

CITY OF ARCHER COMMISSION MEETING MINUTES

Monday, February 28, 2011 Time: 7:00 PM

MINUTES, WHICH ARE PUBLIC RECORD, ARE NOTES TAKEN TO PROVIDE A SUMMARY MEMORANDUM OF MEETINGS OR HEARINGS AND CONTAIN ALL OFFICIAL ACTIONS TAKEN. MINUTES ARE NOT INTENDED TO BE A WORD FOR WORD OR VERBATIM TRANSCRIPTION OF THE MEETING.

CALL TO ORDER: Mayor Frank Ogborn
PRAYER: Commissioner Gabe Green
PLEDGE OF ALLEGIANCE: Mayor Frank Ogborn
QUORUM CHECK:
Mayor: Frank Ogborn
Commissioners: Roberta Lopez
Blanch Parker
Gabe Green
Staff:
City Manager John Glanzer
City Attorney Allan H. Kaye
Minutes Recorder Mary T. Flickinger
Absent:
Vice Mayor: Marjorie Zander

I. APPROVE CONSENT AGENDA

- A. Minutes from the February 14, 2011 City Commission Meeting
- B. Minutes from the February 16, 2011 City E.A.R. Workshop
- C. Approve Bill Payments as Presented

MOTION made by Commissioner Lopez to approve the minutes listed above and the consent agenda as presented.

SECOND made by Commissioner Green.

MOTION CARRIED: 4-0, with corrections to the documents as requested.

II. CITIZEN COMMENTS

County Commissioner Lee Pinkoson stated that he likes to take the time and visit the municipalities periodically and noted that the County enjoys a good relationship assisting the municipalities much as they can. Commissioner Pinkoson stated that he was glad that the County was able to assist Archer with the Whistling Pines project.

Commissioner Lopez stated that Archer is in the process of getting a sewer system and asked what assistance the County could provide to push this along with the legislators and to let them know that funds are needed.

Commissioner Pinkoson stated that the USDA has been influential in assisting High Springs and Newberry obtain their sewer systems and noted that it is in the County's legislative agenda to assist the municipalities with these types of grants.

Mayor Ogborn asked if it would help if a meeting was arranged with Congressman Cliff Stearns.

Commissioner Pinkoson stated that this would be helpful and noted that a lack of a sewer system hurts efforts for expansion.

Commissioner Parker stated that the City is in the process of setting up an Energy Efficiency Committee and would appreciate any information that the County could provide.

Commissioner Pinkoson recommended contacting Sean McLendon, at the County, who has worked on energy efficiency projects.

Commissioner Lopez asked if it was possible for the County Commissioners to do a walk-through in the City of Archer.

Commissioner Pinkoson stated that this might be difficult to arrange and recommended scheduling a meeting.

III. OLD BUSINESS

A. Evaluation and Appraisal Report (E.A.R) Amendment Planning Recommendation

City Manager Glanzer recommended delaying any consideration of funding the E.A.R based amendments until the City can better understand the implications of the proposed rule changes that are taking place in Tallahassee. The proposed changes to Chapter 163 could impact the nature of any proposed amendments. This does not negate the City's responsibility to update the Comprehensive Plan, but it would be unwise to commit to amendments that may or may not be needed or which may need to be amended depending on the outcome of the legislation. City Manager Glanzer stated that the City has eighteen months to complete any E.A.R based amendments, and recommended waiting four months to see how the legislation turns out. During that time, the City should explore other venues for Comp Plan services.

Commissioner Lopez recommended that when we have a time frame to work with, the City should investigate before committing to anything and expressed her support for City Manager Glanzer's recommendation.

The consensus of the Commission was to accept City Manager Glanzer's recommendations.

IV. NEW BUSINESS

A. Holly Hills CDBG Bid Results

City Manager Glanzer stated that on January 23, 2011, the City advertised for the renovation of the Holly Hills retention basins to enlarge and deepen the retention ponds and to replace broken infrastructure, improving the ability to manage stormwater. The project was funded in cooperation with Alachua County utilizing a portion of a Hazard Mitigation CDBG Grant that the County received from the State of Florida. Bids were received and read on February 11, 2011. Five bidders responded and bids ranged from \$11,424.00 to \$26,410.50. Upon review of the bids by City staff and engineers, the recommendation to the Commission is to accept the bid from R.F. Arnold for \$11,424.00. City Manager Glanzer recommended awarding the bid this evening and continuing discussions later about other projects.

Commissioner Lopez stated that she would like more information to better understand the scope of work.

Doug Dycus, PE, Senior Project Manager Causseaux, Hewett, & Walpole, Inc., stated that the contractor will be restoring the ponds to the original shape and size and replacing an outlet structure that was crushed.

Commissioner Lopez asked if the bid plan states where the materials will be disposed of when removed from the basins.

Doug Drycrus stated that it is up to the contractor where the materials are taken for disposal.

Commissioner Lopez stated concerns about the importance of materials being removed to a dump site away from the community. Sometime back, Commission Lopez had EPA test the soil and they found contaminants and that is the main reason that I do not want the materials in our community.

MOTION made by Commissioner Lopez to award the contract to O'Steen Brothers because they have a dump site available to dispose of contaminated materials.

SECOND made by Commissioner Parker.

Commissioner Lopez stated that the O'Steen Brothers bid is for \$19,940.00, and City Manager Glanzer's recommendation was to go with Arnold Construction at a lower rate, but we must take under consideration that the City has \$54,000.00.

Commissioner Parker stated she understood the City would have more cooperation with Mr. O'Steen to take the materials away and felt it would be worthwhile to award the contract to O'Steen Brothers.

Mayor Ogborn stated that he would like to take City Manager Glanzer's recommendation of the lower bid of R.E. Arnold, noting that the money left over could go for other projects. Mayor Ogborn noted that he does not believe the materials would be stored at the site.

Commissioner Lopez stated that the site is in her community and there are already stored materials in the community.

City Manager Glanzer stated that Mr. Arnold has a legal right to store materials on his property and the City has come to an agreement with Mr. Arnold to reduce the size of the piles to reduce dust.

Commissioner Lopez stated that the other item that is needed in Holly Hills is work on the retention pond on 174th and 129th, where the land slopes and water runs into Holly Hills. City Manager Glanzer stated that this would be an expensive project to undertake.

City Manager Glanzer read into the minutes the bid specs for the project, including the rights of the Commission regarding the vote.

Mayor Ogborn asked Mr. Arnold how he plans to dispose of the materials.

Mr. Arnold stated that if the Department of Environmental Protection (DEP) finds that the materials are contaminated, it cannot go to the O'Steen Brothers pit because they are not equipped to handle hazardous waste. If the material is dirt and leaves, it will go to Watson, Whitehurst, or a concrete recycling company. Mr. Arnold suggested testing the material for content. Mr. Arnold stated that he thought he was doing the City a favor by coming in low on the bid and has always tried to assist the City with the use of his equipment rent free. Mr. Arnold stated that this is personal between Commissioner Lopez and him, and stated that Commissioner Lopez has turned him in three times to the DEP.

Commissioner Green thanked Mr. Arnold for his assistance to the City.

Mayor Ogborn called for a vote on the motion.

MOTION TIED: Commissioner Lopez and Commissioner Parker voted for the motion. Mayor Ogborn and Commissioner Green voted against the motion.

MOTION made by Commissioner Green to accept City Manager Glanzer's recommendation of R.E. Arnold Construction.

MOTION FAILED FOR LACK OF SECOND

City Manager Glanzer proposed continuing this discussion at the next Commission Meeting when a full quorum will be present.

B. Proclamation - Nick Collins Day – March 5th.

Mayor Ogborn read the Nick Collins Day Proclamation for youth sports programs that foster qualities such as responsibility and teamwork which leads to the character traits necessary for success on and off the field. Nick Collins, All Pro Safety for the 2011 NFL Champion Green Bay Packers, and former Dixie County High School standout, is an example of how these programs contribute through his charitable endeavors. Mayor Ogborn proclaimed March 5, 2011 as Nick Collins Day.

C. Junior City Commission Alachua County Legislative Day Funding

City Manager Glanzer stated that on Wednesday, March 16, 2011 the Alachua County Education Association is sponsoring the Alachua County Legislative Day in Tallahassee. The original cost for the five Junior Commissioners, their school sponsor and a City Commissioner to attend would be \$315.00, but there has been a recent amendment to the fees requested. The five Junior Commissioners will each pay \$10.00 and Mr. Hume will pay his entire fee, making the request to the Commission for \$220.00.

MOTION made by Commissioner Lopez to provide \$220.00 to send the Junior Commission to the Legislative Day event.

SECOND made by Commissioner Green.

MOTION CARRIED 4-0.

D. Mother's Day Festival at Maddox Park

City Manager Glanzer recapped that for many years the Archer Cultural Progressive Organization (ACPO) has put on a Mother's Day Event in Archer. Last year the event was cancelled by ACPO because of their inability to finance security. The ACPO's non-profit status has not been renewed by the State of Florida and has ceased to exist. Carrie Moses, former Secretary/Treasurer of the ACPO, is hoping to revive the event this year and has requested that the City sponsor one deputy for two days at a cost to the City of \$900. The Sheriff's Department has stated that they will donate one deputy if the City pays for one deputy. City Manager Glanzer stated that after speaking with Gisele Honeycutt, Alachua County Sheriff's Office, the City was told that Carrie Moses only expected 150-200 attendees, but the event held in 2009 was attended by several thousand people and caused serious issues that resulted in the request by the City for more security and planning. In addition to the cost for security support, Carrie Moses is requesting the use of the Recreation Center on March 11, 18, 25, 2011 for fundraising dances.

City Manager Glanzer stated that he is preparing a document to present to the ACPO on March 1, 2011, spelling out what would be required before it could be brought to the Commission for consideration. It was asked if game wardens could be utilized instead of deputies, but they do not have the ability to transport if an arrest is made. Based on the participation, the number of deputies that the Sheriff's Office has requested is four, for a cost of \$3,600.00. Carrie Moses has indicated that because of the cost for the deputies, their group is abandoning providing parking and will attempt to handle parking locally. City Manager Glanzer stated that the City has three lots that could be utilized, but designated event staff would be needed to keep the parking organized.

City Manager Glanzer stated that in the past, a large number of people in the neighborhood surrounding the event set up vending situations in their yards, causing people to congregate along the street. There is a state statute making it illegal to sell food from a residence to the public and homeowners must be advised that this will not be allowed to take place. Carrie Moses stated that she is trying to restrict the participation in the event to 250 people per day, but if more people show up, it falls on the sheriff's deputies to clear.

the event down and this could create a potential issue. City Manager Glanzer stated that the specific question before the Commission tonight is the donation of \$900 for security costs.

Jessie Moses, Jr., stated that he was here to represent Carrie Moses and noted that the ACPO has been working with the City Manager to make sure that the festival does not affect the City of Archer. Jessie Moses, Jr., stated that the ACPO is in the process of raising funds for the event.

Commissioner Lopez stated that in the past a budget was requested from the ACPO and asked if one has been prepared. Jessie Moses, Jr., stated that the ACPO has been working with the City Manager to come up with a budget.

Commissioner Lopez proposed continuing to work with City Manager Glanzer and get the plan and the budget together and then ask the Commission for the funds.

City Manager Glanzer stated that the issue is that the Sheriff's Office will not supply security unless they are paid in advanced and in the application process, the City requires proof that the security has been paid for in order to get their application before the Commission.

Mayor Ogborn asked what fundraisers have been done since last year and what cultural events will be presented.

Jessie Moses, Jr., stated that fundraising included raffles, and yard sales, raising about one \$1000 to \$1,500. Cultural events will include artwork and craftwork.

City Manager Glanzer proposed working with the ACPO and get the budget and plans formulated and then bring the application forward for the consideration.

MOTION made by Commissioner Lopez to waive the fees for the use of the Recreation Center on March 11, 18, 25, 2011, for the use of the ACPO fundraisers.

SECOND made by Commissioner Green.

MOTION CARRIED 4-0.

Commissioner Green asked if the Sheriff ever deputizes people to provide assistance.

Deputy McCoy stated that Sheriff Darnell has only deputized officers from the Gainesville Police Department. Deputy McCoy stated that the Sheriff is asking for eight deputies on sight, but only asking for payment of four deputies because the other four deputies will be donated by the Sheriff's Department.

E. Energy Committee Appointments

City Manager Glanzer stated that the following applicants have applied to serve on the committee.

MOTION made by Commissioner Parker to accept Christopher Warren, Charlie Squires and Doug Jones to serve on the Energy Committee.

SECOND made by Commissioner Green.

MOTION CARRIED 4-0.

V. REPORTS, CORRESPONDENCE, COMMUNICATIONS, PLANNING

City Manager Glanzer's Report:

A. American Cancer Society Relay for Life Walk: The City of Archer's staff is going to sponsor a team in the Relay for Life event to be held in Newberry on May 6 and 7, 2011. In addition to City Staff members we would like to invite our Commissioners and any interested citizens in joining us in supporting the American Cancer Society. For further information, contact the staff at City Hall.

B. Wild Places Public Spaces Update: The City has received an additional check from the State of Florida in the amount of \$6,120.65. Prior to depositing the check, the City conferred with Alachua County to verify that it was ok to deposit the check. We were told that the State's Revenue Department tax receipts lag behind and that we may receive a few more checks. To date we have received a total of \$126,083.00 of which \$18,637.80 is currently unencumbered for the construction costs.

C. Community Center Update: The rough-in of the plumbing is almost complete. The \$5,500 installation cost of the handicapped chair lift is included in the bid expenses of the center, and we will not have to bear that as a separate cost. Two errors have been uncovered in the previous construction completed in Phase One: The first error is the rough-in openings for all of the interior doors and the

second error is the size of the conduit placed to carry the wiring for the sound system from the equipment area to the stage area. The issue of the door openings has been corrected through a change order and the issue of the conduit size will not be a problem if digital or wireless equipment is purchased. If Analog equipment is purchased it may be necessary to install an additional conduit.

D. Personnel Policy Manual Update: The Personnel Committee reviewed the Attorney's comments on the manual and requested clarification on one of the items. The City received the clarification requested and will be scheduling another meeting for discussion.

Attorney Report:

No items to report at this time.

Commissioner Reports:

Commissioner Parker:

- Reported that an Energy Efficiency Committee Meeting is scheduled for March 2, at 7:00 pm, at City Hall.
- Commissioner Parker stated that she had an occasion to call Mr. Arnold one time, and he was blaring all over town, "Why was the old woman calling him." He was also not very complete or nice about whatever he did at the old gym. Commissioner Parker went on to say that it is within reason that this Commission should not allow anyone of us to be attacked by someone who wants to work for us." Commissioner Parker commented that she does not like what has taken place tonight, and stated, "That to want to give Mr. Arnold the opportunity to work for us, when he has expressed so much anger, I do not think that he is qualified and not someone that the City of Archer should hire."

Commissioner Green:

- Stated that there was a Sewer Committee Meeting and the Committee discussed the advantages, disadvantages and the costs a gravity flow collection, low pressure system and vacuum system. Also discussed was potential treatment and spray field sites and design. Commissioner Green stated that if any citizen would like to see the Baskerville-Donovan booklet on this topic to see him after the meeting.

Commissioner Lopez:

- Commented on the 2/18/11 misprint of the water bill due date and asked if something could be posted at City Hall and the Post Office showing the correct date of 3/18/11. Commissioner Lopez asked that the office check everything before mailing.
- Asked the status of the insurance for the Family Life Church and noted that several children were playing on the field. City Manager Glanzer stated that they have not provided proof of insurance yet, but have provided the City with a letter stating that they intended to do this and also offered 96 hours of service to the City.
- Stated that the Post Office is discussing sending the sorting of the mail from Gainesville to Jacksonville, and it is a possibility that we might lose Janet from this area. Commissioner Lopez gave an address to send citizen comments.
- Commissioner Lopez referred the Commission to the Bo Diddley report. The funds raised from ads, donations, booklets, silent Auction, All Star Classic, Junior Commission Scholarship, and tickets sales totaled \$19,868.00. The scholarship criteria were setup up by an attorney and the scholarship money donated by Mr. J.W. McNeal who owns Tuffy's. The expenses were \$8,893.67, leaving a total of \$9,738.33 to be split between the Foundation and the City of Archer. The money could be used for youth sponsorship or for programs at the Archer Community Center. Commissioner Lopez thanked Anna Brown for her support.

Mayor Ogborn:

- Stated that Elementary School Teacher, Laurie Tornese, was proclaimed teacher of the year. Commissioner Lopez recommended sending a letter of recognition from the City.

VI. PLANNING

City Manager Glanzer announced the following meetings:

- A. Energy Efficiency Committee, March 2, 7 pm, at City Hall.
- B. Planning & Zoning Board Meeting, March 8 at 7 pm, Archer City Hall
- C. Commodities Distribution, March 11, from 1-2 pm, Wilson Robinson Park
- D. City Commission Meeting, March 14, at 7 pm, Archer City Hall
- E. Recreation Committee Meeting, March 15 at 7 pm, Archer City Hall
- F. Alachua Co. Legislative Day, March 16, meeting at 6:30 am, Stein Mart on Newberry Rd.
- G. Commission Budget Workshop, March 17 at 3 pm, Archer City Hall
- H. Florida League of Cities Legislative Day, March 21-22, Tallahassee
- I. Codes Enforcement Board Meeting, March 22 at 7 pm, Archer City Hall
- J. Baskerville Donovan Presentation, March 24 at 3 pm, Archer City Hall

Commissioner Parker stated that she had a meeting with City Manager Glanzer and she learned about the many things that City Manager Glanzer has done in the City and stated that she was most impressed.

VII. CITIZENS COMMENTS - None

VIII. MOTION TO ADJOURN

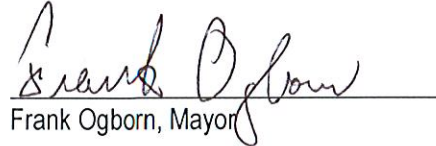
With no further business to discuss, Mayor Ogborn called for a motion to adjourn.

MOTION to adjourn made by Commissioner Parker.

SECOND made by Commissioner Green.



John Glanzer, City Manager



Frank Ogborn, Mayor

Addendum to the minutes of February 28, 2011:

Page 5, 4th paragraph incorrectly reads: "City Manager Glanzer stated that they have not provided proof of insurance yet, but have provided the City with a letter stating that they intended to do this and also offered 96 hours of service to the City."

Page 5, 4th paragraph should state, "City Manager Glanzer stated that they have not provided proof of insurance yet, but have provided the City with a letter stating that they intended to do this and also offered 16 hours of service to the City."