

**COMMISSION MEETING MINUTES**  
**Monday, February 8, 2016 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.

<b>CALL TO ORDER:</b>	Mayor Corey Harris
<b>PRAYER:</b>	Commissioner Fletcher Hope
<b>LEADING THE PLEDGE OF ALLEGIANCE:</b>	Mayor Corey Harris
<b>Quorum Present:</b>	
Mayor	Corey Harris
Vice Mayor	Susan Drawdy
Commissioners	Fletcher Hope
	Doug Jones
Absent	
Commissioner	Marjorie Zander
Interim City Manager	John Glanzer
<b>Staff:</b>	
Assistant City Attorney	Courtney Johnson
Minutes Recorder	Mary T. Flickinger

**I. CONSENT AGENDA**

- A. Approve Minutes from the January 11, 2016, Commission Meeting.
- B. Approve Minutes from the January 14, 2016, Special Commission Meeting.
- C. Approve Minutes from the January 28, 2016, Workshop on Recreation & Conservation
- D. Approve Minutes from the January 28, 2016, Special Commission Meeting
- E. Approve Bill Payments as Presented.

**MOTION**

Commissioner Jones moved to approve the minutes, items B, C, D, E, and the Bill Payments, as presented.  
Vice Mayor Drawdy seconded the motion.

**PUBLIC COMMENT:** None  
**MOTION CARRIED:** 4-0.

**APPROVAL OF ABSENCE**

Mayor Harris called for a motion to approve the absence of Commissioner Zander from the meeting.  
No motion was made.

**MOTION**

Commissioner Hope moved to approve the minutes of the January 11, 2016, Commission Meeting, as written.  
Commissioner Jones seconded the motion.

**PUBLIC COMMENT:** Laurie Costello, Joan White  
**MOTION CARRIED:** 3-1. Vice Mayor Drawdy opposed the motion.

**II. PUBLIC COMMENT PERIOD**

Laurie Costello, Robert Brown, Jonathan Lozada, Admirals Coach, December McSherry

MOTION

Commissioner Jones moved to direct the Interim City Manager to request a copy of the report on the septic tank repair work performed in Archer from the Health Department.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Roberta Lopez

MOTION CARRIED: 4-0.

**III. GUEST**

**A. Reverend Nelson-discussion on the Community Center Rental Guidelines**

Reverend Nelson stated that on January 11, 2016, he came to City Hall to rent the Community Center for February 20, 2016. He asked the clerk to pencil in the date and took the application to complete later. When payment was presented later, he was informed that the building was rented for that date. The application does not state clearly that rentals must be paid in advance and staff did not explained the guidelines. Reverend Nelson stated that he was not treated with respect and was disappointed with the service he received from staff.

MOTION

Commissioner Hope moved to update the Community Center Rental Form to clearly state on page one, in bold print, that a deposit is required to secure the rental date.

Commissioner Jones seconded the motion.

PUBLIC COMMENT: Laurie Costello, Joan White

MOTION CARRIED: 4-0.

**IV. OLD BUSINESS**

**A. Update: Debbie Preble, Preble-Rish, Inc. Wastewater projects**

Ms. Preble stated that she met with the county regarding future permitting procedures and also met with Commissioner Jones and City Manager New to discuss Newberry providing wastewater services to Archer. The Newberry option would not be viable unless Newberry is willing to fund a substantial portion of the lift station and force-main costs. Concerning the sinkhole remediation, Ms. Preble proposed creating the scope of work and a list of qualified contractors. Ms. Preble stated that Baskerville-Donovan plans to provide the requested surveys to the city, and thanked Attorney Johnson for her work on this project.

MOTION

Commissioner Hope moved to direct the City Manager to proceed with negotiations regarding quotes for the sinkhole remediation.

Commissioner Jones seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

MOTION

Commissioner Jones moved to hold a Sewer Committee Meeting on Thursday, February 18, 2016, at 6:00 pm, City Hall.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

PUBLIC QUESTIONS/COMMENTS FOR MS. PREBLE: Laurie Costello, Sue Batey, Tillie Davis.

MOTION

Vice Mayor Drawdy moved to change the date of the Sewer Committee meeting, from Thursday, February 18, 2016, to Tuesday, February 16, 2016, at 6:00 pm, at City Hall.

MOTION FAILED

MOTION

Vice Mayor Drawdy moved to change the date of the Sewer Committee meeting, from Thursday, February 18, 2016, to Tuesday, February 16, 2016, at 6:00 pm, at City Hall.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**B. Resolution 2016-02, second reading, Alachua County Urban Reserve Interlocal Agreement.**

Attorney Johnson read Resolution 2016-02. Resolution Title: A RESOLUTION OF THE CITY OF ARCHER, FLORIDA, APPROVING THE ALACHUA COUNTY URBAN RESERVE INTERLOCAL AGREEMENT BETWEEN THE CITY OF ARCHER AND THE OTHER MUNICIPALITIES IN ALACHUA COUNTY; AUTHORIZING THE APPROPRIATE CITY STAFF AND OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING THAT THE CITY OF ARCHER WILL ACCEPT THE RESPONSIBILITIES OUTLINED IN THE ATTACHED AGREEMENT; REPEALING ALL RESOLUTIONS IN CONFLICT, AND ESTABLISHING AN EFFECTIVE DATE.

MOTION

Commissioner Jones moved to approve Resolution 2016-02.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Joan White, December McSherry, Sara Brannon.

MOTION CARRIED: 3-1.

**C. Ordinance 01-2016, second reading, establishing City of Archer Citizen Advisory Board**

Attorney Johnson read Ordinance 01-2016, in its entirety. Ordinance Title: AN ORDINANCE ESTABLISHING THE CITY OF ARCHER CITIZEN ADVISORY BOARD; ASSIGNING AUTHORITY AND RESPONSIBILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION.

MOTION

Commissioner Jones moved to approve Ordinance 01-2016, establishing a Citizen Advisory Board, on second reading.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: Joan White, Robert Brown.

MOTION CARRIED: 4-0.

**D. Request: Archer Historical Society to revisit lease of old jail for storage of historical items.**

Attorney Johnson stated that the Archer Historical Society requested no charge for the utility fees as their usage would be low to non-existent, and that the 45-day opt-out provision be reciprocal. The Historical Society stated that there is a similar agreement for the LPJ Ministries and asked if their lease could be revised along similar lines.

MOTION

Commissioner Jones moved to direct the City Attorney's Office to locate the LPJ lease for comparison and bring this information back to the Commission.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Rance Braley, Tillie Davis, Laurie Costello

MOTION CARRIED: 4-0.

**E. Yulee Day fee waiver request by the Archer Historical Society.**

**MOTION**

Vice Mayor Drawdy moved to approve the application and fee waiver request for the Yulee Day Celebration.

Commissioner Jones seconded the motion.

**PUBLIC COMMENT:** Rance Braley, Tillie Davis

**MOTION CARRIED:** 4-0

**V. NEW BUSINESS**

**A. Resolution 2016-03, City of Archer Membership into the Florida Retirement System**

Attorney Johnson read Resolution 2016-13, in its entirety. Resolution Title: A RESOLUTION OF THE CITY OF ARCHER, FLORIDA, RELATING TO MEMBERSHIP INTO THE FLORIDA RETIREMENT SYSTEM; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL APPLICABLE AGREEMENTS WITH THE DEPARTMENT OF MANAGEMENT SERVICES TO PROVIDE SAID MEMBERSHIP REPEALING ALL RESOLUTIONS IN CONFLICT, AND ESTABLISHING AN EFFECTIVE DATE.

**MOTION**

Commissioner Jones moved to approve Resolution 2016-03, City of Archer Membership into the Florida Retirement System.

Commissioner Hope seconded the motion.

**PUBLIC COMMENT:** None

**MOTION CARRIED:** 4-0.

**B. Ordinance 02-2016, Friends of Archer Committee, first reading.**

Attorney Johnson read Ordinance 02-2016, Friends of Archer Committee in its entirety. Ordinance title: AN ORDINANCE ESTABLISHING THE CITY OF ARCHER COMMUNITY CENTER BOARD; ASIGNING AUTHORITY AND RESPONSIBILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION.

**MOTION**

Vice Mayor Drawdy moved to approve Ordinance 02-2016, Friends of Archer Committee, first reading.

Commissioner Hope seconded the motion, for discussion.

**MOTION**

Commissioner Hope moved to call the group the Archer Community Center Advisory Board.

Vice Mayor Drawdy seconded the motion.

**AMENDED MOTION**

Commissioner Hope moved to consider the 12 points of scrivener corrections, starting with the name of the group, the Archer Community Center Advisory Board, through the discussion as stated.

Vice Mayor Drawdy seconded the motion, with stated amendments.

**PUBLIC COMMENT:** Sue Batey, Laurie Costello, Joan White, December McSherry, Roberta Lopez

**MOTION CARRIED:** 3-1. Commissioner Jones opposed.

**MOTION**

Commissioner Hope moved to call a Special Commission Meeting for the purpose of the second reading of Ordinance 02-2016, on Thursday, March 3, 2016, 6:00 pm, at City Hall.

Vice Mayor Drawdy seconded the motion.

**PUBLIC COMMENT:** Laurie Costello, Joan White

**MOTION CARRIED:** 3-1. Commissioner Jones opposed.

**C. Mrs. Sue Batey, Friends of Archer fee waiver request.**

Mrs. Batey stated that the committee selected March 3, 2016, for their first orientation meeting, but this date can be changed because of the Special Commission Meeting being held on the same date.

**MOTION**

Commissioner Jones moved to waive the Archer Community Center rental fee for the Friends of Archer Committee meeting.

Commissioner Hope seconded the motion.

**AMENDED MOTION**

Commissioner Jones moved to allow the City Manager's discretion in making the Archer Community Center available to the Friends of Archer Committee until the second reading of Ordinance 02-2016 is passed.

Commissioner Hope seconded the motion.

**PUBLIC COMMENT:** Sue Batey

**MOTION CARRIED:** 4-0.

**D. RFP for IT Services.**

**MOTION**

Commissioner Jones moved to refer the task of working on the scope of services for an RFP for IT Services to the newly formed Citizen Advisory Board.

Vice Mayor Drawdy seconded the motion.

**PUBLIC COMMENT:** Laurie Costello, Eric May.

**MOTION CARRIED:** 4-0.

**E. Waste Pro Commercial Rates and Annual Water Rate Increases.**

Interim City Manager Glanzer requested for staff to be directed to notify commercial customers that the city will be raising their rates and for this item to be directed to the Citizen's Advisory Board for an overview of the city's solid waste rate/system. Resolution 01-2011, gave the city the authority to adjust the water rates to the consumer price index, as per the report submitted.

**MOTION**

Commissioner Hope moved to give the Interim City Manager/new City Manager the autonomy to notify commercial customers of the necessary waste rate adjustments as well the increase in water rates, as recommended.

Commissioner Jones seconded the motion.

**PUBLIC COMMENT:** Laurie Costello

**MOTION CARRIED:** 4-0.

**F. Lease Proposal for Equine Property.**

Attorney Johnson stated that Mr. Joe Hunt proposed a lease agreement for the use of the property for pasture. In return for no rental fee, Mr. Hunt would maintain the pasture and fences. Attorney Johnson recommended contacting Debbie Preble, Preble & Rish, before moving forward.

**MOTION**

Vice Mayor Drawdy moved to approve the lease proposal for the Equine Property.

**MOTION**

Commissioner Hope moved to table this item until further information and recommendations are available.

Commissioner Jones seconded the motion.

**PUBLIC COMMENT:** Roberta Lopez, Joan White

**MOTION CARRIED:** 4-0.

MOTION

Commissioner Jones moved to extend the meeting 15 minutes.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**G. Proclamation, Believing in Girls Month, Mayor Cory Harris.**

Mayor Harris requested for this item to be put on the next agenda.

MOTION

Commissioner Jones moved to table this item until the March 14, 2016 Commission meeting.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**H. Reviewing RFQ results, selection of Auditing Firm.**

Attorney Johnson announced the scoring points, as follows: Carr Riggs & Ingram, total points: 446, Powell & Jones, total points: 435, Sexton & Schnoll, total points: 396

MOTION

Commissioner Jones moved to select Powell & Jones as our auditor and direct city staff to enter into an appropriate contract.

Vice Mayor Drawdy seconded the motion.

MOTION WITHDRAWN

Commissioner Jones withdrew his motion.

Vice Mayor Drawdy withdrew her second to the motion

PUBLIC COMMENT: Joan White, Roberta Lopez

AMENDED MOTION

Vice Mayor Drawdy moved to select Carr Riggs & Ingram as our auditor and direct city staff to enter into an appropriate contract.

Commissioner Jones seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

MOTION

Commissioner Jones moved to extend the meeting 15 minutes.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**I. Signatories for City Bank Accounts.**

MOTION

Vice Mayor Drawdy moved to add Mayor Corey Harris to the signatories on the City Bank Accounts.

AMENDED MOTION

Commissioner Hope moved to table this motion until the March 14, 2016, Commission meeting when the city attorney can create a resolution.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**J. Resolution Number 2016-04, Declaring Certain Real Property as Surplus located at 17244 SW 127<sup>th</sup> Place, Archer FL 32618.**

Attorney Johnson read Resolution Number 2016-04. Resolution Title: A RESOLUTION OF THE CITY OF ARCHER, FLORIDA, DETERMINING AND DECLARING CERTAIN REAL PROPERTY AS SURPLUS LOCATED AT 17244 SW 127TH PLACE, ARCHER, FLORIDA 32618; AND AUTHORIZING THE CITY MANAGER TO DISPOSE OF SAID PROPERTY THROUGH A COMPETITIVE PROCESS TO A NON-PROFIT ORGANIZATION FOR THE PURPOSE OF LOW-INCOME HOUSING AND ESTABLISHING AN EFFECTIVE DATE.

MOTION

Vice Mayor Drawdy moved to adopt Resolution Number 2016-04.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Laurie Costello

MOTION CARRIED: 3-1.

**VI. REPORT, CORRESPONDENCE, COMMUNICATION**

**Interim City Manager Glanzer report:**

- Attorney Johnson stated that Interim City Manager Glanzer submitted the following reports in his absence: 1) Computer Health Report, 2) Lobbyist John Wayne Smith's report, 3) City Manager's report. With no questions on the reports, the Commission moved to the next item.

**Commissioner Jones:**

- Attended a League of Cities meeting and ran into City Manager New, from Newberry, and said that the Sewer Committee will be meeting to discuss the Newberry options.
- The next League of Cities meeting will be held later this month at the Community Center. Commissioner Jones will find out the exact date and put this on the city's schedule.

**Vice Mayor Drawdy:**

- Inquired about the return of the bronze plaque to the city, this being city property.

Attorney Johnson stated that city sent a letter to the current holder of the plaque requesting its return to City Hall, and the response was no. Also asked was how the person came in possession of the plaque, but no answer was provided. If the Commission would like to look into this further, City staff would need direction.

MOTION

Commissioner Hope moved that we do a full ASO investigative report and to direct legal staff to get more information from the City Manager, up to statements from the previous committee.

Vice Mayor Drawdy seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Joan White

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

- Stated that it was brought to her attention that a citizen was questioned inappropriately by Commissioner Jones, when she was asked into the records room by the City Manager, and inquired about the resolution regarding the Public Records Policy.

**Commissioner Hope:**

- Stated that he will table his report on the Laurel Hills Cemetery and requested for his report to be an agenda item at the next Commission meeting in March.

**Mayor Harris:**

- Stated that as we are approaching the political season, he would like support from his fellow commissioners to reach out on behalf of the City of Archer to the various churches and civic groups to encourage them to get more involved with the process, showing the transparency of our commission meetings.

**VII. PLANNING CALENDAR**

Mayor Harris announced the planning calendar, as follows:

- A. Code Enforcement Board Meeting, February 23, 2016, at 7:00 pm, City Hall (no agenda -meeting cancelled)
- B. Commission Meeting, March 14, 2016, at 7:00 pm, City Hall.
- C. Planning & Zoning Board Meeting, February 9, 2016, at 7:00 pm, City Hall (no agenda -meeting cancelled)
- D. City Hall will be CLOSED February 15, 2016, in observation of Presidents Day.
- E. Election qualifying begins February 12, 2016, at noon and ends on February 27, 2016 at noon.
- F. Great American Clean-up, March 5, 2016.
- G. Yulee Day, March 12, 2016, 9:00 am- 4:00 pm, Parade at 10:00 am.

**VIII. PUBLIC COMMENT PERIOD**

Roberta Lopez, Joan White, Laurie Costello

**IX. ADJOURNMENT**

MOTION

Commissioner Jones moved to adjourn the meeting.

Commissioner Hope seconded the motion.

MOTION CARRIED 4-0 Time: 11:42 pm.

  
Corey Harris, Mayor

  
Vice Mayor Susan Drawdy