



Archer City Manager Report April 2024

Charles A. (Tony) Hammond
16870 SW 134th Avenue
Archer, Fl. 32618-0039

1. Overtime for the month of April is attached. The Public Works OT was community service workers and Joint Meeting.
2. The next food drive at Maddox Park will be 05/14/2024, 05/28/2024 and 06/11/2024 in conjunction with Cox Communication. They as always are extremely successful, as of now, the next Farm Share has not been scheduled.
3. We had 8 Code Violation issued in April:
 - **FCL 16476 SW 143rd Ave.** Trash and yard debris
 - **FCL 17259 SW 127th Place,** Unlicensed vehicle (was given until 05/29/24)
 - **CL 16677 SW 139th Avenue,** Overgrown yard
 - **CL 16825 SW 139th Avenue,** accumulation of trash and debris
 - **CL 16538 SW CR 346,** Overgrown yard
 - **CV 16377 SW CR 346,** Unsafe building, trash and debris, overgrown yard (property changed hands and new owner has contacted City Hall, given until 05/31/24 to show some progress.
 - **CL 16929 SW 103rd Avenue,** trash and debris, overgrown yard
 - **NL 16733 SW 132nd Lane,** dog chained up outside and barking.
4. Alachua County Public Works is presenting to the County Board of Commissioners the following projects as a result of the joint meeting in April:
 - Milling and paving of SW 143rd Avenue, this will be proposed as a joint surtax infrastructure project. If approved by the BOCC, it will be presented to the City Commission for approval.
 - Placing and grading millings on 147th Avenue
 - Placing and grading millings on 141st Lane
 - Placing and grading millings on 174th Street up to the private road beginning, they will also provide the city with the use of a bucket truck and operator to remove some of the trees along 174th Street.
5. Edmunds Update: See attached memo from Tangie and Cindy on their progress with Edmunds.
6. The initial letter from USDA on the Community Center dated 03/18/2024 and our response dated 04/10/2024 are attached. I spoke with Rebecca Manning this morning to confirm that she had everything she needed and was satisfied with the information provided, the two issues pending are having the door replaced (it is on order) and the floor tile in front of the door replaced, (she said match it as best we can)

7. Commissioner Hope asked for an Orkin Update, I called Orkin but have not received a written response to some of the questions he has asked on the reports, so I have asked for a meeting at the main office to discuss the reports. I will get the answers Commissioner Hope is asking as soon as I get this meeting set up.
8. Continuing to mow all zones, continuing to replace broken meter boxes and lid, county provided cold patch, we patched pot holes on 143St. Got the splash pad up and running again after someone stole the drain cover. Had several water leaks this month first one was on SW 133rdLn second one of on SW 158th Terr third was back on 133rdLn the other end of the street and two in archer village. Meet with the new SCADA people and got the new SCADA system up and running. No road work this month because the tractor was in the shop. Marked two grave sites, took down a tree on SW 134th Ave and another tree on SW 139th and did several food giveaways. Although some individuals think our Public Works Department does not do anything, they are always extremely busy. When you see our Public Works Department out and about, **Thank Them for What They Do.** They work hard to keep our city going.

Regards
Tony

OVERTIME REPORT APRIL 2024

Employee	Check Date	Overtime	Cost
Deanna Alltop	4/3/2024		
	4/17/2024	0	\$0.00
Total		0	\$0.00
Johnathan Berger	4/3/2024	14	\$473.62
	4/17/2024	3	\$101.49
Total		17	\$575.11
Steve Gray	4/3/2024	1	\$24.00
	4/17/2024	9.5	\$228.00
Total		10.5	\$252.00
Carlton Miller	4/3/2024	0	\$0.00
	4/17/2024	0	\$0.00
Total		0	\$0.00
Calvin Robinson	4/3/2024	1	\$42.20
	4/17/2024	0	\$0.00
Total		1	\$42.20
Justin Southard	4/3/2024	11.75	\$332.29
	4/17/2024	0	\$0.00
Total		11.75	\$332.29
Tangie Spikes-Green	4/3/2024		
	4/17/2024	0.75	\$26.94
Total		0.75	\$26.94
Cindy Thomas	4/3/2024		
	4/17/2024	0	\$0.00
Total		0	\$0.00
Scott White	4/3/2024		
	4/17/2024		
Total		0	\$0.00

I have spoken with Frank Champion twice since the last meeting. He has made progress with getting the business tax receipts loaded into the system and should be done this week. He showed me how to use the shopping cart feature in Edmunds and explained the meter reads variance report. He has stated that we need more training and I agree 100 % we are trying to schedule a day that Cindy Deanna and myself will be able to be available for the training. He assured me that there are short cuts that he can show us to eliminate some of the many steps to complete one task. He expressed that the training should go better now since we've been using the system again, I agree 100%

Edmunds has managed to load the budget into Edmunds on the financial side and are comparing the figures to ensure correctness.



March 18, 2024

Charles A. Hammond
City of Archer
P.O. Box 39
Archer, FL 32618

Subject: City of Archer – Archer Community Center
RD Instruction 1942-A - Servicing

Dear Mr. Hammond:

It was a pleasure meeting with you on Wednesday, March 6, 2024, at the Archer Community Center to conduct an inspection of the building.

During the inspection the following was noted that should be corrected:

1. An electrical outlet cover in the kitchen was missing. This is considered a safety issue and should be replaced.
2. Sink in kitchen was missing insulation around the pipe. Please make sure all pipes are insulated.
3. Side exit double-door was hard to open which could be a potential safety issue. Hardware should be functional and easy to open. The exterior of the door also needs to be repainted as it has faded from exposure to the elements.
4. The electrical outlet panel at the top of the stairs was missing, please replace this cover.
5. It was noted that the building has had termites in the past. Please provide this office with copies of the annual termite inspections along with the remedy for the termites for the past three years. Any evidence of live organisms should be addressed and damage repaired.

Please provide a response to the above within 30 days.

If you have any questions, please contact Rebecca Manning at 352-414-7817 or by email at rebecca.manning@usda.gov.

Sincerely,

STEPHANIE
HODGES

Digitally signed by STEPHANIE
HODGES
Date: 2024.03.18 06:53:26 -04'00'

Stephanie C. Hodges
Area Director

Rural Development • Ocala Area Office
2441 NE 3rd Street, Suite 204-1, Ocala, FL 34470
Voice (352)732-9796 • Fax (855)474-6990

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Archer City Manager

Charles A. (Tony) Hammond
16870 SW 134th Avenue
Archer, Fl. 32618-0039

April 10, 2024

Stephanie Hodges
2441 NE 3rd Street, Suite 204-1
Ocala, Fl. 34470

Subject: City of Archer- Archer Community Center
RD Instruction 1942-A-Servicing

In response to your letter dated March 18, 2024, on the 5 issues noted at the Community Center listed below, Exhibits A through H are provided.

Issues noted:

1. An electrical outlet cover in the kitchen was missing. This is considered a safety issue and should be replaced. (Exhibit A)
2. Sink in kitchen was missing insulation around the pipe. Please make sure all pipes are insulated. (Exhibit C and D)
3. Side exit double-door was hard to open which could be a potential safety issue. Hardware should be functional and easy to open. The exterior of the door also needs to be repainted as it has faded from exposure to the elements. (Exhibit E, F and G)
Please note that we are talking with a contractor currently to replace that door, as the screw holes for the hinges are wallowed out and cannot be repaired. The cost for Labor and materials is approximately \$3,500.
4. The electrical outlet panel at the top of the stairs was missing, please replace this cover (Exhibit B).
5. It was noted that the building has had termites in the past. Please provide this office with copies of the annual termite inspections along with the remedy for the termites for the past three years. Any evidence of live organisms should be addressed and damage repaired. (Exhibit H) This exhibit includes the inspection report done on 3/7/24, indicating no activity in his follow up email dated 3/11/24.

Sincerely,

C. A. Hammond, CCM/ICMA/MPA
City Manager of Archer
352-495-2880
thamond@cityofarcher.com

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