



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

**TUESDAY, SEPTEMBER 1, 2015
6:00 P.M.**

INVOCATION, PLEDGE, CALL TO ORDER AND ROLL CALL

PRESENTATION

1. St. Augustine Proclamation (Mayor Wertz-Strickland)

CONSENT AGENDA

2. City Council Minutes for August 17, 2014 (Penny Delaney – City Clerk)
3. City Council Minutes for August 18, 2014 (Penny Delaney – City Clerk)
4. Special Event Permit – Community Smith Brown Project Overview Day (Terry Stewart – City Administrator)

ACTION ITEMS

5. Hazen and Sawyer Change Order (Terry Stewart – City Administrator)
6. Resolution 2015-06 Regarding Budget Amendment Amending 2014-15 Adopted Budget (Beth Carsten – Finance Director)
7. 1924 American Lafrance (Terry Stewart – City Administrator)

COMMENTS FROM DEPARTMENTS

8. City Marshal
9. City Attorney
10. City Administrator

PUBLIC (Please limit presentation to three minutes)

MAYOR AND COUNCIL REPORTS

ADJOURN

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

PLEASE TURN OFF OR SILENCE ALL CELL PHONES

PRESENTATION No. 1



Proclamation

WHEREAS, The City of Arcadia was created by an Act of the Florida Legislature in 1886; and

WHEREAS, the City of Arcadia's Historic District is listed on the National Register of Historic Places, and in the same way as the City of St. Augustine, shares a mutual and abiding interest and support of historic preservation; and

WHEREAS, on the 8th day of September, 1565, Pedro Menendez de Aviles, by the act of claiming this land for the King of Spain, founded San Augustin, in La Florida, the oldest continuously occupied European settlement in the land to become the United State of America; and

WHEREAS, on the 8th day of September, 1565, a solemn Mass was offered on these grounds by Father Francisco Lopez de Mendoza Grajales, thus founding the parish of Saint Augustine and establishing Christianity in these lands; and

WHEREAS, September 8, 2015 marks the Four Hundred and Fiftieth Anniversary of the founding of St. Augustine; and

NOW, THEREFORE, I, JUDY WERTZ-STRICKLAND, by virtue of the authority vested in the office of the Mayor of the City of Arcadia commend the City of St. Augustine on its upcoming 450th Birthday Commemoration and congratulate the nation's oldest, continuously occupied European settlement for its resolute dedication in the field of historic preservation.

SO DONE THIS 18TH DAY OF SEPTEMBER, 2015.

By:

Judy Wertz-Strickland, Mayor
City of Arcadia, Florida

ATTEST:

Penny Delaney, City Clerk

AGENDA No. 2



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 1, 2015

DEPARTMENT: Administration

SUBJECT: Minutes from August 17, 2015

RECOMMENDED MOTION: Approval of August 17, 2015 Budget Workshop Minutes as presented.

SUMMARY:

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Penny Delaney Date: 08/20/15

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

**AGENDA MINUTES
ONE ITEM BUDGET WORKSHOP
CITY COUNCIL
CITY OF ARCADIA
MONDAY, AUGUST 17, 2015
5:00 P.M.**

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

CALL TO ORDER AND ROLL CALL

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

Arcadia City Council

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

Councilmember Susan Coker
Councilmember S. Delshay Turner

Arcadia City Staff

City Administrator Terry Stewart
Finance Director Beth Carsten
City Clerk Penny Delaney
Human Resource Manager Linda Lowe
Marshal Matt Anderson

Finance Clerk Ashley Killmon
Public Works Director Steve Underwood
Water Treatment Plant Director A.J. Berndt
Golf Course Director Mike Kotzker

ACTION ITEM

Discussion of Proposed Budget for FY 2015-16

City Administrator Stewart advised that this was his first opportunity to work together with Council on the budget. He complimented staff for doing a lot of work in a very short period of time. He explained that this year the State was a little slower in providing its estimated share of revenues which the City had just received a couple of weeks ago. He advised Finance Director Carsten did a great job getting it all together. He reemphasized that Council had recently decided on a tentative millage rate and had adopted the roll back rate of 8.9586. He stated that the current millage rate was 8.8195. Mr. Stewart advised that this year's overall revenues will be \$4,677,553.00 and the total general revenues for the adopted budget FY 2014-15, was \$4,779,650.00. Finance Director Beth Carsten pointed out that they were a little higher regarding the communications service tax at \$227,125.00. City Administrator Stewart advised that the overall expenditures for total general government was \$1,864,098.00 for the current budget year and the current budget year is \$1,782,484.00. He pointed out that a number of state

shared revenues had increased with the exception of the communications tax which decreased by approximately \$20,000.00. Regarding expenditures, each section was broken down and he stated that Council would notice changes because the way certain costs were being allocated did not provide for a great deal of clarity. He advised he had asked the Finance Director to modify it and create it so that it would be clearer. Mr. Stewart stated that another thing that would be different was in the area of roads. He explained that a street fund had been identified that had over \$1,000,000.00 in reserves in it and another fund with set aside reserves for infrastructure that had over \$1,000,000.00 in it. He stated he was at a loss as to why those reserves were set aside for specific purposes and not being utilized. Mr. Stewart stated \$500,000.00 was taken from each of those funds and placed in an account to accomplish some street work. He stated they will be looking at streets that, for the most part, do not have utilities under them so that they won't pave something and have to tear it up in just a few years. He pointed out that tomorrow night Council would be asked to approve grant applications to SCOP wherein requests were made for a little over \$500,000.00 for additional work in addition to the \$1,000,000.00 set aside.

City Administrator Stewart then turned it over to Finance Director Beth Carsten who began the review of the budget by department. Ms. Carsten informed Council that anything that was highlighted through the budget was numbers that they were still waiting on. She explained that most of that was the liability insurance and the workman's compensation insurance. She advised that the increase for the health insurance was only 7%. She reminded Council that last year initially it was a 44% increase and they were able to get it down. She further advised that they may be able to get it down another percent. She predicted the liability insurance and workman's compensation remaining about the same with the exception of a few departments.

Ms. Carsten began with the legislative department wherein most everything had stayed the same. She explained that the \$25,000.00 in other contractual services had not been used because it had been set aside for codification of codes and it had not been done yet, but she understood the importance of it and was working with the City Clerk regarding same. Regarding mileage, schools and lodging, Councilmember Fink stated that the Mayor had recently gone to the Florida League of Cities Annual and paid for it herself. He stated he did not think it was reasonable and felt a proper amount should be set aside for it. Ms. Carsten advised that the Mayor turns in her receipts and that was why they put \$2,000.00 in the mileage for next year and asked if they wanted to set aside more. Councilmember Fink stated that he felt they should have a cushion and place a little more aside. There were no further questions or comments.

Retirees and Council Retirees was the next department that was discussed. Ms. Carsten advised the amount had gone up this year. City Administrator Stewart advised that he had not dealt with this before as a separate item and that it was a substantial amount of money for a small group of people. Ms. Carsten stated that Council had placed a cap on it and a stipend had been instituted based on our own manual for those on Medicare. Councilmember Fink stated that it will not drastically increase, but will eventually decrease and Ms. Carsten agreed. There were no further questions or comments.

Administration was the next department discussed and Ms. Carsten advised that regarding the allocations, it gave a truer picture of what the department salary was, but it

increased the line item. She pointed out that the total amount of credit that administration would be receiving from the enterprise fund would be \$95,251.00. City Administrator Stewart advised that when you allocate a part of a person's salary to another division, it would not show up there showing a real clear picture of what the actual costs are for that individual's salary. He stated that with the way they had changed it, it actually gave a clear picture of what the total cost was regardless of how it was allocated amongst other enterprise funds. There were no further questions or comments.

Ms. Carsten advised that the Finance Department had a similar situation with the allocation process and the total expenses will be \$144,804.96. There were no further questions or comments.

Ms. Carsten advised that since they will not have an election this year, the election budget is \$0. There were no further questions or comments.

Regarding Legal Counsel, Ms. Carsten advised that historically for at least the last three (3) years, \$130,000.00 had been placed in legal, but they had not used anything close to that. She advised that besides our attorney, very little attorney services had been used other than work related to the personnel manual. She advised that she had placed \$80,000.00 in the budget and stated that if they felt it should be higher they could do so. Ms. Carsten advised that she had spoken with the attorney and he had every reason to believe that he would come in lower than \$70,000.00 this year and he believed that he would do the same next year. There were no further questions or comments.

The next department discussed was Community Development and Code Compliance. Ms. Carsten advised that there were changes and the main reason was because of the way they are handling planning this year by using Central Florida Regional Planning Council. She explained that the personnel portion has decreased, but the operation expense is \$20,000.00 which is the planners' fee.

Mr. Stewart stated that he wanted to make some changes in how they operated regarding the code. He advised they had created a budget that presumed they will continue in generally the same fashion, but he further advised he will be coming to Council asking to make some structural changes in the way the department operates. He stated that he will expect significant more revenues coming in to offset the costs and gave the hearing officer as an example. He explained as of now, the people who have been taken to the hearing officer are not charged. Mr. Stewart stated those type of things will be brought to Council, but they are not included in the budget now. Councilmember Fink asked for confirmation that code enforcement was not included in the police department and Mr. Stewart confirmed that it falls under administration. Councilmember Fink stated that it was a formal action to place it under the police department and it was a formal action to not remove it from the police department. However, Councilmember Fink felt that formal action should be specifically dealt with. Mr. Stewart advised that he would check with the City Attorney to ensure that he is in agreement of when a budget is adopted by ordinance. Councilmember Fink asked if he could also check to see what previous councils did in their delineation regarding whether it was done through resolution or

simple action of Council. Mr. Stewart stated that he would check and provide Council with the answer. There were no further questions or comments.

The next department discussed was Other Governmental. City Administrator Stewart explained this department was a catch-all for areas such as health insurance, professional services, accounting, costs of telephones, etc. Ms. Carsten advised administration needed a new server for Munis which was reflected in the \$8,000.00 amount. She advised \$20,000.00 was allotted for auditing and the Tyler Management amount of \$41,738.00 is for the software, along with other software and other monthly maintenance that runs through it. She advised they are expecting the insurance costs to remain flat and not increase. Ms. Carsten advised the contingency amount had decreased without having to take from other departments. Mr. Stewart went into detail to explain the contingency fund. He stated that they recommended that instead of setting aside \$600,000.00, they set aside \$253,000.00 which will still allow them to meet their budget, fortify the reserves and keep money set aside for unforeseen circumstances. There were no further questions or comments.

Regarding the police department, City Administrator Stewart stated that when the City made the decision for the County to take over fire services, the City still retained the responsibility for the retirement costs of those individuals that were within the police and fire pension fund of the City of Arcadia. He explained that certain costs had to be put aside for not only the police officers, but also for the firefighters who have not yet retired. He further explained that there was a certain amount of the pension costs that were not related to the police department yet for some reason it was included in their budget and it inflated their personnel costs. Another impact of the budget was due to the audit not being completed in a timely manner and certain funds that would have come from the State in the amount of approximately \$70,000.00 could not be provided because there was no audit. He explained that due to those impacts, the City had to offset those costs within the budget. He stated those funds have now been received and Council would see some adjustments that would be reflected in the cost of this year's budget. Mr. Stewart suggested taking the pension costs out of the police department and placing it in the fire control portion of the budget which would provide a more accurate reflection of what the police department costs are and the ongoing costs of the fire department. There were no further questions or comments.

City Administrator Stewart advised that the police department was requesting an additional officer which was not included in the budget and an additional car which was included in the budget. Marshal Anderson had also requested an increase in his salary which was also included in the budget. Mr. Stewart stated that he had compared the Marshal's salary to other top law enforcement officers throughout the State of Florida and it was not an unreasonable request. He also stated that since the Marshal is a constitutional officer / an elected official, the decision should reside with Council. Deputy Mayor Frierson asked the initial cost of an officer and Ms. Carsten stated that with pension, health insurance, and everything it is about \$60,000.00. Marshal Anderson stated that a car is currently in the fleet, gun, radio, etc., is either in house or the budget could absorb it. Mayor Frierson asked how many total officers this would give the department if it was approved. Marshal Anderson advised that there were currently 14 full-time law enforcement officers and if approved, this would give him 15 full-time officers. He advised

he currently has two (2) part-time officers. Deputy Mayor Frierson asked how the department's number of employees in relation to our population compares with other communities. Marshal Anderson stated that according to the Federal Governments Safeties Guidelines for a law enforcement agency, they recommend anywhere from 2.2 to 2.5 officers per 1,000 and the City of Arcadia is roughly 8,000.00 which equals out to 17-19 officers that are recommended. Ms. Carsten stated that overall it would be approximately a \$30,000.00 increase over where they are this current year. Deputy Mayor Frierson pointed out that the department came in under budget this year. Councilmember Fink pointed out that according to their packets, they had spent 95% of revenues and there are still several months remaining. Ms. Carsten referred back to the subject previously discussed regarding revenue received and City Administrator Stewart advised that the revenue had been received and it would offset it. Councilmember Fink stated that the actual figures presented do not add up. City Administrator Stewart advised that he would take a look at it and will have an answer for him tomorrow. Councilmember Fink stated that before they increase with additional personnel, he felt they should look at raises to know the entire picture. He stated he would like to get a personnel services log of the entire City so they will know the number of positions, raises, how much of a percentage of raises, etc. City Administrator Stewart advised that he had presented a budget letter which provided for a 2-3 percent and he went into detail as to figures of same. Mr. Stewart asked for confirmation as to the personnel services log and asked if he wanted to know the current number of employees in each department, if there was a change in that for the proposed budget, which departments those affect and what the additional cost of each position would be if there is an additional position on one paper and Councilmember Fink agreed. Deputy Mayor Frierson asked the City Administrator to also check into previous substantial pay raises given with title changes. Councilmember Coker referenced when the Marshal stepped into his position and was later elected, and she asked the Marshal if he had been compensated any difference for his job increase. Marshal Anderson advised that he had not received a pay raise in seven (7) years. The City Administrator stated that the City was lacking a compensation classification system which is a professional analysis of all of the jobs which are given a classification and then that classification is assigned a pay scale. He assigned that a professional services firm performs the work and it could cost between \$25,000.00 and \$30,000.00. Mr. Stewart advised that he would bring the issue to Council in the future. There were no further questions or comments.

The next department discussed was fire control and Ms. Carsten pointed out the difference in the proposed from last year under the retirement. She explained the change reflected what was discussed previously regarding the split from the police department. Ms. Carsten pointed out that repairs and maintenance were higher due to building repairs at Station 1. Mr. Stewart advised that there would also be a roof repair as well. There were no further questions or comments.

The next department discussed was Public Works which encompassed numerous areas with the first being the cemetery. Ms. Carsten pointed out that the biggest change was regarding contractual which included the cost of utilizing the inmates. She explained that there is a \$60,000.00 expense regarding such which is allocated throughout the different departments and 25% of it comes out of the cemetery budget. City Administrator Stewart referenced state statute requirements regarding funds set aside and explained that there are no funds set aside at this

point. He advised that he would analyze this and come back to Council in respect to what needs to be done regarding future cemetery costs. There were no further questions or comments.

The next area discussed was the Streets Department and Ms. Carsten advised that this department had different allocations to it and explained that one of the salaries which was not in this department before was spread out in different places which is why it looked heavier. She advised there had not been any hires, but it was a matter of allocating the funds. There were no further questions or comments.

The next area discussed was Other Transportation which Ms. Carsten explained was where the funds received from the State of Florida regarding maintenance for traffic lights, etc. was placed. She explained that they had received an increase of approximately \$20,000.00 this year. There were no further questions or comments.

Under the Vehicle and Facility Maintenance Department, Ms. Carsten advised there was very little change. There were no questions or comments.

Under the Parks Department, Ms. Carsten advised there was not a lot of change. There were no questions or comments.

The next area discussed was the Mobile Home Park and City Administrator Stewart stated it did not make business sense and it was not a good representation of our community. He further stated that it was not even close to supporting itself. Mr. Stewart advised Council that he would be asking them to look at it a whole lot harder in the future. Councilmember Fink stated that when the rodeo grounds moves out of its present location, he felt there may be a reverter clause within that property as well leaving the City with a much larger piece of property in that area. Many concerns were discussed to include free electric for RVs, lack of a water meter in the park, etc. Councilmember Fink suggested the City Administrator speak with the City Attorney regarding any changes that may be made and how it affects the prospectus. There were no further questions or comments.

The next department discussed was the Way Building and Ms. Carsten advised that the utilities had increased and the repairs had a slight increase. There were no further questions or comments.

Regarding the Solid Waste Department, Ms. Carsten stated that with the increase for garbage, they were looking at a revenue of \$793,799.00. She advised that after explaining the allocations from administration and finance, this is where they show up. Ms. Carsten advised there was an increase in the cost on the expenditures side in the sum of \$25,000.00. She stated they had budgeted \$273,000.00 and were looking at the same amount this year. She further stated that to date, \$194,000.00 had been spent. Further discussion included an increase of tipping fees once a new dump is needed, the 2% increase of solid waste collection fees, rate structures, future capital cost outlays, and a rate study. There were no further questions or comments.

Regarding the Golf Course, Councilmember Fink asked for confirmation that expenses were \$409,000.00 and proposed revenues were \$335,000.00 and City Administrator Stewart confirmed it. Councilmember Fink stated that they had been told for a few years that it would turn around and now they were facing a \$74,000.00 loss. He suggested looking at something else such as selling it. Deputy Mayor Frierson advised she receives many complaints about the golf course. City Administrator Stewart stated that like the mobile home park, this just does not make good sense. He advised that the resources provided to keep the course in decent shape was dismal. He explained that for a course its size, an expenditure of chemicals and fertilizer in the neighborhood of \$80,000.00 - \$100,000.00 was needed to keep the course looking good and staying playable, but instead \$20,000.00 was given to the department. He advised that the staff had done everything within their power to make due. Mr. Stewart asked for an opportunity to improve the course. He advised he would check for deed restrictions so Council would have a full understanding of what they were dealing with. Options were discussed which were to close the course, attempt to sell it, continue to subsidize it, obtain outside management and keep the budget as is, but advertise to sell the course, along with unforeseen consequences of such options. City Administrator Stewart asked if in the meantime they could try to operate the course in the manner in which it was supposed to be operated which fit within the budget that had been submitted. After much further discussion, Councilmember Turner, Deputy Mayor Frierson, Mayor Wertz-Strickland and Councilmember Coker expressed their desire to leave the budget as is and allow the City Administrator to come back with feedback. Councilmember Fink stated he would agree if they do it with the intent of marketing it to sell it, but otherwise he was not in agreement. There were no further questions or comments.

The next department discussed was the water and sewer department and Ms. Carsten advised that the biggest reason that there is a difference between this year and last year was because of the work done and the new water treatment plant and she advised that the first payment had not taken place because of the time of the loan and it will not occur until next year. She stated the expenses regarding the waste water treatment plant had gone up due to repairs, replacement of pumps and chemical expenses. Mr. Stewart advised that money had not been set aside to handle the necessary improvements. The City Administrator informed Council that there would be a change in the management of the utilities systems and the topic of rate studies will be looked at in order to bring information back to Council to help them understand the issue. There were no further questions or comments.

The next department discussed was the Airport. Ms. Carsten advised she did not have the numbers for the grant amount from the FAA, the FDOT or for the fuel and sales. Councilmember Fink asked if the hangar rentals should be closer to \$75,000.00 rather than \$66,000.00 and Ms. Carsten advised that she would check to be sure. Deputy Mayor Frierson stated that it was possibly before the increase. Councilmember Coker pointed out that there was no figure listed for the mowing and Ms. Carsten advised that it was in personnel. City Administrator Stewart went into detail to explain the situation of an employee who was mowing at the airport in addition to his regular hours and the issue that arose regarding his payment for same. There were no further questions or comments.

Regarding the Small County Surtax Revenues, Ms. Carsten advised it had gone up from \$472,806.00 to \$478,047.00. She explained that approximately two (2) years ago, Council decided to use this money that used to be in Fund 103 and they decided to transfer it to Fund 107 which is the Capital Improvement Fund to use it for streets improvements. She advised that the 2013-14 budget contemplated all of the money going into streets and last year, Council directed to put \$100,000.00 aside for other capital improvement unknowns. Ms. Carsten advised that after contemplating doing something different with the streets, they are now able to use the money for capital improvements. She explained that is why there is no money listed in streets. She then proceeded to explain where the funds would be placed throughout the City. Mr. Stewart informed Council that \$500,000.00 would be taken from two separate accounts each with a recommendation that it be for streets and \$500,000.00 - \$600,000.00 would be left in each of those accounts that would give them money to do something in the following years as well. Mr. Stewart explained the process and the steps he took regarding application through the SCOP grant. He then addressed the subject of strategic planning and his plans for such. There were no further questions or comments.

PUBLIC

Jorge Santana, a non-city resident, pointed out that the 2014 Audit was not completed and he was at the workshop to get some answers to his questions. He questioned the funds from Fund 103 and Fund 104 and the application of those funds for streets. Mr. Stewart explained the process to be taken and identified the location of funds to be used. Mr. Stewart informed Mr. Santana that the auditors were completing the audit and the City expected to have the audit done in a timely fashion and submitted to the State of Florida so they will not have the same situation that they had previously. He pointed out that the State of Florida had set a deadline and the City had not exceeded that deadline. Mr. Santana then asked about the local option gas tax and the MSBU assessment. He asked if the MSBU was a revenue that the City receives and Ms. Carsten explained the process of the calculation of the MSBU assessment. Mr. Santana stated that something was missing and stated that there was a lack of connection in what was previously done and what is now being done. He then compared certain funds and questioned why it was put in the general fund. He suggested Council be proactive instead of reactive. Mayor Wertz-Strickland advised Mr. Santana that he had exceeded his time and Mr. Stewart invited Mr. Santana to visit him to continue the conversation.

Discussion turned to the second workshop that had been previously scheduled and it was the common consensus of City Council that it was not needed. Mayor Wertz-Strickland expressed her appreciation of Mr. Stewart and Ms. Carsten regarding the work done pertaining to the budget. Mr. Stewart thanked the Council for helping to provide him with guidance as to what was important to them and also for the support given to him during the time that he had been with the City. He also stated that he was also grateful for the support of the entire upper staff. He advised they had created in a month's time what usually takes six (6) months or better to create. Deputy Mayor Frierson stated that the City Administrator and the Finance Director had done an outstanding job on the budget and it was the best budget they had received in five (5) years.

ADJOURN

Having no further business at this time, the meeting was adjourned at approximately 8:14 P.M.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

ATTEST:

Judy Wertz-Strickland, Mayor

Penny Delaney, City Clerk

AGENDA No. 3



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 1, 2015

DEPARTMENT: Administration

SUBJECT: Minutes from August 18, 2015

RECOMMENDED MOTION: Approval of August 18, 2015 Meeting Minutes as presented.

SUMMARY:

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Penny Delaney

Date: 08/20/15

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

**AGENDA MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, AUGUST 18, 2015
6:00 P.M.**

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

INVOCATION, PLEDGE, CALL TO ORDER AND ROLL CALL

Finance Director Beth Carsten gave the invocation which was followed by the pledge of allegiance. The Mayor called the meeting to order at approximately 6:00 p.m. and the following members and staff were present:

Arcadia City Council

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

Councilmember Susan Coker
Councilmember S. Delshey Turner

Arcadia City Staff

City Administrator Terry Stewart
Finance Director Beth Carsten

City Clerk Penny Delaney
Marshal Matthew Anderson

CONSENT AGENDA

Agenda Item 1 – City Council Minutes for August 4, 2015

Agenda Item 2 - City of Arcadia Municipal Airport July Report

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

ACTION ITEMS

Agenda Item 3 – Hazen and Sawyer Contract Extension

City Administrator Terry Stewart explained that the original five (5) year agreement for engineering services from the firm of Hazen and Sawyer was dated September 7, 2010 and had a two (2) year extension as to both parties. Mr. Stewart explained that he had spoken with staff and Hazen and Sawyer had done a good job for the City and staff was comfortable that they would be able to continue to do so. City Administrator Stewart stated that they were recommending that Council approve the extension of two (2) years. Councilmember Fink made a motion to approve the extension contract and Councilmember Turner seconded the motion.

Councilmember Coker pointed out that on page sixteen (16), previous City Administrator Lawrence Miller was listed as City Administrator. City Attorney Wohl advised that was in the original contract and it reflected Mr. Miller as the contact individual. He stated they were just doing an extension amendment to the contract and stated if necessary (he did not think it was necessary), they could include it in the amendment to correct it, but it was just for the purpose of notice. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 4 – Commercial Lease Agreement and Project Development Contract for Friends of Arcadia Airport, Inc.

City Attorney Wohl advised this was the proposed Commercial Lease Agreement between the City of Arcadia and the Friends of the Arcadia Airport. He explained Friends was a 501C3 corporation whose sole purpose is to do fundraising and attract businesses and traffic to the City and the Airport. He stated they structured the lease wherein a rental rate was charged which was not oppressive to Friends, but also get the FAA to pass it as well. Mr. Wohl explained that they had spoken with the FAA and they advised the City needed to provide a lease that the City Administrator, the City Attorney and the Friends leaders had negotiated and such was contingent to FAA not objecting to the terms of the lease. He stated the rental rate was \$200.00 per year and with that the City would be getting revenue that would be derived by Friends and any income, after paying their expenses, would be turned over to the City of Arcadia. City Administrator Stewart referenced the \$200.00 amount and advised that the FAA stated a rent had to be charged and Friends understood after it was explained to them. Mr. Stewart advised that since Friends is a 501C3 and they are benefitting the City which is the reason for the low rent, he stated as a public organization, they must be transparent. Accordingly, Friends have agreed to provide financials to the City on an annual basis and such will be included in the lease. City Attorney Wohl advised that there would be a change to that effect before the signing of the final lease if it were to be approved. Councilmember Fink made a motion for the approval of the lease contingent to the amendment and Councilmember Coker seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 5 – Budget Transfer Contingency to Airport

Finance Director Beth Carsten requested to transfer \$16,800.00 from the airport fund balance to the airport equipment account to pay for the fuel farm expense that the City will be splitting with the new FBO according to the contract. City Administrator Stewart explained that the reason it was coming before City Council was because any money taken out of the contingency fund has to be approved by the City Council. Councilmember Coker made a motion to approve the transfer of the money from the one account to the other account and Deputy Mayor Frierson seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 6 – Council Approval of the SCOP Grant Application

City Administrator Stewart stated that the information was provided late to Council because administration received the information from the State at the last minute and he advised

staff worked furiously to put together the grant applications. He explained that these grants are the Small Communities Opportunities Programs grants which require no match from the community. He advised three (3) different projects were submitted which had been provided to Council Members in their packets. Mr. Stewart explained that he sent the applications off via e-mail yesterday and had received acknowledgement from the State that the applications had been received. He stated this was in the City's name and he was requesting approval to continue forward with the grant. Councilmember Coker made a motion that they accept the grant that had been applied for and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

COMMENTS FROM DEPARTMENTS

Marshal Anderson advised he was there to answer any questions or concerns that Council may have and there were none. The City Marshal opened it to the general public and Charles Conklin, a city resident, asked who approved the replacement of the yield sign with a stop sign on the corner of Smith and Bridle Path. City Administrator Stewart advised that the Public Works Director was not in attendance, but he would query him tomorrow and get back with Mr. Conklin. Marshal Anderson stated that he thought it was a good idea and recommended it. He also advised that the High School had notified him that they would be having their Homecoming Football Game / Parade on November 6th and the parade would begin at 4:00 p.m.

The City Attorney had nothing to report.

Finance Director Beth Carsten advised Council that an update for the budget had been provided in their packets. She informed Council that 77% of the total revenues had been received and the expenses were at 71.2%. She asked if there were any questions regarding the update. Ms. Carsten directed Council to page two (2) under Expenses, under Law Enforcement. She explained that there was a little change between the current update and the previous update. She stated that due to the audit not being filed timely, they were not able to use state funds to pay the first payment for the pension. She explained that the City, out of the pension fund that is set aside under the Police Department, had to pay a \$59,000.00 check to cover the expense which normally would have been paid by a check that the State holds for them for the pension. She explained that once the audit was filed with the State, they released those funds and the check had been received. She further explained that during the last report, she did not have it, but this time she did and she showed it as a \$59,000.00 credit. Councilmember Fink stated that he had asked her at the Budget Workshop if the reports were accurate and questioned that it was not included in the original one. City Administrator Stewart stated that he understood the confusion Councilmember Fink had and explained that there was an amount of money provided by the City to pay a pension cost that the City would not normally pay. He explained that was a part of personnel cost and would be included in the personnel cost that Councilmember Fink saw in June. He further explained that in the interim, since the audit was submitted and accepted by the State of Florida, the funds were released and credited to the personnel cost because it should not have been an original cost. City Administrator Stewart acknowledged that they paid the Police Officers their regular payroll amount and could provide information regarding same throughout the year, but the \$59,000.00 was backed out from the total. Councilmember Fink stated that it

did not appear to be kept in the proper fashion because if it was a credit, it should not be on the line of the expenses and the expenses should not reflect an actual cost of \$6,000.00 for a two (2) month period. City Administrator Stewart suggested what would have been more helpful, and accepted responsibility for it, would have been to have had a footnote that indicated why Council saw what Council saw. Mr. Stewart stated that they would check with the auditors to see if they have an issue with it and if a modification is needed, such will be done and he will share it with Council. Councilmember Fink agreed for such to be done. City Administrator Stewart advised Council that should something like this occur again, it would be made absolutely clear why Council would see such a number with a footnote. Furthermore, Mr. Stewart assured Council that the accounting for payroll and personnel costs are kept exactly as is required.

City Administrator Stewart advised that during the last Council meeting, Darby Ellis spoke about his business and actions taken by the City. Mr. Stewart informed Council that he had met with Mr. and Mrs. Ellis, along with the City Clerk who took notes. He advised that a Code Officer and the Marshal had used a laser to measure the distance door to door which is the requirement and Mr. Ellis met the requirement in that area. Regarding the code enforcement violations already written against his business, Mr. Stewart assured Mr. Ellis that he would send the requirements that were sited regarding the land code to Central Florida Planning Council and ask for them to review it and give their opinion on it. Upon receipt of same, Mr. Stewart and Code Enforcement Officer McQuay will review the information with Mr. Ellis. He stated that they will do what the code and law requires, no more and no less.

City Administrator Stewart also advised that he would not be in the office tomorrow morning due to his attendance at a meeting of the Heartland Regional Transportation Organization in Sebring.

PUBLIC

Charles Conklin, a city resident, asked why they are investing more money into the golf course when it was not making a profit and yet there is not enough money to fix roads. He also asked if the people in the Bridle Path development would be allowed to put their stuff back on the easement, and if so, he did not think that the City should be responsible. City Administrator Stewart stated that he thought they had answered it previously, but he was not aware of any instance where they were allowing people to put anything back on easements. In fact, by ensuring such, they had created a circumstance where a homeowner had to ask for a variance to be closer to the house than is normally permitted. Regarding fences, it will be up to the homeowner to replace any fence. Relating to the Golf Course, Mr. Stewart stated that all the information had been presented to City Council and they are the policy makers who will make the decision at the hearings in September.

George Chase of Friends of Arcadia Airport and a non-city resident thanked the Council for approving the contract. He also thanked the City Administrator and the City Attorney for all the work in getting it done. Mr. Chase stated that the 3rd Annual Pancake Breakfast will take place from October until April on the third Saturday of each month except for March which is the rodeo weekend. He explained that these were fundraising events and they allow Friends to

support airport projects while also attracting pilots to visit our community. He then invited Council to take part of at least one of the breakfasts. Mr. Chase stated that the grass looks great, but lately the grass had been high. City Administrator Stewart advised that the runway was steeped in water and mowing the grass could either create ruts in the runway or damage the mower. He stated that they were trying to let it dry a little bit.

Tim Backer, Chief of the Arcadia Volunteer Fire Department and a non-city resident, stated that their main purpose other than promoting fire safety was to take care of the antique fire truck that the City owns. He advised it was a 1924 American LaFrance and provided printed material to Council regarding same. Mr. Backer explained that Pride Enterprises, a part of the prison system in Daytona which does vehicle restorations for government vehicles remodeled the truck in 1991 and the volunteers paid to have it completely restored. He advised it had been 24 years and the engine quit six (6) or seven (7) years ago, so they are suggesting putting a straight six (6) engine in it so it will run like any vehicle, plus some other minor repairs. He stated that he had provided all the bids to Council and the total comes to \$22,900.00. He asked for guidance from Council to see what he should do next. City Administrator Stewart advised that he felt it was a great asset to the community and recommended trying to find a way to accomplish it. It was the general consensus of the Council and City Administrator Stewart asked if they wished for it to be placed on a future agenda and all agreed. Mr. Stewart advised it would be on the next agenda.

Jackie Scogin, a city resident, asked if there would be a feasibility study to the water to possibly no longer have the 3% increases every year. City Administrator Stewart advised there was an organization called Rural Water Association which provides rates studies and other analysis. He further advised that the utility director and he would be meeting with them. He stated they would ask about the current rate evaluation and determine whether it makes sense to take another look at it. Mr. Stewart also advised that they had met with the U.S. Department of Agriculture which has a funding and grant program in place that provides a loan at a very low rate and can provide grants to offset costs to keep rates as close as possible to current rates. He stated that he would gather the information to give to City Council for them to provide direction.

MAYOR AND COUNCIL REPORTS

Councilmember Fink advised that he had gone to St. Augustine last week and discovered that on September 8-9, 2015, they will be celebrating the 450th anniversary of the European landing in St. Augustine. He suggested having a proclamation placed on the next agenda to congratulate St. Augustine regarding the anniversary. There were no objections to same.

Councilmember Coker advised that Lake Katherine seemed to be overgrown with duckweed. City Administrator Stewart advised there was a grant provided for the care and upkeep of same. John Super of Team Arcadia and a non-city resident advised that the group handling it, Cross Creek, had come out a week ago and sprayed, but he advised they are battling the rain. Mr. Super stated that as soon as the rain lets up a bit, he will try to get them back out again. He further advised that the contract ends in October and there was one more spraying scheduled for October and then it would revert back to the City.

City Administrator Stewart advised that the City Hall grounds had been landscaped and cleaned up and suggested Council drive by and take a look. He also expressed his desire for staff to be in City Hall again one day.

Mayor Wertz-Strickland stated she had attended the Florida League of Cities Conference in Orlando last week and further stated that there was a wealth of information to obtain from those conferences and has had discussion with the City Administrator regarding same.

ADJOURN

Councilmember Coker made a motion to adjourn and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Having no further business at this time, the meeting was adjourned at approximately 6:52 P.M.

ADOPTED THIS ___ DAY OF _____, 2015.

By:

ATTEST:

Judy Wertz-Strickland, Mayor

Penny Delaney, City Clerk

AGENDA No. 4



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 1, 2015

DEPARTMENT: Code Enforcement
SUBJECT: Community Smith Brown Project Overview Day

RECOMMENDED MOTION:
Approval of Event

SUMMARY: The Smith Brown Community Foundation is requesting to hold a community event that will host a variety of community resources, kid activities, and solicit community input for the Smith Brown Gym Project.

FISCAL IMPACT: None Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Carl A. McQuay Date: 09/01/15

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

City Administrator: Terry Stewart Date:

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

RECEIVED

AUG 20 REC'D

CITY OF ARCADIA

SPECIAL EVENTS

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

Festivals	Fairs	Carnivals
Flea Markets	Expos	Tent Sales
Walk-a-thons	Parades	Road Races
Tournaments	Pony Rides	Petting Zoos
Concerts	Car Shows	Boat Shows
Battles of the Bands	Fireworks Displays	Public Gatherings

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

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

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

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

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

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

ALCOHOL – Will alcoholic beverages be sold or consumed on the premises? If yes, organizer or sponsor shall submit a copy of the Florida Alcoholic Beverages Permit 15 days prior to the event. You can download a One/Two/Three day alcohol sales permit from the State at <https://www.myfloridalicense.com/intentions2.asp?chBoard=true&SID=&boardid=400&professionid=4002>

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

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

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



Signature of Applicant/Event Sponsor

8/17/15

Date

Ashley Coone

PRINTED Name of Above

863-990-0527

Contact Phone #

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



City of Arcadia

SPECIAL EVENTS PERMIT APPLICATION

Date Submitted: 8/20/15

Event Name: Community / Smith Brown Project Overview Day

Date(s) of Event: 9/26 Hours of Event: 8-2

Expected Attendance: 200

Event Sponsor: Non Profit? [checked] Yes No

Description of Event: The event will host a variety of community resources, kid activities, and solicit community input for the Smith Brown Gym Project.

Contact Person: Ashley Coone Telephone (813) 990-0527

Fax #: Email: smithbrownfoundation@yahoo.com

Insurance Carrier:

Insurance Agent: Agent's Phone:

- Alcoholic Beverage? [checked] YES [checked] NO
Tents? [checked] YES [] NO
Cooking? [checked] YES [] NO
Outdoor Music? [checked] YES [] NO
Additional Electric? [] YES [checked] NO
Carnival Rides? [] YES [checked] NO
Wildlife? [] YES [checked] NO
Fireworks? [] YES [checked] NO
Signs Displayed? [checked] YES [] NO
Set-up/Clean-up by City? [] YES [checked] NO
City Police Required? [] YES [checked] NO
Road Closures? [] YES [checked] NO

If yes, please specify locations:

Other pertinent information:

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

Received by: Date: / /

City Marshal [] Approved [] Disapproved
City Administrator [] Approved [] Disapproved
City Council [] Approved [] Disapproved

INDEMNIFICATION & HOLD HARMLESS

I, Ashley Coone, as Vice Chair of
(Printed Name) (Title or Office Held)

The Smith Brown Community Foundation, do hereby agree to hold the City of Arcadia,
its agents, and employees harmless and indemnify same from any civil actions or claims of any nature
made in connection with the event known as the Community / Smith Brown Day to
(Name of Event)
be held at Smith Brown Gym on 9/26/15.
(Location) (Date)

By: [Signature]
(Signature)

Printed Name: Ashley Coone

Entity Name: Smith Brown Community Foundation

Its: _____

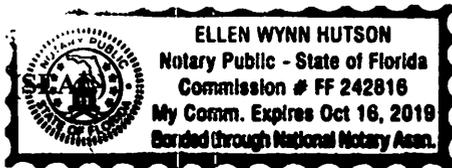
Date: _____

STATE OF FLORIDA

COUNTY OF DE SOTO

Sworn to and subscribed before me this 20 day of August, 2015, by
Ashley Coone, as Vice Chair / Smith Brown,

who [] is personally known to me or [] has produced _____ as identification.



[Signature]
NOTARY PUBLIC
Printed Name: Ellen Wynn Hutson
Commission No. FF 242816
Commission Expires: 10/16/2019



P.O. Box 17069 13577 Feathersound Drive.
Suite 120
Clearwater, FL 33762
(Local) 727-572-5354
(Toll-Free) 800-418-2726
(FAX) 727-572-7909
(Claims FAX) 336-538-0094

Thursday, August 20, 2015

To: Monica Stagg
From: Migdalia Sepulveda
Extension 3639
Msepulveda@gotapco.com

902998
Albritton Insurance Services, LLC
PO Box 1733
Wauchula, FL 33873

Applicant: The Smith Brown Community,
Foundation

Quote ID: LGURK

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

General Liability:

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

- 39071 - Picnics
Days 1
49950 - Additional Insured
Units 1

Premium
457.51

* Excludes Professional, Nuclear Energy, War, Punitive, Exemplary, Asbestos, Silica, Lead, Toxic Substances, Total Pollution, Radon Gas, Subsidence, Mold, Spores, Fungus, Known Injury or Damage, Exclusion - Losses, Claims and Litigation Preceding Inception of Policy, Property Damage Claims in Progress, Participants, Assault & Battery, Abuse or Molestation, Liquor, Communicable Disease, Cancer, Employment Related Practices, Leased Workers, Voluntary Labor, Electromagnetic Fields, Injury To Contractors / Independent Contractors / Subcontractors, Radioactive Contamination, New Entities, Hired & Non Owned Auto, Year 2000 Computer Related and Other Electronic Problems, Violations of Statutes That Govern E-Mails / Fax / Phone Calls. Classification & Contractual Liability Limitations and Minimum and Deposit Premium Endorsement Apply. Terrorism is excluded unless coverage is purchased per the requirements of the Terrorism Risk Insurance Program Reauthorization Act of 2015. This list is for informational purposes only and does not intend to represent the entire list of forms and/or endorsements that may be attached to any policy issued as a result of this quotation.

MEIL1225 Changes - Civil Union; MEGL0172 Products-Completed Ops included in General Agg; ME217 Specified/Designated Premises/Project Limitation; MEGL0024 Exclusion - Assault or Battery; ME126 Liquor Liability Exclusion Amended; MEGL1616 Exclusion- Entertainers, Participants and Equipment; MEGL1639 Exclusion - Aircraft and Hot Air Balloon Rides, Demonstrations and Shows; MEGL1397 Exclusion - Aircraft, Auto and Watercraft; MEGL1381 Mobile Equipment Exclusion; ME023 Animal Exclusion; MEGL1649 Exclusion - Unscheduled Amusement Devices and Rides; MEGL1613 Fireworks, Pyrotechnicians and Flashboxes Exclusion; MEGL0103 Limitation - Contractor or Subcontractor Management.

MEIL1225 Changes - Civil Union; MEGL1636 - Exclusion Employer's Liability And Bodily Injury to Contractors or Subcontractors in Designated States. CG0068 - Recording and Distribution of Material Or Information in Violation of Law Excl.

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

DEPARTMENT OF THE TREASURY

Date: **AUG 28 2014**

THE SMITH BROWN COMMUNITY
FOUNDATION, INC.
C/O ASHLEY COONE
126 W OAK ST
ARCADIA, FL 34266

Employer Identification Number:
59-3547914
DLN:
17053175391004
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 15, 2010
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

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

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

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

THE SMITH BROWN COMMUNITY

ADDENDUM

Based on the information submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as shown in the heading of this letter, is retroactive to the date of revocation.

If you have been in existence for at least three years and you have not filed a Form 990 return or notice for three consecutive years, you may soon receive a letter (Notice CP120A) that we automatically revoked your exempt status, as required by law, for failure to file a return or notice for three consecutive years. This letter will serve to reinstate your exempt status, so you will not need to re-apply. However, you may need to file the appropriate delinquent Forms 990 for all years you have operated as a tax-exempt organization.

AGENDA No. 5

AMENDMENT 2 TO SPECIFIC AUTHORIZATION NO. 15

Community Development Block Grant Engineering Assistance Bidding and Construction Services

THIS DOCUMENT, executed this _____ day of _____, 2015, is the second amendment to Specific Authorization No. 15 which was initially approved by the City Council on August 21, 2012. This amendment to SA 15 is issued under the Agreement for Professional Services dated September 7, 2010 (hereinafter called the "AGREEMENT"), between the City of Arcadia, a Florida municipal corporation (hereinafter called "OWNER") and Hazen and Sawyer, P.C. (hereinafter called "ENGINEER").

WHEREAS, the AGREEMENT provides that the OWNER may authorize the ENGINEER, by Specific Authorization, to perform professional services;

WHEREAS, the OWNER authorized the ENGINEER to provide engineering and construction services associated to with a Community Development Block Grant (CDBG) for the replacement of the water and sewer lines in the Bridle Path neighborhood. Whereas, amendment 1 included construction site visits for a three month time period and construction lasted for a nine month time period which required additional inspection by the ENGINEER to insure the successful completion of this project. Whereas the ENGINEER performed these services and charged additional time to Specific Authorization 19 (CDGB Engineering Services for Maple Street and Cypress Street), after discussion with OWNER since cost were reimbursable from CDBG and documented within the associated status reports. However, it has now been determined that an amendment to the Specific Authorization 15 is preferred. This authorization is to authorize payment of \$6,348.24 for providing additional construction services associated with the Bridle Path Subdivision in accordance with the provisions provided in Specific Authorization 15 and its amendments.

TIME SCHEDULE

Work has been completed

COMPENSATION

The ENGINEER shall be paid in accordance with the Direct Labor Costs Times a Factor as set forth in Article 5.1.1 of the AGREEMENT. An additional budget of \$6,348.24 is requested for services under this amendment resulting in a revised total of \$86,348.24 for this Specific Authorization which will not be exceeded without the OWNER's written approval.

FEDERAL PROVISIONS

This project is being funded by the Department of Economic Opportunity, therefore federal provision associated with Equal Employment Opportunity shall apply which were as part of the original contract.

OTHER PROVISIONS

All applicable portions of Sections 3 through 6 of the AGREEMENT not specifically modified herein shall remain in full force and effect and are incorporated by reference herein.

IN WITNESS WHEREOF the parties hereto have made and executed this Specific Authorization as of the day and year entered by the last party executing this Specific Authorization written below.

WITNESS:

ENGINEER
Hazen and Sawyer

By: _____

By: _____
Damann Anderson, PE
Vice President

**APPROVED AS TO FORM AND
CORRECTNESS:**

OWNER
CITY OF ARCADIA
(Approved by City Council at
_____ meeting)

ATTEST:

By: _____

City Administrator

By: _____

Mayor

HAZEN AND SAWYER
Environmental Engineers & Scientists

Hazen and Sawyer, P.C.
2201 Cantu Court, #109
Sarasota, FL 34232
941 378-2862
Fax: 941 378-0196

City of Arcadia
Attn: Ms. Carol Jones
P.O. Box 351
Arcadia, FL 34265

April 17, 2015
Project No: 41070-019
Invoice No: 0000001

Project 41070-019 City of Arcadia - CDBG Assistance
City of Arcadia - CDBG Assistance
Authorization No. 19

Professional Services from March 1, 2015 to March 31, 2015

BILLING SUMMARY

	Current	3,007.06	
	Total Billable	<u>3,007.06</u>	
	Billed Previously	0.00	
	Total to Date	3,007.06	
	Contract Amount	50,000.00	
Remaining			\$46,992.94

HAZEN AND SAWYER

Project 41070-019 City of Arcadia - CDBG Assistance Invoice 0000001

Task 101 Project Administration
Professional Personnel

	Hours	Rate	Amount	
ASSOCIATE				
Karteskiint, Julie	18.00	53.89	970.02	
Totals	18.00		970.02	
Total Labor		3.1 times	970.02	3,007.06
		Total this Task		\$3,007.06

Task 102 Engineering Design
Total this Task 0.00

Task 103 Permitting
Total this Task 0.00

Task 104 Survey
Total this Task 0.00

Billing Limits	Current	Prior	To-Date	
Total Billings	3,007.06	0.00	3,007.06	
Limit			50,000.00	
Remaining			46,992.94	
		Total this Invoice		\$3,007.06

Billings to Date	Current	Prior	Total
Labor	3,007.06	0.00	3,007.06
Totals	3,007.06	0.00	3,007.06

March 2015
Status Report
City of Arcadia

Specific Authorization 11: 41070-011 WTP Construction Services

- Performed site visits on March 4, 17 and 26, 2015
- Coordinated with Cardinal Contractors, hydrogeologist and well driller with rehabilitation and testing for Well No. 4.
- Reviewed geophysical survey information including video, capliper, gamma, conductivity and temperature logs for Well No. 4 prior to lining.
- Evaluated well logging information with hydrogeologist, recommended to line well to 120 feet bls.
- Observed liner installation, grouting and testing of well.
- Evaluated stormwater discharge options for pumping test at Well No. 4.
- Worked with City on contractor and SRF construction close out requirements.
- Worked with City, Contractor and FDEP on developing list, quotes and approvals for remaining allowance items associated with Change Orders 2, 3 and 4 needed to complete project.
- Continued to work with Contractor on resolving warranty issues.
- Prepared disbursement request for FDEP funding.
- Invoice amount: \$ 6,117.16
- Project cost to date: \$1,431,172.58
- Amendment 6 to Specific Authorization 11 Approval: \$1,440,580.00

Specific Authorization 15 and 19: 41070-015 and 41070-019 CDBG Engineering Assistance

- Performed site visits on March 4, 17 and 26, 2015
- Reviewed city inspection logs
- Met with contractor to discuss project completion.
- Continued to coordinate with city inspector associated with project.
- Worked with City on evaluating paving cost associated with restoration of project.
- Reviewed paving requirements and evaluated site to determine best option for restoration.
- Reviewed past invoices with City to determine remaining engineering allowance for construction associated with Bridle Path.
- Discussed combining authorization 15 and 19 with City to complete construction for Bridle Path Subdivision.
- SA 15 invoice amount: \$1,604.42
- SA 15 Project cost to date: \$80,000
- Approved Authorization Amount: \$80,000
- SA19 invoice amount: \$3,007.06
- SA19 Project cost to date: \$3,007.06
- Approved Authorization amount: \$50,000
- Total March Invoice Amount for Bridle Path Construction Assistance: \$4,611.48

Specific Authorization 17: 41070-017 US 17 FDOT Utility Engineering Relocation

- No work was performed during this period as Contractor has not commenced City utility work.

Specific Authorization 18: 41070-018 General Engineering Services

- Provided ongoing project coordination
- Completed and submitted Public Water Supply Annual Report for WTP to SWFWMD.
- Prepared Annual Reclaimed Water Report and submitted to SWFWMD.
- Updated power and chemical cost associated with WTP.
- Reviewed DMR for WWTP.
- Reviewed leachate agreement and laboratory data provided by WCA for leachate.
- Discussed results with City and WCA.
- Reviewed influent pump station proposal for WWTP and discussed options with pump supplier.
- SA 18 invoice amount: \$4,677.65
- SA 18 Project Cost to Date \$15,188.15
- Approved Specific Authorization 18 amount: \$75,000

HAZEN AND SAWYER
Environmental Engineers & Scientists

Hazen and Sawyer, P.C.
2201 Cantu Court, #109
Sarasota, FL 34232
941 378-2862
Fax: 941 378-0196

City of Arcadia
Attn: Ms. Carol Jones
P.O. Box 351
Arcadia, FL 34265

May 26, 2015
Project No: 41070-019
Invoice No: 0000002

Project 41070-019 City of Arcadia - CDBG Assistance
City of Arcadia - CDBG Assistance
Authorization No. 19
Professional Services from April 1, 2015 to April 30, 2015
BILLING SUMMARY

	Current	3,341.18	
	Total Billable	3,341.18	
	Billed Previously	3,007.08	
	Total to Date	6,348.24	
	Contract Amount	50,000.00	
Remaining			\$43,651.76

HAZEN AND SAWYER

Project	41070-019	City of Arcadia - CDBG Assistance	Invoice	0000002
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Task	101	Project Administration
-------------	-----	------------------------

Professional Personnel

	Hours	Rate	Amount	
ASSOCIATE				
Karleskint, Julie	20.00	53.89	1,077.80	
Totals	20.00		1,077.80	
Total Labor		3.1 times	1,077.80	3,341.18
		Total this Task		\$3,341.18

Task	102	Engineering Design	Total this Task	0.00
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Task	103	Permitting	Total this Task	0.00
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Task	104	Survey	Total this Task	0.00
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Billing Limits	Current	Prior	To-Date	
Total Billings	3,341.18	3,007.06	6,348.24	
Limit			50,000.00	
Remaining			43,651.76	
		Total this Invoice		\$3,341.18

Billings to Date	Current	Prior	Total
Labor	3,341.18	3,007.06	6,348.24
Totals	3,341.18	3,007.06	6,348.24

HAZEN AND SAWYER

Project 41070-019 City of Arcadia - CDBG Assistance Invoice 0000002

Billing Backup

Tuesday, May 26, 2015

Hazen and Sawyer, P.C.

Invoice 0000002 Dated 5/26/2015

4:10:18 PM

Project 41070-019 City of Arcadia - CDBG Assistance
 City of Arcadia - CDBG Assistance

Task 101 Project Administration

Professional Personnel

			Hours	Rate	Amount	
ASSOCIATE						
01381	Karleskint, Julie	4/1/2015	2.00	53.89	107.78	
01381	Karleskint, Julie	4/8/2015	4.00	53.89	215.56	
01381	Karleskint, Julie	4/9/2015	2.00	53.89	107.78	
01381	Karleskint, Julie	4/10/2015	2.00	53.89	107.78	
01381	Karleskint, Julie	4/15/2015	2.00	53.89	107.78	
01381	Karleskint, Julie	4/23/2015	2.00	53.89	107.78	
01381	Karleskint, Julie	4/24/2015	4.00	53.89	215.56	
01381	Karleskint, Julie	4/28/2015	2.00	53.89	107.78	
	Totals		20.00		1,077.80	
	Total Labor			3.1 times	1,077.80	3,341.18

Total this Task \$3,341.18

Total this Project \$3,341.18

Total this Report \$3,341.18

April 2015
Status Report
City of Arcadia

Specific Authorization 11: 41070-011 WTP Construction Services

- Performed site visits on April 8, 15 and 28, 2015
- Coordinated with Cardinal Contractors, hydrogeologist and well driller with rehabilitation and testing for Well No. 4.
- Met with hydrogeologist and received copies of all well logs and rehabilitation memos for work completed.
- Worked with City on contractor and SRF construction close out requirements.
- Worked with City, Contractor and FDEP on developing list, quotes and approvals for remaining allowance items associated with Change Orders 2, 3 and 4 needed to complete project.
- Inspected and verified all rehabilitated wells for completeness.
- Evaluated water quality testing results of ion exchange system with operations staff and adjusted cation unit run times based on results.
- Developed ammonia feed calculator for plant staff.
- Updated project incident log for all controls issues associated with WTP for project completion. Items remaining on incident log to be considered warranty items.
- Requested updated warranties for all Change Order work.
- Results also indicated that anion units will require caustic cleanse and discussed with operations staff.
- Met with Tonka on developing SOPs for caustic cleaning and performing final evaluation of resin prior to warranty expiration.
- Coordinated with Contractor and ChemScan to perform final
- Met with Contractor to discuss final completion of project.
- Performed final plant inspection with AJ Berndt on April 29, 2015 and reviewed remaining warranty issues with D. Schmidt via conference call.
- Prepared disbursement request for FDEP funding.
- Invoice amount: \$ 9,407.42
- Project cost to date: \$1,440,580.00
- Amendment 6 to Specific Authorization 11 Approval: \$1,440,580.00

Specific Authorization 17: 41070-017 US 17 FDOT Utility Engineering Relocation

- No work was performed during this period as Contractor has not commenced City utility work.

Specific Authorization 18: 41070-018 General Engineering Services

- Provided ongoing project coordination
- Discussed Public Water Supply Annual Report for WTP with SWFWMD and revised accordingly.
- Submitted updated Public Water Supply Annual Report based on discussion with SWFWMD and coordinated with City and SWFWMD for performing a water audit.
- Met with City and evaluated potable water distribution to determine potential for looping project and submittal for cooperative funding.
- Reviewed DMR for WWTP.
- Reviewed updated leachate results provided by WCA and discussed with City, confirmed that based on updated results leachate was acceptable for disposal at WWTP.
- Assisted City with bid for McSwain Park.
- SA 18 invoice amount: \$6,849.46
- SA 18 Project Cost to Date \$22,037.57
- Approved Specific Authorization 18 amount: \$75,000

Specific Authorization 19: 41070-019 CDBG Engineering Assistance

- Performed site visits to Bridle Path Subdivision on April 8 and 15, 2015
- Performed substantial completion walk through on April 24, 2015 with Contractor, sub-contractor and City.
- Received and reviewed compaction results for roadway cuts associated with sanitary sewer.
- Reviewed preliminary record drawings provided by Contractor
- Coordinated with city inspector associated with project on work performed.
- Assisted City with selection of paving contractor.
- Reviewed and approved disbursement request to Contractor.
- Continued to work with CDBG Contractor on project close-out requirements.
- SA19 invoice amount: \$3,341.18
- SA19 Project cost to date: \$6,348.24
- Approved Authorization amount: \$50,000

AGENDA No. 6



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 1, 2015

DEPARTMENT: Finance
SUBJECT: Budget Amendment Resolution Amending 2014-15 Adopted Budget.

RECOMMENDED MOTION: Motion to adopt Budget Amendment Resolution No. 2015-06

SUMMARY: This Budget Amendment will increase the General Fund by \$78,405.30; Small County Surtax will decrease by \$60,134.00; McSwain will increase by \$44,726.00 and the Airport will increase by \$113,824.

FISCAL IMPACT: Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: _____ Date: _____
Finance Director (As to Budget Requirements) Beth Carsten Date: 08/21/15
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

**RESOLUTION NO. 2015-06
A RESOLUTION OF THE CITY OF ARCADIA
AMENDING THE BUDGET FOR FISCAL YEAR 2014-15.**

WHEREAS, the City Council of the City of Arcadia, FL has adopted Resolution No. 2014-10 which adopted the final budget for the fiscal year beginning October 1, 2014 and ending September 30, 2015, in accordance with the requirements of Florida Statutes Chapter 200; and

WHEREAS, the City Council of the City of Arcadia, FL wishes to amend the fiscal year 2014-15 budget; and

NOW, THEREFORE, BE IT RESOLVED, that the Fiscal Year 2014-15 budget be amended as follows:

GENERAL FUND:

<u>ACCT #</u>	<u>NAME</u>	<u>BUDGET 14/15</u>	<u>INCREASE</u>	<u>DECREASE</u>	<u>AMND 14/15</u>
REVENUES:					
01331-33120	APD BODY CAMERA 2015 JAGC-1-R1-003	0	1,696.00		1,696.00
01331-33130	APD ANTI-DRUG 2015-JAGC-2-R3-097	0	10,306.00		10,306.00
01334-33411	DEPT OF ECON. OPP PLANNING GRANT	25,000.00		25,000.00	(25,000.00)
01349-34930	APD IMPOUND	0	10,000.00		10,000.00
01366-36619	APD- SHOP WITH A COP	0	12,195.45		12,195.45
01366-36628	APD-MISC. DONATIONS (VEHICLE)	0	50,800.00		50,800.00
01366-36628	APD-MISC. DONATIONS (HELMETS)	0	1,499.85		1,499.85
01366-36632	CONTRIBUTION – JIM SPACE	0	1,500.00		1,500.00
01000-	TRANSFER IN FROM FUND 107 (SURTAX) FOR APD VEHICLE		15,408.00		15,408.00
Recognize Additional Revenues:		25,000	103,405.30	25,000.00	78,405.30
EXPENDITURES:					
01150-30340	COMPREHENSIVE – CONTRACTUAL	30,000.00		25,000.00	5,000.00
01210-30520	APD-OPERATING SUPPLIES (HELMETS)	13,000.00	1,499.85		14,499.85
01210-60641	APD VEHICLES	0	50,800.00		50,800.00
01210-60641	APD VEHICLES	0	15,408.00		15,408.00
01212-30490	SHOP WITH A COP (OTHER CURRENT EXPENSES)	0	12,195.45		12,195.45
01212-30551	TRAINING SUPPLIES/EDUCATION	0	10,000.00		10,000.00
01285-30526	APD ANTI-DRUG – SOFTWARE GRANT JAGC- 2R3-097	0	10,306.00		10,306.00
01285-30640	APD BODY CAMERA - JAGC-1-R1-003	0	1,696.00		1,696.00
01723-30463	REPAIR EQUIPMENT	3,000.00	1,500.00		1,500.00
Recognize Additional Expenditures:		46,000.00	103,405.30	25,000.00	121,405.53
OTHER FUNDS:					
REVENUES:					
17541-30590	SURTAX (107) CONTINGENCY	100,000.00		60,134.00	39,866.00
16334-33151	MCSWAIN	500,000.00	44,726.00		544,726.00
42331-33141	AIRPORT FEDERAL GRANT	140,000.00	97,024.00		237,024.00
42000-27100	AIRPORT FUND BALANCE TRANSFER	129,091.37		16,800.00	112,291.37
EXPENDITURES:					
16554-30340	MCSWAIN CONTRACTUAL	500,000.00	44,726.00		544,726.00
17541-60630	SURTAX (107) CONTINGENCY	100,000.00		60,134.00	39,866.00
42542-60630	AIRPORT CAPITAL IMPROVEMENTS	140,000.00	97,024.00		237,024.00
42542-30463	AIRPORT EQUIPMENT REPAIR	4000.00	16,800.00		20,800.00

SUMMARY OF FUNDS:

<u>FUND:</u>	<u>2014-15 BUDGET ADOPTED</u>	<u>2014-15 BUDGET AMENDED</u>
GENERAL FUND	\$ 4,638,357	\$ 4,716,762
SMALL COUNTY SURTAX (FUND 107)	472,806	412,672
MCSWAIN	500,000	544,726
AIRPORT	205,400	319,224
AIRPORT FUND BALANCE	129,091	112,291

NOTE: IF FUND NOT LISTED HERE, IT REMAINED THE SAME AS IN ORIGINAL BUDGET.

Section 2. Adoption of Amendments.

The budget amendments attached hereto and made a part of this Resolution are hereby adopted and incorporated into the budget of the City of Arcadia, FL for the fiscal year beginning October 1, 2014 and ending September 30, 2015 in accordance with Florida Statutes.

Section 3. Effective Date.

This Resolution shall become effective immediately upon its passage.

PASSED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA,

in regular session this ____ day of _____, 2015.

ATTEST:

CITY OF ARCADIA, FLORIDA

Penny Delaney, City Clerk

Judy Wertz-Strickland, Mayor

APPROVED AS TO FORM:

Thomas J. Wohl, City Attorney

AGENDA No. 7



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date:

September 1, 2015

DEPARTMENT: Administration
SUBJECT: Approve Refurbishment of City's Antique Fire Engine

RECOMMENDED MOTION: Motion to approve \$24,000

SUMMARY: The city has an antique 1924 American LaFrance fire engine that is in need of repair and refurbishment. This apparatus underwent a restoration a number of years ago and is actually in reasonably good shape for a vehicle that is 91 years old. The engine has two cracked heads and is to be replaced with a new engine and transmission which is the greater part of the cost. It will require some electrical work and receive some cosmetic work on upholstery, body work and carpentry. The vehicle will be drivable and once again available for parades and other events.

FISCAL IMPACT: This project can be absorbed from within the current fiscal year budget through funds within the Fire Control budget and a minor transfer from contingency.

Capital Budget

Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head:
Finance Director (As to Budget Requirements)

Date:
Date:

City Attorney (As to Form and Legality)

Date:

City Administrator: Terry Stewart 

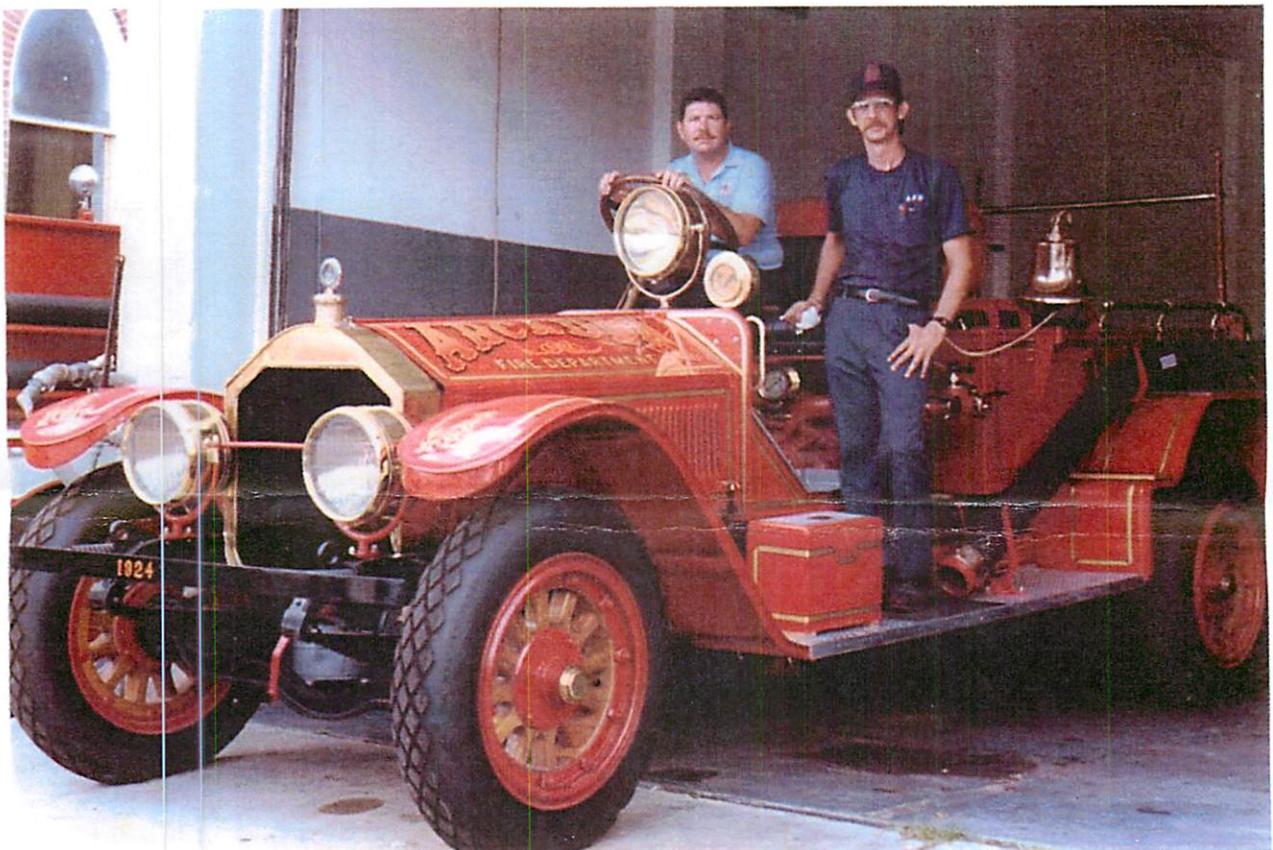
Date: 8/21/15

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

ARCADIA VOLUNTEER FIRE DEPARTMENT

ENGINE TWO

1924 AMERICAN LAFRANCE





PRIDE Enterprises
Heavy Vehicle Renovation

3950 Tiger Bay Road/ Daytona Beach FL 32124
P.O. Box 10620/ Daytona Beach FL 32120
Main: 888-774-6144 / Fax: 813-890-2115
JBennett@Pride-Enterprises.org

#SO _____

Date: 7/1/2015

Prop#: 9937

Speed Dial:

To: ARCADIA FIRE DEPARTMENT

Contact:

Phone:

Cell:

Fax:

E-mail:

Vehicle Make:

Vehicle Tag No.:

Vehicle Model:

Vehicle VIN No.:

Vehicle Year:

Vehicle Mileage:

CUSTOMER PROPOSAL

\$22,900

MECHANICAL AND CARPENTRY WORK

Administration

Work to be done:

- ✓ Complete inspection of the vehicle upon arrival. Notify customer of any irregularities and/or concerns.
- ✓ Quality inspection upon completion.

Carpentry

Work to be done:

- ✓ Replace wood on steering wheel.
- ✓ Secure and seal wood in bed and on benches. Replace wood where necessary.
- ✓ Replace wood at passenger side steps.
- ✓ Repair ladder and refinish as necessary.

Total: \$2,080.00

Mechanical

Work to be done:

- ✓ Remove existing engine, radiator, transmission, and related hardware and prepare for the installation of new power train.
- ✓ Purchase and install a new GM 350 gasoline engine (w/computer control) and new 4185EHD automatic transmission. Work to including the fabrication of all necessary brackets, mounts, and fittings.
- ✓ Purchase and install a new drive shaft.
- ✓ Purchase and install a new radiator.
- ✓ Purchase and install standard gauges for new engine.
- ✓ Modify/replace fuel tank, as needed.

NOTE: Upon inspection of the vehicle a final determination will be made if the above referenced services can be performed as listed.

Total: \$18,000.00

Electrical

Work to be done:

- ✓ Replace wiring throughout vehicle.
- ✓ Update electrical system to 12 volts.

NOTE: 6 volt powered equipment not removed from the vehicle will be powered by a voltage reduction system.

Total: \$2,125.00

Body Shop

Work to be done:

- ✓ Fix rear underneath box (sagging on one side).
- ✓ Detail entire vehicle.

Total: \$100.00

Carpentry

Work to be done:

- ✓ Sand and seal wheels.

Total: \$175.00

Upholstery

Work to be done:

- ✓ Reupholster seat in a manner similar to existing design using black vinyl.

Total: \$420.00

TOTAL ESTIMATED TIME FOR COMPLETION OF ALL SERVICES IS 6-12 MONTHS

Prop#: 9937

Total cost based on options selected: \$-----*

* Plus applicable sales tax

ATTENTION

No windshield, back glass, quarter glass, or reveal molding can be removed without the possibility of breakage. Liability for such damage shall remain with the customer with the additional cost becoming an amendable item.

Any equipment/appliances/hardware removed during conversion work will be discarded unless otherwise agreed to in writing.

READ BEFORE SIGNING

Please read the proposal before signing. If repairs or services are not listed in the proposal they will not be done, unless agreed to in writing by both parties with a contract addendum.

This proposal is valid for sixty (60) days from the date listed above. If work does not commence within sixty (60) days from the proposal date, all prices are subject to change.

PRIDE will inspect all vehicles upon arrival and notify the customer of any additional work required.

All communications equipment, personal property, and paper documents must be removed from the vehicle (or vehicles) prior to their delivery to PRIDE.

Vehicle completion time is dependent upon production scheduling, the availability of parts, institutional matters beyond PRIDE control, and complications arising from the conversion process such as, but not limited to, those involving the electrical and mechanical system. Emergency vehicles take precedence over other current contracted on-site jobs. Our prices are based on reusable or rebuilt cores. Terms are net thirty (30) from completion of each contract entered into FOB PRIDE Tomoka. Any proposals produced from PRIDE on-site inspections are based from previously undetected or unreported hidden damage prior to vehicle delivery. Any and all amendments must be agreed upon and signed by both parties for work commencement to be authorized.

WARRANTY: Paint twelve (12) months. Parts per existing manufacturer's warranty, plus a one (1) year craftsmanship/service warranty on work ordered per said contract.

By signing this proposal, any previously issued proposals utilizing the same proposal number, including revisions, are null and void in their entirety.

Signatures of the following lines authorizes PRIDE Enterprises to perform all scope of work specified on the previous pages of this contract.

Signature of Authorized Agent: _____ DATE: _____

Signature of Tomoka HVR Manager: *Randy Kuykendall* DATE: 7/1/2015

PLEASE BE ADVISED

All work performed on this vehicle will be done within a secured area that does not permit any type of communications equipment or firearms / weapons on the premises. By signing below, you are certifying that all communications equipment, firearms / weapons, and personal property has been or will be removed prior to delivery of the vehicle to PRIDE. PRIDE will not be responsible for any property left in the vehicle.

SIGNATURE OF THE AUTHORIZED AGENT: _____

DEPARTMENT REPORTS

AGENDA No. 8

City Marshal
Matthew A. Anderson



State of Florida
City of Arcadia

**ARCADIA POLICE DEPARTMENT
COUNCIL REPORT**

TOTALS FOR THIS REPORT PERIOD:

AUG 2015
07/27/2015-08/19/2015

ARREST ACTIVITIES

FELONY ARREST	5	MISDEMEANOR ARREST	13
JUVENILE ARREST	3	TRAFFIC ARREST	6
WARRANT ARREST	3		

TRAFFIC ACTIVITIES

ACCIDENT REPORTS	9	TRAFFIC CITATIONS	46
		WARNING CITATIONS	28

PATROL

COMPLAINTS	599
CITY ORDINANCE VIOLATIONS	1

CRIMINAL INVESTIGATIONS

CASES TOTAL	7
CASES UNDER INVESTIGATION	4
CASES CLOSED	3

A handwritten signature in blue ink, appearing to read "Matthew A. Anderson", written over a horizontal line.

CITY MARSHAL
8/20/2015

AGENDA No. 9

AGENDA No. 10