AGENDA
ARCADIA CITY COUNCIL
CITY COUNCIL CHAMBERS
23 N. POLK AVE., ARCADIA, FL
TUESDAY, AUGUST 6, 2013
6:00 PM

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

CONSENT AGENDA

1. July 16, 2013 City Council Minutes
2. Check Warrant Reports: 07/12/13, 07/17/13, 07/24/13 and 7/30/13
3. Tourist and Development Council Report

DISCUSSION ITEMS

4. Mutual Aid Agreement between the Hardee County Sheriff's Office and Arcadia Police Department. (Marshal)
5. Rodeo Weekend Update (George Chase, President, Friends of Arcadia Airport, Inc.)
6. Florida Historical Marker (Carol Mahler, DeSoto County Historical Society)
7. Award Airport Lighting Contract (Administrator)
8. Award Airport Pavement Conditioning and Marking Contract (Administrator)

ORDINANCES

9. **ORDINANCE NO. 990; FIRST READING OF AN ORDINANCE OF THE CITY OF ARCADIA PROVIDING FOR THE AMENDMENT OF CHAPTER 94, LOCAL BUSINESS TAX: ESTABLISHING CONSISTENCY WITH FLORIDA STATUTE FOR THE REGULATION, ADMINISTRATION AND COLLECTION OF LOCAL BUSINESS TAX FEES; ESTABLISHING A LOCAL BUSINESS TAX FEE SCHEDULE TO BE ESTABLISHED BY RESOLUTION; ESTABLISHING A FEE INCREASE FOR CERTAIN BUSINESS CLASSIFICATION OR TYPES; PROVIDING FOR AMENDMENTS TO BE DEPICTED IN A STRIKE THROUGH AND UNDERLINED LEGISLATIVE FORMAT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (City Attorney)**

10. **ORDINANCE NO. 991; FIRST READING OF AN ORDINANCE OF THE CITY OF ARCADIA, FLORIDA; ADOPTING A POLICY FOR INSPECTION AND COPYING OF PUBLIC RECORDS PURSUANT TO CHAPTER 119; FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (City Clerk – Council should set "extensive" use of time to produce records: 20 minutes, 30 minutes, 1 hour, etc.)**

RESOLUTION

11. **RESOLUTION NO. 2013-13: LOCAL BUSINESS TAX FEE SCHEDULE (SEE ORDINANCE NO. 990)**

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

COMMENTS FROM DEPARTMENTS

12. City Marshal – July 2013 report included in packet.

13. Attorney
    a. City Council Meeting Prayer Policy

14. City Administrator
    a. Community Events
    b. Jim Space
    c. Administrator Evaluation
    d. Smith-Brown Gym
    e. Budget Special Meeting (August 17th or 24th if needed)

PUBLIC **(PLEASE LIMIT PRESENTATIONS TO FIVE MINUTES)**

MAYOR AND COUNCIL MATTERS

ADJOURN

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

MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, JULY 16, 2013
6:00 PM

The following minutes reflect action items of the City Council of the City of Arcadia. For a verbatim copy of the minutes you may contact City Administration to obtain a copy of the recorded meeting.

CALL TO ORDER, INVOCATION PLEDGE OF ALLEGIANCE & ROLL CALL

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

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

Arcadia City Council

Mayor Keith Keene (Absent)
Deputy Mayor Robert Heine
Councilman Robert R. Allen
Councilwoman Alice Frierson
Councilman Joseph E. Fink (Absent)

Arcadia City Staff

City Administrator Judi Jankosky
City Attorney Thomas J. Wohl
City Clerk Gia Lancaster
Marshal Matt Anderson

CONSENT AGENDA

1. July 2, 2013 City Council Minutes
2. Check Warrant Reports: 07/10/13, 07/11/13, 07/12/13
3. Lake Katherine Park Improvements
4. Request for Certificate of Appropriateness, 222 East Oak Street, Mosaic Fertilizer, LLC
5. Appointing a member to the Historical Preservation Commission, Cynthia McLeod Ely

A motion was made by Councilwoman Frierson and seconded by Councilman Allen to approve consent agenda items 1 through 5 as presented. The motion carried 3-0.

DISCUSSION ITEMS

6. Fire Assessments MSBU/MSTU (Administrator)

Mrs. Jankosky asked for discussion on the memo distributed regarding the County's request to increase fire MSBU/MSTU assessments. Councilwoman Frierson stated that

she felt a full Council should be present before any discussion on this topic. She continued that she has researched this item and the decision required a long hard review. She recommended that the City Administrator provide Council a chart on 1) Keeping the contract and what amount it would reduce every year and 2) Voiding the contract and that cost every year. She stated she has already completed those numbers and she felt the Council would be quite interested in seeing those numbers.

Mr. Guy Maxcy, County Administrator, stated that the County is on a timeline and will need to know if the City will join hands to implement the assessments. He asked to receive discussion on the item. Mrs. Linda Nipper, Administrative Services Director, affirmed that they are on a timeline and should the City give their blessing the County would move towards the public hearing. If the County Commission agrees to impose the assessment the rate may decrease but not increase. The City's fire budget would be zero, because it would be paid by the taxpayers.

Councilwoman Frierson stated that the County did not ask the City for any input on the assessment or the amount of the increase. She felt that the City Council needed a voice in the matter. Mrs. Nipper explained that normally staff does not go to the Commissioners. They receive the fire rescue budget and have to fund; from that they arrive at the numbers and percentages. The numbers originate from the amount of calls from different areas which they collect from the Fire Chief. Deputy Mayor Heine agreed that all the Council should be present for any discussion and asked when the public hearing was scheduled. Mrs. Nipper replied that the public hearing is scheduled for August 27, 2013 to allow for the 20 day notice period. There was discussion about the City's next regularly scheduled meeting. Councilwoman Frierson noted that Council has not yet seen the budget or audit. In addition the Council has adopted two water rate increases along with a millage increase. Mrs. Nipper responded to Mr. Gary Frierson that the County would not proceed with the City MSBU without consent from the City.

Deputy Mayor Heine asked if the assessment was implemented would this void the contract. Mrs. Nipper responded yes. Attorney Wohl explained that the current contract decreases $50,000 per year; $570,000 this year and $520,000 next year until 2030. Councilwoman Frierson asked what will it actually cost the City in the long run. Mrs. Jankosky explained that the current MSTU ($126,000) applies against our millage. She replied to Councilwoman Frierson that the City could choose to implement the MSBU and still maintain the contract. Mrs. Jankosky added that Council may have to consider a special meeting prior to this coming Friday.

RESOLUTION

7. **RESOLUTION NO. 2013-16; A RESOLUTION OF THE CITY OF ARCADIA, GRANTING APPLICANTS JUDY KILPATRICK, AND ROY KILPATRICK, DESOTO LAND SURVEYING, A VACATION OF RIGHT-OF-WAY FOR TWO**

PLATTED BUT UNDEVELOPED ALLEYWAYS AS PROVIDED FOR WITHIN SECTION 86, ARCADIA CODE OF ORDINANCES, ON PROPERTY LOCATED AT BLOCK 39, TOWN OF ARCADIA PLAT, PER PLAT BOOK 1, PAGE 67, DESOTO COUNTY PUBLIC RECORDS, ARCADIA, FLORIDA. (City Planner)

Resolution No. 2013-16 was read by title only. A motion was made by Councilwoman Frierson and seconded by Councilman Allen to adopt Resolution No. 2013-16 as presented. The motion carried 3-0.

COMMENTS FROM DEPARTMENTS

8. City Marshal – No report

9. Attorney – No report

10. City Administrator – Budget Workshop scheduled for August 3, 2013 from 9 a.m. to 4 p.m.

PUBLIC **(PLEASE LIMIT PRESENTATIONS TO FIVE MINUTES)**

MAYOR AND COUNCIL MATTERS

Councilwoman Frierson asked about the status of the audit. Mrs. Jankosky replied that she has financial statements in order to give comments and could possibly receive the audit in the next two weeks.

ADJOURN

There being no further business the meeting adjourned at 6:25 p.m.

APPROVED THIS ___ DAY OF _____, 2013.

By:

_____

Keith Keene, Mayor

ATTEST:

_____

Gia S. Lancaster, City Clerk

WARRANT: 20130706 07/12/2013

DUE DATE: 07/12/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93355	10245	AVIATION INSURANCE AGENCY I	1769	100	INV	07/12/2013	2,200.24	07-01-13 TO 07-1-14
93357	2612	HANSON PROFESSIONAL SERVICE	1039045	100	INV	07/12/2013	12,177.64	GRANT
93358	2612	HANSON PROFESSIONAL SERVICE	1039046	100	INV	07/12/2013	2,090.23	MARKING AND PAVEMENT C
93359	2353	RED E SERVICES INC	3573	100	INV	07/12/2013	105.00	GENERATOR
93360	120120	LOU'S PAINT SPOT	071213	100	INV	07/12/2013	38.46	GLOSS ENAMEL BLACK
93361	120120	LOU'S PAINT SPOT	062913	100	INV	07/12/2013	38.46	AIRPORT INVOICE
93362	1963	BV OIL COMPANY,INC	050113	100	INV	07/12/2013	329.08	AIRPORT FURL
93363	1963	BV OIL COMPANY,INC	060113-1	100	INV	07/12/2013	304.90	JUNE FUEL BILL
93364	2142	FENDER'S TIRE & BATTERY, IN	053113	100	INV	07/12/2013	14.95	
93365	10030	W & S ENTERPRISE ACCOUNT	4230114700-07	100	INV	07/12/2013	45.36	W/S BILL
93367	60090	FLORIDA POWER & LIGHT	03080-31905	100	INV	07/12/2013	7.72	SE AIRPORT RD
93368	60090	FLORIDA POWER & LIGHT	57004-27361	100	INV	07/12/2013	26.14	2101 AC POLK
93369	60090	FLORIDA POWER & LIGHT	32291-29311	100	INV	07/12/2013	37.56	2268 AC POLK
93370	60090	FLORIDA POWER & LIGHT	03160-30915	100	INV	07/12/2013	135.85	AIRPORT HANGER
93371	60090	FLORIDA POWER & LIGHT	03130-38937/07	100	INV	07/12/2013	140.83	AIPRORT
					WARRANT TOTAL		17,692.42	

** END OF REPORT - Generated by Ashley **

WARRANT: 20130707 07/17/2013 DUE DATE: 07/17/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93372	1679	ARCADIA PRINTING,LLC	11986	100	INV	08/02/2013	82.00	ADDRESS STAMPS
93373	1017	FLORIDA DEPARTMENT OF REVEN	99751227	100	INV	07/11/2013	5,781.00	RASHEED JAHALUDIN AND
93374	2219	UNITED AMERICAN INSURANCE C	MAY & JUNE 2013	100	INV	06/20/2013	958.00	MAY & JUNE 2013: HIRAM
93375	40060	DESOTO COUNTY BOARD OF COMM	JULY 2013	100	INV	07/19/2013	33,030.01	JULY 2013 FIRE MERGER
93376	2808	AARP MEDICARE RX PREFERRED	JUNE_0115493301	100	INV	06/01/2013	41.40	JUNE 2013: EDWARD STRU
93377	2811	UNITED HEALTHCARE INSURANCE	AUG 2013_301466001-1	100	INV	08/01/2013	179.25	AUG 2013: EDWARD STRUB
93378	2811	UNITED HEALTHCARE INSURANCE	JULY 2013_301466001-	100	INV	07/01/2013	179.25	JULY 2013: EDWARD STRU
93379	2811	UNITED HEALTHCARE INSURANCE	JUNE 2013_301466001-	100	INV	06/01/2013	179.25	JUNE 2013: EDWARD STRU
93380	2811	UNITED HEALTHCARE INSURANCE	AUG 2013_035111883-1	100	INV	08/01/2013	194.00	AUD 2013: DONALD WATER
93381	2811	UNITED HEALTHCARE INSURANCE	JULY 2013_035111883-	100	INV	07/01/2013	194.00	JULY 2013: DONALD WATE
93382	2811	UNITED HEALTHCARE INSURANCE	JUNE 2013_035111883-	100	INV	06/01/2013	194.00	JUNE 2013: DONALD WATE
93383	2811	UNITED HEALTHCARE INSURANCE	JUNE 2013_399334630-	100	INV	06/01/2013	213.40	JUNE 2013: GLENN WARTH
93384	2811	UNITED HEALTHCARE INSURANCE	JUL 2013_399334630-1	100	INV	07/01/2013	213.40	JULY 2013: GLENN WARTH
93385	2811	UNITED HEALTHCARE INSURANCE	AUG 2013_399334630-1	100	INV	08/01/2013	213.40	AUGUST 2013: GLENN WAR
93386	2808	AARP MEDICARE RX PREFERRED	AUG 2013_0115487191	100	INV	08/01/2013	41.40	AUGUST 2013: GLENN WAR
93387	2808	AARP MEDICARE RX PREFERRED	JUL 2013_0115487191	100	INV	07/01/2013	41.40	JULY 2013: GLENN WARTH
93388	2808	AARP MEDICARE RX PREFERRED	JUN 2013_0115487191	100	INV	06/01/2013	41.40	JUN 2013: GLENN WARTHE
93389	2808	AARP MEDICARE RX PREFERRED	AUG 2013_0115493301	100	INV	08/01/2013	41.40	AUGUST 2013 EDWARD STR
93390	2808	AARP MEDICARE RX PREFERRED	JUL 2013_0115493301	100	INV	07/01/2013	41.40	JULY 2013: EDWARD STRU
93391	2388	STRUBE, EDWARD J	JULY 2013	100	INV	07/01/2013	104.90	JULY 2013 REIMBURSEMEN
93392	2388	STRUBE, EDWARD J	JUNE 2013	100	INV	06/01/2013	104.90	JUNE 2013 REIMBURSEMEN
					WARRANT TOTAL		42,069.16	

** END OF REPORT - Generated by Erika Larson **

WARRANT: 20130708 07/24/2013

DUE DATE: 07/24/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93397	2674	CARDINAL CONTRACTORS INC	41070-11	100	INV	07/04/2013	115,305.00	CONTRACT FOR WTP IMPRO
93398	2599	CENTURYLINK	NO70902075	100	INV	08/08/2013	100.00	LABOR
93399	10030	W & S ENTERPRISE ACCOUNT	113748	100	INV	07/23/2013	172.20	ACCT # 1010000100
93400	10030	W & S ENTERPRISE ACCOUNT	114310	100	INV	07/23/2013	60.48	ACCT # 1050583500
93401	10030	W & S ENTERPRISE ACCOUNT	114309	100	INV	07/23/2013	60.48	ACCT # 1050582900
93402	10030	W & S ENTERPRISE ACCOUNT	114330	100	INV	07/23/2013	793.40	ACCT # 1050589700
93403	10030	W & S ENTERPRISE ACCOUNT	114464	100	INV	07/23/2013	98.28	ACCT # 1070554200
93404	10030	W & S ENTERPRISE ACCOUNT	114463	100	INV	07/23/2013	128.52	ACCT # 1070554000
93405	10030	W & S ENTERPRISE ACCOUNT	114542	100	INV	07/23/2013	145.34	ACCT # 1070622600
93406	10030	W & S ENTERPRISE ACCOUNT	114541	100	INV	07/23/2013	30.24	ACCT # 1070622400
93407	10030	W & S ENTERPRISE ACCOUNT	114543	100	INV	07/23/2013	270.16	ACCT # 1070625900
93408	10030	W & S ENTERPRISE ACCOUNT	114547	100	INV	07/23/2013	175.82	ACCT # 1070631500
93409	10030	W & S ENTERPRISE ACCOUNT	114617	100	INV	07/23/2013	60.84	ACCT # 2090697500
93410	10030	W & S ENTERPRISE ACCOUNT	114634	100	INV	07/23/2013	30.24	ACCT # 2090708000
93411	10030	W & S ENTERPRISE ACCOUNT	114636	100	INV	07/23/2013	30.24	ACCT # 2090708200
93412	10030	W & S ENTERPRISE ACCOUNT	115033	100	INV	07/23/2013	30.24	ACCT # 2110915600
93413	10030	W & S ENTERPRISE ACCOUNT	115400	100	INV	07/23/2013	222.72	ACCT # 3150252900
93414	230065	WINDEMULLER TECHNICAL SRVCS	047852	100	INV	08/10/2013	1,008.00	Istrumentation provide
93415	130025	MADER ELECTRIC MOTOR	34982	100	INV	08/11/2013	2,188.50	FLYGT PUMP #3102.180
93416	60090	FLORIDA POWER & LIGHT	16279-339616	100	INV	07/30/2013	3.36	ACCT # 16279-33961
93417	60090	FLORIDA POWER & LIGHT	86753-339606	100	INV	07/24/2013	12.43	ACCT # 86753-33960
93418	60090	FLORIDA POWER & LIGHT	59153-151046	100	INV	07/24/2013	45.78	ACCT # 59153-15104
93419	60090	FLORIDA POWER & LIGHT	16944-369486	100	INV	07/24/2013	115.67	ACCT # 16944-36948
93420	60090	FLORIDA POWER & LIGHT	13266-992366	100	INV	07/24/2013	20.10	ACCT # 13266-99236
93421	60090	FLORIDA POWER & LIGHT	11873-764946	100	INV	07/24/2013	11.14	ACCT # 11873-76494

WARRANT: 20130708 07/24/2013

DUE DATE: 07/24/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93422	60090	FLORIDA POWER & LIGHT	86639-399686	100	INV	08/08/2013	11.84	ACCT # 86639-39968
93423	60090	FLORIDA POWER & LIGHT	86546-905476	100	INV	08/08/2013	7.69	ACCT # 86546-90547
93424	60090	FLORIDA POWER & LIGHT	53062-540376	100	INV	08/08/2013	.19	ACCT # 53062-54037
93425	60090	FLORIDA POWER & LIGHT	16289-319986	100	INV	08/08/2013	241.46	ACCT # 16289-31998
93426	60090	FLORIDA POWER & LIGHT	86763-319976	100	INV	08/05/2013	37.98	ACCT # 86763-31997
93427	60090	FLORIDA POWER & LIGHT	86833-329706	100	INV	08/05/2013	12.65	ACCT # 86833-32970
93428	60090	FLORIDA POWER & LIGHT	86893-359286	100	INV	08/05/2013	487.55	ACCT # 86893-35928
93429	60090	FLORIDA POWER & LIGHT	86903-339536	100	INV	08/05/2013	22.69	ACCT # 86903-33953
93430	60090	FLORIDA POWER & LIGHT	86913-319806	100	INV	08/05/2013	21.91	ACCT # 86913-31980
93431	60090	FLORIDA POWER & LIGHT	98315-855196	100	INV	08/05/2013	7.69	ACCT # 98315-855196
93432	60090	FLORIDA POWER & LIGHT	79406-022746	100	INV	08/05/2013	20.10	ACCT # 79406-02274
93433	60090	FLORIDA POWER & LIGHT	82700-623456	100	INV	08/14/2013	242.39	ACCT # 82700-62345
93434	60090	FLORIDA POWER & LIGHT	35352-389216	100	INV	08/14/2013	53.39	ACCT # 35352-38921
93435	60090	FLORIDA POWER & LIGHT	25256-872616	100	INV	08/14/2013	643.77	ACCT # 25256-87261
93436	60090	FLORIDA POWER & LIGHT	25213-934926	100	INV	08/14/2013	7.69	ACCT # 25213-93492
93437	60090	FLORIDA POWER & LIGHT	24483-399416	100	INV	08/14/2013	9,592.38	ACCT # 24483-39941
93438	60090	FLORIDA POWER & LIGHT	24443-309446	100	INV	08/14/2013	355.89	ACCT # 24443-30944
93439	1893	ARCADIA DO-IT-BEST HARDWARE	A358948	100	INV	08/20/2013	91.34	3" CHLORINE TABS
93440	190207	SUNCOAST FORMS & SYS INC	338383	100	INV	08/15/2013	667.78	UTILITY BILLS
93441	190070	SHORT ENVIRONMENTAL	13-2113	100	INV	08/11/2013	52.00	REUSE
93442	190070	SHORT ENVIRONMENTAL	13-2112	100	INV	08/11/2013	114.00	CBOD, TSS, NITRO., AMM
93443	2128	ODYSSEY MANUFACTURING CO.	184614	100	INV	08/04/2013	468.75	HYPOCHLORITE SOLUTIONS
93444	30100	CUMMINGS POWER SOUTH	080 68227	100	INV	07/30/2013	490.59	090 68227 1
93445	172	MCGEE TIRE STORES	208731	100	INV	07/18/2013	418.24	TIRES
93446	147	AVANTI COMPANY	110028	100	INV	08/08/2013	972.28	FLOWMETER ACCURACY TES

WARRANT: 20130708 07/24/2013 DUE DATE: 07/24/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93447	80075	HOME OWNERS SUPPLY	240324	100	INV	07/26/2013	14.08	2X6X10 PRESSURE TREATE
93448	2674	CARDINAL CONTRACTORS INC	DW14010	100	INV	07/26/2013	74,638.95	CONTRACT FOR WTP IMPRO
93450	1893	ARCADIA DO-IT-BEST HARDWARE	A358055	100	INV	08/20/2013	33.02	2PK FILTER CARTRIDGE
93451	1666	STAPLES BUSINESS ADVANTAGE	3202633025	100	CRM	07/21/2013	-48.96	CREDIT FOR INVOICE #31
93452	1666	STAPLES BUSINESS ADVANTAGE	3202633026	100	INV	07/21/2013	460.31	SOAP, HP TONER, STAMP
93453	2439	TD EQUIPMENT FINANCE INC	402834	100	INV	07/26/2013	11,772.65	LEASE PAYMENT
93454	196	BUFFALO GRAFFIX	418146	100	INV	07/24/2013	428.20	UNIFORMS
93455	70010	GALL'S INC	752284	100	INV	07/28/2013	162.43	BADGE
93456	1424	SUNCOAST MEDIA GROUP,INC	1351426	100	INV	07/30/2013	549.00	DHS GRAD TAB, JULY 4TH
93457	40050	DESOTO AUTOMOTIVE INC	335524B	100	INV	07/13/2013	35.00	SPRAY GUN
93458	1560	US POSTAL SERVICE	07192013	100	INV	07/26/2013	2,500.00	BULK RATE POSTAGE; REF
93459	210010	US POSTMASTER	191-07	100	INV	07/31/2013	130.00	BOX # 191 YEARLY RENEW
93460	2597	HOME DEPOT CREDIT SERVICES	4020774	100	INV	07/19/2013	88.59	FAUX WD 32"X64" WHITE
93461	2597	HOME DEPOT CREDIT SERVICES	4063339	100	INV	07/19/2013	176.54	WAY BLDG- SHELF, CURTA
93462	2597	HOME DEPOT CREDIT SERVICES	6031559	100	INV	07/19/2013	103.68	SHOVEL, BOWRAKE, DIGGI
93465	2096	HAZEN & SAWYER,PC	SA # 17	100	INV	07/26/2013	16,930.33	PAYMENT # 05
93466	2096	HAZEN & SAWYER,PC	SA #11	100	INV	07/26/2013	12,156.72	PAYMENT # 31
93467	2096	HAZEN & SAWYER,PC	SA # 16	100	INV	07/26/2013	1,499.40	PAYMENT # 09
93468	1429	SUN STATE INTERNATIONAL TRU	X400025626:01	100	INV	07/26/2013	162.45	TANK, TRK# 1ZW97898035
93470	1429	SUN STATE INTERNATIONAL TRU	X400025692:01	100	INV	07/26/2013	38.28	RELAY, FREIGHT, TRK# 1
93471	2624	INTERSTATE BATTERIES OF FOR	30013160	100	INV	07/26/2013	249.36	(2) 31-MHD; (1) MT-78
93479	2052	HD SUPPLY WATERWORKS,LTD	B126762	100	INV	08/08/2013	580.00	HYDROGUARD HG1-8030 RE
93481	2239	ENVIRONMENTAL REAGENT SERVI	12072	100	INV	05/23/2013	109.24	SULFURIC ACID .02N
93482	2128	ODYSSEY MANUFACTURING CO.	184613	100	INV	08/04/2013	432.75	HYPOCHLORITE SOLUTIONS
93483	2239	ENVIRONMENTAL REAGENT SERVI	12126	100	INV	06/21/2013	259.84	FAS TITRANT, DPD INDIC

WARRANT: 20130708 07/24/2013 DUE DATE: 07/24/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93484	190070	SHORT ENVIRONMENTAL	13-2085	100	INV	08/11/2013	75.00	TOTAL COLIFORM/COLILER
93485	190070	SHORT ENVIRONMENTAL	13-2069	100	INV	08/10/2013	75.00	TOTAL COLIFORM/COLILER
93487	190070	SHORT ENVIRONMENTAL	13-2084	100	INV	08/11/2013	150.00	TOTAL COLIFORM/COLILER
93488	190070	SHORT ENVIRONMENTAL	13-2110	100	INV	08/22/2013	500.00	LEAD & COPPER
93489	80075	HOME OWNERS SUPPLY	PREV. BAL APRIL	100	INV	07/26/2013	25.12	PREVIOS BALANCE 31-60
93490	1942	CEMEX INC.	9426300641	100	INV	07/26/2013	703.41	SAND FOR GOLF CARTS AN
93491	180003	R & R PRODUCTS, INC.	CD1701434	100	INV	08/14/2013	138.31	RING-CARRIER LH, SPRIN
93492	2210	SUN NEWSPAPERS	2918197	100	INV	07/26/2013	177.65	AD FOR ASE CERTIFIED M
93493	2128	ODYSSEY MANUFACTURING CO.	184303	100	INV	07/26/2013	431.25	HYPOCHLORITE SOLUTIONS
93494	2128	ODYSSEY MANUFACTURING CO.	183884	100	INV	07/21/2013	318.75	HYPOCHLORITE SOLUTIONS
93495	2473	KED GROUP, INC	2948	100	INV	08/02/2013	1,539.00	ek 26, 2x450# net @ $1
93496	190070	SHORT ENVIRONMENTAL	13-1916	100	INV	07/30/2013	56.00	KJELDAHL NITROGEN, NIT
93497	190070	SHORT ENVIRONMENTAL	13-1918	100	INV	07/30/2013	98.00	CBOD, TSS, BIOCHEM. OX
93498	190070	SHORT ENVIRONMENTAL	13-1945	100	INV	08/01/2013	114.00	CBOD, TSS, KJELDAHL NI
93499	190070	SHORT ENVIRONMENTAL	13-1993	100	INV	08/04/2013	114.00	CBOD, TSS, KJELDAHL NI
93500	200085	TRANSPORTATION CONTROL	93873	100	INV	07/31/2013	1,352.00	SPARE LED TRAFFIC LIGH
93502	172	MCGEE TIRE STORES	208493	100	INV	07/26/2013	168.76	WATER TREATMENT PLANT
93503	2839	MORTON SALT INC	5400192307	100	INV	07/25/2013	2,594.55	BULK ISCO CRYSTALS
93504	2128	ODYSSEY MANUFACTURING CO.	184302	100	INV	07/28/2013	543.75	HYPOCHLORITE SOLUTIONS
93505	2128	ODYSSEY MANUFACTURING CO.	183883	100	INV	07/21/2013	598.50	HYPOCHLORITE SOLUTIONS
93506	60090	FLORIDA POWER & LIGHT	77069-389126	100	INV	07/22/2013	110.24	ACCT # 77069-38912
93507	60090	FLORIDA POWER & LIGHT	36020-309796	100	INV	07/22/2013	63.05	ACCT # 36020-30979
93508	60090	FLORIDA POWER & LIGHT	26050-369836	100	INV	07/22/2013	160.67	ACCT # 26050-36983
93509	60090	FLORIDA POWER & LIGHT	40006-944736	100	INV	07/23/2013	7.69	ACCT # 4006-94473
93510	60090	FLORIDA POWER & LIGHT	06970-399496	100	INV	07/22/2013	444.06	ACCT # 06970-39949

WARRANT: 20130708 07/24/2013 DUE DATE: 07/24/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93511	60090	FLORIDA POWER & LIGHT	97449-309436	100	INV	07/22/2013	417.04	ACCT # 97449-30943
93512	60090	FLORIDA POWER & LIGHT	97419-389646	100	INV	07/22/2013	304.43	ACCT # 97419-38964
93513	60090	FLORIDA POWER & LIGHT	51929-541956	100	INV	07/23/2013	9.36	ACCT # 51929-54195
93514	60090	FLORIDA POWER & LIGHT	24837-309706	100	INV	07/18/2013	7.69	ACCT # 24837-30970
93515	2455	CENTURYLINK	3110327957	100	INV	07/15/2013	149.48	ACCT # 311032795 JULY
93516	2455	CENTURYLINK	3122846847	100	INV	07/15/2013	260.00	ACCT # 312284684 JULY
93517	2455	CENTURYLINK	3113678117	100	INV	07/15/2013	29.95	ACCT # 311367811 JULY
93518	200075	TOTAL PEST CONTROL OF	845628	100	INV	07/25/2013	155.00	LAWN SERVICE
93519	2953	PARTIN'S CART AWAY CONCRETE	105	100	INV	07/26/2013	400.00	SIDEWALK BUILT OVER VA
93520	190090	SMITH'S RANCH & GARDEN, INC	102073620	100	INV	07/10/2013	19.98	2G STD IVORY TOGGLE PL
93521	190090	SMITH'S RANCH & GARDEN, INC	101057619	100	INV	07/10/2013	28.35	HW20 NAILS BRIGHT
93523	2638	TOSHIBA	2403842	100	INV	08/11/2013	210.97	58201700
93524	2455	CENTURYLINK	3117457677	100	INV	07/15/2013	157.95	ACCT # 311745767
93525	10030	W & S ENTERPRISE ACCOUNT	113568	100	INV	08/01/2013	30.60	ACCT # 4250123400
93527	2477	STATE OF FLORIDA	3G-7304	100	INV	05/24/2013	1,002.65	SERVICE THRU MAY 04, 2
93528	2477	STATE OF FLORIDA	3G-7330	100	INV	07/26/2013	742.18	SERVICE THRU JUNE 4, 2
93529	1666	STAPLES BUSINESS ADVANTAGE	8025467574	100	INV	06/02/2013	67.30	LINER 33X40, FOLDER FI
93530	2511	BLUECROSS & BLUESHIELD OF F	93947884	100	INV	08/01/2013	445.80	CLIFFORD G LONG GROUP#
93531	2511	BLUECROSS & BLUESHIELD OF F	93947806	100	INV	08/01/2013	440.40	DOYLE B EDWARDS GROUP#
93532	2511	BLUECROSS & BLUESHIELD OF F	93947744	100	INV	08/01/2013	440.40	BARBARA F NICHOLS GROU
93533	2511	BLUECROSS & BLUESHIELD OF F	93947816	100	INV	08/01/2013	612.40	MARGARET A WAY GROUP#9
93534	60090	FLORIDA POWER & LIGHT	79812-411806	100	INV	08/01/2013	20.10	ACCT # 79812-41180
93535	40015	D & B ENTERPRISES, INC	12401	100	INV	07/26/2013	50.00	A.P.D.
93536	40015	D & B ENTERPRISES, INC	12367	100	INV	07/26/2013	494.00	A.P.D.
93537	2455	CENTURYLINK	3121596807	100	INV	07/24/2013	154.95	ACCT # 312159680

WARRANT: 20130708 07/24/2013 DUE DATE: 07/24/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93538	2587	PITNEY BOWES GLOBAL FINANCI	8364259-JY13	100	INV	08/06/2013	182.82	ACCT # 8364259
93539	431	FLORIDA DEPARTMENT OF LAW E	540696	100	INV	08/10/2013	96.00	CUSTOMER # 31164
93540	1679	ARCADIA PRINTING,LLC	11994	100	INV	08/08/2013	25.00	CITY CODE VIOLATION WA
93541	1679	ARCADIA PRINTING,LLC	11996	100	INV	08/09/2013	85.00	PROPERTY RECEIPT PRINT
93542	1679	ARCADIA PRINTING,LLC	11964	100	INV	07/27/2013	42.00	DOORPLATES FOR POLICE
93543	1085	EMCI WIRELESS	SEB01IN6507	100	INV	07/26/2013	460.00	FRONT COVER, 6 KEY 1 L
93544	393	SRT SUPPLY INC	79860	100	INV	08/15/2013	990.00	POINT BLANK ARMORCARRI
93545	1310	GE CAPITAL	79126188	100	INV	08/01/2013	2,668.29	BILLING ID NUMBER 9013
93546	60090	FLORIDA POWER & LIGHT	54755-195176	100	INV	08/15/2013	7.69	acct # 54755-19517
93547	60090	FLORIDA POWER & LIGHT	37213-044046	100	INV	08/15/2013	28.44	ACCT # 37213-04404
93548	60090	FLORIDA POWER & LIGHT	38815-935646	100	INV	08/15/2013	183.77	ACCT # 38815-93564
93549	60090	FLORIDA POWER & LIGHT	26417-319936	100	INV	08/15/2013	631.12	26417-319936
93550	60090	FLORIDA POWER & LIGHT	24800-912366	100	INV	08/15/2013	7.69	ACCT # 24800-91236
93551	60090	FLORIDA POWER & LIGHT	15106-369526	100	INV	08/15/2013	111.48	ACCT # 15106-36952
93552	60090	FLORIDA POWER & LIGHT	16067-369066	100	INV	08/15/2013	1,133.91	ACCT # 16067-36906
93553	60090	FLORIDA POWER & LIGHT	11635-821726	100	INV	08/15/2013	22.50	ACCT # 11635-82172
93554	1963	BV OIL COMPANY,INC	03-586625	100	INV	08/10/2013	812.10	FUEL
93555	2102	BLUE CROSS BLUESHIELD OF FL	26957888	100	INV	08/01/2013	43.10	BARBARA NICHOLSON MEMB
93557	2771	UNITED HEALTHCARE INSURANCE	0031882813	100	INV	08/01/2013	47,978.48	CUSTOMER # 614053
93558	1383	COMPBENEFITS	017008011	100	INV	07/15/2013	777.94	GROUP # 11256
93560	30040	CHENANGO SUPPLY CO INC	191517	100	INV	08/16/2013	65.48	WORK CREW MUFFLER, SCR
93562	2484	FLA DEPART OF ENVIRONMENTAL	71775	100	INV	07/26/2013	300.00	LEASE # 2482 (A.P.D.)
93564	2152	TEXAS LIFE INSURANCE	20130531	100	INV	06/30/2013	114.69	FRANCHISE NUMBER SM806
93565	2152	TEXAS LIFE INSURANCE	20130630	100	INV	07/31/2013	114.69	FRANCHISE NUMBER SM806
93566	678	SANDERS COMPANY, INC	41324	100	INV	07/28/2013	1,296.00	ANALOG SURGE PROTECTOR

WARRANT: 20130708 07/24/2013 DUE DATE: 07/24/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93567	914	PITNEY BOWES,INC	RESERVE ACCT JUL13	100	INV	07/26/2013	488.58	POSTAGE METER READING
					WARRANT TOTAL		335,499.79	

** END OF REPORT - Generated by Erika Larson **

WARRANT: 20130711 07/24/2013 DUE DATE: 07/26/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93568	914	PITNEY BOWES,INC	RESERVE ACCT B JUL13	100	INV	07/26/2013	7.32	AIRPORT POSTAGE METER
93569	2612	HANSON PROFESSIONAL SERVICE	1039448	100	INV	07/26/2013	36,307.07	AIRFIELD LIGHTING REPL
					WARRANT TOTAL		36,314.39	

** END OF REPORT - Generated by Erika Larson **

WARRANT: 20130712 07/30/2013 DUE DATE: 07/30/2013

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
93570	60020	FENDER AUTO PARTS	6618	100	INV	08/02/2013	35.00	SWITCH-IGNITION
93571	60020	FENDER AUTO PARTS	6315	100	INV	08/02/2013	35.00	FLEXIBLE TUBING
93572	2473	KED GROUP, INC	2960	100	INV	08/18/2013	17,262.15	K-1000, FULL TANKER LO
93573	190070	SHORT ENVIRONMENTAL	13-2174	100	INV	08/21/2013	114.00	CBOD, TSS, KJELDAHL NI
93574	80125	LOU'S HYDRAULIC SALES & SER	6909A	100	INV	08/15/2013	11.16	FEMALE PIP AND MALE PI
93575	2321	ASHBROOK SIMON-HARTLEY OPER	127459	100	INV	08/15/2013	122.30	MANIFOLD BLOCK ASSEMBL
93576	2128	ODYSSEY MANUFACTURING CO.	184987	100	INV	08/11/2013	375.00	HYPOCHLORITE SOLUTIONS
93577	226	GUARDIAN EQUIPMENT,INC.	13356	100	INV	08/09/2013	1,041.00	PREVENTATIVE MAINTENAN
93578	2128	ODYSSEY MANUFACTURING CO.	185403	100	INV	08/18/2013	402.75	HYPOCHLORITE SOLUTIONS
93579	1666	STAPLES BUSINESS ADVANTAGE	8026009574	100	INV	07/21/2013	74.32	RECYCLED SORTER, FILE
93580	110005	KANSAS CITY LIFE INS	025368	100	INV	08/01/2013	287.24	GROUP NUMBER 02536
93581	909155	ROOSEVELT JOHNSON	AUGUST 2013	100	INV	08/01/2013	250.00	AUGUST PAYMENT
93582	1629	EUGENE HICKSON	AUGUST 2013	100	INV	08/01/2013	150.00	AUGUST PAYMENT
93583	40060	DESOTO COUNTY BOARD OF COMM	AUGUST 2013	100	INV	08/01/2013	33,030.01	AUGUST 2013 FIRE MERGE
93584	2257	PEACE RIVER DISTRIBUTING CO	50972	100	INV	08/01/2013	120.00	3 BDL 24/12 2/12 CAN,
93586	40060	DESOTO COUNTY BOARD OF COMM	AUGUST 2013_L	100	INV	08/01/2013	20,739.60	AUGUST 2013 - LANDFILL
					WARRANT TOTAL		74,049.53	

** END OF REPORT - Generated by Erika Larson **

Report from the Tourist and Development Council of DeSoto County

The TDC met on Monday, July 22th, discussing the following –

Review of the last several years of the Bed and Breakfast Tax collected by the county.

Appointment of a TDC chairman – Linda Williams

Appointment of a grant selection committee – Bragg, Williams, Mansfield, Fink – to rank for presentation to county a grant of TDC monies. Submitters -- Lions, Tigers, Bears and Arts and Humanities. Committee will meet July 29th at 1pm.

Approval of Passport DeSoto – coupon brochure with discounts of varied businesses in town; all businesses in county will be asked consider their participation.

Report of the TDC Grant Selection Committee

The Grant Selection Committee met on Monday, July 29th at 1pm and made the following recommendation to be presented to the DeSoto County Commission –

That the Art and Humanities Council proposal for a grant from TDC funds be sent for consideration to the DeSoto County Commission. Members in unanimous agreement.

Submitted by,

Joseph Fink,
Arcadia City Council Representative

SHERIFF

HARDEE COUNTY
Sheriff Arnold Lanier

RECEIVED 7/19/13

July 17, 2013

Keith Keene, Mayor
City of Arcadia
17 North Polk Avenue
Arcadia, Florida 34266

Re: Mutual Aid Agreement 2013
Amendment

Dear Mayor,

Enclosed are two amended agreements between our agency and the Arcadia Police Department with the date and name changes made. One original agreement with our proof of insurance you will keep for your records. Please sign and return the other one with a copy of liability insurance for the City of Arcadia Police Department.

Thank you for your attention to this matter and if you have any questions, please feel free to call me at the number listed below extension 210.

Sincerely,

Arnold Lanier, Sheriff
Hardee County, Florida

RAL/pn
enclosure

Office (863) 773-0304 • Fax (863) 773-4593
900 East Summit Street • Wauchula, Florida 33873
www.hardeeso.com

MUTUAL AID AGREEMENT BETWEEN THE HARDEE COUNTY SHERIFF'S OFFICE AND ARCADIA POLICE DEPARTMENT

WHEREAS, it is the intent of this Agreement that because of the existing continuing law enforcement problems, especially those that cross jurisdictional lines, and in order to ensure that the preparation of law enforcement will be adequate to deal with such activity, protect the public peace and safety and preserve the lives and property of the people; and

WHEREAS, the HARDEE COUNTY SHERIFF'S OFFICE and the ARCADIA POLICE DEPARTMENT have the authority under Chapter 23.12, Florida Statutes, the Florida Mutual Aid Act, to enter into a voluntary cooperation agreement.

THEREFORE, BE IT KNOWN that the aforesaid law enforcement agencies hereby approve and enter into this Agreement whereby each of the agencies may request and render law enforcement assistance to the other dealing with the investigation of homicides, sex offenses, robberies, assaults, burglaries, larcenies, gambling motor vehicle thefts, drug violations pursuant to Chapter 893, Florida Statutes, backup services during patrol activities, inter-agency task forces, and in the investigation of criminal activities and complaints and in a natural disaster.

NOW, THEREOF, the parties agree as follows:

Section I: In the event that a party to this Agreement is in need of assistance as set forth above, they shall notify the agency or agencies from whom such assistance is required. The agency head whose assistance is sought shall evaluate the situation and his available resources, and will respond in a manner he deems appropriate. Where investigative priorities arising during a law enforcement operation requires crossing of jurisdictional lines, each party agrees to notify the agency head or his designee of the county/city involved prior to, or as soon as possible after, jurisdictional lines are crossed.

Section II: Each party agrees to furnish necessary equipment, resources and facilities and to render services to each and every other party to the Agreement as set forth above provided however, that no party shall be required to deplete unreasonably its own equipment, resources, facilities and services in furnishing such mutual aid.

Section III: The political subdivision which furnished any equipment pursuant to this Agreement shall bear the loss or damages to such equipment and shall pay any expense incurred in the operation and maintenance thereof. The political subdivision furnishing aid pursuant to this part shall compensate its employees during the time of the rendering of such aid and shall defray the actual travel and maintenance expenses of such employees while they are rendering such aid, including any amounts paid or due for compensation due to personal injury or death while such employees are engaged in rendering such aid.

Section IV: Each agency will bear the liability arising from acts undertaken by its' personnel pursuant to this Agreement. All of the privileges and immunities from liability, exemption from laws, ordinances and rules, and all pension, insurance, relief, disability, Workers Compensation, salary, death and other benefits which apply to the activity of such officers, agents, or employees of any such agency when performing their respective functions within the territorial limits of their respective public agencies shall apply to them to the same degree, manner, and extent while engaged in the performance of any of their functions and duties extra-territorially under the provisions of this mutual aid agreement. The provisions of this section shall apply with equal effect to paid, volunteer and auxiliary employees.

Section V: Each party shall provide satisfactory proof of police professional liability insurance including public liability insurance in the minimum of $1.5 Million or that it is a self-insured entity for purposes of Chapter 768.28(13) of the Florida Statutes. Self-insured parties shall provide proof of a minimum of $1,000,000.00 liability coverage. Should the coverage of any party be canceled or undergo material change, that party shall notify all parties to this Agreement of such change within ten days of their receipt of notice of such change.

Section VI: The resources or facilities that are assigned by the assisting agency shall be under the immediate command of such supervising officer designated by the assisting agency. Such supervising officer shall be under the direct supervision and command of the agency head or his designee of the agency requesting assistance.

Section VII: Whenever the employees of any law enforcement agency are rendering aid outside their jurisdiction and pursuant to the authority contained in, or to any written agreement entered under, this part, such employees shall have the same powers, duties, rights, privileges and immunities as if they were performing their duties in the political subdivision in which they are normally employed or appointed.

Section VIII: This Agreement shall be in effect from the **15th day of July 2013** through the **31st day of December 2013.** Under no circumstances may the Agreement be renewed, amended or extended except in writing.

Section IX: Any party may withdraw from this Agreement upon written notice to all other parties.

IN WITNESS HEREOF, the parties hereto cause these present to be signed by their duly authorized officers. Entered into by Arnold Lanier, Sheriff of Hardee County, Matthew A. Anderson, City Marshall, and Keith Keene, Mayor of Arcadia, Florida.

WITNESS

ARNOLD LANIER, SHERIFF
HARDEE COUNTY SHERIFF'S OFFICE

WITNESS

MATTHEW A. ANDERSON, CITY MARSHALL
ARCADIA POLICE DEPARTMENT

WITNESS

KEITH KEENE, MAYOR
CITY OF ARCADIA, FLORIDA

FLORIDA SHERIFFS SELF INSURANCE PROGRAM

Administered by: Hunt Insurance Group, LLC
3606 Maclay Boulevard South, Tallahassee, FL 32312
Post Office Box 12909, Tallahassee, FL 323172909
Telephone: (850) 385-3636 or (800) 763-4868
Facsimile: (850) 385-2124

LAW ENFORCEMENT LIABILITY COVERAGE DECLARATIONS

Certificate Number: 13-FSRMF-22

COVERED MEMBER: Sheriff Arnold Lanier
Hardee County Sheriff's Office

PRINCIPAL ADDRESS: 900 E Summit St, Wauchula, FL 33873-9606

ANNUAL AGREEMENT PERIOD: October 1, 2012 **EXPIRATION DATE:** September 30, 2013

LEL REINSURANCE RETROACTIVE DATES:

FIRST MILLION:	October 1, 1985
SECOND MILLION:	October 1, 1988
THIRD MILLION:	October 1, 1998

DEDUCTIBLE: None

THIS DECLARATIONS PAGE IS ISSUED TO THE COVERED MEMBER NAMED ABOVE, TO IDENTIFY THE ANNUAL AGREEMENT PERIOD AS WELL AS THE LIMITS OF COVERAGE AFFORDED. ALL TERMS, LIMITS, DEFINITIONS, REGULATIONS, CONDITIONS, EXCLUSIONS, AND LIMITATIONS OF THE APPLICABLE SELF INSURANCE COVERAGE AGREEMENT WHICH ACTUALLY AFFORDS COVERAGE BY VIRTUE OF PARTICIPATION IN THIS SELF INSURANCE PROGRAM BY THIS PARTICIPATING COVERED MEMBER APPLY. THIS DECLARATIONS PAGE DOES NOT INCREASE, AMEND, OR MODIFY THE COVERAGE OTHERWISE PROVIDED UNDER THE APPLICABLE SELF INSURANCE COVERAGE AGREEMENT ATTACHED HERETO. THE LIMITS SET FORTH UNDER THIS AGREEMENT APPLY ONLY TO THE EXTENT THAT EXCESS LIMITS ARE COLLECTABLE FROM REINSURERS COVERING THIS AGREEMENT. IN CONSIDERATION OF THE PAYMENT OF THE CONTRIBUTION AND IN RELIANCE UPON THE STATEMENT IN THE DECLARATIONS AND THE APPLICATION FOR COVERAGE HEREUNDER AND SUBJECT TO THE INSURANCE AGREEMENTS, DEFINITIONS, EXCLUSIONS, AND CONDITIONS OF THIS SELF INSURANCE COVERAGE AGREEMENT, THE LIMITS OF LIABILITY AFFORDED FOR THE ANNUAL AGREEMENT PERIOD ARE AS FOLLOWS:

LAW ENFORCEMENT LIABILITY	$5,000,000 Per Occurrence $10,000,000 Annual Aggregate
SUBLIMITS:	
Contracts/Agreements	$1,000,000 Per Person, Per Occurrence, Annual Aggregate
Jail Deficiencies Defense Costs/Legal Expenses	$100,000 Per Occurrence
Property Damage to Structures	$50,000 Per Occurrence
Claim by Family Member/Household Member	$25,000 Any One Person

CONTRIBUTION PER EXPOSURE CATEGORY

High Hazard	72	@ $659.71	$47,499
K-9's (Apprehension)	0	@ $740.17	$0
Medium Hazard	13	@ $381.39	$4,958
Low Hazard	28	@ $187.92	$5,262
Volunteers	1	@ $34.09	$34
Subtotal			**$57,753**
Loss Experience Factor			0.9963
Deductible			None
TOTAL ANNUAL CONTRIBUTION			**$57,539**

SIGNED: _____
Hunt Insurance Group, LLC, Administrator

MUTUAL AID AGREEMENT BETWEEN THE HARDEE COUNTY SHERIFF'S OFFICE AND ARCADIA POLICE DEPARTMENT

WHEREAS, it is the intent of this Agreement that because of the existing continuing law enforcement problems, especially those that cross jurisdictional lines, and in order to ensure that the preparation of law enforcement will be adequate to deal with such activity, protect the public peace and safety and preserve the lives and property of the people; and

WHEREAS, the HARDEE COUNTY SHERIFF'S OFFICE and the ARCADIA POLICE DEPARTMENT have the authority under Chapter 23.12, Florida Statutes, the Florida Mutual Aid Act, to enter into a voluntary cooperation agreement.

THEREFORE, BE IT KNOWN that the aforesaid law enforcement agencies hereby approve and enter into this Agreement whereby each of the agencies may request and render law enforcement assistance to the other dealing with the investigation of homicides, sex offenses, robberies, assaults, burglaries, larcenies, gambling motor vehicle thefts, drug violations pursuant to Chapter 893, Florida Statutes, backup services during patrol activities, inter-agency task forces, and in the investigation of criminal activities and complaints and in a natural disaster.

NOW, THEREOF, the parties agree as follows:

Section I: In the event that a party to this Agreement is in need of assistance as set forth above, they shall notify the agency or agencies from whom such assistance is required. The agency head whose assistance is sought shall evaluate the situation and his available resources, and will respond in a manner he deems appropriate. Where investigative priorities arising during a law enforcement operation requires crossing of jurisdictional lines, each party agrees to notify the agency head or his designee of the county/city involved prior to, or as soon as possible after, jurisdictional lines are crossed.

Section II: Each party agrees to furnish necessary equipment, resources and facilities and to render services to each and every other party to the Agreement as set forth above provided however, that no party shall be required to deplete unreasonably its own equipment, resources, facilities and services in furnishing such mutual aid.

Section III: The political subdivision which furnished any equipment pursuant to this Agreement shall bear the loss or damages to such equipment and shall pay any expense incurred in the operation and maintenance thereof. The political subdivision furnishing aid pursuant to this part shall compensate its employees during the time of the rendering of such aid and shall defray the actual travel and maintenance expenses of such employees while they are rendering such aid, including any amounts paid or due for compensation due to personal injury or death while such employees are engaged in rendering such aid.

Section IV: Each agency will bear the liability arising from acts undertaken by its' personnel pursuant to this Agreement. All of the privileges and immunities from liability, exemption from laws, ordinances and rules, and all pension, insurance, relief, disability, Workers Compensation, salary, death and other benefits which apply to the activity of such officers, agents, or employees of any such agency when performing their respective functions within the territorial limits of their respective public agencies shall apply to them to the same degree, manner, and extent while engaged in the performance of any of their functions and duties extra-territorially under the provisions of this mutual aid agreement. The provisions of this section shall apply with equal effect to paid, volunteer and auxiliary employees.

Section V: Each party shall provide satisfactory proof of police professional liability insurance including public liability insurance in the minimum of $1.5 Million or that it is a self-insured entity for purposes of Chapter 768.28(13) of the Florida Statutes. Self-insured parties shall provide proof of a minimum of $1,000,000.00 liability coverage. Should the coverage of any party be canceled or undergo material change, that party shall notify all parties to this Agreement of such change within ten days of their receipt of notice of such change.

Section VI: The resources or facilities that are assigned by the assisting agency shall be under the immediate command of such supervising officer designated by the assisting agency. Such supervising officer shall be under the direct supervision and command of the agency head or his designee of the agency requesting assistance.

Section VII: Whenever the employees of any law enforcement agency are rendering aid outside their jurisdiction and pursuant to the authority contained in, or to any written agreement entered under, this part, such employees shall have the same powers, duties, rights, privileges and immunities as if they were performing their duties in the political subdivision in which they are normally employed or appointed.

Section VIII: This Agreement shall be in effect from the **15th day of July 2013** through the **31st day of December 2013.** Under no circumstances may the Agreement be renewed, amended or extended except in writing.

Section IX: Any party may withdraw from this Agreement upon written notice to all other parties.

IN WITNESS HEREOF, the parties hereto cause these present to be signed by their duly authorized officers. Entered into by Arnold Lanier, Sheriff of Hardee County, Matthew A. Anderson, City Marshall, and Keith Keene, Mayor of Arcadia, Florida.

Phyllis Morris
WITNESS

ARNOLD LANIER, SHERIFF
HARDEE COUNTY SHERIFF'S OFFICE

WITNESS

MATTHEW A. ANDERSON, CITY MARSHALL
ARCADIA POLICE DEPARTMENT

WITNESS

KEITH KEENE, MAYOR
CITY OF ARCADIA, FLORIDA

Gia Lancaster

From: J Jankosky
Sent: Tuesday, July 23, 2013 12:49 PM
To: Gia Lancaster
Subject: FW: Rodeo Weekend event

5

From: George Chase [mailto:gjchase@embarqmail.com]
Sent: Sunday, July 21, 2013 8:22 PM
To: J Jankosky
Subject: Rodeo Weekend event

Hi Judi,

The Rodeo weekend idea is picking up steam and looking better all the time. Don Hall, Buddy Mansfield, Gabriel Quave & Bob Miller are all on board big time.

The Recreational Aviation Foundation has flown in to meet with us and would like to come hold their winter Florida meeting here at X06 on Rodeo weekend. They have replied to our draft plan with more planning ideas and are excited to work with us on making this a great event. The RAF will extend an invitation to all their Florida and Georgia members & Friends will also invite area pilots to participate.

This will take a lot of planning and preparation to carry out. Prior to us spending many hours getting our plan finalized and all the logistics worked out we need to get Council approval for this event as it is not just our regular pancake breakfast gathering.

So I would like to address the Council on this and ask for their approval at the next meeting so that we know they are on board with the basic plan. Then we can move forward with the rest of the planning knowing the event is approved by Council. I will keep you in the loop as we move forward with all aspects of the plan and give Council updates on our progress as we move forward.

Would you please place me on the agenda for the next Council meeting? (August 6th ?)

Thanks,

George Chase, Pres.
Friends of Arcadia Airport, Inc.

Gia Lancaster

From: Carol Mahler [carolmahler3@gmail.com]
Sent: Monday, July 22, 2013 11:25 PM
To: Gia Lancaster
Subject: Fwd: For an upcoming City Council meeting

6

Dear Gia,

The attachment is too large to send, even when I break it into pages. I'll bring a hard copy to your office tomorrow.

With thanks,
Carol

--
Carol Mahler
P.O. Box 1644
Nocatee, FL 34268
863-445-0789
carolmahler3@gmail.com
www.carolmahler.com

Author of
Guy LaBree: Barefoot Artist of the Florida Seminoles
http://upf.com/book.asp?id=MAHLEF09

Adventures in the Charlotte Harbor Watershed: A Story of Four Animals and Their Neighborhoods
http://www.chnep.org/Adventures.html

How Do I Follow? Poems by Carol Mahler

---------- Forwarded message ----------
From: **Carol Mahler** <carolmahler3@gmail.com>
Date: Mon, Jul 22, 2013 at 11:06 PM
Subject: For an upcoming City Council meeting
To: Gia Lancaster <glancaster@arcadia-fl.gov>

Dear Gia,

The Board of Directors of the DeSoto County Historical Society voted at their meeting this evening to ask the Arcadia City Council to co-sponsor a Florida Historic Marker to explain the Arcadia Historic District with the Daughters of the American Revolution Peace River Chapter and the Society. Will you please place this request on the next meeting's agenda?

I'm attaching a revised handout similar to the one I handed out at the Historic Preservation Commission meeting.

With thanks,

Carol

--

Carol Mahler
P.O. Box 1644
Nocatee, FL 34268
863-445-0789
carolmahler3@gmail.com
www.carolmahler.com

Author of
Guy LaBree: Barefoot Artist of the Florida Seminoles
http://upf.com/book.asp?id=MAHLEF09

Adventures in the Charlotte Harbor Watershed: A Story of Four Animals and Their Neighborhoods
http://www.chnep.org/Adventures.html

How Do I Follow? Poems by Carol Mahler

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

Request to the Arcadia City Council
from the DeSoto County Historical Society

The Desoto County Historical Society requests that the Arcadia City Council co-sponsor a Florida Historic Marker that explains the Arcadia Historic District which is already a Florida Heritage Landmark (see last page). The marker may be installed at the downtown Tree of Knowledge Park. The Society and the Peace River Chapter of the Daughters of the American Revolution will also sponsor the marker. Society member Carol Mahler is willing to research and write the text for the marker.

The following information about Historical Markers in Arcadia and DeSoto County was prepared by Carol Mahler.

Florida Historical Markers Program: DeSoto County
www.flheritage.com/preservation/markers

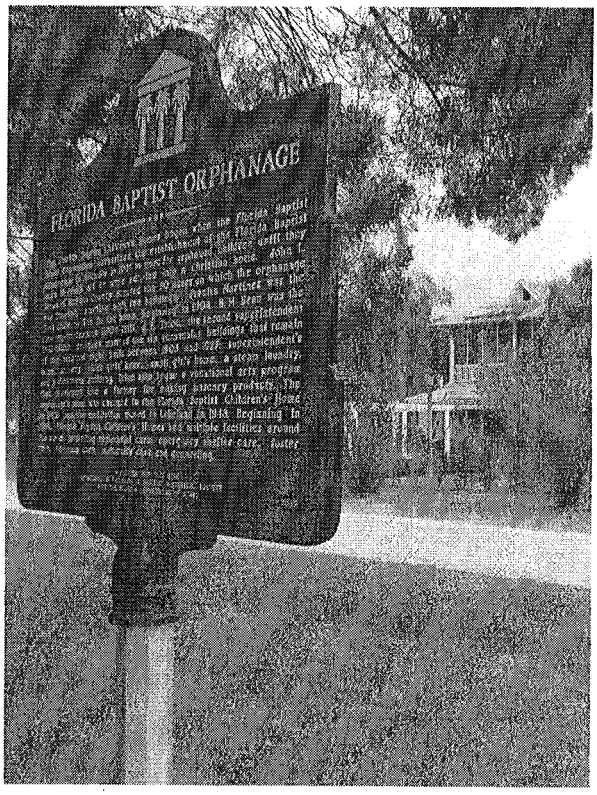
ARCADIA CITY HALL
Location: 121 Hickory St., In front of Fire Department
County: DeSoto
City: Arcadia
Description: The Town of Arcadia was settled in 1883, incorporated in 1886, and became the county seat in 1888. By the late 1880s the population was 300. On Thanksgiving night 1905 the town burned. Three brick stores survived. Using only brick or block, rebuilding began immediately. Most of those buildings remain today. During World War I with its two flying schools, Carlstrom and Dorr Fields, Arcadia became known as the "Aviation Capital" of Florida. The land for Arcadia's first city hall (140x142) was a pineapple patch bought in 1917 for $3,000 from Fred and Ida Gore. City Hall was designed in the Mediterranean Revival style and was furnished in June 1926 at a cost of $45,216, including all furnishings. A section of the original nine-foot office counter and steel shelves for the vault are still in use. The fire station first housed a solid, rubber-tired, auto driven hose wagon with chemical tanks and a 1924 American La France fire truck which is still owned and running. The original 20-foot brass fire pole and the 400-pound siren are to be placed in the City Hall Museum. In 2004, restoration of City Hall began with funding from the Florida Division of Historical Resources and the City.
Sponsors: City of Arcadia and Florida Department of State

DESOTO COUNTY
Location: 115 East Oak Street, by County Courthouse
County: Desoto
City: Arcadia
Description: Named after the great Spanish conquistador and Florida explorer Hernando De Soto, the county was created out of Manatee County in 1887. The area's original inhabitants were Caloosa Indians. In early Florida history the region was the scene of numerous Indian battles. The county's 416,640 acres offer a diversified economy of citrus, cattle, agriculture and industry. Arcadia is the county seat.
Sponsors: [Florida Board of Parks and Historic Memorials, 1967]

FORT OGDEN
Location: 9693 SW Highway 17 in Front of Post Office
County: DeSoto
City: Fort Ogden
Description: As white settlers moved into Florida, demands increased for the removal of the Seminole Indians to a western reservation. The Seminoles failed to cooperate, and in 1835 the conflict known as the Second Seminole War began. By 1841, the Indians were still entrenched in central and south Florida. Campaign plans for that year aimed at clearing Indians from the area between the Withlacoochee River and the frontier and then attacking Indian bands in Big Cypress Swamp. To sustain the wide-ranging troops, detached camps were established at various points. Camp Ogden, named for Captain Edmund Ogden of the 8th U.S. Infantry, seems to have been established in July, 1841, as an advanced position for the Big Cypress campaign. In addition, 55 canoes were constructed for the next winter's Everglades expedition. Before the camp was abandoned in the fall, an influential Indian leader, Coacoochee, visited Camp Ogden. The community of Fort Ogden developed in this citrus and cattle region in the last part of the 19th century and took its name from the Second Seminole War camp. Fort Ogden's post office, established in 1876, is the oldest in DeSoto County to be in continuous service.
Sponsors: Sponsored by Fort Ogden Civic Club in cooperation with Department of State

OWENS COMMUNITY SCHOOL
Location: 5586 SW Owens School Road
County: DeSoto
City: Arcadia
Description: The Owens Community School was built1916-1918 in the once thriving community of Owens. The community and school were named for Owen H. Dishong (1850-1902), the first sheriff of DeSoto County, serving 1887 to 1893 and 1897 to 1901. He was a charter member of the first church and donated land for the first schoolhouse. The community was situated between the Peace River and Horse Creek. It flourished through the mining of pebble phosphate. The community consisted of a post office, general store, railroad, citrus packing house, Owens Community School, and Mt. Ephraim Baptist Church. The frame school is the only remaining building of the original structures of Owens. It was last used as a school site in 1946, but some original school furnishings remain intact. It has continued to be used as a polling place over the years. In 2000, the School District of DeSoto County refurbished the school and began using it for school district training and recognitions, and historical society and humanities presentations.
Sponsors: School District of DeSoto County and the Florida Department of State

Not on the State's Web site:



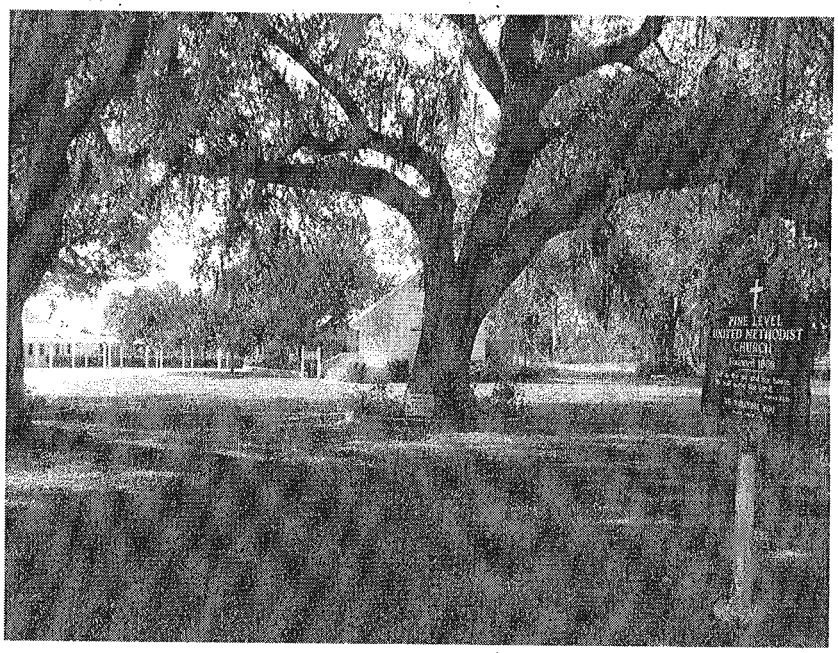
FLORIDA BAPTIST ORPHANAGE
Location: N. Arcadia Avenue and W. Winifred Street
County: DeSoto
City: Arcadia
The Florida Baptist Children's Home began when the Florida Baptist State Convention authorized the establishment of the Florida Baptist Orphanage in Arcadia in 1901 to care for orphaned children until they were 18 years old or were adopted into a Christian home. John L. Jones of DeSoto County donated the 80 acres on which the orphanage was founding, starting with two buildings. Juanita Martinez was the first child to live in the home, beginning in 1904. B. M. Bean was the first superintendent (1904-1911). J. E. Trice, the second superintendent (1911-1932) designed most of the six vernacular buildings that remain of the original eight built between 1903 and 1927; superintendent's home, nursery, older girls' home, small girls' home, a steam laundry and a classroom building. Trice also began a vocational arts program that developed into a factory for making masonry products. The orphanage's name was changed to the Florida Baptists Children's Home in 1925, and the Institution moved to Lakeland in 1948. Beginning in 1958, Florida Baptist Children's Homes had multiple facilities around the state, providing residential care, emergency shelter care, foster care, adoption care, maternity care, and counseling. A Florida Heritage Site.
Sponsors: Florida Baptist Historical Society and the Florida Department of State

Not on the State's Web site:

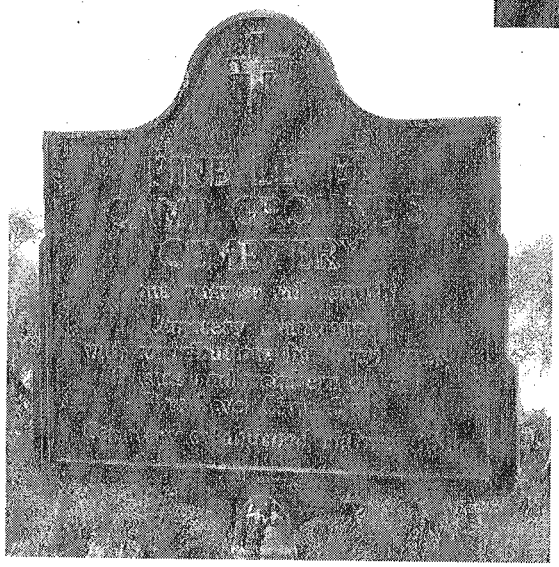
SITE OF OLD PINE LEVEL
Location: Pine Level Road, just west of Pine Level Methodist Church
County: DeSoto
City: Pine Level
Pine Level, established and designated the county seat of Manatee County Apr. 29, 1866 became on May 19, 1887, the FIRST COUNTY SEAT OF DESOTO COUNTY when DeSoto County was created from Manatee. It remained the county seat for 18 months. First courthouse site approx. 200 ft. north)
Sponsors: the Board of Commissioners, DeSoto County, in cooperation with the Peace River Valley Historical Society 1968.

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

Private Historical Markers in DeSoto County



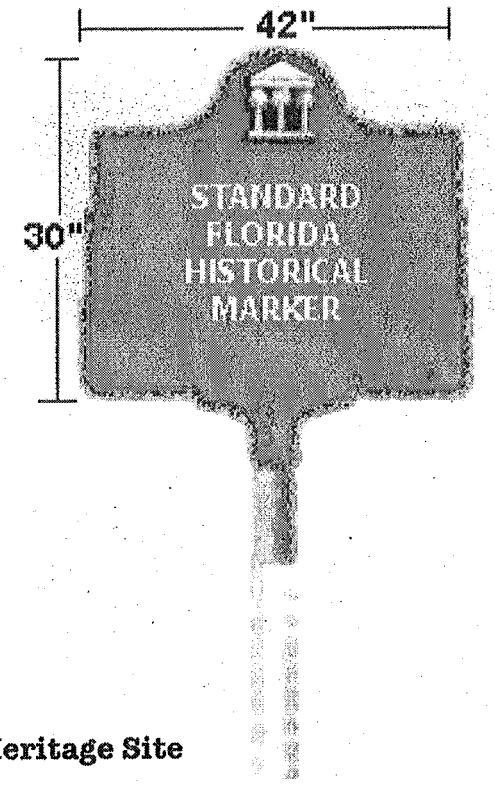
PINE LEVEL UNITED
METHODIST CHURCH
Location: 9596 N.W. Pine Level Street
County: DeSoto
City: Pine Level
Pine Level United Methodist
Church Founded 1868
But as for me and my house
We will serve the Lord.
Joshua 24:15
WE WELCOME YOU
Sponsors:
Marker Erected 1970



PINE LEVEL CAMP GROUNDS CEMETERY
Location: State Road 70 West
County: DeSoto
City: Pine Level
Pine Level Camp Grounds Cemetery (one-quarter mile south) Cemetery maintained with contributions by loved ones, friends, and members of the Pine Level Civic Club.
Cemetery established before 1850.

THE BRITISH PLOT
OAK RIDGE CEMETERY
Location: N. Lee Avenue and Livingston Avenue
County: DeSoto
City: Arcadia
The British Plot, Oak Ridge Cemetery
Buried herein are twenty-three
ROYAL AIR FORCE
CADETS
who died while in training
at U.S. flying training fields
in South Florida during W.W. II.
Sponsors: Erected by the Rotary Club of Arcadia, Florida, 1968

Standard Florida Historical Marker
Cast aluminum, text area is 30" high by 42" wide; dark blue background; letters and Florida Heritage emblem are white; comes with a 7' concrete post coated with brushed aluminum (three feet of the post goes into the ground.). A one-side marker (same text on both sides of the marker) is $1,920. A two-side marker (text is continued from side one to side two) is $2,110. Prices vary depending on cost of materials, location where the marker would be shipped and length of text.



Purpose: This is the principal marker used to recognize historic sites of interest throughout Florida.

Criteria for a Florida Heritage Site

- To qualify as a Florida Heritage Site a building, structure or site must be at least 30 years old and have significance in the areas of architecture, archaeology, Florida history or traditional culture, or be associated with a significant event that took place at least 30 years ago.
- Resources associated with a historically significant person may qualify as a Florida Heritage Site 30 years after the death of the individual or 30 years after the event with which the person is associated.
- The resource should visibly retain those physical characteristics that were present during the period for which it or the associated person is significant.
- A moved building or structure may qualify as a Florida Heritage Site if the move was made 30 or more years ago, or the move was made to preserve the resource from demolition and reasonable attempts were made to ensure that the new setting is similar to the historical setting.

Criteria for a Florida Heritage Landmark

- To qualify as a Florida Heritage Landmark a building, structure or site must be at least 50 years old and have regional or statewide significance in the areas of architecture, archaeology, Florida history or traditional culture, or be associated with an event of statewide or national significance that took place at least 50 years ago.
- Resources associated with persons of regional or statewide historical significance may be recognized with Florida Heritage Landmark status 50 after the death of the individual or 50 years after the historical event with which the person is associated.
- In certain cases, resources that are less than 50 years old but are significant at the statewide or national level also may qualify as a Florida Heritage Landmark.
- The resource should visibly retain those physical characteristics that were present during the period for which it or the associated person is significant. A moved building or structure may still qualify as a Florida Heritage Landmark if the move was made 50 or more years ago, or the move was made to preserve the resource from demolition and reasonable attempts were made to ensure that the new setting is similar to the historical setting.

HANSON
Engineering | Architecture | Planning | Allied Services

Hanson Professional Services Inc.
9015 Town Center Parkway, Suite 105
Lakewood Ranch, FL 34202
(941) 342-6321
Fax: (941) 379-6474
www.hanson-inc.com

August 1, 2013

Judith Jankosky
City of Arcadia
23 N. Polk Avenue
Arcadia, FL 34266

RE: Arcadia Municipal Airport
Airfield Lighting System Improvements
FDOT FM No. 433003-1-94-01
City of Arcadia Bid No. 2013-03
RECOMMENDATION OF AWARD

Dear Ms. Jankosky,

Two bids were received and opened at 2:00 PM on July 26, 2013 for the subject project. The certified tabulation is attached.

O-A-K/Florida, Inc. was considered to have submitted the apparent lowest, responsive base bid for the subject project, in the amount of $501,834.70. Award of any individual or combination of the additive alternates would not change the apparent lowest bidder. The surety company listed for O-A-K/Florida, Inc.is Travelers Casualty and Surety Company.

Four additive alternates were included with the bids. The suggested priority of the additive alternates would be:

1.	Additive Alternate Two – PAPIs	$28,833.00
2.	Additive Alternate Four – Regulator	$16,800.00
3.	Additive Alternate Three- Signs	$21,105.00
4.	Additive Alternate One – Wind Cone	$12,866.50
	Total Additive Alternates:	**$79,604.50**

Based on the information provided and results of our analysis, Hanson Professional Services Inc. finds the bid submitted by O-A-K/Florida, Inc. to be the apparent lowest responsive and responsible bid submitted for the subject project. Our recommendation of award is to O-A-K/Florida, Inc. for the Base Bid and any or all additive alternates, based on funding availability.

Base Bid	$501,834.70
Additive Alternates	$79,604.50
Total Project Bid:	**$581,439.20**

Hanson Professional Services Inc. is pleased to be of continuing assistance on this project. Please contact me if there are any questions.

Sincerely yours,
HANSON PROFESSIONAL SERVICES INC.

Jennifer Maria Fehrs 8/1/13
Civil Engineer
PE #68308

enclosure

JENNIFER MARIA FEHRS LICENSE No. 68308 STATE OF FLORIDA PROFESSIONAL ENGINEER

TABULATION OF BIDS
AIRFIELD LIGHTING SYSTEM IMPROVEMENTS
ARCADIA MUNICIPAL AIRPORT

City of Arcadia Bid No. 2013-03
FDOT FM No. 433003-1-94-01
Hanson No. 12A0135

				H.L. Pruitt		Owen Ames Kimball	
				Unit Prices	Extended	Unit Prices	Extended
Item	Bid		Item With Unit or Lump Sum Prices	In Figures	Total	In Figures	Total
No.	Quantity	Unit		---	---	---	---
				Dollar/Cent	Dollar/Cent	Dollar/Cent	Dollar/Cent
			BASE BID				
(1) P-100-3.1	1	L.S.	Mobilization for Entire Project	$55,000.00	$55,000.00	$41,765.85	$41,765.85
(2) P-152-4.1	600	S.Y.	Shoulder Adjustment	$12.00	$7,200.00	$5.25	$3,150.00
(3) T-901-4.1	20	KSF	Seeding	$400.00	$8,000.00	$105.00	$2,100.00
(4) T-904-4.1	500	S.Y.	Sodding	$7.00	$3,500.00	$2.10	$1,050.00
(5) L-108-5.1	18,800	L.F.	No. 8 AWG, L-824C Cable, Installed in Trench, Duct orConduit	$1.20	$22,560.00	$1.68	$31,584.00
(6) L-108-5.2	17,600	L.F.	Bare Counterpoise Wire, Installed in Trench, Duct or Conduit (including ground rods and ground connections)	$2.00	$35,200.00	$2.63	$46,288.00
(7) L-109-5.1	1	L.S.	Installation of Airport Transformer Vault Equipment, In-Place	$25,000.00	$25,000.00	$35,511.00	$35,511.00
(8) SP-109-5.1	1	L.S.	Installation of Prefabricated Vault and Foundation, In-Place	$130,000.00	$130,000.00	$72,068.85	$72,068.85
(9) L-110-5.1	16,950	L.F.	Electrical Conduit 1-Way, 2-inch Schedule 40 PVC or HDPE	$3.60	$61,020.00	$3.36	$56,952.00
(10) SP-110-5.1	1,200	L.F.	2-Inch Directional Bore Duct	$30.00	$36,000.00	$15.75	$18,900.00
(11) SP-115-5.1	10	EA.	Electrical Handhole	$5,600.00	$56,000.00	$2,625.00	$26,250.00
(12) L-125-5.1	105	EA	Base Mounted L-861(L) Elevated Taxiway Edge Light-LED	$800.00	$84,000.00	$945.00	$99,225.00
(13) L-125-5.2	36	EA	Base Mounted L-861 Elevated Medium Intensity Runway Edge Light	$800.00	$28,800.00	$735.00	$26,460.00
(14) L-125-5.3	16	EA	Base Mounted L-861SE Elevated Enhanced Threshold Light	$875.00	$14,000.00	$787.50	$12,600.00
(15) L-125-5.4	1	EA	Taxi-Guidance Sign, Size 1, Style 2, Class 2, 1-Module	$3,500.00	$3,500.00	$4,200.00	$4,200.00
(16) L-125-5.5	1	EA	Taxi-Guidance Sign, Size 1, Style 2, Class 2, 2-Module	$5,000.00	$5,000.00	$5,460.00	$5,460.00
(17) L-125-5.6	1	EA	Taxi-Guidance Sign, Size 1, Style 2, Class 2, 3-Module	$6,000.00	$6,000.00	$7,770.00	$7,770.00
(18) L-125-5.7	1	L.S.	Remove Airfield Lighting	$8,000.00	$8,000.00	$10,500.00	$10,500.00
			TOTAL BASE BID:		**$588,780.00**		**$501,834.70**
			ADDITIVE ALTERNATE ONE				
(AA1-1) L-107-5.1	1	EA.	12-Foot Wind Cone, In-Place	$9,500.00	$9,500.00	$9,702.00	$9,702.00
(AA1-2) SP-107-3.1	1	EA.	Remove Wind Cone	$450.00	$450.00	$1,575.00	$1,575.00
(AA1-3) L-108-5.1	340	L.F.	No. 8 AWG L-824C Cable, Installed in Trench, Duct or Conduit	$1.20	$408.00	$1.68	$571.20
(AA1-4) L-108-5.2	170	L.F.	Bare Counterpoise Wire, Installed in Trench, Duct or Conduit (including ground rods and ground connections)	$1.30	$221.00	$2.63	$447.10
(AA1-5) L-110-5.1	170	L.F.	Electrical Conduit 1-Way, 2-inch Schedule 40 PVC or HDPE	$3.60	$612.00	$3.36	$571.20
			TOTAL ADDITIVE ALTERNATE ONE BID:		**$11,191.00**		**$12,866.50**

TABULATION OF BIDS
AIRFIELD LIGHTING SYSTEM IMPROVEMENTS
ARCADIA MUNICIPAL AIRPORT
City of Arcadia Bid No. 2013-03
FDOT FM No. 433003-1-94-01
Hanson No. 12A0135

Item No.	Bid Quantity	Unit	Item With Unit or Lump Sum Prices	H.L. Pruitt Unit Prices In Figures Dollar/Cent	H.L. Pruitt Extended Total Dollar/Cent		Owen Ames Kimball Unit Prices In Figures Dollar/Cent	Owen Ames Kimball Extended Total Dollar/Cent
			ADDITIVE ALTERNATE TWO					
(AA2-1) SP-108-5.1	600	L.F.	1/C No. 6 AWG XLP-USE 600 Volt UG Cable	$1.40	$840.00		$1.68	$1,008.00
(AA2-2) SP-108-5.2	1,750	L.F.	3-1/C No. 6 AWG XLP-USE 600 Volt UG Cable in Unit Duct	$3.90	$6,825.00		$2.10	$3,675.00
(AA2-3) SP-110-5.2	320	L.F.	4-Inch Directional Bore Duct	$38.00	$12,160.00		$26.25	$8,400.00
(AA2-4) SP-115-5.1	1	EA.	Electrical Handhole	$4,400.00	$4,400.00		$3,150.00	$3,150.00
(AA2-5) SP-120-5.1	1	EA.	Abbreviated PAPI (L-881 System)	$15,000.00	$15,000.00		$12,600.00	$12,600.00
			TOTAL ADDITIVE ALTERNATE TWO BID:		**$39,225.00**	1/		**$28,833.00**
			ADDITIVE ALTERNATE THREE					
(AA3-1) L-125-5.5	4	EA	Taxi-Guidance Sign, Size 1, Style 2, Class 2, 2-Module	$4,350.00	$17,400.00		$3,806.25	$15,225.00
(AA3-2) L-125-5.8	2	EA	Taxi-Guidance Sign, Size 1, Style 4, Unlighted, 2-Module	$2,300.00	$4,600.00		$2,940.00	$5,880.00
			TOTAL ADDITIVE ALTERNATE THREE BID:		**$22,000.00**			**$21,105.00**
			ADDITIVE ALTERNATE FOUR					
(AA4-1) SP-109-5.2	1	EA.	L-828, 10KW Regulator, 3-step	$13,000.00	$13,000.00		$16,800.00	$16,800.00
			TOTAL ADDITIVE ALTERNATE FOUR BID:		**$13,000.00**			**$16,800.00**

1/ Error in H.L. Pruitt's sum. Correct sum shown here.

JENNIFER MARIA FEHRS
LICENSE
No 68308
STATE OF FLORIDA
PROFESSIONAL ENGINEER

Jennifer Maria Fehrs
FL PE 68308 1/13

HANSON
Engineering | Architecture | Planning | Allied Services

Hanson Professional Services Inc.
9015 Town Center Parkway, Suite 105
Lakewood Ranch, FL 34202
(941) 342-6321
Fax: (941) 379-6474
www.hanson-inc.com

August 1, 2013

Judith Jankosky
City of Arcadia
23 N. Polk Avenue
Arcadia, FL 34266

RE: Arcadia Municipal Airport
Runway Marking Improvements and Pavement Rejuvenation
FDOT FM No. 431372-1-94-01
City of Arcadia Bid No. 2013-02
RECOMMENDATION OF AWARD

Dear Ms. Jankosky,

Two bids were received and opened at 2:00 PM on July 26, 2013 for the subject project. Upon evaluation, minor mathematical irregularities were found to exist in the Hi-Lite Markings, Inc bid. However, these minor bid irregularities do not materially affect the ranking of the bids, based on total bid price, either as submitted or as calculated. The certified bid tabulation is attached.

Hi-Lite Markings, Inc. was considered to have submitted the apparent lowest, responsive bid for the subject project, in the amount of $102,250.00.

The bid submitted by Hi-Lite Markings, Inc. included the required rejuvenation product documentation which meets FAA Specification P-632. The surety company listed for Hi-Lite Markings, Inc. is Platte River Insurance Company.

Based on the information provided and results of our analysis, Hanson Professional Services Inc. finds the bid submitted by Hi-Lite Markings, Inc. to be the apparent lowest responsive and responsible bid submitted for the subject project. Our Recommendation of Award is to Hi-Lite Markings Inc. for $102,250.00

Hanson Professional Services Inc. is pleased to be of continuing assistance on this project. Please contact me if there are any questions.

Sincerely yours,
HANSON PROFESSIONAL SERVICES INC.

Jennifer Maria Fehrs
Civil Engineer
PE #68308

JENNIFER MARIA FEHRS
LICENSE
NO. 68308
STATE OF FLORIDA
PROFESSIONAL ENGINEER

enclosure

TABULATION OF BIDS
RUNWAY MARKING IMPROVEMENTS and PAVEMENT REJUVENATION
ARCADIA MUNICIPAL AIRPORT

City of Arcadia Bid No. 2013-02
FDOT FM No. 431372-1-94-01
Hanson No. 12A0168

				Hi-Lite Markings			Owen Ames Kimball	
				Unit Prices	Extended		Unit Prices	Extended
Item	Bid		Item With Unit or Lump Sum Prices	In Figures	Total		In Figures	Total
No.	Quantity	Unit		---	---		---	---
				Dollar/Cent	Dollar/Cent		Dollar/Cent	Dollar/Cent
(1) P-100-3.1	1	L.S.	Mobilization for Entire Project	$5,000.00	$5,000.00		$12,175.80	$12,175.80
(2) P-605-5.1	4,000	L.F.	Joint Sealing Filler	$2.00	$8,000.00		$1.05	$4,200.00
(3) P-620-5.1-1	26,300	S.F.	Runway and Taxiway Painting	$0.40	$10,520.00		$0.58	$15,254.00
(4) P-620-5.1-2	12,000	S.F.	Black Outline Painting	$0.30	$3,600.00		$0.63	$7,560.00
(5) P-620-5.1-3	2,630	LB.	Reflective Media (Type III)	$3.50	$9,205.00		$4.20	$11,046.00
(6) P-620-5.1-4	4,700	S.F.	Paint Removal	$2.00	$9,400.00		$1.52	$7,144.00
(7) P-632-8.1	59,500	S.Y.	Asphalt Rejuvenation	$0.95	$56,525.00	1/	$0.86	$51,170.00
			TOTAL BID:		$102,250.00			$108,549.80

1/ Error in Hi-Lite's extension. Correct extension shown here.

Jennifer Maria Fehrs
FL PE #68308 8/1/13

JENNIFER MARIA FEHRS
LICENSE
No. 68308
STATE OF FLORIDA
PROFESSIONAL ENGINEER

ORDINANCE No. 990

AN ORDINANCE OF THE CITY OF ARCADIA PROVIDING FOR THE AMENDMENT OF CHAPTER 94, LOCAL BUSINESS TAX; ESTABLISHING CONSISTENCY WITH FLORIDA STATUTE FOR THE REGULATION, ADMINISTRATION AND COLLECTION OF LOCAL BUSINESS TAX FEES; ESTABLISHING A LOCAL BUSINESS TAX FEE SCHEDULE TO BE ESTABLISHED BY RESOLUTION; ESTABLISHING A FEE INCREASE FOR CERTAIN BUSINESS CLASSIFICATIONS OR TYPES; PROVIDING FOR AMENDMENTS TO BE DEPICTED IN A STRIKE THROUGH AND UNDERLINED LEGISLATIVE FORMAT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Arcadia has previously established a business tax imposed by City Ordinance, Chapter 94, that makes it unlawful for any person to engage in, conduct or manage any business within the City without first applying for a local business tax receipt; and

WHEREAS, every person, firm, partnership, or corporation engaged in business within the City of Arcadia must complete an application for local business tax and pay required fees consistent with a local business fee schedule; and

WHEREAS, Chapter 205, Florida Statutes, provides the City of Arcadia with the ability to levy taxes and make amendment to its local business tax fee schedule existing as of October 1, 1971 by an increase of up to 100 percent for business taxes that are $100 or less; 50 percent for business taxes that are between $101 and $300; and 25 percent for business taxes that are more than $300; and

WHEREAS, the City of Arcadia elected to increase some of the local business tax fees by 100 percent for business taxes that are $100 or less; 50 percent for business taxes that are between $101 and $300 and 25 percent for business taxes that are more than $300 to all business classifications or types to help off-set administrative costs in land use and business activity regulation by Ordinance 758 effective October 1, 1980; and

WHEREAS, the City of Arcadia elects to increase the remaining local business tax fees by 100 percent for business taxes that are $100 or less; 50 percent for business taxes that are between $101 and $300 and 25 percent for business taxes that are more than $300 to all business classifications or types to help off-set administrative costs in land use and business activity regulation.

Be it ordained by the City Council of the City of Arcadia, Florida as follows:

Section 1. Creation of a Local Business Tax Fee Schedule. There is hereby created the City of Arcadia Local Business Tax Fee Schedule (hereinafter referred to as the "Fee Schedule").

Section 2. Adjustment of Local Business Tax Fees. The City of Arcadia is authorized and empowered to increase the local business tax fees. Therefore, each local business classification or type identified in the Local Business Tax Fee Schedule that was not previously increased by Ordinance 758 with an effective date of October 1, 1980 is hereby increased by 100 percent for business taxes that are $100 or less, 50 percent for business taxes that are between $101 and $300 and 25 percent for business taxes that are more than $300.

Section 3. Article III. – Amended Local Business Tax Ordinance in Legislative Format.

Additions: underlined. Deletions: ~~strikethrough~~.

**********begin revisions**********

~~OCCUPATIONAL LICENSE~~ LOCAL BUSINESS TAX

Sec. 94-61. - Levy; applicability.

Sec. 94-62. - Dates due and delinquent; penalty for failure to obtain ~~license~~ receipt.

Sec. 94-63. - Term; partial-year ~~license~~ receipt.

Sec. 94-64. - ~~Tax on persons having two or more occupations in same place of business.~~

Prohibition of local business tax receipt without exhibition of state license or registration and federal employer identification or social security number.

~~Sec. 94-65. - Tax on occupations not specifically covered.~~

Sec. 94-66. - Posting of ~~license~~ receipt.

Sec. 94-67. - Transfer of ~~license~~ receipt.

Sec. 94-68. - Compliance with applicable ordinances.

~~Sec. 94-69. - Revocation of license.~~

Sec. 94-70. - Schedule.

Secs. 94-71—94-80. - Reserved.

Sec. 94-61. - Levy; applicability.

The city does hereby levy an ~~occupational license~~ business tax on:

(1) Any person who maintains a permanent business location or branch office within the city, for the privilege of engaging in or managing any business within its jurisdiction.

(2) Any person who maintains a permanent business location or branch office within the city, for the privilege of engaging in or managing any profession or occupation within its jurisdiction.

(3) Any person who does not qualify under subsection (1) or subsection (2) of this section and who transacts any business or engages in any occupation or profession in interstate commerce, if the ~~license~~ business tax is not prohibited by section 8, article I of the United States Constitution.

~~State law reference—Authority to levy occupational license tax, F.S. § 205.042; conditions for levy, F.S. § 205.043.~~

Sec. 94-62. - Dates due and delinquent; penalty for failure to obtain ~~license~~ receipt.

(a) All ~~licenses~~ business tax receipts required by this article shall be sold by the city clerk ~~recorder~~ beginning July ~~August~~ 1 of each year, and ~~license~~ business taxes shall be due and payable on or before September 30 of each year, and ~~licenses~~ receipts shall expire on September 30 of the succeeding year. If September 30 falls on a weekend or holiday, the tax is due and payable on or before the first working day following September 30. Those ~~licenses~~ receipts not renewed by October 1 shall be considered delinquent and subject to a delinquent penalty of ten percent for the month of October, plus an additional five percent for each month of delinquency thereafter until paid; provided that the total delinquency penalty shall not exceed 25 percent of the ~~occupational license fee~~ business tax.

(b) Any person engaging in or managing any business, occupation or profession without first obtaining a ~~local occupational license~~ business tax receipt, if required under this article, shall be subject to a penalty of 25 percent of the ~~license~~ business tax determined to be due, in addition to the penalty provided by section 1-12.

(c) Any person who engages in any business, occupation, or profession covered by this chapter, who does not pay the required business tax within 150 days after the initial notice of tax due, and who does not obtain the required receipt is subject to civil actions and penalties, including court costs, reasonable attorney's fees, additional administrative costs incurred as a result of collection efforts, and a penalty of $250.

~~(Code 1986, § 15-1; Ord. No. 861, § 2, 4-1-1997)~~

~~State law reference—Similar provisions, F.S. § 205.053.~~

Sec. 94-63. - Term; partial-year ~~license~~ receipt.

No ~~occupational license~~ business tax receipt shall be issued for more than one year, and all ~~licenses~~ receipts shall expire on September 30 of each year. No ~~license~~ receipt shall be issued for any fractional portion of a year, except that after April 1 a ~~license~~ receipt shall be issued for one-half the amount fixed for such annual ~~license~~ tax.

~~(Code 1986, § 15-2)~~

~~State law reference—Authority to issue partial occupational license, F.S. § 205.053(1).~~

Sec. 94-64. ~~—Tax on persons having two or more occupations in same place of business.~~ Prohibition of local business tax receipt without exhibition of state license or registration and federal employer identification number or social security number.

~~Whenever, in any reasonable construction of this article, two or more license taxes shall be collected from the same person for carrying on any business, profession or occupation, where the businesses, professions or occupations are jointly conducted at the place of business, then the only license required shall be the one calling for the higher license tax, and where the sums to be collected are identical in the amount, then either one shall be required, except as may be otherwise provided.~~

(1) Any person applying for or renewing a local business tax receipt to practice any profession or engage in or manage any business or occupation regulated by the Department of Business and Professional Regulation, the Florida Supreme Court, or any other state regulatory agency, including any board or commission thereof, must exhibit an active state certificate, registration, or license, or proof of copy of the same, before such local receipt may be issued.

(2) This section shall not apply to Florida Statute s. 489.113, s. 489.117, s. 489.119, s. 489.131, 2. 489.511, s. 489.513, s. 489.521, or s 489.537.

(3) A receipt may not be issued unless the federal employer identification number or social security number is obtained from the person to be taxed.

~~(Code 1986, § 15-3)~~

~~Sec. 94-65.—Tax on occupations not specifically covered.~~

~~Any business, profession, industry and occupation not referred to in section 94-70 shall pay an annual license tax of $50.00.~~

~~(Code 1986, § 15-4)~~

Sec. 94-66. - Posting of ~~license~~ receipt.

Every person holding a ~~license~~ receipt under this article must keep such ~~license~~ receipt posted in a conspicuous place on the premises where the business or occupation ~~so licensed~~ is conducted, except that any ~~license~~ receipt for any machine or device shall be posted conspicuously in or upon such machine or device.

~~(Code 1986, § 15-5)~~

~~State law reference—Vending and amusement machines, F.S. § 205.0537.~~

Sec. 94-67. - Transfer of ~~license~~ receipt.

(a) Transfer to new owner. All business ~~licenses~~ receipts may be transferred to a new owner where there is a bona fide sale of the business upon payment of a transfer fee of ten percent of the annual ~~license~~ business tax, but not less than $3.00 and not more than $25.00, and presentation of evidence of the sale and the original ~~license~~ receipt.

(b) Transfer to different location. Upon written request and presentation of the original ~~license~~ receipt, any ~~license~~ receipt may be transferred from one location to another location in the city upon payment of a transfer fee of ten percent of the annual ~~license~~ business tax, but not less than $3.00 and not more than $25.00.

~~(Code 1986, § 15-6)~~

~~State law reference—Transfer of original license, F.S. § 205.043(2), (3).~~

Sec. 94-68. - Compliance with applicable ordinances.

All ~~occupational license~~ business taxed establishments must comply with all applicable ordinances of the city.

~~Sec. 94-69. - Revocation of license.~~

~~The right to revoke any license issued under the provisions of this article for cause, such as any violation of this Code, is reserved to the city, and such revocation shall be made at the direction of the city council.~~

~~(Code 1986, § 15-7)~~

Sec. 94-70. - Schedule.

See Local Business Tax Fee Schedule - Resolution No. 2013-13

~~The following enumerated license taxes shall be paid annually on September 30 of each year, or as otherwise specified by the city, and a license obtained from the city recorder and tax collector by any person engaged in the various occupations, professions, businesses and classifications set forth in this section:~~

~~Abstract or title insurance companies $ 50.00~~

~~Accountants and auditors 50.00~~

~~Advertising:~~

~~(1) Each person advertising on the streets with banners, floats, cartoons or exhibitions or any other means, except merchants of the city who are licensed as such 50.00~~

~~(2) Agents, firms, associations or corporations or other persons distributing circulars or other advertising matter, except merchants of the city who are licensed as such 30.00~~

~~Agents and agencies:~~

~~(1) Advertising: See "Advertising."~~

~~(2) Truck and tractor: See "Automotive."~~

~~(3) Automobile: See "Automotive."~~

~~(4) Book: See "Book or magazine agents."~~

~~(5) Magazine: See "Book or magazine agents."~~

~~(6) Claim and collection: See "Claim and collection agencies."~~

~~(7) Insurance: See "Insurance."~~

~~(8) Real estate: See "Real estate."~~

~~(9) Safes: See "Safes."~~

~~(10) Sewing machines: See "Sewing machines."~~

~~(11) Securities: See "Stocks, bonds."~~

~~Alcoholic beverages, beer parlors, liquor dealers, package stores, spirituous liquor, wine dealers: Pursuant to state law, F.S. § 561.342(2).~~

~~Amusement devices, game boards, not otherwise specified, each (see also "Pinball machines") 50.00~~

~~Amusements: See "Amusement devices," "Pinball machines," "Shows," "Dancehalls," "Moving picture shows," "Ferris wheels," "Flying jennies or merry-go-rounds," "Games and devices," "Ball games," and "Skating rinks."~~

~~Apartment houses with two or more apartments, for each apartment available for rent at any time during the year, per apartment 5.00~~

~~Appliances: See "Electricity."~~

~~Architects 50.00~~

~~Attorneys: See "Lawyers."~~

~~Auction shops or stores, or managers of such stores: See "Merchants."~~

~~Auctioneers 50.00~~

~~Auditors: See "Accountants and auditors."~~

~~Automatic vending machines and scales designed for weighing persons for compensation. Any vending machines located on public rights-of-way shall be subject to the approval of the city marshal.~~

~~(1)Each machine where the price is under $0.05 1.00~~

~~(2)Each machine where the price is from $0.05 up to but not including $0.10 3.00~~

~~(3)Each machine where the price is $0.10 or more 10.00~~

~~All food or beverage vending machines for the sole use of an individual, firm, corporation or its employees shall not be subject to this tax.~~

~~Automotive (see also "Locksmiths and truck repairers"):~~

~~(1)Truck or tractor agencies: Persons engaged in the sale of automobiles, trucks, and tractors alone or in connection with a garage or repair shop and sale of any equipment 100.00~~

~~(2)Agencies: Persons representing agencies whose headquarters are not in the city 100.00~~

~~(3)Garages, alone or in connection with repair shop 50.00~~

~~(4)Top manufacturers or repairs of tops 30.00~~

~~(5)Paint shops 20.00~~

~~(6)Washing and greasing, separate from other business 20.00~~

~~(7)Batteries: See "Batteries."~~

~~(8)Vulcanizing: See "Vulcanizing plants."~~

~~Bakeries 30.00~~

~~Ball games, knife racks, cane racks, or other similar amusements, per day 10.00~~

~~Balloons: See "Rubber balloons."~~

~~Banks, commercial 100.00~~

~~Barbershops (see also "Beauty parlors" and "Manicurists"):~~

~~(1)First chair 20.00~~

~~(2)Each additional chair 10.00~~

~~Baths, owners or managers, Turkish, Russian or others, with or without swimming pools 20.00~~

~~Batteries:~~

~~(1)Service stations 20.00~~

~~(2)Manufacturing or selling 30.00~~

~~Beauty parlors and hairdressers (see also "Barbers" and "Manicurists"):~~

~~(1)First chair 20.00~~

~~(2)Each additional chair 10.00~~

~~Beer parlors: See "Alcoholic beverages."~~

~~Bicycle shops 10.00~~

~~Billboards: Billposting companies or person in charge of billboards:~~

~~(1)For each four or less billboards used 20.00~~

~~(2)For each additional billboard used 5.00~~

~~For the purpose of this subsection, one billboard shall be considered as any surface whereon bills, signs, pictures, or other advertising matter is posted, painted or otherwise attached, on which the posting surface is 250 square feet or less; provided that when several billboards are used together the total square footage shall be computed to determine the number of billboards for the purpose of this subsection. This subsection shall not apply to signs advertising any~~

~~business, occupation or profession licensed under this section and attached to the building wherein the business, occupation or profession is conducted. No license for any billboard shall be issued until the plans and specifications therefor have been submitted to the city council and approved by the council as to appearance, strength, and safety.~~

~~Billiard or pool tables, for public use or profit:~~

~~(1)First table 50.00~~

~~(2)Each additional table 20.00~~

~~Boardinghouses: See "Hotels."~~

~~Bonds: See "Brokers."~~

~~Book or magazine agents, taking orders for future delivery or selling from stock 50.00~~

~~Bookkeepers, office 20.00~~

~~Boot and shoe repair shops 20.00~~

~~Bootblack stands 10.00~~

~~Bottling works and water factories 100.00~~

~~Bowie knives: See "Guns."~~

~~Bowling alleys:~~

~~(1)First alley 50.00~~

~~(2)Each additional alley 10.00~~

~~Brick and cement yards and factories, wholesale and retail 50.00~~

~~Brokers:~~

~~(1)Stocks and bonds 50.00~~

~~(2)Lumber and other timber products 50.00~~

~~(3)Futures and options 150.00~~

~~Building and loan associations, local 50.00~~

~~Building contractors: See "Contractors."~~

~~Bus lines operating in and out of the city in interstate commerce 50.00~~

~~Business colleges 20.00~~

~~Butcher shops: See "Meat dealers."~~

~~Cabinetmakers: See "Carpenters."~~

~~Cafes: See "Restaurants."~~

~~Candy (see also "Ice cream, cold drinks and confectionaries"):~~

~~(1) Stands or shops 10.00~~

~~(2) Manufacturing, including right to sell wholesale or retail 50.00~~

~~Cane racks: See "Ball games."~~

~~Canning and juice plants 50.00~~

~~Canvassers, salesmen, door-to-door peddlers, not otherwise specified (see also chapter 34, article II, pertaining to peddlers and solicitors) 50.00~~

~~Carbonated beverages: See "Bottling works."~~

~~Card directories 100.00~~

~~Card writing or metal stamping, cutting or engraving when not connected with regular licensed business 20.00~~

~~Carnivals: See "Shows."~~

~~Carpenters, cabinetmakers, woodworkers, self-employed 40.00~~

~~Cement or concrete:~~

~~(1)Yards: See "Brick and cement yards."~~

~~(2)Cement blocks and other precast concrete items, manufacture and sale 50.00~~

~~Chemical engineers: See "Engineers."~~

~~Chiropractors 50.00~~

~~Cigar and tobacco dealers 20.00~~

~~Circulars: See "Advertising."~~

~~Circuses: See "Shows."~~

~~Civil engineers: See "Engineers."~~

~~Claim and collection agencies 50.00~~

~~Clairvoyants 150.00~~

~~Clothing, cloaks, dress goods, each agent or traveling representative selling direct to consumer from samples: See "Solicitors and canvassers."~~

~~Coal: See "Wood, coal, coke and other fuels."~~

~~Coin-operated devices: See "Amusements," "Pinball machines," and "Automatic vending machines."~~

~~Cold drink stands 10.00~~

~~Cold storage plants, each 50.00~~

~~Colleges: See "Business colleges."~~

~~Commission merchants and wholesale produce merchants 50.00~~

~~Concrete: See "Cement or concrete."~~

~~Confectionaries: See "Candy" and "Ice cream, cold drinks and confectionaries."~~

~~Contest companies: Persons conducting contests by offering inducements for securing subscriptions to newspapers, magazines or other periodicals 40.00~~

~~Contractors and subcontractors:~~

~~(1)General building 100.00~~

~~(2)Concrete, stone, brick or terrazzo 40.00~~

~~(3)House wreckers and movers 20.00~~

~~(4)Sidewalk and curbing builders 40.00~~

~~(5)Paving 100.00~~

~~(6)Tinsmith and sheetmetal work 40.00~~

~~(7)Refrigeration and air conditioning 50.00~~

~~(8)Roofing 40.00~~

~~(9)Lathing, drywall or plastering 40.00~~

~~(10)Awnings and prefabricated carports, etc. 40.00~~

~~(11)Painters, paperhangers, interior decorators 40.00~~

~~(12)Not otherwise specified 50.00~~

~~Curio dealers 10.00~~

~~Curiosity shows 20.00~~

~~Dairies (see also "Milk"): Each person selling milk in the city:~~

~~(1)Having more than one and not more than five cows or goats 20.00~~

~~(2)Having more than five and not more than ten cows or goats 30.00~~

~~(3)Having more than ten and not more than 20 cows or goats 50.00~~

~~(4)Having more than 20 cows or goats 80.00~~

~~Dancehalls, operated for profit (see also "Amusements") 100.00~~

~~Deadly weapons: See "Guns."~~

~~Delicatessens, not restaurants or lunchstands 30.00~~

~~Dentists 50.00~~

~~Detectives: Each detective, investigator or other person guaranteeing protection for compensation or making a personal or commercial investigation 30.00~~

~~This tax shall not apply to detectives working solely for any municipality, county or state or the United States.~~

~~Divine healers: See "Mental healers."~~

~~Drive-in theaters: See "Moving picture shows."~~

~~Dry cleaners and pressing clubs, each plant or receiving station where work is received or distributed, or doing business in the city without depot 50.00~~

~~Dye works and steam cleaners (see also "Laundries") 50.00~~

~~Dynamite or other explosives, dealers in 20.00~~

~~Electricity:~~

~~(1)Wholesale distributors or manufacturers 100.00~~

~~(2)Machinery, appliances or supplies, dealers in 40.00~~

~~(3)Electricians, self-employed 50.00~~

~~Embalmers: See "Funeral directors."~~

~~Employment agencies 50.00~~

~~Engineers, civil, mechanical, mining and chemical, engineers or surveyors 50.00~~

~~This tax does not apply to engineers and surveyors employed on salary and not holding themselves out to the public for general employment.~~

~~Engraving: See "Card writing."~~

~~Express companies 50.00~~

~~Exterminators or pest control 30.00~~

~~Ferris wheels (see also "Amusements"): Owner or operator, each 50.00~~

~~Fertilizer, each agent selling, offering for sale or taking orders for fertilizer 50.00~~

~~Finance: See "Money lenders."~~

~~Fish and oyster dealers 30.00~~

~~Florists 40.00~~

~~Flying jennies or merry-go-rounds (see also "Amusements"), owner or operator 50.00~~

~~Fortunetellers, phrenologists, palmists, or soothsayers, each 150.00~~

~~Foundries:~~

~~(1)Alone 50.00~~

~~(2)Machine shop, operated together 70.00~~

~~Fruit:~~

~~(1)Dealers or stands, each 20.00~~

~~(2)Dealers, door-to-door: See "Peddlers."~~

~~(3)Fruits or vegetables, or other farm produce: Each person selling or offering for sale from trucks or cars or railroad tracks (such trucks or cars not permitted to park on city right-of-way), per truck or car 50.00~~

~~(4)Dealers selling from samples to be shipped as directed 30.00~~

~~State law reference — Occupational license tax exemption when products are grown or produced in the state, F.S. § 205.064.~~

~~Fuels: See "Gas plants," "Gasoline and oils" and "Wood, coal, coke and other fuels."~~

~~Funeral directors, embalmers and morticians 80.00~~

~~Furniture:~~

~~(1)Dealers: See "Merchants."~~

~~(2)Repair: See "Repairers of furniture."~~

~~(3)Upholsters: See "Upholsterers."~~

~~Futures: See "Brokers."~~

~~Games and devices, automatic or otherwise, such as shuffleboard, throwing balls, and the like, not otherwise specified, each (see also "Amusements") 20.00~~

~~Garages, public, not otherwise provided for (see also "Automotive") 50.00~~

~~Gas plants or distributors of liquified petroleum gas 70.00~~

~~Gasoline and oils:~~

~~(1)Retail dealers 40.00~~

~~(2)Wholesale dealers 100.00~~

~~Guns (see also "Shooting galleries," "Deadly weapons"): Each dealer in guns, pistols, Bowie knives or other deadly weapons, when no other stock is carried 100.00~~

~~Hat cleaning or blocking, including depots and receiving stations 10.00~~

~~Hawkers or street vendors of medicines, drugs or other patent medicine, expedient or device for use in or treatment of any disease, injury or deformity (see also "Medicine vendors") 100.00~~

~~Hospitals and sanitariums 100.00~~

~~Hotels, boardinghouses and roominghouses, motor courts and motels:~~

~~(1)With accommodations for five and up to and including 15 persons 20.00~~

~~(2)With accommodations for 16 and up to and including 25 persons 30.00~~

~~(3)With accommodations for 26 and up to and including 50 persons 40.00~~

~~(4)With accommodations for 51 and up to and including 75 persons 50.00~~

~~(5)With accommodations for 76 and up to and including 100 persons 70.00~~

~~(6)With accommodations for 101 and up to and including 200 persons 100.00~~

~~(7)With accommodations for more than 200 persons 150.00~~

~~State law reference—Public lodging establishment exclusions, F.S. § 509.013(4)(b).~~

~~House movers and wreckers 20.00~~

~~Hypnotists, professional 150.00~~

~~Ice:~~

~~(1)Depots, with no delivery service 10.00~~

~~(2)Sale of, at either retail or wholesale, and using vehicles for delivery:~~

~~a.First two vehicles 20.00~~

~~b.Each additional vehicle 5.00~~

~~(3)Manufacturing, with right to sell at retail or wholesale, with or without cold storage connected therewith 70.00~~

~~Ice cream, cold drinks and confectionaries (see also "Candy"):~~

~~(1)Selling at retail on the streets from carts or wagons, each cart or wagon 10.00~~

~~(2)Manufacturers, selling at wholesale 50.00~~

~~(3)Parlors, not connected with other business 20.00~~

~~Icing: Establishment doing business icing or reicing cars, either express, freight or refrigerator 50.00~~

~~Insurance (see also "Abstract or title insurance companies"):~~

~~(1)Each person doing any kind of insurance in the city, including those engaged in the business of insurance against loss by fire, indemnity, accident to persons, loss, theft or destruction of property, acting as surety on bonds, guaranteeing the fidelity of employees, insuring employees against accidents, plate glass insurance, life insurance, and sickness and benefit insurance,~~

~~including all persons as referred to in this subsection soliciting business in the city through agents or otherwise, whether the home office is local or foreign 20.00~~

~~(2)Agents and solicitors:~~

~~a.Representing less than five companies and soliciting insurance in this city on behalf of any company, association or the like referred to in this subsection 20.00~~

~~b.Representing five or more companies 30.00~~

~~It is the intention of this subsection that each company, association, society, firm or corporation usually known as an "insurance company" shall pay a license tax of $20.00 as set forth in this subsection, and each agent or solicitor representing less than five companies and writing or soliciting insurance for them in the city shall pay an agent's or solicitor's license tax of $20.00, and if such agent or solicitor represents five or more companies he shall then pay an annual license tax of $30.00.~~

~~Investigators: See "Detectives."Jewelry: See "Watchmakers and jewelry repair shops."~~

~~Junk dealers:~~

~~(1)Housed in a permanent building, and keeping their property, such as secondhand automobiles and parts, within an enclosure out of public view; buildings shall be constructed in accordance with fire prevention ordinances and building codes 50.00~~

~~(2)Where property is not housed as specified in subsection (1) of this subsection 100.00~~

~~Dealers in junk shall hold their stock of this class of goods subject to inspection by the chief of police, and shall keep a record of all purchases, the price paid for such purchases and the name of the party from whom purchased.~~

~~Knife and scissors sharpeners 10.00~~

~~Knife racks: See "Ball games" and "Amusements."~~

~~Knives: See "Guns."~~

~~Laundries (see also "Dry cleaners and pressing clubs" and "Dye works and steam cleaners"):~~

~~(1)Commercial 30.00~~

~~(2)Coin-operated laundries:~~

~~a.Having not more than 15 machines (washers and dryers) 30.00~~

~~b.Each additional machine (washer or dryer) 2.00~~

~~Lawyers 50.00~~

~~Liquor dealers: See "Alcoholic beverages."~~

~~Locksmiths and truck repairers (see also "Automotive") 10.00~~

~~Lumber:~~

~~(1)Dealers 100.00~~

~~(2)Brokers: See "Brokers."~~

~~(3)Dealers, including the manufacture and sale of cement blocks and other precast concrete items 120.00~~

~~Lunchstands, having no provision for seating 20.00~~

~~Lung testers, when operated for profit, each machine 5.00~~

~~Machine shops or repair shops, general (see also "Foundries") 50.00~~

~~Manicurists (see also "Barbershops" and "Beauty parlors") 30.00~~

~~Manufacturers, not otherwise specified 100.00~~

~~Marble yards 20.00~~

~~Masonry contractors: See "Contractors."~~

~~Masseurs 30.00~~

~~Mattress renovating 50.00~~

~~Meat dealers in fresh meats selling at retail and paying no other license tax 30.00~~

~~Mechanical engineers: See "Engineers."~~

~~Medicine vendors (patent) (see also "Hawkers"):~~

~~(1)Advertising by means of minstrels, shows or vaudeville acts, per day 100.00~~

~~(2)Advertising by vehicles on the streets by means of banners, floats, cartoons or any other means not otherwise specified, per day 50.00~~

~~Mental healers and all persons claiming to heal by absent treatment (not including members of the Christian Science faith) 200.00~~

~~Merchants:~~

~~(1)Wholesale, not otherwise specified 40.00~~

~~(2)Retail:~~

~~a.For first $1,000.00 of stock, per $1,000.00 20.00~~

~~b.For next $2,000.00 of stock, per $1,000.00 10.00~~

~~c.For next $7,000.00 of stock, per $1,000.00 4.00~~

~~d.For each additional $1,000.00 of stock or major fraction thereof over $10,000.00 2.00~~

~~The provisions of this subsection as to retail merchants apply to drugstores, food stores, and all stores and mercantile establishments not more specifically covered elsewhere in this section.~~

~~Merry-go-rounds: See "Flying jennies" and "Amusements."~~

~~Metal stamps: See "Card writing."~~

~~Milk:~~

~~(1)Depots, each 20.00~~

~~(2)Processing plants, each 80.00~~

~~(3)Distributors:~~

~~a.One truck 50.00~~

~~b.Each additional truck 20.00~~

~~(4)Dairies: See "Dairies."~~

~~Mining engineers: See "Engineers."~~

~~Money lenders: Persons lending money at interest, other than legal banking businesses 50.00~~

~~Monuments and tombstones, carving and sale of 20.00~~

~~Morticians: See "Funeral directors."~~

~~Motels and motor courts: See "Hotels."~~

~~Motorcycles: All persons engaged in sale of motorcycles, along or in connection with a motorcycle repair shop 10.00~~

~~Moving picture shows or theaters, including drive-in theaters (see also "Amusements") 100.00~~

~~Musicians, per day 10.00~~

~~Newsstands, not part of another licensed business 10.00~~

~~Novelty works 50.00~~

~~Nursery stock or forest trees, agents for or dealers in 40.00~~

~~Oculists, opticians or optometrists 50.00~~

~~Options: See "Brokers."~~

~~Oriental goods, dealers in 30.00~~

~~Osteopaths 50.00~~

~~Package stores, spirituous liquors: See "Alcoholic beverages."~~

~~Packing companies, fruits and vegetables 50.00~~

~~Paint shops (see also "Automotive") 20.00~~

~~Painters and paper hangers, self-employed 40.00~~

~~Palmists: See "Fortunetellers."~~

~~Pawnbrokers or pawnshops, permanent 100.00~~

~~State law reference — Recordkeeping requirements for pawnshops, F.S. § 538.04.~~

~~Peat moss, sale of from trucks 20.00~~

~~Peddlers, engaged in the selling of produce such as fruits, eggs, vegetables and other farm products from wagon or pushcart, for each wagon or pushcart, whether retail or wholesale 50.00. State law reference — Occupational license tax exemption when products are grown or produced in the state, F.S. § 205.064.~~

~~Pest control: See "Exterminators."~~

~~Photographers, stationary, each 40.00~~

~~Phrenologists: See "Fortunetellers."~~

~~Physicians, each 50.00~~

~~Pinball machines (see also "Amusements" and "Amusement devices"), each machine 20.00~~

~~Pipefitters, each firm, person or corporation 40.00~~

~~Pistols: See "Guns."~~

~~Plumbers, self-employed 50.00~~

~~Podiatrists, each 50.00~~

~~Pool tables: See "Billiard and pool tables."~~

~~Popcorn and peanut stands 10.00~~

~~Pre-cooling of trucks or railroad cars 50.00~~

~~Pressing clubs: See "Dry cleaners."~~

~~Printing:~~

~~(1)Newspaper and job printing (power) 50.00~~

~~(2)Persons doing job printing (hand) 20.00~~

~~Produce merchants: See "Commission merchants."~~

~~Public garages: See "Automotive" and "Garages, public."~~

~~Radiator shops (see also "Automotive") 50.00~~

~~Radio repairing, not connected with other business, each person in business 30.00~~

~~Railroad companies 100.00~~

~~Real estate:~~

~~(1)Agents or brokers 50.00~~

~~(2)Associates or salesman, each 30.00~~

~~Refrigeration contractors: See "Contractors" and "Cold storage plants."~~

~~Repairers of furniture or small articles not paying any other license tax (see also "Upholsterers") 10.00~~

~~Restaurants and cafeterias (see also "Lunchstands," "Cold drink stands," "Cafes" and "Delicatessens"):~~

~~(1)With seats or accommodations for 15 or more persons 50.00~~

~~(2)With seats or accommodations for less than 15 persons 30.00~~

~~Roominghouses: See "Hotels."~~

~~Rubber balloons, dealers in 3.00~~

~~Russian baths: See "Baths."~~

~~Safes, sale or exchange, each agent for 10.00~~

~~Salvaging and reclaiming: Any person engaged in salvaging or reclaiming any materials or substances erected or deposited above ground level, upon the ground or beneath the ground, including the cleaning of all such deposit areas. This classification shall include all cleaning of septic tanks, cesspools and sewer systems 50.00~~

~~Sanitariums: See "Hospitals."~~

~~Schools: See "Business colleges."~~

~~Scissors sharpeners: See "Knife and scissors sharpeners."~~

~~Seafoods: See "Fish and oyster dealers."~~

~~Sewing machines, each agent or member of agency 30.00~~

~~Shoe repair shops: See "Boot and shoe repair shops."~~

~~Shoeshine stands: See "Bootblack stands."~~

~~Shooting galleries, owner or manager of (see also "Guns") 50.00~~

~~Shows of all kinds (see also "Amusements"):~~

~~(1)Vaudeville, minstrel, theatrical or any other kind except street carnivals giving performances under tents or temporary structures of any kind, covered or uncovered 100.00~~

~~(2)Circuses 100.00~~

~~(3)Circus parades through the streets when performing outside the city 200.00~~

~~(4)Concerts or parades or other exhibitions given inside the city 100.00~~

~~(5)Shows or carnivals 250.00~~

~~(6)Lunchstands or lunch counters, cane racks, knife racks, candy stands, popcorn stands, peanut stands, or any other booth, stand or counter of like or similar nature, where articles are sold or games are played within the enclosure of carnival grounds, for each and every stand, counter rack or booth 20.00~~

~~(7)Side shows 20.00~~

~~Signs (see also "Billboards"):~~

~~(1)Erectors, neon 50.00~~

~~(2)Painters 30.00~~

~~Skating rinks, roller or ice (see also "Amusements") 100.00~~

~~Soda water or mineral fountains 20.00~~

~~Solicitors or canvassers (see also chapter 34, article II, pertaining to peddlers and solicitors) 50.00~~

~~Soothsayers: See "Fortunetellers."~~

~~Stocks, bonds, debentures, or certificates or any other evidence of interest in corporations, associations or common law trusts: Each person or agent or broker selling or offering for sale, barter or exchange any of such items 50.00. This subsection does not apply to the sale of stock in corporations whose principal place of business is in the county and which only sell stocks, bonds or certificates in such corporation.~~

~~Surveyors: See "Engineers."~~

~~Swimming pools: See "Baths."~~

~~Tailors 30.00~~

~~Taxis:~~

~~(1)First taxi or automobile for hire operating in the city 30.00~~

~~(2)Each additional taxi 20.00~~

~~Telegraph companies 70.00~~

~~Telephone companies, per phone 0.12½~~

~~Theaters: See "Moving picture shows."~~

~~Timber brokers: See "Lumber and timber brokers."~~

~~Tire recapping: See "Vulcanizing."~~

~~Title insurance companies: See "Abstract or title insurance companies."~~

~~Tobacco: See "Cigar and tobacco dealers."~~

~~Tombstones, carving and sale 20.00~~

~~Towel supply companies 20.00~~

~~Trailers:~~

~~(1)Sales 50.00~~

~~(2)Park 50.00~~

~~Tree removing or tree surgeons 20.00~~

~~Trucks:~~

~~(1)Each truck doing interurban hauling over the streets of the city and not paying a license tax in the city 30.00~~

~~(2)Each additional truck 20.00~~

~~(3)Truck and tractor agencies: See "Automotive."~~

~~Turkish baths: See "Baths."~~

~~Upholsterers of furniture and repair shops 40.00~~

~~Vehicles for hire: See "Bus lines" and "Taxis."~~

~~Veterinary surgeons 20.00~~

~~Vulcanizing plants, tire recapping not run in connection with other businesses (see also "Automotive") 30.00~~

~~Wagons:~~

~~(1)Used for selling candy, drinks, peanuts, confectionaries or popcorn, per wagon 10.00~~

~~(2) Used for selling other articles not otherwise classified, per wagon 20.00~~

~~Warehouse storage, owners or managers of 10.00~~

~~Watchmakers and jewelry repair shops, not run in connection with other business 20.00~~

~~Water factories: See "Bottling works."~~

~~Weapons: See "Guns."~~

~~Wholesale produce merchants: See "Commission merchants."~~

~~Wine dealers: See "Alcoholic beverages."~~

~~Wood, coal, coke and other fuels not specified, dealers in 20.00~~

~~(Code 1986, § 15-8)~~

Secs. 94-71—94-80. - Reserved.

**********end of revisions**********

Section 4. Constitutionality. All ordinances, agreements, or resolutions and parts thereof in conflict herewith to the extent of such conflicts are hereby repealed. If any phrase, clause, sentence, paragraph, section or subsection of this ordinance shall be declared unconstitutional or invalid by a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect the remaining phrases, clauses, sentences, paragraphs, sections or subsections of this ordinance.

Section 5. Effective Date. This Ordinance shall become effective immediately upon its adoption.

Section 6. Recording. A certified copy of the ordinance shall be filed with the Clerk of the Circuit Court of Desoto County, Florida, and duly recorded among the Public Records of Desoto County.

PASSED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA, IN REGULAR SESSION AT CITY COUNCIL CHAMBERS, ARCADIA, FLORIDA, on this _____ day of _____, 2013.

_____
Keith Keene, Mayor

ATTEST:

By: _____

Gia Lancaster, City Clerk

FIRST READING:

SECOND READING:

APPROVED AS TO FORM:

_____

Thomas J. Wohl, City Attorney

CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: AUGUST 6, 2013

DEPARTMENT: CITY CLERK
SUBJECT: ORDINANCE NO. 991

RECOMMENDED MOTION: MOTION TO APPROVE ORDINANCE NO. 2013- 991 AT FIRST READING

SUMMARY:

Ordinance and attached policy which addresses Public Records Requests with accompanying Inspection and Copying of Public Records. This template was adopted by Resolution from Board of County Commissioners of Highland County and is court tested. Mr. Ken Small, FLC, has suggested we adopt this form as an Ordinance. Citation of case (Board of County Commissioners of Highlands County v. Colby, 976 So.2d31 (Fla. 2d DCA 2008).

Also request the adoption of the Policy and Procedures for producing public records in order for Staff to be aware of the procedures required when dealing with Public Records Requests.

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

ATTACHMENTS: (X) Ordinance ( ) Resolution ( ) Budget (X) Other - Policy

Department Head: Date:

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

City Administrator: Date:

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

ORDINANCE NO. 991

AN ORDINANCE OF THE CITY OF ARCADIA, FLORIDA, ADOPTING A POLICY FOR INSPECTION AND COPYING OF PUBLIC RECORDS PURSUANT TO CHAPTER 119, FLORIDA STATUTES; PROVIDING FOR SEVERABIITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Arcadia, Florida, ("Council") is the governing body of and for City of Arcadia, a political subdivision of the State of Florida; and

WHEREAS, Chapter 119, Florida Statutes, authorizes the collection of certain fees, costs, expenses, and special service charges in connection with the production, inspection, and copying of public records; and

WHEREAS, the City would like to implement a policy pertaining to requests for information and public records.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Arcadia, Florida:

SECTION 1. The above recitals are true and correct.

SECTION 2. The City hereby adopts the policy attached to this Ordinance having the caption Inspection and Copying of Public Records, to be effective upon and after adoption of this Ordinance.

SECTION 3. Codification. The publisher of the City's Code of Laws, the Municipal Code Corporation, is directed to incorporate the amendments included in Section 2 above into the Code of Ordinances.

SECTION 4. Severability. The sections, subsection, paragraphs, sentenced, clauses and phrases of this Ordinance and of the policy for Inspection and Copying of Public Records, attached to this Ordinance are severable, and if any phrase, clause, sentence, paragraph, subsection, or section of this Resolution or of the policy for Inspection and Copying of Public Records, attached to this Resolution shall be declared invalid, unconstitutional or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such invalid, unconstitutionally or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs, subsection, and section of this Ordinance or of the policy for Inspection an Copying of Public Records attached to this Ordinance.

SECTION 5. Effective Date. This ordinance shall be effective immediately upon final passage by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA, on this ____day of _____, 2013.

CITY OF ARCADIA, FLORIDA

_____
KEITH KEENE, MAYOR

ATTEST:

By: _____
GIA LANCASTER, CMC
CITY CLERK

PASSED ON FIRST READING: _____.

PASSED ON SECOND READING: _____

APPROVED AS TO FORM:

_____
THOMAS J. WOHL, CITY ATTORNEY

Inspection and Copying of Public Records

(1) Requests for inspections of public records and copies of public records of the City of Arcadia herein after "City" staff may be directed to its City Clerk, 23 N. Polk Ave, Arcadia FL 34266.

(2) There will be a charge of $0.15 per page for standard one-sided legal or letter size copies. There will be a charge of $0.20 per page for standard two-sided legal or letter size copies. For all other copies of public records, the actual cost of duplication of the public record will be charged. An additional fee of $1 per copy will be charged for a, the actual cost of duplication of the public record will be charged. An additional fee of $1 per copy will be charged for a certified copy of a public record. The cost of requested packaging and mailing or other requested delivery of the requested public records will also be charged.

(3) If the nature of the volume of public records requested to be inspected or copied is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance by personnel of the City of Arcadia, Florida. In addition to the actual cost of the duplication, a special service charge, which shall be reasonable and shall be based on the cost incurred for such extensive use of information technology resources or the labor cost of the personnel providing the service that is actually incurred by the City, or attributable to the City, for the clerical and supervisory assistance required, or both. For purposes of this policy, "extensive" means that it will take more than ___ minutes to locate, review for confidential information, copy, and re-file the requested public records and also includes the time, if any, for clerical personnel to remain with an individual inspecting public records to ensure that no records are altered, destroyed or removed. The special service charge will be computed to the nearest quarter of an hour exceeding 30 minutes_based on the current rate of pay, including wages, overtime, the employer portion of federal and state payroll taxes, unemployment compensation taxes, workers compensation insurance, retirement plan contributions, and health insurance costs for the person who performed the service and will be assessed regardless of whether any copies are made and regardless of the number of individual copies made.

(4) Where provision of another room or place is necessary to photograph public records, the expense of providing that other room or place shall be paid by the person desiring to photograph the public records. The person making the photographs will also be charged for supervision services. Those supervision charges will be computed to the nearest quarter of an hour exceeding 15 minutes based on the current rate of pay, including wages, overtime, the employer portion of federal and state payroll taxes, unemployment compensation taxes, workers compensation insurance for, retirement plan contributions, and health insurance costs for the person who performed the service.

(5) Payment of copying costs assessed pursuant to paragraph (2) of this policy must be received before copies will be made. Payment of certification costs assessed pursuant to paragraph (2) of this policy must be received before copies will be certified. Payment of packaging and delivery costs assessed pursuant to paragraph (2) of this policy must be received before copies will be packaged and delivered.

(6) Prior to directing, performing or providing extensive use of information technology resources or extensive clerical or supervisory assistance by personnel as described in paragraph (3) of this

policy or directing or providing supervision services as described in paragraph (4) of this policy, the city clerk shall make a reasonable estimate of the expected cost of that extensive use of information technology resources or extensive clerical or supervisory assistance by personnel as described in paragraph (3) of this policy or that use of supervision services as described in paragraph (4) of this policy and shall deliver a written statement of that estimate to the requestor for approval. No extensive use of information technology resources or extensive clerical or supervisory assistance by personnel as described in paragraph (3) of this policy or supervisory services as described in paragraph (4) of this policy shall be performed or provided until the requestor has paid all past due fees, costs, expenses, and special service charges incurred pursuant to this policy and has delivered to the office of the Public Information Coordinator a deposit in the amount of the reasonable estimate made by the Public Information Coordinator and a written authorization to proceed, which shall include a statement accepting responsibility to promptly pay all costs assessed pursuant to paragraphs (3) and (4) of this policy which exceed that deposit. If the deposit exceeds the costs assessed pursuant to paragraphs (3) and (4) of this policy, that excess may, at the request of the payer, be applied to the costs assessed pursuant to paragraph (2) of this policy and the balance, if any, shall be promptly paid to the payer.

(7) When copies requested pursuant to this policy are available to be picked up or for mailing or other delivery, the requestor shall be notified, and that notification shall also indicate if any information is redacted from the copies provided as required by state law.

(8) The City clerk is merely a coordinator of public records and information requests for the convenience of the public and to assure compliance with Florida law by coordinating responses to public records requests.

This policy is adopted by Ordnance NO. 991 pursuant to and for the purpose of implementing Section 119 Florida Statutes, and the definitions found in Section 119, Florida Statues, are hereby adopted when used in this policy.

City of Arcadia, Florida

POLICY & PROCEDURE FOR PUBLIC RECORDS

REFERENCE

Chapter 119, Florida Statutes

ALL DEPARTMENTS

The State of Florida has determined that providing access to public records is a statutory duty imposed by the Legislature upon all custodians of records and should not be considered a profit-making or revenue-generating operation. The supervision and safekeeping of records is one of the prime duties custodians assume when they take office and the law fixes no compensation for such duties.

All city records, with the exception of exempted or confidential records, identified by Florida Statutes 119, or other applicable sections of the Florida Statutes, or other lawful citations, shall be open for inspection and copying by any person desiring to do so.

PURPOSE

The purpose of this policy is to affirm the public's right to access city records, to set forth the procedures that will facilitate accessibility of information to members of the public, and to establish fees to be levied by the City to cover the cost of responding to public records requests.

DEFINITIONS

Copy -A duplicate or reproduction of a record which may include the conversion of a record from one medium to another medium.

Employee Custodian - Employee who has custody of a public record that is housed and maintained in his/her office area.

Extensive Use - It will take longer than 15 minutes to locate, review for confidential/exempt information, copy, and refile requested records.

Public Records - All documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, or other material regardless of physical form or characteristics made or received pursuant to law or ordinance or in connection with transaction of official business by the City intended to perpetuate, communicate, or formalize knowledge.

Records Coordinator - Employee with substantial knowledge of the operation and records and information within a department/division, designated as responsible for processing the respective records pursuant to the Records and Information Management Program.

Records Custodian - Employee designated as responsible for the processing of public records requests within a specific department or division of the City for the records maintained therein.

RMLO - Records Management Liaison Officer designated in writing to the Florida Department of State; administers the City's Records and Information Management Program.

PROCEDURE

Requests for Readily Available Records

"Readily available records" are those that are: easily retrievable; regularly disseminated to the public; do not require additional review in order to determine whether they contain exempt information; and take less than fifteen (15) minutes to locate, retrieve, copy, and refile.

Any employee custodian or Records Custodian who receives a public records request for this type of record should comply as soon as practicable. Fees for copies shall be pursuant to Section H herein.

Requests for Records by the Public:

All requests, other than for "readily available records" received by City personnel from the public for the inspection or copies of City records, shall be directed to the Office of the City Clerk, regardless of the medium used for submission of the request, i.e., verbal, phone, e-mail, written, etc. If received by:

- e-mail, forward the e-mail;
- in writing, send written document interoffice mail or scan and e-mail;
- verbal, direct the requestor to the City Clerk's Office.

1. Elected Official - If a request is received for records that are of an individual interest that is clearly beyond the scope of the duties, responsibilities, and official business of the elected official, the request shall be handled consistently with the procedures outlined herein.

2. Governmental Agencies -
A governmental agency's request for public records is not considered a public records request. The request will be handled by the appropriate department/division without following the procedures as outlined herein. A reasonable fee, applicable to the request, may be charged.

Processing Public Records Requests

1. The City Clerk, as RMLO to the State of Florida, is the chief administrator of the City's records and the enforcing officer of the administrative policy pertaining to public records requests. The City shall make every effort to respond fully to all public records requests as quickly as possible. The City Clerk or respective Records Custodian shall be responsible for monitoring timely performance.

2. If determined by the Office of the City Clerk or Records Custodian that the public records request for the inspection or copies of records will require "extensive use" of services to respond due to the nature or volume of the request, a Thirty Dollar ($30.00) deposit may be required prior to further processing the request. See Section H, 5, regarding additional costs and/or refunds.

3. Upon receipt of a public records request for inspection or copies of records, the Office of the City Clerk shall contact the employee custodians in the departments in which the requested records may be maintained.

4. Each employee custodian of the requested records is responsible for searching his/her paper, electronic, and e-mail files, and producing same. IT will not be responsible for conducting searches through e-mail files or electronic documents accessible to the employee custodian. IT will only assist in searching backup tapes, if necessary.

5. A Public Records Request Form will be provided to the employee custodian. The form serves three (3) purposes and will be marked to indicate if the custodian is to provide:

- A) an estimate of the number of records;
- B) copies of the actual records; or
- C) an inspection of the records.

The employee custodian is to include on the form the amount of time it will take to locate the records, redact the portions the custodian asserts are exempt, copy, and refile the records.

6. Public Records Request Form

ESTIMATE Requested

The respective employee custodian is to respond as soon as possible as to whether he/she has any of the requested records and provide an ESTIMATE ONLY of the number of records to be copied and the estimated time involved in fulfilling the records request. The form is to be returned to the Office of the City Clerk.

COPIES Requested

The Office of the City Clerk shall advise the employee custodian when to proceed with copying records.

1) After copying the requested records, the **Public Records Request Form** (which will be marked – "copies") is to be completed indicating the actual number of records copied and the time involved in fulfilling the records request. The form is to be returned to the Clerk's Office along with the copied records.

One other form may also accompany the Public Records Request Form.

2) The second form, the **Request for Production sheet**, is to be completed when the **custodian redacts exempt or confidential information.**

INSPECTION Requested

The Office of the City Clerk shall advise the respective employee custodian if an individual's request consists of inspecting/examining records only.

If Records to be inspected are Paper:

If the records to be inspected/examined are in paper medium, the employee custodian is to promptly advise the Clerk's Office of the estimated length of time it will take to retrieve the documents and redact any exempt or confidential information, and if supervisory personnel will be present during the inspections. Depending upon the volume of records to be retrieved, a deposit may be required. Arrangements for inspecting the records (time, place, etc.) will be made by the Clerk's Office with the respective custodian and the requestor advised the same.

Should the individual upon inspection of the records request copies, the employee custodian for those records, depending upon the volume of the request, may fulfill the request immediately and accept

payment for the cost at that time.

If satisfying the request immediately would unduly interfere with the operation of the department or division, the custodian will arrange with the requestor a mutually satisfactory time for fulfilling the request. This will vary according to the number of records requested, the number of years of records being reviewed, and the amount of information to be redacted that is subject to statutory exemption, the department's filing system, storage of the records, etc.

The appropriate sections of the Public Records Request Form is to be completed for either of the circumstances above and returned to the City Clerk's Office.

If Records to be inspected are Electronic/Digital:

If the records are in electronic format, upon direction from the City Clerk's Office the employee custodian will either copy them to paper or disc.

Individuals making public records requests shall not be permitted to utilize a City computer to inspect or copy public records. The requested documents will be copied to the appropriate medium to fulfill the request.

The City Clerk's Office shall be advised immediately of citizen or news media complaints regarding access to public records.

- Exempt and Confidential Records

- Employee custodians must be knowledgeable of the records or information maintained by them that is exempt or confidential. If a question arises as to whether or not a record or information therein is exempt or confidential, it should be addressed to the Office of the City Clerk or respective Records Custodian.

- If any of the records requested or portions thereof contain exempt or confidential information, the employee custodian maintaining the records shall indicate on the form provided by the City Clerk or Records Custodian the record or portion thereof that is exempt or confidential, and provide the statutory citation that exempts the information or record.

- If only a portion of the record requested is confidential, the employee custodian will redact (conceal) the exempt or confidential information and the remainder of the record will be provided to the City Clerk or Records Custodian. Contact the Clerk's Office for information on how to properly redact information.

- Exempt or confidential information may only be released to those persons and entities designated by law. Exempt or confidential information allowed to be released by an individual about himself/herself shall require the filing of a statement of release with the City Clerk or Records Custodian.

- Copies of release forms received from a federal, state, county, or municipal government are acceptable pursuant to Florida Statutes Section 92.29.

- Release forms other than from any of the above mentioned agencies shall be originals, signed by the individual and notarized.

- Commercial Entity Request for Social Security Numbers

1. Pursuant to Section 119.071(5), Florida Statutes, a "commercial entity" engaged in the performance of a "commercial activity" may access social security numbers through a public records request under specified conditions.

2. Upon receipt of a request, the Office of the City Clerk shall process same pursuant to Section 119 Florida Statutes.

Media Requests: Requests from the media for public records shall be handled consistently with the procedures outlined herein.

Fee schedule.

1)The following fee schedule shall be standard throughout the City, and those departments/divisions listed above shall comply with same.

Fees shall be charged as follows:

a) The uniform fee for paper copies, per page, is as follows:

14"x 8 ½ or less-one sided	$.15
14"x 8 ½ or less two sided	$.20
11"x 17"	$.15
All sizes above in color	$.50
11"x 14 7/8" (green bar, computer)	$.15
Maps/Plans	
24" x 36" (black and White)	$1.50
Wall maps (color)	$5.00
GIS maps:	
8" x 11 ½	$2.00
11" x 17" or 17" x 22"	$5.00
With aerial photo	$8.00
22" x 34" of larger	$10.00
With aerial photo	$15.00
Service charge	$35.00 per hour

b) Certified copies – (per copy) $1.00 plus duplication fee in subparagraph (a) above;

c) Records reproduced by utilization of an outside source shall be the same cost as the actual cost to the City.

Cassette	$1.00
Video	$2.00
CD/DVD	$1.00
CD/DVD with case	$1.20

The above will also include, if applicable, the charge defined in Paragraph 4 below.

d) The charge for faxed, scanned, and digitized records will be based on the provisions in Paragraph 4 below, if applicable.

e) If special equipment or paper is required, the charge shall be the actual cost for making the copies.

4. Special service charge for extensive use of services.

a) If the nature or volume of public records requested to be inspected, examined, or copied is such as to require extensive use of clerical or supervisory assistance by personnel of the department or division involved, in addition to the actual cost of duplication, a special service charge of not less than Fifteen Dollars ($15.00) per hour shall be imposed. The service charge may exceed this amount, based on the actual hourly rate of the lowest paid personnel that can provide the service, not to exceed Twenty-Five Dollars ($25.00).

The aforementioned excludes personnel mentioned in Subparagraphs b) and c) below.

b) The cost for the extensive use of information technology resources shall reflect the actual hourly rate of the supervisory personnel providing the information.

c) Costs shall be calculated in 15-minute increments. There shall be no charge for the first 15 minutes. This shall be applied only once per each request, no matter how long it takes to process a request.

d) The following costs, as applicable, shall also be included in the total cost:

1) Postage;
2) Delivery methods other than mail;
3) Envelope or container.

Payment

- Deposit. The deposit shall be applied against the total cost of the records.

- A payment in the amount estimated to fulfill the public records request shall be collected by the City Clerk's Office or Records Custodian prior to the cost actually being incurred. This advance payment is in addition to the deposit, if a deposit is required. Upon fulfillment of the request, should the advance payment exceed the actual cost of assistance and duplication of records, a refund will be provided to the requestor. If actual costs exceed the advance payment, the additional payment shall be collected prior to the records being provided to the requestor.

- If an individual refuses to pay fees exceeding the advance payment, records totaling the additional amount shall be retained by the city. If a subsequent public records request is received from the same individual, it shall not be processed until the past due amount is paid.

All fees collected shall be forwarded to the Finance Department for deposit in the City's general fund.

Access to Records

1. For the purpose of this policy, "reasonable" time to provide access to public records is during the business hours of Monday-Friday, 8:00 a.m. to 5:00 p.m.

2. At all times, records requested to be inspected, reviewed, and examined shall be supervised by the employee custodian of the respective public records or the custodian's designee.

Records Custodians

The Records Custodians in the departments/divisions specified in Section B herein shall adhere to this policy in responding to public records requests. A supplement to this policy, providing additional guidelines for responding to a request, shall be provided to the Records Custodians to further ensure compliance with the law.

DEPARTMENT	RECORDS CUSTODIAN
AIRPORT	JUDI JANKOSKY
GROWTH MANAGEMENT	TOM SLAUGHTER
UTILITIES AND FINANCE	RENEE SLAUGHTER
PUBLIC WORKS	CATHY MILLER
GOLF COURSE	MIKE KOTZKER
ADMINISTRATION AND CITY COUNCIL	GIA LANCASTER
MOBILE HOME PARK	CAROL ANDERSON
POLICE DEPARTMENT	MATT ANDERSON
HUMAN RESOURCES	SANDY VITELLA

City of Arcadia, Florida

PUBLIC RECORDS REQUEST

A public records request has been received for the following records:

(INDICATE RECORDS BEING REQUESTED HERE)

Please provide the following:

a) an estimate _____
b) copies _____
c) inspection only _____ (complete Section B, 1, 3-5 only)

Complete the applicable portions of this form and return it to the Office of the City Clerk.

A. Please indicate the number of copies beside the applicable medium.

1. Paper:
   a. 11" x 17" and smaller (black/white) _____
   b. 11" x 17" and smaller (color) _____
   c. 11" x 17" and smaller; two-sided (black/white) _____
   d. 11" x 17" and smaller; two-sided (color) _____
   e. Larger than 11" x 17" (maps, etc.): (indicate black/white or color) _____

1) Size: _____ _____
_____ _____
_____ _____

d. Was special equipment or paper required to duplicate the record? Please explain:

_____

1. Cost of duplication: _____

2. Electronic:
   a. Computer - digital, pdf, tif, jpg, etc. (number of documents) _____
   b. Disc (number of discs, not documents) _____
   c. E-mail (number of e-mails) _____
   d. DVD (number of discs, not documents) _____
   e. Other (please identify) _____ _____
   f. If the services of I2D personnel were required, please complete Section C.

3. Tape: (VHS, cassettes, etc.)
   Number of video cartridges or cassettes _____

4. Other Medium (please identify) _____ _____

B. Clerical/Supervisory Assistance:
1. Retrieval of records: _____ minutes/hours
2. Copying of records: _____ minutes/hours
3. Redacting (concealing) exempt or confidential information _____ minutes/hours
4. Refiling of records: _____ minutes/hours
5. Supervision during inspection of records: _____ minutes/hours

C. IT Resources:

1. Retrieval of records: _____ minutes/hours
2. Copying of records: _____ minutes/hours
3. Redacting (concealing) exempt or confidential information _____ minutes/hours

D. Legal Counsel Review: (to be completed by City Clerk's office) _____ minutes/hours

E. Special Service Charge (if more than $15.00 per hour): _____ per hour

Comments:_____

_____

_____

Department: _____

Individual Processing Request:_____

Contact Information: Extension:_____ Business Phone:_____

Signature: _____/Date:_____

City of Arcadia, Florida
REQUEST FOR PRODUCTION
Records Containing
Exempt or Confidential Information

If a custodian of a public record contends that all or part of the record is exempt from inspection and copying, he/she shall state the basis of the exemption applicable to the record and include the statutory citation to the exemption created or afforded by statute.

INSTRUCTIONS:

Please print and complete one form for each record containing exempt or confidential information. This form applies to the exemption of an entire document or portion thereof.

If a record contains several portions that are exempt pursuant to different statutes, please include the statutory citation for each portion.

If a portion of an electronic record is exempt and no electronic redaction capabilities exist, the record is to be printed and the exemptions redacted accordingly.

A. Please check one: Record Exempt: _____ Portion(s) of record exempt: ____

B. PORTIONS OF RECORD:
Place the corresponding number(s) below in the redacted area(s)

C. ENTIRE RECORD: If an entire record is exempt (paper or electronic), please provide a brief description of the record:
_____
_____
BASIS OF EXEMPTION:_____ STATUTORY CITATION:_____

No.	Redacted Information	Statute/Citation
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		

SIGNATURE: _____
DATE:_____

Resolution 2013-13

Local Business Tax Fee Schedule

(see Ordinance No. 990, Chapter 94 – Code of Ordinances)

The following enumerated business taxes shall be paid annually on September 30 of each year, or as otherwise specified by the city, and a receipt obtained from the city clerk and tax collector by any person engaged in the various occupations, professions, businesses and classifications set forth in this section:

Local Business Classification or Type	Existing Fee	Proposed Fee
Any business, profession, industry and occupation not referred to in this listing schedule shall pay an annual license tax of:	$50.00.	$50.00
Abstract or title insurance companies	50.00	50.00
Accountants and auditors	50.00	50.00
Advertising:	1) 50.00	50.00
(1) Each person advertising on the streets with banners, floats, cartoons or exhibitions or any other means, except merchants of the city who are licensed as such (2) Agents, firms, associations or corporations or other persons distributing circulars or other advertising matter, except merchants of the city who are licensed as such	2) 30.00	30.00
Alcoholic beverages, beer parlors, liquor dealers, package stores, spirituous liquor, wine dealers: Pursuant to state law, F.S. § 561.342(2).	Collected by state	Collected by state
Amusement devices, game boards, not otherwise specified, each	50.00	50.00
Apartment houses with two or more apartments, for each apartment available for rent at any time during the year, per apartment	5.00	5.00
Architects	50.00	50.00
Auction Shops or Stores (E-Bay)	500.00	750.00
Auctioneers	50.00	50.00
Automatic vending machines and scales designed for weighing persons for compensation. Any vending machines located on public rights-of-way shall be subject to the approval of the city marshal.	1) 1.00	2.00
(1)Each machine where the price is under $0.05	2) 3.00	6.00
(2)Each machine where the price is from $0.05 up to but not including $0.10 (3)Each machine where the price is $0.10 or more All food or beverage vending machines for the sole use of an individual, firm, corporation or its employees shall not be subject to this tax.	3) 10.00	20.00
Automotive (see also "Locksmiths and truck repairers"):	1) 100.00	100.00
(1)Truck or tractor agencies: Persons engaged in the sale of automobiles, trucks, and tractors alone or in connection with a garage or repair shop and sale of any equipment	2) 100.00	100.00
	3) 50.00	50.00
(2)Agencies: Persons representing agencies whose headquarters are not in the city	4) 30.00	30.00
(3)Garages, alone or in connection with repair shop	5) 20.00	20.00
	6) 20.00	20.00

(4)Top manufacturers or repairs of tops	7) 20.00	20.00
(5)Paint shops (6)Washing and greasing, separate from other business (7)Batteries: See "Batteries." (8)Vulcanizing: See "Vulcanizing plants."	8) 20.00	20.00
Bakeries	30.00	30.00
Ball games, knife racks, cane racks, or other similar amusements, per day	10.00	10.00
Banks, commercial	100.00	100.00
Barbershops (see also "Beauty parlors" and "Manicurists"): (1) First chair	1) 20.00	20.00
(2)Each additional chair	2) 10.00	10.00
Baths, owners or managers, Turkish, Russian or others, with or without swimming pools	20.00	20.00
Batteries: (1)Service stations	1) 20.00	20.00
(2)Manufacturing or selling	2) 30.00	30.00
Beauty parlors and hairdressers (see also "Barbers" and "Manicurists"): (1)First chair 20.00	1) 20.00	20.00
(2)Each additional chair 10.00	2) 10.00	10.00
Bicycle shops	10.00	10.00
Billboards: Billposting companies or person in charge of billboards: (1)For each four or less billboards used	1) 20.00	20.00
(2)For each additional billboard used	2) 5.00	5.00
Billiard or pool tables, for public use or profit: (1) First table	1) 50.00	50.00
(2) Each additional table	2) 20.00	20.00
Book or magazine agents, taking orders for future delivery or selling from stock	50.00	50.00
Bookkeepers, office	20.00	20.00
Boot and shoe repair shops	20.00	20.00
Bootblack stands	10.00	10.00
Bottling works and water factories	100.00	100.00
Bowling alleys: (1)First alley	1) 50.00	50.00
(2)Each additional alley	2) 10.00	10.00
Brick and cement yards and factories, wholesale and retail	50.00	50.00
Brokers: (1)Stocks and bonds	1) 50.00	50.00
	2) 50.00	50.00
(2)Lumber and other timber products (3)Futures and options	3) 150.00	225.00
Building and loan associations, local	50.00	50.00
Bus lines operating in and out of the city in interstate commerce	50.00	50.00
Business colleges	20.00	20.00
Candy (see also "Ice cream, cold drinks and confectionaries"): (1)Stands or shops	1) 10.00	10.00
(2)Manufacturing, including right to sell wholesale or retail	2) 50.00	50.00

Canning and juice plants	50.00	50.00
Canvassers, salesmen, door-to-door peddlers, not otherwise specified (see also chapter 34, article II, pertaining to peddlers and solicitors)	50.00	50.00
Card directories	100.00	100.00
Card writing or metal stamping, cutting or engraving when not connected with regular licensed business	20.00	20.00
Cement or concrete:		
(1)Yards: See "Brick and cement yards."	1) --	--
(2)Cement blocks and other precast concrete items, manufacture and sale	2) 50.00	50.00
Chiropodist (Podiatrist)	50.00	50.00
Chiropractors	50.00	50.00
Cigar and tobacco dealers	20.00	20.00
Claim and collection agencies	50.00	50.00
Clairvoyants	150.00	625.00
Cold drink stands	10.00	10.00
Cold storage plants, each	50.00	50.00
Commission merchants and wholesale produce merchants	50.00	50.00
Contest companies: Persons conducting contests by offering inducements for securing subscriptions to newspapers, magazines or other periodicals	40.00	40.00
Contractors and subcontractors:	1) 100.00	100.00
(1) General building	2) 40.00	40.00
(2) Concrete, stone, brick or terrazzo	3) 20.00	20.00
(3) House wreckers and movers	4) 40.00	40.00
(4) Sidewalk and curbing builders	5) 100.00	100.00
(5) Paving	6) 40.00	40.00
(6) Tinsmith and sheetmetal work	7) 50.00	50.00
(7) Refrigeration and air conditioning	8) 40.00	40.00
(8) Roofing	9) 40.00	40.00
(9) Lathing, drywall or plastering	10) 40.00	40.00
(10) Awnings and prefabricated carports, etc.	11) 40.00	40.00
(11) Painters, paperhangers, interior decorators	12) 50.00	50.00
(12) Not otherwise specified		
Curio dealers	10.00	10.00
Curiosity shows	20.00	20.00
Dairies (see also "Milk"): Each person selling milk in the city:	1) 20.00	20.00
(1) Having more than one and not more than five cows or goats	2) 30.00	30.00
(2) Having more than five and not more than ten cows or goats	3) 50.00	50.00
(3) Having more than ten and not more than 20 cows or goats	4) 80.00	80.00
(4) Having more than 20 cows or goats		
Dancehalls, operated for profit (see also "Amusements")	100.00	200.00
Delicatessens, not restaurants or lunchstands	30.00	30.00
Dentists	50.00	50.00
Detectives: Each detective, investigator or other person guaranteeing protection for compensation or making a personal or commercial investigation	30.00	30.00
Dry cleaners and pressing clubs, each plant or receiving station where work	50.00	50.00

is received or distributed, or doing business in the city without depot		
Dye works and steam cleaners (see also "Laundries")	50.00	50.00
Dynamite or other explosives, dealers in	20.00	20.00
Electricity:	1) 100.00	200.00
(1)Wholesale distributors or manufacturers	2) 40.00	40.00
(2)Machinery, appliances or supplies, dealers in (3)Electricians, self-employed	3) 50.00	50.00
Employment agencies	50.00	50.00
Engineers, civil, mechanical, mining and chemical, engineers or surveyors	50.00	50.00
Express companies	50.00	50.00
Exterminators or pest control	30.00	30.00
Ferris wheels (see also "Amusements"): Owner or operator, each	50.00	50.00
Fertilizer, each agent selling, offering for sale or taking orders for fertilizer	50.00	50.00
Fish and oyster dealers	30.00	30.00
Florists	40.00	40.00
Flying jennies or merry-go-rounds (see also "Amusements"), owner or operator	50.00	50.00
Fortunetellers, phrenologists, palmists, or soothsayers, each	150.00	625.00
Foundries:	1) 50.00	50.00
(1)Alone (2)Machine shop, operated together	2) 70.00	70.00
Fruit:	1) 20.00	20.00
(1)Dealers or stands, each	2) --	--
(2)Dealers, door-to-door: See "Peddlers."	3) 50.00	50.00
(3)Fruits or vegetables, or other farm produce: Each person selling or offering for sale from trucks or cars or railroad tracks (such trucks or cars not permitted to park on city right-of-way), per truck or car (4)Dealers selling from samples to be shipped as directed	4) 30.00	30.00
Funeral directors, embalmers and morticians	80.00	80.00
Games and devices, automatic or otherwise, such as shuffleboard, throwing balls, and the like, not otherwise specified, each (see also "Amusements")	20.00	20.00
Garages, public, not otherwise provided for (see also "Automotive")	50.00	50.00
Gas plants or distributors of liquified petroleum gas	70.00	70.00
Gasoline and oils:	1) 40.00	40.00
(1)Retail dealers (2)Wholesale dealers	2) 100.00	100.00
Guns (see also "Shooting galleries," "Deadly weapons"): Each dealer in guns, pistols, Bowie knives or other deadly weapons, when no other stock is carried	100.00	100.00
Hawkers or street vendors of medicines, drugs or other patent medicine, expedient or device for use in or treatment of any disease, injury or deformity (see also "Medicine vendors")	100.00	200.00
Hospital and Sanitariums	50.00	100.00
Hotels, boardinghouses and roominghouses, motor courts and motels:	1) 20.00	20.00

(1)With accommodations for five and up to and including 15 persons	2) 30.00	30.00
(2)With accommodations for 16 and up to and including 25 persons	3) 40.00	40.00
(3)With accommodations for 26 and up to and including 50 persons	4) 50.00	50.00
(4)With accommodations for 51 and up to and including 75 persons	5) 70.00	70.00
(5)With accommodations for 76 and up to and including 100 persons	6) 100.00	100.00
(6)With accommodations for 101 and up to and including 200 persons	7) 150.00	150.00
(7)With accommodations for more than 200 persons		
House movers and wreckers	20.00	20.00
Hypnotists, professional	150.00	625.00
Ice:	1) 10.00	10.00
(1)Depots, with no delivery service		
(2)Sale of, at either retail or wholesale, and using vehicles for delivery:	2a) 20.00	20.00
a.First two vehicles	2b) 5.00	5.00
b.Each additional vehicle	3) 70.00	70.00
(3)Manufacturing, with right to sell at retail or wholesale, with or without cold storage connected therewith		
Ice cream, cold drinks and confectionaries (see also "Candy"):	1) 10.00	10.00
(1)Selling at retail on the streets from carts or wagons, each cart or wagon	2) 50.00	50.00
(2)Manufacturers, selling at wholesale	3) 20.00	20.00
(3)Parlors, not connected with other business		
Icing: Establishment doing business icing or reicing cars, either express, freight or refrigerator	50.00	50.00
Insurance (see also "Abstract or title insurance companies"):	1) 20.00	20.00
(1)Each person doing any kind of insurance in the city, including those engaged in the business of insurance against loss by fire, indemnity, accident to persons, loss, theft or destruction of property, acting as surety on bonds, guaranteeing the fidelity of employees, insuring employees against accidents, plate glass insurance, life insurance, and sickness and benefit insurance, including all persons as referred to in this subsection soliciting business in the city through agents or otherwise, whether the home office is local or foreign	2a) 20.00	20.00
(2)Agents and solicitors:	2b) 30.00	30.00
a.Representing less than five companies and soliciting insurance in this city on behalf of any company, association or the like referred to in this subsection		
b.Representing five or more companies		
It is the intention of this subsection that each company, association, society, firm or corporation usually known as an "insurance company" shall pay a license tax of $20.00 as set forth in this subsection, and each agent or solicitor representing less than five companies and writing or soliciting insurance for them in the city shall pay an agent's or solicitor's license tax of $20.00, and if such agent or solicitor represents five or more companies he shall then pay an annual license tax of $30.00.		
Junk dealers:	1) 50.00	50.00

(1)Housed in a permanent building, and keeping their property, such as secondhand automobiles and parts, within an enclosure out of public view; buildings shall be constructed in accordance with fire prevention ordinances and building codes (2)Where property is not housed as specified in subsection (1) of this subsection Dealers in junk shall hold their stock of this class of goods subject to inspection by the chief of police, and shall keep a record of all purchases, the price paid for such purchases and the name of the party from whom purchased.	2) 100.00	100.00
Knife and scissors sharpeners	10.00	10.00
Laundries (see also "Dry cleaners and pressing clubs" and "Dye works and steam cleaners"):	1) 30.00	30.00
(1)Commercial (2)Coin-operated laundries: a.Having not more than 15 machines (washers and dryers) b.Each additional machine (washer or dryer)	2a) 30.00 2b) 2.00	30.00 2.00
Lawyers	50.00	50.00
Locksmiths and truck repairers (see also "Automotive")	10.00	10.00
Lumber:	1) 100.00	100.00
(1)Dealers	2) --	--
(2)Brokers: See "Brokers." (3)Dealers, including the manufacture and sale of cement blocks and other precast concrete items	3) 120.00	120.00
Lunch stands, having no provision for seating	20.00	20.00
Lung testers, when operated for profit, each machine	5.00	5.00
Machine shops or repair shops, general	50.00	50.00
Manicurists (see also "Barbershops" and "Beauty parlors")	30.00	30.00
Manufacturers, not otherwise specified	100.00	100.00
Marble yards	20.00	20.00
Masseurs	30.00	30.00
Mattress renovating	50.00	50.00
Meat dealers in fresh meats selling at retail and paying no other license	30.00	30.00
Medicine vendors (patent) (see also "Hawkers"):	1) 100.00	200.00
(1)Advertising by means of minstrels, shows or vaudeville acts, per day (2)Advertising by vehicles on the streets by means of banners, floats, cartoons or any other means not otherwise specified, per day	2) 50.00	100.00
Mental healers and all persons claiming to heal by absent treatment (not including members of the Christian Science faith)	200.00	200.00
Merchants:	1) 40.00	40.00
(1)Wholesale, not otherwise specified (2)Retail: a.For first $1,000.00 of stock, per $1,000.00 b.For next $2,000.00 of stock, per $1,000.00 c.For next $7,000.00 of stock, per $1,000.00 d.For each additional $1,000.00 of stock or major fraction thereof over	2a) 20.00 2b) 10.00 2c) 4.00 2d) 2.00	20.00 10.00 4.00 20.00

$10,000.00		
Milk: (1)Depots, each (2)Processing plants, each (3)Distributors: a.One truck b.Each additional truck (4)Dairies: See "Dairies."	1) 20.00 2) 80.00 3a) 50.00 3b) 20.00 4) --	20.00 80.00 50.00 20.00 --
Money lenders: Persons lending money at interest, other than legal banking businesses	50.00	50.00
Monuments and tombstones, carving and sale of	20.00	20.00
Motorcycles: All persons engaged in sale of motorcycles, along or in connection with a motorcycle repair shop	10.00	10.00
Moving picture shows or theaters, including drive-in theaters (see also "Amusements")	100.00	100.00
Musicians, per day	10.00	10.00
Newsstands, not part of another licensed business	10.00	10.00
Novelty works	50.00	50.00
Nursery stock or forest trees, agents for or dealers in	40.00	40.00
Oculists, opticians or optometrists	50.00	50.00
Oriental goods, dealers in	30.00	30.00
Osteopaths	50.00	50.00
Packing companies, fruits and vegetables	50.00	50.00
Paint shops (see also "Automotive")	20.00	20.00
Painters and paper hangers, self-employed	40.00	40.00
Pawnbrokers or pawnshops, permanent	100.00	200.00
Peat moss, sale of from trucks	20.00	20.00
Peddlers, engaged in the selling of produce such as fruits, eggs, vegetables and other farm products from wagon or pushcart, for each wagon or pushcart, whether retail or wholesale	50.00	70.00
Photographers, stationary, each	40.00	40.00
Physicians, each	50.00	50.00
Pinball machines (see also "Amusements" and "Amusement devices"), each machine	20.00	20.00
Pipefitters, each firm, person or corporation	40.00	40.00
Plumbers, self-employed	50.00	50.00
Podiatrists, each	50.00	50.00
Popcorn and peanut stands	10.00	10.00
Pre-cooling of trucks or railroad cars	50.00	50.00
Printing: (a) Newspaper and job printing (power) (b) Persons doing job printing (hand)	 50.00 20.00	 50.00 20.00
Radiator shops (see also "Automotive")	50.00	50.00
Radio repairing, not connected with other business	30.00	30.00

Railroad companies	100.00	100.00
Real estate: (1)Agents or brokers (2)Associates or salesman, each	1) 50.00 2) 30.00	50.00 30.00
Repairers of furniture or small articles not paying any other license tax (see also "Upholsterers")	10.00	10.00
Restaurants and cafeterias (see also "Lunchstands," "Cold drink stands," "Cafes" and "Delicatessens"): (1)With seats or accommodations for 15 or more persons (2)With seats or accommodations for less than 15 persons	1) 50.00 2) 30.00	50.00 30.00
Rubber balloons, dealers in	3.00	3.00
Safes, sale or exchange, each agent for	10.00	10.00
Salvaging and reclaiming. This classification shall include all cleaning of septic tanks, cesspools and sewer systems	50.00	50.00
Sewing machines, each agent or member of agency	30.00	30.00
Shooting galleries, owner or manager of (see also "Guns")	50.00	50.00
Shows of all kinds (see also "Amusements"): (1)Vaudeville, minstrel, theatrical or any other kind except street carnivals giving performances under tents or temporary structures of any kind, covered or uncovered (2)Circuses (3)Circus parades through the streets when performing outside the city (4)Concerts or parades or other exhibitions given inside the city (5)Shows or carnivals (6)Lunchstands or lunch counters, cane racks, knife racks, candy stands, popcorn stands, peanut stands, or any other booth, stand or counter of like or similar nature, where articles are sold or games are played within the enclosure of carnival grounds, for each and every stand, counter rack or booth (7)Side shows	1) 100.00 2) 100.00 3) 200.00 4) 100.00 5) 250.00 6) 20.00 7) 20.00	200.00 200.00 300.00 100.00 375.00 20.00 20.00
Signs (see also "Billboards"): (1)Erectors, neon (2)Painters	1) 50.00 2) 30.00	50.00 30.00
Skating rinks, roller or ice (see also "Amusements")	100.00	150.00
Soda water or mineral fountains	20.00	20.00
Solicitors or canvassers (see also chapter 34, article II, pertaining to peddlers and solicitors)	50.00	100.00
Stocks, bonds, debentures, or certificates or any other evidence of interest in corporations, associations or common law trusts: Each person or agent or broker selling or offering for sale, barter or exchange any of such items	50.00	50.00
Tailors	30.00	30.00
Taxis: (1)First taxi or automobile for hire operating in the city (2)Each additional taxi	1) 30.00 2) 20.00	30.00 20.00
Telegraph companies	70.00	70.00
Telephone companies, per phone	0.125	0.25

Tombstones, carving and sale	20.00	20.00
Towel supply companies	20.00	20.00
Trailers:	1) 50.00	50.00
(1)Sales (2)Park	2) 50.00	50.00
Tree removing or tree surgeons	20.00	20.00
Trucks:	1) 30.00	30.00
(1)Each truck doing interurban hauling over the streets of the city and not paying a license tax in the city	2) 20.00	20.00
(2)Each additional truck (3)Truck and tractor agencies: See "Automotive."	3) --	--
Upholsterers of furniture and repair shops	40.00	40.00
Veterinary surgeons	20.00	20.00
Vulcanizing plants, tire recapping not run in connection with other businesses (see also "Automotive")	30.00	30.00
Wagons:	1) 10.00	10.00
(1)Used for selling candy, drinks, peanuts, confectionaries or popcorn, per wagon	2) 20.00	20.00
(2)Used for selling other articles not otherwise classified, per wagon		
Warehouse storage, owners or managers of	10.00	10.00
Watchmakers and jewelry repair shops, not run in connection with other business	20.00	20.00
Wood, coal, coke and other fuels not specified, dealers in	20.00	20.00

City Marshal
Matthew A. Anderson

State of Florida
City of Arcadia

ARCADIA POLICE DEPARTMENT
COUNCIL REPORT

TOTALS FOR THIS REPORT PERIOD: JULY 2013

ARREST ACTIVITIES			
FELONY ARREST	6	MISDEMEANOR ARREST	11
JUVENILE ARREST	2	TRAFFIC ARREST	6
WARRANT ARREST	4		

TRAFFIC ACTIVITIES			
ACCIDENT REPORTS	29	TRAFFIC CITATIONS	101
		WARNING CITATIONS	89

PATROL		**CRIMINAL INVESTIGATIONS**	
COMPLAINTS	1141	CASES TOTAL	15
CITY ORDINANCE VIOLATIONS	128	CASES UNDER INVESTIGATIOI	7
		CASES CLOSED	8

CITY MARSHAL
7/30/2013

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

CITY OF ARCADIA

POLICE DEPARTMENT

725 N. Brevard Ave.

MATTHEW A. ANDERSON
MARSHAL

P.O. BOX 1014
ARCADIA, FL. 34265

CITY CODE ACTIVITIES

MONTH OF
JULY 2013

CODE ENFORCEMENT OFFICER CARL MCQUAY

COURTESY NOTICES	52
NOTICE OF VIOLATIONS	0
CODE VIOLATIONS	
ABANDONED VEHICLES	**0**
COMMERCIAL VEHICLES	**0**
FENCES	**1**
HIGH GRASS/OVERGROWN LOTS	**45**
NUISANCE	**0**
OCCUPATIONAL LICENSES	**0**
PARKING VIOLATIONS	**4**
PERMIT VIOLATIONS	**0**
TRASH/JUNK/DEBRIS	**0**
UNSAFE STRUCTURES	**2**
WATER VIOLATIONS	**0**
YARD SALES	**5**
ZONING VIOLATIONS	**0**
TOTAL CODE VIOLATIONS	**57**
CODE COMPLAINTS	0
CONTACTS	0
FIELD WORK	22
FOLLOW UP	0
POSTING	0
INVESTIGATIONS	4
MAILING	35
RECORDS	8
CAB INSPECTIONS	0
CAB DRIVER'S PERMITS	1
TITLE COMPANY SEARCHES	11
HEARINGS	0
FINGERPRINTING	5
POSTAGE USED	$252.55

CITY OF ARCADIA CITY ADMINISTRATOR EVALUATION

SECTION I: ASSISTING COUNCIL WITH ITS POLICY-MAKING ROLE

		Exceeds Expectations	Meets Expectations	Making Progress
A. Providing Information				
The City Administrator provides information which is:				
	Detailed and reliable			
	Explained in a thorough manner and includes alternatives or recommendations			
	Timely			
	Helpful in preventing trivial administrative matters from being reviewed by the Council			
	Helpful and adequate to assist City Council in making sound decisions			
The City Administrator:				
	Provides members of City Council with the opportunity to set long-term organizational goals and to establish the future direction of City policy			
	Keeps City Council informed, in a timely manner, of the things Council wants to know			
	Keeps City Council well informed with concise written and oral communications			
	Informs the City Council of administrative developments			
	Follows up in a timely manner on City Council requests for information or action			
B. Providing Advice				
The City Administrator:				
	Has adequate knowledge of municipal affairs, including the City's laws and ordinances			
	Plans ahead, anticipates needs and recognizes potential problems			
	Has a good sense of timing in bringing issues to the Council for action			
	Thoroughly researches and consults with legal and other resources before making recommendations			

SECTION II: INTERNAL ADMINISTRATION

		Exceeds Expectations	Meets Expectations	Making Progress
A. Implementation of Council Policies				
The City Administrator is effective in the following areas:				
	Carrying out Council directives			
	Paying sufficient attention to detail to avoid error or things "slipping through the cracks"			
	Analyzing problems or issues and identify causes, reasons, and implications			
	Accurately interpreting the direction given by Council			
	Carrying out the directives of Council as a whole rather than those of any one Council member			
	Supporting the actions of the City Council after a decision is made			
B. Financial Management				
Are you satisfied with the City Administrator's:				
	Approach to budget preparation and review			
	Use of standard financial management procedures to meet Council's policy guidelines			
	Implementation of Council's policy regarding the expenditure of budgeted funds			
	Cost control through economical use of labor, materials and equipment			
	Information on the financial status of City government			
	Use of available funds and his ability to operate the City efficiently and effectively			
	Knowledge of financial matters			
C. Personnel Management				
The City Administrator is:				
	Successful in guiding people as a team toward common objectives			
	Effective in selecting qualified and highly competent staff members			
	Effective in maintaining professional relationships with Department Directors			
	Effective in assuring that staff members make a positive impression on citizens			
The City Administrator:				
	Insures that the City's personnel policies and practices are administered by City Department Directors and management staff in an equitable manner			
	Develops and motivates employees so that they are increasingly effective			
	Addresses disciplinary problems and takes action when warranted			
	Monitors performance of employees and initiates corrective action as needed			

SECTION III: EXTERNAL RELATIONS

		Exceeds Expectations	Meets Expectations	Making Progress
A. Citizen Relations				
The City Administrator:				
	Makes a positive impression on citizens			
	Assists the Council in resolving problems at the administrative level to avoid unnecessary Council action			
	Is skillful with the news media, avoiding political positions and partisanship			
	Provides information to the public in a timely fashion on matters which will cause public reaction			
	Represents Council positions and policies accurately and effectively			
	Thinks and acts in a manner reflecting an attitude that client (Council, staff or citizens) perceptions and satisfactions are important			
	Responds completely and in a timely manner to citizen complaints			
B. Intergovernmental Relations				
The City Administrator is:				
	Effective representing the City's interests in dealing with other agencies			
	Participative in enough intergovernmental activity to have an impact on behalf of the City			
	Accommodating to outside agency requests for assistance			
	Cooperative with the county, state and federal governments			

SECTION IV: PERSONAL ACCOMPLISHMENTS

		Exceeds Expectations	Meets Expectations	Making Progress
A. Communications				
With regard to communications, the City Administrator is:				
	Easy to talk to and a good listener			
	Thoughtful, clear and to the point			
	Sensitive to the concerns of others			
	Candid and forthright in discussing City business matters with members of City Council			
B. Management Style				
The City Administrator				
	Demonstrates interest and enthusiasm in performing his duties			
	Commands respect and good performance from staff			
	Shows initiative and creativity in dealing with issues, problems and unusual situations			
	Is open to new ideas and suggestions for change			
	Works well under pressure			
	Consistently puts aside personal views and implements Council policy and direction			
	Displays the ability to resolve the numerous conflicts inherent in municipal government			
	Responds well to a changing world and local conditions; is adaptive			
	Is accessible to City Council members			
	Conforms to the high standards of the profession; follows the "ICMA Code of Ethics"			
	Exhibits a commitment to continuing education in order to encourage his professional development			
	Is receptive to constructive criticism and advice			
C. Job Effectiveness				
The City Administrator:				
	Demonstrates interest and enthusiasm about the Council's Vision for the City			
	Gives staff the tools necessary to provide efficient, responsive City services			
	Coordinates the implementation of City goals and objectives			
	Supports policies that will promote annexation, economic development and growth in the City of Arcadia			
	Supports responsible infrastructure expansion and maintenance			
	Emphasizes the need for employee training and technological improvements			

SECTION V: NARRATIVE RESPONSES

ACHIEVEMENTS FROM THIS PAST YEAR:
• What were the Administrator's most notable accomplishments during the past year?
• Which of the Administrator's qualities were most instrumental in fulfilling the role of City Administrator this past year?
PERFORMANCE OBJECTIVES FOR COMING YEAR:
• What does the Administrator do that you would like her to continue?
• Is there anything that the Administrator does that you would like her to do differently?
• In what areas should the Administrator focus her attention in this coming year?

_____ _____

Rater's Signature Date