission form of Government is currently utilized by less than 5 Municipalities. 4) Council-Manager or Commission-Manager is utilized between 260-270 Municipalities. 5) Hybrid form is used by only about 5 Cities.

She continued that Charter reviews occur in different manners and timelines. Some Cities charter reviews are left to the Council to determine. Some Cities the Citizens request the Charter Review and some Cities set calendar dates of 3, 5, 10 or 15 years. Most elements of a Charter change require referendum for amendment. Ms. Tipton encouraged Citizen Participation through public meetings. Typically the Charter Review Committee sends a report to the City Council which can include a public workshop and/or period of public comment. Town Hall meetings are typical when large scale changes to the Charter are proposed often conducted by a facilitator. She concluded that surveys are popular when proposing large-scale changes to the Charter.

Ms. Tipton listed some top Charter resources to include peer cities for review with similar population, geography and scope of city services. She recommended the Model City Charter, which was provided to the members present by the City Recorder and lastly the Municipal Code Corporation key word search for specific issues.

She passed out a peer city review comparison listing which included 8 cities with their population, form of government, size of Council/Commission and notes as to term limits and how the Mayor's position is filled.

NEW BUSINESS

3. Review of Resolution No. 2011-20

Ms. Haas stated there was a copy provided in the packet of Resolution No. 2011-20 for the Committee's review.

4. Directives from City Council on Charter Review

Ms. Haas reported that the City Council created the Charter Review Advisory Committee to conduct a comprehensive review of the City's Charter and to make recommendations for amendments thereto to the City council. Such recommendations may include the rescission of any current provision, the revisions of any current provision, and/or the adoption of any new provisions. Such recommendations shall be made no later than April 30, 2012.

5. Sample Charters from Peer Cities

Ms. Haas reported that she has sample Charters from peer cities available and one recently adopted Charter from the City of Frostproof was included in the packet.

6. Model City Charter and Guide for Charter Commissions

Ms. Haas provided the Model City Charter and Guide for Charter Commissions to the members present at the meeting.

7. Set Date for Next Charter Review Board Meeting

The next Charter Review Advisory Board Meeting was scheduled for Wednesday, January 18, 2012 at 4 p.m.

COMMENTS FROM BOARD MEMBERS

ADJOURN

Having no further business, the workshop was adjourned at 5:30 PM.

APPROVED THIS ___ DAY OF _____ 2012.

By:

Chairperson

ATTEST:

Virginia S. Haas, CMC
City Recorder

Municipal Charter Review

City of Arcadia
December 15, 2011
Lynn Tipton, Florida League of Cities

Municipal Governments in FL

- Cities, towns and villages – all municipal
- All powers are the same – FL Constitution Article VIII, Section 2
- Every municipality has a charter in FL – not true of all states
- 410 active municipalities as of 2011; one inactive (pending dissolution #411)

Charter Contents

- Focus on Legislative Body: size, terms, details
- Form of Government: powers; chain of command
- Frame of Organization – but not details (that is for policies, ordinances)
- Amendment process

Legislative Body

- Council or Commission: fairly interchangeable in FL
- Range in sizes: from 3 to 19
- Non-partisan by tradition
- Staggered terms is most common
- Term lengths: fairly well split between 2, 3 and 4 years

Types of Councils/Commissions

- All at-large: usually a rotational mayor/chair but can also be directly-elected mayor
- Single-member district: usually has at-large mayor/chair seat, too
- Seated but at-large: reside within an area, but all voters elect the full council (ward, seat number)
- Mixed: some seats SMD and some AL; mayor's election can vary
- Not every city has a mayor; some use chair or president

Term Limits

- Informal survey of 300+ responses: less than half have a limit on number of terms
- With elected officials being 'volunteer' in many cities - have not desired limits
- Increased with implementation of state and a few county term limits in 1990s

Forms of Government

- Mayor-Council: no centralized administrative position; power of mayor on scale from 'weak' to 'strong' (ex.: Jacksonville, Tampa for 'strong')
- Commission: has largely gone away; each commissioner runs 1 or more depts and selects all staff (ex.: South Pasadena)
- Council-Manager: most prevalent in FL and in U.S.

More on Forms:

- Hybrid - about 5 in FL defy categorization; usually a mix of M-C with varying mayor/chair powers
- More on Council-Manager: mayor/chair position can rotate, be elected at large, or elected from among the council
- Key C-M elements: Manager defined in charter; Manager hires/fires all positions, prepares budgets, recommends policies

Florida Forms Summary

- Council-Weak Mayor: original form in U.S., brought over from British system +/- 100
- Council-Strong Mayor: mayor usually non-voting and full-time administrator +/- 30
- Commission: less than 5
- Council-Manager or Commission-Manager: between 260 and 270
- Hybrid: about 5

Charter Reviews

- Some cities: left to council to determine how often
- Some cities: citizen request process
- Some cities: set calendar of 3, 5, 10 or 15 years
- Most elements require referendum for amendment

Citizen Participation

- Charter Review Committee – varies as to who serves
- Charter Meetings – public
- Charter report from the Committee – usually heard by full city council; can include public workshop and/or period of public comment
- ‘Town Hall’ Meeting – popular when large-scale changes to charter are proposed; often use facilitator
- Surveys – popular with large-scale changes

Charter Resources

- Use peer cities for reviews within FL (similar population, geography, scope of city services)
- *Model City Charter*, prepared by the National Civic League; good resource but not perfect – doesn’t speak to FL-specific issues. Order at www.ncl.org
- Municipal Code Corporation: key word search for specific issues

Arcadia Comparisons

Municipality (County)	Population	Form of Govt	Size Co.	Notes on Council
Avon Park (Highlands)	8,836	C-M	5	3-yr terms; all AL; mayor AL
Milton (Santa Rosa)	8,826	C-M	9	4-yr terms; ward seats w/AL; Mayor tie vote only
Groveland (Lake)	8,729	C-M	5	2-yr terms; 4 seats w/AL; Mayor also AL
Brooksville (Hernando)	7,719	C-M	5	4-yr term; 2 term max; elect M and VM from within
ARCADIA (DeSoto)	7,637	C-M	5	4-yr term; AL; M elected from within
Inverness (Citrus)	7,210	C-M	5	4-yr terms; AL; M non-vote w/Veto; CP runs mtgs
Clewiston (Hendry)	7,155	C-M	5	elect M w/in; 2 high vote = 4 yr; other 2 yr terms
Perry (Taylor)	7,017	C-M	5	4-yr term; SMD for 5 seats; select M from within
Live Oak (Suwannee)	6,888	C-M	6	4-yr terms; SMD; Mayor AL and tie vote only

**MINUTES
CHARTER REVIEW ADVISORY COMMITTEE
CITY OF ARCADIA
WEDNESDAY, JANUARY 18, 2012
4:00 PM**

1. Call to Order, Roll Call

The meeting was called to order at approximately 4:00 PM with the following members and staff present:

COMMITTEE MEMBERS

Lewis Ambler
Ann Pepper
Martha Craven

Charles Conklin
Jammarius Bing

MEMBERS ABSENT

Vincent Sica
Dr. Roosevelt Johnson

STAFF PRESENT

Virginia S. Haas, City Recorder
Margaret Way, Liason

2. Selection of Chair and Vice Chair

Mr. Jammarius Bing nominated Mr. Vince Sica as Chair and Mrs. Ann Pepper as Vice Chair. The motion was seconded by Mr. Lew Ambler. The motion carried 5-0.

Mr. Ambler requested his address to be changed to reflect his P.O. Box.

3. Approval of December 15, 2011 Minutes

This item was not addressed and will be approved at the next scheduled meeting.

NEW BUSINESS

4. Introduction of Current and New Board Members

The City Recorder introduced newly appointed members Mr. Charles Conklin and Mr. Jammarius Bing.

5. Report from City Recorder – Items for review in the Charter

Form of Government – not clarified in the Charter. Ms. Haas reported although we are listed as a Council/Manager form of Government by the Florida League of Cities it is not addressed in the City Charter.

- a. City Administrator versus City Manager and City Recorder Versus City Clerk Titles

Ms. Haas reported that the titles of the City Administrator and City Recorder can be discussed as they are reviewed within the Charter.

b. Elected Marshal versus Appointed Police Chief

The Committee discussed that this issue was approached at least three times in the past by referendum and the Appointed Police Chief approach failed. Ms. Lynn Tipton previously pointed out that only one other City in Florida still had an Elected Marshal.

c. Term Limits of City Council

The Committee briefly discussed term limits ranging from eight to twelve year term limits. The City Recorder reported a non scientific poll from the web site indicating favorability for City Council term limits.

d. Timing of Elections

The Committee discussed the low turn out at the last City Election. The City Council voiced favor in changing elections to even years to coincide with State and County elections to increase voter turnout.

6. Review and Recommendations of City Charter Articles I through III

The Committee then began review of the City Charter beginning with Article 1, Sections 1-7. The Committee asked to review Ordinance No. 817 for the next meeting.

Discussion began regarding Section 11 Elections and Terms. Mrs. Pepper recalled that Mr. Mark Negley, Supervisor of Elections, was at a previous Council Meeting and he reported to Council that he would need time to train the poll workers other than that it would be up to the City Council at which time they would like to hold their City Elections. Mrs. Craven voiced that she would be in favor of a City Council term limit totaling eight years which would be two-four year terms. Mr. Ambler voiced that with term limits it would be difficult to get qualified people to run. Mrs. Pepper voiced that she would be in favor of a twelve year term limit. Mrs. Craven inputted that City Council Members are to serve the Citizens and not to expect to retire on the City's funding. Mr. Conklin inputted that the City needs to grow and change and avoid being the "good old boy network". Mr. Bing explained that you must be known in the community to run and agreed with the eight year term limit. Mrs. Craven agreed and stated that it is difficult to beat an incumbent.

Mr. Ambler asked if the Committee could establish, with the help of the City Attorney, what can be changed through Ordinance and what must go to referendum for vote of the people. There was discussion around what Council Members might be affected by the change to even numbered election years.

There was some discussion about Section 13 and the effects of a rotational Mayor. Mrs. Pepper referenced the City of Frostproof Charter that added verbiage addressing "extraordinary vacancies."

The Committee asked if the City Recorder could consult with the City Attorney regarding what policy or procedure allows for Council Members to attend via telephone and what is the legality of this policy. The City Recorder explained the recently adopted Resolution addressing excused versus unexcused absences of Council Members.

The Committee questioned "Section 18 (a) Waterworks. To provide the said municipality with waterworks and public baths to be within or beyond the boundaries of said city."

7. Set Date for Next Charter Review Board Meeting

The Committee agreed to hold the next Charter Review Advisory Meeting on February 8, 2012. Mr. Ambler mentioned he may have a conflict with that date. The City Recorder will coordinate dates for next meeting with the Committee.

COMMENTS FROM BOARD MEMBERS

ADJOURN

Having no further business, the workshop was adjourned at 5:30 PM.

APPROVED THIS ___ DAY OF _____ 2012.

By:

Chair

ATTEST:

Virginia S. Haas, CMC
City Recorder

**MINUTES
CHARTER REVIEW ADVISORY COMMITTEE
CITY OF ARCADIA
WEDNESDAY, FEBRUARY 22, 2012
4:00 PM**

1. Call to Order, Roll Call

The meeting was called to order at approximately 4:00 PM with the following members and staff present:

COMMITTEE MEMBERS

Vince Sica, Chair
Lewis Ambler
Jammarius Bing

Ann Pepper, Vice Chair
Charles Conklin
Martha Craven

MEMBERS ABSENT

Dr. Roosevelt Johnson

STAFF PRESENT

Virginia S. Haas, City Recorder
Margaret Way, Liaison

2. Approval of December 15, 2011 and January 18, 2012 Minutes

A motion was made by Vice Chair Pepper and seconded by Mr. Ambler to approve December 15, 2011 and January 18, 2012 Minutes as presented. The motion carried unanimously.

OLD BUSINESS

3. Review of Ordinance No. 817 – Appointment of City Recorder (Copy of Ordinance requested by board).

The board held discussions regarding Ordinance No. 817 and questioned if the noted items were still the duties of the City Recorder. Ms. Way noted at that time they were the duties of the City Recorder. Ms. Haas explained the duties of the City Recorder now are that of Clerk to Council and Personnel which no longer included any duties of Tax Assessor, Tax Collector or City Treasurer.

A motion was made by Vice Chair Pepper and seconded by Mr. Ambler to recommend to City Council to change the title of City Recorder to City Clerk with general duties listed. The motion carried 6-0.

4. Florida Statutes Section 100.3605(2) and 166.021(4) authorizes the City Council to amend its Charter without referendum election, in order to change the date of the City's municipal elections and to provide for the orderly transition of office necessitated by such changes in election dates.

The City Recorder reported that according to the City Attorney changes in Municipal Election dates must be brought before the voters by referendum.

5. Board vote on recommendation to City Council regarding changing City of Arcadia Municipal Election Dates from odd to even years.

The board discussed reasons for changing the election dates to even years to coincide with State and County elections due to low voter turnout in past elections and cost for special elections. Vice Chair Pepper noted that Mrs. Tipton had mentioned sometimes the voters in the general election fail to fill out the City portions due to the items being at the end of the voter cards.

A motion was made by Mr. Ambler and seconded by Vice Chair Pepper to recommend to the City Council to approve a referendum question concerning changing City election dates to even years to coincide with National, State and County elections. The motion carried 6-0.

6. Board vote on recommendation to City Council regarding term limits.

Mrs. Craven voiced that she prefers the term limits of two four-year terms as that is how it is with State offices and the President's term. There was discussion regarding the learning curve for Council Members regarding the City Budget and finding qualified candidates. It was discussed that a new candidate has difficulty winning against an incumbent. Mrs. Pepper indicated that she preferred the three four-year term limit.

A motion was made by Mr. Bing and seconded by Mrs. Craven to recommend to City Council that a referendum question be placed on the ballot pertaining to City Council Members serving no more than two (2) consecutive four (4)-year terms. The motion carried 6-0.

NEW BUSINESS

7. Review and Recommendations of City Charter Articles IV through IX.

Article IV – City Finances. There were no comments or changes to this section.

Article V – City Officers. Mr. Ambler and Mrs. Craven agreed there needs to be a Police Chief appointed by the City Council. Ms. Way responded that the Police Department should report to the City Council and that Law Enforcement is part of city business. Mr. Bing stated that the Police Department is there to serve and protect the citizens and the City Council is elected to be the policy making body. Mr. Ambler questioned what are the powers and duties of the City Administrator.

A motion was made by Mr. Bing and seconded by Mr. Ambler to recommend to the City Council that a referendum of the voters be added to the ballot concerning adding a section to Article V defining the duties of the City Administrator/City Manager. The motion carried 6-0.

Article V – Section 28. A motion was made by Mr. Ambler and seconded by Mrs. Craven to recommend to City Council that a referendum of the voters be added to the ballot concerning the Elected Marshal being changed to an Appointed Police

Chief by the City Council and qualifications must include experience as a qualified Police Officer. The motion carried 4-2 with Mr. Bing and Vice Chair Pepper dissenting.

There were no changes to Article VI, Elections, Article VII, Ordinances or Article VIII, Franchises.

Article IX – Planning

Mrs. Pepper inquired if a section in this article could be changed to empower the City Administrator with the ability to clean up blighted areas within the City. There was continued discussion regarding lack of Code Enforcement and blighted areas. Mrs. Craven stated she believes that Code Enforcement should fall under City Administration.

A motion was made by Mr. Ambler and seconded by Mr. Bing to recommend to City Council that a referendum question be placed on the ballot regarding a section being added to Article IX specifying Code Enforcement powers, duties and policies of the City Council or its appointees. The motion carried 6-0.

Mrs. Pepper asked about clarification regarding precinct locations that are indicated in the charter to be “lying west of the abandoned right-of-way of the main line of Coastline Railroad” as precinct 1 and “lying east of the abandoned right-of-way of the main line of the Atlantic Railroad” as precinct 2. Ms. Way believes that the precincts remain the same today. Chair Sica requested clarification on the existing precinct definitions.

The City Recorder stated the next Council Meeting would be March 6, 2012 and that the board still needed to review the form of government and form of recommendation to the City Council.

8. Set Date for Next Charter Review Board Meeting

The board agreed to schedule the next Charter Review Board meeting for Friday, March 9, 2012 at 4 p.m.

COMMENTS FROM BOARD MEMBERS

ADJOURN

Having no further business, the workshop was adjourned at 5:20 PM.

APPROVED THIS ___ DAY OF _____ 2012.

By:

Chair

ATTEST:

SPECIAL MEETING
JUNE 9, 1989

Fazzone then moved that the City repurchase the 5.5 acres at the Airport and negotiated between the City and Orange- Co; seconded by Smith and carried by vote. Voting Yea was Fazzone, Smith and Banull. Voting Nay was Walker and Hick:

There being no further business the Special Meeting was adjourned.


CITY RECORDER


PRESIDENT

REGULAR MEETING
JUNE 20, 1989

A Regular Meeting of the Arcadia City Council was held on June 20, 1989 at 4:30 Council Chambers at 15 N. Polk Avenue. Councilmen attending were: Banull, Fa and Walker. Hickson was out of town. Also in attendance were: Administrator Attorney Holloman, and Patrolman Nuccio for City Marshal Carlton. Recorder Way due to injury.

The Meeting was called to order by Mayor Banull.

The Invocation was given by Mayor Banull.

Pledge of Allegiance to the Flag.

The Minutes of the regular meeting of June 6, 1989 were not available. To be for next meeting.

Ordinance No. 817 was presented on third and final reading. Fazzone moved rules and read the proposed ordinance by title only; seconded by Smith and carried.

ORDINANCE NO. 817
(Title Only)

AN ORDINANCE OF THE CITY OF ARCADIA, FLORIDA AMENDING THE CITY CHARTER, ORDINANCES TO PROVIDE FOR THE APPOINTMENT OF THE CITY RECORDER, PROVIDING SEVERAL, PROVIDING AND EFFECTIVE DATE.

Fazzone then moved that Ordinance 817 be adopted on third and final reading and ordinance of the City of Arcadia, Florida; seconded by Walker and carried by vote. Ayes: Fazzone, Walker, Smith and Banull. Nays: None.

ORDINANCE NO. 817

AN ORDINANCE OF THE CITY OF ARCADIA, FLORIDA AMENDING THE CITY CHARTER, ORDINANCES TO PROVIDE FOR THE APPOINTMENT OF THE CITY RECORDER, PROVIDING SEVERAL, PROVIDING AN EFFECTIVE DATE.

WHEREAS the City of Arcadia, Florida is authorized by the Home Rule Powers to broadly interpret its authority to govern and adopt local ordinances and,

WHEREAS the office of the City Recorder was created by the provisions of the Charter whereby the duties of the City Clerk, Tax Collector, Tax Assessor and Treasurer were combined into a single office to be known as the City Recorder and

WHEREAS, the duties performed by the office of City Recorder pertain to the functions and responsibilities of the Tax Collector and Tax Assessor were transferred to the County Tax Collector and County Tax Assessor by an act of the Florida Legislature and,

WHEREAS the office of City Recorder is not considered a part of the "Form of Government" since the office has no governing authority and,

WHEREAS the creation of the 1973 City Charter by the Florida Legislature and the effective date of the 1973 Home Rule Powers Act caused all City Charter provisions to conflict with Florida Statutes 166.021 (4) to become ordinances of the City subject to modification or repeal as other City Ordinances and,

WHEREAS the 1969 action of the State Legislature, which transferred the performed duties and responsibilities of the office of the City Recorder relating to the Tax Collector and the Tax Assessor to the County Tax Collector and County Tax Assessor effectively rendered the office of City Recorder nonfunctional in relation to the "Form of Government" and,

WHEREAS the City Council now believes it to be in the City's best interest

(ORDINANCE NO. 817 CONTINUED)

NOW THEREFORE be it ordained by the City Council of the City of Arcadia

Section 1. A portion of Part I, Article II, Section 8 of the Charter, Florida, contained in the codification of City Ordinances is cons ordinance subject to modification or repeal as other ordinances in acc 166.021(5) and is hereby amended to read as follows:

Section 8. Vesting of corporate authority.

The corporate authority of the said City of Arcadia shall be ve council, and marshal, and ~~city recorder~~, and such other officers as may constituted according to the ordinances of said city. No person shall b office who shall not be a citizen of the State of Florida and a qualif city and state.

Section 2. A portion of Part I, Article V, Section 28 of the Charter, Florida, contained in the codification of City Ordinances is co ordinance subject to modification or repeal as other ordinances in F.S.166.021(5) and is hereby amended to read as follows:

Section 28. Election and duties of marshal and ~~city recorder~~.

~~That~~The duties of the marshal and ~~city recorder shall be per them respectively, which said duties shall be prescribed by ordinance. city recorder shall be elected to serve for four (4) years, or until the elected and qualified. In the event of a vacancy in either the office, may appoint some suitable person to serve until the next regular electio of Arcadia, DeSoto County, Florida, may by ordinance make the office of appointive office and remove the same from the primary and general city City of Arcadia. Provided, however, before said change shall be ma authorized by a majority vote of the fully qualified electors of said ci election.~~

Section 3. That Part II, Chapter 2, Article IV of the Code of Or Arcadia, Florida, is hereby amended by adding a section, to be numbe which said section reads as follows:

Section 2-46. Office created.

There is hereby created the office of city recorder.

Section 4. That Part II, Chapter 2, Article IV of the Code of Or Arcadia, Florida, is hereby amended by adding a section, to be numbe which said section reads as follows:

Section 2-47. Appointment.

The city recorder shall be appointed by the city administ approval of the city council.

Section 5. That Part II, Chapter 2, Article IV, Section 2-48 of the Co City of Arcadia, Florida, is hereby amended to read as follows:

Section 2-48. Duties generally.

~~(a) The offices of clerk, assessor, treasurer and collector are office of city recorder.~~

~~(b) (a) The city recorder shall continue to have perform such d responsibilities as are presently set forth in the Charter and Code of O~~

~~(c) (b) The city recorder shall act as the recording secretary adjustment and planning and zoning board of the city and as such b preparation of their notices, minutes, correspondence, recommendations thereof where necessary, subject to the approval of those boards respe recorder shall further aid and assist the planning and zoning board in the comprehensive planning board of the city as they, from time to time,~~

~~(d) (c) The city recorder shall have and perform such other d council administrator may from time to time direct.~~

Section 6. That Part II, Chapter 2, Article IV, Section 2-52 of the Co City of Arcadia, Florida, is hereby amended to read as follows:

Section 2-52. Checks of city Council; signatures.

(ORD. NO. 817 CONTINUED)

Section 8. That Part II, Chapter 2, Article IV, Section 2-56 of the Code of City of Arcadia, Florida, is hereby repealed.

Section 9. That Part II, Chapter 11, Section 11-1 of the Code of Ordinan Arcadia, Florida, is hereby amended to read as follows:

Section 11-1. Voting precincts.

The city is hereby divided into two (2) voting or election precinct as election precinct no. 1 and election precinct no. 2 as follows:

(1) Precinct No. 1. That part of the territory of the Arcadia lying west of the abandoned right-of-way of the main line of Coastline Railroad shall constitute election precinct no. 1.

(2) Precinct No. 2. That part of the territory of the Arcadia lying east of the abandoned right-of-way of the main line of the Atlant Railroad shall constitute election precinct no. 2.

The ~~supervisor--of--elections~~ city recorder shall select, establish change such polling places as may be necessary in each precinct in accordance with the Laws of the State of Florida.

Section 10. It is hereby declared to be the intention of the city council sections, paragraphs, sentences, clauses and phrases of this Code are severed. Any phrase, clause, sentence, paragraph or section of this Code shall be unconstitutional by the valid judgement or decree of a court of competent jurisdiction. Such unconstitutionality shall not affect any of the remaining phrase sentences, paragraphs and sections of this Code.

This Ordinance shall take effect upon the expiration of ten (10) days after its passage.

UNANIMOUSLY PASSED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA
SESSION AT CITY COUNCIL CHAMBERS THIS 20TH DAY OF JUNE, A.O., 1989.

/s/ Walter J. Banull
WALTER J. BANULL

ATTEST:

/s/ Margaret Way
MARGARET WAY, CITY RECORDER

Passed on First Reading May 16, 1989

Passed on Second Reading June 6, 1989

Passed on Third Reading June 20, 1989

Coding: Words in ~~struck-through~~ type are deletions from existing Code; words in underlined type are additions to the Code.

Request for Council approval to construct Duplex in a R-1C Zoned District on 10 Block 8 of Lincoln Park was presented. (Wanda Span, who had requested approval, is present.) After discussion, Administrator Strube recommended request be approved. Walker moved to approve request; seconded by Walker and unanimously carried.

Request by Adrian H. Cline, Superintendent of DeSoto County School Board, for ownership of a 1963 Ford F600 to the School Board for the sum of \$1.00, was presented. After discussion, Walker moved to approve the request; seconded by Smith and unanimously carried.

Request presented by letter from Tony Messina, Sr., Chairman of Fireworks Commission, regarding use of Lake Katherine Park for firework display Tuesday, July 4, 1989. Availability of Police and Fire Department personnel. Discussion regarding correctness of the requested date the fireworks are to be held, since July 4, 1989 is a Tuesday, was followed by motion to approve by Smith; seconded by Walker and unanimously carried.

Donna Marie Deloach, Committee Vice President, was present representing Arcadia Chapter of Jaycees a for non profit organization Annual Vendor's Permit. Request was waived in accordance with Section 21-52 and 21-73 City Code. Walker moved to approve request; seconded by Smith and unanimously carried.

Beatrice Hollingsworth, member of the Arcadia Business & Professional Women's Club, present) requested Council consideration of application for a non profit organization Annual Vendor's Permit with all fees waived in accordance with Sections 21-52 and 21-73 City Code. Fazzone moved to approve the request; seconded by Walker and unanimously carried.

The May, 1989 report of Fines and Forfeitures was presented, indicating \$5,203.00 for Fines and Forfeitures and \$214.00 for Police Education Fund.

**MINUTES
CHARTER REVIEW ADVISORY COMMITTEE
CITY OF ARCADIA
FRIDAY, MARCH 9, 2012
4:00 PM**

1. Call to Order, Roll Call

The meeting was called to order at approximately 4:00 PM with the following members and staff present:

COMMITTEE MEMBERS

Vince Sica, Chair

Lewis Ambler

Jammarius Bing

Ann Pepper, Vice Chair

Charles Conklin

Martha Craven

MEMBERS ABSENT

Dr. Roosevelt Johnson

STAFF PRESENT

Virginia S. Haas, City Recorder

2. Approval of February 22, 2012 Minutes

A motion was made by Vice Chair Pepper and seconded by Mr. Bing to approve the February 22, 2012 minutes as presented. The motion carried 6-0.

NEW BUSINESS

3. Update from City Council regarding recommendation changes to the City Charter. (City Recorder)

Ms. Haas reported that she asked the City Council at their last meeting how they would like the recommendations received from the Committee. The Council agreed to written recommendations with copies of the meeting minutes and a presentation from the Committee. Ms. Haas stated she would type up the recommendations for review and the City Council would receive all paperwork prior to the next meeting. Chair Sica agreed to present the Committee recommendations at the March 20, 2012 City Council Meeting.

4. Review Forms of Government from Lynn Tipton's, FLC presentation.

The board discussed the current form of Government and reviewed all the forms currently in use today by Municipal Governments. Mr. Ambler noted that the City currently has a Weak Mayor-Council form of Government with a City Administrator. He indicated that he would prefer that the Mayor position be rotated each year. Mrs. Craven agreed. Mr. Ambler continued that the Charter needs to address the City Administrator duties and responsibilities. The board discussed rotational Mayor, defining the City Manager job duties, and the Council-Manager form of Government. Chair Sica, Vice Chair Pepper and Mr. Ambler all agreed that they preferred the Council-Manager form of Government.

5. Board vote on recommendation to City Council regarding Form of Government.

A motion was made by Mr. Bing and seconded by Mr. Ambler to recommend to the City Council the following Charter referendum items:

- **Council – Manager Form of Government with rotational Ceremonial Mayor not elected by the Council.**
- **Define City Manager duties.**
- **Define Finance Director duties.**

The motion carried 6-0.

COMMENTS FROM BOARD MEMBERS

Vice Chair Pepper addressed the need for clarification on the precinct locations currently in the Charter. Precinct locations indicated in the charter are "lying west of the abandoned right-of-way of the main line of Coastline Railroad" as precinct 1 and "lying east of the abandoned right-of-way of the main line of the Atlantic Railroad" as precinct 2.

A motion was made by Vice Chair Pepper and seconded by Mr. Bing to recommend to City Council clarification of the Charter through referendum clarifying the precinct locations. The motion carried 6-0.

ADJOURN

Having no further business, the workshop was adjourned at 4:30 PM.

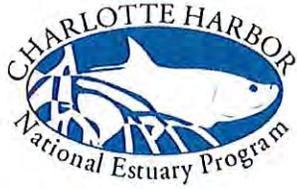
APPROVED THIS ___ DAY OF _____ 2012.

By:

Chair

ATTEST:

Virginia S. Haas, CMC
City Recorder



CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM
1926 Victoria Avenue, Fort Myers, Florida 33901
239/338-2556, Fax 239/338-2560, www.chnep.org

February 16, 2012

James D. Giattina, Director
Water Protection Division
Region 4, U.S. Environmental Protection Agency
61 Forsyth Street S.W.
Atlanta, GA 30303

Subject: Proposed Prairie Creek (WBID 1962) and Myrtle Slough (WBID 1995) TMDLs

Dear Mr. Giattina:

Thank you for the opportunity to review and comment on the proposed Total Maximum Daily Loads (TMDLs) for Dissolved Oxygen and Nutrients in Prairie Creek (WBID 1962) and Myrtle Slough (WBID 1995), published on January 17, 2012.

The Charlotte Harbor National Estuary Program (CHNEP) is a partnership program created by Section 320 of the Clean Water Act to protect and preserve the Charlotte Harbor estuary, recognized as an "estuary of national significance". The CHNEP partnership includes citizens, elected officials, resource managers and commercial and recreational resource users who are working to improve the water quality and ecological integrity of Charlotte Harbor's estuaries and watersheds. Our Comprehensive Conservation and Management Plan (CCMP) is our guiding document. The proposed TMDLs help implement essential CCMP Quantifiable Objectives including:

- WQ-1:** Maintain or improve water quality from year 2000 levels.
- WQ-2:** By 2015, develop and meet site-specific alternative criteria that are protective of living resources...
- WQ-3:** By 2025, reduce severity, extent, duration and frequency of harmful algal blooms (HABs), including macroalgae, phytoplankton and periphyton, through the identification and reduction of anthropogenic influences.
- SG-4:** By 2010, key geographic and scientific information will be presented in ways that are meaningful to the majority of the CHNEP study area population.

In summary, we recommend:

- Set the phosphorus load allocation reductions for both Prairie Creek and Myrtle Slough at zero. Both waterbodies clearly meet proposed state standards for phosphorus (490 $\mu\text{g/L}$).
- Set the nitrogen load allocation reductions for Prairie Creek and Myrtle Slough at zero, given recent dramatic improvements in total nitrogen levels since 2004 and after publication of the 1998 303(d) list. Since 2005, Prairie Creek has met proposed state standards for nitrogen (1650 $\mu\text{g/L}$). Though no data exist in state STORET for Myrtle Slough after 2005,

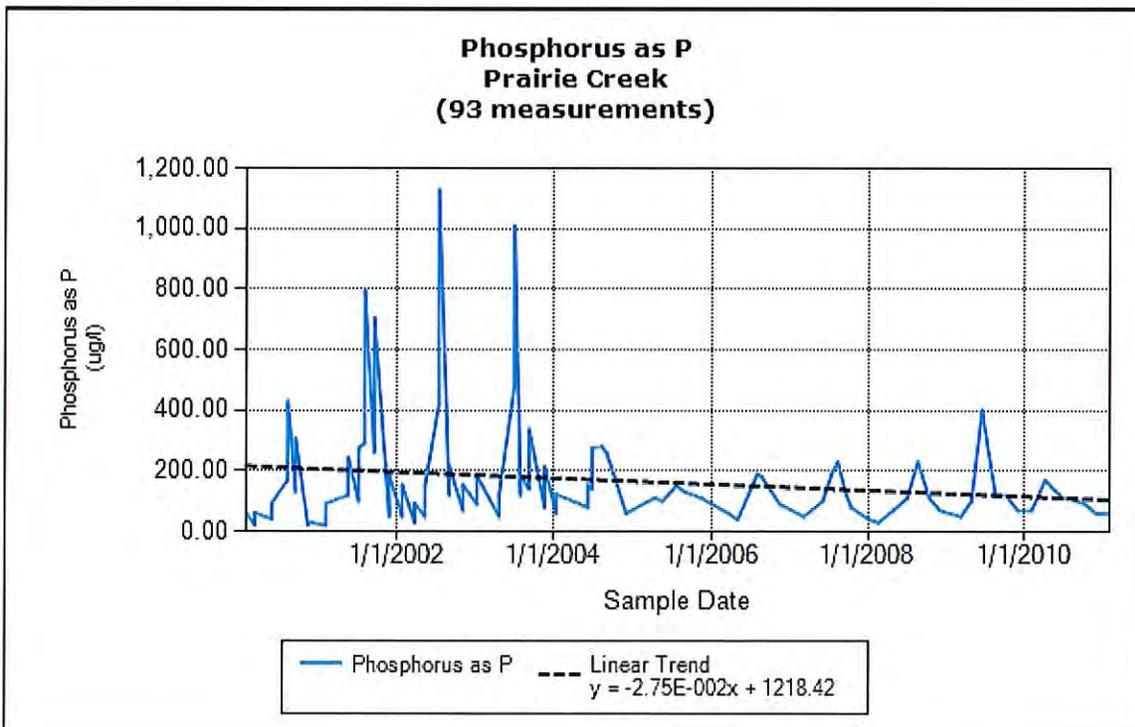
in prior years, Myrtle Slough consistently had lower nitrogen levels than its downstream waterbody, Prairie Creek.

- Set Biochemical Oxygen (BOD) load allocation reductions for Prairie Creek at zero, given improving trends, probably associated with reduced nutrient concentrations and reduced groundwater pumping. We do not have sufficient data with which to comment on BOD load allocation reductions for Myrtle Slough.

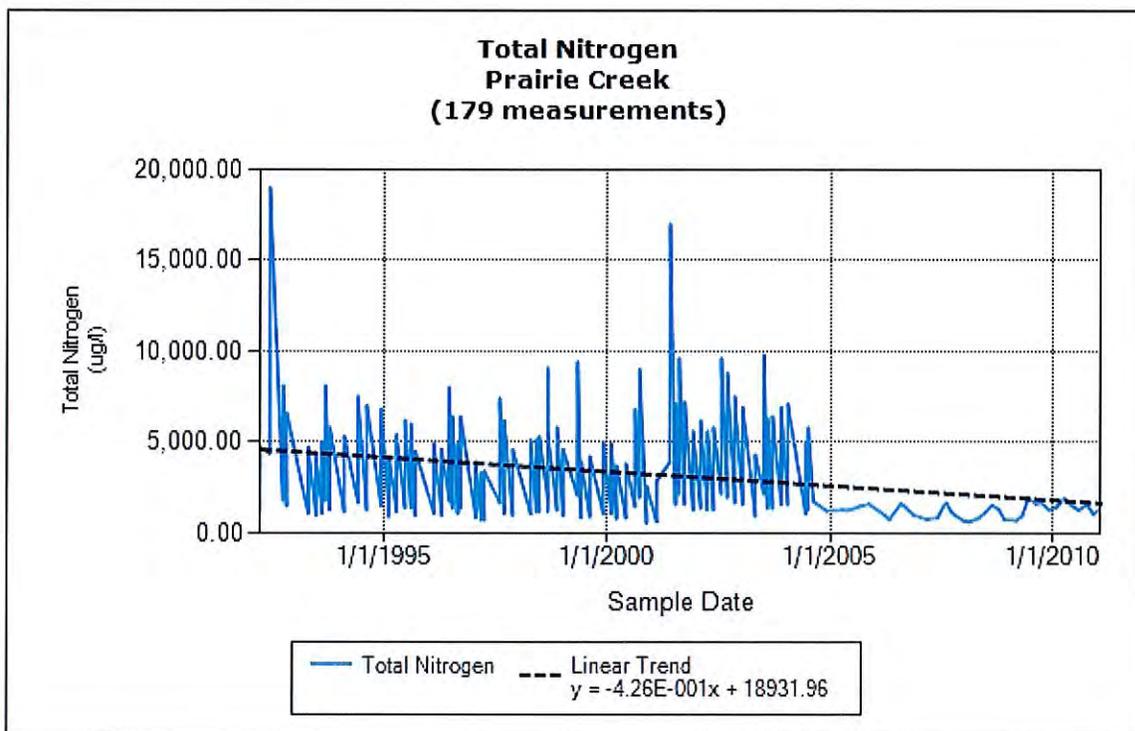
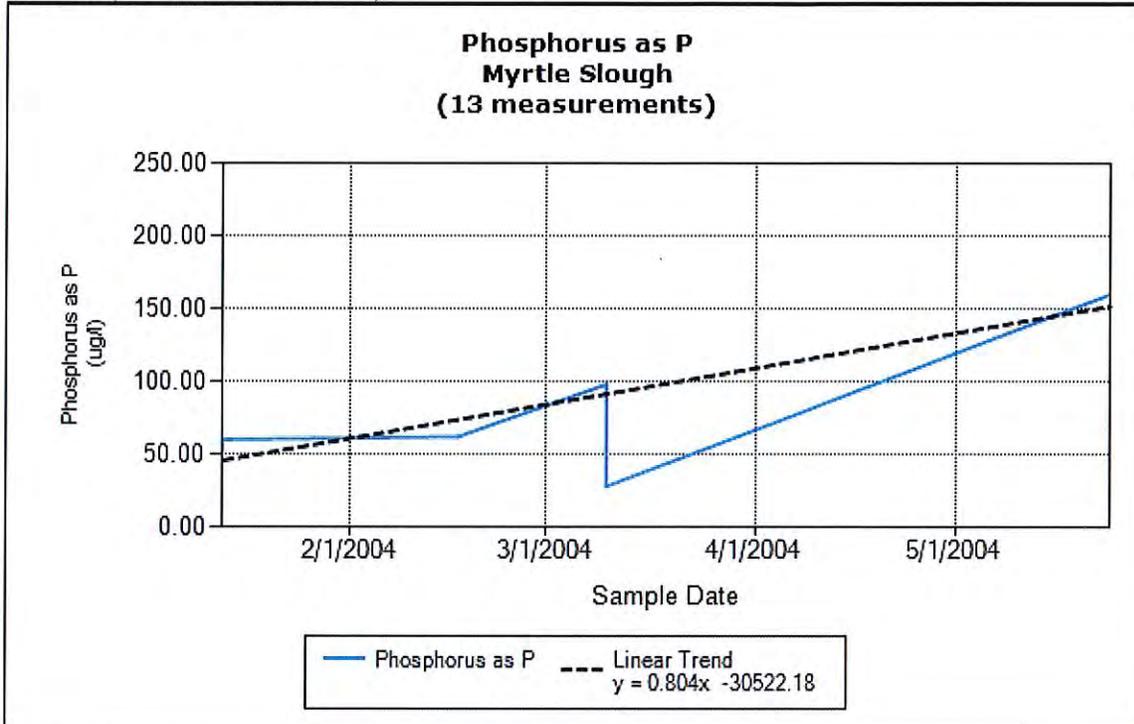
In 2004, the Southwest Florida Water Management District (SWFWMD) adopted Reasonable Assurance Documentation for Shell Creek and Prairie Creek (www.swfwmd.state.fl.us/documents/plans/spjc_wmp.pdf) to address chloride, conductance and dissolved solids impairments. It appears that many of the management actions taken since that date have resulted in significant nutrient reductions. Management actions included well back-plugging and surface water re-circulation systems which capture nutrient-laden water for reuse in the groves, under the Facilitating Agricultural Resource Management Systems (FARMS) program.

Prairie Creek is a real success story. Although the Reasonable Assurance documentation addresses chloride, conductance and dissolved solids impairments, the remedies seem to have reduced nutrient levels and improved dissolve oxygen.

CHNEP recently launched its online water atlas (www.chnep.wateratlas.usf.edu) to provide decision-makers, scientists and citizens access to up-to-date STORET data. As you know, STORET data is used to verify impairments and help determine TMDLs.



We have found that Prairie Creek and Myrtle Slough meet proposed state standard for total phosphorus (annual geometric average of 490 ug/L). Existing and proposed standards related phosphorus are currently met, based on available data from the most recent period of record starting in 2000 (See above and below).



Prairie Creek	
Year	Geometric Mean TN
1991	2569
1992	3975
1993	2593
1994	3051
1995	2468
1996	2707
1997	2196
1998	2763
1999	2416
2000	2231
2001	3415
2002	3384
2003	3125
2004	2288
2005	1400
2006	1159
2007	1137
2008	964
2009	1318
2010	1444
2011	1380
Total	2316

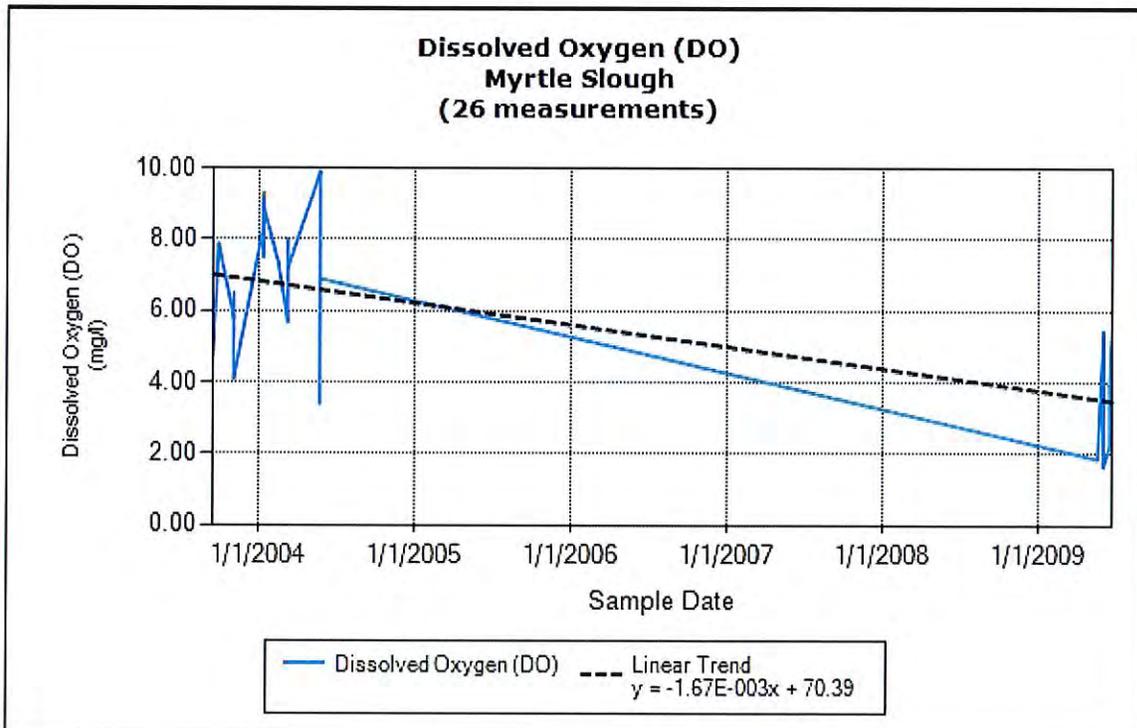
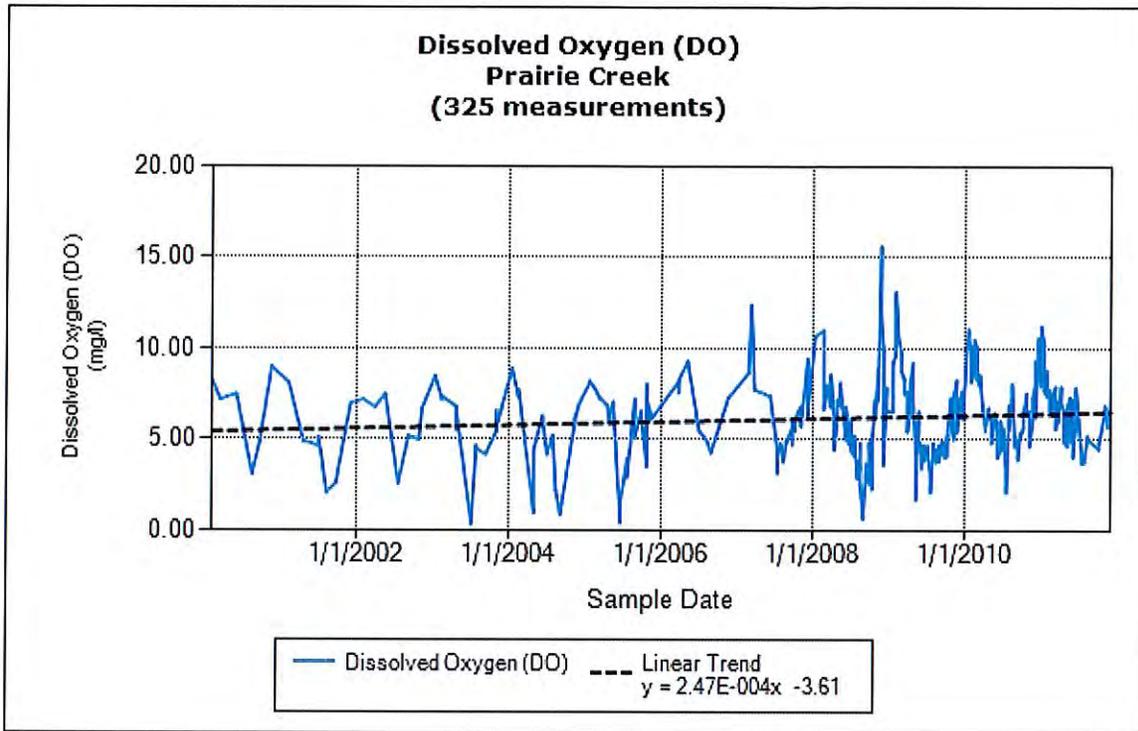
After 2004, Prairie Creek met the proposed state standard for total nitrogen (annual geometric mean of 1650 ug/L). The dramatic drop in TN levels occurred during 2004 and appears to be concurrent with management actions undertaken by the Southwest Florida Water Management District, in partnership with area property owners.

Though Myrtle Slough does not have data available in STORET after 2004, in the preceding years, its total nitrogen levels were consistently lower than Prairie Creek which is downstream. On the basis of management actions taken within the Prairie Creek watershed (which includes Myrtle Slough) and available data for Prairie Creek and Myrtle Slough, we recommend that the load allocation reductions for both Prairie Creek and Myrtle Slough be set at zero.

Myrtle Slough	
Year	Geometric Mean TN
1992	1549
1993	1549
1994	1556
2003	1492
2004	1702
Total	1615

Dissolved oxygen (DO) in Prairie Creek has been improving, consistent with reduced levels of nutrients. Therefore we recommend BOD levels be set at zero.

There is a five-year gap between the samples for Myrtle Slough. The low levels in 2009 could be caused by any number of things, including low flow, which have no relationship with nutrients or oxygen demand. Without more information on what has been happening in the creek and drainage area, the trend in the graph could be very misleading. Without sufficient data, we are not able to arrive at any conclusions for BOD load allocation reductions for Myrtle Slough.



Mr. James Giattina
2/16/12
Page 6 of 6

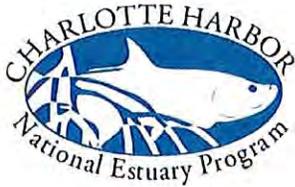
Thank you for your time and consideration. We appreciate your efforts on these essential analyses, and TMDL development. If you have any questions, or need additional information, please contact me at (239) 338-2556 Ext 235 or lbeever@swfrpc.org.

Sincerely,

A handwritten signature in black ink that reads "Lisa B. Beever". The signature is written in a cursive style with a large initial "L" and "B".

Lisa B. Beever, PhD, AICP
Director
Charlotte Harbor National Estuary Program

Cc: Tara Levine Houda, Environmental Scientist, Water Protection Division, TMDL Section
Sibyl Cole, U.S. Environmental Protection Agency, Region 4, Water Protection Division



CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM
1926 Victoria Avenue, Fort Myers, Florida 33901
239/338-2556, Fax 239/338-2560, www.chnep.org

February 16, 2012

James D. Giattina, Director
Water Protection Division
Region 4, U.S. Environmental Protection Agency
61 Forsyth Street S.W.
Atlanta, GA 30303

Subject: Comments on Proposed Hawthorne Creek: WBID 1997 TMDLs

Dear Mr. Giattina:

Thank you for the opportunity to review and comment on the proposed Total Maximum Daily Loads (TMDLs) for Dissolved Oxygen and Nutrients in Hawthorne Creek: WBID 1997, published on January 17, 2012.

The Charlotte Harbor National Estuary Program (CHNEP) is a partnership program created by Section 320 of the Clean Water Act to protect and preserve the Charlotte Harbor estuary, recognized as an "estuary of national significance." The CHNEP partnership includes citizens, elected officials, resource managers and commercial and recreational resource users who are working to improve the water quality and ecological integrity of Charlotte Harbor's estuaries and watersheds. Our Comprehensive Conservation and Management Plan (CCMP) is our guiding document. The proposed TMDLs help implement essential CCMP Quantifiable Objectives including:

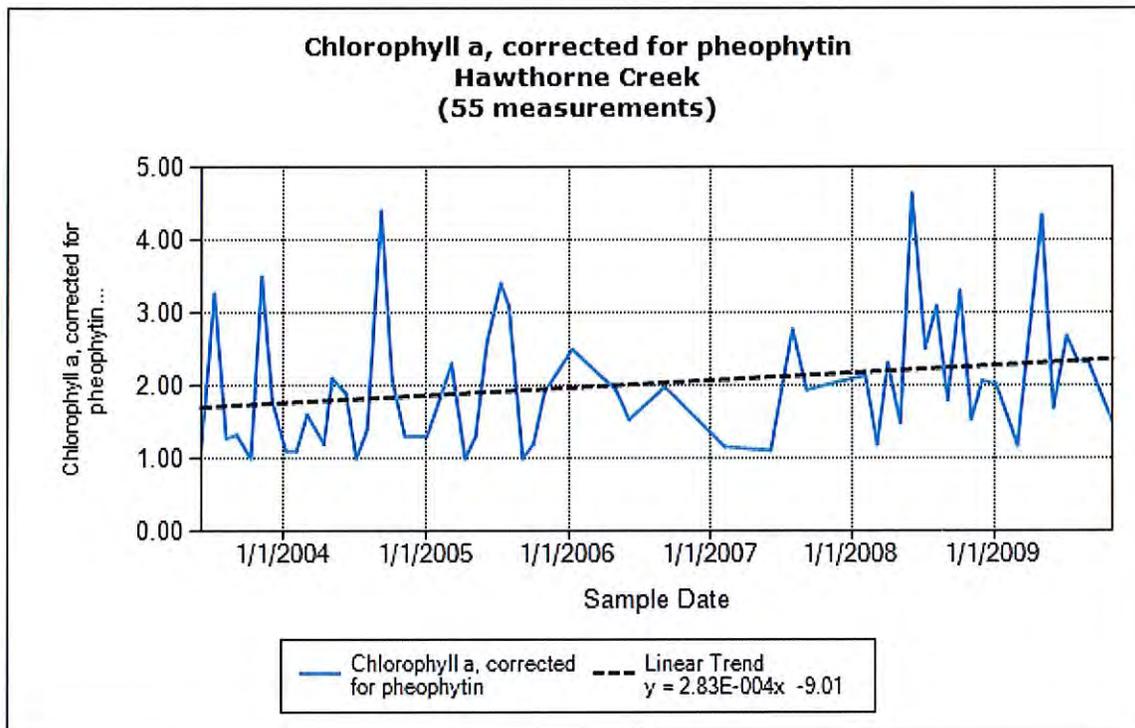
- WQ-1:** Maintain or improve water quality from year 2000 levels.
- WQ-2:** By 2015, develop and meet site-specific alternative criteria that are protective of living resources...
- WQ-3:** By 2025, reduce severity, extent, duration and frequency of harmful algal blooms (HABs), including macroalgae, phytoplankton and periphyton, through the identification and reduction of anthropogenic influences.
- SG-4:** By 2010, key geographic and scientific information will be presented in ways that are meaningful to the majority of the CHNEP study area population.

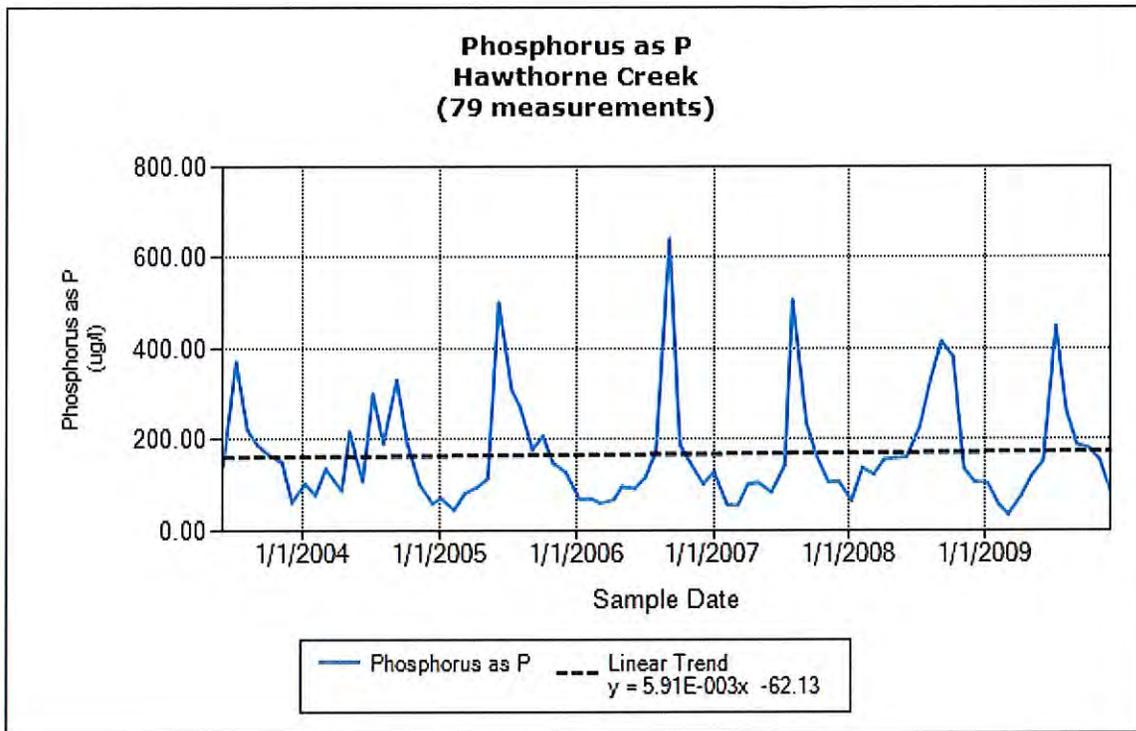
In summary, we recommend:

- Set the phosphorus load allocation reduction for Hawthorne Creek at zero. Hawthorne Creek meets proposed state standards for phosphorus (490 $\mu\text{g/L}$).
- Use the model to determine nitrogen reductions to meet the proposed state standard of an annual geometric mean of 1650 $\mu\text{g/L}$ rather than the natural condition.
- Set a BOD load allocation reduction for Hawthorne Creek, but evaluate the TMDL as the State of Florida modifies the DO standard.

CHNEP recently launched its online water atlas (www.chnep.wateratlas.usf.edu) to provide decision-makers, scientists and citizens access to up-to-date STORET data. As you know, STORET data is used to verify impairments and help determine TMDLs.

We have found that Hawthorne Creek clearly meets states standards of Chlorophyll *a* (annual average of 20 ug/L) and proposed state standard for phosphorus (annual geometric average of 490 ug/L). Therefore, we recommend that the load allocation reduction for phosphorus be set at zero. Existing and proposed standards related phosphorus are currently met, based on available data from the most recent period of record starting in 2003 (See below).





Year	Geometric Mean TN
2003	2,200
2004	1,811
2005	1,615
2006	1,501
2007	1,342
2008	1,888
2009	1,613
Total	1,680

Though the qualitative State of Florida standard for chlorophyll *a* is met, the proposed standard of annual geometric mean of 1650 ug/L was not met three of the seven years between 2003 and 2009. Therefore, we recommend a load allocation reduction for nitrogen. However, we recommend using the model to determine the amount of nitrogen reduction it would require to meet the proposed standard rather than to the natural condition.

Dissolved oxygen (DO) in Hawthorne Creek routinely drops below 4 mg/L. The difference between ambient DO data and (TMDL report) Figure 10 DO Concentrations Time Series under Natural Conditions suggests that some BOD reductions are recommended. The report states that the natural conditions model predicts approximately 3% exceedances of the DO criteria. The 2003-2009 period of record showed 19% exceedances of the DO criteria. However, the TMDL will need to be evaluated as the State of Florida modifies the standard.

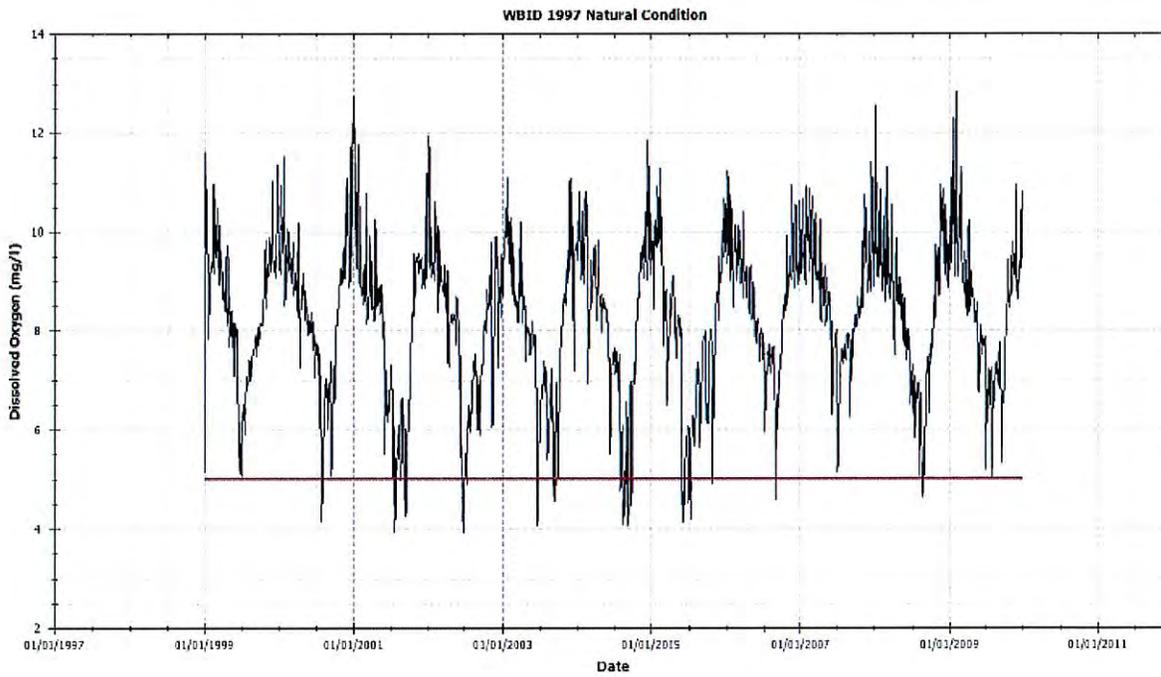
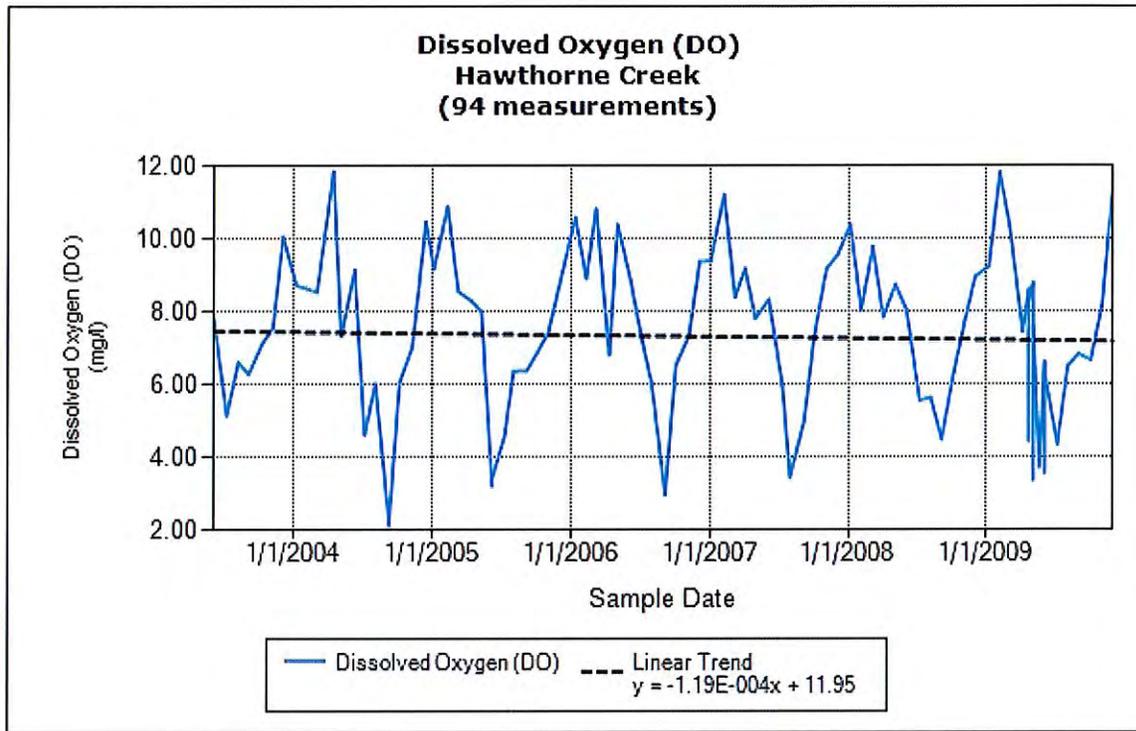


Figure 10 DO Concentration Time Series under Natural Condition

Mr. Jim Giattina
2/16/12
Page 5 of 5

Thank you for your time and consideration. We appreciate your efforts on these essential analyses and TMDL development. If you have any questions, or need additional information, please contact me at (239) 338-2556 Ext 235 or lbeever@swfrpc.org.

Sincerely,

A handwritten signature in black ink that reads "Lisa B. Beever". The signature is written in a cursive style with a large initial "L" and "B".

Lisa B. Beever, PhD, AICP
Director
Charlotte Harbor National Estuary Program

Cc: Tara Levine Houda, Environmental Scientist, Water Protection Division, TMDL Section
Sibyl Cole, U.S. Environmental Protection Agency, Region 4, Water Protection Division



MEMORANDUM

TO: Arcadia City Council

FROM: Judi Jankosky, Assistant City Administrator

DATE: February 15, 2012

SUBJECT: Certificate of Appropriateness for Kent Property – 127 N. Polk Ave.

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:

Peter and Francine Kent – 127 N. Polk Ave. – The red roofed building shown in the aerial photographs on the attached map was demolished some time back. The Kent's propose to construct a new office building with an attached on-site manager apartment in prairie/craftsman type architecture along with site improvements of asphalt, shell and landscaping.

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 an 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 an 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.

As this item is being reviewed by the Historic Planning Commission at 4 pm on Tuesday, February 21 (same day as Council meeting) I will announce the Commission's recommendation during the Council meeting.



MEMORANDUM

TO: Historic Preservation Commission

FROM: Judi Jankosky, Assistant City Administrator 

DATE: February 14, 2012

SUBJECT: Certificate of Appropriateness for Kent Property – 127 N. Polk Ave.

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:

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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 an 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 an 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.

City of Arcadia



P. O. Drawer 351 • Arcadia, Florida 34265

February 8, 2012

Dear Property Owner:

The City of Arcadia Ordinance No. 955 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 or demolition on the following parcel:

Peter and Francine Kent – 127 N. Polk – New construction and site improvements. (see attached plan)



You are being notified by this letter that public hearings will be held by the City of Arcadia Historic Preservation Commission on February 21, 2012 at 4 pm and by the City of Arcadia City Council on February 21, 2012 at 6 pm in the City of Arcadia Council Chambers at 23 N. Polk Ave.

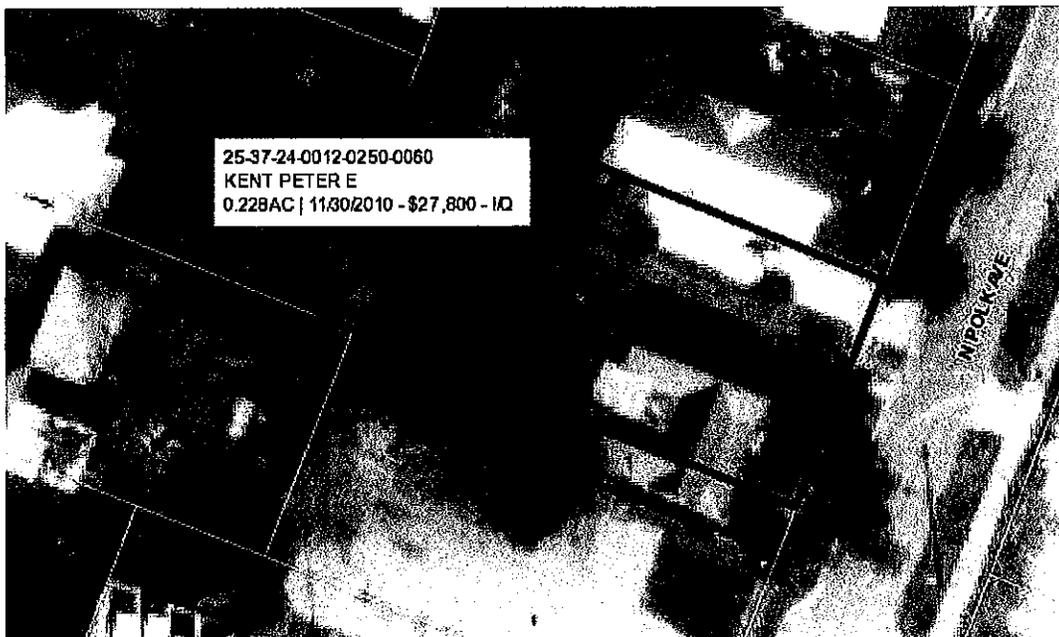
If you have any questions regarding this notice please feel free to contact me at 863-494-4114.

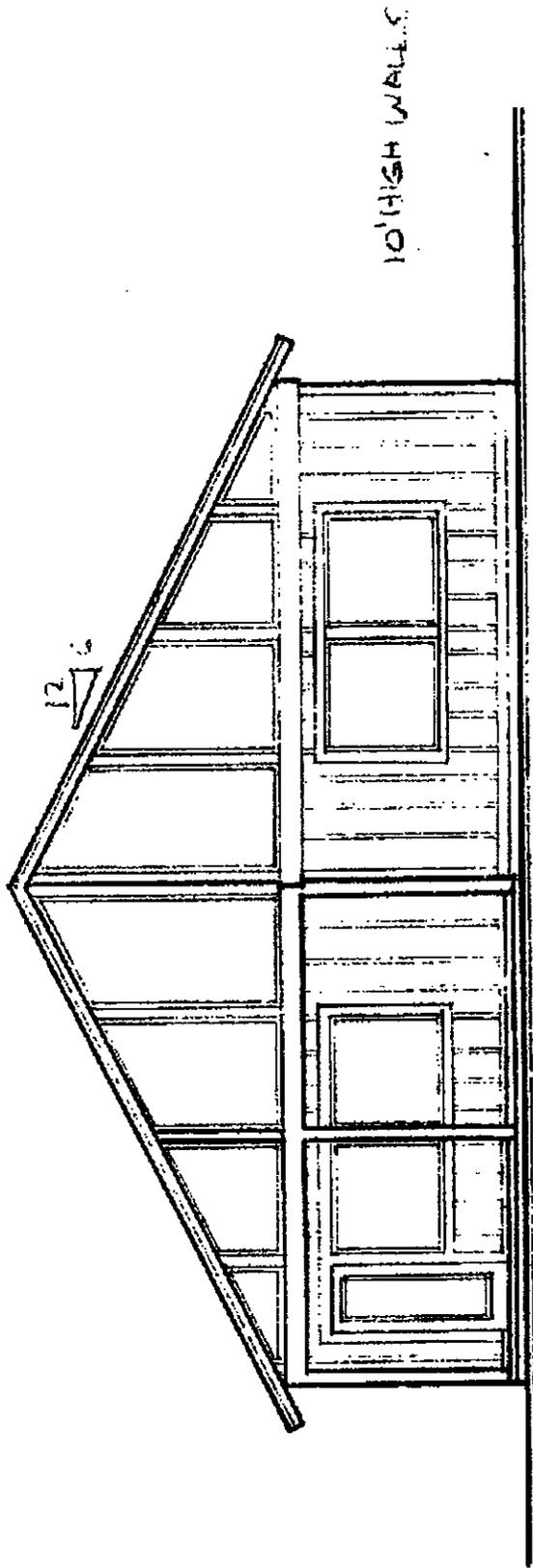
Sincerely,

A handwritten signature in black ink, appearing to read "Judi Jankosky".

Judi Jankosky *Arcadia . . . A Good Town Year Round*
Assistant City Administrator

127 N. POLK AVE. – PETER AND FRANCINE KENT

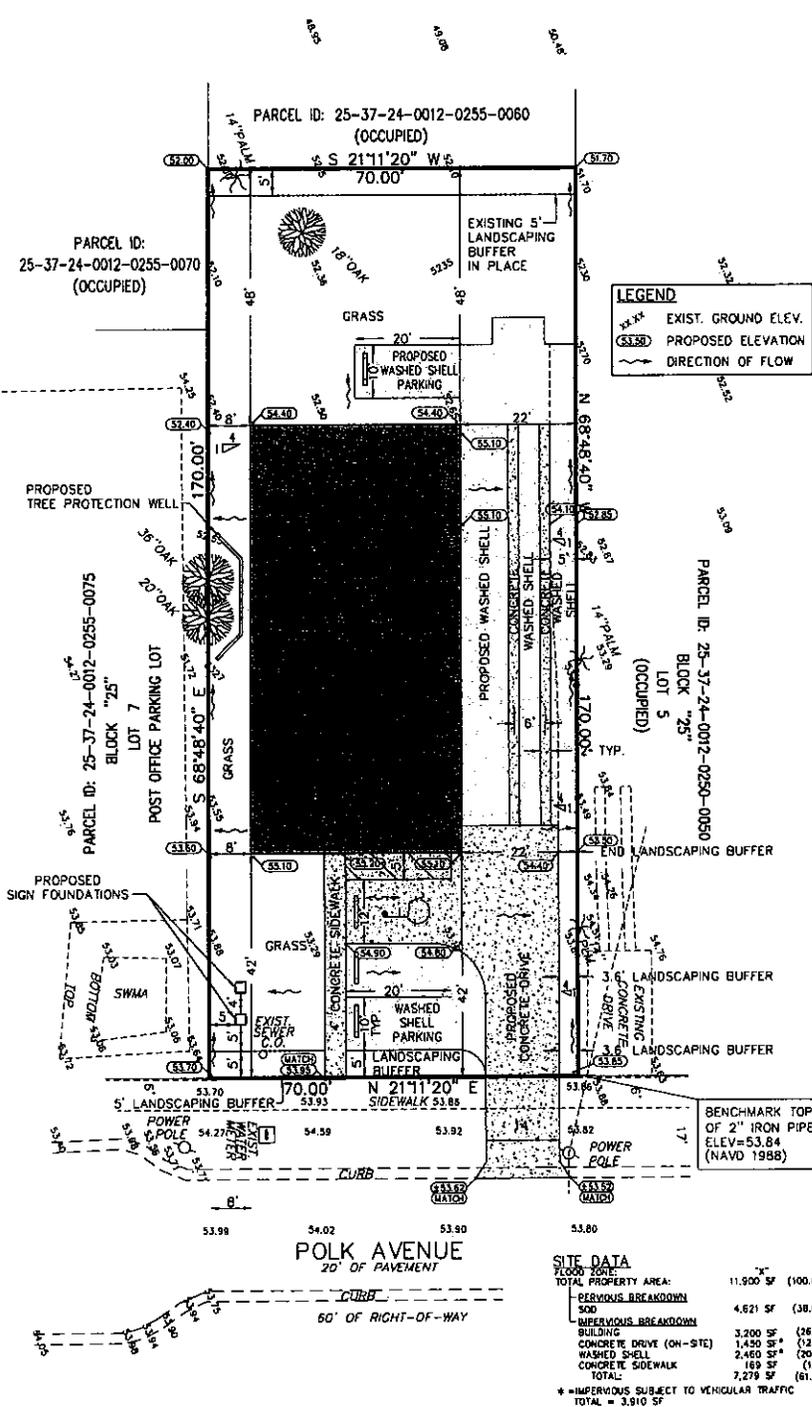
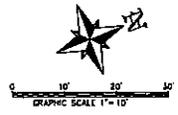




STUDIO FRONT ELEVATION

SCALE : 1/8" = 1'-0"

127 N. Park



SITE DATA

FLOOR AREA	11,900 SF (100.0%)
TOTAL PROPERTY AREA	11,900 SF (100.0%)
PERVIOUS BREAKDOWN	4,621 SF (38.8%)
IMPERVIOUS BREAKDOWN	7,279 SF (61.2%)
BUILDING	3,200 SF (26.9%)
CONCRETE DRIVE (ON-SITE)	1,450 SF* (12.2%)
WASHED SHELL	2,460 SF* (20.7%)
CONCRETE SIDEWALK	169 SF (1.4%)
TOTAL	7,279 SF (61.1%)

* IMPERVIOUS SUBJECT TO VEHICULAR TRAFFIC
TOTAL = 3,910 SF

PETER KENT
 PLS SEND CHECK OR
 SARASOTA, FLORIDA 34231

BANKS ENGINEERING
 127 N. POLK AVENUE, SUITE 100
 SARASOTA, FLORIDA 34231
 (941) 552-1111
 WWW.BANKSENG.COM

127 N POLK AVE. PID # 25-37-24-0012-0250-0060
 ARCADIA, FLORIDA

DATE	PROJECT	DRAWN BY	DESIGN	CHECKED	SCALE	SHEET
11-21-2011	3431	JP-01	100	BLK	1"=10'	1

DeSoto County Property Appraiser

Newt Keen - Arcadia, Florida - 863-993-4866

Download Results

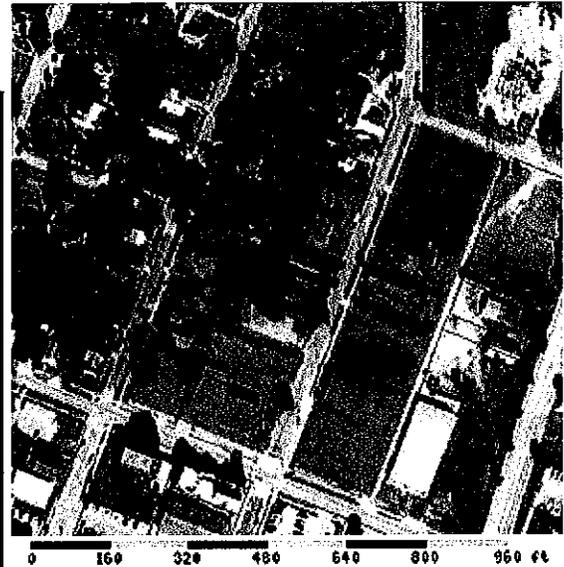
Print this page

Parcel List Generator

Current Offset Distance: 200 feet

Land Use Filter: Show only SINGLE FAM (000100) Land Use type

Target Parcel: 25-37-24-0012-0250-0060			
Owner's Name	KENT PETER E		
Site Address	127 N POLK AVE		
Mailing Address	7235 SADDLE CREEK CIR SARASOTA, FL 34241-0000		
Use Desc. (code)	SINGLE FAM (000100)		
Tax District	1 (Within City Limits)	Neighborhood	400000
Land Area	0.228 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 6 BLK 25 IN SEC 36/37/24 INST:201014009626			
Sales	11/30/2010	201014009626	WD I Q 01 \$27,800.00
	11/22/2010	201014009557	CW I U 11 \$100.00
	10/1/2010	201014009009	WD I U 11 \$100.00
	3/28/1989	257/1198	QC I U \$100.00
	6/1/1977	132/160	WD I Q \$17,500.00



Parcel List Output

1	25-37-24-0012-0240-0210	DESOTO COUNTY	201 E OAK ST STE 201	ARCADIA, FL 342660000	7/25/2006 \$100 V U
X	2	25-37-24-0012-0240-0230	MCLEOD JEWEL L & ELY CYNTHIA K JT/ROS	140 N POLK AVE ARCADIA, FL 342660000	3/28/2007 \$100 I U
X	3	25-37-24-0012-0240-0250	HOLLINGSWORTH M A L/E	P O BOX 938 ARCADIA, FL 342650000	\$0
X	4	25-37-24-0012-0240-0260	DIFILIPPO FRANCINE	7235 SADDLE CREEK CIR SARASOTA, FL 342410000	12/28/2007 \$32,500 I Q
X	5	25-37-24-0012-0240-0270	BARNARD PENELOPE P & PETREY JOHN O JR & PETREY ROBERT W	OOLTEWAH, TN 373630000	\$0
X	6	25-37-24-0012-0240-0280	ARCADIA-DESOTO CO HABITAT FOR	HUMANITY INC 10 S DESOTO AVE #200 ARCADIA, FL 342660000	8/18/2011 \$170,000 I Q
X	7	25-37-24-0012-0250-0015	COLLINS ROSE ANNE	208 N MONROE AVE ARCADIA, FL 342660000	8/10/2005 \$195,000 I U
✓	8	25-37-24-0012-0250-0030	BARAJAS ERNESTO & NEYRE	2279 SE REYNOLDS ST ARCADIA, FL 342660000	9/22/2010 \$60,000 I U
X	9	25-37-24-0012-0250-0050	KENT PETER E	7235 SADDLE CREEK CIR SARASOTA, FL 342410000	10/1/2007 \$158,500 I Q
10	10	25-37-24-0012-0250-0060	KENT PETER E	7235 SADDLE CREEK CIR SARASOTA, FL 342410000	11/30/2010 \$27,800 I Q
X	11	25-37-24-0012-0250-0080	U S A POST OFFICE	109 N POLK AVE ARCADIA, FL 342660000	\$0
12	12	25-37-24-0012-0250-0120	CITY OF ARCADIA	P O BOX 354 ARCADIA, FL 342650000	 \$0
X	13	25-37-24-0012-0250-0130	DEVINE JAMEY A & CAREY J	116 N MONROE AVE ARCADIA, FL 342660000	12/26/2004 \$112,500 I Q
X	14	25-37-24-0012-0255-0040	CENDEJAS ANA B MEDINA	204 N MONROE AVE ARCADIA, FL 342660000	9/3/2003 \$55,000 I U
X	15	25-37-24-0012-0255-0060	SMVA RENTALS LLC	1230 NE WILDWOOD AVE ARCADIA, FL 342660000	11/18/2011 \$25,000 I U
X	16	25-37-24-0012-0255-0065	SCIARETTA VALERIE D	202 N MONROE AVE ARCADIA, FL 342660000	8/12/2010 \$74,000 I Q
✓	17	25-37-24-0012-0255-0070	MARCOVITCH CHRISTINE	122 N MONROE AVE ARCADIA, FL 342660000	3/9/2011 \$100 I U

Virginia Haas

From: Bill Galvano [wgalvano@grimesgoebel.com]
Sent: Tuesday, February 14, 2012 10:11 AM
To: Virginia Haas
Subject: RE: Need Attorney's opinion for Board Member

Thank you. After review of the ordinance and further review of the matter, I am comfortable advising that she need not abstain from a vote. However, I still recommend that she disclose that she was noticed and may be affected in general.

From: Virginia Haas [mailto:vhaas@arcadia-fl.gov]
Sent: Monday, February 13, 2012 3:39 PM
To: Bill Galvano
Subject: FW: Need Attorney's opinion for Board Member

No bylaws, b/c I believe the HPC "historically" has been the Planning and Zoning Board. Attached is the ordinance creating HPC.
 Thanks,

Virginia S. Haas, CMC
 City Recorder
 City of Arcadia
 23 N. Polk Ave.
 Arcadia, FL 34266
 Ph: 863-494-4114
 Fx: 863-494-4712

From: Bill Galvano [mailto:wgalvano@grimesgoebel.com]
Sent: Monday, February 13, 2012 3:25 PM
To: Virginia Haas
Subject: RE: Need Attorney's opinion for Board Member

Can you send me the commission's bylaws?

From: Virginia Haas [mailto:vhaas@arcadia-fl.gov]
Sent: Monday, February 13, 2012 3:04 PM
To: Bill Galvano
Subject: FW: Need Attorney's opinion for Board Member

There will only be 4 members present for this meeting. If Ms. Collins abstains, will the vote carry with 3?
 Thanks,

Virginia S. Haas, CMC
 City Recorder
 City of Arcadia
 23 N. Polk Ave.
 Arcadia, FL 34266
 Ph: 863-494-4114
 Fx: 863-494-4712

From: J Jankosky

ITEM # 11

AIR-CADIA

CONTRACT

90° angle for a distance of 450 feet to a point, thence run in a Southwesterly direction at a 90° angle for a distance of approximately 1,000 feet to a point intersecting with the BRL of Taxiway 13/31; thence run Southeasterly along the BRL of Taxiway 13/31 to the Point of Beginning.

ARTICLE III

RENTS

A. In consideration for the exclusive use of the premises described in Article II, Paragraph A above, AIR-CADIA agrees to pay CITY rent in the amount of FOUR HUNDRED DOLLARS (\$400.00) per month. Said payment to be made on the first day of each calendar month during the term of this Lease. However, payment of this rental sum shall be waived by CITY in the event that AIR-CADIA elects, at its sole option, to provide the personnel to perform the following airport management and maintenance services, to-wit:

1. An airport manager to manage the day-to-day airport operations; and
2. Mowing of the grass runway, taxiways and aircraft parking areas on an as needed basis; and
3. ~~*~~ Airport lighting, to include only the periodic inspection of runway and taxiway lighting and changing any burned out light bulbs.

CITY, at its expense, shall be solely responsible to supply AIR-CADIA with operational equipment and fuel necessary to perform the grass mowing operation and to provide AIR-CADIA with replacement light bulbs for the runway and taxiway lighting. The failure of CITY to provide the equipment, fuel or supplies to perform these functions shall abrogate AIR-CADIA's obligation to perform the maintenance but shall not obligate AIR-CADIA to make the aforesated cash rental payment or any portion thereof. It is specifically agreed that upon signing this Agreement that AIR-CADIA has elected to provide the maintenance and management personnel necessary to perform the above duties in lieu of the cash rent payment, and that no cash rental payment under this Paragraph A shall become due in the future unless AIR-CADIA provides CITY with written notice that it elects to pay the aforesated monthly cash rent instead of supplying the aforesated management and maintenance personnel. The monthly rent installment as set forth in this subparagraph shall be adjusted as of the first monthly rental installment due THREE (3) years from the date hereof and at the end of every THREE (3) year period thereafter during the term of this Lease. The adjustment, if any, shall be calculated upon the basis of the following publication of the United States Department of Labor, Bureau of Labor Statistics:

The Consumer Price Index, sub-group "all items" from Table A1, entitled Consumer Price Index U.S. City Average. The index for said sub-group being published as of the month prior to the month in which the term of this Lease commences, shall be considered as the "Base." In similar fashion, the index for said sub-group shall be ascertained as of the month preceding the commencement of the third year of this Lease. The monthly rental installment payable during the next three years shall be determined by relating the index for the month preceding the commencement of the third year for the "Base" in a manner herein below specified. The monthly rental installment during the next three years shall be adjusted in the ratio in the percentage increase or decrease, if any, in the index of said sub-group for the month immediately preceding the commencement of the third year over the "Base"

provided. However, in no event shall the percentage increase or decrease in the rental payment exceed a ratio of 0.15 for each adjustment period. When the monthly rental installment for the three year period shall have been thus determined, the CITY shall give AIR-CADIA written notice of the amount of monthly rent applicable for the next three years, and the method by which such rent was calculated. Rental adjustment for the next three year period and all subsequent three year periods shall be calculated in the same manner. If at the rental adjustment dates, there shall not exist a consumer price index, in the same format as herein set forth, the parties shall substitute in the official index published by the Bureau of Labor Statistics, or successor or similar governmental agency, as may then be in existence, and shall be most nearly equivalent thereto.

B. In consideration for the exclusive right to use the premises described in Article II, Paragraph B, AIR-CADIA agrees to compensate CITY as follows, to-wit:

1. AIR-CADIA shall, within ONE (1) year of entering this Agreement, locate a temporary terminal building on the existing aircraft parking apron. This structure shall remain the exclusive, personal property of AIR-CADIA and shall not be considered a permanent improvement or fixture for any reason whatsoever under the terms of this Agreement. AIR-CADIA shall have the right to remove this structure at any time it so elects, including, but not limited to, upon the termination of this Lease for any reason whatsoever or upon completion of a permanent terminal facility. However, it is agreed that this temporary structure shall remain in place until such time as the permanent structure in Article III(B)(2)(c) is completed or the termination of this Lease which ever occurs first.

2. AIR-CADIA shall make the following capital improvements of the premises leased under Article II, Paragraph B, to-wit:

a. Within TWO (2) years of the date of this Agreement, begin installation of fuel tanks and related facilities for 100LL avgas and install Jet A fueling facilities as demand, in the opinion of AIR-CADIA, warrants.

b. Within FOUR (4) years of the date of this Agreement, begin construction of:

- (i) a 5,000 square foot (minimum) steel aircraft maintenance facility;
- (ii) paving a 15,000 square foot aircraft parking area; and
- (iii) paving of a 5,000 square foot auto parking area.

c. Within FIVE (5) years of the date of this Agreement, begin construction of a permanent 1,000 square foot (minimum) terminal facility.

d. CITY hereby specifically agrees that it shall, at its own expense, provide all the necessary fill dirt and utilities necessary for the construction of all capital improvements constructed by AIR-CADIA.

e. It is specifically acknowledged and agreed that AIR-CADIA shall retain the right of exclusive use of these capital improvements to the exclusion of all other persons or entities during the pendency of this Lease, including any option period, and further that AIR-CADIA may, at its sole option, construct any other type capital improvement, including but not limited to aircraft hangers, on the

the leased premises which it deems necessary for or conducive to its business purpose as a fixed base operator and is in compliance with the airport's Master Development Plan. However, it is mutually acknowledged and agreed that upon the conclusion of the term of this Lease, including any option periods which may be exercised by AIR-CADIA, all capital improvements made to the leased premises shall become the property of CITY, unless otherwise agreed in writing.

f. In the event any mechanics, materialmen or laborers' liens or other order of payment is filed against the premises as a result of AIR-CADIA's act or omission, AIR-CADIA shall, at its own expense, cause same to be cancelled or discharged of record and indemnify and save harmless CITY from and against any and all costs, expenses and claims resulting from said liens or orders of payment.

3. Upon completion of the permanent improvement described in Article III, Paragraph B.2.a above, AIR-CADIA shall pay the following cash rental payments.

a. On January 31 of each calendar year AIR-CADIA shall pay CITY ONE PERCENT (1%) of its gross income for the previous calendar year, excluding sales of oil, gas and lubricants, collected aircraft tiedown, city-owned hanger rental fees and income from subleases.

b. On January 31 of each calendar year AIR-CADIA shall pay CITY ONE PERCENT (1%) of its sublessees' gross income earned during the previous year from sublease operation on the airfield. However, AIR-CADIA shall not be liable for any interest or penalty on delinquent sums due pursuant to this subparagraph which result from inaccurate reporting by a sublessee.

c. On the 15th day of each calendar month AIR-CADIA shall pay CITY ONE CENT (\$.01) for each gallon of aviation grade fuel and FOUR CENTS (\$.04) for each gallon of lubricating oil sold during the preceding calendar month.

4. AIR-CADIA shall collect all aircraft tiedown and rental fees for existing T-hangers owned by the CITY and leased to individuals. AIR-CADIA shall tender FIFTY PERCENT (50%) of all sums collected from the existing tiedowns and T-hangers to CITY. If CITY itself should construct new aircraft hangers then AIR-CADIA shall collect the rents thereon and tender to CITY NINETY PERCENT (90%) of all sums collected. It is, however, specifically agreed that AIR-CADIA shall not be responsible for entering into any leases on behalf of CITY, collection of delinquent payment or removal of aircraft in the event a lessee from the CITY should refuse to make payment. In the event AIR-CADIA shall construct aircraft storage hangers on its leased premises, then CITY shall be entitled only to a portion of these rental payments as included in AIR-CADIA's gross profit, a percentage of which is paid to CITY pursuant to Article III(B)(3)(a).

C. City specifically acknowledges that it has received the sum of FIVE THOUSAND DOLLARS (\$5,000.00) from AIR-CADIA upon the submitting of its proposal. CITY agrees that said sum shall act as a credit toward any and all sums which may become due and payable to CITY by AIR-CADIA pursuant to the terms set forth in this Article and that AIR-CADIA shall make no payments to CITY until the said \$5,000.00 credit is completely exhausted.

ARTICLE IV

SERVICES

AIR-CADIA agrees to provide the services itemized in Exhibit B, Section II, which is attached hereto and incorporated herein by reference. AIR-CADIA and CITY agree that AIR-CADIA may provide those services listed in Exhibit B, Section III, which is attached hereto and incorporated by reference. ~~In the event any other person or entity presents a proposal to CITY to provide a specialty service not provided by AIR-CADIA, then CITY must give AIR-CADIA written notice of~~

~~its intent to allow the person or entity to provide the specialty service. In the event AIR-CADIA should notify CITY in writing within the SIXTY (60) day period of AIR-CADIA's intent to provide the specialty service within SIXTY (60) days, then CITY shall not permit any person or entity permission or facilities on the airfield to provide the specialty service unless and except that such person or entity shall provide all the services provided by AIR-CADIA pursuant to this Agreement.~~

ARTICLE V

BOOKS AND RECORDS

AIR-CADIA shall maintain accurate records of retail fuel sales and adjusted gross receipts derived under this Agreement, for a period of THREE (3) years from the date the record is made. Such records shall be maintained according to generally accepted accounting principles used by AIR-CADIA's accountant. CITY or its duly authorized representative shall have the right, at its own expense, at all reasonable times during business hours to inspect the books, records and receipts to determine the validity of all payments made under Article III of this Agreement.

In the event that CITY shall dispute AIR-CADIA's fuel sales or adjusted gross receipts the dispute shall be submitted to an independent certified public accountant, agreed to by both parties, who shall determine the right of payment by the parties hereunder in conformity with generally accepted accounting principles. Any fees due said accountant for such service shall be paid by CITY.

Any additional payment discovered due from AIR-CADIA shall forthwith be paid to CITY, with interest thereon at ONE PERCENT (1%) per month from the date that such amount is determined owed to the CITY by an independent Certified Public Accountant. Any overpayment by AIR-CADIA shall be credited against further payments due to CITY.

ARTICLE VI

UTILITIES AND EQUIPMENT

A. AIR-CADIA shall have all utilities at the leased premises placed in its name and shall be solely responsible for the payment thereof.

B. CITY agrees that at the time utilities are needed at the premises leased under Article II, Paragraph B, that it shall, at its expense, provide water and sewage disposal systems to all structures on an "as needed" basis.

C. AIR-CADIA shall supply its own equipment and tools for conduct of its business. However, CITY may, at its option, provide equipment, furnishings and fixtures it deems necessary to AIR-CADIA's operation. Any items so supplied shall remain the property of CITY.

ARTICLE VII

INSURANCE

A. CITY shall, at its own expense, carry fire and extended coverage insurance on the structure leased under Article II, Paragraph A.1 and be responsible for the repair or replacement of the structure during the term of this Agreement in the event the structure is damaged or destroyed. During any period which AIR-CADIA or its sublessee can not use the structure as a result of damage or destruction then the rents under Article III, Paragraph A, shall be reduced by ONE-HALF (1/2) or in the event AIR-CADIA is providing services in lieu of rents under Article III, Paragraph A, then AIR-CADIA shall

EXHIBIT B

MINIMUM STANDARDS FOR EQUIPPING & OPERATING
A GENERAL FIXED BASE OPERATION AT
ARCADIA MUNICIPAL AIRPORT

SECTION I

Required Facilities-The following are minimum facilities required of all firms providing general Fixed Base Operations at the Arcadia Municipal Airport. Type facilities are considered adequate to house and accommodate Mandatory Services to be performed by Fixed Base Operator(s) as later defined in these Minimum Standards.

Optional or Special Services that may be proposed by an individual Fixed Base Operator may require added or expanded facilities. The City of Arcadia reserves the right to evaluate each independent proposal as it may relate to requirements for providing added facilities, either expanded building and land improvements or additional building and complementing facilities; i.e., aircraft apron, automobile parking and the like.

- A. Aircraft Parking (paved apron): A minimum of 15,000 square feet, accommodating a minimum of 5 single engine aircraft, or equivalent, tie-downs with taxi-in and taxi-out capability including sufficient taxi clearances.
- B. Automobile Parking (paved): Provisions for a minimum of 10 automobiles; standard pavement marking and maneuvering space.
- C. Building(s): Lounge, public restrooms, training, flight planning and offices of at least 1,000 square feet; hangar (aircraft maintenance/ storage) of at least 4,000 square feet.
- D. Fuel Storage: A minimum of 10,000 gallon storage capacity aviation gas with available refueling vehicle to service over the top refueling.
- E. Hours of Operation: Hours of operations will be 8 a.m. until 5 p.m. seven days per week, extended hours based on need. Will be open holidays for limited operations excluding Christmas and Easter.

SECTION II

Mandatory Services-For the purpose of these service standards, "general aviation aircraft and users" is defined as all aircraft, operators and users of the Airport who desire to utilize any or all of the services offered by the Fixed Base Operator. "Public Aircraft" is as defined in Federal Aviation Act of 1958, as amended, Section 101 (30) thereof.

Without limiting the generality thereof, the following are those services that must be provided by the Fixed Base Operator(s) at the Airport. A detailed definition and explanation of each type service is set out on the succeeding pages of this Section II. Any subsequent changes to applicable Federal Regulations and Airport Rules, automatically serve to amend these Minimum Standards.

SERVICES TO BE PROVIDED

- A. Aircraft fuel and oil dispensing.
- B. Aircraft parking and tie-down storage.
- C. Airframe, power plant and accessory services
- D. Flight training.
- E. Aircraft Sales and Rental.

A. AIRCRAFT FUEL AND OIL DISPENSING SERVICE:

1. Fueling facilities-provide into-plane retail delivery of aviation petroleum products by avgas dispensing truck or fuel servicing island, required in the operation of all types of aircraft normally frequenting the Airport.
2. Aircraft Service Equipment-Energizers, standard starting equipment, oxygen (provided a reasonable demand exists), appropriate fire extinguishers, towing equipment and unicom radio with portable hand held unit shall be provided to meet the needs of general aviation aircraft.
3. Fueling Procedures-Shall conform to recommendations and standards as set forth in Federal Aviation Administration Advisory Circular 00-34A, 7-29-74 "Aircraft Ground Handling and Servicing".
4. Personnel-At least one (1) properly trained and qualified ramp service person shall be on duty during hours of operation for fuel dispensing.
5. Hours of Operation-Hours of operation will be 8 a.m. until 5 p.m. seven days per week, extended hours based on need. Will be open holidays for limited operations excluding Christmas and Easter.

B. AIRCRAFT PARKING AND TIE-DOWN STORAGE:

1. Ramp Area-

- a. Provide taxi lines to refueling and aircraft tie-down areas for directional convenience and safety of transient and local based aircraft.
- b. Provide ramp area with ground rods for refueling, also areas for change of engine oil, inflation of tires, washing and services not requiring certificated mechanic rating, for a reasonable fee, during normal hours of operation. This will be built at the same time as the aircraft maintenance facility. The wash and oil change area should have suitable grease trap drainage.
- c. Provide equipment by ownership or lease to sweep and clean ramp areas.
- d. Comply with Federal Aviation Administration Advisory Circular 00-34A, 7-29/74 "Aircraft Ground Handling and Servicing" in aircraft servicing and operations in subject areas.
- e. Disabled Aircraft-The parking of unsightly "junk" or unairworthy aircraft is in violation of the Airport Rules and Regulations and in noncompliance with Federal Aviation Administration AC 150/5380-1A which established a program to improve the appearance of airports and to the flying public exposed to such false image of aviation safety.

2. Tie-Down Aircraft

- a. Installation of suitable tie-down anchors, ropes, chocks, marking and spacing as set forth in Federal Aviation Administration Advisory Circular 20-35B, 4/19/71 "Tie-Down Sense".

3. Hours of Operation

- a. Shall be available 8:00a.m. until 5 p.m. seven (7) days per week, extended hours based on need. Will be open holidays for limited operations excluding Christmas and Easter.

C. AIR FRAME, POWER PLANT AND ACCESSORY SERVICES:

Repair and maintenance services for general aviation aircraft, shall provide, as a minimum, the following:

1. Certification-To enable aircraft repaired, overhauled, modified, or mechanical maintenance serviced to immediately be returned to service in accordance with Federal Aviation Regulations, either of the following must be provided:
 1. A Domestic Repair Station as set forth under FAR Volume V part 145, "Repair Stations".
 2. Employment of a Certificated Aircraft and Power Plant Mechanic holding inspector authorization.
2. Personnel- Qualified certificated mechanics along with other properly trained personnel as may be required to adequately perform in an efficient manner the various maintenance and repairs.
3. Hours of Operation- The operating hours will be scheduled by appointment during normal business hours Monday through Friday. During all other times, a certificated mechanic may be on call, available to respond to emergency customer services. After hours phone numbers will be posted

D. FLIGHT TRAINING:

The Fixed Base Operator shall engage in flight training by providing, as a minimum, the following:

1. Certification-In compliance with Federal Aviation Regulations, Part 141 (revised 5/29/75) obtain and keep in force a Federal Aviation Administration "Pilot School Air Agency Certificate" covering the flight training courses offered.
2. Personnel-Proper certificated flight instructors with appropriate ratings must be provided for type of training offered as specified under the Federal Aviation Administration Air Agency Certificate.
3. Aircraft-Properly certificated aircraft of type as required for flight course designated in the Air Agency Certificate shall be owned or have leased in writing to the lessee.
4. Hours of Operation- Flight training shall be scheduled by appointment.

Handwritten notes:
1. Part 141
2. Personnel
3. Aircraft
4. Hours of Operation

E. AIRCRAFT SALES AND RENTAL:

The Fixed Base Operator shall offer to the public Aircraft Sales (new or used) and Aircraft Rental and provide, as a minimum, the following:

1. Aircraft Sales-Provide for spare parts and repair service necessary to meet any warranties or warranty for the make and model of new aircraft for which sales privileges are granted.
2. Aircraft Rental-~~Shall have~~ available currently licensed, airworthy aircraft, ~~owned by~~ or leased in writing to the lessee. At least two (2) aircraft shall be designated for rental.
3. ~~Personnel~~-A properly certificated and rated pilot shall be available for the type or aircraft to be demonstrated and for Check-out of pilot for aircraft to be rented.
4. Hours of Operation-Hours will be by appointment.

SECTION III

OPTIONAL AND/OR SPECIAL SERVICES

Miscellaneous aeronautical activities and special services, not herein provided for, may be conducted by Air-Cadia, Inc. Such operations include, but are not limited to, the following:

1. Aerial photography or survey.
2. Air Taxi service, as designated under FAR part 135.
3. Air Ambulance Services.
4. Aircraft painting and upholstery.
5. Contract maintenance.
6. Major engine overhaul and aircraft modification.
7. Auto rental or courtesy car.

Nothing in these Minimum Standards is to be considered as restricting or prohibiting the City of Arcadia from leasing land or available fixed improvements, or from granting operating rights to one or more firms engaged in providing Special Services to aircraft owners or users. Examples of special facility shops and the like without limiting the nature or number thereof are: Aircraft upholstery, painting, avionics, contract maintenance, overhaul and modification, etc. Normally, special services will not encompass mandatory services provided by Air-Cadia, Inc. ~~However, in no event shall specialty services be permitted to compete with the services provided by Air-Cadia, unless specialty service provides all services required by Air-Cadia, Inc. Air-Cadia, Inc. shall be given first option to provide specialty service when such specialty service is proposed by another person or firm.~~

AGREEMENT
ADDENDUM NUMBER 2

THIS AGREEMENT, made this 6th day of January 1987, by and between the CITY OF ARCADIA, hereinafter referred to as "CITY" and AIR-CADIA, INC., a Florida Corporation, hereinafter referred to as "AIR-CADIA."

WHEREAS, the CITY and AIR-CADIA heretofore on the 2nd day of April, 1985 entered into an Agreement for Fixed Base Operations at the Arcadia Municipal Airport, and,

WHEREAS, both the CITY and AIR-CADIA desire to amend the above referenced Agreement in accordance with Article XIX,

NOW, THEREFORE, in consideration of the mutual covenants and promises hereafter stated the above described Agreement is amended as follows:

Exhibit B, Section II, D. 1. Certification is changed to read as follows:

1. ~~Certification~~ - In compliance with Federal Aviation Regulations Part 61.

IN WITNESS WHEREOF, the parties have executed this Addendum Number 2 on this _____ day of _____.

AIR-CADIA, INC.

CITY OF ARCADIA

BY: _____

BY: _____
Mayor

BY: _____

(Corporate Seal)

ATTEST: _____
City Recorder
(City Seal)

ITEM # 12

From: Joseph Fink
Sent: Thursday, March 15, 2012 1:19 PM
To: Lawrence Miller
Cc: g.maxcy@desotoBOCC.com; b.mansfield@desotobocc.com
Subject: Joint Planning -- Agenda Item

Dr. Miller --

I ask the following be placed on the 03/20/12 Regular City Council Agenda for discussion and possible action:

It is imperative that the governments of the DeSoto County work together to make our city and county an even better place than they already are live.

With that in mind, I ask that we make the following recommendation to the county: the Mayor, the Chairman of the County Commission and both Administrators meet and devise a listing of proposed issues of commonality between the city and the county that need addressing; that they propose a set of meeting dates between the bodies for the discussion of those issues; and that they bring the proposal back to the membership of both for adoption/amendment.

*Joseph E Fink, Councilman
City of Arcadia Florida
863.494.4114 City Hall
863.244.2740 Cell
863.494.4887 Home*

Christiansen & Dehner, P.A.

63 Sarasota Center Blvd, Suite 107 Sarasota, Florida 34240 • 941-377-2200 • Fax 941-377-4848

March 8, 2012

Lawrence A. Miller, Ph.D.
City Administrator
City of Arcadia
23 N. Polk Avenue
Arcadia, Florida 34266

Re: Proposed Ordinance Amending Plan

Dear Dr. Miller:

I represent the Board of Trustees of your City of Arcadia Police Officers' and Firefighters' Retirement System. Enclosed please find a proposed ordinance amending the City of Arcadia Police Officers' and Firefighters' Retirement System, which has been approved by the Board and is recommended for adoption by the City Council. This document incorporates the following changes:

1. Section 1, Definitions, is being amended to amend the definition of Salary to comply with the requirement of Chapter 2011-216, Laws of Florida, regarding overtime and accrued sick and vacation time.
2. Section 27, Prior Police Service, is being amended to clarify the reference in the first paragraph to the purchase of prior State of Florida police time, as purchases for federal time and other out of state police time purchases are addressed in subsection 6 of Section 27.
3. Section 28, Deferred Retirement Option Plan, has been amended to clarify one reference in subsection 2.C., to correctly reflect a 96-month participation period.

By copy of this letter to the Board's actuary, Foster & Foster, Inc., I am requesting that they provide you with a letter indicating the cost, if any, associated with the adoption of this ordinance.

If you or any member of your staff have any questions with regard to this ordinance, please feel free to give me a call. In addition, if you feel it would be appropriate for me to be present at the meeting at which this ordinance is considered by the City Council, please contact my office to advise me of the date that the ordinance would be considered.

Yours very truly,



Scott R. Christiansen

SRC/dm
enclosure

cc: Doug Lozen, with enclosure
Rachelle Baumann, with enclosure

ORDINANCE NO. 972

AN ORDINANCE OF THE CITY OF ARCADIA, AMENDING CHAPTER 2, ARTICLE VII, DIVISION 3, SECTION 2, OF THE CODE OF ORDINANCES OF THE CITY OF ARCADIA, AMENDING THE CITY OF ARCADIA POLICE OFFICERS' AND FIREFIGHTERS' RETIREMENT SYSTEM; AMENDING SECTION 1, DEFINITIONS; AMENDING SECTION 27, PRIOR POLICE SERVICE; AMENDING SECTION 28, DEFERRED RETIREMENT OPTION PLAN; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA;

SECTION 1: That Chapter 2, Article VII, Division 3, Section 2 of the Code of Ordinances of the City of Arcadia, The City of Arcadia Police Officers' and Firefighters' Retirement System, is hereby amended by amending Section 1, Definitions, to amend the definition of "Salary", to read as follows:

Salary means the total compensation for services rendered to the City as a Police Officer or rendered to the City and/or County as a Firefighter reportable on the Member's W-2 form plus all tax deferred, tax sheltered, or tax exempt items of income derived from elective employee payroll deductions or salary reductions. For service earned after July 1, 2011, Salary shall not include more than three hundred (300) hours of overtime per calendar year and shall also not include payments for accrued unused sick or annual leave. Provided however, in any event, payments for overtime in excess of three hundred (300) hours per year or accrued unused sick or annual leave accrued as of July 1, 2011 and attributable to service earned prior to July 1, 2011, may still be included in Salary for pension purposes even if the payment is not actually made until on or after July 1, 2011. In any event, with respect to unused sick leave and unused annual leave accrued prior to July 1, 2011, Salary will include the lesser of the amount of sick or annual leave time accrued on July 1, 2011 or the actual amount of sick or annual leave time for which the retiree receives payment at the time of retirement, regardless of whether the amount of sick or annual leave was, at some time prior to retirement, reduced below the amount on July 1, 2011.

Compensation in excess of the limitations set forth in Section 401(a)(17) of the Code as of the first day of the Plan Year shall be disregarded for any purpose, including employee contributions or any benefit calculations. The annual compensation of each member taken into account in determining benefits or employee contributions for any Plan Year beginning on or after January 1, 2002, may not exceed \$200,000, as adjusted for cost-of-living increases in accordance with Internal Revenue Code Section 401(a)(17)(B). Compensation means compensation during the fiscal year. The cost-of-living adjustment in effect for a calendar year applies to annual compensation for the determination period that begins with or within such calendar year. If the determination period consists of fewer than 12 months, the annual compensation limit is an amount equal to the otherwise applicable annual compensation limit multiplied by a fraction, the numerator of which is the number of months in the short determination period, and the denominator of which is 12. If the compensation for any prior determination period is taken into account in determining a Member's contributions or benefits for the current Plan Year, the compensation for such prior determination period is subject to the applicable annual compensation limit in effect for that prior period. The

limitation on compensation for an "eligible employee" shall not be less than the amount which was allowed to be taken into account hereunder as in effect on July 1, 1993. "Eligible employee" is an individual who was a Member before the first Plan Year beginning after December 31, 1995.

* * * * *

SECTION 2: That Chapter 2, Article VII, Division 3, Section 2 of the Code of Ordinances of the City of Arcadia, The City of Arcadia Police Officers' and Firefighters' Retirement System, is hereby amended by amending the first paragraph of Section 27, Prior Police Service, to read as follows:

* * * * *

Unless otherwise prohibited by law, and except as provided for in Section 1, the years or fractional parts of years that a Member previously served as a Police Officer with the City during a period of previous employment and for which period Accumulated Contributions were withdrawn from the Fund, or the years and fractional parts of years that a Member served as a Police Officer for any other municipal, county or state law enforcement department in the United States the State of Florida shall be added to his years of Credited Service provided that:

* * * * *

SECTION 3: That Chapter 2, Article VII, Division 3, Section 2 of the Code of Ordinances of the City of Arcadia, The City of Arcadia Police Officers' and Firefighters' Retirement System, is hereby amended by amending Section 28, Deferred Retirement Option Plan, to amend subsection 2.C., to read as follows:

* * * * *

2. C. Period of Participation.

As of the effective date of the ordinance adopting this Section, a Member who elects to participate in the DROP under subsection 2.B., shall participate in the DROP for a period not to exceed ninety-six (96) months beginning at the time his election to participate in the DROP first becomes effective. Any person who is currently participating in the DROP on the date that the DROP participation period is changed from sixty (60) to ninety-~~six~~ ninety-six (96) months, may participate in the DROP for up to ninety-six (96) months. An election to participate in the DROP shall constitute an irrevocable election to resign from the service of the City or County not later than the date provided for in the previous sentence. A Member may participate only once.

* * * * *

SECTION 4: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Arcadia.

SECTION 5: All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 6: If any section, subsection, sentence, clause, phrase of this ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 7: That this Ordinance shall take effect pursuant to Chapter 73-403 of the laws of the State of Florida.

PASSED ON FIRST READING, this _____ day of _____, 2012.

PASSED ON SECOND READING, this _____ day of _____, 2012.

Keith Keene, Mayor

ATTEST:

Virginia Haas, City Recorder

Approved as to form:

City Attorney



MEMORANDUM

TO: Arcadia City Council

FROM: Judi Jankosky, Assistant City Administrator 

DATE: March 16, 2012

SUBJECT: Award RFQ 2011-05- Water, Sewer and Stormwater Infrastructure Repair and Replace Project

RFQ 2012-05 closed on November 29, 2010 with three (3) firms responding. A copy of the submittals can be reviewed in the Administration Office. The review committee:

Dr. Lawrence Miller, City Administrator
 Judi Jankosky, Assistant City Administrator
 Fred Lewis, Utilities Supervisor
 Steve Underwood, Wastewater Plant Supervisor
 A.J. Berndt, Water Plant Supervisor

reviewed and scored the submittals. The committee met on December 9 to tally their scores and discuss the submittals. Staff then asked the firms to attend a question and answer session. Staff tallied scores again based on the question and answer session. Below are the staff scores for each firm after reviewing the submittal but prior to the question and answer session, and scores after the question and answer session:

ARCADIA RFQ 2011-05 WATER, SEWER, STORM REPAIR/REPLACE			
Firm	Envisors	Kimley-Horn	Mittauer
Score before Q&A	377	437	410
Score after Q&A	412	437	455

Staff would like for Council to award the RFQ this evening to either Kimley-Horn and/or Mittauer. As a whole, staff has indicated that either firm appears to be very well qualified and leaves the awarding of the contract up to the discretion of the Council.

Council may award the RFQ to one or more firms.

410 ✓

Totals before

377 437

ARCADIA RFQ 2011-04 WATER, SEWER, STORM REPAIR/REPLACE			
	Mittauer	Envisors	Kimley-Horn
1. Compliance with RFQ Instructions (0 to 5 points) The qualifications will be evaluated for general compliance with instructions issued in the RFQ. Noncompliance with instructions may be grounds for disqualification. Items to be considered for evaluation are: a. Presentation in the paper size and order requested. b. Presentation number of pages not exceeded. c. Information requested regarding firm background, professional and occupational licenses, and project team information included. d. Number of copies required submitted. e. Proof of liability insurance and limits.	(0-5 possible) 5	(0-5 possible) 5	(0-5 possible) 5
2. Technical Expertise (0 to 20 points) The qualifications will be evaluated on the consultant's approach, capabilities, and methods available to use in performing their project services. a. Project approach and cost control (discuss general approach and describe any special issues and resolution plans. Also discuss how you will maintain coordination with the City Administration and procedures to track project progress).	(0-20 possible) 18	(0-20 possible) 10	(0-20 possible) 12
3. Quality Control (0 to 10 points) The qualifications will be evaluated on the quality control process to be implemented to ensure that quality work products and services can be delivered in a timely manner. a. Senior manager review process and availability b. Timely accomplishment of required objectives c. Personnel assignments and project management to provide the most effective delivery. d. Other QA/QC methods. e. Project budget tracking and billing. f. Federal and State permit coordination. g. Tracking of schedule.	(0-10 possible) 9	(0-10 possible) 8	(0-10 possible) 8
4. Staff Credentials (0 to 15 points) The qualifications will be evaluated on the basis of the consultant's demonstrated staff credentials. a. Organization profile and proposed project team management. b. Specific names and function of project team and their primary work location. c. Established team, how long they have worked together as a team. d. Current workload of key team members. e. Current commitment over the next one year period for key team members. f. The name and license number of a Professional Engineer (PE) licensed in the State of Florida. g. Background, education and experience of proposed project team relative to this discipline. h. Communication skills and accessibility by email.	(0-15 possible) 14	(0-15 possible) 10	(0-15 possible) 12
5. Related Experience with Similar Projects and/or the City of Arcadia (0 to 25 points) The qualifications will be evaluated on the basis of the consultant's expertise in relevant projects. a. Number of years performing services in this discipline. b. Permitting and agency coordination experience. c. The firm's or its project manager's responses to request from the client. d. Timely execution of projects. e. Current workload of key team members. f. Current commitment over the next one year period for key team members. g. A list of all current and previously completed projects within the past three (3) years in this discipline that the firm has worked on, or is working on. h. DBE understanding and experience.	(0-25 possible) 20	(0-25 possible) 18	(0-25 possible) 20
6. Location (0 to 10 points) The firm will be evaluated on proximity or availability of project team to the City of Arcadia. a. Specify current and planned office location for key members of the project team.	(0-10 possible) 10	(0-10 possible) 7	(0-10 possible) 10
7. References (0 to 15 points) The references should include a minimum of five (5) clients that have recently hired your firm for projects in the discipline currently offered by the firm, including completed projects. For each project include the name of the firm's project manager, name of the client, the client's project manager, their phone numbers and email addresses. To avoid duplication, an individual designated by the Selection Committee, will contact and rank references. Points will be awarded based on the following: a. Submission of references in the required format. b. Satisfactory response from the contacts regarding project performance. c. The firm's or its project team's response to requests from clients. Timely execution of projects.	(0-15 possible) 15	(0-15 possible) 12	(0-15 possible) 15
TOTAL POINTS (100 POSSIBLE)	91	70	82

or milk

ARCADIA RFQ 2011-04 WATER, SEWER, STORM REPAIR/REPLACE			
After Presentations	Mittauer	Envisors	Kimley-Horn
<p>1. Compliance with RFQ instructions (0 to 5 points) The qualifications will be evaluated for general compliance with instructions issued in the RFQ. Noncompliance with instructions may be grounds for disqualification. Items to be considered for evaluation are:</p> <p>a. Presentation in the paper size and order requested. b. Presentation number of pages not exceeded. c. Information requested regarding firm background, professional and occupational licenses, and project team information included. d. Number of copies required submitted. e. Proof of liability insurance and limits.</p>	(0-5 possible) 5	(0-5 possible) 5	(0-5 possible) 5
<p>2. Technical Expertise (0 to 20 points) The qualifications will be evaluated on the consultant's approach, capabilities, and methods available to use in performing their project services.</p> <p>a. Project approach and cost control (discuss general approach and describe any special issues and resolution plans. Also discuss how you will maintain coordination with the City Administration and procedures to track project progress).</p>	(0-20 possible) 20	(0-20 possible) 15	(0-20 possible) 20
<p>3. Quality Control (0 to 10 points) The qualifications will be evaluated on the quality control process to be implemented to ensure that quality work products and services can be delivered in a timely manner.</p> <p>a. Senior manager review process and availability b. Timely accomplishment of required objectives c. Personnel assignments and project management to provide the most effective delivery. d. Other QA/QC methods. e. Project budget tracking and billing. f. Federal and State permit coordination. g. Tracking of schedule.</p>	(0-10 possible) 10	(0-10 possible) 10	(0-10 possible) 10
<p>4. Staff Credentials (0 to 15 points) The qualifications will be evaluated on the basis of the consultant's demonstrated staff credentials.</p> <p>a. Organization profile and proposed project team management. b. Specific names and function of project team and their primary work location. c. Established team, how long they have worked together as a team. d. Current workload of key team members. e. Current commitment over the next one year period for key team members. f. The name and license number of a Professional Engineer (PE) licensed in the State of Florida. g. Background, education and experience of proposed project team relative to this discipline. h. Communication skills and accessibility by email.</p>	(0-15 possible) 15	(0-15 possible) 15	(0-15 possible) 15
<p>5. Related Experience with Similar Projects and/or the City of Arcadia (0 to 25 points) The qualifications will be evaluated on the basis of the consultant's expertise in relevant projects.</p> <p>a. Number of years performing services in this discipline. b. Permitting and agency coordination experience. c. The firm's or its project manager's responses to request from the client. d. Timely execution of projects. e. Current workload of key team members. f. Current commitment over the next one year period for key team members. g. A list of all current and previously completed projects within the past three (3) years in this discipline that the firm has worked on, or is working on. h. DBE understanding and experience.</p>	(0-25 possible) 25	(0-25 possible) 25	(0-25 possible) 25
<p>6. Location (0 to 10 points) The firm will be evaluated on proximity or availability of project team to the City of Arcadia.</p> <p>a. Specify current and planned office location for key members of the project team.</p>	(0-10 possible) 5	(0-10 possible) 8	(0-10 possible) 10
<p>7. References (0 to 15 points) The references should include a minimum of five (5) clients that have recently hired your firm for projects in the discipline currently offered by the firm, including completed projects. For each project include the name of the firm's project manager, name of the client, the client's project manager, their phone numbers and email addresses.</p> <p>To avoid duplication, an individual designated by the Selection Committee, will contact and rank references. Points will be awarded based on the following:</p> <p>a. Submission of references in the required format. b. Satisfactory response from the contacts regarding project performance. c. The firm's or its project team's response to requests from clients. Timely execution of projects.</p>	(0-15 possible) 15	(0-15 possible) 15	(0-15 possible) 15
TOTAL POINTS (100 POSSIBLE)	95	93	100

Comments: In my opinion, Kimley-Horn would be the more desirable company to work with, However, MITTNER was so close, that I believe it should come down to a matter of cost.

Fred L
Utilities Supd.

ARCADIA RFQ 2011-04 WATER, SEWER, STORM REPAIR/REPLACE

After Presentations		Mittauer	Envisors	Kimley-Horn
1.	<p>Compliance with RFQ Instructions (0 to 5 points) The qualifications will be evaluated for general compliance with instructions issued in the RFQ. Noncompliance with instructions may be grounds for disqualification. Items to be considered for evaluation are:</p> <p>a. Presentation in the paper size and order requested. b. Presentation number of pages not exceeded. c. Information requested regarding firm background, professional and occupational licenses, and project team information included. d. Number of copies required submitted. e. Proof of liability insurance and limits.</p>	(0-5 possible) 5	(0-5 possible) 4	(0-5 possible) 5
2.	<p>Technical Expertise (0 to 20 points) The qualifications will be evaluated on the consultant's approach, capabilities, and methods available to use in performing their project services.</p> <p>a. Project approach and cost control (discuss general approach and describe any special issues and resolution plans. Also discuss how you will maintain coordination with the City Administration and procedures to track project progress).</p>	(0-20 possible) 20	(0-20 possible) 18	(0-20 possible) 19
3.	<p>Quality Control (0 to 10 points) The qualifications will be evaluated on the quality control process to be implemented to ensure that quality work products and services can be delivered in a timely manner.</p> <p>a. Senior manager review process and availability b. Timely accomplishment of required objectives c. Personnel assignments and project management to provide the most effective delivery. d. Other QA/QC methods. e. Project budget tracking and billing. f. Federal and State permit coordination. g. Tracking of schedule.</p>	(0-10 possible) 9	(0-10 possible) 8	(0-10 possible) 8
4.	<p>Staff Credentials (0 to 15 points) The qualifications will be evaluated on the basis of the consultant's demonstrated staff credentials.</p> <p>a. Organization profile and proposed project team management. b. Specific names and function of project team and their primary work location. c. Established team, how long they have worked together as a team. d. Current workload of key team members. e. Current commitment over the next one year period for key team members. f. The name and license number of a Professional Engineer (PE) licensed in the State of Florida. g. Background, education and experience of proposed project team relative to this discipline. h. Communication skills and accessibility by email.</p>	(0-15 possible) 15	(0-15 possible) 12	(0-15 possible) 12
5.	<p>Related Experience with Similar Projects and/or the City of Arcadia (0 to 25 points) The qualifications will be evaluated on the basis of the consultant's expertise in relevant projects.</p> <p>a. Number of years performing services in this discipline. b. Permitting and agency coordination experience. c. The firm's or its project manager's responses to request from the client. d. Timely execution of projects. e. Current workload of key team members. f. Current commitment over the next one year period for key team members. g. A list of all current and previously completed projects within the past three (3) years in this discipline that the firm has worked on, or is working on. h. DBE understanding and experience.</p>	(0-25 possible) 24	(0-25 possible) 22	(0-25 possible) 23
6.	<p>Location (0 to 10 points) The firm will be evaluated on proximity or availability of project team to the City of Arcadia.</p> <p>a. Specify current and planned office location for key members of the project team.</p>	(0-10 possible) 7	(0-10 possible) 7	(0-10 possible) 8
7.	<p>References (0 to 15 points) The references should include a minimum of five (5) clients that have recently hired your firm for projects in the discipline currently offered by the firm, including completed projects. For each project include the name of the firm's project manager, name of the client, the client's project manager, their phone numbers and email addresses.</p> <p>To avoid duplication, an individual designated by the Selection Committee, will contact and rank references. Points will be awarded based on the following:</p> <p>a. Submission of references in the required format. b. Satisfactory response from the contacts regarding project performance. c. The firm's or its project team's response to requests from clients. Timely execution of projects.</p>	(0-15 possible) 13	(0-15 possible) 12	(0-15 possible) 13
TOTAL POINTS (100 POSSIBLE)		93	83	88

Comments:

After interviewing all three consulting companies I felt that Mittauer would be the best choice for the city due to the fact their company has grant writers in house and they are experienced with the different language that is needed to get a grant approved. Also, Mittauer seems to have a better representation in Tallahassee, which is a plus in order to get chosen for funding for different projects. They seem to be in touch with more elected officials that make decisions on grants and loans. My second choice would be Kimley-Horn. They seemed to be very qualified in all areas but I believe that Mittauer excelled in the other areas of consulting that I stated. Thank you, AJ Berndt

ARCADIA RFQ 2011-04 WATER, SEWER, STORM REPAIR/REPLACE			
	Mittauer	Envisors	Kimley-Horn
<p>1. Compliance with RFQ Instructions (0 to 5 points) The qualifications will be evaluated for general compliance with instructions issued in the RFQ. Noncompliance with instructions may be grounds for disqualification. Items to be considered for evaluation are:</p> <p>a. Presentation in the paper size and order requested. b. Presentation number of pages not exceeded. c. Information requested regarding firm background, professional and occupational licenses, and project team information included. d. Number of copies required submitted. e. Proof of liability insurance and limits.</p>	(0-5 possible)	(0-5 possible)	(0-5 possible)
<p>2. Technical Expertise (0 to 20 points) The qualifications will be evaluated on the consultant's approach, capabilities, and methods available to use in performing their project services.</p> <p>a. Project approach and cost control (discuss general approach and describe any special issues and resolution plans. Also discuss how you will maintain coordination with the City Administration and procedures to track project progress).</p>	(0-20 possible)	(0-20 possible)	(0-20 possible)
<p>3. Quality Control (0 to 10 points) The qualifications will be evaluated on the quality control process to be implemented to ensure that quality work products and services can be delivered in a timely manner.</p> <p>a. Senior manager review process and availability b. Timely accomplishment of required objectives c. Personnel assignments and project management to provide the most effective delivery. d. Other QA/QC methods. e. Project budget tracking and billing. f. Federal and State permit coordination. g. Tracking of schedule.</p>	(0-10 possible)	(0-10 possible)	(0-10 possible)
<p>4. Staff Credentials (0 to 15 points) The qualifications will be evaluated on the basis of the consultant's demonstrated staff credentials.</p> <p>a. Organization profile and proposed project team management. b. Specific names and function of project team and their primary work location. c. Established team, how long they have worked together as a team. d. Current workload of key team members. e. Current commitment over the next one year period for key team members. f. The name and license number of a Professional Engineer (PE) licensed in the State of Florida. g. Background, education and experience of proposed project team relative to this discipline. h. Communication skills and accessibility by email.</p>	(0-15 possible)	(0-15 possible)	(0-15 possible)
<p>5. Related Experience with Similar Projects and/or the City of Arcadia (0 to 25 points) The qualifications will be evaluated on the basis of the consultant's expertise in relevant projects.</p> <p>a. Number of years performing services in this discipline. b. Permitting and agency coordination experience. c. The firm's or its project manager's responses to request from the client. d. Timely execution of projects. e. Current workload of key team members. f. Current commitment over the next one year period for key team members. g. A list of all current and previously completed projects within the past three (3) years in this discipline that the firm has worked on, or is working on. h. DBE understanding and experience.</p>	(0-25 possible)	(0-25 possible)	(0-25 possible)
<p>6. Location (0 to 10 points) The firm will be evaluated on proximity or availability of project team to the City of Arcadia.</p> <p>a. Specify current and planned office location for key members of the project team.</p>	(0-10 possible)	(0-10 possible)	(0-10 possible)
<p>7. References (0 to 15 points) The references should include a minimum of five (5) clients that have recently hired your firm for projects in the discipline currently offered by the firm, including completed projects. For each project include the name of the firm's project manager, name of the client, the client's project manager, their phone numbers and email addresses.</p> <p>To avoid duplication, an individual designated by the Selection Committee, will contact and rank references. Points will be awarded based on the following:</p> <p>a. Submission of references in the required format. b. Satisfactory response from the contacts regarding project performance. c. The firm's or its project team's response to requests from clients. Timely execution of projects.</p>	(0-15 possible)	(0-15 possible)	(0-15 possible)
TOTAL POINTS (100 POSSIBLE)	81	81	74

Stew

Same score

ARCADIA RFQ 2011-04 WATER, SEWER, STORM REPAIR/REPLACE

<i>After Presentations</i>		Mittauer	Envisors	Kimley-Horn
1.	<p>Compliance with RFQ instructions (0 to 5 points) The qualifications will be evaluated for general compliance with instructions issued in the RFQ. Noncompliance with instructions may be grounds for disqualification. Items to be considered for evaluation are:</p> <p>a. Presentation in the paper size and order requested. b. Presentation number of pages not exceeded. c. Information requested regarding firm background, professional and occupational licenses, and project team information included. d. Number of copies required submitted. e. Proof of liability insurance and limits.</p>	(0-5 possible) 5	(0-5 possible) 5	(0-5 possible) 5
2.	<p>Technical Expertise (0 to 20 points) The qualifications will be evaluated on the consultant's approach, capabilities, and methods available to use in performing their project services.</p> <p>a. Project approach and cost control (discuss general approach and describe any special issues and resolution plans. Also discuss how you will maintain coordination with the City Administration and procedures to track project progress).</p>	(0-20 possible) 20	(0-20 possible) 18	(0-20 possible) 20
3.	<p>Quality Control (0 to 10 points) The qualifications will be evaluated on the quality control process to be implemented to ensure that quality work products and services can be delivered in a timely manner.</p> <p>a. Senior manager review process and availability b. Timely accomplishment of required objectives c. Personnel assignments and project management to provide the most effective delivery. d. Other QA/QC methods. e. Project budget tracking and billing. f. Federal and State permit coordination. g. Tracking of schedule.</p>	(0-10 possible) 8	(0-10 possible) 7	(0-10 possible) 9
4.	<p>Staff Credentials (0 to 15 points) The qualifications will be evaluated on the basis of the consultant's demonstrated staff credentials.</p> <p>a. Organization profile and proposed project team management. b. Specific names and function of project team and their primary work location. c. Established team, how long they have worked together as a team. d. Current workload of key team members. e. Current commitment over the next one year period for key team members. f. The name and license number of a Professional Engineer (PE) licensed in the State of Florida. g. Background, education and experience of proposed project team relative to this discipline. h. Communication skills and accessibility by email.</p>	(0-15 possible) 14	(0-15 possible) 12	(0-15 possible) 14
5.	<p>Related Experience with Similar Projects and/or the City of Arcadia (0 to 25 points) The qualifications will be evaluated on the basis of the consultant's expertise in relevant projects.</p> <p>a. Number of years performing services in this discipline. b. Permitting and agency coordination experience. c. The firm's or its project manager's responses to request from the client. d. Timely execution of projects. e. Current workload of key team members. f. Current commitment over the next one year period for key team members. g. A list of all current and previously completed projects within the past three (3) years in this discipline that the firm has worked on, or is working on. h. DBE understanding and experience.</p>	(0-25 possible) 24	(0-25 possible) 20	(0-25 possible) 22
6.	<p>Location (0 to 10 points) The firm will be evaluated on proximity or availability of project team to the City of Arcadia.</p> <p>a. Specify current and planned office location for key members of the project team.</p>	(0-10 possible) 9	(0-10 possible) 8	(0-10 possible) 8
7.	<p>References (0 to 15 points) The references should include a minimum of five (5) clients that have recently hired your firm for projects in the discipline currently offered by the firm, including completed projects. For each project include the name of the firm's project manager, name of the client, the client's project manager, their phone numbers and email addresses.</p> <p>To avoid duplication, an individual designated by the Selection Committee, will contact and rank references. Points will be awarded based on the following:</p> <p>a. Submission of references in the required format. b. Satisfactory response from the contacts regarding project performance. c. The firm's or its project team's response to requests from clients Timely execution of projects.</p>	(0-15 possible) 15	(0-15 possible) 15	(0-15 possible) 15
TOTAL POINTS (100 POSSIBLE)		95	85	93

Comments:

I have worked with both Mittauer and Kimley-Horn and recommend either engineering firm. The understanding of the financial situation of the city and the needs for grants and matching grants, working with other municipalities of like situations and the project approach to getting the work done was important considerations on my list.

The few points in range came from the project approach discussion and related experience. Kimley-Horn discussed preparing a comprehensive water, sewer and stormwater master plan which is an absolute need of the city; however, Mittauer discussed evaluating needs, putting together a, not simple but not 100 page comprehensive plan, to get projects started, then work towards the comprehensive plan as some infrastructure improvements were being made. Kimley-Horn is working with Wauchula and Mittauer is working with Zolfo Springs. Both cities very similar to Arcadia.

I think since this city has prepared comprehensive reports in the past that have ended up sitting on the shelf, we really need to dig in this time, get projects moving ASAP so the plans do not get shelved, so with this mindset Mittauers approach to making things happen ASAP and the fact that they are working in Zolfo Springs, just 20 minutes away, did give them a few additional points over Kimley-Horn. Again, either are very recommended and highly capable engineering firms so I have no preference except to get the project under way and some goals accomplished.

Judi Jankosky

**DeSoto County
Local Agency Program
Bicycle/Pedestrian Master Plan Consulting Services
City of Arcadia Bicycle and Pedestrian Plan**

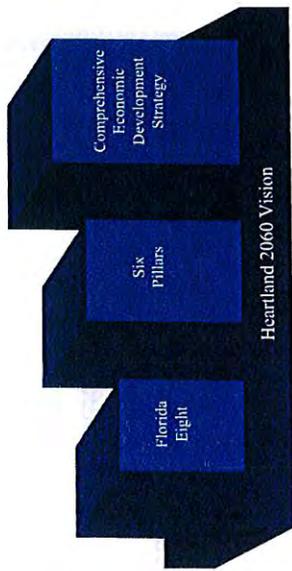
Project Schedule (Draft March 13, 2012)

Notice to Proceed	March 13, 2012
Data Collection	March 13, 2012 to April 15, 2012
Stakeholder Interviews	March/April
Stakeholder Workshop	Mid April
Consensus Building Workshop 1	Late April
Consensus Building Workshop 2	Late May (3 rd Week)
Draft Plan	Early June
Final Plan	Mid June
City Presentation	Late June
BOCC Presentation	Late June
Scheduled Project Completion	June 30, 2012

BUILDING BLOCKS

for the Future of the Heartland

Education, Workforce, Economic Development



FLORIDA EIGHT

Building regional capacity, job and business retention, international diversification, and empowering regional collaboration.

SIX PILLARS

Strategic planning for securing Florida's future through deliberations of the Six Pillars Caucus System, the State Strategic Plan and guiding goals and vision for the Heartland2060.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

Analyzing the regional economy and creating a road map to economic diversity through private sector investment and job creation.

2011 - 2012

A YEAR OF ECONOMIC ENGAGEMENT

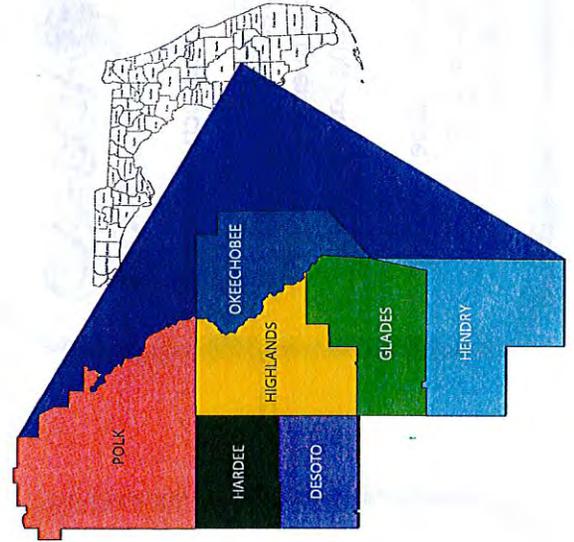


Heartland 2060 Vision

Under the Leadership Team

- Environment & Natural Resources
- Education, Workforce & Economic Development
 - Transportation & Land Use
 - Community Resources

- Stewardship of Natural Resources
 - Our Water Resources
 - Respect for Agriculture
 - Our Communities
 - Future for Our Children
 - Sustainable Growth



TASK FORCES

CORE VALUES

HEARTLAND MAP

Central Florida Regional Planning Council and Economic Development District

Supporting an Economically Sustainable Region



www.cfrpc.org

ENERGY



- Energy Baseline Inventory
- Energy Resiliency Study
- Alternative Fuels Economic Strategy

Contact: Jay McLeod
jmcLeod@cfrpc.org
www.cfrpc.org

SUSTAINABLE COMMUNITIES GRANT

- Heartland 2060 Vision
- Affordable Housing
- Scenario Modeling
- Natural Resource Identification

Contact: Shannon Brett
sbrett@cfrpc.org
www.heartland2060.com

BROWNFIELDS



- Redevelopment Opportunities
- Remediation Assessments
- Revolving Loan Fund

Contact: Helen Sears
hsears@cfrpc.org
www.cfrpc.org

BROADBAND PoIK

Opportunity · Innovation · Efficiency

- New Infrastructure of the 21st Century
- Job creation & regional competitiveness
- Connecting Communities

Contact: Eric Labbe
elabbe@cfrpc.org
www.polkvision.com

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY



- Strategic Economic Development Plans for Central Florida Development District
- Targeted Clusters
- Priority Projects

Contact: Shannon Brett
sbrett@cfrpc.org
www.cfrpc.org

JOINT LAND USE STUDY JLUS

- Avon Park Air Force Range
- Conservation Partnership
- Compatibility Planning
- Cooperative Communication

Contact: Helen Sears
hsears@cfrpc.org
www.cfrpc.org

REPORT TO: STATE EMERGENCY RESPONSE COMMISSION

LEPC District 7

Central Florida Regional Planning Council

Desoto, Hardee, Highlands, Okeechobee, and Polk Counties

DECEMBER

The major accomplishment of December was the formal roll out and presentation of the Statewide Regional Evacuation Study (SRES) to our member counties. This formal presentation was made on December 1st. The SRES project has been an ongoing project for well over two years. The completion of this study provides updated demographic and behavioral data along with accurate sheltering, evacuation route and water inundation models that will be invaluable to our County Emergency Management Directors as they update their individual evacuation plans. Mr. Carter, Mr. Leto-Barone (training chairman) and Mr. Weiss (chairman) participated in the SERC TTF monthly phone conference on December 8th. These monthly phone conferences have shown their value in allowing us to continue work on various projects throughout the quarter rather than only at the quarterly SERC meetings.

A great deal of time was spent during December to close out the activities of 2010 and to prepare for 2011. Our Hazards Analysis inspections for 2011 are complete and we have begun to update our data bases in preparation to begin Small Quantity Generators of Hazardous Waste (SQG) inspections after the New Year.

JANUARY

Mr. Carter, our Chairman Mr. Gary Weiss, our Training Chairman Mr. Domenic Leto-Barone all attended the quarterly SERC meetings held in Ft. Myers. Our Chairman, Mr. Weiss, was this year's recipient of the Thomas Yatabe Award. All the members of the LEPC District 7 are extremely proud of the contributions that Mr. Weiss made to our region and the state during his 90+ day deployment to Tallahassee in support of the oil spill cleanup process. Mr. Weiss was formally recognized at our LEPC meeting held on January 12th.

Several members of the LEPC attended the Florida Emergency Preparedness Association (FEPA) conference January 24 – 28. Each member selected various courses of instruction to attend in order to further their own personal needs. Several of our members received the Florida Professional Emergency Manager certification at this year's conference. These included Mr. James Olds (City of Lakeland); Mr. Dan Simpson (Polk County Dept of Health); Mr. Michael Faulkner (recently departed EM Director for Okeechobee County); our LEPC Chairman, Mr. Weiss and Mr. Carter. In addition, Mr. Rich Shepard (EM Dir for Hardee County) received his re-certification. This was great work on all of their parts.

FEBRUARY

On February 11th, The Central Florida Regional Planning Council received the Award of Excellence in Master Planning and Urban Design from the Florida Chapter of the American Planning Association. This award was made in recognition of the work presented in the Florida Statewide Regional Evacuation Study.

The CFRPC recognized Hazardous Materials Awareness Week with a proclamation from the Central Florida Regional Planning Council that was printed in all of our local newspapers. Additionally, several presentations were made to schools and local community groups to explain the proper procedures to protect yourself by sheltering in place. One paper discussed preparing a feature article on Hazardous Materials Awareness week and its' purpose. However, we were unable to meet publication deadlines for this year. We will try again in the future to bring this information to the public via a feature article.

Work has begun on the coordination of the various training events that will be associated with our HMEP training grant for this year. One of the training events will be a continuance of the Co-Operative Training co-sponsored by the LEPC and American Compliance Technology to provide free hazardous materials response training to local fire departments and industry response teams. Additional training events are projected to include "Live Fire" training against a simulated chemical fire targeted to Polk County Fire/Rescue and a series of seminars on how to recognize a chemical suicide and the actions you must take to protect yourself.