

AGENDA

CITY OF ARCHER
16870 SW 134TH AVENUE
P.O. BOX 39
ARCHER, FL 32618-0039

May 9th, 2016

7:00 P.M.

JOINT COUNTY/CITY
COMMISSION MEETING

ARCHER CITY HALL

CALL TO ORDER

PRAYER

PLEDGE OF ALLEGIANCE

I. Joint County/City Commission Meeting

- A. Project List for the Proposed Sales Tax - Gymnasium
- B. County's Assistance with Wastewater System - Highest Level of Environmental Protection Cost
- C. Economic Development for Archer
- D. Archer Fire Station Lease

II. Consent Agenda

- A. Approve Minutes from the May 2nd, 2016 Special Commission/Budget Meeting

III. Public Comment Period

As part of the Commission's public outreach we invite Archer residents and the members of the public to share their thoughts, suggestions and concerns at designated times during Commission meetings. Each person is allotted the maximum time of 3 minutes to ensure everyone has an opportunity to be heard and responded to we ask that you adhere to the following guidelines:

- Please state your full name (or first name if you prefer) and state whether or not you reside within the city limits.
- Please state your question, comment or concern in as few words as possible.
- Please try to make it clear what information you want or what problem you want solved so that the Commission can accurately respond to your request.
- Please be courteous of others and refrain from using language that would be considered insulting, offensive, or insensitive.

Thank you for your cooperation.

The Commission is here to serve you.

IV. Old Business

- A. Commissioner Marjorie Zander Recognition
- B. Commissioner Doug Jones Recognition

ADJOURN SINE DIE

V. New Business

- A. Swearing in of New Commissioners – Judge Stan Griffis
- B. New Commission Appointments

VI. Reports, Correspondence, Communication

- A. Out in Front Technology Solutions health reports

City Manager's Report

Attorney Report

Commissioner Reports

Financial Reports

VII. Planning Calendar

- A. Special Budget Meeting, May 16th, 2016 6:00 pm, City Hall
- B. Planning & Zoning Board Meeting, May 10th, 2016 at 7:00 pm, City Hall (cancelled-no agenda at this time)
- C. Code Enforcement Board Meeting, May 24th, 2016 at 7:00 pm, City Hall (cancelled-no agenda at this time)
- D. City Manager 100th Day Report and Tentative Budget Presentation Meeting, June 7th, 2016 6:00 pm, Archer Community Center
- E. Commission Meeting, June 13th, 2016 at 7:00 pm, City Hall
- F. City Hall Closed on May 30th, 2016 in Observation of Memorial Day

VIII. Public Comment Period

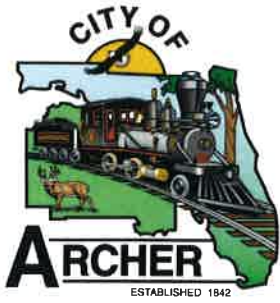
As part of the Commission's public outreach we invite Archer residents and the members of the public to share their thoughts, suggestions and concerns at designated times during Commission meetings. Each person is allotted the maximum time of 3 minutes to ensure everyone has an opportunity to be heard and responded to we ask that you adhere to the following guidelines:

- Please state your full name (or first name if you prefer) and state whether or not you reside within the city limits.
- Please state your question, comment or concern in as few words as possible.
- Please try to make it clear what information you want or what problem you want solved so that the Commission can accurately respond to your request.
- Please be courteous of others and refrain from using language that would be considered insulting, offensive, or insensitive.

Thank you for your cooperation.

The Commission is here to serve you.

IX. Adjournment



CITY OF ARCHER

Mayor: Corey Harris
Vice-Mayor: Susan Drawdy

Commissioners

Doug Jones
Fletcher Hope
Marjorie Zander

City Manager

Zeriah K. Folston, MPA

Recreation & Conservation Projects

- Upgrade pavilion at Wilson Robinson Park
- Upgrade paint and light at Maddox Park pavilion
- Upgrade fences at Wilson Robinson Park
- Upgrade all lights at both parks
- Upgrade caboose at Wilson Robinson park
- Upgrade walkway at Maddox Park
- Build enclosed gym for basketball and volleyball
- Enclose racquetball courts to create useable space
- Repair and re-clay all baseball infields
- Refurbish and repair the Old Fire Station
- Resurface basketball and tennis courts at Wilson Robinson Park
- Purchase more bleachers at both parks
- Purchase more picnic tables and grills at both parks
- Build park on property at SW 134th Ave and Depot
- Create walkway and exercise stops at Wilson Robinson Park
- Install WI-FI at Public parks
- Storm water projects in Holly Hills and/or Park Street
- Help fund Sewer Project 1 million up to 2 million

16870 SW 134TH AVE., P.O. BOX 39 - ARCHER, FLORIDA 32618-0039

Tel: (352)495-2880

Fax (352)495-2445

SPECIAL COMMISSION / BUDGET MEETING MINUTES

Monday, May 2, 2016 Time: 6:00 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 Corey Harris
PRAYER: Commissioner Fletcher Hope
LEADING THE PLEDGE OF ALLEGIANCE: Mayor Corey Harris

Quorum Present:

Mayor	Corey Harris
Vice Mayor	Susan Drawdy
Commissioners	Fletcher Hope Doug Jones

Absent Marjorie Zander

Staff:

City Manager	Zeriah K. Folston
Assistant City Attorney	Courtney Johnson
Minutes Recorder	Mary T. Flickinger

I. CONSENT AGENDA

A. Approve Minutes from the April 11, 2016, Commission Meeting.

B. Approve Bill Payments as Presented.

MOTION

Vice Mayor Drawdy moved to approve the minutes and the Bill Payments, as presented.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Laurie Costello, Tillie Davis

MOTION CARRIED: 4-0.

II. OLD BUSINESS

A. Preble-Rish, Inc, Wastewater Project No. 809.001, Task Order 2015-003 (Debra Preble).

City Manager Folston recapped that the Sewer Committee met to discuss the past and future direction of the wastewater project. Tonight, Task Order 2015-003 is being brought back before the Commission for further action. City Manager Folston clarified that Ms. Preble is working with DEP and they have approved for us to rework our Task Order. DEP is aware and the money is there to pay for these items.

MOTION

Vice Mayor Drawdy moved to approve Task Order 2015-003.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Laurie Costello

MOTION CARRIED: 4-0.

B. Extension of Transition Agreement with former Interim City Manager, John Glanzer.

City Manager Folston stated that former Interim City Manager Glanzer is currently working on finishing up the Tot Lot project and other items. City Manager Folston requested for an extension of Mr. Glanzer's agreement.

MOTION

Commissioner Hope moved to extend John Glanzer's Transition Agreement for another 30 days.
Vice Mayor Drawdy seconded the motion.

AMENDED MOTION

Commissioner Hope moved to extend John Glanzer's Transition Agreement for 60 days, from today's date.
Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: Roberta Lopez

MOTION CARRIED: 3-1. Commissioner Jones opposed the motion.

C. Peebles & Smith Lobbying Fees in the amount of \$90.00 for State Lobbying Registration.

City Manager Folston stated that the City has traditionally paid for the lobbying fee in the past.

MOTION

Commissioner Jones moved to approve the payment of the \$90.00 lobbying fees.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Joan White

MOTION CARRIED: 3-1. Commissioner Hope opposed the motion.

III. NEW BUSINESS

A. Resolution 2016-08, Alachua County Local Mitigation Plan

City Attorney Johnson read Resolution 2016-08 by title. Resolution Title: A RESOLUTION OF THE CITY OF ARCHER, FLORIDA, APPROVING AND ACCEPTING THE ALACHUA COUNTY LOCAL MITIGATION PLAN AND AGREEING TO PURSUE MITIGATION FUNDING OPPORTUNITIES; AND UPON RECEIPT OF FUNDING TO IMPLEMENT ITS PROPOSAL STRATEGY; REPEALING ALL RESOLUTIONS IN CONFLICT, AND ESTABLISHING AN EFFECTIVE DATE.

MOTION

Commissioner Jones moved to approve Resolution 2016-08.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

B. Public Works/City Hall Security Camera from Crime Prevention/TruVision IP Camera kit \$3,970.00.

City Manager Folston stated that a new air-conditioning thermostat has been installed at City Hall allowing the temperature to be set correctly. Information was presented on a security camera system for the Public Works compound. The system will allow monitoring of the area on a 24/7 basis from any location. City Manager Folston stated that the City Hall cameras have not worked for some time, but the Public Works area is a priority.

MOTION

Commissioner Hope moved to approve installing crime prevention cameras for Public Works, including the high speed internet for off-site monitoring.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: David Sistrand, Laurie Costello, Tillie Davis, Joan White, Laurie Costello, Roberta Lopez.

Commissioner Hope rescinded his motion and proposed working with Crime Prevention to investigate expanding our current contract to add other city facilities, and to negotiate better pricing, and to bring this information back to the Commission for discussion.

C. City Vehicle for Administration, Lease or Purchase.

City Manager Folston recapped that a prior Commission allocated \$6,000.00 for the purchase of a city vehicle. Options were presented for purchasing a used vehicle, leasing a vehicle, or providing a stipend.

MOTION

Commissioner Hope moved to approve exploring lease options.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: Joan White, Tillie Davis

MOTION CARRIED: 4-0.

MOTION

Commissioner Hope moved to allow City Manager Folston to declare the city vehicle, temporarily stored at Archer Automotive, as surplus and to report back to the Commission.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

IV. BUDGET FOR FISCAL YEAR 2017

A. FY17 Budget Development

City Manager Folston presented the tentative meeting schedule, for 2016, as follows:

- May 2nd: Budget Guidelines and Board Focus.
- May 12th: Budget Guidelines, Board Focus Issues, and Financial Policies.
- June 1st: Preliminary Tax Roll received.
- June 7th: City Manager 100th Day Report and tentative budget.
- July 1st: Certified property values received.
- July 18th: Set proposed millage rates.
- September 12th and 26th: Public Hearing to set final millage rates and final budget.

City Manager Folston requested for the Commission to check their calendars for meeting availability.

B. Budget Guidelines:

- Maintain 5% reserve of operating revenue for major operating funds.
- Budget 95% minimum of operating revenue.
- Address all concerns of the State Auditor General Findings.
- One-time sources will be allocated toward reserves or one-time expenditures.
- Present a two-year budget
- Allocate money for Baskerville-Donovan, Inc, payback (BDI).
- Policy Development.

City Manager Folston stated that the State Auditor General will meet with the Mayor and City Manager on Wednesday to begin the process of discussing their findings. The Auditor General was tasked with looking at specific items, this is not a complete City-wide audit. The Auditor General will also present their findings at a public meeting in Tallahassee. It is unknown at this time if Archer has to pay for the audit.

City Manager Folston stated that the loan payback for BDI is listed in the agenda packets as \$225,000.00, but noted that this is an estimate. The State Revolving Fund is not allowing us to roll this amount into our wastewater project and our consultant is working on ways to address this issue.

Funding Considerations

- Recreation facilities
- Recreation programs
- Storm water
- Roads
- Seniors
- Veterans Events

City Manager Folston stated that he met with Suwannee River Water Management and the Holly Hills storm water issues were discussed. The plan is to combine two of our grants, money that has already been appropriated, to address the storm water issues in Holly Hills.

City Manager Folston asked the Commission to prioritize budget projects:

Mayor Harris:

1. Storm Water project at Holly Hills.
2. Recreation

Vice Mayor Drawdy:

1. Storm Water project at Holly Hills.
2. Recreation.

Commissioner Hope:

1. Laurel Hills Cemetery, short term/long term management, appropriate surveying, managing and monitoring lots, fees, equipment costs.

Commissioner Jones:

1. Recommended a Capital Assets Plan and stated he supported the proposed items, as outlined.
2. Christmas decorations

MOTION

Commissioner Jones moved to direct the City Manager to investigate hiring a consultant for a Comprehensive Capital Asset Management Plan for the City of Archer.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: Tillie Davis, David Sistrand

MOTION CARRIED: 3-1. Commissioner Hope opposed the motion.

PUBLIC COMMENT: Laurie Costello, Frank Lopez, Roberta Lopez, Sue Batey, Joan White, Annie Studemire

V. REPORTS, CORRESPONDENCE, COMMUNICATION

City Manager Folston:

- Stated that on May 9, 2016, there will be a Junior Commission Meeting, followed by a Joint County Commission meeting. Newly elected Commission members will also be sworn in at the meeting.
- Stated that he might ask the Commission to support funding a new financial operating system that will allow the City to address internal controls.
- Reported that some of the trees along the fence line of the Community Center are in poor condition and will be inspected by a tree service for safety.

PUBLIC COMMENT: Roberta Lopez

Commissioner Hope:

•Inquired about the Sensus Water Meter System.

Attorney Johnson:

•Apologized for running late on the training meeting tonight.
•Updated that they are trying to find the LPJ lease for comparison for the Old Jail and the Historical Society.

City Manager Folston:

•Advised that the current budget might need to be amended bring a better clarity to the appropriation of items.

Commissioner Jones:

•Stated that he and City Manager Folston met with each of the Board of County Commissioners individually to discuss project priorities.
•Attended an MTPO meeting.

Mayor Harris

•Requested an update on the Fire Station agreement.
•Requested an update on the Mustang Grill.
•Inquired about the Brennen property.
•Attending the League of Cities Mayor’s Conference, Thursday through Saturday, in Orlando.

APPROVAL OF ABSENCE

Mayor Harris called for a motion to excuse the absence of Commissioner Zander.
No Motion was made.

The May 12, 2016, Budget Workshop was changed to Monday, May 16, 2016.

Commissioner Hope:

•Stated that they are still working on the draft Resolution for the Laurel Hills Cemetery.

VI. PLANNING CALENDAR

- A. Junior Commission Meeting, May 9, 2016, at 6:30 pm, City Hall.
- B. Commission Meeting, May 9, 2016, at 7:00 pm, City Hall.
- C. Special Budget Meeting, May 12, 2016, at 6:00 pm, City Hall.
- D. Planning & Zoning Board Meeting, May 10, 2016, at 7:00 pm, City Hall (cancelled – no agenda)
- E. Code Enforcement Board Meeting, May 24, 2016, at 7:00, City Hall (cancelled – no agenda)
- F. City Hall closed on May 30, 2016, in Observation of Memorial Day.

VII. CITIZEN PARTICIPATION

Laurie Costello

MOTION (1st)

Commissioner Jones moved to extend the meeting 15 minutes.

Commissioner Hope seconded the motion.

MOTION CARRIED: 4-0.

MOTION (2nd)

Commissioner Jones moved to extend the meeting 15 minutes.

Commissioner Hope seconded the motion.

MOTION CARRIED: 4-0.

Citizen Participation continued:

Frank Lopez, Tillie Davis

MOTION (3rd)

Commissioner Jones moved to extend the meeting 15 minutes.

Commissioner Hope seconded the motion.

MOTION CARRIED: 4-0.

Citizen Participation continued:

Roberta Lopez, Frank Lopez, Anne Green

VIII. ADJOURNMENT

MOTION

Vice Mayor Drawdy moved to adjourn the meeting.

Commissioner Jones seconded the motion.

MOTION CARRIED Time: 11:05 pm

Mayor, Corey Harris

City Manager, Zeria K. Folston



Antivirus Health Report

This report provides you with information about the antivirus scanner health of your managed systems.

SMART Support

Antivirus Health






Current - 100% Value
7 / 9 = 78%

Out of Date - 50% Value
2 / 9 * 50% = 11%

Antivirus Status

Antivirus Analysis

	Current	7
	Out of Date	2
	Missing Scanner	0

Total Agents: 9

Avg. Definition Age: 29d

Webroot SecureAnywhere 64bit



Total Computers: 9

City	Computer Name	Status	Last Updated
CityHall	ADMIN (166)	Current	5/1/2016
CityHall	FRONTDESK-PC (190)	Current	5/1/2016
CityHall	CITYMANAGER1 (198)	Current	4/29/2016
CityHall	CHAMBERS-PC (200)	Current	5/1/2016
CityHall	PWFIELD1 (211)	Out of Date	12/14/2015
CityHall	ARCHER-TAB (227)	Out of Date	1/8/2016
CityHall	ARCHER-ADMIN (252)	Current	5/1/2016
CityHall	SERVER02 (253)	Current	5/1/2016
CityHall	ACCOUNTING (258)	Current	4/29/2016

Avg. Definition Age: 29d

Report Legend

Antivirus Health Indicator

Represents the weighted percentage of Antivirus scanner health for a client/AV group. A scanner is considered healthy if it is installed and its definition file is current.



Good: 75% or higher Antivirus Health rating.



Average: 50% up to 75% Antivirus Health rating.



Bad: Less than 50% Antivirus Health rating.

Each agent with an installed antivirus scanner adds a single value towards the total Antivirus Health. If the scanner's definition files have not been updated within the last 14 days, it is worth 50% of its value.

Antivirus Status



Current: Represents an antivirus scanner that is installed, its definition files have been updated within the last 14 days, and has an autoprotect feature running. 100% of value added to Antivirus Health.



Out of Date: Represents an antivirus scanner that is installed, but its definition files have not been updated within the last 14 days. 50% of value added to Antivirus Health.



Missing Scanner: Represents that an antivirus scanner cannot be detected as installed on the system. No (0%) value is added to Antivirus Health.

Average Definition Age

Represents the average number of days since the antivirus scanner's definition files have been updated. Definition age is calculated for each client group and for each antivirus group. This calculation does not include systems that are missing an antivirus scanner.

Current Parameters:

not (@fml_RS_MLDetected) AND {Clients.ClientID}=31



Patch Health Report

This report provides you with up-to-date information about the MS patch health of your managed systems.

SMART Support





















Explanation of Client Patch Health

Critical Patches: 161 / 191 installed = 84%; 75% of score
Elevated Patches: 363 / 452 installed = 80%; 20% of score
Standard Patches: 479 / 723 installed = 66%; 5% of score

10 Newest MS Patch Releases for Client

Released	KB Article	OS	Affects	Approved	Pushed	Installed	Failed	Level	Severity	Category
4/19/2016	KB 3144850	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3149157	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3146601	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3148146	UNK	1	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3146978	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3146978	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3125424	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3103709	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3144474	UNK	2	0	0	0	0	Standard	-	Updates
4/19/2016	KB 3145432	UNK	2	0	0	0	0	Standard	-	Updates

CityHall in Archer, FL

Patch Health by Computer	Operating System	Computer
81% 	Server 2012 x64	 ADMIN
17% 	Server 2012 x64	 SERVER02
99% 	Microsoft Windows 10 Pro x64	 ACCOUNTING
99% 	Microsoft Windows 10 Enterprise x	 ARCHER-ADMIN
97% 	Win8 x64	 ARCHER-TAB
76% 	Microsoft Windows 10 Home x64	 CHAMBERS-PC
99% 	Win8 x64	 CITYMANAGER1
99% 	Win8 x64	 FRONTDESK-PC
100% 	Win8 x64	 PWFIELD1

 CityHall complete with 9 Agents shown

Report Legend

Patch Health Rating

Represents the weighted overall percentage of MS patches installed when compared to all MS patches available for a specific group.



Good: 75% or higher Patch Health rating.



Average: 50% up to 75% Patch Health rating.



Bad: Less than 50% Patch Health rating.

Patch Level

- | | |
|-----------------|---|
| Critical | A patch that is categorized by Microsoft as a "Critical Update" or has a "Critical" severity. Successful Critical patch installation represents 75% of the Patch Health Rating. |
| Elevated | A patch that is categorized by Microsoft as a "Security Update" or has any severity rating. Successful Elevated patch installation represents 20% of the Patch Health Rating. |
| Standard | Any patch that is not categorized by Microsoft as a "Critical Update" or "Security Update" and does not have any severity. Successful Standard patch installation represents 5% of the Patch Health Rating. |

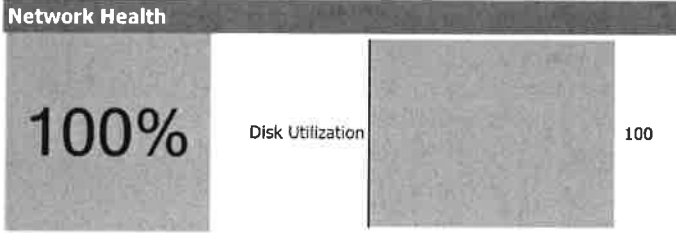
Current Parameters:

{Clients.ClientID}=31



Management Summary

Prepared For: City of Archer
Created On: 05/01/2016
Period :04/02/2016 - 05/01/2016



Company Details

Contact:	Deanna Alltop
Account Manager:	Justin Law
Total Windows Servers:	0
Total Windows Workstations:	0

Service Request Statistics

Escalated Items:

Server Offline Alerts:	0
Server Disk Space Low:	0
Failed Backup Jobs:	0
Total Closed Helpdesk Tickets:	1758