

**TOWN OF ARCADIA**  
**BOARD OF TRUSTEES WILL HOLD ITS REGULAR MEETING**  
**Arcadia Municipal Building - 217 North Main Street - Arcadia, OK 73007**  
**Thursday, March 17, 2016 - 6:30 p.m.**

## AGENDA

### DEVOTION- FLAG SALUTE

**Item 1. CALL TO ORDER**

**Item 2. ROLL CALL**

**Item 3. CORRESPONDENCE**  
a. Thank you Card – Mrs. Catherine Ford

**Item 4. PETITIONS/COMMENTS**

**ANY PERSON WISHING TO MAKE A STATEMENT TO THE BOARD REGARDING TOWN OF ARCADIA MAY REQUEST TO BE HEARD.**

A Request Form should be completed and submitted to the Secretary prior to the start of the meeting.

**Item 5. CONSENT AGENDA**

a.	Minutes of Previous Meeting	Mar. 3 <sup>rd</sup> Minutes in Trustees' Binders
b.	Financial Status Report	February 29, 2016
	General Fund Account	
	CLEET Account	
	Street & Alley	
	Arcadia Reserve Account	
c.	Claims for Consideration	
d.	<b>Administrative Reports - General Status Reports Regarding Operation of Departments, Boards, and Commissions:</b>	
	Fire Department	
	Police Department	
	Arcadia Beautification	
	Community Development	
	Municipal Court	
	Planning Commission	

**Action Required:** Motion to approve Consent Agenda

**Item 6. ACCEPTANCE OF AUDITS PREPARED BY FINLEY & COOK, CPA, FOR PERIODS ENDING JUNE 30, 2014 & 2013.**

**Information:** The TOA & PWA for periods ending June 30, 2014 & 2013 have been completed by Finley & Cook and approved by USDA. The Town of Arcadia is currently in compliance with USDA audit guidelines. There were some comments & recommendations in the audit report to which TOA and PWA responded to USDA's satisfaction.

**Action:** Motion to approve the audits for periods ending June 30, 2014 & 2013.

**Item 7. CONSIDER APPROVING LAWN MAINTENANCE CONTRACT FOR SEVEN (7) MONTHS WITH CARL C. REEVES IN AN AMOUNT NOT TO EXCEED \$3,850.00.**

**Information:** This is a contract from April 1 - October 31, 2016 to mow lawns and trim grass at City Hall, Fire Station, and Community Center.

**Action:** Motion to approve Lawn Maintenance Contract with Carl C. Reeves for a seven (7) month period, from April 1 - October 31, 2016 for a sum not to exceed \$3,850.00.

**Item 8. CONSIDER APPROVING LAWN MAINTENANCE CONTRACT FOR SEVEN (7) MONTHS WITH ROBERT E. TRAYLOR IN AN AMOUNT NOT TO EXCEED \$3,500.00.**

**Information:** This is a contract from April 1 - October 31, 2016 to mow lawns and trim grass at 400 North Main and four alleys as identified in the contact.

**Action:** Motion to approve Lawn Maintenance Contract with Robert E. Traylor for a seven (7) month period, from April 1 - October 31, 2016 for a sum not to exceed \$3,500.00.

**Item 9. CONSIDER APPROVING LAWN MAINTENANCE CONTRACT FOR SEVEN (7) MONTHS WITH ROBERT E. TRAYLOR IN AN AMOUNT NOT TO EXCEED \$2,450.00.**

**Information:** This is a contract from April 1 - October 31, 2016 to mow and trim the outer perimeters of the park, mow grass around trailer home at West 3<sup>rd</sup> and Ogles Street, and assist Arcadia Fire Department during fire burns on an as needed basis.

**Action: Motion** to approve Lawn Maintenance Contract with Robert E. Traylor for a seven (7) month period, from April 1 - October 31, 2016 for a sum not to exceed \$2,450.00.

**Item 10. CONSIDER DECLARING A “MORATORIUM ON BUILDING” IN ARCADIA FOR A NINETY (90) DAY PERIOD.**

**Information:** Several people have contacted the office and are desirous of constructing mobile homes on and/or adjacent to Main Street. This move may distract from the commercial value of Main Street. Therefore, some time should be spent in planning what type of structures would be more appropriate on Main Street as well as other adjacent streets.

**Action: Motion** to declare a Moratorium on Building in Arcadia for a Ninety (90) day period.

**Item 11. CONSIDER ESTABLISHING A PLANNED URBAN DEVELOPMENT (PUD) IN DESIGNATED AREAS OF ARCADIA.**

**Information:** A PUD is an area where residential, commercial, and industrial developments complement each other by instilling certain building materials, landscaping, set-back requirements, and type of structures to be built. It is usually established by a developer. The town, however, is not currently being developed by an outside source. Therefore, town officials are in a prime position to determine what type of development takes place in certain areas.

**Action: Motion** to approve establishing a PUD in designated areas of Arcadia and assign this task to the Planning & Zoning Commission in conjunction with the town’s consultant, jChapple Group to identify the area(s) and structure a PUD to be presented at a later date to the Board of Trustees for action.

**Item 12. STATUS REPORT**

**Item 13. EXECUTIVE SESSION** - as provided in 25 O.S.307 (B)(1) for the purpose of discussion concerning legal and/or personnel matters, if needed.

**Item 14. NEW BUSINESS**

- a. Revisit Draft Building Ordinances that were approved by the Board in May or June 2015. Designate a person to make the corrections and put in Ordinance Book.
- b. Submit some recommended names to replace Chairman of the Planning & Zoning Commission to replace former Chairman who is now deceased. Also submit some recommendations for members, if applicable.

**Item 15. ANNOUNCEMENTS**

**Item 16. ADJOURNMENT**

This notice was posted at Town of Arcadia City Hall & four (4) other public places on Wednesday, March 16, 2016.

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**Sharree L. Butler, Town Clerk**