

**CITY OF ARCHER**  
16870 SW 134<sup>th</sup> AVE  
Archer, Florida 32618-0039  
Phone: 352-495-2880 Fax: 352-495-2445

**CITY OF ARCHER COMMISSION MEETING MINUTES**  
**Monday, October 12, 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 Doug Jones
<b>PRAYER:</b>	Commissioner Fletcher Hope
<b>PLEDGE OF ALLEGIANCE:</b>	Mayor Doug Jones
<b>Quorum Present:</b>	
Mayor	Doug Jones
Commissioners:	Fletcher Hope
	Susan Drawdy
	Corey Harris
Absent:	Vice Mayor Zander
<b>Staff:</b>	
Interim City Manager	John Glanzer
City Attorney	S. Scott Walker
Minutes Recorder	Mary T. Flickinger

**I ADDITION TO THE AGENDA**

The consensus of the Commission was to amend the agenda to include the discussion of the Fee Waiver Request from the Baptist Church. This item will be placed under New Business, Item H.

**II. CONSENT AGENDA**

- A. approve Minutes from the September 14, 2015, Commission Meeting.
- B. Approve Minutes from the September 21, 2015, Special Commission Meeting.
- C. Approve Bill Payments as Presented.

**MOTION**

Commissioner Hope moved to approve the Consent Agenda and the minutes, as presented.

Commissioner Drawdy seconded the motion.

**PUBLIC COMMENT:** None

**MOTION CARRIED:** 4-0.

**III. EXCUSE OF ABSENCE**

Mayor Jones called for a motion to excuse the absence of Vice Mayor Zander.

**MOTION**

Commissioner Harris moved to excuse the absence of Vice Mayor Zander.

Motion failed for lack of a second.

**IV. PUBLIC COMMENT PERIOD**

Anne Green, Sara Brannon, Laurie Costello, Roberta Lopez

## **V. OLD BUSINESS**

### **A. City Hall Parking Lot**

Interim City Manager Glanzer discussed the process of putting in a pervious parking area, which would require removing the existing grass, and layering lime rock and gravel. Interim City Manager Glanzer recommended putting out a cost request for the project and including this item for consideration in the budget next year.

### **B. Retention Pond Update**

Interim City Manager Glanzer stated that the Retention Pond is part of the storm water project that we are hoping to secure funding for in the future. The key is to keep the area mowed, free of debris, and perform periodic inspections of the drain fields to check for silt build up.

### **C. Utility Bill/ Newsletter**

Interim City Manager Glanzer stated that the original intent of the Utility Bill/Newsletter was to provide citizens with a venue for utility billing information and other items of interest. Interim City Manager Glanzer will report on a time frame when this item can be looked at again for action.

### **D. Discuss: Peebles & Smith contract**

Interim City Manager Glanzer recapped that the Peebles & Smith contract states that they will perform the identification of legislative priorities, formulate strategies, provide testimony, and report on the status to the City of Archer. The contract states that the City will pay \$2,000.00 per month for these services.

Interim City Manager Glanzer will contact Peebles & Rish and ask for a representative meet with the Commission and request a report on the tasks performed so far and what is scheduled for the future.

### **E. Discuss: Using the term Archer Hall in the promotion of the Archer Community Center.**

Roberta Lopez stated that Mr. Foster took it upon himself to call the Archer Community Center the "Archer Hall." In 2011, the Commission voted to name the building the Archer Community Center. Ms. Lopez stated that this is a misrepresentation and she would like to see "Archer Hall" removed from the brochures.

PUBLIC COMMENT: Shawn Willis, Laurie Costello, Nick Damiano, Sara Brannon, Mary Hope, Linda Kasicki

#### **MOTION:**

Commissioner Hope moved to approve that the Archer Community Center, 16671 SW 137<sup>th</sup> Ave, remain the Archer Community Center, and everything else is a marketing tool that will compliment that building, named the Archer Community Center.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: Tillie Davis, Roberta Lopez, Anne Green, Mary Hope.

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

### **F. Discuss: Resolution Number 2015-09, Utility Easements, workshop.**

#### **MOTION**

Commissioner Drawdy moved to approve a Utility Easement workshop on November 3, 2015, at 4:00 pm, at City Hall.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

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

Interim City Manager Glanzer proposed asking Attorney Walker to review the original lease and bring it back to the Commission for discussion and action.

MOTION

Commissioner Harris moved to direct the City Attorney's office to look at creating a long-term contract to present to the Historical Society for approval.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: Mary Hope, Tillie Davis

MOTION CARRIED: 4-0.

**VI. NEW BUSINESS**

**A. Request from: Alachua County Library, Archer Branch, requesting waiving rental fees.**

Jody Patterson, Head Librarian, stated that rehearsal for the production of A Christmas Carol is scheduled for December 14, 2015 and the play is schedule on December 16, 2015, at the Archer Community Center.

MOTION

Commissioner Harris moved to allow access to the facility for the rehearsal and play, waiving all fees.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**B. Request from: Archer Historical Society, Mrs. Linda Kasicki, Committee Chair, waiving rental fees.**

Requesting a waiver of rental fees for the Christmas Celebration on December 10, 2015, from 6:00-9:00 pm.

MOTION

Commissioner Drawdy moved to approve waiving the fees for the Christmas tree lighting and Santa's arrival, and allowing an earlier access to the Community Center, as needed, for decoration.

Commissioner Harris seconded the motion.

AMENDED

Commissioner Drawdy moved to approve the combined City and Historical Society event for the annual Christmas tree lighting and Santa's arrival, waiving the fees and allowing for an earlier access to the Community Center for decoration.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: Linda Kasicki

AMENDED MOTION

Commission Drawdy moved to withdraw her amended motion and approve the original motion, as stated.

Commissioner Harris seconded the motion.

MOTION CARRIED: 4-0.

**C. Presentation: FRDAP grant award for Green Courts Park, Mr. Robert Steele of behalf of DEP.**

Robert Steele, Florida Park Service Manager, presented the City of Archer with a check for \$50,000 for Green Courts Park.

**D. Approve: Resolution Number 2015-20, FRDAP Grant for Green Courts Park.**

Attorney Walker read Resolution 2015-20, by title. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ARCHER AUTHORIZING EXECUTION OF THE AGREEMENT BETWEEN THE CITY OF ARCHER AND THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FLORIDA RECREATIONAL DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) TO PROVIDE FINANCIAL ASSISTANCE TO THE CITY OF ARCHER FOR A PROJECT FOR PUBLIC RECREATIONAL PURPOSES; AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; REPEALING ALL RESOLUTIONS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION

Commissioner Drawdy moved to adopt Resolution Number 2015-20.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Sara Brannon.

MOTION CARRIED: 4-0.

**E. Discuss: Draft Interlocal Agreement – Urban Reserve Areas**

Interim City Manager Glanzer stated that the agreement is for the Commission to review and noted that there will be a meeting on October 19, 2015, for the municipalities to get together to discuss the Agreement further.

**F. Discuss: Allowing Interim City Manager to petition FDEP to extend the grant out one year.**

Interim City Manager Glanzer stated that the Legislative Appropriation Grant gave the City \$750,000.00 for the development of the sewer plant. \$583,000.00 was used to purchase the property. The grant ends this year and the FDEP has agreed to extend the grant for one year and allow us to roll the balance of the monies into the planning of the property, which could be used for borings, ground penetrating radar, and other needs.

MOTION

Commissioner Harris moved to approve allowing Interim City Manager Glanzer to petition FDEP to extend the grant out one year.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**G. Discuss: Proposed ½ cent sales tax, beginning January 1, 2017, and levied over 10 years.**

Interim City Manager Glanzer referred to the letter from the Board of County Commissioners defining that the monies will be spent to acquire and improve environmentally sensitive lands, water sources, wildlife habitats, and maintain park and recreation facilities.

MOTION

Commissioner Hope moved to direct Interim City Manager Glanzer to craft a letter prioritizing the needs of Archer to be a sales tax prioritizing infrastructure, road enhancement, maintenance and improvements, not towards conservation.

Commissioner Drawdy seconded the motion.

AMENDED MOTION

Commissioner Hope moved to specifically define, in the letter of reply to the county, to earmark and specify road enhancement improvement for Archer, as identified in 2012, and recreational upgrade of our parks within the City of Archer.

Commissioner Drawdy seconded the motion.

AMENDED MOTION

Commissioner Hope moved to specifically define, in the letter of reply to the county, to earmark and specify road enhancement improvements for Archer, as identified in 2012, and recreational upgrades of our parks, encompassing two million dollars. If specification is needed, the City of Archer will provide this information.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**H. Discuss: Waiver of Fees for the Baptist Church for the sound system and clean up.**

Tillie Davis, representative, Archer Baptist Church, requested waiving the fees for the sound system and clean-up of the Archer Community Center.

**MOTION**

Commissioner Drawdy moved to approve waiving the fees for sound system for the Thanksgiving Dinner on November 18, 2015.

Commissioner Harris seconded the motion.

**AMENDED MOTION**

Commissioner Drawdy moved to approve waiving all the fees for the deposit of the sound system for the Thanksgiving Dinner on November 18, 2015.

Commissioner Harris seconded the motion.

**PUBLIC COMMENT:** None

**MOTION CARRIED:** 4-0.

**VII. REPORTS, CORRESPONDENCE, COMMUNICATION**

Interim City Manager Glanzer reported:

- FRDAP - A 15052 Tot Lot: Bids are in the process of being advertised. The bid Deadline is November 13, 2015. Deadline for completion of the project April 17, 2015.
- Sewer Committee met with Debbie Preble of Preble & Rish to discuss the preferences in the development of the construction. Ms. Preble will return in November with a draft for consideration.
- Written Procedures: Procedures for the correct reading of electric and manual meters, use of the hand held computer, reading wand, and RVS will be developed including procedures for the transfer of data from RVS to QuickBooks, data entry of bills, bill payment allocation of costs, payroll, collection of receipts, and protocols for the insurance of work orders and citizen complaints.
- Repair of Recreational Facilities: The city has a lot of postponed repairs and maintenance at all of our parks, broken fences, broken or non-working lights, damages to pavilions, and the list can go on. We do not have the funds for everything, but I am going to work on fixing the lights and securing electrical enclosures and getting quotes for major projects.
- FRDAP A-16069: We will be contacting Mittauer to work with Jordan & Associates to develop a set of plans to present to FDEP for the grant. It is hoped that we will be able to put this project to bid in the first quarter of next year.
- Resolution 2015-6: in March the Commission directed management to contact the Department of Economic Opportunity to investigate the possibilities of a CDBG grant. I recommend re-establishing the CDBG Committee to meet with Lisa Baird to begin discussions of what grants are available.
- Comments on the Nite Owl program and decisions concerning QuickBooks and RVS: Interim City Manager Glanzer discussed the comments that were made last month claiming that due to the actions of two people 11 years of electronic data were lost. The data is not lost, it exists in many notebooks, as all of the paper reports were saved. The Nite Owl data will not work on any of our computers because of the newer Windows operating systems and cannot be accessed without Mr. George's private passcodes.

Attorney Walker reported:

- Reminded the Commission of the upcoming Ethics Training, October 29, 2015, beginning at 1:00 pm.
- Reported that the deed has been received and the city is now the owner of the Brennen Property.
- Reported that his office is in the process of contacting a new attorney who is working with a possible buyer for the Sleepy Hollow property.

Commissioner Harris reported:

- Commended Interim City Manager Glanzer for his prompt action in taking care of the lighting difficulties at the recent Revival event.
- Stated that he works for an agency that focusses on the revitalization of neighborhoods. If granted the opportunity, the agency, or a similar agency, would be willing to take ownership of the Brennen property, for someone of low to moderate income to be able to build a home on that property.
- SHIP will have an open house on October 14, 2015, in Alachua County. SHIP focuses on the needs of special housing, down payment and closing cost assistance, and also has a Homeowner Rehab program.

Commissioner Drawdy reported:

- Stated that a local organization will pay the salary for someone to work with another non-profit organization or the City of Archer. Information will be provided to Interim City Manager Glanzer.
- Noted that a lot of excellent ideas came out of the recent Sewer Committee.

Commissioner Hope reported:

- Stated that he attended the first meeting of the Laurel Hills Cemetery Association and distributed documents on committee objectives for the future.
- Discussed the signage for the Archer Community Center historical marker, and noted that there is a timing issue to ensure that we are able to apply for the marker in this cycle. Currently, they are on the agenda to present at the Alachua Historical Commission meeting on October 14, 2015.

#### MOTION

Commissioner Hope moved to proceed with the volunteers of the Historical Society and Ms. Lopez to acquire the historical signage within the time cycle.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: Roberta Lopez

MOTION CARRIED: 4-0.

- Commissioner Hope stated that he continues to be the Personnel Liaison and at a recent staff meeting outlined his role with the staff.

Mayor Jones reported:

- Stated that he would like to see if we can expand our citizen oversight committees, especially if the half-cent tax comes to fruition. Gainesville is interested in a spring referendum for their citizens, the county is looking at November.
- Inquired if city staff have been scheduled to go to Hawthorne for procedures training.
- Stated that the MTPO approved a portion of Archer Road to be widened up to 91st Street. In lieu of Archer not having 4 lanes in the next five years, Mayor Jones proposed reaching out to DOT to ask if the existing lanes could be separated between traffic for safety purposes, the same way as 34<sup>th</sup> Street.
- Stated that a lobby group hosted by the Gainesville Chamber is going to Washington later this month and proposed someone from the Commission attend to lobby on behalf of Archer priorities.

#### MOTION

Commissioner Drawdy moved to authorize Mayor Jones to go to Washington, DC, on October 27, 2015, to meet with Congresswoman Brown and Congressman Yoho, and others, to procure federal funds for our roads, specifically State Road 24.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Laurie Costello

**AMENDED MOTION**

Commissioner Drawdy moved to authorize Mayor Jones to travel to Washington, DC, on October 27, to meet with Congresswoman Brown and Congressman Yoho, and others, to procure federal funds for our roads, specifically State Road 24, with travel funds not to exceed \$1,200.00.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0

- Stated that he would like to have a Capital Asset Plan for the future.
- Recommended video for areas of high vandalism in the parks.
- Recapped that approval for a trip to Tallahassee for the Junior Commission will come before the Commission shortly.
- Attended the Revival and noted that this was an excellent community event.
- Attended the League of Cities Annual Convention as the city’s representative. In conversations with Newberry’s water engineer, Newberry seems willing to assist Archer in any number of areas.

Commissioner Harris reported:

- Asked if the concerns that a citizen brought forward at the last meeting were resolved.

**VIII. PLANNING CALENDAR**

- A. City Hall has new hours that went into effect October 5, 2015: Monday-Friday 8:00 am to 4:30 pm.
- B. Planning & Zoning Board Meeting, October 13, 2015, at 7:00 pm, City Hall (no agenda-meeting cancelled)
- C. Halloween Bash, October 22, 2015, 6-8 pm, Archer Community Center.
- D. Code Enforcement Board Meeting, October 27, 2015, at 7:00 pm, City Hall (no agenda-meeting cancelled)
- E. Commission Meeting, November 9, 2015, at 7:00 pm, City Hall.
- F. City Hall will be CLOSED November 11, 2015, to observe of Veteran’s Day.

**IX. PUBLIC COMMENT PERIOD**

Tillie Davis, Laurie Costello, Roberta Lopez

**MOTION**

Commissioner Drawdy moved to extend the meeting 10 minutes.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

**PUBLIC COMMENT PERIOD CONTINUED**

Ryan Wilhour, Sue Batey, Shawn Willis.

**X. ADJOURNMENT**

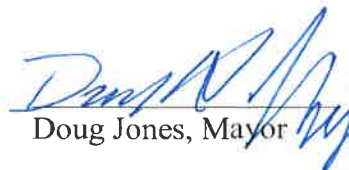
**MOTION**

Commissioner Drawdy moved to adjourn the meeting.

Commissioner Hope seconded the motion.

MOTION CARRIED 4-0 Time: 10:35 pm.

  
 John Glanzer, Interim City Manager

  
 Doug Jones, Mayor