

Agenda

Agenda

CITY COMMISSIONERS OF THE CITY OF WILDWOOD

- Mayor/Commissioner – Ed Wolf – Seat 1
- Mayor Pro-Tem/Commissioner – Ronald Allen – Seat 5
- Pamala Harrison-Bivins – Seat 2
- Don C. Clark – Seat 4
- Robby Strickland – Seat 3
- Robert Smith –City Manager

October 10th, 2011
7:00 PM

PLEASE TURN OFF ALLCELL PHONES AND PAGERS

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Department, ADA Coordinator, at 352-330-1330, Ext. 102, forty-eight (48) hours in advance of the meeting.

F.S.S. 286.0105A-If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (The City of Wildwood DOES NOT provide this verbatim record).

AGENDA

- THE MEETING IS CALLED TO ORDER BY THE MAYOR
- INVOCATION
- FLAG SALUTE

1. TIMED ITEMS AND PUBLIC HEARINGS

7:00 PM (a)	TIMED ITEM	NONE

* Quasi Judicial Hearing

2. REPORTS AND PUBLIC INPUT

- SPECIAL PRESENTATION:

1. Presentation by David Grimm - Estimated costs for repairs and upgrades to the City Hall Annex Building to make it more conducive for records storage (Attachments)
2. Proclamation declaring the month of October, 2011, Head Start Awareness Month in the City of Wildwood (Attachment)
 - a. City Manager
 - b. City Attorney
 - c. City Clerk
 - d. Commission Members
 - e. Public Forum (10 minute time limit)
 - f. Notes, Reports, and items for the file as attached

3. NEW BUSINESS – ACTION REQUIRED

- a. MINUTES

1. Minutes of Regular Meeting held on September 27, 2011 (Attachments – Staff recommends approval)

b. ORDINANCES FIRST READING ONLY (READ ONLY – NO VOTE)

1. Ordinance No. O2011-17, an ordinance repealing Ordinance No. 426 and Section 13-2, City of Wildwood Code to abolish the Police User Fee (Attachments – Staff Recommends Approval)
2. Ordinance No. O0211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (INS) for applicant Lenity Group to construct a planned 3-story, 130 suite independent living facility, project to be known as Oxford II Retirement Residence; Special Magistrate recommends approval (Attachments – Staff Recommends Approval)

c. RESOLUTIONS FOR APPROVAL:

1. **TABLED 09.27.11** Resolution No. R2011-23, a resolution regarding a moratorium on business tax (Attachments – Board Option)
2. Resolution No. R2011-25, a resolution declaring a sole source purchase provider for software and hand-held meter reading equipment from Sunstate Meter & Supply, Inc., our current Neptune provider to replace 3 current inoperable and obsolete hand-helds to read water meters installed through-out the city and upload data to computers (Attachments – Staff Recommends Approval)

d. APPOINTMENTS

1. None

e. CONTRACTS AND AGREEMENTS

1. One year extension of current Agreement for Professional Services contract with Kimley-Horn & Associates to continue to provide civil engineering services (Attachments – Staff recommends approval)
2. Confirmation of the MOU (Memorandum of Understanding) between the COW; Sumter County; Village Center Community Development District; and the SC Sheriff's Office for the SC Public Safety Answering Points (PSAPS) (Attachments – Staff recommends approval)
3. Proposed agreement by Villages Technology Solutions Group to provide managed e-mail & calendar services to all departments at the COW (Attachments – Staff recommends approval)

f. FINANCIAL

1. Bills for Approval (Attachments – Staff Recommends Approval)
2. Discussion/Approval for purchase of Hardware (desktop computers/monitors) & Software (MS 2010 Professional Plus Office) to upgrade computers city-wide (Attachments – Staff Recommends Approval)
3. Discussion/Approval for antivirus software licenses for server to protect all new computers (Attachments – Staff Recommends Approval)

g. GENERAL ITEMS FOR CONSIDERATION

1. Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses (Attachments – Board Option)
2. Discussion/Approval of "Sharing Christmas", new special event on December 3, 2011 at the WW Community Center to take the place of the Winter Wonderland Event (Attachments – Board Option)

4. ADJOURN:

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**NOTES – NO ACTION REQUIRED:**

- a. None

**REPORTS:**

**CITY MANAGER (2.a.f.):**

1. FYI – Quarterly Report from Gene Komegay, PWD for the Public Works Department

# City of Wildwood, Florida

100 N. Main Street  
Wildwood, Florida 34785

TO: Mayor/Commissioners

FROM: David Grimm, City Projects Planner/Coordinator

RE: City Hall Annex Improvement Project

DATE: October 10, 2011

The City is in the process of transitioning our records storage to the Annex Building located across the street. The building is structurally sound and in overall good condition. A new twenty-year roof was installed 2-years ago and the building is now dry. The existing HVAC is functioning properly although it will probably need replaced/upgraded at some time in the future. There are several areas of concern that need to be addressed prior to moving any records including:

1. New front and rear steel doors with secure locking systems.
2. Repair of broken glass in exterior windows.
3. Painting of the exterior walls, windows and doors.
4. Replace all of the interior suspended ceiling and light fixtures.
5. Remove interior paneling, repair and paint interior walls.
6. Remove existing carpeting currently covering the terrazzo floor.
7. Refurbish the existing restroom.

The estimated cost for these improvements is \$40,000.00. The work will be contracted out to various local trades and subcontractors. The project will be managed internally by Dave Grimm.

# PROCLAMATION

WHEREAS, Mid Florida Community Services, Inc., along with Mid Florida Children Services and Head Start Programs nationwide have joined together to observe the month of October 2011 as "HEAD START AWARENESS MONTH"; and

WHEREAS, Head Start has been in existence since 1965 and is celebrating their 43<sup>rd</sup> year of service this year, and  
WHEREAS, Head Start is a federally funded preschool program serving three and four year old children (as well as children who are disabled) of families that meet the economic guidelines established by the Department of Children and Families; and

WHEREAS, Children are the greatest and most precious resource of our state, our nation, and our world; and  
WHEREAS, Children are dependent on adults to recognize and provide their most basic needs; and

WHEREAS, It is our responsibility as adults to recognize and provide for these needs in order for our children to grow and develop into productive, stable adults; and  
WHEREAS, The needs of children and families in the City of Wildwood and Sumter County must become top priority as future decision-makers by investing financial resources and talent in the prevention of health, mental health and education, disabilities, child abuse and neglect, and family dysfunction; and

WHEREAS, Head Start has served the City of Wildwood and Sumter County since 1983; and  
NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Wildwood, Florida, that the month of October 2011, be, and is hereby

proclaimed as  
"HEAD START AWARENESS MONTH"

in the City of Wildwood, Florida in recognition and appreciation of the services provided by this Head Start Program.

IN WITNESS WHEREOF, we have PASSED AND DULY ADOPTED this 10th day of October in the year of Our Lord Two Thousand and Eleven.



CITY COMMISSION  
CITY OF WILDWOOD FLORIDA

Ed Wolf, Mayor

ATTEST:  
Joseph Jacobs, City Clerk

SEAL

City of Wildwood  
Public Works Department  
410 Grey Street  
Wildwood, Florida 34785  
Phone: 352-330-1343 Fax: 352-330-1353

# Memo

**To:** Robert Smith  
**From:** Gene Kornegay  
**Cc:** Commission  
**Date:** 10/3/2011  
**Re:** Quarterly Report for Public Works



This is a brief summary of special duties that we have accomplished this quarter (July, August, and September 2011).

## Road repairs were made on:

|                                       |                       |                         |
|---------------------------------------|-----------------------|-------------------------|
| Oxford & Gamble                       | Clay Drain Rd         | Behind Fla. Power       |
| MLK & Ed Lynum (7)                    | High & Lime (10)      | High & Orange (2)       |
| High St                               | Lemon & Peters        | Lemon St                |
| Mill St (2)                           | Hence & Ross          | 2 <sup>nd</sup> St      |
| Webster & Maddox                      | Penn & Webster        | Missouri & Lee St       |
| Lee St (Lions Club)                   | Powell by Jarrell     | Jarrell & Ida           |
| Jarrell (near curve)                  | Crestview & Judy      | Osceola Ave             |
| Osceola & Gray                        | Broken Oak & Woodlane | Broken Oak by Powell Rd |
| 2 <sup>nd</sup> St & Evans            | CR 124A               | Moss & Pitt St          |
| Rutland & Old Wire                    | Rutland behind Annex  | Webster & Curry         |
| Palmer St                             | Barwick St            | Broken Oak              |
| St Claire                             | Judy Lane             | Warfield Ave            |
| Knight & Powell                       | 5 <sup>th</sup> Ave   | CR 209                  |
| Wolf                                  | Gilliam               | Stanley                 |
| 3 <sup>rd</sup> & 5 <sup>th</sup> Ave | Mill & Hence          | 2 <sup>nd</sup> St      |
| Terry St                              | 4 <sup>th</sup> Ave   | 3 <sup>rd</sup> Ave     |
| Park St                               | CR 181                | Mission & Stanley       |
| Hazel & Huey                          | Huey St               | Old Wire Rd             |
| Cleveland & Pleasantdale              |                       | Master St               |
| Willis St                             | Magnolia & Stanley    | Powell & Missouri       |

|                                          |                    |                              |
|------------------------------------------|--------------------|------------------------------|
| Cleveland                                | CR 505             | Clyde and Cemetery dirt road |
| West end of Stone                        | Ross & Hence       | Hence (road shoulder)        |
| Mill St & Moss                           | Evans St           | Whittiker Rd                 |
| Jackson & Stone                          | Gray St            | MLK & Lynum                  |
| Broken Oak (shoulder)                    | Old Wire & Knight  | Knight & Lee                 |
| Lee St (shoulder)                        | Pine Ct            | St Claire (shoulder)         |
| Peters & Lime St                         | CR 114             | CR 202                       |
| Barwick & Palmer                         | Lime Ct            | Webster & Florida Ave        |
| Pine Court & Meadows                     | Barwick & Gray     | Barwick & Warfield           |
| CR 44A & 5 <sup>th</sup> Ave             | CR 44A & St Claire | CR 44a & Roy St              |
| Powell & Clyde                           | MLK & Peters       |                              |
| Wildwood Estates 44 & 301 for Water Dept |                    |                              |

Tree trimming and cutting back right-of-way were done on:

|                                 |                                             |                                       |
|---------------------------------|---------------------------------------------|---------------------------------------|
| 2 <sup>nd</sup> Ave             | Clyde & Powell                              | Huey near St Claire                   |
| South side Community Center     | 5 <sup>th</sup> Ave by tracks               | Tower Site                            |
| Kentucky St                     | 4 <sup>th</sup> St. by Senior Citizens Bldg |                                       |
| 4 <sup>th</sup> St by Fence     | Orange St                                   | Mill.Park behind fields               |
| Gray St (Between Peters & High) |                                             | Lemon & Peters                        |
| Lemon St                        | Orange at Kilgore                           | Webster St.                           |
| Public Works Barn               | CR 114                                      | CR 124A                               |
| Tower Site                      | Stone St                                    | Knight & Powell                       |
| Stanley St                      | Kentucky                                    | 3 <sup>rd</sup> & 4 <sup>th</sup> Ave |
| Senior Citizens Bldg.           | Hence & Clark St                            | North end Jackson                     |
| CR 203                          | Jackson St & Barwick                        | Maddox                                |
| Maddox & Webster                | CR 131                                      | Clark St                              |

Rented roller for road repairs on C44 and Hwy 301

Removed street flag decorations.

Installed Growers Market Banners on Oxford St.

Tree and debris clean up on Clay Drain Road (2 week job)

Tree debris picked up on: CR 114, Orange St, and 4<sup>th</sup> St.

Cleaned up around animal pens at the Woodwaste Facility

Helped Progress Energy with tree debris on lines.

Worked with tree trimmers picking up tree removal at City Hall, Park St, Pennsylvania, Mill St, Lees St. CR 214 and CR 44A

Swept grates at Gamble St., Oxford & Mason, Webster St., Evans and City Hall area

Cleaned storm drains on Evans St and City Hall area.

Milled driveway at Charter School on St. Claire

Repaired decorative lighting on: Kilgore & Jackson, N 301, Barwick & 301

Cleaned graffiti off of 9 signs

Mowed and disc the Rib Site

Sprayed sidewalks on CR 114 to CR 204 and right-of-way areas

Repaired 2 City Hall's toilets.

Burned at the Woodwaste Facility (5 days)

1 employee helped out at the annex (cleaning up for 1 1/2 weeks)

Checked and cleaned lift stations monthly

Weekly street sweeping

Working the Grower's Market.

We are maintaining 60 plus miles of right-of-way mowing.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA  
REGULAR MEETING  
SEPTEMBER 27, 2011 – 7:00 P.M.  
CITY HALL COMMISSION CHAMBER

The City Commission of the City of Wildwood, Florida met in Regular session, September 27, 2011 at 7:00 p.m.

Present were: Mayor Pro Tem Allen, Commissioners Bivins, and Clark. Also present were: City Manager Smith, City Clerk Jacobs, City Attorney Blair, Assistant City Clerk Roberts, Police Chief Reeser, Development Services Director Peavy, AVT Law and Senior Planner Grimm. Commissioner Strickland entered during FCCMA presentation.

The meeting was called to Order and followed by an invocation and Pledge of Allegiance to the American Flag.

1. TIMED ITEMS AND PUBLIC HEARINGS

a. Public Hearing –

- 1) (Review) STATE REQUIREMENTS reference the Hearing Procedures and the required AD for the newspaper (Attachments)

CM Smith noted the millage for FY2012 to be 4.0714, a 3.5 decrease from last year.

- 2) OPEN MEETING for Public Hearing on the following:

Public Hearing opened. No comments received.

- 3) Resolution No. R2011-20 – Adopting FINAL Millage Rate for the 2011-2012 Fiscal year (Attachment – Board Option)

Resolution R2011-20 introduced and read by title only.

Motion by Commissioner Bivins, second by Commissioner Clark that Resolution No. R2011-20: A Resolution Of The City Of Wildwood, Florida Adopting The **Final** Levying Of Ad Valorem Taxes For City Of Wildwood, Florida; Providing For An Effective Date: be adopted. Motion carried by unanimous vote.

- 4) Resolution No. R2011-21 – Adopting FINAL Budget for the 2011-2012 Fiscal year (Attachment – Board Option)

Resolution R2011-21 was introduced and read by title only.

CM Smith noted the total budget for FY2012 to be \$11,319,855. CM Smith referenced a memo related to Police User Fee and whether to eliminate it or not. This will be on the agenda at the next meeting. If eliminated it would reduce revenue by approximately \$160,000.

Motion by Commissioner Clark, second by Commissioner Bivins that Resolution No. R2011-21: A Resolution Of The City Of Wildwood, Florida Adopting The

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**Final Budget For Fiscal Year 2012; Providing For An Effective Date:** be adopted.  
Motion carried by unanimous vote.

- b. Ordinance No. O2011-12, an ordinance requiring entities with pipes, cables, or lines within a public ROW to seek a permit prior to disturbance of said ROW for maintenance and/or repair, etc. (Attachments – Staff recommends approval)

O2011-12 was introduced and read by title only. Public Hearing opened. No comments were received from the public.

Motion by Commissioner Clark, second by Commissioner Bivins that Ordinance No. O2011-12: An Ordinance of the City of Wildwood Florida; Amending Section 16-8 of the City of Wildwood Code of Ordinances; requiring entities with pipes, cables, or lines within a Public Right-of-Way to seek a permit prior to disturbance of the Right-Of-Way for maintenance, repair, or installation; providing for conflict; and providing for an effective date: be adopted on second final reading. Motion carried by unanimous vote.

CM Smith requested that Special Presentations be addressed prior to remainder of Public Hearings.

- **SPECIAL PRESENTATIONS:**
- Presentation by City Manager Smith regarding the process/selection of a City Manager via the FCCMA (Florida City & County Manager's Association) Range Rider Program (Attachments)

Present was Richard Simmons of the FCCMA and member of the Range Rider Program.

CM Smith requested input from the Commission as to the criteria for the City Manager position and advertisement regarding residency, salary, education and experience. Requested that he be a part of the review of applications.

Richard Simmons suggested that if the person is from outside the area and required to move into the area, a time period be given to move into the City Service Area. Commissioner Allen suggested – live within the City Service area. Commissioner Clark suggested – providing one year to move into the area with one year probation. Common consent to City Service area and one year to move and probation. Common consent to approve recommended range of \$80,000 to \$90,000 with opportunity to negotiate depending on qualifications. Common consent to education recommendation. Richard Simmons suggested that consideration be given to Assistant City Managers from larger cities not just those who have served as City Manager when looking at experience. Noted that the FCCMA is a part of the ICMA and suggested that the requirement list ICMA membership preferred. Common consent to take recommendation of Richard Simmons. Common consent to advertise regionally.

Richard Simmons explained what the FCCMA does. They would look for those who meet the requirements and the Commission makes the decision which fits Wildwood. They do not do a short list unless that is what the Commission wants. They do ethics checks on the applications.

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Indicated the process would take about four months, and will probably be February before a new City Manager is in place. Position should be advertised in the ICMA. Review of applications should begin as soon as they begin to arrive.

- Proclamation declaring September 30, 2011 as Doris T. King Day on her last day of employment with the City before retiring having served 34½ years (Attachment)

Proclamation and plaque inscription were read and both presented to Doris King. Doris King expressed appreciation to the Mayor and Commissioners, City Attorney and City Manager.

- c. Ordinance No. O2011-15, an ordinance correcting scriveners errors regarding Ordinance # O2010-19 (Attachments – Staff Recommends Approval)

O2011-15 was introduced and read by title only. Public Hearing opened. No comments received.

Motion by Commissioner Clark, second by Commissioner Strickland that Ordinance No. O2011-15: An Ordinance Of The City Of Wildwood, Florida, Correcting Scriveners Errors Caused By Scriveners Errors Contained In The Property Description In Ordinance Number O2010-19; And Providing For An Effective Date: be adopted on second final reading. Motion carried by unanimous vote.

- d. Ordinance No. O2011-16, an ordinance correcting scriveners errors regarding Ordinance # O2010-20 (Attachments – Staff Recommends Approval)

O2011-16 was introduced and read by title only. Public Hearing opened. No comments received.

Motion by Commissioner Strickland, second by Commissioner Bivins that Ordinance No. O2011-16: An Ordinance Of The City Of Wildwood, Florida, Correcting Scriveners Errors Caused By Scriveners Errors Contained In The Property Description In Ordinance Number O2010-20; And Providing For An Effective Date: be adopted on second final reading. Motion carried by unanimous vote.

## 2. REPORTS AND PUBLIC INPUT

- a. City Manager – noted the following items.
  - 1) FYI – Quarterly report from Jason Hargrove, PRC, for the Parks & Recreation Department (Attachments)
  - 2) FYI – Pilot Club 18<sup>th</sup> Annual Brain Power Walk (Attachment)

Noted that prior to adjourning, the final FY 2010-2011 budget amendments will need to be adopted.

- b. City Attorney - None
- c. City Clerk – None

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- d. Commission Members - None
- e. Public Forum (10 minute time limit)
  - 1) Reggie Caruthers – selection of new City Manager is critical to the City due to the growth. Asked for due diligence in the process. Recommended that the person be an American citizen.
  - 2) Manny Pesco – signage issue was resolved. CM Smith – amendments were made to everything. Mr. Pesco – at 100% occupancy in the Wildwood Antique Mall. Landlords of the shopping center are talking with him about additional space that is available. Expressed appreciation for all that was done.
- f. Notes, Reports, and items for the file as attached

3. NEW BUSINESS – ACTION REQUIRED

- a. MINUTES
  - 1) Minutes of Special Meeting held on September 7, 2011 (Attachments – Staff recommends approval)
  - 2) Minutes of Regular Meeting held on September 13, 2011 (Attachments – Staff recommends approval)

Motion by Commissioner Strickland, second by Commissioner Bivins to approve the minutes of September 7, 2011 and September 13, 2011 as typed. Motion carried by unanimous vote.

- b. ORDINANCES FIRST READING ONLY (READ ONLY – NO VOTE)  
None

- c. RESOLUTIONS FOR APPROVAL:

- 1) Resolution No. R2011-22, a resolution declaring surplus IT equipment and discussion regarding distribution of items (Attachment – Staff Recommends Approval)

CM Smith – noted that with IT upgrades approximately 40 stations are being replaced. Noted there are some employees who would like to purchase their station once the hard drives are cleaned. The purchase would be at market price. After the initial offer to the employee, the equipment would be placed on an auction web site for about 30 days, and then sending information to other government agencies and charitable organizations to donate to them.

Motion by Commissioner Bivins, second by Commissioner Strickland that Resolution No. R2011-22: A Resolution Of The City Commission Of The City Of Wildwood, Florida Determining That Certain Property Is Surplus; Determining The Manner Of Disposal Of Said Property; Providing For An Effective Date: be adopted. Motion carried by unanimous vote.

Common Consent of the Commission to approve the recommendation of the City Manager regarding disposal of the IT equipment.

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2) Resolution No. R2011-23, a resolution regarding business tax (Attachment – Board Option)

The question of doing away with the business tax was brought up by Mayor Wolf, therefore requested to table.

3) Resolution No. R2011-24 a resolution declaring a sole source purchase for the duplicate replacement of a Peerless Reuse Jockey Pump S/N 640686 (Attachments – Staff Recommends Approval)

Motion by Commissioner Strickland, second by Commissioner Clark that R2011-24: A Resolution Of The City Commission Of The City Of Wildwood, Florida, Declaring A Sole Source Provider For A Peerless Model 8lb-8 Stage Vertical Turbine Pump; Providing That The Existence Of The Sole Source Has Been Documented By The City; Providing For An Effective Date: be adopted. Motion carried by unanimous vote.

d. APPOINTMENTS  
None

e. CONTRACTS AND AGREEMENTS

1) Request approval of the Contract Renewal with the WPRC (Withlacoochee Regional Planning Council), an agreement for services if needed (Attachments – Staff Recommends Approval)

Motion by Commissioner Bivins, second by Commissioner Clark to approve Contract Renewal. Motion carried by unanimous vote.

2) Request approval of the Third Addendum to the Developer's Agreement with Homes In Partnership (Attachments – Board Option)

CM Smith – noted this is to clear up a property description in the contract.

Motion by Commissioner Bivins, second by Commissioner Strickland to approve the Third Addendum. Motion carried by unanimous vote.

3) Renewal of lease with Dodd McDowell. DM7 Cattle Company (to exempt the property now leased for the AT&T Cell tower) (Attachments – Staff Recommends Approval)

CM Smith – Noted the lease with DM7 has expired, but it is a good thing to have the cattle on the land. Cell tower process is ongoing.

Motion by Commissioner Strickland, second by Commissioner Bivins to renew the DM7 lease. Motion carried by unanimous vote.

f. FINANCIAL

1) Bills for Approval (Attachments– Staff Recommends Approval)

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Motion by Commissioner Bivins, second by Commissioner Clark to pay the bills. Motion carried by unanimous vote.

2) Review/approval of HVAC project improvements – bid results and recommendations from engineer and staff (Attachments – Staff Recommends Approval)

SP Grimm – believes all things that can be fixed have been found. Three bids were received with the low bid from Air Mechanical and Service Corp in the amounts of \$299,500 as the base bid with \$88,000 for the alternates. Received outstanding references on the low bidder. The engineer, Matt Verrando and staff are recommending the bid be awarded to Air Mechanical. Commission option would be to award the add alternates to bring the total bid to \$387,500. This would take the entire system does everything that could possibly be done to it and make it as good as we can make it. Cannot make it perfect. There is a bond so that if the contractor fails to perform, the bond company will take over to complete. Noted comparison of bids to Verrando's estimate and original assessment.

Motion by Commissioner Bivins, second by Commissioner Strickland to approve award of bid including base and alternates to Air Mechanical in the amount of \$387,500. Motion

g. GENERAL ITEMS FOR CONSIDERATION

1) Review/approval requested from the Wildwood Middle-High School to hold the Homecoming Parade (Attachments – Board Option)

Motion by Commissioner Clark, second by Commissioner Bivins to approve request for Homecoming parade. Motion carried by unanimous vote.

2) Approval requested by Power Corporation and Holiday Builders for re-assignment of ERC's (Attachments – Staff Recommends Approval)

Motion by Commissioner Clark, second by Commissioner Strickland to approve request for re-assignment of ERC's. Motion carried by unanimous vote.

3) Extension request of the O'Dell PUD – Ordinance #621 due to real estate market conditions (Attachment – Staff Recommends Approval)

Commissioner Strickland asked how many extensions they have been given. DSD Peavy was not sure, but they have received more than one. Noted that the LDR does not limit the number of extensions, but they must re-apply every six months. Staff will bring back to the Commission a proposed change to that section of the LDR.

Motion by Commissioner Strickland, second by Commissioner Bivins to approve the extension. Motion carried by unanimous vote.

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- 4) Discussion regarding the cancellation of the second meeting in December (26<sup>th</sup>) – City Hall will be closed for the Christmas holiday (which falls on Sunday) (Attachment – Staff Recommends Approval)

Motion by Commissioner Strickland, second by Commissioner Bivins to cancel the December 26, 2011 Commission meeting due to the Christmas holiday. Motion carried by unanimous vote.

Motion by Commissioner Bivins, second by Commissioner Strickland to amend the agenda to include, Adoption of Final Revised 2011 Budget. Motion carried by unanimous vote.

Motion by Commissioner Strickland, second by Commissioner Bivins that the final revised FY 2011 budget in the amount of \$10,224,348 be approved. Motion carried by unanimous vote.

4. ADJOURN:

Upon a motion by Commissioner Bivins, second by Commissioner Strickland the meeting adjourned.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

ATTEST: \_\_\_\_\_  
Joseph Jacobs, City Clerk

\_\_\_\_\_  
Ronald B. Allen, Mayor Pro Tem

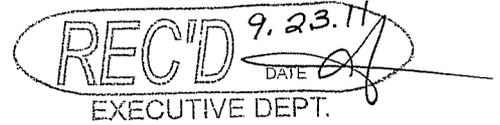
*Jerri A. Blair, P.A.*

3. NEW BUSINESS - ACTION REQUIRED b. ORDINANCES -  
1ST READING ONLY (NO VOTE) (1) Ordinance No. O2011-17, an  
Ordinance repealing Ordinance No. 426 and Section 13-2, City  
of Wildwood Code to abolish the Police User Fee

Jerri A. Blair  
Attorney at Law

Attorney and Counselor At Law

131 W. Main St.  
P.O. Box 130  
Tavares, FL 32778-0130  
(352) 343-3755  
(352) 343-5301 fax



MEMO

To: Mayor Ed Wolf; Commissioner Ronald Allen; Commissioner Pamela Bivins; Commissioner Robby Strickland; Commissioner Don Clark; Robert Smith

From: Jerri A. Blair

Date: September 23, 2011

Re: Police User Fee

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Commissioner Allen has reported to me that the police user fee has become a hot topic with the League of Cities. Other police departments have frequently called me over the years, and I have always told them, as I have told you in the past, that I have very strong concerns it could be declared unenforceable, and that, if so, there is a risk that the City collecting the fee would have to repay the money. There have been 2 attempts by League of Cities to get the legislature to pass legislation to enact a police user fee and neither was successful.

This police user fee was supposed to be a short term solution to a problem the City faced years ago. As you know I have brought this to your attention several times hoping you would put an end to the use of this funding device because it ultimately has a very, very high probability of being stricken. The risk of this is increasing because other cities have put such fees into effect and at some point a lawsuit will probably be filed. I suggest you repeal the police user tax ordinance as soon as possible. I have included language in the ordinance to try to limit the City's liability if it ever were to be declared unenforceable, but the outside risk is that if such an action were filed, the City could be ordered to return all funds received as police user fees.

**ORDINANCE NO. O2011-17**

AN ORDINANCE OF THE CITY OF WILDWOOD,  
FLORIDA, REPEALING ORDINANCE NUMBER 426 AND  
SECTION 13-2, CITY OF WILDWOOD CODE; PROVIDING  
FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED by the City Commission of the City of Wildwood, Florida:

SECTION 1. Ordinance number 426, the City of Wildwood Police User Fee Ordinance, and Section 13-2, City of Wildwood Code, are hereby repealed.

SECTION 2. All ordinances or parts of ordinances in conflict herewith, be, and the same are hereby repealed.

SECTION 3. If any section, sentence, clause or phrase of this ordinance is held to be invalid or unconstitutional by a Court or competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of said ordinance.

SECTION 4. Effective Date. This Ordinance shall take effect immediately upon its final adoption by the City Commission.

PASSED AND ORDAINED this \_\_\_\_ day of \_\_\_\_\_, 2011, by the City Commission of the City of Wildwood, Florida.

SEAL

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

ATTEST: \_\_\_\_\_  
Joseph Jacobs, City Clerk

\_\_\_\_\_  
Ed Wolf, Mayor

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Jerri A. Blair, City Attorney

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA  
REGULAR MEETING  
MARCH 14, 2005 – 7:00 P.M.  
CITY HALL COMMISSION CHAMBER

3. NEW BUSINESS – ACTION REQUIRED b. ORDINANCES –  
1<sup>ST</sup> READ ONLY (NO VOTE) (1) Ordinance No. O2011-17, an  
ordinance repealing Ordinance No. 426 and Section 13-2, City  
of Wildwood Code to abolish the Police User Fee

(meeting taped)

The City Commission met in Regular session March 14, 2005, at 7:00 p.m. in the City Hall Commission Chamber.

Present were: Mayor Wolf; Commissioners Johnson, Bivins, Strickland and Allen. Also present were: City Manager Stevens, City Clerk Jacobs, City Attorney Blair, Police Chief Clark, Assistant to the Public Works Director Wallace, Water Director Zigler, Wastewater Director Bennett, Community Development Director Dixon, Administrative Assistant King, Assistant City Clerk Roberts, AVT Law.

1. CALL TO ORDER:

a. Invocation and Pledge of Allegiance to the American Flag

The meeting was called to order by Mayor Wolf, with Commissioner Allen giving the invocation and the audience joining in the Pledge of Allegiance to the American Flag.

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

Motion by Commissioner Johnson, second by Commissioner Bivins to approve the minutes of the Regular meeting of February 28, 2005 and the minutes of the Special called meeting of March 8, 2005 as typed. Motion carried, all voting yea.

3. SPECIAL PRESENTATIONS/RECOGNITION'S/OTHER:

a. None

4. CONSENT AGENDA: (Considered to be self-explanatory with no discussion required, however, individual items may be removed for discussion by a motion and roll call vote upon request of a Commissioner or member of the public.)

- a. Information only: Notice of non-funding for FDOT beautification grants (Attachment on file)
- b. Information only: Letter from county authorizing \$50,000 in SHIP funds to be used in development of Wildwood's CDBG project application (Attachment on file)
- c. Information only: Letter from National Arbor Day Foundation declaring us a Tree City for the year 2004 (Our 15<sup>th</sup> year) (Attachment on file)
- d. Proclamation declaring Friday April 22<sup>nd</sup> as "Arbor Day" (Tree City day) in the City of Wildwood for the year 2005 (we will celebrate here at City Hall in our traditional fashion with a tree give away and the WMS Band) (Attachment on file)

Motion by Commissioner Bivins, second by Commissioner Allen to adopt the consent agenda. Motion carried, all voting yea.

5. CITIZENS TO SPEAK: (10-minute time limit)

a. None

6. MAYOR/COMMISSIONERS:

a. Bills for approval (Attachments on file)

Motion by Commissioner Allen, second by Commissioner Johnson to pay the bills as listed. Motion carried, all voting yea.

b. Commission to appoint Citizens Advisory Task Force (5) for CDBG projects (NO Attachment)

Mayor Wolf – this would proceed through special master, site plan process.

Commissioner Strickland – noted the language in the contract states 4.5 acres, not the 5.5 total acres. Mr. Kendall – the contract was written based on the dry land. Commissioner Strickland – shouldn't the contract be listed as 5.5 acres, and the City work with SWFWMD to use the pond as retention. CA Blair – change the contract to 5.5 acres and make subject to use of pond for storm water retention.

Motion by Commissioner Johnson, second by Commissioner Strickland to accept the amended contract for Hollis Kendall to purchase 5.5 acres in the Industrial park, at a rate of \$40,000 per acre, subject to the one-acre pond being usable for retention, and if not Mr. Kendall would be refunded for one acre. Motion carried, all voting yea.

- b. TABLED 02.28.05 (5a.) Manny Pesco's request to purchase property in industrial park (NO Attachment)

Manny Pesco – interested in Lot 2 if County would release. Requested City assistance with County in obtaining Lot 2. Would like to make commitment on Lot 8, if Lot 2 does not become available within 30 days would provide full proposal to City for Lot 8. CM Stevens – if there are extenuating circumstances that 30 days cannot be met, Commission could give extension.

Motion by Commissioner Allen, second by Commissioner Johnson to go on record that Manny Pesco has 30 days to work with County for Lot 2, and if not available will come back to Commission with proposal for Lot 8 at second meeting in April. Motion carried, all voting yea.

Manny Pesco – requested a letter from City Manager to SBA that relocation is in process.

- c. TABLED 02.28.05 (8f.) – Resolution No. 906 (requested by Commissioner Allen) regarding the realignment of Regional Council boundaries (Attachment on file)

Resolution No. 906 read by title by Mayor Wolf.

Motion by Commissioner Bivins, second by Commissioner Johnson that Resolution No. 906: A Resolution of the City Commission of The City Of Wildwood, Florida establishing certain criteria related to realignment of Regional Councils and Regional Council Boundaries: be adopted. Motion carried, all voting yea.

- d. First reading of Ordinance No. 426, providing for police (law enforcement) user fees (Attachments on file)

Mayor Wolf introduced and read by title, Ordinance No. 426.

Motion by Commissioner Allen, second by Commissioner Johnson that Ordinance No. 426: An Ordinance Of The City Of Wildwood, Florida, Providing For A Police Services User Fee; Providing For An Effective Date: be passed on first reading. Motion carried, all voting yea.

- e. PUBLIC HEARING – 2<sup>nd</sup> final reading of Ordinance No. 428, and ordinance amending LDR Chapter 3, clarifying intent of RIO mix (Attachment on file)

Mayor Wolf read by title, Ordinance No. 428 and opened meeting for Public Hearing.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA  
REGULAR MEETING  
MARCH 28, 2005 – 7:00 P.M.  
CITY HALL COMMISSION CHAMBER

3. NEW BUSINESS – ACTION REQUIRED b. ORDINANCES –  
1<sup>ST</sup> READ ONLY (NO VOTE) (1) Ordinance No. O2011-17, an  
ordinance repealing Ordinance No. 426 and Section 13-2, City  
of Wildwood Code to abolish the Police User Fee

(meeting taped)

The City Commission met in Regular session March 28, 2005, at 7:00 p.m. in the City Hall Commission Chamber.

Present were: Mayor Wolf; Commissioners Bivins, Allen, and Strickland. Also present were: City Manager Stevens, Assistant City Clerk Roberts, City Attorney Blair, Police Chief Clark, Water Director Zigler, Wastewater Director Bennett, Community Development Director Dixon, AVT Law. Commissioner Johnson being absent due to shift schedule.

1. CALL TO ORDER:

The meeting was called to order by Mayor Wolf, with Commissioner Allen giving the invocation and the audience joining in the Pledge of Allegiance to the American Flag.

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

Motion by Commissioner Allen, second by Commissioner Bivins to approve the minutes of the Regular meeting of March 14, 2005 as typed. Motion carried, all voting yea.

3. SPECIAL PRESENTATIONS/RECOGNITION'S/OTHER:

a. None

4. CONSENT AGENDA:

a. None

5. CITIZENS TO SPEAK: (10-minute time limit)

a. Brian Gibson, F/F EMT, Sumter County – requested permission to have Boot drive at corner of SR 44 and US 301 to raise money for Relay for Life to help fight cancer.

Motion by Commissioner Allen, second by Commissioner Bivins to approve request. Motion carried, all voting yea.

CM Stevens requested that Fire Chief get with City Attorney to assure no liability against the City.

b. Annette Martin – mentioned it stays daylight at her house all the time now. (1) Expressed concern about pets being brought to the ballfield area and allowed to roam free. CM Stevens – will have signs posted that Leash Law will be enforced. (2) property east of hers is “grown up” and has debris that needs to be cleaned around fire hydrant. WD Zigler – will clean up around the hydrant.

c. Bil Spaude – SCYC – lease has been signed with the City but no dimensions were ever established. Spoke with Bennie Bedenbaugh and reviewed the design for Millennium Park, which showed parking in the area. Tried to block in the smallest piece of property to get the building on with a little room for expansion, so that the City could have as much parking as possible. What he blocked in is less than an acre, 200' x 175'. Want to have a survey done, but not until he receives approval from the City. CM Stevens – asked where there access would be, and if it would still be through the opening from the road. Bil Spaude – would like to continue to use it as is, until the City puts in parking. Do not want to interrupt City's parking. No use in putting something in that will have to be taken out later. Mayor Wolf – the more this

- 7) Approval of committal letter to DCA regarding the economic development grant (Attachments on file)

Motion by Commissioner Allen, second by Commissioner Bivins to authorize execution of Letter of Committal to DCA regarding the economic development grant. Motion carried, all voting yea.

- b. Homes In Partnership counter-offer to appraisal of \$7,800 for property at corner of Ross and Second Streets (Lot 2, Block P, Meadowlawn) Counter-offer is \$7,000 (Attachments on file)

Commissioner Allen – it was appraised at \$7800, and very rarely does the City go below the appraised price. Commissioner Strickland – wondering if something was found wrong. Mayor Wolf – that is probably the figure HIP has been paying for land, but based on the recent Commission discussions as it relates to the value of property in the area, don't believe Commission would be representing the full interest of the citizens to take less than the appraised value.

CDD Dixon – reviewed the appraisal and believes there were boxes marked as not being on sewer or water. That would be incorrect, as it does have utilities available to it. CA Blair – need to ask the appraiser to correct the appraisal.

Motion by Commissioner Strickland, second by Commissioner Bivins to send letter rejecting the counter offer of \$7,000 because the Commission feels it would not be acting in the best interest of the citizens to accept less than appraised value. Motion carried, all voting yea.

Motion by Commissioner Bivins, second by Commissioner Allen that appraiser be asked to check the appraisal and be sure the lots are appraised correctly as to City services available. Motion carried, all voting yea.

- c. PUBLIC HEARING – second final reading of Ordinance No. 426 providing for police user fees (Attachments on file)

Mayor Wolf – read Ordinance No. 426 by title only and opened floor for Public Hearing. No comments received.

Motion by Commissioner Allen, second by Commissioner Strickland that Ordinance No. 426: An Ordinance Of The City Of Wildwood, Florida, Providing For A Police Services User Fee; Providing For An Effective Date: be adopted on second final reading. Motion carried, all voting yea.

8. NEW BUSINESS:

- a. Request for reduction in fines – Ernest Haupt (Don Dixon, CDD to address) (Attachments on file)

Ernest Haupt – thought he had a buyer for his property and found the fines were \$6600 to be paid. Was not aware of the total. Requested mercy from the Commission for a reduction in the fines or eliminate them completely. Has a buyer who is a contractor and plans to fix it up.

Mayor Wolf – asked for clarification from CDD Dixon. CDD Dixon – two issues: (1) debris and trash which has an on-going \$10.00 per day fine running since August 27, 2003, and (2) repair or demolition of the house with a fine of \$25.00 per day since November 1, 2004, but

**RESOLUTION NO. 912**

3. NEW BUSINESS - ACTION REQUIRED b. ORDINANCES -  
1<sup>ST</sup> READ ONLY (NO VOTE) (1) Ordinance No. 02011-17, an  
ordinance repealing Ordinance No. 426 and Section 13-2, City  
of Wildwood Code to abolish the Police User Fee

A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA,  
PROVIDING FOR THE AMOUNT OF POLICE USER FEES;  
PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City of Wildwood City Commission has enacted Ordinance Number 426;  
and,

**WHEREAS**, the amount of police user fees provided for in Ordinance Number 426 needs  
to be set.

**NOW, THEREFORE**, be it resolved by the City Commission of the City of Wildwood,  
Florida;

Section 1. Every person owning or using real property within the City of Wildwood,  
Florida through fee simple, leasehold interest or any other real property interest shall pay a  
police user fee of \$5.00 per month.

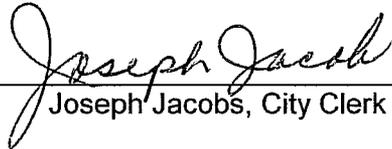
Section 2. This resolution shall become effective from the date it is passed by the City  
Commission of the City of Wildwood, Florida.

PASSED AND RESOLVED this 9<sup>th</sup> day of May, 2005, by the City Commission of the City  
of Wildwood, Florida

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

ATTEST:

  
Joseph Jacobs, City Clerk

  
Ed Wolf, Mayor

3. NEW BUSINESS – ACTION REQUIRED b. ORDINANCES –  
1<sup>ST</sup> READ ONLY (NO VOTE) (1) Ordinance No. O2011-17, an  
ordinance repealing Ordinance No. 426 and Section 13-2, City  
of Wildwood Code to add to the Police User Fee

AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING  
FOR A POLICE SERVICES USER FEE; PROVIDING FOR AN  
EFFECTIVE DATE

WHEREAS, the City of Wildwood City Commission has had numerous complaints about the need for additional law enforcement within the City of Wildwood, Florida; and,

WHEREAS, the need for police officers would allow the city to police areas where citizen complaints have indicated that there may be ongoing drug and other criminal activity that may be impacting the property values and safety of citizens within the City of Wildwood; and,

WHEREAS, the type of criminal activity that arises with drug use impacts the community as a whole; and/

WHEREAS, the additional law enforcement would allow the City to properly police traffic violations with the City which would promote public safety; and,

WHEREAS, better police services will promote the safety and welfare of all citizens of the City of Wildwood; and,

WHEREAS, the City of Wildwood tax rolls do not support enough funding for purposes of the police department budget in effect as of the date of this ordinance; and

WHEREAS, the City of Wildwood property tax assessments provide approximately \$600,000.00 per year in taxes; and,

WHEREAS, the police budget for the past several years has exceeded \$1,000,000.00 per year; and,

WHEREAS, police services are not tied to property ownership but to the need for safety by citizens residing or doing business in the City of Wildwood; and,

WHEREAS, the City of Wildwood residents would be benefited by having additional police protection because it would help to lower the property owners' insurance costs which would lower the cost of living of all residents; and,

WHEREAS, Chapter 166, Florida Statutes provides for user fees which may be imposed by ordinance; and,

WHEREAS, all of the citizens of the City of Wildwood use the police department's services because all of the citizens of Wildwood depend upon the police department to respond to criminal actions as well as patrol the streets and public areas of the City of Wildwood, Florida, thus maintaining the safety of the City of Wildwood.

NOW, THEREFORE, be it ordained by the City Commission of the City of Wildwood, Florida:

SECTION 1. Every person owning or using real property within the City of Wildwood, Florida through fee simple, leasehold interest or any other real property interest is deemed a user of police services.

SECTION 2. Every user of police services must pay a user fee based upon the annual need for funding for police services. This fee shall be known as the polices services user fee.

3. NEW BUSINESS - ACTION REQUIRED b. ORDINANCES - use of the police services user fee of 0.11-17, an ordinance repealing Ordinance No. 426 and Section 13-2, City of Wildwood Code to abolish the Police User Fee

SECTION 3. The need for funding for police services through use of the police services user fee shall be determined each year in the budget by the City of Wildwood City Commission

SECTION 4. The need for funding for police services for the 2004-2005 budgetary year was determined the City Commission in the 2004-2005 budgetary hearings. The funding need for police service shall be determined in each subsequent year based upon the law enforcement budgetary needs of the City at the time of the budget for each subsequent year.

SECTION 5. An annual police services user fee shall be charged to each unit of real property within the City of Wildwood owned or used by users of police services. Unit of real property shall mean each separate address within the City of Wildwood; whether the use is residential, commercial or industrial. The user fee shall be imposed upon the person or entity in possession of the property.

SECTION 6. The police services user fee shall not be charged to units of property owned by public entities.

SECTION 7. The annual services user fees shall be determined by taking the amount necessary to supplement the budget to allow for additional police services and dividing the number by the number of units of property used by users of police services at the time of the budgetary hearings.

SECTION 8. The annual police services user fee shall be collected by the City on a monthly basis. Notice of the incremental amount of the annual fee due each month shall be provided to each user of police services. The City may use a separate notice or include this amount on its monthly services bill for other city provided services such as utilities and refuse service. The incremental monthly amount shall be due at the same time as other monthly fees or charges are due.

SECTION 9. If there is ever any person who challenges the right of the City to collect a fee of this type, then any damages which may be collected shall be limited to the police services use fees collected from the user of police services after the date that the City receives service of an action filed against the City challenging said fee.

SECTION 10. This ordinance shall take effect immediately upon adoption.

DONE AND ORDAINED, this 28<sup>th</sup> day of March, in the year 2005, by the City Commission of the City of Wildwood, Florida.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

Ed Wolf  
Ed Wolf, Mayor

SEAL

ATTEST: Joseph Jacobs  
Joseph Jacobs, City Clerk

First Reading: 3-14-05

Second Reading: 3-28-05

Approved as to Form:  
Jerri A. Blair  
Jerri A. Blair, City Attorney

3. NEW BUSINESS – ACTION REQUIRED  
b. ORDINANCES – 1<sup>ST</sup> READ ONLY (NO VOTE)  
(2) Ordinance No. 00211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (IN) for applicant Lenity Group to develop a 3-story, 130 suite independent living facility, project to be known as Oxford II Retirement Residence; Special Magistrate recommends approval

# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Rezoning of 7.03 acres from Low Density Residential (R-1) to Institutional (IN)

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**REQUESTED ACTION:** Approval of a rezoning from R-1 to IN via Ordinance 2011-13

Work Session (Report Only)      **DATE OF MEETING:** 10/10/2011  
 Regular Meeting                       Special Meeting

**CONTRACT:**       N/A                      Vendor/Entity: \_\_\_\_\_  
Effective Date: \_\_\_\_\_              Termination Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

**BUDGET IMPACT:** \_\_\_\_\_

Annual                      **FUNDING SOURCE:** \_\_\_\_\_  
 Capital                      **EXPENDITURE ACCOUNT:** \_\_\_\_\_  
 N/A

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### HISTORY/FACTS/ISSUES:

The applicant, Lenity Group, seeks final approval from the Commission for a rezoning from R-1: Low Density Residential to IN: Institutional, in conformance with the Future Land Use Map of the Comprehensive Plan.

The 7.03 acre subject parcel is located to the east of CR 103 on Bellweather Lane. The rezoning will allow for the development of a 3-story, 130 suite Independent Living Facility similar to the adjacent Steeplechase.

The rezoning was considered by the Planning & Zoning Board on October 4, 2011 and the Special Magistrate recommended approval of the rezoning.



Melanie Peavy  
Development Services Director

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3. NEW BUSINESS – ACTION REQUIRED  
b. ORDINANCES – 1<sup>ST</sup> READ ONLY (NO VOTE)  
(2) Ordinance No. O0211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (INS) for applicant Lenity Group to construct a planned 3-story, 130 suite independent living facility, project to be known as Oxford II Retirement Residence; Special Magistrate recommends approval

**ORDINANCE NO. O2011-13**

AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA; REZONING CERTAIN REAL PROPERTY IN COMPLIANCE WITH THE ADOPTED LOCAL COMPREHENSIVE PLAN AND FUTURE LAND USE MAP; IN ACCORDANCE WITH THE COMMUNITY PLANNING ACT OF 2011; PROVIDING FOR CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the City of Wildwood, Florida, has made a determination that certain real property located within the City of Wildwood should be zoned or rezoned in compliance with the City of Wildwood Comprehensive Plan and Future Land Use Map.

**NOW, THEREFORE**, BE IT ENACTED AND ORDAINED, by the City Commission of Wildwood, Florida, as follows:

**SECTION 1.** The following property which was zoned “R-1: Low Density Residential”, shall be rezoned to “IN: Institutional”, pursuant to the City of Wildwood Land Development Regulations and official Zoning Map;

**Maricamp, LLC**  
**Portion of Parcel #: D08=005**  
**Containing 7.03 acres +/-**

A PORTION OF SECTION 8, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF THE EAST 1/2 OF SAID SECTION 8; THENCE ALONG THE WEST BOUNDARY OF THE EAST 1/2 OF SAID SECTION 8, S.00°02'06"E., A DISTANCE OF 4098.79 FEET; THENCE DEPARTING SAID WEST BOUNDARY, N.89°57'54"E., A DISTANCE OF 34.88 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF COUNTY ROAD 103 (RIGHT OF WAY WIDTH VARIES), SAID POINT ALSO BEING THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 2004, PAGE 529 OF THE PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA; THENCE DEPARTING SAID EAST RIGHT OF WAY LINE, ALONG THE NORTHERLY BOUNDARY OF SAID LANDS THE FOLLOWING THREE COURSES, N.89°38'23"E., A DISTANCE OF 448.42 FEET; THENCE S.00°11'08"W., A

3. NEW BUSINESS – ACTION REQUIRED  
b. ORDINANCES – 1<sup>ST</sup> READ ONLY (NO VOTE)  
(2) Ordinance No. 00211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (INS) for applicant Lenity Group to construct a planned 3-story, 130 suite independent living facility, project to be known as Oxford II Retirement Residence; Special Magistrate recommends approval

DISTANCE OF 169.42 FEET; THENCE N.89°51'06"W., A DISTANCE OF 147.29 FEET TO THE POINT OF BEGINNING:

THENCE DEPARTING THE NORTHERLY BOUNDARY OF SAID LANDS, N.55°59'32"E., A DISTANCE OF 93.95 FEET TO A POINT ON A CURVE CONCAVE NORTHERLY, HAVING A RADIUS OF 145.24 FEET, A CENTRAL ANGLE OF 87°20'02", AND A CHORD BEARING AND DISTANCE OF S.75°31'20"E., 200.56 FEET; THENCE EASTERLY ALONG THE ARC OF SAID CURVE, A DISTANCE OF 221.38 FEET; THENCE DEPARTING SAID CURVE, S.00°00'42"E., A DISTANCE OF 239.15 FEET; THENCE S.47°02'47"E., A DISTANCE OF 47.12 FEET; THENCE S.89°49'26"E., A DISTANCE OF 398.88 FEET TO A POINT ON THE EAST BOUNDARY OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF AFORESAID SECTION 8; THENCE ALONG SAID EAST BOUNDARY, S.00°00'42"E., A DISTANCE OF 372.42 FEET TO A POINT ON THE NORTH BOUNDARY OF THE SOUTH 383.81 FEET OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 8; THENCE DEPARTING SAID EAST BOUNDARY, ALONG THE SAID NORTH BOUNDARY OF THE SOUTH 383.81 FEET, N.89°49'26"W., A DISTANCE OF 599.70 FEET TO THE PROJECTION OF THE EASTERLY BOUNDARY OF AFORESAID LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 2004, PAGE 529; THENCE DEPARTING SAID NORTHERLY BOUNDARY, ALONG THE EASTERLY PROJECTION AND THE EASTERLY BOUNDARY THE FOLLOWING FIVE COURSES OF SAID LANDS, N.00°23'11"W., A DISTANCE OF 288.22 FEET; THENCE S.89°32'49"W., A DISTANCE OF 84.72 FEET; THENCE N.00°09'20"E., A DISTANCE OF 89.56 FEET; THENCE S.89°52'18"W., A DISTANCE OF 20.11 FEET; THENCE N.00°08'29"E., A DISTANCE OF 263.59 FEET TO THE POINT OF BEGINNING. CONTAINING 7.03 ACRES, MORE OR LESS.

**SECTION 2.** The official zoning map for the City of Wildwood, Florida, is hereby amended to include the above-referenced property. The amendment to the official zoning map is attached hereto as Exhibit A and incorporated herein by reference.

**SECTION 3.** All ordinances or parts of ordinances in conflict herewith, be, and the same are hereby repealed.

3. NEW BUSINESS – ACTION REQUIRED  
b. ORDINANCES – 1<sup>ST</sup> READ ONLY (NO VOTE)  
(2) Ordinance No. 00211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (INS) for applicant Lenity Group to construct a planned 3-story, 130 suite independent living facility, project to be known as Oxford II Retirement Residence; Special Magistrate recommends approval

**SECTION 4.** If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by a Court or competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of said Ordinance.

**SECTION 5.** This Ordinance shall take effect upon its final reading by the City Commission of the City of Wildwood.

PASSED AND ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2011, by the City Commission of the City of Wildwood, Florida.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

\_\_\_\_\_  
Ed Wolf, Mayor

ATTEST: \_\_\_\_\_  
Joseph Jacobs, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Jerri A. Blair, City Attorney



1 inch = 400 feet

City of Wildwood  
Portion of Parcel D08=005  
Proposed Zoning

# Exhibit A

CR 103

Portion of D08=005

C-466 E

C-466 E

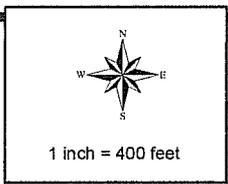
### Legend

- Major Roadways
- Portion of D08=005
- County Boundary
- Wildwood City Boundary
- R-1
- INS
- C-2
- C-3
- ▨ NMU-7
- PD - Subject to Specific Criteria

3. NEW BUSINESS - ACTION REQUIRED

b. ORDINANCES - 1<sup>st</sup> READ ONLY (NO VOTE)

(2) Ordinance No. 00211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08-005, 7.03± acres, from Low Density Residential (R-1) to Institutional (INS) for applicant Lenny Group to construct a planned 3-story, 130 suite independent living facility, project to be known as Oxford II Retirement Residence; Special Magistrate recommends approval



City of Wildwood  
 Portion of Parcel D08=005  
 Existing Zoning

CR 103

Portion of D08=005

C-466 E

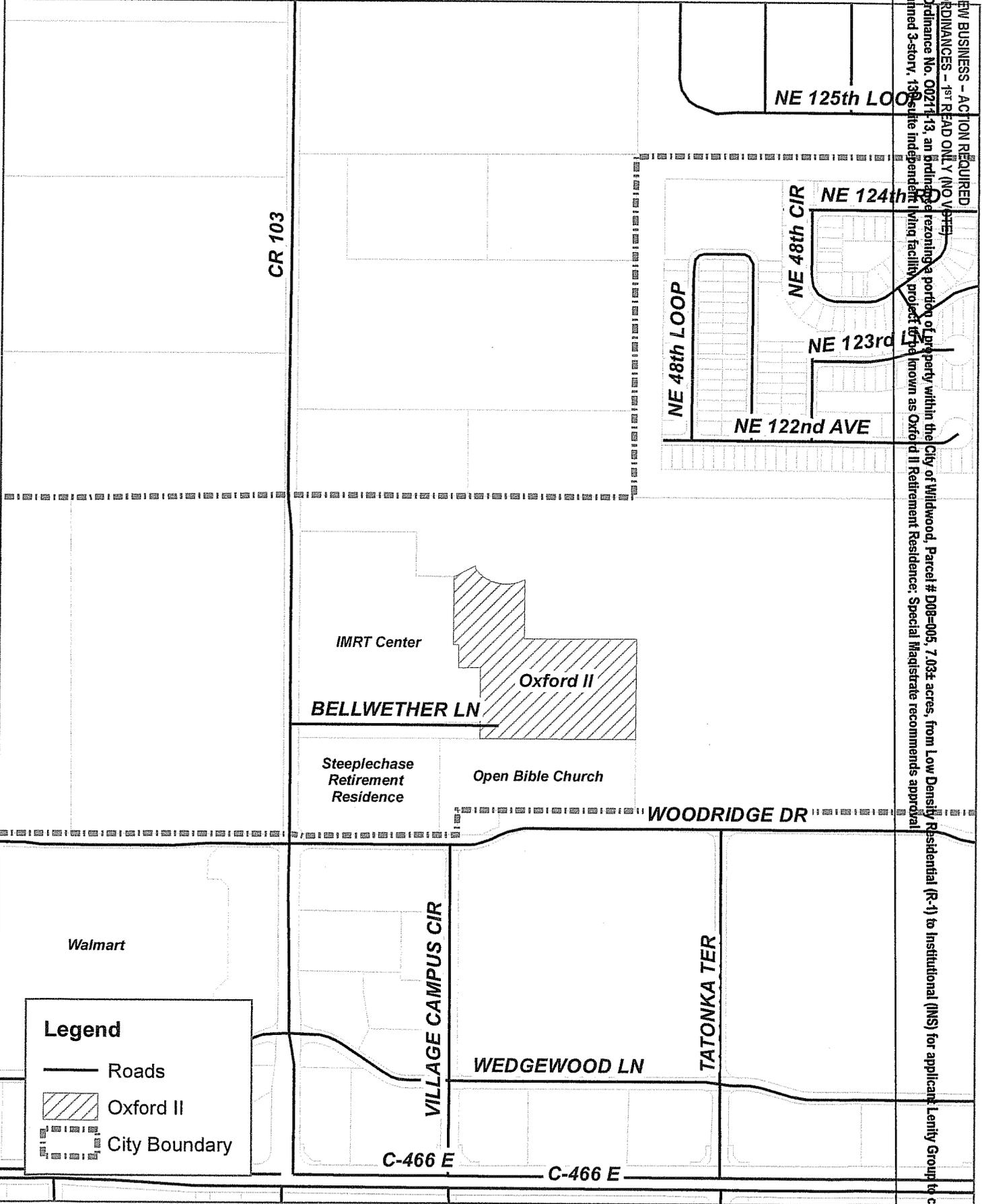
C-466 E

**Legend**

|                          |                                     |
|--------------------------|-------------------------------------|
| — Major Roadways         | □ R-1                               |
| □ Portion of D08=005     | ■ INS                               |
| □ County Boundary        | ■ C-2                               |
| □ Wildwood City Boundary | ■ C-3                               |
|                          | /// NMU-7                           |
|                          | ■ PD - Subject to Specific Criteria |

3. NEW BUSINESS - ACTION REQUIRED  
 b. ORDINANCES - 1<sup>st</sup> READ ONLY (NO VOTE)  
 (2) Ordinance No. 0211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (INS) for applicant Lenny Group to construct

3. NEW BUSINESS - ACTION REQUIRED  
 b. ORDINANCES - 1st READ ONLY (NO VOTES)  
 (2) Ordinance No. 00217-13, an Ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (I) for applicant Lenny Group to construct a planned 3-story, 138,000 sq ft independent living facility, project to be known as Oxford II Retirement Residence; Special Magistrate recommends approval



**Legend**

- Roads
-  Oxford II
-  City Boundary

City of Wildwood, Florida  
 Oxford II Development  
 Portion of Parcel D08=005



1 inch = 500 feet

### Planning & Zoning Board/Special Magistrate

The case below was heard on Tuesday, October 4, 2011 by the Special Magistrate. The applicant seeks a rezoning for a portion of D08=005 (7.03 +/- acres MOL) from R-1 (Residential) to INS (Institutional).

**Case:** RZ 1107-01

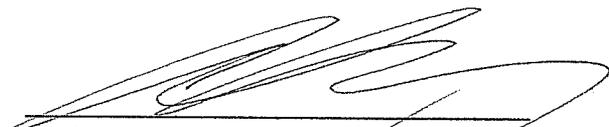
**Parcel:** A portion of D08=005

**Owner:** Maricamp, LLC

**Applicant:** Lenity Group, LLC

Based upon the testimony and information presented, the Special Magistrate recommends approval of the rezoning and favorable recommendation of Ordinance #O2011-13 to the City Commission.

**Dated:** October 5, 2011

  
Archie O. Lowry, Jr.  
Special Magistrate City of Wildwood

3. NEW BUSINESS - ACTION REQUIRED  
b. ORDINANCES - 1<sup>ST</sup> READ ONLY (NO VOTE)  
(2) Ordinance No. 00211-13, an ordinance rezoning a portion of property within the City of Wildwood, Parcel # D08=005, 7.03± acres, from Low Density Residential (R-1) to Institutional (INS) for applicant Lenity Group to construct a planned 3-story, 130 suite independent living facility, project to be known as Oxford II Retirement Residence: Special Magistrate recommends approval

**Robert Smith**

**From:** Jerri Blair [jblair710@aol.com]  
**Sent:** Monday, September 19, 2011 11:38 AM  
**To:** Melanie Peavy  
**Cc:** Robert Smith; Joseph Jacobs; Doris King  
**Subject:** Business Permitting (Doris--please give the Mayor a copy)  
**Importance:** High  
**Attachments:** resolution.moratorium.business.pdf; \_Certification\_.txt

I just wanted to express my opinion concerning completely doing away with the local business tax. There are potential issues because of the way the legislature generally amends the statute and because of potential risk that a business "permit" could be held invalid. What I would suggest as an alternative that would comply with what the Commission wants at this time is a moratorium of collecting the tax. The statutes again this year are changing what can be included in a business tax ordinance. In this year's amendment to the business tax statute, an exemption is provided for employees who work for a business which pays a business tax. One of the reasons I decided to write this to you is I noticed again in this change to the statute, that it does not apply to a tax imposed pursuant to a resolution or ordinance adopted before the date of the statute. That historically has occurred with almost every change to the business tax statute. It makes me wonder if it would not be wiser to simply do a moratorium on collecting business taxes at this time. It allows flexibility in the future.

Another reason that I think it would be smarter to leave the present ordinance in place and do a moratorium on collecting business taxes is that a business "permit" is not something found in the statutes. Accordingly, it is very possible that a business could challenge the need for a business permit. This goes back to the regulation of the types of businesses that the City would allow, i.e., adult entertainment. That is an area of business that is highly funded for litigation and might challenge a business "permit" which is not recognized in the Florida Statutes and would be less likely that it would challenge a business tax that is allowable. Accordingly, I suggest instead of the change to the ordinance that we simply do the enclosed resolution.

Respectfully yours,

Jerri A. Blair

Jerri A. Blair, Esq.  
Jerri A. Blair, P.A.  
P.O. Box 130  
Tavares, FL 32778

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10/5/2011

RESOLUTION NO. R2011-23

3. NEW BUSINESS - ACTION REQUIRED  
c. RESOLUTIONS FOR APPROVAL(1) Resolution No. R2011-23, a resolution regarding a moratorium on business tax

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WILDWOOD; PROVIDING FOR A MORATORIUM ON ANY BUSINESS TAX AND EXCUSING FOREVER THE RESPONSIBILITY FOR ANY BUSINESS TAX UNTIL FURTHER RESOLUTION BY THE CITY, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Wildwood has determined that because the language contained the Florida Statutes with regard to business permit taxes is ambiguous, to be sure no laws are broken, the City is willing to place a moratorium on any business tax and excusing forever the responsibility for any business tax until further resolution by the City.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COMMISSION OF THE CITY OF WILDWOOD, FLORIDA, THAT:

1. A moratorium is hereby placed on collection of any business tax and excusing the responsibility for payment of any business tax until further resolution by the City.
2. This Resolution shall take effect immediately upon its final adoption by the City Commission of the City of Wildwood, Florida.

DONE AND RESOLVED, this \_\_\_\_\_ day of \_\_\_\_\_, 2011, in regular session, by the City Commission of the City of Wildwood, Florida.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

SEAL

By: \_\_\_\_\_  
Ed Wolf, Mayor

ATTEST:

\_\_\_\_\_  
Joseph Jacobs, City Clerk

**CITY OF WILDWOOD**  
**EXECUTIVE SUMMARY**

3. NEW BUSINESS – ACTION REQUIRED c. RESOLUTIONS FOR APPROVAL(2) Resolution No. R2011-25, a resolution declaring a sole source purchase provider for software and hand-held meter reading equipment from Sunstate Meter & Supply, Inc., our current Neptune provider

**SUBJECT:** Sole Source Purchase from Sunstate Meter & Supply, Inc.  
**REQUESTED ACTION:** Staff Recommends Approval

- Work Session (Report Only)  
 Regular Meeting

**DATE OF MEETING:** 10/10/2011  
 Special Meeting

**CONTRACT:**  N/A  
Effective Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

Vendor/Entity: \_\_\_\_\_  
Termination Date: \_\_\_\_\_  
**Physical Environment (Utility) – Water Dept.**

**BUDGET IMPACT:** \$19,847.00

- Annual  
 Capital  
 N/A

**FUNDING SOURCE:** Physical Environment – Water Dept.  
**EXPENDITURE ACCOUNT:** \_\_\_\_\_

---

**HISTORY/FACTS/ISSUES:**

As of 10/5/2011 all meter reading handhelds are inoperable. Meter reading has become a manual system on paper and data entry has become manual as well. This is causing inefficiency in both the water department and utility billing department. The request for an upgrade in meter reading hardware and software was submitted this year as a budgeted item as well as previous year's budget request. The City has installed numerous Neptune meters and is currently installing these meters at this time which has amounted to a relatively large investment on the City's part. To purchase any other type of meter reading equipment other than Neptune would not be cost effective, feasible, or beneficial to the City. Therefore, staff recommendation is to sole source with our current provider Neptune, Sunstate Meter & Supply, Inc.

**Attachments:**

- Letter loss of repair support
- Sole source Letter
- Price Quote

**RESOLUTION NO. R2011-25**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WILDWOOD, FLORIDA, DECLARING A SOLE SOURCE PROVIDER FOR THE PURCHASE OF HAND HELD METER READERS, WATER METERS AND PARTS FROM SUNSTATE METER AND SUPPLY, INC.; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City has been using Neptune meters and Hand held meter readers from Sunstate Meter & Supply, Inc., since 1979; and,

WHEREAS, Sunstate Meter & Supply, Inc. is the State of Florida's only representative supplier for meters, parts, service distribution and equipment used by the City of Wildwood; and,

WHEREAS, as of October 5, 2011, all meter reading handhelds are inoperable and without the capability of reasonable repair; and,

WHEREAS, meter reading has had to revert to a manual task as done prior to technological improvements being available; and,

WHEREAS, this is causing inefficient operations in both the Water Department and the Utility Billing Department, and whereas to purchase any other type of meter reading equipment and/or meters other than Neptune would not be cost effective, feasible, or beneficial to the City; and,

WHEREAS, the Water Director and Utility Billing staff have thoroughly researched this matter and provided sufficient documentation to Administration.

NOW THEREFORE, BE IT RESOLVED, by the City Commission of the City of Wildwood, Florida:

SECTION 1. SunState Meter & Supply, Inc. is hereby deemed to be the sole source for Neptune Meters, parts and service and equipment that interfaces with the existing operation of the City of Wildwood Meter reading System and Utility Billing Program, and the purchase of the needed equipment is approved as quoted.

PASSED AND RESOLVED, this 10<sup>th</sup> day of October, 2011.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

ATTEST: \_\_\_\_\_  
Joseph Jacobs, City Clerk

\_\_\_\_\_  
Ed Wolf, Mayor

Deniese

From: jjkimbro@cs.com  
Sent: Saturday, April 09, 2011 11:25 AM  
To: dwoods-wildwood@cfl.rr.com  
Subject: Fwd: Sunstate Meter & Supply: Quote #2830

Denise,

Per our discussion I obtained the following info in regard to Wildwood's history with Neptune AMR products through Sunstate:

- Current reading system was purchased in 2001 at a price of approx. \$15,000.00. Due to age of products and lack of repair parts the current 9300 handhelds were not supported after 12/31/2008. In our files we have copies of proposals presented to the City annually since 2007 notifying the City of this situation with recommendation to update the reading system equipment and software.

- Wildwood has been purchasing Neptune Meters with AMR technology since 1999 and has purchased a total of 2,106 meters equipped with Neptune AMR for a combined dollar amount of \$330,438.96

If this City decides to purchase a different brand of reading equipment and software the Neptune meters equipped with Proread/R900 technology will not be compatible and a large portion of this investment will be lost.

Please contact me after you meet with the City Manager. If you believe it would help explain the situation, I will be glad to meet with both of you.

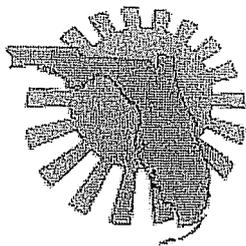
I have attached the product sheets on the new reading equipment and software that we are proposing. The software will utilize the same file transfer that you have in place now if you decide to stay with your current billing provider. I have also attached a "sole source" letter in regards to our sole distributor agreement with Neptune as well as a short letter from Neptune explaining the nature of the R900 reading system. Please let me know if you have any questions.

Best regards,

Jeff Kimbrough  
Sunstate Meter & Supply, Inc.  
Ph: 352-516-9791  
Email: jjkimbro@cs.com

-----Original Message-----

From: Jeff Kimbrough <kimbrough.jeff@gmail.com>  
To: Denise Woods <dwoods-wildwood@cfl.rr.com>  
Sent: Sat, Apr 9, 2011 11:09 am  
Subject: Sunstate Meter & Supply: Quote #2830



Sunstate Meter & Supply, Inc.

14001 West Newberry Road  
Newberry, FL 32669

Jeff Kimbrough -- Sales Representative

Voice: (352) 516-9791  
Nextel: 162\*36\*6734

Email: [jjkimbro@cs.com](mailto:jjkimbro@cs.com)  
Fax: (352) 735-3603

Denise Woods  
City of Wildwood

Account 100410  
Quotation 2830

4/11/2011

April 9, 2011

Mrs. Denise Woods  
City of Wildwood  
100 N. Main St.  
Wildwood, Fl. 34785

Dear Mrs. Woods,

Please note that Sunstate Meter and Supply is the sole Authorized Neptune Distributor for sales, service and warranty of Neptune water products and AMR systems for the State of Florida.

The geographical are of responsibility assigned to them includes all Counties within the State of Florida.

Type: Classes of customers exclusively assigned are: Municipalities, private water companies, contractors, and plumbers.

Hence, our distributor is required to maintain sufficient inventory of Neptune products to provide customer field servicing. Sunstate Meter and Supply has sold and supported Neptune products for many years in the Florida Market and they provide a high level of sales and service to the customer. Therefore, we encourage Utilities in the State of Florida to purchase Neptune products through Sunstate Meter and Supply, Inc.

Please feel free to contact me if you have any questions or concerns. I can be reached at 407-493-5385.

Regards,

*Terry Gullett*

Terry Gullett  
Territory Manager  
Neptune Technology Group Inc.



April 9, 2011

Mrs. Denise Woods  
City of Wildwood  
100 N. Main St.  
Wildwood, Fl. 34785

Subject: Neptune Meter Reading System

Dear Mrs. Woods:

The purpose of this letter is to inform you of the proprietary nature of Neptune's meter reading products. The R900 transmits in the 910-920 unlicensed frequency band via a proprietary protocol. This protocol is unique to Neptune and can only be interpreted and read by the receiver technology utilized in the CE5320 handheld, MRX920 mobile data collector, and R900 GPRS Gateway. Only products purchased from Neptune are compatible with the R900s deployed throughout your system.

Maintaining proprietary communications between the R900 and our data collection devices allows us to (1) ensure that the system performs to your expectations, (2) ensure that your utility can utilize new features rolled out in our software which are hardware dependent, and (3) ensure that we can provide your utility with prompt and knowledgeable customer support.

I hope that this answers all of your questions. I want to thank you for being a valued Neptune customer. If you have any additional questions then please do not hesitate to let me know.

Sincerely,

*Brandon Segrest*

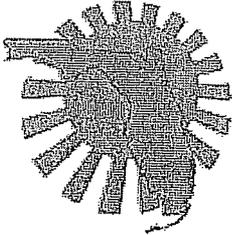
Brandon Segrest  
Product Marketing Manager – Systems Hardware

CC: Terry Gullett  
CC: Jeff.Kimbrough



Deniese

From: Jeff Kimbrough [kimbrough.jeff@gmail.com]  
 Sent: Saturday, April 09, 2011 11:09 AM  
 To: Denise Woods  
 Subject: Sunstate Meter & Supply: Quote #2830



## Sunstate Meter & Supply, Inc.

14001 West Newberry Road  
 Newberry, FL 32669

Jeff Kimbrough -- Sales Representative

Voice: (352) 516-9791  
 Nextel: 162\*36\*6734

Email: jjkimbro@cs.com  
 Fax: (352) 735-3603

Denise Woods  
 City of Wildwood  
 100 North Main Street  
 Wildwood, Fl. 34785

Account 100410  
**Quotation 2830**  
 October 14th, 2010

### Re: NEPTUNE READING EQUIPMENT & SOFTWARE UPGRADE - REVISED

Listed below are the prices that you have requested:

| Part #    | Description                                                            | Qty | Price      | Ext                |
|-----------|------------------------------------------------------------------------|-----|------------|--------------------|
| 12674-001 | ARB N_Sight Mobile System Training                                     | 1   | \$2,000.00 | \$2,000.00         |
| 12638-000 | Neptune, DAP Ethernet Cradle Complete W/Power Adapter                  | 3   | \$479.00   | \$1,437.00         |
| 12661-100 | ARB N_Sight Mobile System Software (Includes 1 Seat Charge)            | 1   | \$2,000.00 | \$2,000.00         |
| 12935-100 | CE5320B Handheld Device Complete W/2650i Receiver                      | 3   | \$4,750.00 | \$14,250.00        |
| 12671-001 | Optional "Additional Seat" Charge - ARB N_Sight Mobile System Software | 1   | \$160.00   | \$160.00           |
|           |                                                                        |     | Total      | <b>\$19,847.00</b> |

We appreciate your continued interest in our products. If you have any questions, or if I can be of any further assistance please do not hesitate to give me a call. Please confirm receipt of this quotation.

Per our discussion, the existing PC9300 devices (1998 design) will no longer be supported after 12/31/08. The above referenced items will be a direct upgrade to the City's existing Neptune reading system.

Jeff Kimbrough  
 Sunstate Meter & Supply, Inc.

ARB® UTILITY MANAGEMENT SYSTEMS™



**NEPTUNE**  
TECHNOLOGY GROUP

# ARB® N\_SIGHT™ MOBILE



With ARB N\_SIGHT, all of your options are open. Mix and match various elements of data collection technologies from manual key entry to targeted fixed base RF AMR in one powerful integrated package.

Neptune has a long, successful history of providing utilities with innovative solutions for their meter reading processes. Neptune's latest utility automation software, ARB® N\_SIGHT™ Mobile, manages the meter reading and work order processes by guiding meter readers along their routes, minimizing errors and improving data capture accuracy and efficiency. Neptune has incorporated many customer-driven enhancements that include automatic web updates, multi-level security, and enhanced reporting functionality. Most importantly, N\_SIGHT Mobile integrates seamlessly with Neptune's ARB N\_SIGHT FixedBase software, allowing both mobile and fixed base AMR systems to operate in parallel (ARB Hybrid).

ARB N\_SIGHT Mobile is an extremely flexible software application that provides significant scalability. It can be operated as a Client/Server environment where multiple workstations and remote offices can be efficiently networked across the utility's LAN or WAN architecture.

To ensure that new customers have a seamless transition from their existing system to Neptune's N\_SIGHT Mobile, the software offers a File Transfer Utility that allows utilities to use their current CIS/billing interface. This customizable bridge is an integrated part of the software.

From exchanging files with the utility customer information system (CIS) to communicating route information to data collection devices, ARB N\_SIGHT Mobile software manages the entire process with the greatest of ease through its simple and intuitive graphical interface.

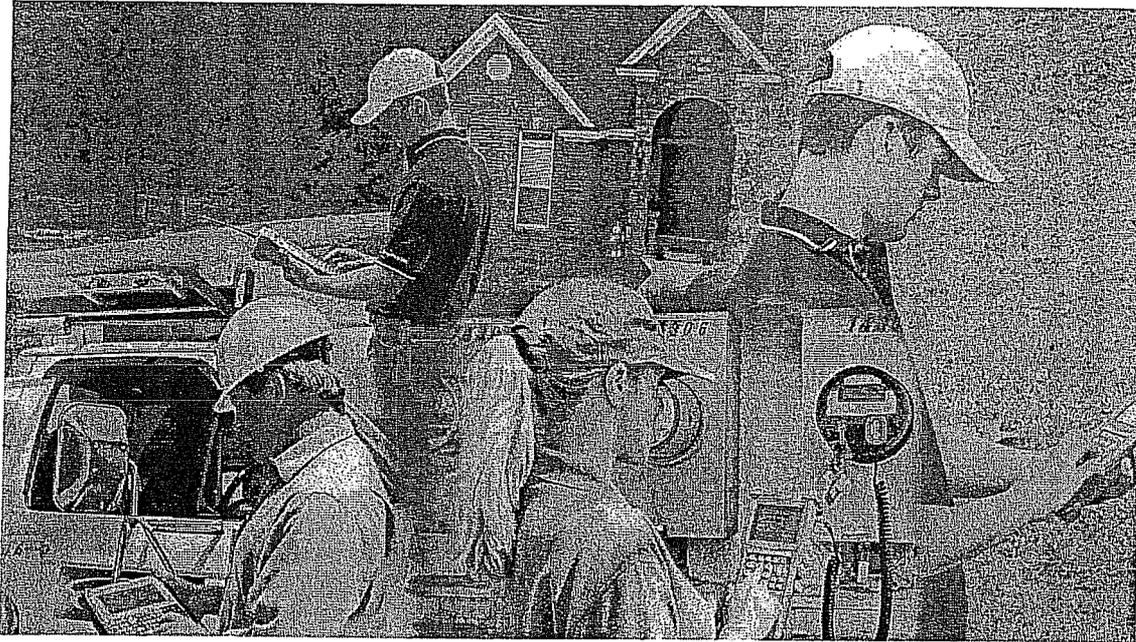
- Route information is quickly imported from the CIS into the ARB N\_SIGHT Mobile database and prepared for assignment to either handheld or mobile data collectors. Routes can be split or grouped before assignment to handheld data collectors. When used with ARB N\_SIGHT FixedBase software, the N\_SIGHT Mobile software extracts required meter reading information from the FixedBase software database.
- Meter readings captured in the field are stored in the handheld or mobile data collector until it is returned from the field and unloaded into ARB N\_SIGHT Mobile for processing prior to being transferred to the CIS for billing purposes.
- As a safety precaution, N\_SIGHT Mobile provides the capability to back up copies of the meter reading data.
- Upon conclusion of the various data processing operations, completed route information is transferred to the CIS for billing purposes.

KEY FEATURES

- Integrated meter reading and electronic work order processes
- Automatic web update
- Multi-level security
- Enhanced reporting functionality
- Supports ARB® Hybrid and ARB® FixedBase Systems

KEY BENEFITS

- Integrates seamlessly with ARB N\_SIGHT FixedBase software, allowing both mobile and fixed base systems to operate in parallel (ARB Hybrid)
- Supports standalone PC environments and network of multiple users and remote site configuration – scalable architecture
- Supports the E-Coder|R900i™ data logging units to provide a graph of consumption data for daily and/or hourly intervals, reverse flow, and leak status
- Provides water utilities with E-CoderPLUS value-added features such as leak detection, tamper detection, meter diagnostics, and flow diagnostics on separate reports
- The integrated electronic work order module allows utilities to automate their existing manual paper-based work order system
- Supports multiple data collection methods: manual keyed entry, probed encoders with Advantage II, and walk-by RF with handheld data collectors and mobile data collectors



ARB N\_SIGHT (1) supports both DOS and Windows CE handheld computers; (2) safeguards previous investments; and (3) is open to future technologies.

ARB N\_SIGHT Mobile software offers the following functionalities:

#### **Meter Reading**

Neptune's mobile meter reading solutions meet all the needs utilities have for monthly, bi-monthly, or quarterly billing cycles. Neptune's comprehensive, easy-to-use mobile host management software allows utilities to manage meter reading schedules regardless of size or industry type.

#### **Electronic Work Order Module**

The electronic work order module is designed to automate the manual processes associated with the completion of work orders. An interface file is created within the utility's CIS system and imported into the ARB N\_SIGHT Mobile software. Customizable form sets are created within the software to replicate the forms that were previously printed and completed manually by the field service technician. The work order file is assigned to a field service technician and then loaded into the CE handheld device for processing. When the work order is complete, the CE handheld device is unloaded and the completed work order information is exported to a file that will interface to the utility's CIS system. By automating this process, the utility will decrease the amount of data entry errors and have an electronic representation of the completed work order for its records.

#### **Automatic Web Update**

The automatic web update is designed to keep customers current with the latest version of ARB N\_SIGHT Mobile software. When connected to the Internet, the system will automatically check for updates. If updates are available, the user is alerted by a notification box prompting the user to download. The user then has the option to download the update immediately or schedule a specific time to complete the process. The automatic web update

will allow users to always have the latest version of ARB N\_SIGHT Mobile software available and provides them the convenience of installing the updates at any given time.

#### **Multi-Level Security**

The multi-level security functionality is designed to secure the accessibility of customer information by controlling the rights of users during the log-in process. This functionality provides five predefined user levels that are controlled by the administrator at the utility. The administrator is responsible for determining which user has access to one of the five levels. The multi-level security functionality supports user accountability, accessibility, and assists with Sarbanes-Oxley compliance.

#### **Management Reports**

We have developed new standard reports and modified the data presentation of several existing reports.

- The E-Coder)R900i Data Logging Report is a new report that displays a graph of consumption data for daily and/or hourly intervals, reverse flow, and leak status. This report supports our new E-Coder) R900i Data Logging unit.
- The Fluid Conservation Systems (FCS) AMR Permalog® report is also a new report that generates leak status and leak confidence level data that can be used as part of a leak monitoring system.
- The E-Coder)R900i report is now separated into three reports: the Reverse Flow Report, the Continuous Leak Report, and the Zero Consumption Report. Each of these reports prioritizes the event by category of severity.

All of these reports provide proactive means to settle customer disputes and serve as tools for water conservation initiatives.



3. NEW BUSINESS – ACTION REQUIRED c. RESOLUTIONS FOR APPROVAL(2) Resolution No. R2011-25, a resolution declaring a sole source purchase provider for software and hand-held meter reading equipment from Sunstate Meter & Supply, Inc., our current Neptune provider.

## CE5320B HANDHELD DATA COLLECTOR



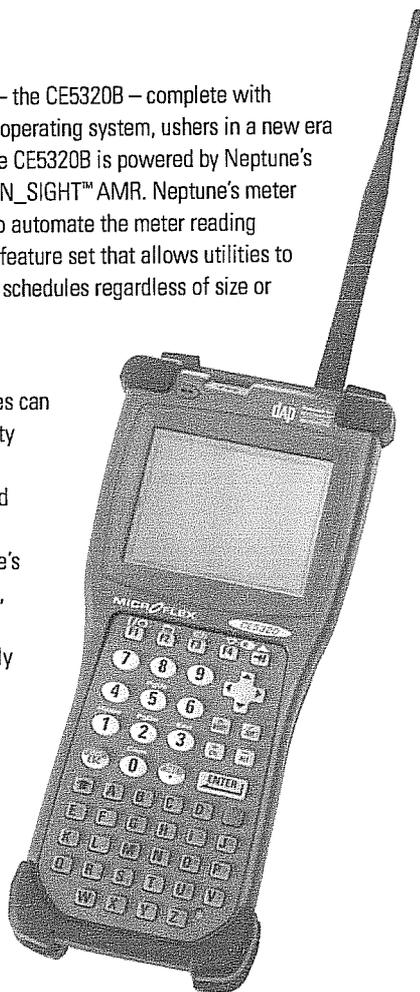
Neptune's handheld computer – the CE5320B – complete with Microsoft® Windows® CE.NET operating system, ushers in a new era in handheld data collectors. The CE5320B is powered by Neptune's meter reading software, ARB® N\_SIGHT™ AMR. Neptune's meter reading software is designed to automate the meter reading process with a comprehensive feature set that allows utilities to reliably manage meter reading schedules regardless of size or industry type.

With Neptune's ARB® Utility Management Systems™, utilities can read their meters using a variety of data collection technologies – walk-by, mobile, and targeted fixed network. The CE5320B is just one component of Neptune's hybrid meter reading approach, allowing the meter reader to collect meter readings manually (keyed entry), probed, or via RF. Regardless of the method, the CE5320B offers the capability to reliably collect and store meter readings throughout the entire work day.

The CE5320B handheld is loaded with meter reading routes through an Ethernet communication/charging cradle using Neptune's meter reading software. Communication/charging cradles are connected directly to a PC, to a server supporting multiple computers, or to the company LAN. To retrieve meter reading data, the CE5320B is again inserted into the cradle at the office. Data is then downloaded to the meter reading software and prepared for transfer to the billing system. The CE5320B remains in the cradle to recharge so it is ready for work the next day.

Utilities also have a choice with respect to RF AMR capabilities. The CE5320B is equipped with a HR2650i integrated receiver. This receiver is designed to automatically read Neptune R900® radio transmitters as well as Itron® R300® and electric ERT® transmitters. With this integrated receiver, meter reading becomes a more user-friendly and ergonomic task, as the handheld is more lightweight and balanced.

Additionally, the CE5320B supports various types of meter probes. Walk-by probed meter reading is supported via a wireless RF link between the probe and the handheld computer.



### KEY FEATURES

- AMR capable – fully compatible with R900s, R300s, and electric ERTs
- Windows CE.NET operating system
- 54 multi-functional raised tactile keys with backlighting
- Color touch-screen display
- Designed for extreme durability – complies with IP67 & MIL-STD-810F
- Replaceable long-life lithium ion battery – intelligent fast charge system

### KEY BENEFITS

- Integrated RF receiver for improved ergonomics
- Offers true multi-tasking capability
- Provides maximum field performance
- Multi-utility meter reading capability
- Flexible, easy-to-use software application functionality
- Migrates from multiple data collection methods – manual keyed entry, probed, and walk-by RF
- Supports rich contrasts that are easy to read both indoors and outdoors
- Courteous, prompt, and conscientious Support Specialists available if needed



|                             |                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Operating System</b>     | Windows CE_NET 5.0                                                                                                                                                                                                                                                                                                                                          |
| <b>Software Application</b> | ARB_N_SIGHT AMR                                                                                                                                                                                                                                                                                                                                             |
| <b>Processor</b>            | Intel 520 MHz Bulverde PXA 270                                                                                                                                                                                                                                                                                                                              |
| <b>Memory</b>               | 128 MB SRAM, 256 MB Flash for WIN CE and file system                                                                                                                                                                                                                                                                                                        |
| <b>Display</b>              | 3.5" (89mm) QVGA TFT touch screen transfective color LCD with backlighting 320 x 240 pixels with full graphics                                                                                                                                                                                                                                              |
| <b>Keyboard</b>             | Highly ergonomic backlit keyboard, 54 multi-function keys<br>Ergonomic key grouping to facilitate data entry<br>Alphanumeric keys with large, separate numeric keypad<br>Tactile and programmable audible feedback<br>Customized keyboard templates to support ARB_N_SIGHT AMR<br>Standard two-zone keyboard backlighting                                   |
| <b>Power Supply</b>         | Rechargeable lithium ion battery pack - 2600 mAH capacity<br>Intelligent fast charge system (4 hours)<br>Power management system<br>Integrated charge status and low battery indicator<br>Typical 7-9 hour work day<br>Rechargeable nickel metal hydride backup battery<br>ON/OFF switch, manual and automatic shutoff<br>5 volt power for external devices |
| <b>Communication</b>        | Ethernet 10 Base T, 10 Mbps<br>Bluetooth 2.0<br>802.11 b/g<br>1 RS232 Lemo connector                                                                                                                                                                                                                                                                        |
| <b>Audio</b>                | Speaker output                                                                                                                                                                                                                                                                                                                                              |
| <b>AMR RF Receiver</b>      | HR2650i (R900, Itron R300, Itron electric ERT)                                                                                                                                                                                                                                                                                                              |
| <b>Dimensions</b>           | <u>Without AMR RF Receiver</u><br>Height: 1.53" min., 2.36" max (39 mm min., 60 mm max.)<br>Width: 3.53" min., 4.08" max (90 mm min., 104 mm max.)<br>Length: 9.74" (248 mm)<br><u>With AMR RF Receiver</u><br>Height: 1.53" min., 3.25" max (39 mm min., 83 mm max.)<br>Width: 3.53" min., 4.08" max (90 mm min., 104 mm max.)<br>Length: 10.5" (267 mm)   |
| <b>Weight</b>               | <u>Without AMR RF Receiver</u><br>1.94 lbs (880g) with battery pack<br><u>With AMR RF Receiver</u><br>2.0 lbs (907g) with battery pack                                                                                                                                                                                                                      |
| <b>Temperature Range</b>    | Operating: -4°F to 122°F (-20°C to 50°C)<br>Storage: -22°F to 140°F (-30°C to 60°C)<br>Humidity: 95% non-condensing                                                                                                                                                                                                                                         |
| <b>Environmental</b>        | MIL-STD-810F method 512.4 procedure I<br>IP67 (1 meter immersion)<br>MIL-STD-810F method 506.3 procedure I (wind blown rain)<br><u>Shock Resistance</u><br>*Exceeds 2 meter drop on concrete<br>*MIL-STD-810F method 516.5 procedure IV<br><u>Electrostatic Discharge</u><br>Meets EN61000-42                                                               |
| <b>Approvals</b>            | FCC Class B<br>CE Certification<br>ISO9001<br>ROHS compliant                                                                                                                                                                                                                                                                                                |
| <b>Accessories</b>          | Ethernet communications and charging cradle<br>110 V AC power supply<br>Ergonomic hand strap adjustable for either left or right handed users<br>Shoulder carrying strap                                                                                                                                                                                    |
| <b>Warranty</b>             | One year comprehensive warranty<br>Hardware and software maintenance contracts available                                                                                                                                                                                                                                                                    |

**3. NEW BUSINESS - ACTION REQUIRED c. RESOLUTIONS FOR APPROVAL** Neptune Technology Group Inc. is a 52% owned subsidiary of Neptune Technology Group Inc. Neptune Technology Group Inc. is a sole source purchase provider for software and hand-held meter reading equipment from Sunstate Meter & Supply, Inc., our current Neptune provider.

internal Flash memory provide ample storage for multiple routes of meter reading data. Communication of data from the CE5320B is conducted through an Ethernet cradle at speeds up to 10Mbps – almost 100 times faster than conventional serial communications. The cradle also serves as a charging device designed to intelligently “fast charge” the unit’s rechargeable lithium ion batteries in only four hours. The CE5320B power supply is designed to provide continuous use for a full, productive work day.

Neptune’s commitment to quality and long-term service is backed by a qualified Systems Support Center. Neptune’s System Support team is easily accessible through our toll-free number (1.800.647.4832). Neptune provides access to qualified professionals who provide prompt and courteous assistance. Comprehensive hardware and software warranties as well as maintenance services are also available to keep all equipment operating at peak performance.



CE5320B with charging cradle.

Neptune Technology Group Inc.  
1600 Alabama Highway 229  
Tallahassee, AL 36078  
USA  
Tel: (800) 645-1892  
Fax: (334) 283-7293

Neptune Technology Group (Canada) Ltd.  
7275 West Credit Avenue  
Mississauga, Ontario  
L5N 5M9  
Canada  
Tel: (905) 858-4211  
Fax: (905) 858-0428

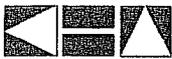
Neptune Technology Group Inc.  
Ejército Nacional No. 418  
Piso 12, Desp. 1201-1202  
Col. Chapultepec Morales  
Delegación Miguel Hidalgo  
11570 México, Distrito Federal  
Tel: (525) 55203 5294 / (525) 55203 5708  
Fax: (525) 55203 6503



**NEPTUNE**  
TECHNOLOGY GROUP

neptune.tg.com





**CONTRACT AMENDMENT #1  
October 3, 2011**

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the CONSULTANT OR KHA), and the City of Wildwood (the CITY) in accordance with the terms of the Professional Services Agreement dated January 7, 2009, which is incorporated herein by reference.

**BACKGROUND INFORMATION**

1. KHA provides professional consulting services to the CITY under an Agreement for Professional Services (the "Agreement"), dated January 7, 2009.
2. The Agreement provides a term of three years from the date of execution, with the City retaining the option to renew the Agreement for additional one year periods.

**SCOPE OF SERVICES**

The Agreement is hereby amended as follows:

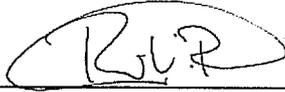
1. The terms of the original Agreement shall be extended for a one year period from the date of execution of this contract amendment.
2. The CITY shall compensate the CONSULTANT for their services on a task order basis for a negotiated lump sum, or at the rate schedule identified on the attached EXHIBIT "A".
3. All other terms and conditions of the original Agreement shall remain in full force.

ACCEPTED:

THE CITY OF WILDWOOD, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

BY: \_\_\_\_\_

BY:   
Richard V. Busche, PE

TITLE: \_\_\_\_\_

TITLE: Vice President

DATE: \_\_\_\_\_

DATE: October 3, 2011

Attachment: Exhibit A



**EXHIBIT 'A'**

**CITY OF WILDWOOD, FLORIDA  
KIMLEY-HORN AND ASSOCIATES, INC.**

**2011/2012 BILLING RATE SCHEDULE  
(Subject to change annually on January 1<sup>st</sup>)**

| <u>Category</u>                          | <u>Hourly Rate</u> |
|------------------------------------------|--------------------|
| Clerical Support Staff                   | \$50.00            |
| Project Engineer/Technical Support Staff | \$80.00            |
| CAD Technician                           | \$85.00            |
| Professional                             | \$100.00           |
| Senior Technical Professional            | \$110.00           |
| Senior Professional                      | \$155.00           |
| Principal                                | \$175.00           |

*An amount equal to 4.5% of labor charges will added to each invoice to cover certain other expenses such as in-house duplicating, local mileage, telephone calls, facsimiles, postage, and word processing computer time.*



FILE

3. NEW BUSINESS-ACTION REQUIRED e. 1 Contracts and Agreements - One year extension of current Agreement for Professional Services contract with Kimley-Horn & Associates to continue to provide civil engineering services

# ORIGINAL AGREEMENT

## AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made as of the 12<sup>th</sup> day of the year 2009, between The City of Wildwood, a Florida Municipal Corporation, whose address is 100 North Main Street, Wildwood, Florida 34785 (hereinafter referred to as the "CITY"), and Kimley-Horn and Associates, Inc., whose address is 3404 Southern Trace, The Villages, FL 32162 (hereinafter referred to as the "CONSULTANT").

NOW, THEREFORE, in consideration of the mutual benefits accruing to the parties to this Agreement, and for other good and valuable considerations, the parties agree as follows:

1. **Term and Termination.** The term of this Agreement shall be for an initial term, up through and including three (3) years from date of execution. The City may, at its sole discretion, choose to extend this Agreement for additional one (1) year periods. All or part of this Agreement may be terminated by the CITY for its convenience on fifteen (15) days written notice to the CONSULTANT. In such event, the CONSULTANT will be entitled to compensation for services competently performed up to the date of termination.

2. **Services.** The CONSULTANT shall perform the professional services as requested by the CITY. CONSULTANT understands that from time to time the CITY will employ the services of other professionals for specific projects when any of the following situations arise:

- a. There is a conflict between CONSULTANT'S representation of the CITY and CONSULTANT'S representation of another client.
- b. There is a legal requirement that CITY obtain engineering services for a specific project through use of a request for qualifications for that project.
- c. CONSULTANT is unable to perform the services requested by the CITY in a timely manner.

3. **Insurance.** The CONSULTANT will provide and maintain, throughout this Agreement, liability insurance in the amount of One Million (\$1,000,000.00) Dollars.

- A. The original of each such policy of insurance, or a complete duplicate, shall be delivered to the CITY by CONSULTANT prior to starting work, together with evidence that the premiums have been paid.
- B. All required insurance shall be provided by insurers acceptable to the CITY with an A.M. Best rating of at least "A."

- C. The CONSULTANT shall require, and shall be responsible for assuring that any and all of its subcontractors or sub-consultants secure and maintain such insurance that are required by law to be provided on behalf of their employees and others until the completion of that subcontractors or sub-consultants work.
- D. The required insurance shall be secured and maintained for not less than the limits required by the CITY, or as required by law, whichever is greater.

4. **Indemnification.** The CONSULTANT shall indemnify and hold harmless the CITY and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused solely by the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of the contract.

5. **Codes, Laws, and Regulations.** CONSULTANT will comply with all applicable codes, laws, regulations, standards, and ordinances in force during the term of this Agreement.

6. **Permits, Licenses, and Fees.** CONSULTANT will obtain and pay for all permits and licenses required by law that are associated with the CONSULTANT 'S performance of the Scope of Services.

7. **Access to Records.** CONSULTANT will maintain accounting records, in accordance with generally accepted accounting principles and practices, to substantiate all invoiced amounts. Said records will be available for examination by the CITY during CONSULTANT 'S normal business hours. Said records will be maintained for a period of three (3) years after the date of the invoice.

8. **Contingent Fees Prohibited.** The CONSULTANT warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONSULTANT any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. In the event of a breach of this provision, the CITY shall have the right to terminate this Agreement without further liability and at its discretion, deduct from the contract price, or otherwise recover, the full amount of any such fee, commission, percentage, gift or consideration paid in breach of this Agreement.

9. **Payment.** CITY shall compensate CONSULTANT for their services on a task order basis for a negotiated lump sum or at the rate schedule identified on the attached EXHIBIT "A".

10. **Ownership of Documents.** All data, specifications, calculations, estimates, plans, drawings, construction documents, photographs, summaries, reports, memoranda, and other documents, instruments, information and material prepared or accumulated by the CONSULTANT (or by such sub-consultants and specialty consultants) in rendering services hereunder shall be the sole property of the CITY. It is understood that documents prepared by the CONSULTANT are not intended or represented to be suitable for use, partial use, or reuse by the CITY or others on extensions of projects or on any other projects. Any modifications made by the CITY to any of the CONSULTANT'S documents, or any use, partial use or reuse of the documents without the written authorization or adaptation by the CONSULTANT will be at the CITY'S sole risk and without liability to the CONSULTANT, and the CITY shall indemnify, defend and hold the CONSULTANT harmless from all claims, damages, losses and expenses, including but not limited to attorney's fees, resulting therefrom.

11. **Independent Contractor.** The CONSULTANT is an independent contractor and as such will be responsible for paying his own Federal income tax and self-employment tax, or any other taxes applicable to the compensation paid under this agreement.

12. **Assignment.** Neither party shall have the power to assign any of the duties or rights or any claim arising out of or related to the Agreement, whether arising in tort, contract, or otherwise, without the written consent of the other party. These conditions and the entire Agreement are binding on the heirs, successors, and assigns of the parties hereto.

13. **No Third Party Beneficiaries.** This Agreement gives no rights or benefits to anyone other than the CONSULTANT and the CITY.

14. **Jurisdiction.** The laws of the State of Florida shall govern the validity of this Agreement, its interpretation, and performance, and any other claims related to it. In the event of any litigation arising under or construing this Agreement, venue shall lie only in Sumter County, Florida.

15. **Nonappropriation.** The CONSULTANT understands and agrees that this Contract is subject to the availability of funds to the CITY to purchase the specified products/services. As used herein, a nonappropriation shall be defined as an occurrence wherein the CITY, in any fiscal period, does not allocate funds in its budget for the purchase of the specified products/services or other amounts owed pursuant to this Contract, from the source of funding which the CITY anticipates using to pay its

obligations hereunder, and the CITY has no<sup>Dr.</sup> other funds, from sources other than ad valorem taxes, which it deems to be available to pay its obligations under this Contract. The CITY may terminate this Contract, with no further liability to the CONSULTANT, effective the first day of a fiscal period provided that:

- a) A nonappropriation has occurred, and
- b) The CITY has provided the CONSULTANT with written notice of termination of less than fifteen (15) days before the proposed termination date.
- c) In the event of any termination, the CONSULTANT shall be paid for all services rendered and expenses incurred to the effective date of the termination, and other reasonable expenses incurred by the Consultant as a result of such termination.

Upon the occurrence of such nonappropriation the CITY shall not be obligated for payment for any fiscal period for which funds have not been appropriated.

**16. Contact Person.**

a. The primary contact person under this Agreement for the CONSULTANT shall be:

Richard V. Busche, P.E., Vice President  
3404 Southern Trace  
The Villages, FL 32162

b. The primary contact person under this Agreement for the CITY shall be:

Robert Smith, acting City Manager  
100 North Main Street  
Wildwood, FL 34785

**17. Disclosure of Conflict.** The CONSULTANT has an obligation to disclose to the CITY any situation that, while acting pursuant to this Agreement, would create a conflict of interest between the CONSULTANT and his duties under this Agreement. For the purpose of this agreement, a conflict would be created if the CONSULTANT were to represent both the CITY and a private client / developer / property owner on the same project, unless the CONSULTANT demonstrates to the CITY's satisfaction that the nature of the services provided by the CONSULTANT to another private client / developer / property owner does not conflict with the

services provided by the CONSULTANT to the CITY. It is understood that the CONSULTANT shall not review plans or reports created by the CONSULTANT.

- 18. Authority to Obligate. Each person signing this agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and bind and obligate such party with respect to all provisions contained in this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the respective dates under each signature.

THE CITY OF WILDWOOD, FLORIDA

By: [Signature]  
Mayor Ed Wolf

ATTEST:

[Signature]  
Joseph Jacobs, City Clerk

Approved as to form:

[Signature]  
City Attorney

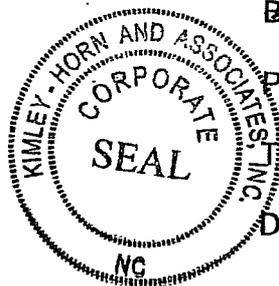
Kimley-Horn & Associates, Inc.

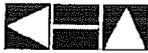
By: [Signature]

Printed: Richard V. Boscare

Title: VICE PRESIDENT

Date: 01/07/09





Kimley-Horn  
and Associates, Inc.

3. NEW BUSINESS-ACTION REQUIRED e. 1 Contracts and Agreements - One year extension of current Agreement for Professional Services contract with Kimley-Horn & Associates to continue to provide civil engineering services

**EXHIBIT "A"**

**CITY OF WILDWOOD, FLORIDA  
KIMLEY-HORN AND ASSOCIATES, INC.**

**2009 BILLING RATE SCHEDULE  
(Subject to change annually on January 1<sup>st</sup>)**

| <u>Category</u>                          | <u>Hourly Rate</u>                                      |
|------------------------------------------|---------------------------------------------------------|
| Clerical Support Staff                   | \$50.00                                                 |
| Project Engineer/Technical Support Staff | <u>\$75.00</u> increased \$5/hr. to \$80 <sup>00</sup>  |
| CAD Technician                           | \$85.00                                                 |
| Professional                             | <u>\$95.00</u> increased \$5/hr. to \$100 <sup>00</sup> |
| Senior Technical Professional            | \$110.00                                                |
| Senior Professional                      | \$155.00                                                |

*An amount equal to 4.5% of labor charges will added to each invoice to cover certain other expenses such as in-house duplicating, local mileage, telephone calls, facsimiles, postage, and word processing computer time.*



**MEMORANDUM OF UNDERSTANDING RELATED TO THE CALL HANDLING PROCEDURES OF  
THE SUMTER COUNTY PUBLIC SAFETY ANSWERING POINTS (PSAPS), BETWEEN THE BOARD OF  
COUNTY COMMISSIONERS OF SUMTER COUNTY, FLORIDA, THE VILLAGE CENTER  
COMMUNITY DEVELOPMENT DISTRICT, THE CITY OF WILDWOOD AND THE SUMTER COUNTY  
SHERIFF'S OFFICE**

**THIS MEMORANDUM OF UNDERSTANDING ("MOU")** is made and entered into this 29<sup>th</sup> day of September, 2011, by and between the BOARD OF COUNTY COMMISSIONERS OF SUMTER COUNTY, FLORIDA ("County"), the VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT"), the CITY OF WILDWOOD ("CITY") and the SUMTER COUNTY SHERIFF'S OFFICE ("SHERIFF") for the purpose of establishing an understanding as to the processing of 9-1-1 calls for service by the PSAPs within Sumter County; the County, the District, the City and the Sheriff hereby agree as follows:

**RECITALS**

**WHEREAS**, County has entered into contract with Rural Metro for the provision of certain services, including, but not limited to Advanced Life Support (ALS) ambulance transport services and fire /emergency medical services ("EMS") dispatching services within Sumter County, effective 12:00 A.M. on October 1, 2011;

**WHEREAS**, Rural Metro will provide dispatch services for Rural Metro ambulances serving Sumter County, and Sumter County Fire and EMS;

**WHEREAS**, District provides fire services including ALS non-transport first response services in area identified in an agreement dated September 27, 2011 between District and County and is dispatched by Lake EMS, Inc. ("LAKE");

**WHEREAS**, Sheriff operates a primary PSAP pursuant to Florida Statute 365.171 and receives emergency 9-1-1 calls for Sumter County and dispatches law enforcement officers for Sheriff, the City of Bushnell, the City of Center Hill, the City of Coleman and the City of Webster;

**WHEREAS**, City operates a primary PSAP pursuant to Florida Statute 365.171 and receives emergency 9-1-1 calls for City, including areas within District's response area, and dispatches law enforcement officers for City;

**WHEREAS**, County, City, District and Sheriff desire the most appropriate and efficient call handing and routing of 9-1-1 emergency requests arriving through the respective City and Sheriff PSAP and to ensure the most appropriate response of emergency services;

**WHEREAS**, County, City, District, and Sheriff understand that technology currently in place prohibits the ability to simultaneously transfer 9-1-1 emergency calls received by Sheriff and City PSAP to both Rural Metro and Lake dispatch centers;

**NOW THEREFORE**, the parties hereby acknowledge and agree as follows:

1. Recitals:

a. The above Recitals are true and correct and are incorporated into this Agreement, *in haec verba*.

2. Routing of requests for law enforcement officers:

a. Sheriff hereby agrees all 9-1-1 requests for law enforcement received by Sheriff's PSAP will be dispatched to law enforcement officers as provided by Sheriff's dispatch policies.

b. City hereby agrees all 9-1-1 requests for law enforcement received by City's PSAP will be dispatched to law enforcement officers as provided by City's dispatch policies.

3. Routing of requests for fire services:

- a. Sheriff hereby agrees all 9-1-1 requests for fire services within Sumter County, excluding areas of first response by District, received by Sheriff's PSAP will be routed to Rural Metro dispatch to provide dispatch services for Sumter County Fire and EMS.
- b. Sheriff hereby agrees all 9-1-1 requests for fire services within the area of response by District, received by Sheriff's PSAP will be routed to Lake to dispatch to provide dispatch services for District.
- c. City hereby agrees all 9-1-1 requests for fire services within Sumter County, excluding the area of first response by District, received by City's PSAP will be routed to Rural Metro dispatch to provide dispatch services for Sumter County Fire and EMS.
- d. City hereby agrees all 9-1-1 requests for fire services within the area of first response by District received by City's PSAP will be routed to Lake dispatch to provide dispatch services for District.

4. Routing requests for EMS / ambulance services:

- a. Sheriff hereby agrees all 9-1-1 requests for EMS / ambulance services within the area of first response by Sumter County Fire & EMS received by Sheriff's PSAP will be routed to Rural Metro dispatch to provide dispatch services for Rural Metro ambulances and Sumter County Fire and EMS.
- b. Sheriff hereby agrees all 9-1-1 requests for EMS / ambulance services within the area of first response by District received by Sheriff's PSAP will be routed to Rural Metro dispatch for ambulance dispatching and Rural Metro will route to Lake dispatch to provide dispatch services for District.
- c. City hereby agrees all 9-1-1 requests for EMS / ambulance services within the area of first response by Sumter County Fire & EMS received by City's PSAP will be routed to Rural Metro dispatch to provide dispatch services for Rural Metro ambulances and Sumter County Fire and EMS.
- d. City hereby agrees all 9-1-1 requests for EMS / ambulance services within the area of first response by District received by City's PSAP will be routed to Rural Metro for ambulance dispatching and Rural Metro will route call to Lake dispatch to provide dispatch services for District.

5. Term

- a. This Agreement shall commence at 12:00 A.M. on October 1, 2011, and continue through midnight on September 30, 2013, at which time this Agreement shall automatically expire unless extended in writing by the parties hereto at least sixty (60) days prior to said expiration date. On or before April 30th of each year, County, City, District and Sheriff shall provide each other with written notice of proposed changes to this Agreement, and both parties shall diligently pursue resolution of all proposed changes by June 30<sup>th</sup> of each year.
- b. This Agreement may be terminated by either party upon written notice to the other party, received not later than March 31<sup>st</sup> of each year that the Agreement is in effect.

IN WITNESS WHEREOF, County, City, District and Sheriff have executed this Agreement through their duly authorized representative.

AS TO COUNTY:

**BOARD OF COUNTY COMMISSIONERS**

**SUMTER COUNTY**



Bradley Arnold, County Administrator

AS TO CITY:

**CITY OF WILDWOOD**

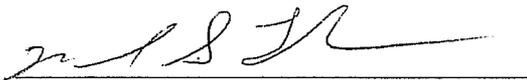


Robert Smith, City Manager

AS TO DISTRICT:

**VILLAGE CENTER COMMUNITY**

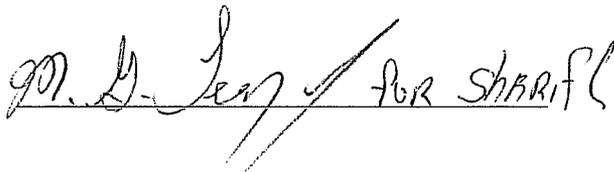
**DEVELOPMENT DISTRICT**



Mike Tucker, Fire Chief

AS TO SHERIFF:

**SUMTER COUNTY SHERIFF**



**CITY COMMISSION OF THE CITY OF WILDWOOD**

**EXECUTIVE SUMMARY**

**SUBJECT:** Email/Calendar/Website Upgrades

**REQUESTED ACTION:** \_\_\_\_\_

- Work Session (Report Only)  
 Regular Meeting

**DATE OF MEETING:** 10/10/11  
 Special Meeting

**CONTRACT:**  N/A Vendor/Entity: Villages Technology Solutions Group  
Effective Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

**BUDGET IMPACT:** \$16,430.00

Annual **FUNDING SOURCE:** \_\_\_\_\_  
 Capital **EXPENDITURE ACCOUNT:** \_\_\_\_\_  
 N/A

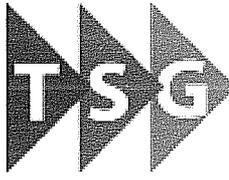
**HISTORY/FACTS/ISSUES:**

The City of Wildwood is upgrading to a more robust system for email and calendar. The proposed system will provide for standardized email addresses that utilize our web domain address, which will give our organization a more professional look. It will also provide automatic archiving for public record requirements and a shared calendar system.

The proposed contract with Villages Technology Solutions Group is for the email and calendar system and has a term of 1 year, with a monthly payment of \$1,060.00.

In addition, the City of Wildwood is upgrading our official website, [www.wildwood-fl.gov](http://www.wildwood-fl.gov). These upgrades will present the City information in a much more organized and professional way. The cost for these upgrades include a one-time \$2,000.00 fee to move to the "Progressive Package" using GovOffice (our current website provider) as well as 18 hours of design time for Villages Technology Solutions Group to design and organize our website.

Craig McDade  
GIS Technician



THE VILLAGES  
Technology  
Solutions Group

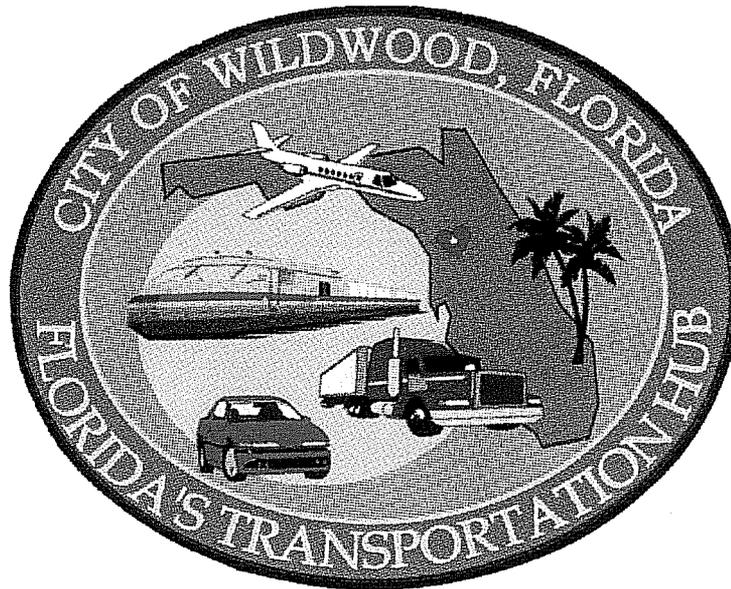
**3. NEW BUSINESS-ACTION REQUIRED -**

e. Contracts and Agreements -

(3) Proposed agreement by Villages Technology Solutions Group to provide managed e-mail & calendar services to all departments at the COW

# Managed Email Services

## Proposal for the City of Wildwood



Prepared by Ken Peakman  
Thursday, September 15, 2011



## Managed Email Services

TSG would like to offer Managed Email Services to the City of Wildwood (City). In this offering, the City, will enjoy a robust email experience accessible from anywhere an internet connection is available.

This email interface is primarily web-based although there is a desktop version of the client software available for use (which works well for those who travel with intermittent connectivity to the internet). The email system will also integrate with Microsoft Outlook and most mobile smartphones.

An automated Email Archiving system is tightly-integrated within the system and as such your sent/received email is always available for review. Advanced search tools allow users to find email in their archive easily.

## Software

There is no requirement to install software on any of your computers. The email solution is web-driven, and as such, everyone is on the same version all the time. The exception is the Zimbra desktop client (which is only needed if reading, composing of email is needed while not connected with the internet). This client-side software is free to use.

## Monthly Charges

TSG charges fees for all services we supply. Email service charges begin when we receive a signed contract for Email Services. The fees cover the cost of managing the email services and accounts created for your domain. The cost of these services is determined by the number of email accounts in your domain. There is an additional charge for increments of 10GB storage capacity after reaching the total pooled storage amount configured for your account.



**3. NEW BUSINESS--ACTION REQUIRED -**

e. Contracts and Agreements -

(3) Proposed agreement by Villages Technology Solutions Group to provide managed e-mail & calendar services to all departments at the COW

Typically this is based on the following formula: (Number of email accounts \* Mailbox limit = total pooled storage) e.g. (75 \* 2GB = 150GB of pooled storage) In the example above, once your domain exceeds a total of 150GB of total pooled storage, we will charge an additional \$10 for each increment of 10GB of added storage. So in this example; your monthly bill for 75 mailboxes is \$975. It will remain at that monthly charge until the pooled storage grows beyond 150GB. At that time, we will apply 10GB added storage and also the \$10 charge for this added storage to your monthly bill to increase the bill to \$985. It will remain at that value until your domain breaches the 160GB threshold where the price will again increment. The time it takes to reach 150GB is undetermined and is based solely upon the number and size of emails flowing into and out of your domain.

## Summary

In summary, TSG believes the proposal presented to City is a cost effective robust email solution that also provides email archiving for public records requirements. We hope that you will find our proposal appealing, and we welcome your business as another positive experience stemming from our current working relationship.

## MANAGED EMAIL SERVICES AGREEMENT

**THIS EMAIL SERVICES AGREEMENT** (“Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2011 by and between **THE VILLAGES OPERATING COMPANY**, a Florida corporation, whose address is 1020 Lake Sumter Landing, The Villages, Florida 32162 d/b/a **THE VILLAGES TECHNOLOGY SOLUTIONS GROUP** (“TSG”) and **THE CITY OF WILDWOOD**, a political subdivision of the State of Florida, whose address is 100 N. Main St., Wildwood, FL 34785

### RECITALS

- A. The City of Wildwood is in need of Managed Email Services described in **Exhibit “A”** (“AGREEMENT FOR MANAGED EMAIL SERVICES FOR THE CITY OF WILDWOOD, FLORIDA”).
- B. TSG is in the business of providing Managed Email Services.
- C. At this time, TSG and The City of Wildwood wish to set forth their agreement concerning TSG providing The City of Wildwood Managed Email services.

**NOW THEREFORE**, in consideration of the mutual covenants herein contained and other good and valuable consideration, the parties hereto agree as follows:

1. **Description of Services:** TSG shall provide the services described in the attached **Exhibit “A”**. For emergencies, TSG shall initiate work upon written or verbal instruction. For non-emergency projects, The City of Wildwood shall request work to be performed under this Agreement on a written work order. Such order shall define the scope of work requested and provide time frames for completion of the requested work. Upon signature of the work order by TSG, such work order shall define the scope of work and the time frames within which the work will be completed. In the event the provisions of the work order and this Agreement are contrary, the provisions of the work order shall control.
2. **Term:** The term of this Agreement shall be three (3) years from the effective date.
3. **Fee Structure:** The City of Wildwood shall pay the fees set forth in the attached **Exhibit “B”**. All services requiring work away from TSG’s usual place of business shall be billed from the time of departure from TSG’s usual place of business to the time of return to TSG’s usual place of business. TSG shall bill The City of Wildwood on a monthly basis for all services included in that billing cycle. The City of Wildwood shall pay all invoices within thirty (30) days of the billing date. Late payments shall be subject to a late fee of five percent (5%).
4. **Third Party Software Licensing:** TSG may from time to time install software or hardware on The City of Wildwoods system’s that requires licensing arrangements with a third party. The City of Wildwood shall be responsible for acquiring and maintaining the necessary licenses for any third party software or hardware placed on The City of Wildwoods computer systems.

5. Access to System: The City of Wildwood agrees to provide TSG with the necessary access to the computer systems as required for TSG to perform those services contracted for herein.

6. Confidential Information: TSG acknowledges that it may have access to certain confidential information when performing the services contracted for herein and agrees to take necessary acts to ensure that TSG does not make public any information that is identified in writing by The City of Wildwood to TSG as confidential and further agrees not to use or disseminate such confidential information except as is necessary to perform its services contracted for herein or as required by law.

7. Employees: The City of Wildwood agrees not to hire employees of TSG for the term of this Agreement and for one year beyond the date this Agreement terminates.

8. Insurance: TSG agrees to keep in place insurance, and produce verification of insurance upon request, with limits not below the following amounts: One Million and 00/100 Dollars (\$1,000,000.00) general liability; Two Million and 00/100 Dollars (\$2,000,000.00) aggregate liability; Two Million and 00/100 Dollars (\$2,000,000.00) professional liability or errors and omissions (E & O); One Million and 00/100 Dollars (\$1,000,000.00) business automobile liability (if applicable); One Hundred Thousand and 00/100 Dollars (\$100,000.00) worker's compensation each accident and each disease; and, Five Hundred Thousand and 00/100 dollars (\$500,000.00) worker's compensation policy limit. Certificates of insurance naming the the City of Wildwood as an additional insured shall be provided for each insurance policy. No portion of a policy or certificate of insurance naming the City of Wildwood as additional insured shall prohibit the additional insured from making a claim against the policy in the event of liability flowing from the insured to the additional insured. All insurance carriers must have a financing rate of A- or higher by A.M. Best.

9. Damages: The City of Wildwood agrees that damages for any action brought against TSG pursuant to this Agreement shall not exceed the amount of insurance TSG has in place at the time of the event causing such action. In no event shall TSG be liable for special, indirect or consequential damages resulting from work performed under this Agreement.

10. Hold Harmless: TSG agrees to hold The City of Wildwood harmless for any damage done to TSG's computer systems while performing work on The City of Wildwood's computer systems.

11. Force Majeure: Each party shall be excused from performing any obligation or undertaking provided for in this Agreement for so long as such performance is prevented or delayed, retarded or hindered by act of God, fire, earthquake, flood, explosion, action of the elements, war, invasion, insurrection, riot, mob violence, sabotage, inability to procure or general shortage of labor, equipment, facilities, materials or supplies in the open market, failure of transportation, strike, lockout, action of labor unions, requisition, laws, orders of government or civil or military or naval authorities, or any other cause, whether similar or dissimilar to the foregoing, not within the reasonable control of the party prevented, retarded or hindered thereby, including reasonable delays for adjustments of insurance.

12. Merger. This Agreement contains the entire understanding among the parties and supersedes any prior understandings and agreements between them within the respecting

subject matter. There are no representations, agreements, arrangements, or understandings, verbal or written, between and among the parties hereto relating to the subject matter of this Agreement which are not fully expressed herein.

13. Construction, Jurisdiction, and Venue. This Agreement shall be construed according to the laws of the State of Florida. Jurisdiction and Venue for any action hereunder shall lie within the Fifth Judicial Circuit, in and for Sumter County, Florida.

14. Miscellaneous: TSG and The City of Wildwood acknowledge that the parties and their counsel have reviewed and revised this Agreement, and that the normal rule of construction (ambiguities are to be resolved against the drafting party) shall not be employed in the interpretation of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement the day and year first above written.

**THE VILLAGES OPERATING COMPANY,**  
a Florida corporation d/b/a The Villages  
Technology Solutions Group

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**THE CITY OF WILDWOOD**  
**SUMTER COUNTY, FLORIDA**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
\_\_\_\_\_, Clerk

Approved as to Form  
and Legal Sufficiency

\_\_\_\_\_  
County Attorney

**AGREEMENT FOR MANAGED EMAIL SERVICES FOR  
CITY OF WILDWOOD, FLORIDA**

**EXHIBIT "A"**

**SCOPE OF SERVICES**

TSG will provide City of Wildwood with Managed Email services. These services will provide the City of Wildwood email services in TSG's private cloud. The services provided by TSG will keep the email servers highly available and will also provide email archiving services for public records requirements. (Public records retention requirements are dictated to TSG solely by City of Wildwood.) TSG will also protect the data on these servers as part of the service.

**INITIATION OF REQUEST AND WORK ORDER**

The Managed Email Services are all-inclusive with regards to providing email services thru the internet. If the City of Wildwood would like for TSG to assist with performing a task that is related to the email system but is usually carried out by the end user (not the service provider), then the City of Wildwood shall submit its request for assistance under the "General IT Support Agreement." The request may be submitted in any one of these acceptable forms: telephone communication, email, or fax. TSG will take the information provided in the request and create a unique Work Order specifically for this request.

When possible, TSG will estimate the amount of time required to complete the tasks identified on the Work Order. When there is not enough information available to estimate the amount of time that might be required, TSG, in conjunction with City of Wildwood, will establish an agreed upon amount of time to invest in the Work Order before both parties reconvene to determine status.

Prior to commencement of any work, both parties will approve the Work Order by signing or by indicating approval via email communications.

**BILLING FOR SERVICES**

Billing for Managed Email Services will be sent to City of Wildwood once per month. Billing for all work being performed for a Work Order will be done at either the accepted completion of the Work Order, agreed upon by both parties, or on a monthly basis for work completed within a billing cycle. All invoices will identify the work performed as well as the Work Order they were performed against as applicable.

**DELIVERABLE PRODUCTS**

TSG shall provide Managed Email Services for City of Wildwood. These services include maintaining the email servers with security updates, monitoring health of the email servers, Spam and Antivirus updates for these email systems, and backup of email and archive mailboxes. All hardware and software is owned and operated by TSG.

**3. NEW BUSINESS--ACTION REQUIRED -**

e. Contracts and Agreements -

(3) Proposed agreement by Villages Technology Solutions Group to provide managed e-mail & calendar services to all departments at the City of Wildwood

**ESTIMATE**

**"EXHIBIT B"**

**The Villages Technology Solutions Group**

1026 Canal Street  
 The Villages, FL 32162  
 Office: 352.753.6347  
 Fax: 352.753.6265

DATE September 22, 2011  
 CUSTOMER ID  
 EXPIRATION DATE October 22, 2011  
 Estimate # 10152011a

TO City of Wildwood  
 100 N Main Street  
 Wildwood, FL. 34785

| SALESPERSON | JOB | PAYMENT TERMS                | DUE DATE |
|-------------|-----|------------------------------|----------|
| Ken Peakman |     | By the 10th day of the Month |          |

| QUANTITY                                                                           | DESCRIPTION                                                                                                                                                                                                                                      | UNIT PRICE | LINE TOTAL |
|------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|
| 75                                                                                 | 2GB Email Accounts Zimbra Collaboration Suite Professional Edition Monthly Subscription                                                                                                                                                          | \$ 13.00   | \$ 975.00  |
|                                                                                    | Includes, 2GB Mailbox, Outlook Connector, Mobile smartphone access, Email Archiving for public record requirements, robust search engine, customizable preferences available to the end user, shared calendars and a briefcase for shared items. |            |            |
| 1                                                                                  | One time cost to create mailboxes                                                                                                                                                                                                                | \$ 85.00   | \$ 85.00   |
| 0                                                                                  | Training @ \$70/hour (If desired)                                                                                                                                                                                                                | \$ 70.00   | \$ -       |
| 0                                                                                  | Training room at TSG location can accommodate up to 10 students (If desired)                                                                                                                                                                     | \$ 20.00   | \$ -       |
| 0                                                                                  | 10GB storage increment for Archives Monthly Service                                                                                                                                                                                              | \$ 10.00   | \$ -       |
|                                                                                    | <i>**Note the above line item for 10GB of storage will only be charged when you go above a total of 150GB (75 mailboxes * 2GB= 150GB) of pooled archival Storage. This charge is NOT per mailbox.</i>                                            |            |            |
| <b>**Note Monthly Email subscription is based upon contract term of 12 months.</b> |                                                                                                                                                                                                                                                  |            |            |

Estimate prepared by: \_\_\_\_\_ Ken Peakman \_\_\_\_\_

This is a estimate on the goods named, subject to the conditions noted below:  
 Time will be billed as actual time spent. This time may be more or less than estimated.  
 To accept this Estimate, sign here and return: \_\_\_\_\_

|              |                    |
|--------------|--------------------|
| SUBTOTAL     | \$ 1,060.00        |
| SALES TAX    | \$ -               |
| <b>TOTAL</b> | <b>\$ 1,060.00</b> |

**THANK YOU FOR YOUR BUSINESS!**

**BILLS FOR APPROVAL**  
**City of Wildwood, Florida**  
**October 10, 2011**

|                                                                              |
|------------------------------------------------------------------------------|
| <b>3. NEW BUSINESS - ACTION REQUIRED</b><br><b>f. (1) Bills for Approval</b> |
|------------------------------------------------------------------------------|

**CITY COMMISSION-LEGISLATIVE DEPARTMENT**

|   |                 |                                             |    |          |
|---|-----------------|---------------------------------------------|----|----------|
| 1 | Payroll         | September 25, 2011 Pay Period - 5 Employees | \$ | 3,029.18 |
| 2 | Bank of America | Marriott Orlando - R. Allen                 | \$ | 372.03   |

**CITY MANAGER-EXECUTIVE DEPARTMENT**

|   |                             |                                             |    |           |
|---|-----------------------------|---------------------------------------------|----|-----------|
| 3 | Payroll                     | September 25, 2011 Pay Period - 3 Employees | \$ | 11,605.62 |
| 4 | Dept of Management Services | Telephone Service                           | \$ | 61.10     |

**CITY CLERK-FINANCIAL & ADMINISTRATIVE DEPARTMENT**

|   |                             |                                           |    |          |
|---|-----------------------------|-------------------------------------------|----|----------|
| 5 | Payroll                     | September 25, 2011 Pay Period 4 Employees | \$ | 9,827.47 |
| 6 | Citrus Publishing           | Ads                                       | \$ | 223.50   |
| 7 | Dept of Management Services | Telephone Service                         | \$ | 151.14   |
| 8 | Progress Energy             | Electric Service                          | \$ | 3,336.15 |
| 9 | Staples                     | Office Supplies                           | \$ | 16.30    |

**DEVELOPMENT SERVICES**

|    |                             |                                           |    |          |
|----|-----------------------------|-------------------------------------------|----|----------|
| 10 | Payroll                     | September 25, 2011 Pay Period 4 Employees | \$ | 8,445.39 |
| 11 | Dept of Management Services | Telephone Service                         | \$ | 61.10    |
| 12 | The Daily Commercial        | Ads                                       | \$ | 448.86   |

**HUMAN RESOURCES**

|    |                             |                                           |    |          |
|----|-----------------------------|-------------------------------------------|----|----------|
| 13 | Payroll                     | September 25, 2011 Pay Period 1 Employees | \$ | 1,957.78 |
| 14 | Dept of Management Services | Telephone Service                         | \$ | 61.10    |
| 15 | Federal Express             | Postage                                   | \$ | 28.18    |
| 16 | Staples                     | Office Supplies                           | \$ | 4.47     |

**POLICE DEPARTMENT**

|    |                             |                                               |    |           |
|----|-----------------------------|-----------------------------------------------|----|-----------|
| 17 | Payroll                     | September 25, 2011 Pay Period 28 Employees    | \$ | 55,174.97 |
| 18 | Bank of America             | Holiday Inn, Office Depot, Sharky's Sew & Vac | \$ | 771.39    |
| 19 | Dept of Management Services | Telephone Service                             | \$ | 135.07    |
| 20 | Heimbach & Associates       | Repair Dura Key Receptacle                    | \$ | 42.88     |
| 21 | Jiffy Exhaust Systems, Inc  | Converter Kit                                 | \$ | 425.49    |
| 22 | Progress Energy             | Electric Service                              | \$ | 436.15    |

**STREET DEPARTMENT**

|    |                             |                                                   |    |           |
|----|-----------------------------|---------------------------------------------------|----|-----------|
| 23 | Payroll                     | September 25, 2011 Pay Period 10 Employees        | \$ | 18,376.52 |
| 24 | Barney's Pumps Inc          | Hydromatic Gasket                                 | \$ | 70.62     |
| 25 | B & M Equipment Rental      | Double Drum Roller                                | \$ | 148.18    |
| 26 | Car Quest Auto Parts        | Lugs, Heater Hose, Elbow, Wire Set, Rotor, Etc    | \$ | 107.35    |
| 27 | Dept of Management Services | Telephone Service                                 | \$ | 45.02     |
| 28 | Fastenal                    | Carb Cleaner, FHN Z, HCS3/8, HCS7/16              | \$ | 68.21     |
| 29 | Heimbach & Associates       | Repair Dura Key Receptacle                        | \$ | 40.57     |
| 30 | Progress Energy             | Electric Service                                  | \$ | 342.65    |
| 31 | Rainey Asphalt, LLC         | Asphalt                                           | \$ | 468.74    |
| 32 | Staples                     | Office Supplies                                   | \$ | 9.34      |
| 33 | Unifirst                    | Uniforms                                          | \$ | 79.97     |
| 34 | UPS                         | Postage                                           | \$ | 7.71      |
| 35 | Waste Management            | Tipping Fee for 20 yd Roll Off and Street Sweeper | \$ | 442.03    |
| 36 | Wildwood Ace Hardware Inc   | Fasteners, Duster, 45gal Bag,                     | \$ | 24.25     |

|    |                            |                               |    |        |
|----|----------------------------|-------------------------------|----|--------|
| 37 | Wildwood Mower & Saw, Inc. | Saw Chain, Line, Trimmer Head | \$ | 128.13 |
| 38 | Wildwood Tire Company      | Tires and Repairs             | \$ | 738.90 |

**FLEET SERVICES**

|    |                             |                                           |    |          |
|----|-----------------------------|-------------------------------------------|----|----------|
| 39 | Payroll                     | September 25, 2011 Pay Period 2 Employees | \$ | 3,968.56 |
| 40 | Almond Oil Company          | Peerless OG 2 Red, 10w30                  | \$ | 63.90    |
| 41 | Big Truck Parts Inc         | Filters                                   | \$ | 7.17     |
| 42 | Car Quest Auto Parts        | ATF DEX/Merc                              | \$ | 53.76    |
| 43 | Dept of Management Services | Telephone Service                         | \$ | 45.02    |
| 44 | Heimbach & Associates       | Repair Dura Key Receptacle                | \$ | 2.32     |
| 45 | Progress Energy             | Electric Service                          | \$ | 15.41    |
| 46 | Unifirst                    | Uniforms                                  | \$ | 32.86    |
| 47 | Wildwood Ace Hardware Inc   | Fasteners                                 | \$ | 9.18     |

**COMMUNITY RE-DEVELOPMENT**

|    |                             |                                           |    |          |
|----|-----------------------------|-------------------------------------------|----|----------|
| 48 | Payroll                     | September 25, 2011 Pay Period 1 Employees | \$ | 2,428.54 |
| 49 | Bank of America             | Nat' Assoc of Home Builders               | \$ | 150.00   |
| 50 | Dept of Management Services | Telephone Service                         | \$ | 61.10    |
| 51 | Star Banner                 | Sealed Bid Ads                            | \$ | 466.52   |

**PARKS AND RECREATION**

|    |                             |                                                   |    |          |
|----|-----------------------------|---------------------------------------------------|----|----------|
| 52 | Payroll                     | September 25, 2011 Pay Period 5 Employees         | \$ | 6,436.96 |
| 53 | Bank of America             | Hilton Garden Inn - Jason H                       | \$ | 146.00   |
| 54 | Car Quest Auto Parts        | V Belt, Auto Tensioner, Bearing                   | \$ | 105.99   |
| 55 | Central Pump & Supply Inc   | Maxijet Black Pot Stake                           | \$ | 26.00    |
| 56 | Dept of Management Services | Telephone Service                                 | \$ | 61.10    |
| 57 | John Deere Landscapes       | Bulk White Paint, Prosecutor                      | \$ | 629.76   |
| 58 | Heimbach & Associates       | Repair Dura Key Receptacle                        | \$ | 5.80     |
| 59 | Progress Energy             | Electric Service                                  | \$ | 66.08    |
| 60 | T & D Waste Services, Inc   | Port O Let Rental                                 | \$ | 245.00   |
| 61 | Unifirst                    | Uniforms                                          | \$ | 18.13    |
| 62 | Wildwood Ace Hardware Inc   | Stripping Paint, Battery, Chlortabs, Padlock, Etc | \$ | 158.71   |
| 63 | Wildwood Mower & Saw, Inc.  | Blades, Gear Pinion, Idler Pulley, Air Cleaner    | \$ | 94.12    |

**COMMUNITY CENTER & OXFORD COMMUNITY CENTER**

|    |                           |                                |    |        |
|----|---------------------------|--------------------------------|----|--------|
| 64 | Century Link              | Telephone Service              | \$ | 353.17 |
| 65 | Heimbach & Associates     | Repair Dura Key Receptacle     | \$ | 2.32   |
| 66 | Oracle Elevator           | Quarterly Maintenance Contract | \$ | 411.04 |
| 67 | Resource One              | Cleaning Supplies              | \$ | 254.60 |
| 68 | Wildwood Ace Hardware Inc | Clorox, Bowl Cleaner           | \$ | 10.46  |

**PHYSICAL ENVIRONMENT ADMINISTRATIVE DEPARTMENT**

|    |                             |                                           |    |          |
|----|-----------------------------|-------------------------------------------|----|----------|
| 69 | Payroll                     | September 25, 2011 Pay Period 3 Employees | \$ | 5,131.26 |
| 70 | Century Link                | Telephone Service                         | \$ | 36.03    |
| 71 | Dept of Management Services | Telephone Service                         | \$ | 106.12   |
| 72 | Progress Energy             | Electric Service                          | \$ | 957.20   |
| 73 | Staples                     | Office Supplies                           | \$ | 5.33     |

**WATER DEPARTMENT**

|    |                              |                                           |    |           |
|----|------------------------------|-------------------------------------------|----|-----------|
| 74 | Payroll                      | September 25, 2011 Pay Period 9 Employees | \$ | 14,520.68 |
| 75 | B & M Equipment Rental       | Double Drum Roller                        | \$ | 148.18    |
| 76 | Brenntag                     | Liquid Chlorine                           | \$ | 976.06    |
| 77 | Brown Controls & Integration | Pressure Sensor, Service Repair Call      | \$ | 1,185.50  |
| 78 | Car Quest Auto Parts         | Bearing, Switch, Air & Fuel Filter        | \$ | 63.98     |

|    |                               |                                             |    |          |
|----|-------------------------------|---------------------------------------------|----|----------|
| 79 | Dept of Management Services   | Telephone Service                           | \$ | 45.02    |
| 80 | HD Supply WaterWorks          | Hex Bushing, Oil Fill Gauge                 | \$ | 27.54    |
| 81 | Heimbach & Associates         | Repair Dura Key Receptacle                  | \$ | 9.27     |
| 82 | Progress Energy               | Electric Service                            | \$ | 12.56    |
| 83 | Rainey Asphalt, LLC           | Asphalt                                     | \$ | 136.00   |
| 84 | Staples                       | Office Supplies                             | \$ | 4.49     |
| 85 | Sunstate Meter & Supply, Inc. | Measuring Chamber, Gaskets, T10 Meters, Etc | \$ | 8,389.50 |
| 86 | Terminix                      | Monthly Pest Control Contract               | \$ | 25.00    |
| 87 | The Dumont Company            | Clear Flow Corrosion Inhibitor              | \$ | 1,263.00 |
| 88 | Unifirst                      | Uniforms                                    | \$ | 75.82    |
| 89 | UPS                           | Postage                                     | \$ | 5.96     |
| 90 | Wildwood Ace Hardware Inc     | Bushings, Galv Nipples, Hose Bib, Poly Film | \$ | 99.01    |
| 91 | Wildwood Mower & Saw, Inc.    | Blade, Idler Pulley                         | \$ | 26.37    |
| 92 | Wildwood Tire Company         | Tires and Repairs                           | \$ | 167.90   |

**WASTEWATER DEPARTMENT**

|     |                               |                                                     |    |           |
|-----|-------------------------------|-----------------------------------------------------|----|-----------|
| 93  | Payroll                       | September 25, 2011 Pay Period 14 Employees          | \$ | 28,092.93 |
| 94  | Besco Electric Supply Company | Dusk to Dawn 100 Watt MH                            | \$ | 95.33     |
| 95  | Capital Office Products       | Office Supplies                                     | \$ | 449.76    |
| 96  | Car Quest Auto Parts          | Wiper Blades, Refrigrnt, Wheel Charger, Bearing     | \$ | 261.00    |
| 97  | C & C Peat Co., Inc           | Sludge Removal                                      | \$ | 3,880.00  |
| 98  | Century Link                  | Telephone Service                                   | \$ | 64.05     |
| 99  | Data Flow Systems, Inc        | PCU Repairs                                         | \$ | 526.85    |
| 100 | Dept of Management Services   | Telephone Service                                   | \$ | 90.04     |
| 101 | Environmental Express, Inc.   | Digestion Vials                                     | \$ | 593.75    |
| 102 | Federal Express               | Postage                                             | \$ | 210.58    |
| 103 | Fort Bend Services, Inc       | Polymer                                             | \$ | 2,893.64  |
| 104 | HD Supply WaterWorks          | Epoxy, Reg ACC Set L/Gland, Trans Gasket            | \$ | 913.54    |
| 105 | Heimbach & Associates         | Repair Dura Key Receptacle                          | \$ | 12.74     |
| 106 | Henry Troemner, LLC           | Certifications and Calibrations Trace and NVLAP Lev | \$ | 386.39    |
| 107 | Hollaender                    | Square Base Mill Finish, Standard Hardware          | \$ | 311.64    |
| 108 | Odyssey                       | Hypochlorite Solutions                              | \$ | 2,363.01  |
| 109 | Office Depot                  | Office Supplies                                     | \$ | 53.64     |
| 110 | Pro Chem, Inc                 | Air Fresheners, Soap and Bright Lights for Vehicles | \$ | 397.46    |
| 111 | Progress Energy               | Electric Service                                    | \$ | 392.58    |
| 112 | Sigma-Aldrich RTC             | Residual Chlorine, PH WP, Simple Nutrients, Etc     | \$ | 344.00    |
| 113 | Sparr Building & Farm Supply  | Funnel, 50Gal Brute Rubbermaid                      | \$ | 83.97     |
| 114 | TAW                           | 15HP Motor for Reuse, Service Call for Generator    | \$ | 1,987.10  |
| 115 | Tom Evans Environmental, Inc  | Repair Peerless Model 8LB-8 Turbine Pump            | \$ | 990.00    |
| 116 | Unifirst                      | Uniforms                                            | \$ | 113.67    |
| 117 | UPS                           | Postage                                             | \$ | 8.41      |
| 118 | VWR                           | Nitric Acid                                         | \$ | 380.09    |
| 119 | Wildwood Ace Hardware Inc     | Hose Adaptors, Ratchet, Slim Guide, Diamond Blde    | \$ | 104.49    |
| 120 | Wildwood Mower & Saw, Inc.    | Blade, Carburetor, Fuel Tank, Idler Pulley, Etc.    | \$ | 217.99    |

**GREENWOOD CEMETERY**

**ATTORNEYS/CONSULTANTS/SURVEYORS**

|     |                                |                             |    |           |
|-----|--------------------------------|-----------------------------|----|-----------|
| 121 | A. Duchart Land Surveying, Inc | DM7 Cattle Company Property | \$ | 750.00    |
| 122 | Kimley-Horn & Associates       | Engineers                   | \$ | 14,979.67 |
| 123 | Potter Clement Lowry           | Special Magistrate          | \$ | 525.00    |

October 10 2011  
Page 4

**FUEL INVENTORY**

|              |                               |                          |                      |
|--------------|-------------------------------|--------------------------|----------------------|
| 124          | Stone Petroleum Products, Inc | Unleaded and Diesel Fuel | \$ 11,211.51         |
| <b>TOTAL</b> |                               |                          | <b>\$ 241,145.70</b> |

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

ATTEST: \_\_\_\_\_  
Joseph Jacobs, City Clerk

\_\_\_\_\_  
Ed Wolf, Mayor

**CITY COMMISSION OF THE CITY OF WILDWOOD**

**EXECUTIVE SUMMARY**

**SUBJECT:** Hardware & Software Upgrades

**REQUESTED ACTION:** \_\_\_\_\_

- Work Session (Report Only)  
 Regular Meeting

**DATE OF MEETING:** 10/10/11  
 Special Meeting

**CONTRACT:**  N/A  
Effective Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

Vendor/Entity: \_\_\_\_\_  
Termination Date: \_\_\_\_\_

**BUDGET IMPACT:** \$44,582.02

- Annual  
 Capital  
 N/A

**FUNDING SOURCE:** \_\_\_\_\_  
**EXPENDITURE ACCOUNT:** \_\_\_\_\_

**HISTORY/FACTS/ISSUES:**

The City of Wildwood is doing an organization-wide refresh of its desktop computers and Office software.

The attached quotes reflect the requested purchase of 47 new desktop computers, 40 new monitors and 51 Microsoft 2010 Professional licenses and reflect the best possible pricing via existing state contracts.

Craig McDade  
GIS Technician



# SALES QUOTATION

| QUOTE NO. | ACCOUNTING | DATE      |
|-----------|------------|-----------|
| CJPB363   | 11633581   | 10/4/2011 |

**3. NEW BUSINESS-ACTION REQUIRED f. (2)**  
**Discussion/Approval for purchase of Hardware & Software to upgrade computers city-wide**

**BILL TO:**  
 THE VILLAGES  
 1026 CANAL STREET

**SHIP TO:**  
 THE VILLAGES  
 Attention To: DANNY GRAHAM  
 1026 CANAL STREET

Accounts Payable  
 THE VILLAGES , FL 32162

THE VILLAGES , FL 32162  
 Contact: DANNY  
 GRAHAM 352.753.6743

Customer Phone #352.753.6743

Customer P.O. # MS LICENSES WW

| ACCOUNT MANAGER        | SHIPPING METHOD      | TERMS                           | EXEMPTION CERTIFICATE |
|------------------------|----------------------|---------------------------------|-----------------------|
| DAN HOGAN 866.537.4615 | Electronic Drop Ship | Net 30 Days-Govt<br>State/Local | GOVT-EXEMPT           |

| QTY      | ITEM NO. | DESCRIPTION                                                                                                                                                           | UNIT PRICE | EXTENDED PRICE |
|----------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------|
| 51       | 2077423  | MS GSA OFFICE PRO PLUS 2010<br>Mfg#: MLG-79P-03586<br>Contract: GSA Schedule<br>GS-35F-0195J                                                                          | 348.04     | 17,750.04      |
| 51       | 1417031  | Electronic distribution - NO MEDIA<br>MS GSA WIN SRV UCAL 2008<br>Mfg#: MLG-R18-02804<br>Contract: GSA Schedule<br>GS-35F-0195J<br>Electronic distribution - NO MEDIA | 19.98      | 1,018.98       |
| SUBTOTAL |          |                                                                                                                                                                       |            | 18,769.02      |
| FREIGHT  |          |                                                                                                                                                                       |            | 0.00           |
| TAX      |          |                                                                                                                                                                       |            | 0.00           |

US-Currency  
**TOTAL** 18,769.02

CDW Government  
 230 North Milwaukee Ave.  
 Vernon Hills, IL 60061  
 Phone: 847.371.5000

Fax: 312-705-6428

**Please remit payment to:**  
 CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515

3. NEW BUSINESS ACTION REQUIRED f. (2)  
 Discussion/Approval for purchase of Hardware &  
 Software to upgrade computers city-wide

# PC Connection

PC Connection Sales Corp.  
 730 Milford Road  
 Merrimack, NH 03054-4631  
 603/683-2000

**Order line:** (800) 800-0014 ext. 33144  
**Salesperson:** Ray Boucher  
**Fax:** (603) 683-1467

## QUOTATION

**Quote # 6742732.13**

PLEASE REFER TO THE ABOVE  
 QUOTE NUMBER WHEN ORDERING

**Date:** October 3, 2011

**Valid through:** October 13, 2011

**Contact:** Danny Graham, City Of Wildwood Fl  
 (352) 753-6453

### BILL TO:

AB#: 12451987  
 THE CITY OF WILDWOOD  
 WILDWOOD CITY HALL  
 100 N MAIN ST  
 WILDWOOD, FL 34785

### SHIP TO:

AB#: 11927582  
 CITY OF WILDWOOD  
 DANNY GRAHAM  
 C/O THE VILLAGES  
 1026 CANAL ST  
 THE VILLAGES, FL 32162

| DELIVERY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     | FOB<br>Wilmington, OH |               | TERMS<br>NET 30                                                                                                                                | FEDERAL ID #<br>02-0497006                            |                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------------------|
| * Line#                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Qty | Item #                | Manuf. Part # | Description                                                                                                                                    | Price                                                 | Ext                     |
| 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 47  | 12488541              | 7844P7U       | TopSeller ThinkCentre A70 SFF Core 2 Duo E7500<br>2.93GHz / 3MBL2 / 4GB / 500GB / SuperMulti / GigNIC / W7P64<br>Lenovo Commercial Systems 439 | \$439.00                                              | \$20,633.00             |
| 20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 40  | 11259659              | ET.EV3WP.E03  | 22" V223W EJbd Widescreen LCD Monitor, Black<br>Acer Monitors                                                                                  | \$129.50                                              | \$5,180.00              |
| Lines: 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |                       |               |                                                                                                                                                | Total Merchandise                                     | \$25,813.00             |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |                       |               |                                                                                                                                                | Ship Via: UPS Ground Commercial Shipping and Handling | 1,406. pounds<br>\$0.00 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |                       |               |                                                                                                                                                | Tax                                                   |                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |                       |               |                                                                                                                                                | <b>TOTAL</b>                                          | <b>\$25,813.00</b>      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |                       |               |                                                                                                                                                | * Lease for as low as:                                | \$741.61/Mo.            |
| <p>* Lease quote above is based on a 36-month, Fair Market Value lease, provided by one of our leasing partners, and is subject to their terms, conditions and policies.</p> <p>Important Notice - Standard Terms of Sale: Pricing valid for quantities shown until expiration date, excluding memory and hard drives. Leasing subject to credit approval. All purchases from PC Connection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Standard Terms of Sale on the Company's website - pcconnection.com, or you may request a copy via fax, e-mail, or mail by calling 1-800-800-0011 or your account representative.</p> |     |                       |               |                                                                                                                                                |                                                       |                         |

**CITY COMMISSION OF THE CITY OF WILDWOOD**

**EXECUTIVE SUMMARY**

**SUBJECT:** Antivirus Server Software Licenses

**REQUESTED ACTION:** \_\_\_\_\_

Work Session (Report Only)      **DATE OF MEETING:** 10/10/11  
 Regular Meeting                       Special Meeting

**CONTRACT:**       N/A                      Vendor/Entity: \_\_\_\_\_  
Effective Date: \_\_\_\_\_              Termination Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

**BUDGET IMPACT:**                      \$2,544.00

Annual                      **FUNDING SOURCE:** \_\_\_\_\_  
 Capital                      **EXPENDITURE ACCOUNT:** \_\_\_\_\_  
 N/A

**HISTORY/FACTS/ISSUES:**

The City of Wildwood was recently transferred a server from Sumter County out of their surplus equipment. It is the City's intention to utilize this server to provide comprehensive antivirus protection to the computers in order to keep them secure from outside threats.

The attached quote reflects the cost of 53 licenses for the antivirus software using an existing state contract.

Craig McDade  
GIS Technician

# PC Connection

PC Connection Sales Corp.  
 730 Milford Road  
 Merrimack, NH 03054-4631  
 603/683-2000

**Order line:** (800) 800-0014 ext. 33144  
**Salesperson:** Ray Boucher  
**Fax:** (603) 683-1467

## QUOTATION

**Quote # 6812874.03**

PLEASE REFER TO THE ABOVE  
 QUOTE NUMBER WHEN ORDERING

**Date:** October 5, 2011

**Valid through:** October 15, 2011

**Contact:** Danny Graham, City Of Wildwood Fl  
 (352) 753-6453

### BILL TO:

AB#: 12451987  
 THE CITY OF WILDWOOD  
 WILDWOOD CITY HALL  
 100 N MAIN ST  
 WILDWOOD, FL 34785

### SHIP TO:

AB#: 11927582  
 CITY OF WILDWOOD  
 DANNY GRAHAM  
 C/O THE VILLAGES  
 1026 CANAL ST  
 THE VILLAGES, FL 32162

| DELIVERY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |     | FOB<br>Wilmington, OH |               | TERMS<br>NET 30                               | FEDERAL ID #<br>02-0497006    |                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------------------|---------------|-----------------------------------------------|-------------------------------|-------------------|
| * Line#                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Qty | Item #                | Manuf. Part # | Description                                   | Price                         | Ext               |
| 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 53  |                       | ESCH3USSC     | Endpoint Security and Control (3yr)<br>Sophos | \$48.00                       | \$2,544.00        |
| Lines: 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |     |                       |               |                                               | Total Merchandise             | \$2,544.00        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |                       |               |                                               | Ship Via: Heavy Weight Ground | . pounds          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |                       |               |                                               | Shipping and Handling         | \$0.00            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |                       |               |                                               | Tax                           |                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |                       |               |                                               | <b>TOTAL</b>                  | <b>\$2,544.00</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |                       |               |                                               | * Lease for as low as:        | \$86.09/Mo.       |
| <p>* Lease quote above is based on a 36-month, Fair Market Value lease, provided by one of our leasing partners, and is subject to their terms, conditions and policies.</p> <p>Important Notice - Standard Terms of Sale: Pricing valid for quantities shown until expiration date, excluding memory and hard drives. Leasing subject to credit approval. All purchases from PC Connection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Standard Terms of Sale on the Company's website - pconnection.com, or you may request a copy via fax, e-mail, or mail by calling 1-800-800-0011 or your account representative.</p> |     |                       |               |                                               |                               |                   |



- Raney Truck: \$89/hr

**3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses**

Other Benefits:

- Steve has emergency vehicle certification. This allows him to be able to do install and maintenance on computers, radars, gun locks, lightbars, etc on Police vehicles. We are not aware of a local provider with this certification.
- City determines priority and turnover.
- City is able to buy part and supplies at a considerable discount. Mark ups are not included.

For FY 11-12 Fleet Services can document staff hours on labor and duties to determine a more accurate cost to compare to see if privatization of this Department is cost feasible.

Regards,

Robert Smith  
City Manager  
City of Wildwood



August 2011

VEHICLE SHOP RATES

|                                    |                                           |                                       |                                |                                     |                                        |                         |                  |
|------------------------------------|-------------------------------------------|---------------------------------------|--------------------------------|-------------------------------------|----------------------------------------|-------------------------|------------------|
| KEY SCALES<br>FORD<br>877-302-0577 | GEORGE NAHAS<br>CHEVROLET<br>888-820-2514 | OCALA<br>FREIGHTLINER<br>352-274-9800 | RANEY<br>TRUCK<br>888-888-7990 | HIGHLAND<br>TRACTOR<br>888-711-0142 | MID-FLORIDA<br>TRACTOR<br>352-787-1234 | WILDWOOD<br>MOWER & SAW | WILDWOOD<br>TIRE |
| SHOP RATE (per hour)               | \$105.00                                  | \$90.00                               | \$89.00                        | \$80.00                             | \$75.00                                | \$60.00                 | 65.00/75.00      |

115 for large trk

VEHICLE PREVENTATIVE MAINTENANCE RATES

|                       |                               |                                |
|-----------------------|-------------------------------|--------------------------------|
| OCALA<br>FREIGHTLINER | RANEY<br>TRUCK                | HIGHLAND<br>TRACTOR            |
| 70.00 LABOR           | 239.00 (51 POINT/CLASS 8)     | \$80.00                        |
| FOR 1 1/2 HOUR        | 179.00 OIL CHANGE/CLASS 8     | 90.00 IN FIELD AND 2.00 A MILE |
|                       | 199.99 (51 POINT/SMALL TRUCK) |                                |
|                       | 159.99 OIL CHANGE SMALL TRUCK |                                |

|                                            |
|--------------------------------------------|
| RING<br>POWER<br>GENERATOR<br>352-732-4600 |
|--------------------------------------------|

PREVENTATIVE  
MAINTENANCE

\$801.27

This consists of: 52 point TA inspection, change oil, filter and fuel filters.  
Inspect transfer switch and perform transfer test after service to ensure proper  
operation. If problems are found an additional estimate will be provided.

3. NEW BUSINESS--ACTION REQUIRED g. General Items  
for Discussion / Approval (1) Discussion / Approval on the  
cost feasibility of whether to continue utilizing an internal  
Fleet Service or utilizing local businesses

**CITY OF WILDWOOD  
EQUIPMENT AND VEHICLE LIST SEPTEMBER 2011**

Police Department

page 1

| Equipment Type | Number on Hand | Equipment Type | Number on Hand |
|----------------|----------------|----------------|----------------|
| Cars           | 23             | Mobile Unit    | 1              |
| Blazers        | 1              | Tahoe          | 1              |
| Trucks         | 2              |                |                |

Parks and Recreation

| Equipment Type | Number on Hand | Equipment Type     | Number on Hand |
|----------------|----------------|--------------------|----------------|
| Trucks         | 5              | Permagreen Sprayer | 1              |
| Vans           | 1              | Gator              | 1              |
| Mowers         | 6              | Rake O Vac         | 1              |
| Blowers        | 4              | Tractor            | 2              |
| Weedeaters     | 4              | Paint Sprayer      | 1              |
| Hedge Trimmers | 2              | Trailer            | 4              |
| Edgers         | 5              | Pole Trimmer       | 1              |
| Sandpro        | 1              |                    |                |

Public Works

| Equipment Type   | Number on Hand | Equipment Type    | Number on Hand |
|------------------|----------------|-------------------|----------------|
| Dump Trucks      | 3              | Chipper           | 1              |
| Vans             | 2              | Blowers           | 3              |
| Trucks           | 9              | Edgers            | 2              |
| Cars             | 1              | Weedeaters        | 6              |
| Brush Truck      | 1              | Power Pruners     | 2              |
| Grappel Truck    | 1              | Pump Trailers     | 2              |
| Flat Bed Truck   | 1              | Trailers          | 2              |
| Street Sweeper   | 1              | Fuel Trailer      | 1              |
| Loaders          | 2              | Generator Trailer | 1              |
| Backhoe          | 1              | Concrete Mixer    | 1              |
| Tractors         | 5              | Pressure Washer   | 1              |
| Mowers           | 8              | Chainsaws         | 3              |
| Post Hole Digger | 1              | Cut All Saw       | 1              |
| Generators       | 2              | Compactor         | 1              |
| Jumping Jack     | 1              |                   |                |

**CITY OF WILDWOOD  
EQUIPMENT AND VEHICLE LIST SEPTEMBER 2011**

Wastewater

page 2

| Equipment Type | Number on Hand | Equipment Type  | Number on Hand |
|----------------|----------------|-----------------|----------------|
| Trucks         | 6              | Cement Mixer    | 1              |
| Blazer         | 1              | Mowers          | 4              |
| Roll-Off Truck | 1              | Pressure Washer | 1              |
| Tractor        | 2              | Trencher        | 1              |
| Backhoe        | 2              | Compactor       | 1              |
| Kubota Cart    | 1              | Jumping Jack    | 1              |
| Sewer Jet      | 1              | Compressor      | 2              |
| Generator Sets | 3              | Blower          | 2              |
| Generators     | 2              | Edger           | 3              |
| Pumps          | 2              | Weedeater       | 6              |
| Manhole Vactor | 1              | Chainsaws       | 3              |
|                |                | Cut Off Saws    | 3              |

Water Department

| Equipment Type    | Number on Hand | Equipment Type  | Number on Hand |
|-------------------|----------------|-----------------|----------------|
| Blazer            | 1              | Generators      | 3              |
| Trucks            | 8              | Compressor      | 1              |
| Cars              | 1              | Cut Off Saws    | 3              |
| Backhoe           | 1              | Chainsaws       | 1              |
| Tractor           | 2              | Blower          | 1              |
| Bush Hog          | 2              | Air Compressor  | 1              |
| Mowers            | 4              | Diesel Tank     | 1              |
| Trailers          | 6              | Pressure Washer | 1              |
| Pump Trailers     | 1              |                 |                |
| Pumps             | 3              |                 |                |
| Submersible Pumps | 2              |                 |                |

City of Wildwood  
Fleet Services Department  
410 Grey Street  
Wildwood, Florida 34785  
Phone: 352-330-1343 Fax: 352-330-1353

3. NEW BUSINESS--ACTION REQUIRED g. General  
Items for Discussion (1) Discussion/Approval on the  
cost feasibility of whether to continue utilizing an  
internal Fleet Service or utilizing local businesses



# Memo

**To:** Robert Smith  
**From:** Steve Watson *sw*  
**Date:** 9/19/2011  
**Re:** Daily Work Log

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The following is our daily work log for 1 month.

Please contact me with any questions or anything else you need.

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-17-11

PERSON PREFORMING  
THE WORK: Don

PAR 276 mow'r  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

SHARPEN BLADES AND CHECK OVER

DATE: 8-17-11

w.w 609 mow'r  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

R&R BLADES AND REPAIR FLAT

TIRE ON BACK AND CHECK OVER

SO FOR PARTS

DATE: 8-17-11

w.w 012 mow'r  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

SHARPEN BLADES PUT ON DECK WHEEL

WILLN'T START CHECK OUT BAD KEY

CHECK OVER

SO FOR PARTS

DATE: 8-17-11

POLICE CAR  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

HELP STEVE TOW IN POLICE CAR

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-17-11

PERSON PERFORMING

EQUIPMENT WORKED ON P.W. 621 MOWER THE WORK: OWN

& WORK PERFORMED: SHARPEN BLADES AND ADJ.

P.T.O. BELT AND CHECK OVER

SO FOR PARTS

DATE: 8-17-11

EQUIPMENT WORKED ON P.W. 603 MOWER

& WORK PERFORMED: SHARPEN BLADES AND CHECKOVER

DATE: 8-17-11

EQUIPMENT WORKED ON P&R 226 MOWER

& WORK PERFORMED: SHARPEN BLADES AND CHECKOVER

AND R&R P.T.O. BELT

SO FOR PARTS

DATE: 8-17-11

EQUIPMENT WORKED ON P&R 630 MOWER

& WORK PERFORMED: SHARPEN BLADES AND CHECKOVER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-17-11  
~~8-17-11~~ ~~8-17-11~~

PERSON PERFORMING THE WORK: DOW

EQUIPMENT WORKED ON  
& WORK PERFORMED:

REMOVE L-FRONT TIRE AND PUT ON  
USE TIRE ON AND R&R BLADES  
SO FOR PART TIRE SHOP

DATE: \_\_\_\_\_

EQUIPMENT WORKED ON  
& WORK PERFORMED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_

EQUIPMENT WORKED ON  
& WORK PERFORMED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_

EQUIPMENT WORKED ON  
& WORK PERFORMED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-18-11

PERSON PERFORMING

P.W. 600 MOWER  
EQUIPMENT WORKED ON

THE WORK: DON

& WORK PERFORMED:

R&R P.T.O.; BELT AND PUT BOLT  
IN SAFETY SWITCH  
SO FOR PARTS

DATE: 8-18-11

P&R L3650 KUBOTA #1066  
EQUIPMENT WORKED ON

& WORK PERFORMED:

REMOVE SEAT AND ALL COVERS ON  
BACK TO REMOVE LIFTCOVER AND  
DIF. AND REMOVE R.O.P. AND BACK  
TIRES

DATE: 8-18-11

P&R STEVE & DON

#124 GROUNDSMASTER MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

MOWER DECK SLOW DOWN WHEN  
MOWING TEST HYD PRESS. 1000 PSI  
COLD ~~READ~~ CLEAN RELIEF VALVE  
CUT GRASS TO ~~IT~~ HOT 1000 PSI  
OK AT THIS TIME

DATE: 8-18-11

P&R

#124 MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

DRIVE TO LEESBURG FOR TEST  
FITTING FOR MOWER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-18-11

PERSON PERFORMING

P.W. 7464  
EQUIPMENT WORKED ON

THE WORK: DOW

& WORK PERFORMED: L-SIDE DOOR HANDBOOK RDR

HAVE TO GO FOR PARTS

DATE: 8-18-11

STEVE & DOW

PWR 23650 KUBOTA #1066  
EQUIPMENT WORKED ON

& WORK PERFORMED: TAKE OIL OUT

DATE: 8-19-11

PW CASE 990 TRACTOR  
EQUIPMENT WORKED ON

& WORK PERFORMED: SERVICE OF AIR & FIF

CHECK OVER

STEVE HELP ON OIL LEAK

DATE: 8-19-11

4713 TRUCK WATER DEPARTMENT  
EQUIPMENT WORKED ON

& WORK PERFORMED: BRAKE & TAIL LIGHT & RADIO MIKE &

OIL LEAK & AIR & OFF SERVICE &

UTILITIE BOX LOCK

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-19-11  
P.W. WILDEATER

PERSON PERFORMING  
THE WORK: POW

EQUIPMENT WORKED ON  
& WORK PERFORMED: PUT ON NEW ~~ROF~~ START ROP

DATE: 8-19-11  
FLEET SERVICES

EQUIPMENT WORKED ON  
& WORK PERFORMED: CLEAN UP SHOP

DATE: 8-22-11  
POLICE #9461 CAR

EQUIPMENT WORKED ON  
& WORK PERFORMED: OVER HEATING REMOVE ~~FAN~~ MOTOR  
CHECK OUT BAD FAN MOTOR  
REMOVE FAN MOTOR

DATE: 8-22-11  
PDR

EQUIPMENT WORKED ON  
& WORK PERFORMED: SHOW NEW PARK & REC.  
GUARD HOW TO USE GAS PUMP

FLEET SERVICES  
DAILY WORK LOG

DATE: 8.22.11  
POLICE #9461 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: Don  
CALL ON PART FOR CAR 9461

DATE: 8.22.11  
POLICE #9461 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

go TO LEESBURG KEY SCALES  
FOR PARTS FOR #9461

DATE: 8.22.11  
POLICE #9461 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PUT IN NEW FAN AND MOTOR  
CHANGE OVER PARTS

DATE: 8.22.11  
W.W. 8502 TRUCK  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

RAR 2 WIPER BLADES 20"

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-22-11  
P.W. ~~9461~~ TRUCK 0855

PERSON PERFORMING THE WORK: DDW

EQUIPMENT WORKED ON  
& WORK PERFORMED:

CHECK OUT HEAD LIGHT L. FRONT  
LIGHT BAD

DATE: 8-22-11  
P.W. 0855 TRUCK

EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO TO PARTS STORE FOR HEAD LIGHT

DATE: 8-22-11  
POLICE 9461

EQUIPMENT WORKED ON  
& WORK PERFORMED:

TAKE OUT FOR TEST DRIVE  
DON'T OVERHEAT AT THIS TIME

DATE: 8-22-11  
P.W. 0855

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PUT IN NEW HEAD LIGHT

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-22-11

PERSON PERFORMING

P.W. WEEDEATER  
EQUIPMENT WORKED ON

THE WORK: DN

& WORK PERFORMED: SEAT CARB.

DATE: 8-22-11

CLEAN SHOP FLEET SERVICE  
EQUIPMENT WORKED ON

& WORK PERFORMED: CLEAN SHOP

DATE: 8-22-11

P&R ECHO HEDGE CLIPPER  
EQUIPMENT WORKED ON

& WORK PERFORMED: PUT 2 NEW BOLTS & NUTS ON BAR.

DATE: 8-23-11

P.W. 7464 VAN  
EQUIPMENT WORKED ON

& WORK PERFORMED: CHECK OUT ~~BAD~~ R-SIDE

DOOR HANDOWN

FLEET SERVICES  
DAILY WORK LOG

DATE: 8.23.11

PERSON PERFORMING  
THE WORK:

P.W. 7464 VAN  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

DON

GO TO PARTS STORE FOR PARTS

DATE: 8.23.11

P.W. 7464 VAN  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SO AND PUT ON DISC HANDBRAKE  
ON R. SIDE

DATE: 8.23.11

P.W. 2-PUMPS  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

REMOVE 3 TIRES

DATE: 8.23.11

P.W.  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

TAKE 3 TIRE DOWN TO HAVU  
TUBS PUT IN

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-23-11

PERSON PERFORMING  
THE WORK:

P.W. 2 PUMPS  
EQUIPMENT WORKED ON

& WORK PERFORMED:

WORK ON CARBS

DATE: 8-23-11

WATER 6690  
EQUIPMENT WORKED ON

& WORK PERFORMED:

R-SIDE TAIL LIGHT

DATE: 8-23-11

P.W. 2 PUMP  
EQUIPMENT WORKED ON

& WORK PERFORMED:

CLEAN CARBS & R&R OIL 10W30  
REMOVE OLD GAS PUT IN 3 GAL  
NEW GAS

DATE: 8-23-11

WATER DEPARTMENT 4713  
EQUIPMENT WORKED ON

& WORK PERFORMED:

TAKE DOWN TO HAVE NEW TIRES  
PUT ON AND PICK-UP TIRES  
FOR PUMPS

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-23-11

PERSON PERFORMING  
THE WORK:

P.W 2 pumps  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

OW

PUT TIRES BACK ON AND  
RUN PUMPS

DATE: 8-23-11

W.W 2609 BAD BOY MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT 2 BOLTS IN L-SIDE PARKING  
LEVER & REMOVE DECK JACK AND FREE UP  
AND PUT BACK ON

DATE: 8-23-11

P+R TORO PUSH MOWER INMATE'S  
EQUIPMENT WORKED ON

& WORK PERFORMED:

SAS TANK IS LEAKING ORDER  
NEW TANK 8-23-11

DATE: 8-24-11

W.W 2609 MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

SHARPEN BLADES AND LOOK OVER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-24-11

PERSON PERFORMING  
THE WORK: Don

PAR-0630 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SHARPEN BLADES AND LOOK OVER

DATE: 8-24-11

PAR 0276-MOWER INMATE  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SHARPEN BLADE AND LOOK OVER

DATE: 8-24-11

PAR 0226 MOWER INMATE  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SHARPEN BLADES + LOOK OVER  
AND FIX GRASS DISCHARGE COVER

DATE: 8-24-11

PAR0178 MOWER GROUND MASTER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SHARPEN BLADES AND LOOK OVER

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-24-11 PERSON PERFORMING  
P.R. - PUSH MOWER INMATE THE WORK: DOW  
EQUIPMENT WORKED ON  
& WORK PERFORMED: SHARPEN BLADE LOOK OVER

DATE: 8-24-11  
P.W. 0603 MOWER INMATE  
EQUIPMENT WORKED ON  
& WORK PERFORMED: R.R. ENG OIL AND FILTER  
PUT ON NEW BLADES  
LOOK OVER

DATE: 8-24-11  
P.W. 0621 MOWER INMATE  
EQUIPMENT WORKED ON  
& WORK PERFORMED: SHARPEN BLADES AND LOOK OVER

DATE: 6-24-11  
P.R. 600 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED: SHARPEN BLADES AND LOOK OVER

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-24-11

PERSON PERFORMING

PAR 0124-MOWER GROUND MASTER  
EQUIPMENT WORKED ON

THE WORK: DOWN

& WORK PERFORMED: SHARPEN BLADES AND LOOK OVER

DATE: 8-24-11

PAR AND PW  
EQUIPMENT WORKED ON

& WORK PERFORMED: GO TO MOWER SHOP FOR BLADES

FOR STOCK FOR PUSH MOWER AND

~~PAR~~ AND 52" DECK MOWERS

DATE: 8-24-11

COMMUNITY CENTER #7878  
EQUIPMENT WORKED ON

& WORK PERFORMED: PUT IN SOME POWER STEERING

OIL

DATE: 8-24-11

FLEET SERVICE  
EQUIPMENT WORKED ON

& WORK PERFORMED: CLEAN UP SHOP

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-24-11

PERSON PERFORMING  
THE WORK: DON

P.W. MASSEY TRACTOR  
EQUIPMENT WORKED ON

& WORK PERFORMED:

TAKE FUEL OUT-TO JOB SITE AND  
FUEL-UP

DATE: 8-24-11

P.L.R. KUBOTA TRACTOR #1066  
EQUIPMENT WORKED ON

& WORK PERFORMED:

MOVE PARTS AND WORK ON WITH  
STEVE ON CHANGE OVER PARTS

DATE: 8-25-11

P.W. CHAIN SAW  
EQUIPMENT WORKED ON

& WORK PERFORMED:

GO TO MOWER SHOP TO GET NEW  
CARBURETOR

DATE: 8-25-11

W.W. AIR COMPRESSOR  
EQUIPMENT WORKED ON

& WORK PERFORMED:

REMOVE GAS TANK AND CARBURETOR  
TO CLEAN UP AND DRAIN OLD GAS

3. NEW BUSINESS--ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-25-11  
W.W. 1952 TRUCK  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: DDW

OIL CHANGE AND SERVICE

DATE: 8-25-11  
C.R. 8551 VAW  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SERVICE CALL  
JUMP START AND TIGHTEN UP  
BATTERY CABLE

DATE: 8-25-11  
WATER 4743 TRUCK  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

OIL CHANGE AND SERVICE

DATE: 8-25-11  
W.W. AIRCOMPRESSOR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

CHECK OUT NO SPARK

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-25-11  
w.w AIR COMPRESSOR  
EQUIPMENT WORKED ON

PERSON PERFORMING  
THE WORK: DOW

& WORK PERFORMED: HAVE TO GO FOR PARTS

DATE: 8-25-11  
w.w AIR COMPRESSOR  
EQUIPMENT WORKED ON

& WORK PERFORMED: PUT ON NEW ARMATURE  
MAGNETO

DATE: 8-25-11  
P.O 9463 CAR  
EQUIPMENT WORKED ON

& WORK PERFORMED: OIL CHANGE & PUT IN SHOP  
WENT ON P.W OIL LEAK

DATE: 8-25-11  
P.W 7746 TRUCK  
EQUIPMENT WORKED ON

& WORK PERFORMED: LOOK AT HAVE BAD HYD. LINE

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-25-11

PERSON PREFORMING  
THE WORK: DOW

P.D. 9463 CAR  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

SERVICE OIL CHANGE

DATE: 8-25-11

P.W. 7146 TRUCK  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

RAR HYD. LINE

DATE: 8-25-11

C.C.  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

ENROLLMENT FOR HEALTH  
INSURANCE

DATE: 8-25-11

P.W. INMATE WEEDEATER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

LOOK AT  
HE WILL N'T START BAD

COIL WIRE TO PLUG IS BROKEN

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-29-11  
PARRA REC INMATE  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: Don

STEVE  
AND  
DON

~~RTR~~ RTR 2 BACK DOORS  
OVER TO OTHER  
AND ALL PARTS ~~FROM~~ ~~THE~~  
DOOR AND SERVICE

DATE: 8-29-11  
P.W INMATE'S  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

WORK ON WEADATER

DATE: 8-29-11  
W.W 2012 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

WILL NOT MOVE AOS DRIVE  
BELTS

DATE: 8-29-11  
P.R 4586 TRUCK  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

STEVE  
AND  
DON

Tow TO SHOP

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-29-11

PERSON PERFORMING

P.W. WEADATER INMATE THE WORK: DOWN

EQUIPMENT WORKED ON

& WORK PERFORMED: OUT ON NEW ROY

DATE: 8-29-11

POR 4566 TRUCK  
EQUIPMENT WORKED ON

& WORK PERFORMED: CHECK OUT WILL NT STARTER

CHECK FUEL PRESSUR 30PSI GOOD

CHECK SPARK GOOD

DATE: 8-29-11

P.W. CASE TRACTOR C90  
EQUIPMENT WORKED ON

& WORK PERFORMED: LOOK AT BROKEN P.T.O. SHAFT

DATE: 8-30-11

POR KUBOTA TRACTOR #1066  
EQUIPMENT WORKED ON

& WORK PERFORMED: ~~WORK~~ WORK ON PUTTING BACK

STEVE  
AND  
DOWN

TOGETHER

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-30-11

PERSON PERFORMING

P.W. BORDER BACK PACK

THE WORK:

now

EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT ON NEW ROP ~~AND~~ TO START  
START AND CHECK OUT

DATE: 8-30-11

P.W. KUBOTA TRACTOR #1066

EQUIPMENT WORKED ON

& WORK PERFORMED:

WORK ON PUT BACK TOGETHER  
~~REPAIR~~

DATE: 8-31-11

P.W. INMATE 603 MOWER

EQUIPMENT WORKED ON

& WORK PERFORMED:

NEED BELT FOR DECK  
SHARPEN BLADES CHECK OVER  
R/R DECK BELT

DATE: 8-31-11

P.W. 621 INMATE MOWER

EQUIPMENT WORKED ON

& WORK PERFORMED:

NEW BLADES AND  
CHECK OVER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-31-11  
PAR 630 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: DOW

SHARPEN BLADES CHECK OVER

DATE: 8-31-11  
PAR INMATE 226 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SHARPEN BLADES AND CHECK OVER

DATE: 8-31-11  
PAR INMATE 276 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

NEED CHECK CABLE AND SHARPEN  
BLADES AND CHECK OVER  
PAR CHECK CABLE

DATE: 8-31-11  
PAR 600 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SHARPEN BLADES AND CHECK OVER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-31-11

PERSON PERFORMING

ROR KUBOTA TRACTOR #1066 THE WORK:

DUN

EQUIPMENT WORKED ON  
& WORK PERFORMED:

ROR BATTERY

DATE: 8-31-11

W.W. 7513 TRUCK  
EQUIPMENT WORKED ON

& WORK PERFORMED:

BAD WATER PUMP REMOVE  
PUMP

DATE: 8-31-11

P.W. KUBOTA MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

BAD SEAL ON R-SIDE OF  
MOWER INPUT SEAL

DATE: 8-31-11

W.W. 7513 TRUCK  
EQUIPMENT WORKED ON

& WORK PERFORMED:

~~WATER PUMP~~ PUT ON WATER  
PUMP CHECK HAVE BAD  
~~BY~~ PASS HOSE ALSO

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8-31-11  
w.w 7513 TRUCK  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

PERSON PREFORMING  
THE WORK: Dow

SO AFTER PARTS

DATE: 8-31-11  
PJR #124 MOWER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:  
STEVE AND  
Dow

PUT IN HYD OIL

DATE: 9-01-11  
w.w 7513 TRUCK  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

PUT ON THERMOSTAT AND BELT  
RADIATOR HOSE

DATE: 9-01-11  
RW BUSH HOSE ON KUBOTA  
EQUIPMENT WORKED ON

& WORK PREFORMED: BAD SEAL ~~REMOVED~~ REMOVE

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-01-11

PERSON PREFORMING  
THE WORK: JOE

P.W. BUSH HOG  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

GO FOR PARTS LEEsburg  
KUBOTA MID-FLORIDA TRACTOR

DATE: 9-01-11

P.W. BUSH HOG  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

PUT IN NEW SEAL

DATE: 9-01-11

W.W. CASE BACKHOG  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

REMOVE R-SIDE OUTRIGGER CLY

DATE: 9-01-11

W.W. CASE BACKHOLE  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

TAKE KEY TO LEEsburg TO BE FIXED

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-01-11

PERSON PERFORMING  
THE WORK: \_\_\_\_\_

P.W. MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO TO WILDWOOD MOWER FOR PARTS

DATE: 9-01-11

P.W. STERLING TRUCK  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO TO CAR-QUEST FOR HYD LINE

DATE: 9-02-11

P.W. SCAS MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

CHECK OUT BAD KEY SWITCH

DATE: 9-02-11

P.W. SCAS MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO TO MOWER SHOP FOR PARTS

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-02-11  
P.W. SCAS MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: Don

PUT IN NEW KEY SWITCHED

DATE: 9-02-11  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

CLEAN UP SHOP

DATE: 9-02-11  
P.W. C90 TRACTOR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

work on TAKE  
~~REMOVE~~ APART TO REMOVE P.O.T.  
SAPT

DATE: 9-06-11  
FLEET SERVICE  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

STOCK FILTERS

3. NEW BUSINESS--ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-06-11

P.D CAR 7644  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

PERSON PREFORMING  
THE WORK:

DON

CHECK OUT HEADLIGHT

DATE: 9-06-11

P.W. C90 TRACTOR  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

STEVE & DON

REMOVE PARTS TO REMOVE P.T.O.

SHAFT

DATE: 9-06-11

P.W 621 MOWER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

OIL LEAK ~ PTO BELT

DATE: 9-06-11

P.W.  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

go to mower shop for PARTS

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-05-11

PERSON PREFORMING THE WORK: Don

P.W. 621 MOWER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

POT ON PTO BELT AND ADJ.  
PTO. AND FIX OIL LEAK ON ~~PTO~~ <sup>ENG.</sup>

DATE: 9-08-11

P.W. 603 MOWER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

SHARPEN BLADES CHECK OVER

DATE: 9-07-11

P.W 322 MOWER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

PUT ON NEW BLADES  
CHECK OVER

DATE: 9-07-11

P.W 276 MOWER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

SHARPEN BLADES  
CHECK OVER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

### FLEET SERVICES DAILY WORK LOG

DATE: 9-07-11  
PAR 226 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: DON

PUT ON NEW BLADES

DATE: 9-07-11  
WATER 8653 TRUCK  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PUT OIL IN

DATE: 9-07-11  
PAR 630 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SHARPEN BLADES  
CHECK OVER

DATE: 9-07-11  
P.W. WEADETER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PUT ON USE FUEL CAP

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-07-11  
PAR 3957 VAN  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: Don

NOSU IN STEERING  
TIGHTEN UP BOLT IN STEERING WHEEL

DATE: 9-07-11  
P.O 9462 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

RRR WIPER BLADES

DATE: 9-07-11  
P.W + P.R. MOWERS  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO TO MOWER SHOP FOR PARTS

DATE: 9-07-11  
PAR-1066 KUBOTA  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO AND PUT FUEL IN AT  
COMMUNITY CENTER

3. NEW BUSINESS-ACTION REQUIRED g. General items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-07-11

PERSON PERFORMING

P.W. 159 MOWER  
EQUIPMENT WORKED ON

THE WORK: DON

& WORK PERFORMED:

SHARPEN BLADES AND LOOK OVER

DATE: 9-07-11

P.W 621 MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

SHARPEN BLADES AND LOOK OVER

DATE: 9-07-11

P.W INMATE  
EQUIPMENT WORKED ON

& WORK PERFORMED:

WELD UP ~~SIGN~~ SIGN

DATE: 9-07-11

P.O. 106 CAR  
EQUIPMENT WORKED ON

& WORK PERFORMED:

DON AND STEVE

PUT BATTERY IN AND START

CHECK OUT

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-07-11  
P&R RAKE-U-VAC  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: DON

ADJ. DRIVE BELT NEEDED  
TO ORDER NEW BELT

DATE: 9-08-11  
P&R L3650 TRACTOR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

REMOVE FUEL AND CLEAN OUT

DATE: 9-08-11  
COMMUNITY CENTER 9878 TRUCK  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

ADD SOME P.S. OIL

DATE: 9-08-11  
NEW 2609 BAD BOY MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

WORK ON DECK LIFT

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-08-11  
P.W. 2316 TRUCK  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

PERSON PREFORMING  
THE WORK: DOWN

CHECK OUT STROBE LIGHT  
BAD BUX

DATE: 9-08-11  
P.W.  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

GO TO MOWER SHOP  
PICK UP COIL FOR WEADLEATER

DATE: 9-09-11  
W.W. KUBOTA 3830  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

SO OUT TO RIBS TO START

DATE: 9-09-11  
W.W. BACKHOE  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

SO TO LEBBURY'S FOR CLY



FLEET SERVICES  
DAILY WORK LOG

DATE: 9-09-11  
P.W. CUTOFF SAW & CHOP

PERSON PERFORMING THE WORK: DOV

EQUIPMENT WORKED ON & WORK PERFORMED: FIX FUEL CABLE

DATE: 9-09-11  
P&R WEED EATER

EQUIPMENT WORKED ON & WORK PERFORMED: PUT IN NEW SPARK PLUG

DATE: 9-09-11  
P.W. 142 CHAIN SAW

EQUIPMENT WORKED ON & WORK PERFORMED: WILL NOT OIL NEEDED OILED <sup>pump</sup> ~~engine~~

DATE: 9-09-11  
P.W.

EQUIPMENT WORKED ON & WORK PERFORMED: GO TO MOWER SHOP FOR PARTS

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-09-11  
P.W. 142 CHAIN SAW  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: DON

PUT IN NEW OILER PUMP

DATE: 9-12-11  
P.W. KUBOTA  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PUT AIR IN TIRES

DATE: 9-12-11  
P.W. CASE  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

CHECK PARTS WNT RIGHT ATO. SHAFT

DATE: 9-12-11  
P.S. P  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

RESTOCK OIL FILTERS

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-12-11

PERSON PREFORMING THE WORK: Don

P.D. 7642 CAR  
EQUIPMENT WORKED ON

& WORK PREFORMED: FIX EXHAUST LEAK  
TIGHTEN CROSSOVER PIPE  
SERVICE

DATE: 9-12-11

P.D. 7302 CAR  
EQUIPMENT WORKED ON

& WORK PREFORMED: SERVICE

DATE: 9-12-11

Pw. 7746 TRUCK  
EQUIPMENT WORKED ON

& WORK PREFORMED: JUMP START

DATE: 9-12-11

PDR 276 MOWER  
EQUIPMENT WORKED ON

& WORK PREFORMED: REAR BATTERY AND CHECK  
OUT

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-12-11

P&R GATOR  
EQUIPMENT WORKED ON

PERSON PREFORMING  
THE WORK:

DOW

& WORK PREFORMED:

BRING ~~IN~~ INTO SHOP

FIX BAD WIRE'S

DATE: 9-13-11

P&R GATOR  
EQUIPMENT WORKED ON

& WORK PREFORMED:

SERVICE AND FIX LIGHTS

DATE: 9-13-11

FLEET SERVICE  
EQUIPMENT WORKED ON

& WORK PREFORMED:

GO TO ACE HARDWARE

DATE: 9-13-11

P.W C90 TRACTOR  
EQUIPMENT WORKED ON

& WORK PREFORMED:

FUEL LEAK ~~BE~~ AND L-SIDE

TIRE BOLTS CHANGE TRAMS OIL

AND FILTER

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-13-11

PERSON PERFORMING

P.W. ~~3RR~~ SCAS MOWER  
EQUIPMENT WORKED ON

THE WORK: OOD

& WORK PERFORMED:

GO TO MOWER SHOP FOR PARTS

DATE: 9-13-11

<sup>3RR</sup>  
P.W. SCAS MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT ON WHEEL GREASE COVER

PUT IN NEW GREASE FITTING

DATE: 9-13-11

P.W. 276 MOWER INMATES  
EQUIPMENT WORKED ON

& WORK PERFORMED:

SHARPEN BLADES AND

LOOK OVER

DATE: 9-13-11

P.W. 276 MOWER INMATES  
EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT ON 3 NEW BLADES

LOOK OVER

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-13-11 PERSON PERFORMING

P.W 603 MOWER INMATES THE WORK: DOWN

EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT ON 3 NEW BLADES  
AND LOOK OVER

DATE: 9-13-11

P.W 322 MOWER INMATES  
EQUIPMENT WORKED ON

& WORK PERFORMED:

SHARPEN BLADES AND  
LOOK OVER

DATE: 9-14-11

P+R 600 MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

SHARPEN BLADES AND ADJ.  
DECK AND CHECK OVER.

DATE: 9-14-11

P.R. 630 MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

SHARPEN BLADES AND CHECK OVER

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-14-11  
RR 178 MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: DON  
SHARPEN BLADES AND LOOK OVER

DATE: 9-14-11  
P.W. C90 TRACTOR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

WORK ON P.T.O.

DATE: 9-15-11  
P.W. C90 TRACTOR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

WORK ON PUT BACK TOGETHER

DATE: 9-15-11  
P.W. C90 TRACTOR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SO TO PART ~~FOR~~ CAR QUEST  
FOR HOSE TO CASE

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-15-11

PERSON PREFORMING  
THE WORK: Don

P.W. + P.R. INMATES  
EQUIPMENT WORKED ON

& WORK PREFORMED:

GO TO MOWER SHOP FOR  
MOWERS BLADES

DATE: 9-15-11

Don  
CASE 90  
EQUIPMENT WORKED ON

& WORK PREFORMED:

WORK ON PUT BACK TOGETHER

DATE: 9-15-11

P.W. MOWER ON KUBOTA  
EQUIPMENT WORKED ON

& WORK PREFORMED:

BAD P.T.O. CLUTCH

DATE: 9-15-11

P.W. CASE C90  
EQUIPMENT WORKED ON

& WORK PREFORMED:

WORK ON

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-16-11 PERSON PERFORMING \_\_\_\_\_

P.W. SPARE MOWER FOR KOBOTA THE WORK: \_\_\_\_\_  
EQUIPMENT WORKED ON \_\_\_\_\_

& WORK PERFORMED: FIXED MOWER GEAR BOX BOLTS LOOSE

DATE: 9-16-11

WATER TRUCK  
EQUIPMENT WORKED ON \_\_\_\_\_

& WORK PERFORMED: PUT TAIL LIGHT BACK ON

DATE: 9-15-11

P.W. CASE C90  
EQUIPMENT WORKED ON \_\_\_\_\_

& WORK PERFORMED: WORK ON

DATE: 9-16-11

P.W.  
EQUIPMENT WORKED ON \_\_\_\_\_

& WORK PERFORMED: CLEAN UP FOR C90

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-16-11

P.W. KUBOTA MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK:

DOWN

FAT TIRE REMOVE TO  
ON DOWN MOWER AND PUT  
ON THE ONE ON KUBOTA

DATE: 9-16-11

P.W. SCAS MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

LOOK AT ONE DECK WHEEL  
OFF NEW NEW BOLT DON'T  
HAVE AT THIS TIME

DATE: 9-16-11

P.W.  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO FOR BOLT FOR MOWER

DATE: 9-15-11

P.W.  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

TAKE TIRE DOWN TO HAVE  
BE FIXED

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-16-11

PERSON PERFORMING  
THE WORK:

P.R. WEED EATER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

DOW

NO POWER

DATE: 9-16-11

P.R. IN MATES  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SO TO MOW SHOP FOR RIDGER  
BLADE

DATE: 9-16-11

P.W. MOWER  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

REMOVE P.T.O. SHAFT & CLUTCH  
CHECK ON ~~THE~~ PART

DATE: 9-16-11

EQUIPMENT WORKED ON  
& WORK PERFORMED:

CLEAN SHOP

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-19-11  
P.D. 0934 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PERSON PERFORMING  
THE WORK: DEW

FRONT BRAKES  
TURN ROTORS  
TIRES ON FRONT

DATE: 9-19-11  
P.D. 0934 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

SO TO GARQUEST FOR PARTS

DATE: 9-19-11  
P.D. 0934 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

PUT ON BRAKE

DATE: 9-19-11  
P.D. 9197 CAR  
EQUIPMENT WORKED ON  
& WORK PERFORMED:

CHECK ON PARTS

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-19-11

PERSON PERFORMING  
THE WORK:

P.O. 0934 CAR  
EQUIPMENT WORKED ON

& WORK PERFORMED:

DOW  
PUT UP TIRES AND PUT  
ON AND P.W. MOWER

DATE: 9-19-11

0934 P.O. CAR  
EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT TIRES ON FRONT

DATE: 9-19-11

P.W. BUSH-HOG MOWER  
EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT TIRE ON

DATE: 9-19-11

WATER 7513 TRUCK  
EQUIPMENT WORKED ON

& WORK PERFORMED:

PUT ON NEW L-SIDE TAIL LIGHT

3. NEW BUSINESS-ACTION REQUIRED g. General  
Items for Discussion (1) Discussion/Approval on the  
cost feasibility of whether to continue utilizing an  
internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9-19-11

PERSON PREFORMING  
THE WORK:

WATER TRAILER  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

Don

REMOVE BATTERY AND PUT ON  
CHARGER

DATE: 9-19-11

WATER JOANDEER BACK HOLE  
EQUIPMENT WORKED ON  
& WORK PREFORMED:

WORK ON BUCKET

DATE: \_\_\_\_\_

EQUIPMENT WORKED ON  
& WORK PREFORMED:

DATE: \_\_\_\_\_

EQUIPMENT WORKED ON  
& WORK PREFORMED:

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/17/11

PERSON PERFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PERFORMED: PD# 7676 - R&R UPPER CONTROL ARMS,  
BALL JOINTS + SWAY BAR BUSHINGS, SERVICE  
ENGINE, REPLACE BELT & BELT TENSIONER

DATE: 8/17

EQUIPMENT WORKED ON & WORK PERFORMED: PD# 5278 - HOOK UP DIAGNOSTIC TOOL +  
DIAGNOSE CHECK ENGINE LIGHT

DATE: 8/17

EQUIPMENT WORKED ON & WORK PERFORMED: PD# 9460 - TOW CAR TO BARN & REPLACE  
FUEL PUMP

DATE: 8/17

EQUIPMENT WORKED ON & WORK PERFORMED: MEETING W/CHIEF REESER TO DISCUSS  
WHAT TO DO WITH BLOWN ENGINE  
IN IMPALA PD CAR

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (f) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/18

PERSON PERFORMING SW  
THE WORK: PO # 7646 - FINISH

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PREVIOUS REPAIRS FROM DAY BEFORE

DATE: 8/18

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PER GRUNDMASTER 3500 MOWER - BLADES  
STOP SPINNING. PRESSURE TEST & CLEAN  
RELIEF VALVE  
(DOWN + I)

DATE: 8/18

EQUIPMENT WORKED ON  
& WORK PERFORMED:

P&R # 3957 - GET PRICING ON CARGO DOORS  
WRITE MEMO & PLACE ORDER

DATE: 8/18

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PUT IN MATE CREW - WELD BROKEN  
MEN WORKING SLOW

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/18

PERSON PERFORMING  
THE WORK: SW

EQUIPMENT WORKED ON  
& WORK PERFORMED:

P&R # 1066

DISASSEMBLE AXLES + DIFFERENTIAL

FROM TRACTOR. BROKEN DIFFERENTIAL

HOUSING + TOP COVER

(WITH HELP FROM DON)

DATE: 8/19

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PW-INMATE MOWER - DRILL NEW HOLE

AND RE-POSITION BELT TENSIONER.

BELT KEEPS JUMPING OFF PULLEY

DATE: 8/19

EQUIPMENT WORKED ON  
& WORK PERFORMED:

WW-WEEDEATER - REPAIR BROKEN TRIGGER

WITH ONE FROM USED WEEDEATER

FROM UPSTAIRS

DATE: 8/19

EQUIPMENT WORKED ON  
& WORK PERFORMED:

WD# 4713 - DIAGNOSE + ATTEMPT TO REPAIR

OIL LEAK ON TOP OF MOTOR.

(POSSIBLE TURBOCHARGER)

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an Internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/22/11

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: PW KUBOTA - HOOKED UP DISC TO TRACTOR  
AND WENT OVER THE OPERATION OF  
THE NEW TRACTOR WITH OPERATOR.

DATE: 8/22/11

EQUIPMENT WORKED ON & WORK PREFORMED: PAPER WORK

DATE: 8/23/11

EQUIPMENT WORKED ON & WORK PREFORMED: PW - CHAINSAW  
TORE DOWN CHAINSAW AND ORDERED  
CARBURATOR

DATE: 8/23/11

EQUIPMENT WORKED ON & WORK PREFORMED: 9:00 MEETING WITH ROBERT

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/27/11 SAT

PERSON PERFORMING  
THE WORK: SW

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PD#9460 - GO TO OFFICERS HOUSE.  
DIAGNOSE BAD FUEL PUMP

DATE: 8/29/11

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PD#9460 - REPLACE DEFECTIVE FUEL  
PUMP

DATE: 8/29/11

EQUIPMENT WORKED ON  
& WORK PERFORMED:

GO TO MILLINIUM PARK AND BRING  
IN PW TRACTOR, BROKEN PTO SHAFT

DATE: 8/29/11

EQUIPMENT WORKED ON  
& WORK PERFORMED:

HELP DON REPLACE DOOR ON  
P+R INMATE VAN

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/28/11

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: PO# 9459 - OIL CHANGE + SERVICE

DATE: 8/29/11

EQUIPMENT WORKED ON & WORK PREFORMED: PULL P+R BLAZER IN FROM P+R BARN. WON'T START.

DATE: 8/29/11

EQUIPMENT WORKED ON & WORK PREFORMED: START TEARING DOWN PW CASE TRACTOR  
BROKEN PTO SHAFT

DATE: 8/30/11

EQUIPMENT WORKED ON & WORK PREFORMED: START PUTTING BACK TOGETHER P+R KUBOTA TRACTOR, ASSEMBLE TRANSMISSION REAR END, AXLES, ETC TO TRACTOR

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/30/11

PERSON PERFORMING  
THE WORK: JW

EQUIPMENT WORKED ON  
& WORK PERFORMED:

FINISH ASSEMBLY OF P&R KUBOTA  
SERVICE ENGINE

DATE: 9/30/11

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PO# 0934 - REPAIR SPOTLIGHT. ORDER  
WIEWAG FLASHER, SERVICE

DATE: 9/1/11

EQUIPMENT WORKED ON  
& WORK PERFORMED:

PO# 0934 - INSTALL AVL IN TRUCK

DATE: 9/1/11

EQUIPMENT WORKED ON  
& WORK PERFORMED:

HELP DON REMOVE OUTRIGGER  
CYLINDER FROM WW BACKHOE

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9/2/11

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: PW-C-90 TRACTOR - START DISASSEMBLY  
OF TOP COVER + REAR END - BROKEN  
PTO SHAFT

DATE: 9/6/11

EQUIPMENT WORKED ON & WORK PREFORMED: PW-C-90 TRACTOR - ~~CONTINUED~~  
CONTINUE WITH DISASSEMBLY

DATE: 9/6/11

EQUIPMENT WORKED ON & WORK PREFORMED: PD#7644 - ORDER HEADLIGHT CONTROL  
MODULE

DATE: 9/6/11

EQUIPMENT WORKED ON & WORK PREFORMED: CALL AND CHECK ON STATUS OF  
NEW INMATE VAN + BATTING  
MOWER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an Internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9/6/11

PERSON PERFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PERFORMED: PD#7644 - INSTALL NEW LIGHTING CONTROL MODULE

DATE: 9/6/11

EQUIPMENT WORKED ON & WORK PERFORMED: HELP DON WITH PW MOWER, RE-ALIGN DRIVE CLUTCH.

DATE: 9/7/11

EQUIPMENT WORKED ON & WORK PERFORMED: PD#3734 - OIL CHANGE & SERVICE

DATE: 9/7/11

EQUIPMENT WORKED ON & WORK PERFORMED: PREPARE WORK ORDERS

FLEET SERVICES  
DAILY WORK LOG

DATE: 9/7/11

PERSON PERFORMING THE WORK: JD

EQUIPMENT WORKED ON & WORK PERFORMED: P&R TRACTOR #1066 - GO TO MILLINUM  
PARK & DRAIN FUEL TANK & CHANGE FUEL  
FILTER. DIRTY FUEL.

DATE: 9/12/11

EQUIPMENT WORKED ON & WORK PERFORMED: PD#7642- TEST DRIVE CAR. EXHAUST LEAK  
& U-JOINTS

DATE: 9/12/11

EQUIPMENT WORKED ON & WORK PERFORMED: CALL BARTOW FORD. WRONG LIGHT BAR  
PUT ON NEW VAN.

DATE: 9/12/11

EQUIPMENT WORKED ON & WORK PERFORMED: CALL CLADES TRACTOR. SENT WRONG  
PTD SHAFT FOR C-90 TRACTOR

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an Internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9/12/11

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: PER GATOR - CHECK OUT. FOUND SHORT IN WIRING.

DATE: 9/13/11

EQUIPMENT WORKED ON & WORK PREFORMED: STRIPE NEW INMATE VAN INSTALL BACK-UP ALARM & GET READY TO PUT INTO SERVICE

DATE: 9/13/11

EQUIPMENT WORKED ON & WORK PREFORMED: MEETING WITH CITY MANAGER

DATE: 9/13/11

EQUIPMENT WORKED ON & WORK PREFORMED: START PUTTING BACK TOGETHER C90 PW TRACTOR.

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9/14/11

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: PDE 7645 - REPLACE INTAKE MANIFOLD (CRACKED) & TUNE-UP. REPAIR POWER STEERING OIL LEAK

DATE: 9/14/11

EQUIPMENT WORKED ON & WORK PREFORMED: CONTINUE WITH RE-ASSEMBLY OF PW C90 TRACTOR

DATE: 9/15/11

EQUIPMENT WORKED ON & WORK PREFORMED: FINISH ASSEMBLY OF PW C90 TRACTOR

DATE: 9/15/11

EQUIPMENT WORKED ON & WORK PREFORMED: TIGHTEN GEARBOX BOLTS ON BUSH HOG MOWER

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 9/19/11

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: PO# 3034  
DIAGNOSE EMERGENCY LIGHT PROBLEM  
ON PD IMPALA. INSTALL NEW SWITCH  
IN CONTROL BOX

DATE: 9/19/11

EQUIPMENT WORKED ON & WORK PREFORMED: PO# 9197 - INSTALL NEW A/C SWITCH  
& CHARGE A/C. REPLACE MUFFLER  
HANGERS

DATE: \_\_\_\_\_

EQUIPMENT WORKED ON & WORK PREFORMED:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_

EQUIPMENT WORKED ON & WORK PREFORMED:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/23

PERSON PERFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PERFORMED: NW#4492 - INSTALL FRONT WHEEL HUB BEARING

DATE: 8/24

EQUIPMENT WORKED ON & WORK PERFORMED: NW#4492 - FINISH WITH ENGINE SERVICE + TEST DRIVE

DATE: 8/24

EQUIPMENT WORKED ON & WORK PERFORMED: NW - WEED EATER - REBUILD CARBURATOR & INSTALL USED THROTTLE SPRING

DATE: 8/24

EQUIPMENT WORKED ON & WORK PERFORMED: PAR# 1066 TRACTOR - START DISASSEMBLY & ASSEMBLY OF TRANSMISSION

3. NEW BUSINESS-ACTION REQUIRED g. General Items for Discussion (1) Discussion/Approval on the cost feasibility of whether to continue utilizing an internal Fleet Service or utilizing local businesses

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/25

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: PW-CHAINSaw - REPLACE CARBURATOR

DATE: 8/25

EQUIPMENT WORKED ON & WORK PREFORMED: PER #1066 TRACTOR - CONTINUE WITH TRANSMISSION ASSEMBLY + TOP COVER ASSEMBLY

DATE: 8/26

EQUIPMENT WORKED ON & WORK PREFORMED: REPAIR PW POLE SAW - NEW DRIVE COUPLER

DATE: 8/26

EQUIPMENT WORKED ON & WORK PREFORMED: REBUILD CARBURATOR ON WW AIR COMPRESSOR

FLEET SERVICES  
DAILY WORK LOG

DATE: 8/26/11

PERSON PREFORMING THE WORK: SW

EQUIPMENT WORKED ON & WORK PREFORMED: GO TO DIRECTORS MEETING - CITY HALL

DATE: 8/26/11

EQUIPMENT WORKED ON & WORK PREFORMED: \* PUT BELT ON PW INMATE MOWER

DATE: 8/26/11

EQUIPMENT WORKED ON & WORK PREFORMED: GOE TO WEESAURA & PICK UP DOORS FOR P+R INMATE VAN

DATE: 8/26/11

EQUIPMENT WORKED ON & WORK PREFORMED: POCC VAN - INSTALL BATTERY AT MILLINIUM PARK

# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Sharing Christmas Event

**REQUESTED ACTION:** Commission Approval

- Work Session (Report Only)  
 Regular Meeting

**DATE OF MEETING:** 10/10/11  
 Special Meeting

**CONTRACT:**  N/A  
Effective Date: \_\_\_\_\_  
Managing Division / Dept: \_\_\_\_\_

Vendor/Entity: \_\_\_\_\_  
Termination Date: \_\_\_\_\_

**BUDGET IMPACT:** N/A

- Annual  
 Capital  
 N/A

**FUNDING SOURCE:** \_\_\_\_\_  
**EXPENDITURE ACCOUNT:** \_\_\_\_\_

### HISTORY/FACTS/ISSUES:

Mayor and Commission,

Attached is the flyer for a new special event called Sharing Christmas. It is replacing the Winter Wonderland Event the City had in the past. I was only able to get one volunteer for the Winter Wonderland Event.

The Sharing Christmas event will be geared toward youths ages 5-13. It will be a pre-registration event for the first 200 children. There will be a gift giveaway where each registered participant will receive a gift. Gifts will range from children's toys and games to bicycles (with helmets).

Please see attached flyer for more information. If approved by the Commission, the event will be held December 3rd at the Wildwood Community Center.

Staff and the Parks and Recreation Board members recommend approval of this event

Jason Hargrove  
Parks and Recreation Coordinator 

City of Wildwood Parks & Recreation Department Presents

# Sharing Christmas



**PRE-REGISTRATION IS  
REQUIRED!**

**Saturday, December 3, 2011  
2p-5p**

**FIRST 200 CHILDREN  
ONLY!**

**Wildwood Community Center**

Check-In/Roaming Santa  
Tree Lighting  
Gift Giveaway

2p-3p  
3p-3:15p  
3:15p-5p

**PRE-REGISTRATION  
BEGINS NOVEMBER 1ST  
AND RUNS THROUGH  
NOVEMBER 28TH**

**Event for Students  
Ages 5-13!**

# Free!

**TO REGISTER YOUR CHILD please  
contact Jason Hargrove, Parks & Recreation  
Coordinator, at (352) 330-1330 Ext 114**



3. NEW BUSINESS-ACTION REQUIRED g. 2 General Items for Consideration Discussion/Approval of "Sharing Christmas", new special event on December 3, 2011 at WW Community Center to take the place of the former Wonderland Event