

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
 Bill Ed Cannon – City Manager

May 14, 2012
 7:00 PM

PLEASE TURN OFF ALL CELL 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)	PUBLIC HEARING TIMED ITEM	TEMP 1204-02 Temporary Use – Ernest Gross; Request approval for temporary living quarters (RV) to be placed on the property while the primary residence is renovated (Attachments - Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the temporary use)
7:00 PM (b)	PUBLIC HEARING TIMED ITEM	SP 1201-03 Oxford Memorial Center; Site Plan approval requested for a 6,250 sq. ft. Funeral/Assembly Hall with a paved driveway and parking subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction (Attachments - Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the site plan subject to conditions listed)
7:00 PM (c)	PUBLIC HEARING TIMED ITEM	SP 1203-02 Wildwood Batting Cages; Site Plan approval for two batting cages (22,620 sq. ft.), two buildings with covered patios (5,600 sq. ft.) and associated driveway, parking lot, and sidewalks (Attachments - Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the site plan subject to conditions listed)
7:00 PM (d)	TIMED ITEM	Phillip Craig O'Dell, Trustee is requesting a six-month extension of the O'Dell PUD – Ordinance #621, due to real estate market conditions (Attachments – Staff Recommends Approval)

* Quasi Judicial Hearing

2. REPORTS AND PUBLIC INPUT

▪ SPECIAL PRESENTATIONS:

1. Melanie Peavy: Update on the status of development and projects within the City of Wildwood (Attachments)
2. Melanie Peavy: Informational update on what constitutes a "Change of Use" under the Code of Ordinances of the City of Wildwood; Staff is researching definitions and procedures used by neighboring jurisdictions in order to bring back a recommendation for a definition and procedure for the Commission's consideration at the next regular meeting (Attachment)
3. Doug McCoy, Waste Management: Changes to pick-up of yard waste, limbs, etc. (Attachments)
 - a. City Manager
 - b. City Attorney
 - c. City Clerk
 1. 2012 Election Qualifying Information (Attachments)
 - 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 March 26, 2012 (Attachments – Staff recommends approval)
2. Minutes of Regular Meeting held on April 9, 2012 (Attachments – Staff recommends approval)

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

1. None

c. RESOLUTIONS FOR APPROVAL:

1. Resolution No. R2012-07 Amending Chapters 4.3 and 5.1 of the City of Wildwood Personnel Rules (Attachments – Staff Recommends Approval)

d. APPOINTMENTS

1. None

e. CONTRACTS AND AGREEMENTS

1. Discussion/Approval of the Agreement Between the City of Wildwood and Word Family, LLC to attempt to obtain a grant which will allow development of water and wastewater lines that would benefit the owner's property and allow economic development of the surrounding areas as well (Attachments – Staff Recommends Approval)
2. Test and Certification Agreement for Safety Systems, A Division of Dart Electronics to provide annual testing, inspection and certification of the existing City Hall fire alarm system per State of Florida Code requirements (Attachments)

f. FINANCIAL

1. Bills for Approval (Attachments – Staff Recommends Approval)
2. Request Approval for City Hall HVAC Improvements, Change Order No. 2 for replacement of two compressors, valves, labor and preventative maintenance on outdoor air cooled chiller unit at a cost of \$13,600 (Attachments – Staff Recommends Approval)
3. Request Approval to purchase and replace the WWTP Reuse Pump Station Vertical Hollow Shaft Pump damaged by lightning strike from Tampa Armature Works at a cost of \$3,442 plus the services of a rubber tired crane at an estimated cost of \$1,000; anticipated total of \$4,442 (Attachments – Staff Recommends Approval)

g. GENERAL ITEMS FOR CONSIDERATION

1. Decision on whether to reschedule or cancel the Regular Commission Meeting of May 28th, 2012 that falls on the Memorial Day Holiday which is a City holiday (Board Option)
2. Wildwood Community Development Center, Inc. requests approval to sponsor a Unity Block Party on Jackson Street, closing the portion of Jackson Street between Terry Street and Moss Street on Saturday, May 26, 2012 from Noon to 8:00 PM (Attachments – Board Option)
3. Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility (Attachments – Staff Recommends Approval)
4. Request by Bruce Phillips, Utility Director, to schedule a Commission Workshop Meeting to discuss "The State of the Utilities"; recommendations for future system upgrades, expansions and maintenance issues (Attachments – Board Option)
5. Request by Gary Moyer to schedule a public hearing for June 25th to create the Brownwood CDD; June 25th is a regularly scheduled Commission Meeting date
6. Request approval for Mayor Wolf to execute a letter to PRM authorizing them to make new City Manager, William Ed Cannon's medical benefits effective May 1, 2012, per Section 6-Medical Benefits in his Contract (Attachments – Staff Recommends Approval)

4. ADJOURN:

NOTES – NO ACTION REQUIRED:

REPORTS:

CITY MANAGER (2.a.f.):

1. FYI – Commendation letter from John De Bilio regarding Police Officer Harrie and Police Officer Graver (Attachment)
2. FYI – Budget Comparison Report for the month of April 2012 – 7 months into the FY (Attachments)

IMPORTANT DATES
(No attachments)

- a. **May 18th, 2012 – (Friday)** – RIBBON CUTTING – Classic Rock & Granite – 1:30 PM – 706 S. Main Street, Wildwood
- b. **May 28th, 2012 – (Monday)** – MEMORIAL DAY HOLIDAY - City of Wildwood **CLOSED** Except Police Dept.
- c. **May 28th, 2012 – (Monday)** – City Commission Regular Meeting – 7:00 PM – City Commission Chamber – City Hall *(will have to be rescheduled or cancelled due to Memorial Day Holiday)*
- d. **June 11th, 2012 – (Monday)** – City Commission Regular Meeting – 7:00 PM – City Commission Chamber – City Hall
- e. **June 12, 2012 – (Tuesday)** – Wildwood Business Council (First Meeting of the Wildwood Business Community) – 5:30 PM – Wildwood Community Center – President's Hall (Upstairs)
- f. **June 13th, 2012 – (Wednesday)** – Sumter County Chamber of Commerce June Lunch Exchange – “State of the State” featuring Rep. Marlene O’Toole & Senator Alan Hays – 11:30 AM – 1:00 PM – Blueberry Hill RV Resort (next to Walmart), Bushnell (RSVP Required – assistant@sumterchamber.or or 352-793-3099)
- g. **June 25th, 2012 – (Monday)** – City Commission Regular Meeting – 7:00 PM – City Commission Chamber – City Hall
- h. **July 4th, 2012 – (Wednesday)** – 4TH OF JULY HOLIDAY - City of Wildwood **CLOSED** Except Police Dept.

1. TIMED ITEMS AND PUBLIC HEARINGS

7:00 PM (a)	PUBLIC HEARING TIMED ITEM	TEMP 1204-02 Temporary Use – Ernest Gross; Request approval for temporary living quarters (RV) to be placed on the property while the primary residence is renovated (Attachments - Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the temporary use)
7:00 PM (b)	PUBLIC HEARING TIMED ITEM	SP 1201-03 Oxford Memorial Center; Site Plan approval requested for a 6,250 sq. ft. Funeral/Assembly Hall with a paved driveway and parking subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction (Attachments - Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the site plan subject to conditions listed)
7:00 PM (c)	PUBLIC HEARING TIMED ITEM	SP 1203-02 Wildwood Batting Cages; Site Plan approval for two batting cages (22,620 sq. ft.), two buildings with covered patios (5,600 sq. ft.) and associated driveway, parking lot, and sidewalks (Attachments - Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the site plan subject to conditions listed)
7:00 PM (d)	TIMED ITEM	Phillip Craig O'Dell, Trustee is requesting a six-month extension of the O'Dell PUD – Ordinance #621, due to real estate market conditions (Attachments – Staff Recommends Approval)

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: TEMP 1204-02 Temporary Use – Ernst Gross

REQUESTED ACTION: Temporary Use approval for temporary living quarters (RV) to be placed on the property while the primary residence is renovated.

Work Session (Report Only)

Regular Meeting

DATE OF MEETING: 5/14/2012

Special Meeting

CONTRACT:

N/A

Effective Date: _____

Managing Division / Dept: _____

Vendor/Entity: _____

Termination Date: _____

BUDGET IMPACT: _____

Annual

Capital

N/A

FUNDING SOURCE: _____

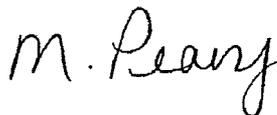
EXPENDITURE ACCOUNT: _____

HISTORY/FACTS/ISSUES:

Case TEMP 1204-02 was considered by the Planning & Zoning Board/Special Magistrate on Tuesday, May 1, 2012. The Planning & Zoning Board/Special Magistrate gave a favorable recommendation of the temporary use to the City Commission.

The Land Development Regulations do not specifically address the applicant's situation. As such, staff felt the best course of action was through a temporary use permit process. Staff believes the request is in line with the general intent of section 3.10 of the Land Development Regulations.

Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the temporary use.



Melanie Peavy

Development Services Director

City of Wildwood
Planning & Zoning Board/Special Magistrate

The case below was heard on Tuesday, May 1, 2012 by the Special Magistrate. The applicant seeks approval and favorable recommendation from the Wildwood Planning and Zoning Board/Special Magistrate for temporary living quarters (RV) to be placed on the property while the primary residence is renovated. The site is generally located to the northeast of US Hwy 301 and County Road 466A.

Case: TEMP 1204-02

Parcel(s): G05D121

Owner: Martin Ernst Gross

Applicant: Martin Ernst Gross

Based upon the testimony and information presented, the Special Magistrate recommends approval of the temporary use and favorable recommendation of project number TEMP 1204-02 to the City Commission.

Dated: May 1, 2012



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

1. TIMED ITEMS & PUBLIC HEARINGS
(a) TEMP 1204-02 Temporary Use – Ernest Gross; Request approval for temporary living quarters (RV) to be placed on the property while the primary residence is renovated



Legend

-  G05D121
-  Wildwood Boundary

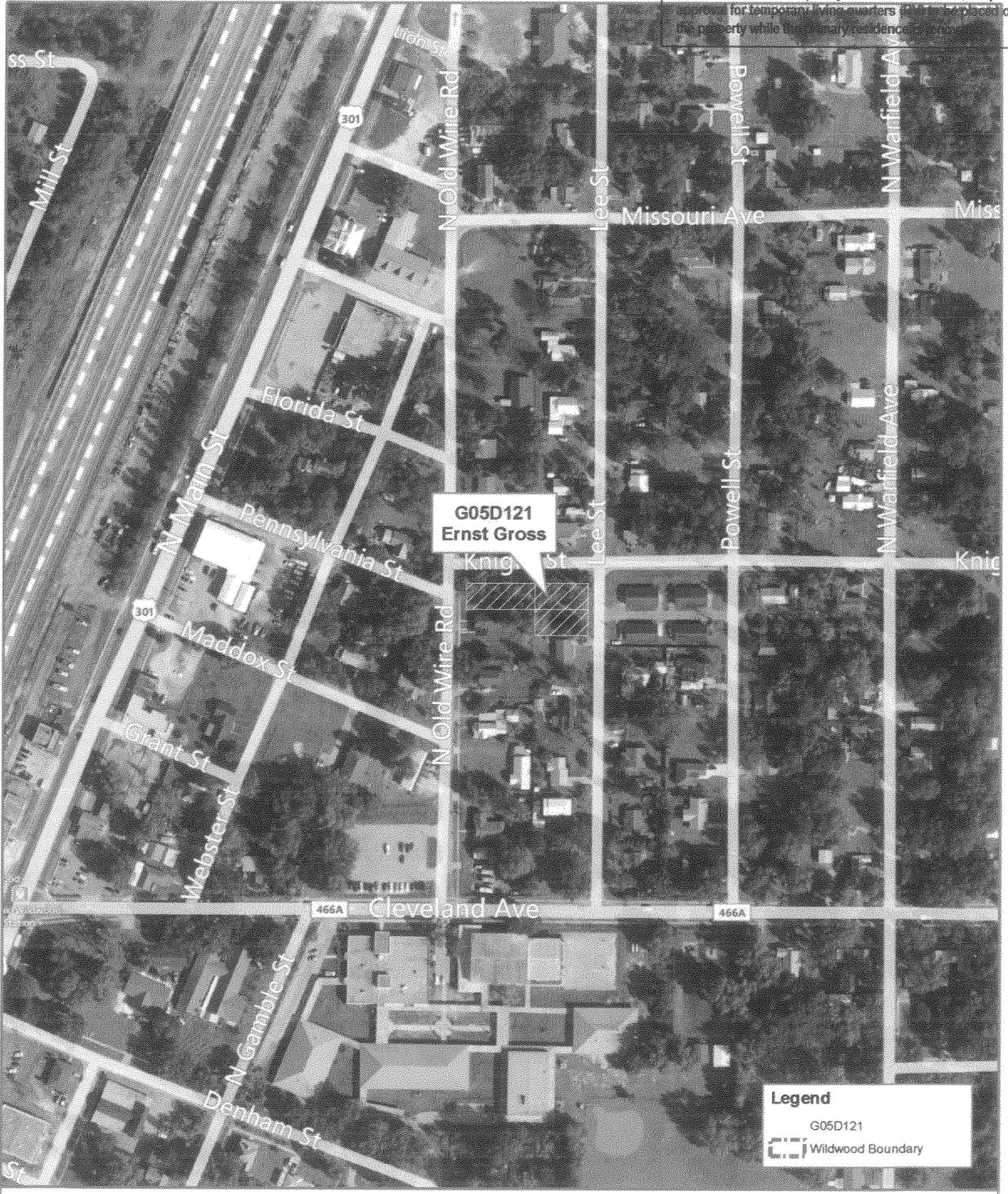


1 inch = 250 feet

G05D121 Parcel Location



1. TIMED ITEMS & PUBLIC HEARINGS
(a) TEMP 1204-02 Temporary Use – Ernest Gross; Request approval for temporary living quarters (TRU) to be placed on the property while the primary residence is under construction.



G05D121
Ernst Gross

Legend
G05D121
 Wildwood Boundary



1 inch = 250 feet

G05D121 Parcel Location



1. TIMED ITEMS & PUBLIC HEARINGS
 (a) TEMP 1204-02 Temporary Use - Ernest Gross; Request approval for temporary living quarters (RV) to be placed on the property while the primary residence is renovated

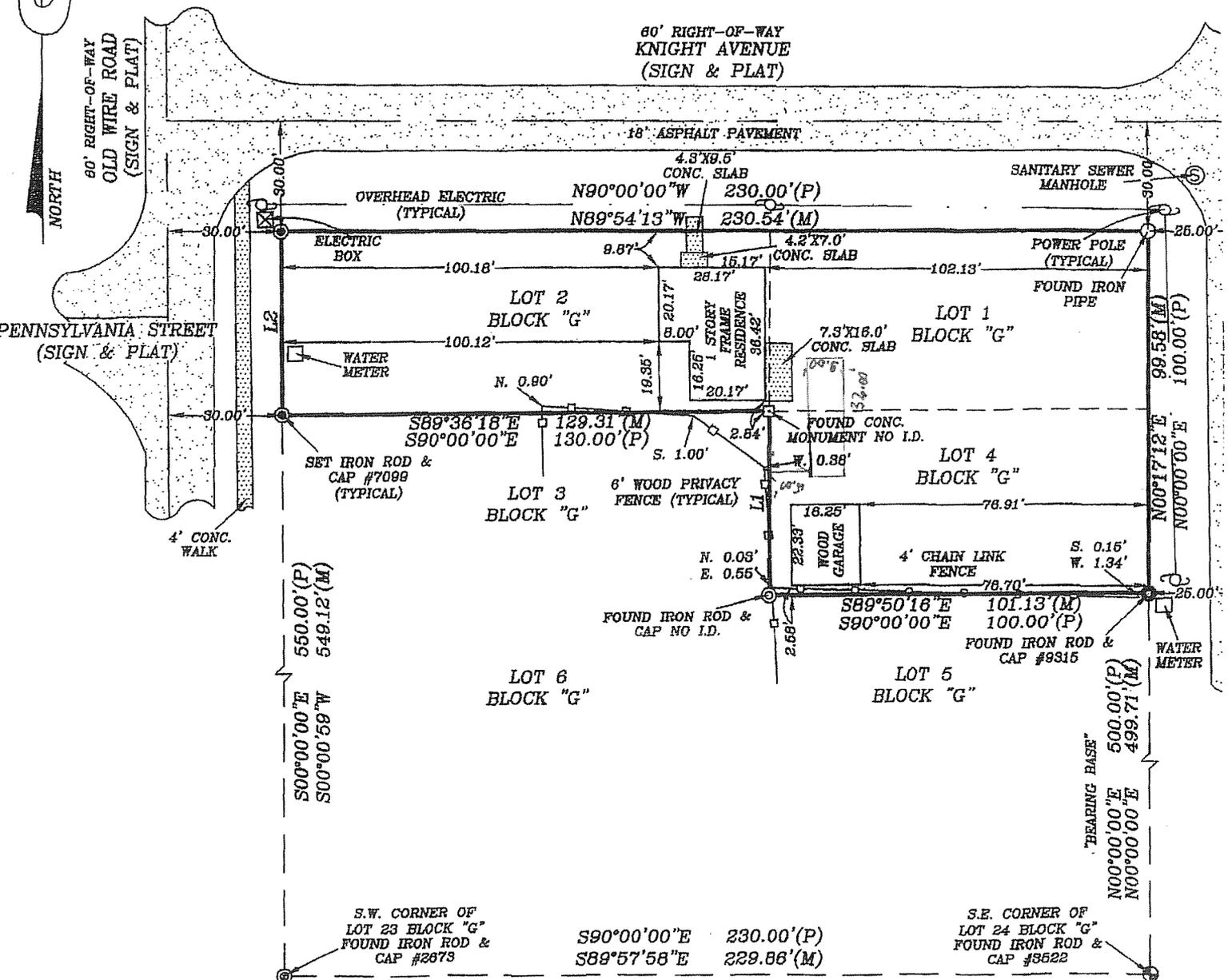
GRAPHIC SCALE



(IN FEET)

1 inch = 40 ft.

LINE TABLE		
LINE	LENGTH	BEARING
L1 (P)	50.00'	S00°00'00"W
L1 (M)	50.46'	S00°29'03"W
L2 (P)	50.00'	S00°00'00"W
L2 (M)	49.92'	S00°01'41"W



1. TIMED ITEMS & PUBLIC HEARINGS
(B) SP 1201-03 Oxford Memorial Center, Site Plan approval requested for a 6,250 sq. ft. Funeral/Assembly Hall with a paved driveway and parking subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction

CITY COMMISSION OF THE CITY OF WILLOWOOD

EXECUTIVE SUMMARY

SUBJECT: SP 1201-03 Oxford Memorial Center

REQUESTED ACTION: Site Plan approval for a 6,250 sq. ft. Funeral/Assembly Hall with a paved driveway and parking.

Work Session (Report Only) **DATE OF MEETING:** 5/14/2012
 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

HISTORY/FACTS/ISSUES:

Case SP 1201-03 was considered by the Planning & Zoning Board/Special Magistrate on Tuesday, May 1, 2012. The Planning & Zoning Board/Special Magistrate gave a favorable recommendation of the site plan to the City Commission subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction.

Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the site plan subject to conditions listed.

Melanie Peavy
Development Services Director

1. TIMED ITEMS & PUBLIC HEARINGS

(B) SP 1201-03 Oxford Memorial Center, Site Plan approval requested for a 6,250 sq. ft. Funeral/Assembly Hall with a paved driveway and parking subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction

City of Wildwood
Planning & Zoning Board/Special Magistrate

The case below was heard on Tuesday, May 1, 2012 by the Special Magistrate. The applicant seeks approval and favorable recommendation from the Wildwood Planning and Zoning Board/Special Magistrate for a 6,250 sq. ft. Funeral/Assembly Hall with a paved driveway and parking. The site is generally located to the southwest of US Hwy 301 and County Road 203.

Case: SP 1201-03

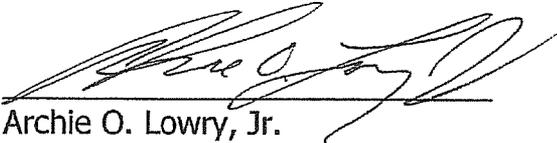
Parcel(s): D07A013

Owner: Pine Level Cemetery Association, Inc.

Applicant: Joe Strubinger, President

Based upon the testimony and information presented, the Special Magistrate recommends approval of the site plan and favorable recommendation of project number SP 1201-03 to the City Commission subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction.

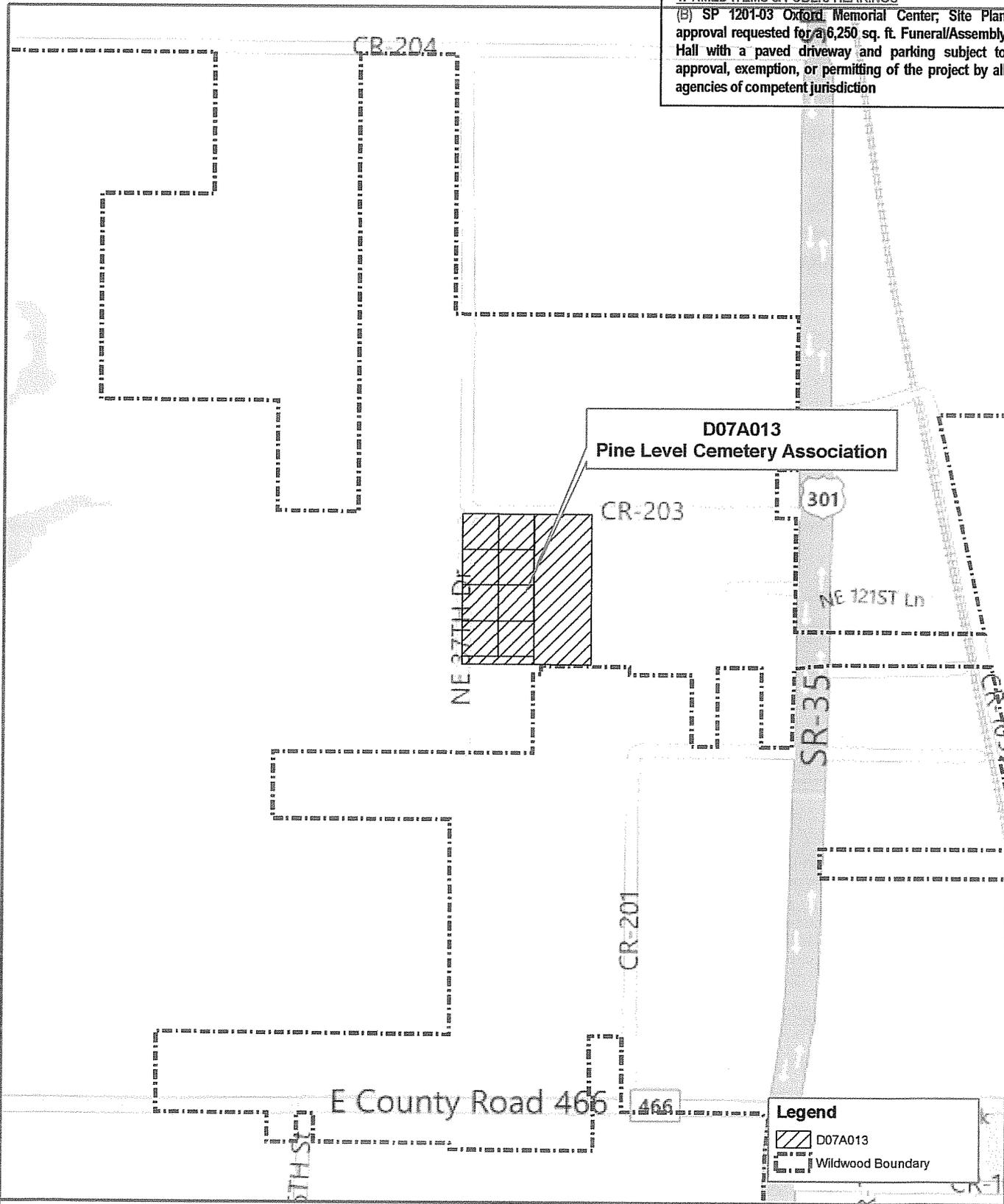
Dated: May 1, 2012



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

1. TIMED ITEMS & PUBLIC HEARINGS

(B) SP 1201-03 Oxford Memorial Center; Site Plan approval requested for a 6,250 sq. ft. Funeral/Assembly Hall with a paved driveway and parking subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction



D07A013
Pine Level Cemetery Association

301

NE 21ST Ln

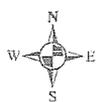
SR-35

CR-201

E County Road 466

Legend

-  D07A013
-  Wildwood Boundary



1 inch = 500 feet

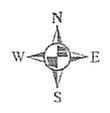
D07A013 Parcel Location





D07A013
Pine Level Cemetery Association

Legend
D07A013
Wildwood Boundary



1 inch = 500 feet

D07A013 Parcel Location



CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: SP 1203-02 Wildwood Batting Cages

REQUESTED ACTION: Site Plan approval for two batting cages (22,620 sq. ft.), two buildings with covered patios (5,600 sq. ft.) and associated driveway, parking lot, and sidewalks.

Work Session (Report Only) **DATE OF MEETING:** 5/14/2012
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: _____
Effective Date: _____ Termination Date: _____
Managing Division / Dept: _____

BUDGET IMPACT: _____

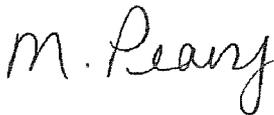
Annual **FUNDING SOURCE:** _____
 Capital **EXPENDITURE ACCOUNT:** _____
 N/A

HISTORY/FACTS/ISSUES:

Case SP 1203-02 was considered by the Planning & Zoning Board/Special Magistrate on Tuesday, May 1, 2012. The Planning & Zoning Board/Special Magistrate gave a favorable recommendation of the site plan to the City Commission subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction. The Special Magistrate requested Staff to provide the Commission with information regarding site lighting, site staffing, and hours of operation for the Commission's consideration in their final decision.

A lighting plan has been attached for your review, as well as information from the applicant's representative indicating that the site will be staffed during operating hours, which will be from 9 am to 9 pm daily.

Staff recommends that the Commission accept the Planning & Zoning Board/Special Magistrate's recommendation and approve the site plan subject to conditions listed.



Melanie Peavy
Development Services Director

City of Wildwood
Planning & Zoning Board/Special Magistrate

The case below was heard on Tuesday, May 1, 2012 by the Special Magistrate. The applicant seeks approval and favorable recommendation from the Wildwood Planning and Zoning Board/Special Magistrate for two batting cages (22,620 sq. ft.), two buildings with covered patio areas (5,600 sq. ft.), and associated driveway, parking lot, and sidewalks. The site is generally located to the northeast of US Hwy 301 and County Road 466.

Case: SP 1203-02

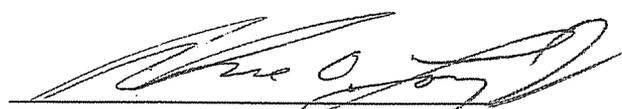
Parcel(s): A portion of parcel D08=046

Owner: Bobby Leatherman (Danny Smith, Authorized Representative)

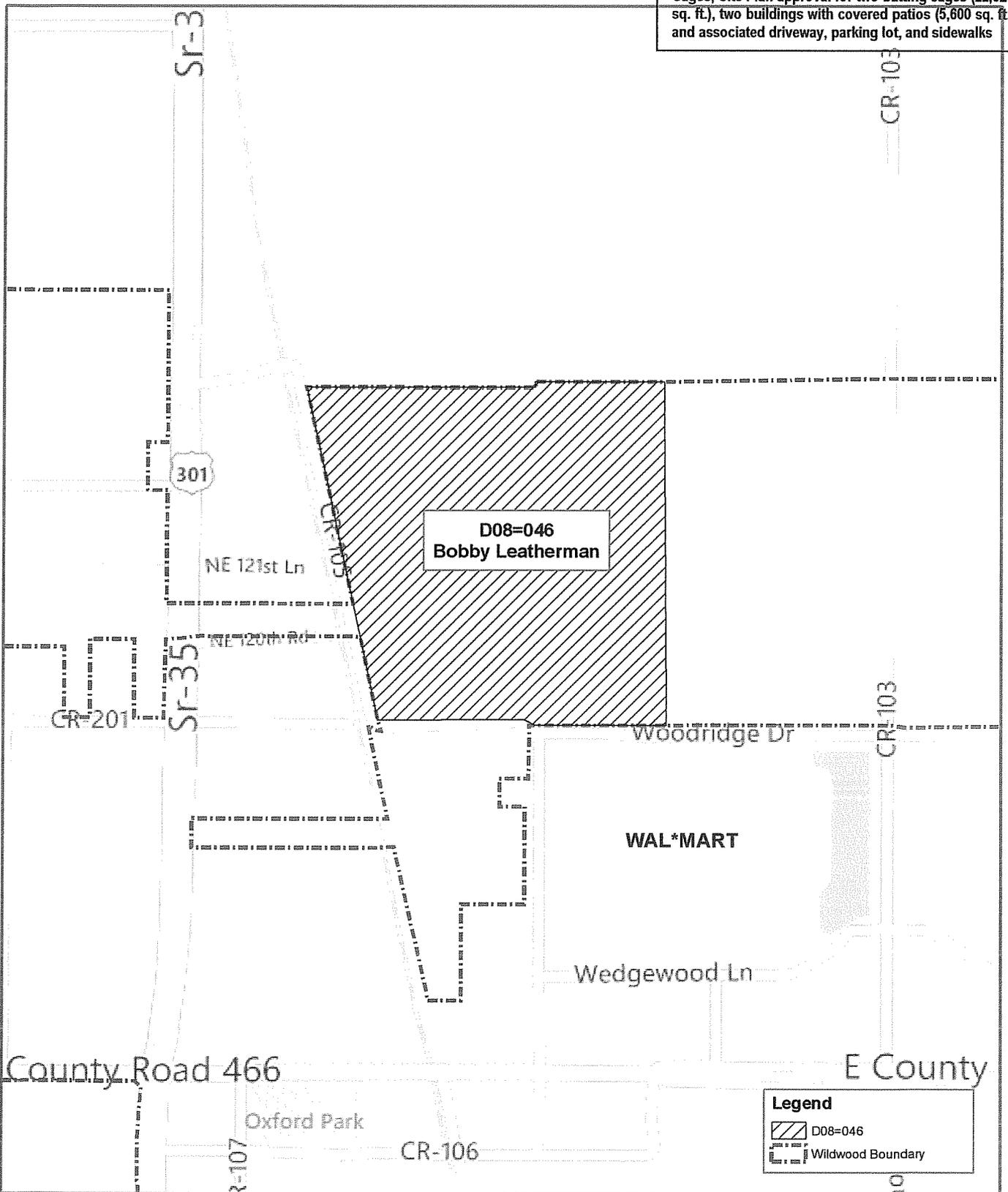
Applicant: John Winkle

Based upon the testimony and information presented, the Special Magistrate recommends approval of the site plan and favorable recommendation of project number SP 1203-02 to the City Commission subject to approval, exemption, or permitting of the project by all agencies of competent jurisdiction. The Special Magistrate requested Staff to provide the Commission with information regarding site lighting, site staffing, and hours of operation for the Commission's consideration in their final determination.

Dated: May 1, 2012


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

1. (c) PUBLIC HEARING - SP 1203-02 Wildwood Batting Cages; Site Plan approval for two batting cages (22,620 sq. ft.), two buildings with covered patios (5,600 sq. ft.) and associated driveway, parking lot, and sidewalks



Legend

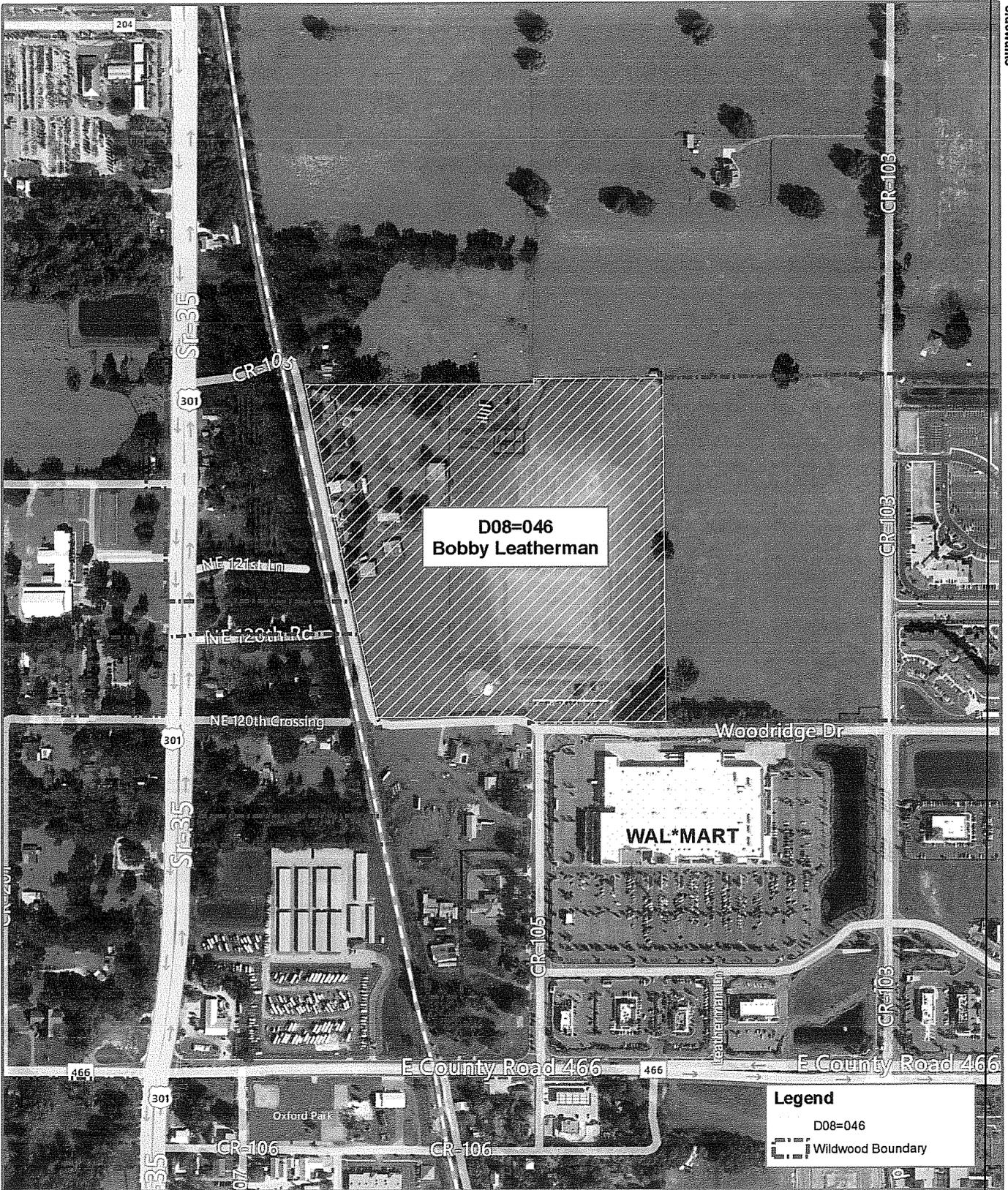
-  D08=046
-  Wildwood Boundary



1 inch = 500 feet

D08=046 Parcel Location





D08-046
Bobby Leatherman

WAL*MART

Legend
D08-046
Wildwood Boundary



1 inch = 500 feet

D08-046 Parcel Location



1. (c) PUBLIC HEARING - SP 1203-02 Wildwood Batting Cages; Site Plan approval for two batting cages (22,620 sq. ft.), two buildings with covered patios (5,600 sq. ft.) and associated driveway, parking lot, and sidewalks

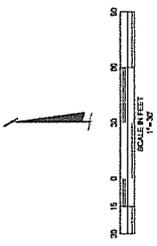
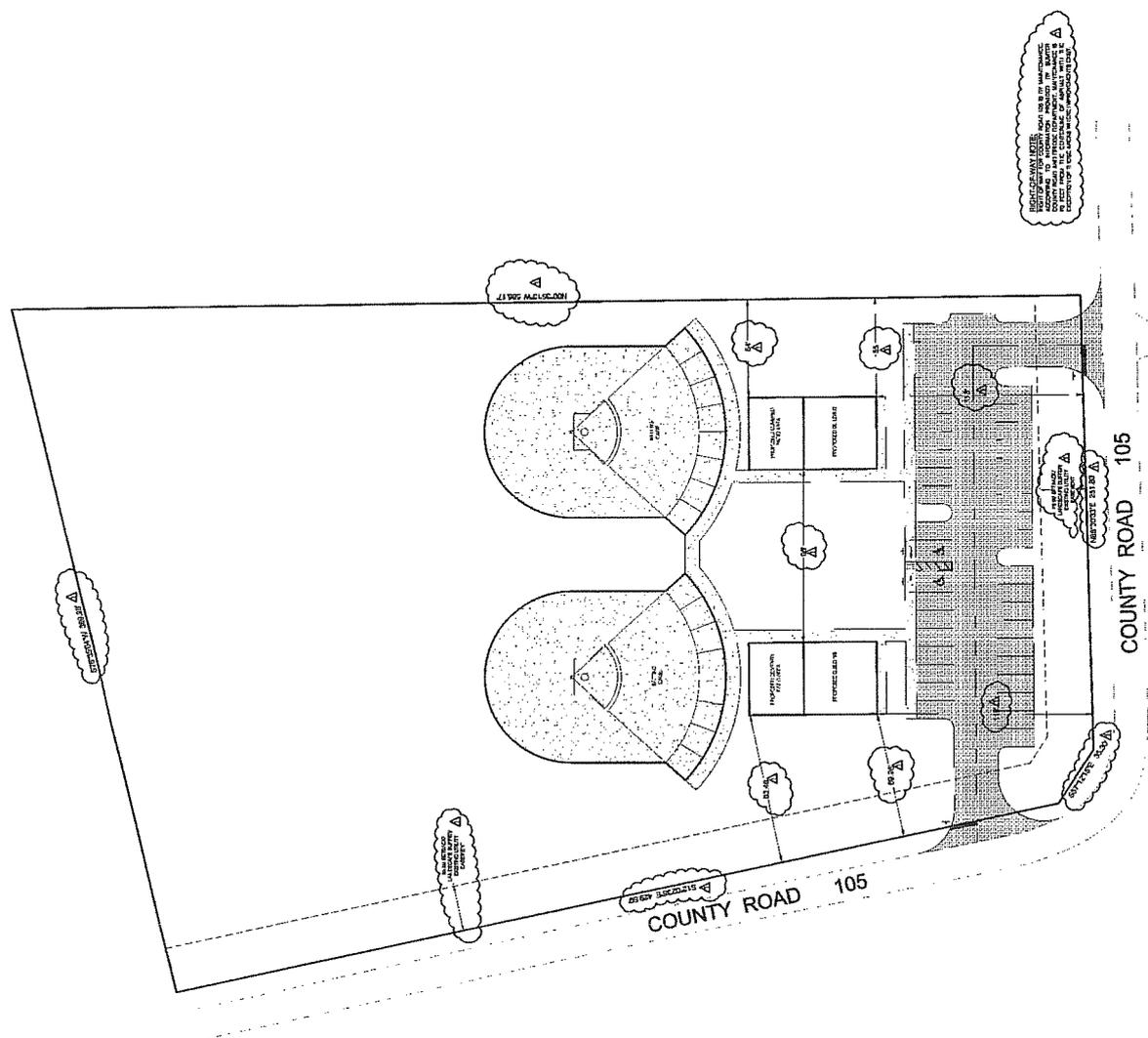
6-20-14

DATE: 02/25/14
 DRAWN BY: J. B. BROWN
 CHECKED BY: J. B. BROWN
 TITLE: MASTER SITE PLAN

WILDWOOD BATTING CAGE
 MASTER SITE PLAN

FORNSIA
 EARLEY
 ENGINEERS & ARCHITECTS, INC.
 1000 W. 10th Street, Suite 200
 Oklahoma City, Oklahoma 73106
 (405) 241-1111

DATE: 02/25/14
 DRAWN BY: J. B. BROWN
 CHECKED BY: J. B. BROWN
 TITLE: MASTER SITE PLAN



1. (c) PUBLIC HEARING - SP 1203-02 Wildwood Batting Cages; Site Plan approval for two batting cages (22,620 sq. ft.), two buildings with covered patios (5,600 sq. ft.) and associated driveway, parking lot, and sidewalks

1-17

SHEET NO. 1 OF 1

DATE: 11/11/11

PROJECT: 1203-02

WILDWOOD BATTING CAGE

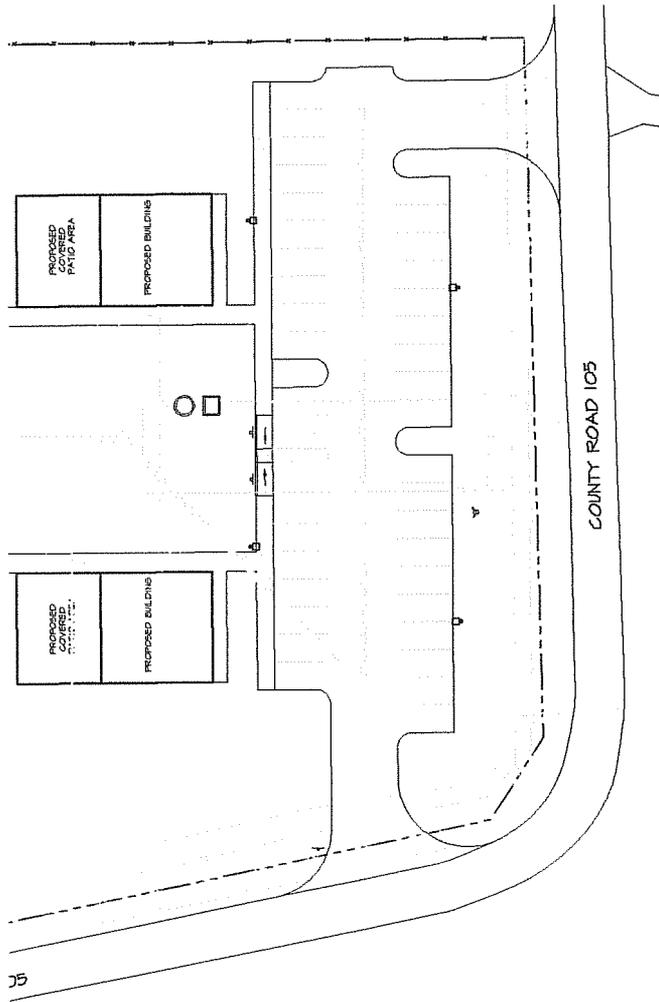
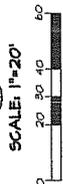
SITE LIGHT LOCATION PLAN

MPA

MICHARI PART ASSOCIATES, P.A.
 LAND PLANNING • SITE DESIGN • SCMA, FLORIDA 94471 • (321) 251-5600

REVISIONS

DATE



THIS SITE PLAN IS THE PROPERTY OF MICHARI PART ASSOCIATES, P.A. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF MICHARI PART ASSOCIATES, P.A.

- Notes:
1. This site plan is based on the information provided by the applicant and is not to be used for any other purpose.
 2. The applicant is responsible for obtaining all necessary permits and approvals from the appropriate authorities.
 3. The applicant is responsible for providing all necessary information and documentation to the appropriate authorities.
 4. The applicant is responsible for providing all necessary information and documentation to the appropriate authorities.
 5. The applicant is responsible for providing all necessary information and documentation to the appropriate authorities.
 6. The applicant is responsible for providing all necessary information and documentation to the appropriate authorities.
 7. The applicant is responsible for providing all necessary information and documentation to the appropriate authorities.
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 9. The applicant is responsible for providing all necessary information and documentation to the appropriate authorities.
 10. The applicant is responsible for providing all necessary information and documentation to the appropriate authorities.

1. (c) PUBLIC HEARING - SP 1203-02 Wildwood Batting Cages; Site Plan approval for two batting cages (22,620 sq. ft.), two buildings with covered patios (5,600 sq. ft.) and associated driveway, parking lot, and sidewalks

Wildwood Batting Cage

From : Chris Potts <cpotts@farnerbarley.com>

Wed, May 02, 2012 10:38 AM

Subject : Wildwood Batting Cage

 1 attachment

To : Paul Ketz (pketz@wildwood-fl.gov) <pketz@wildwood-fl.gov>

Cc : Melanie Peavy (mpeavy@wildwood-fl.gov) <mpeavy@wildwood-fl.gov>, Jason McHugh (jmchugh@wildwood-fl.gov) <jmchugh@wildwood-fl.gov>, Jeff Head <jhead@farnerbarley.com>

Paul,

To follow up with the questions/concerns from the P&Z yesterday, the hours of operation for the batting cage will be 9 am – 9 pm and facility staff member will always on-site when the facility is open. I've attached the site lighting plan which was part of the landscape plans which were submitted with the original submittal package.

Thanks,

Christopher Potts, P.E.
Farner Barley & Associates, Inc.
4450 NE 83rd Road
Wildwood, Florida 34788
Ph. 352-748-3126
Fax. 352-748-4865

 **012 Wildwood Batting Cage Site Light.pdf**
142 KB

1. (d) TIMED ITEMS Phillip Craig O'Dell, Trustee is requesting a six-month extension of the O'Dell PUD – Ordinance #621. due to real estate market conditions

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: O'Dell Planned Unit Development – Ordinance #621

Extension of O'Dell PUD

REQUESTED ACTION:

Work Session (Report Only) **DATE OF MEETING:** 5/14/11
 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

HISTORY/FACTS/ISSUES:

Phillip Craig O'Dell, Trustee is requesting an extension of the O'Dell PUD – Ordinance #621, due to real estate market conditions.

Pursuant to subsection 8.6(D) of the Land Development Regulations (LDRs), the City Commission may extend the planned development agreement for periods of up to 12 months provided the applicant can demonstrate why said development was delayed under the original approval.

Therefore, staff recommends that the Commission grant the requested extension.

Melanie Peavy
Development Services Director

March 15, 2012

City of Wildwood
100 North Main Street
Wildwood, Fl 34785

Re: Extension of PUD of 460 Acre O'Dell Farm

To Who Concerned:

The PUD approved in 2008 expires in March 2012. The market conditions are still working against us to sell and we are requesting for a 6 Month extension.

The overall market has been slowly recovering with a lot of room to go forward. As you already know the Villages had a successful 2011 and the four laning of Hwy 301 has been completed. These events should be helpful as we continue to market the property. The extension of the PUD will be helpful. In addition, we have been cleaning up certain parts of the property for improved appeal of the overall project.

Sincerely,


Phillip C. O'Dell, Trustee

RECEIVED

MAY 02 2012

CITY OF WILDWOOD
Community Development Dept.

1. (d) TIMED ITEMS Phillip Craig O'Dell, Trustee is requesting a six-month extension of the O'Dell PUD - Ordinance #621, due to real estate market conditions

Fwd: O'Dell PUD

From : Jason McHugh <jmchugh@wildwood-fl.gov>

Fri, May 04, 2012 08:48 AM

Subject : Fwd: O'Dell PUD

1 attachment

To : Melanie Peavy <mpeavy@wildwood-fl.gov>, Paul Ketz <pketz@wildwood-fl.gov>

Jason F. McHugh
Development Services Coordinator
City of Wildwood
100 North Main St.
Wildwood, Florida 34785
352-330-1330 x 123
www.wildwood-fl.gov

RECEIVED

MAY 04 2012

CITY OF WILDWOOD
Community Development Dept.

----- Forwarded Message -----

From: "Kay Caruthers" <kay@oxfordland.com>
To: jmchugh-wildwood@cfl.rr.com
Sent: Friday, May 4, 2012 8:47:35 AM
Subject: O'Dell PUD

Jason,

I think I sent this yesterday but I am resending to be sure. Please see attached letter from Craig O'Dell regarding the O'Dell PUD.

Thank you,

Kay Caruthers

 **ODell.pdf**
189 KB

2. REPORTS AND PUBLIC INPUT

SPECIAL PRESENTATIONS:

1. Melanie Peavy: Update on the status of development and projects within the City of Wildwood (Attachments)
2. Melanie Peavy: Informational update on what constitutes a "Change of Use" under the Code of Ordinances of the City of Wildwood; Staff is researching definitions and procedures used by neighboring jurisdictions in order to bring back a recommendation for a definition and procedure for the Commission's consideration at the next regular meeting (Attachment)
3. Doug McCoy, Waste Management: Changes to pick-up of yard waste, limbs, etc. (Attachments)

(a) CITY MANAGER:

NOTES: (2.f.)

None

REPORTS: (2.f.)

(See "f" below)

(b) CITY ATTORNEY:

(1)

(c) CITY CLERK:

(1) 2012 Election Qualifying Information (Attachments)

(d) COMMISSION MEMBERS:

(1)

(e) PUBLIC FORUM:

(1)

(f) NOTES/REPORTS/FILED ITEMS:

REPORTS:

CITY MANAGER (2.a.f.):

1. FYI – Commendation letter from John De Bilio regarding Police Officer Harrie and Police Officer Graver (Attachment)
2. FYI – Budget Comparison Report for the month of April 2012 – 7 months into the FY (Attachments)

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Update on Development Projects

REQUESTED ACTION: Informational Update.

Work Session (Report Only) **DATE OF MEETING:** 5/14/2012
 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

HISTORY/FACTS/ISSUES:

The following items are presented to give the Commission an update on the status of development within the City of Wildwood.

Annexations

AN 1106-01 Mills Annexation (Lenity Group)
Parcel G04=050 was annexed into the City on July 11, 2011, potentially for the Wildwood Retirement Residence. No Site Plan has been submitted to date.

Comprehensive Plan Amendments

2012 Text Amendments (including updates to the CIE Element and a Large Scale Land Use Change for 301/466 LLC) to the 2035 Comprehensive Plan – Comments from FDOT are under review; the amendments are scheduled to be adopted by the City Commission on June 11, 2012.

Developments of Regional Impact (DRIs)

Brownwood – Under Construction. See Site Plans, SP 1105-03, below.

Landstone – DRI extended through 1/22/2021 for commencement; build-out 11/21/2035. (See also planned developments, below).

Wildwood Springs – DRI extended through 2021 for Phase 1, 2026 for Phase 2, and 2031 for Phase 3. Compliance (build-out) to take place on or before 10/30/2036. (See also planned developments, below).

Southern Oaks – City adopted Development Order and Proportionate Share Agreement on 2/27/12 (O2012-01)

Planned Developments

Lakeside Landings (O2009-17) – Under construction. Site plans continue to be submitted for individual home sites.

Landstone (O2011-20) – Approved at City Commission meeting of January 9, 2012. Valid for a period of five (5) years (January 9, 2017).

Legacy Park (Peppertree Apartments, Ordinance 557). Build-out complete. Pending closeout of project and transfer of road right-of-way to the City.

O'Dell PD (Ordinance #621) - Pending extension (through March 2013) by the City Commission at this meeting.

Oxford Crossings PD (O2010-05) – Extended until April 12, 2014 at City Commission meeting of December 12, 2011.

Oxford Crossings Apartments (RZ 07-05-02). Extended until June 22, 2014 at City Commission meeting of November 28, 2011.

Parkwood (O2010-11) – Under construction. Site plans continue to be submitted for individual home sites.

Police Communications Tower Site (RZ 1204-01)
Pending Project Review Committee approval on May 15, 2012.

Quadventure (O2011-01) – Approved at City Commission meeting of February 28, 2011. Valid for a period of two years.

Tradewinds Village (O2012-07) – Approved at the City Commission meeting of February 27, 2012. Valid for two years.

Triumph South (O2010-12) – Extended PD zoning until July 18, 2014 at the City Commission meeting of February 27, 2012.

Turkey Run (Ordinance # 616 and O2010-27)– Under Construction. See SP 1103-03 (Providence ILF), below.

Wildwood Crossings (O2010-03) – Extended until April 12, 2014 at City Commission meeting of December 12, 2011.

Wildwood Springs (O2011-18) – Extension approved at the January 9, 2012 City Commission Meeting. Expiration extended from December 17, 2012 to October 11, 2022.

Site Plans

SP1007-03 Triumph South

Development Permit issued 7/18/11. (PD zoning extended until July 18, 2014).

SP 1102-01 Florida Citrus Center – Restroom facilities (560 sq. ft.)

Construction complete and approaching final City signoff.

SP 1102-02 Hawk Landing Commercial Center (four buildings, total 24,885 sq. ft.)

Approved for four buildings with parking. Impact fees paid for first building to move forward with construction.

SP 1103-01 Harry Harmer Parcel 10 Block C Wildwood Industrial Park (two bldgs., total 13,680 sq. ft.)

Construction complete and final site inspection performed by City Engineer.

SP 1103-02 South Wildwood Industrial Park West – Utilities Only

Pending agreement with developer to service the project.

SP 1103-03 Providence Independent Living at Turkey Run (191 Suites, 3 floors, 270,999 sq. ft. total)

Groundbreaking ceremony held May 1, 2012.

SP 1105-03 Brownwood – The Villages of Lake Sumter, Inc.

Currently under construction. Approved for ten initial buildings (134,025 sq. ft.) plus a golf cart store in a subsequent filing (6,256 sq. ft.)

SP 1108-01 Oxford II Retirement Residence

Currently under construction. Approved for 130 suites, 3 floors, 142,008 sq. ft. total

SP 1109-01 Communications Tower at City RIB Site

Currently under construction. Right of Way permits relating to the project have been applied for.

SP 1112-02 K&B Lawn and Landscaping

Approved by the City Commission on February 13, 2012. Pending payment of impact and engineering fees / issuance of construction permit.

SP 1112-04 MICO Customs at Shamrock Industrial Park (D32=152)

Approved by the City Commission on April 23, 2012. Construction pending.

SP 1201-03 Oxford Memorial Center

Approved by the P&Z Board on May 1, 2012. Pending City Commission approval at this meeting.

SP 1201-04 Brute Properties Concrete Block Plant

Approved by the City Commission on April 23, 2012. Pending payment of impact and engineering fees /issuance of construction permit.

SP 1202-01 Oxford Assembly of God Expansion

Approved by the City Commission on April 23, 2012. Pending payment of impact and engineering fees / issuance of construction permit.

SP 1203-02 Wildwood Batting Cages

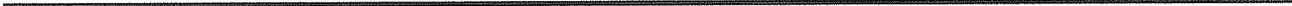
Approved by the P&Z Board on May 1, 2012. Pending City Commission approval at this meeting.

SP 1204-02 Police Communications Tower
Pending Project Review Committee approval on May 15, 2012.

If you have questions regarding any of these items, please contact me.



Melanie Peavy
Development Services Director



CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Change of Use

REQUESTED ACTION: Informational Update.

Work Session (Report Only) **DATE OF MEETING:** 5/14/2012
 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

HISTORY/FACTS/ISSUES:

Staff has received inquiries from the public regarding what constitutes a "Change of Use" under the Code of Ordinances of the City of Wildwood. The term is not explicitly defined in the code, nor are the circumstances that would trigger additional impact fee payments. Specifically, business owners are seeking to identify when and under what conditions inspections or reviews would be triggered for additional water/sewer usage (i.e., additional connection impact fees).

Staff are researching definitions and procedures used by neighboring jurisdictions in order to bring back a recommendation for a definition and procedure for the Commission's consideration at the May 23 City Commission meeting.



Melanie Peavy
Development Services Director

**CITY OF WILDWOOD
EXECUTIVE SUMMARY**

2. REPORTS & PUBLIC INPUT
SPECIAL PRESENTATIONS
3. Doug McCoy, Waste Management:
Changes to pick-up of yard waste, limbs, etc.

SUBJECT: Yard waste disposal
REQUESTED ACTION: Information Only

Work Session (Report Only) **DATE OF MEETING:** May 14th, 2012
 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

HISTORY/FACTS/ISSUES: Currently Waste Management is utilizing Covanta Waste to Energy facility for the disposal of yard waste, however as of May 15th Lake County will terminate the current contract. Therefore Waste Management will be transporting yard waste to Marion County. There will be a slight change in schedule of yard waste only which will now be on Wednesday, whereas previously yard waste was removed the same day as household refuse.

Transition week of May 14th, two trucks will be operating to remove yard waste. Notification to residents shall be attached to refuse toter advising the change of service day effective week of May 21st, 2012.

Denise Wood



Waste Management Inc. of Florida
8708 N.E. 44th Drive
Wildwood, Florida 34785
Doug McCoy-Office 352-330-4520
Cell 352-258-9276

May 10, 2012

Ms. Deniese Woods
City of Wildwood
100 North Main Street
Wildwood, Florida 34785

Dear Ms. Woods:

Since the inception of sanitation services provided by Waste Management (WM) to the City of Wildwood in October 2010, WM had utilized the Covanta Waste to Energy Plant for disposal of combined yard waste and garbage materials through a cancellable contract with Lake County.

Lake County has recently decided to end this relationship with waste haulers that provided supplemental solid waste from sources located outside the Lake County limits (See attached letter).

Therefore, beginning May 14, 2012, WM will be transporting garbage from the City limits to Sumter Sanitation Transfer in Wildwood and yard waste will be delivered to Bayside Landfill Class 3 in Marion County.

Due to the fact that collected garbage waste will be going to a Class 1 landfill in lieu of a "waste to energy" plant, state regulations require that Class 1 landfills cannot accept yard waste materials, such as tree, shrub, and grass trimmings etc.

To that end, WM will be collecting all yard waste in the City each Wednesday. WM and the City have developed a transition and education plan for residents outlining this change in service.

All other services and service days will remain unaffected. Service rates will remain unaffected.

Thank you for your continued cooperation with the required adjustment in services. Please contact me if you have any questions or concerns.

A handwritten signature in black ink, appearing to read 'Doug McCoy'.

Doug McCoy
District Manager



LAKE COUNTY
FLORIDA

May 1, 2012

Waste Management Inc. Of Florida
Attn: Doug McCoy
8708 NE 44th Drive
Wildwood, FL 34785

Dear Mr. McCoy:

Our contract for outside waste has been very beneficial for the County in meeting out waste guarantees with Covanta Lake II, Inc. Over the past several weeks, we have experienced a significant increase in our waste stream at levels that have never been received. Currently, we are consistently receiving over 4,000 tons of waste during a rolling seven day period and the capacity of the waste to energy facility is only 3,675 tons. As a result, we have had to landfill the excess waste.

Our cost per ton to landfill waste exceeds the revenue per ton we receive from you. As a result, we are invoking the contract provision to terminate our agreement fifteen (15) days from the date of notification by this letter, telephone call or e-mail, whichever occurs first.

We appreciate your assistance over the past few years and we are unhappy to have made this decision to such a good and valuable customer. If you have any questions, please do not hesitate to call. We thank you for your business.

Sincerely,

Skip McCall,
Solid Waste Division Manager
Public Works Department

SOLID WASTE DIVISION | A Division of the Department of Public Works
P.O. BOX 7800 • 315 W. MAIN ST., TAVARES, FL 32778 • P 352.343.3776 • F 352.253.1690
Board of County Commissioners • www.lakecountyfl.gov

Thank you &
Keep up
The good work
C.U.A.
CC: F316

DEAR CHIEF REESER:

MY NAME IS JOHN DeBILIO AND I RESIDE AT 1701 HOLLOW BRANCH WAY, IN THE VILLAGES. RECENTLY WE SUFFERED THE DEVASTATING LOSS OF OUR MOTHER. WHEN WE ARRIVED AT STEEPECHASE WE MET OFFICER HARRIE AND OFFICER GRAVER, WHICH IS THE REASON FOR MY WRITING YOU. YOUR OFFICERS EXIBITED A PROFESSIONALISM AND COMPASSION FOR OUR FAMILY. OFFICER HARRIE AND OFFICER GRAVER WERE EXCEPTIONAL IN THEIR CONCERN FOR THE SITUATION AT HAND, AND THE DIGNITY THAT THEY SHOWED FOR MY MOTHER WHILE ON SCENE IS SOMETHING I WILL NEVER FORGET. PLEASE THANK OFFICER HARRIE AND OFFICER GRAVER FOR ME. YOU SHOULD BE PROUD TO HAVE SUCH FINE MEN UNDER YOUR COMMAND. THANK YOU FOR YOUR TIME AND CONSIDERATION, AND PLEASE KNOW THAT THOSE WHO SERVE ARE GREATLY APPRECIATED BY ME AND MY FAMILY.

MAY YOU AND ALL THE MEN & WOMEN UNDER YOUR COMMAND ALWAYS BE SAFE

RESPECTFULLY



ENTERPRISE FUND EXPENDITURES**BUDGET ANALYSIS REPORT****FOR THE MONTH OF APRIL, 2012****FY 2011-2012**

2.) REPORTS & PUBLIC INPUT a.) CITY MANAGER
 f.) Notes, Reports, and items for the file as attached
 2.) Budget Comparison Report for the month of April
 2012 - 7 months into the FY

ENTERPRISE FUND DEPARTMENTS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
PHYSICAL ENVIRONMENT ADMINISTRATION	\$ 700,445.00	\$ 395,540.77	\$ 304,904.23	56.47%
WATER DEPARTMENT	\$ 1,092,700.00	\$ 453,265.50	\$ 639,434.50	41.48%
WASTEWATER DEPARTMENT	\$ 1,408,076.00	\$ 842,430.02	\$ 565,645.98	59.83%
INDUSTRIAL PARK	\$ 950.00	\$ 108.17	\$ 841.83	11.39%
GREENWOOD CEMETERY	\$ 7,665.00	\$ 325.35	\$ 7,339.65	4.24%
TOTAL - OPERATING EXPENDITURES	\$ 3,209,836.00	\$ 1,691,669.81	\$ 1,518,166.19	52.70%
NOTES:				
TRANSFERS				
TRANSFERS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
W/S TO GENERAL	\$ 350,000.00	\$ 87,500.00	\$ 262,500.00	25.00%
IND. PARK TO GENERAL	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
TOTAL TRANSFERS	\$ 360,000.00	\$ 97,500.00	\$ 262,500.00	27.08%
DEBT SERVICE				
DEBT SERVICE	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
CHAMPAGNE FARMS - PRINCIPAL	\$ 30,978.00	\$ 70,821.78	\$ (39,843.78)	228.62%
CHAMPAGNE FARMS - INTEREST	\$ 70,821.00	\$ 30,978.42	\$ 39,842.58	43.74%
1994 SRF LOAN	\$ 189,195.00	\$ 189,194.94	\$ 0.06	100.00%
1996 SRF LOAN	\$ 270,063.00	\$ 135,031.31	\$ 135,031.69	50.00%
2007 SRF LOAN	\$ 379,915.00	\$ 189,957.44	\$ 189,957.56	50.00%
	\$ -	\$ -	\$ -	0.00%
TOTAL - DEBT SERVICE	\$ 940,972.00	\$ 615,983.89	\$ 324,988.11	65.46%
CONTINGENCIES				
CONTINGENCIES	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
GREENWOOD CEMETERY	\$ 3,825.00	\$ -	\$ 3,825.00	0.00%
WATER/SEWER ENTERPRISE FUND	\$ 67,980.00	\$ -	\$ 67,980.00	0.00%
INDUSTRIAL PARK	\$ -	\$ -	\$ -	0.00%
	\$ -	\$ -	\$ -	0.00%
TOTAL - CONTINGENCIES	\$ 71,805.00	\$ -	\$ 71,805.00	0.00%
SPECIAL PROJECTS				
SPECIAL PROJECTS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
GREENWOOD CEMETERY	\$ -	\$ -	\$ -	0.00%
WATER TIE FEE PROJECTS	\$ 15,000.00	\$ 1,389.85	\$ 13,610.15	9.27%
WATER CONNECTION FEE PROJECTS	\$ 100,000.00	\$ 3,216.54	\$ 96,783.46	3.22%
WASTEWATER TIE FEE PROJECTS	\$ 25,000.00	\$ 1,389.85	\$ 23,610.15	5.56%
WASTEWATER CONNECTION FEE PROJECTS	\$ 200,000.00	\$ 8,841.54	\$ 191,158.46	4.42%
TOTAL - SPECIAL PROJECTS	\$ 340,000.00	\$ 14,837.78	\$ 325,162.22	4.36%
TOTAL - ENTERPRISE FUND EXPENDITURES	\$ 4,922,613.00	\$ 2,419,991.48	\$ 2,430,816.52	49.16%

**ENTERPRISE FUND REVENUES
BUDGET ANALYSIS REPORT
FOR THE MONTH OF APRIL, 2012
FY 2011-2012**

2.) REPORTS & PUBLIC INPUT a.) CITY MANAGER
f.) Notes, Reports, and items for the file as attached
2.) Budget Comparison Report for the month of April
2012 - 7 months into the FY

ITEM	BUDGETED	ACTUAL	DIFFERENCE	% COLLECTED
Water Operational	\$ 1,380,708.00	\$ 828,604.08	\$ 552,103.92	60.01%
Water Connection Fees	\$ 100,000.00	\$ 82,378.89	\$ 17,621.11	82.38%
Water TIE Fees	\$ 15,000.00	\$ 1,426.48	\$ 13,573.52	9.51%
Water Meter Installs	\$ 20,000.00	\$ 20,149.63	\$ (149.63)	100.75%
Water - Miscellaneous (on/off)	\$ 20,000.00	\$ 17,338.00	\$ 2,662.00	86.69%
Water Income - Other	\$ 7,500.00	\$ 4,391.54	\$ 3,108.46	58.55%
Wastewater Operational	\$ 2,228,077.00	\$ 1,365,414.48	\$ 862,662.52	61.28%
Wastewater Connection Fees	\$ 200,000.00	\$ 63,609.50	\$ 136,390.50	31.80%
Wastewater TIE Fees	\$ 25,000.00	\$ 1,858.90	\$ 23,141.10	7.44%
Wastewater - Other Miscellaneous	\$ 30,000.00	\$ 8,243.39	\$ 21,756.61	27.48%
Wastewater TSS/COD	\$ 650,000.00	\$ 408,615.18	\$ 241,384.82	62.86%
Reuse Water Operations	\$ 60,000.00	\$ 31,164.04	\$ 28,835.96	51.94%
Interest Income	\$ 600.00	\$ 1,203.15	\$ (603.15)	200.53%
Turtle Mount Land Lease-tower site	\$ -	\$ 5,000.00	\$ (5,000.00)	0.00%
Water-Sewer - Cash Brought Forward	\$ 163,288.00	\$ -	\$ 163,288.00	0.00%
Total - Enterprise Fund Revenues	\$ 4,900,173.00	\$ 2,839,397.26	\$ 2,060,775.74	57.94%
Greenwood Cemetery Revenues	\$ 4,550.00	\$ 2,989.15	\$ 1,560.85	65.70%
Greenwood Cemetery - Cash Forward	\$ 6,940.00	\$ -	\$ 6,940.00	0.00%
Total - Cemetery Fund Revenues	\$ 11,490.00	\$ 2,989.15	\$ 8,500.85	26.02%
Industrial Park - MISCELLANEOUS	\$ -	\$ 297.61	\$ (297.61)	0.00%
Industrial Park - Cash Forward	\$ 10,950.00	\$ 9,810.56	\$ 1,139.44	-2.72%
Total - Industrial Park Fund Revenues	\$ 10,950.00	\$ 10,108.17	\$ 841.83	6%

TOTAL- ALL ENTERPRISE OPERATIONS	\$ 4,922,613.00	\$ 2,852,494.58	\$ 2,070,118.42
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NOTE: 9/30/11 AUDIT ADJUSTMENTS HAVE BEEN DEDUCTED FROM THE CURRENT YEAR

GENERAL FUND REVENUES
BUDGET ANALYSIS REPORT
FOR THE MONTH OF APRIL, 2012
FY 2011-2012

2.) REPORTS & PUBLIC INPUT a.) CITY MANAGER
f.) Notes, Reports, and items for the file as attached
2.) Budget Comparison Report for the month of April 2012 – 7 months into the FY

ITEM	BUDGETED	ACTUAL	DIFFERENCE	% COLLECTED
InterFund Transfers- Industrial Park	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
InterFund Transfers-Enterprise Fund	\$ 350,000.00	\$ 87,500.00	\$ 262,500.00	25.00%
State Revenue Sharing-State(Intergovt)	\$ 176,375.00	\$ 82,066.14	\$ 94,308.86	46.53%
Local Option Gas Tax-State(Intergovt)	\$ 230,578.00	\$ 139,202.95	\$ 91,375.05	60.37%
.01 Infrastructure Surtax-State (Intergovt)	\$ 638,167.00	\$ 346,900.90	\$ 291,266.10	54.36%
State Sales Tax-(Intergovt)	\$ 358,277.00	\$ 189,197.81	\$ 169,079.19	52.81%
County Motor Fuel Tax(9th cent) (Intergovt)	\$ 40,000.00	\$ 25,217.63	\$ 14,782.37	63.04%
State Beverage Licenses	\$ 3,500.00	\$ 2,366.80	\$ 1,133.20	67.62%
Mobile Home Licenses-State (Intergovt)	\$ 13,000.00	\$ 14,062.45	\$ (1,062.45)	108.17%
Ad Valorem Taxes-Wildwood	\$ 1,439,906.00	\$ 1,214,024.08	\$ 225,881.92	84.31%
Ad Valorem Taxes- CRA District-City	\$ 68,950.00	\$ 68,950.00	\$ -	100.00%
Ad Valorem Taxes-CRA District-County	\$ 125,068.00	\$ 101,992.00	\$ 23,076.00	81.55%
Utility Tax- Water Sales- City	\$ 31,000.00	\$ 19,351.71	\$ 11,648.29	62.42%
Utility Tax- Villages 5% Water Utility & Central	\$ 150,000.00	\$ 90,721.49	\$ 59,278.51	60.48%
Utility Tax-Electric/Gas	\$ 250,000.00	\$ 143,550.59	\$ 106,449.41	57.42%
Telecommunications (Communications Services) (Intergovt)	\$ 205,000.00	\$ 108,082.94	\$ 96,917.06	52.72%
Franchise Taxes-Electric (Progress Energy)	\$ 475,000.00	\$ 167,437.03	\$ 307,562.97	35.25%
Franchise Taxes-Electric (SECO)	\$ 100,000.00	\$ 48,586.65	\$ 51,413.35	48.59%
Franchises Taxes- Refuse Service (Waste Mgmt)	\$ 82,250.00	\$ 51,429.95	\$ 30,820.05	62.53%
Franchise Taxes- Natural Gas (TECO)	\$ 2,750.00	\$ 2,331.08	\$ 418.92	84.77%
Interest Income	\$ 23,000.00	\$ 1,535.70	\$ 21,464.30	6.68%
Community Development Services	\$ 75,000.00	\$ 43,534.83	\$ 31,465.17	58.05%
Second Dollar Fees- Police	\$ 1,250.00	\$ 1,710.00	\$ (460.00)	136.80%
Fines & Forfeitures- Police	\$ 45,000.00	\$ 33,587.30	\$ 11,412.70	74.64%
Community Center Rental	\$ 30,000.00	\$ 17,635.07	\$ 12,364.93	58.78%
Community Center Reservation Fees	\$ -	\$ 1,170.00	\$ (1,170.00)	0.00%
Miscellaneous General Fund	\$ 17,500.00	\$ 41,855.28	\$ (24,355.28)	239.17%
Summer Camp Registrations	\$ 20,000.00	\$ -	\$ 20,000.00	0.00%
Dixie Youth Baseball Registration Fees	\$ 1,000.00	\$ 1,425.12	\$ (425.12)	142.51%
Life Flight- MEDIVAC LEASE	\$ 12,000.00	\$ 7,000.00	\$ 5,000.00	58.33%
Fuel Tax Refunds -State	\$ 4,000.00	\$ 3,991.56	\$ 8.44	99.79%
USDA Police Vehicle Grant-2010-2011	\$ -	\$ 11,090.12	\$ (11,090.12)	0.00%
USDA Police Vehicle Grant-2011-2012	\$ -	\$ -	\$ -	0.00%
Police User Fees	\$ 170,000.00	\$ 14,900.00	\$ 155,100.00	8.76%
The Villages Amended Agreement - 2007	\$ 45,000.00	\$ 45,000.00	\$ -	100.00%
City Occupational Licenses	\$ -	\$ 648.50	\$ (648.50)	0.00%
CRA Administration Costs	\$ 19,297.00	CASH TRANSFER	\$ -	100.00%
Growers Market	\$ 17,640.00	\$ 6,817.00	\$ 10,823.00	38.65%
Park's & Recreation Activities	\$ 10,000.00	\$ 12,579.88	\$ (2,579.88)	125.80%
Sumter County Dispatch Compensation	\$ 100,000.00	\$ 100,000.00	\$ -	100.00%
Administrative Building Services- Sumter County	\$ 60,000.00	\$ 36,862.40	\$ 23,137.60	61.44%
FDOT Lighting Agreement	\$ 7,046.00	\$ -	\$ 7,046.00	0.00%
FDOT Maintenance Agreement	\$ 6,400.00	\$ -	\$ 6,400.00	0.00%
CDBG Grant- State	\$ 700,000.00	\$ 527,128.39	\$ 172,871.61	75.30%
Police Impact Fees	\$ 10,000.00	\$ 67,283.26	\$ (57,283.26)	672.83%
Parks & Recreation Impact Fees	\$ 10,000.00	\$ 39,807.86	\$ (29,807.86)	398.08%
Cash Forward- General Fund	\$ 163,288.00	\$ -	\$ 163,288.00	0.00%
Cash Forward- CRA Districts	\$ 100,000.00	\$ -	\$ 100,000.00	0.00%
			\$ -	0.00%
TOTAL GENERAL FUND REVENUES	\$ 6,397,242.00	\$ 3,928,534.47	\$ 2,468,707.53	61.41%

NOTE: 9/30/11 AUDIT ADJUSTMENTS HAVE BEEN ADJUSTED OUT OF CURRENT

QUALIFYING 2012 ELECTIONS

OFFICE	SALARY	Qual. Fee 6% Major Party	Qual. Fee 4% No Party	Qual. Fee 1% Elect. Assessment	Petition Signatures Needed to Qualify
Clerk of Circuit Court	\$111,070	\$6,664.20	\$4,442.80	NA	1% of 65,349 = 654 County Wide
Property Appraiser	\$111,070	\$6,664.20	\$4,442.80	NA	1% of 65,349 = 654 County Wide
Tax Collector	\$111,070	\$6,664.20	\$4,442.80	NA	1% of 65,349 = 654 County Wide
Superintendent of Schools	\$111,070	\$6,664.20	\$4,442.80	NA	1% of 65,349 = 654 County Wide
Supervisor of Elections	\$93,461	\$5,607.66	\$3,738.44	NA	1% of 65,349 = 654 County Wide
County Commission District #1	\$47,502	\$2,850.12	\$1,900.08	NA	1% of 65,349 = 654 County Wide
County Commission District #3	\$47,502	\$2,850.12	\$1,900.08	NA	1% of 65,349 = 654 County Wide
County Commission District #5	\$47,502	\$2,850.12	\$1,900.08	NA	1% of 65,349 = 654 County Wide
School Board District #2	\$30,250	NA	\$1,210.00	NA	1% of 65,349 = 654 County Wide
School Board District #4	\$30,250	NA	\$1,210.00	NA	1% of 65,349 = 654 County Wide
County Court Judge	\$134,280	NA	\$5,371.20	NA	1% of 65,349 = 654 County Wide
VCDD-1 Seat 1,3,5	NA	NA	\$25.00	NA	25 (within VCCD 1 only)
VCDD-2 Seat 4,5	NA	NA	\$25.00	NA	25 (within VCCD 2 only)
VCDD-3 Seat 3,5	NA	NA	\$25.00	NA	25 (within VCCD 3 only)
VCDD-5 Seat 1,3,4	NA	NA	\$25.00	NA	25 (within VCCD 5 only)
VCDD-6 Seat 2,3	NA	NA	\$25.00	NA	25 (within VCCD 6 only)
VCDD-7 Seat 2,4	NA	NA	\$25.00	NA	25 (within VCCD 7 only)
VCDD-8 Seat 1,2	NA	NA	\$25.00	NA	25 (within VCCD 8 only)
Soil & Water Conservation District Seat 1,2,3,4,5	NA	NA	\$25.00	NA	25 (County Wide)
North Sumter County Utility Dependent Districts					
Seat 1 - District 5	NA	NA	\$25.00	NA	25 (within VCDD 5 only)
Seat 2 - District 6	NA	NA	\$25.00	NA	25 (within VCDD 6 only)
City of Bushnell					
Commissioner Seat 2,4	\$3,000	NA	NA	\$30.00	NA
City Clerk	\$72,473.00	NA	NA	\$724.73	NA
City of Center Hill					
Commissioner Seat 2, 4	\$2,400.00	NA	NA	\$39.00	\$15 Qualifying Fee is included (by Ordinance)
Mayor	\$3,600.00	NA	NA	\$61.00	\$25 Qualifying Fee is included (by Ordinance)
City of Wildwood					
Commissioner Seat 3,5	\$5,850.00	NA	NA	\$58.50	NA

The salary provisions apply to all designated officers in all counties of the state, except those officials whose salaries are not subject to being set by the Legislature due to the provisions of a county home rule charter, as well as those officials of counties that have a chartered consolidated form of government as provided in Chapter 67-1320, Laws of Florida. The current salary formula methodology specifies that the latest official population census counts for the years between decennial censuses serve as a major component of the salary computation. In addition to the population figures, the salary formula contains five other components. The base salary, group rate, and initial factor are currently set in law. The annual factor and cumulative annual factor components are certified annually by the Florida Department of Management Services (DMS).

(F.S. 99.092) Qualifying Fee is computed by multiplying 12 times the monthly salary, excluding any special qualification pay authorized by such office as of July 1 immediately preceding the first day of qualifying. The qualifying fee consist of a filing fee, which is 3% of the annual salary of the office, and an election assessment fee, which is 1% of the annual salary of the office. The amount of the party assessment fee is 2% of the annual salary. If qualifying with a Major Party the total assessed is 6% of the annual salary of that office, which includes all assessment fees. If Qualifying with No Party the total assessed is 4% of the annual salary of that office, which includes only the qualifying fee and election assessment fee. (F.S. 99.093) Each person seeking to qualify for nomination or election to a municipal office shall pay, at the time of qualifying for office, an election assessment. The election assessment fee is 1% of the annual salary of the office sought. If qualifying for a municipal office the total assessed is 1%.

(F.S. 99.061(3)) All Special District candidates shall qualify by paying a filing fee of \$25 or qualify by the petition process pursuant to F.S. 99.095.

(F.S. 99.095 Alternative Method 1%). A person who seeks to qualify as a candidate for any office and who meets the petition requirements of this section is not required to pay the qualifying fee or party assessment required by this chapter. The petition requirements for all candidates have been modified to require equal to one percent of the total number of registered voters of that geographical area, as shown by the compilation by the department for the immediately preceding general election. Special District candidates shall obtain 25 signatures of voters in the area represented by the office sought (effective date 01/01/08). The format of the petition shall be prescribed by the division and shall be used by candidates to reproduce petitions for circulation.

Registered totals are from book closing for last General Election (2010) and Qualifying Dates are as follows:

Federal, Judicial, State Attorney, and Public Defender Candidates
(Including write-in candidates)

Noon April 16 - Noon, April 20, 2012

State, Multicounty, County, District, and Nonpartisan Candidates
(Including write-in candidates and municipality candidates)

Noon, June 4, - Noon, June 8, 2012

March 19, 2012 – Prior to Noon, petitions for Federal, Judicial, State Attorney and Public Defender candidates seeking to qualify by the petition method due to Supervisor of Elections (Section 99.095 & 105.035, F.S. before noon of the 28th day preceding the 1st day of the qualifying period for the office sought).

May 7, 2012 – Prior to noon, petitions for statewide, multi-county, county and district candidates seeking to qualify by the petition method due to Supervisor of Elections (Section 99.095, F.S. before noon of the 28th day preceding the 1st day of the qualifying period for the office sought).

3. **NEW BUSINESS – ACTION REQUIRED**

a. **MINUTES**

1. Minutes of Regular Meeting held on March 26, 2012 (Attachments – Staff recommends approval)
2. Minutes of Regular Meeting held on April 9, 2012 (Attachments – Staff recommends approval)

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

1. None

c. **RESOLUTIONS FOR APPROVAL:**

1. Resolution No. R2012-07 Amending Chapters 4.3 and 5.1 of the City of Wildwood Personnel Rules (Attachments – Staff Recommends Approval)

d. **APPOINTMENTS**

1. None

e. **CONTRACTS AND AGREEMENTS**

1. Discussion/Approval of the Agreement Between the City of Wildwood and Word Family, LLC to attempt to obtain a grant which will allow development of water and wastewater lines that would benefit the owner's property and allow economic development of the surrounding areas as well (Attachments – Staff Recommends Approval)
2. Test and Certification Agreement for Safety Systems, A Division of Dart Electronics to provide annual testing, inspection and certification of the existing City Hall fire alarm system per State of Florida Code requirements (Attachments)

f. **FINANCIAL**

1. Bills for Approval (Attachments – Staff Recommends Approval)
2. Request Approval for City Hall HVAC Improvements, Change Order No. 2 for replacement of two compressors, valves, labor and preventative maintenance on outdoor air cooled chiller unit at a cost of \$13,600 (Attachments – Staff Recommends Approval)
3. Request Approval to purchase and replace the WWTP Reuse Pump Station Vertical Hollow Shaft Pump damaged by lightning strike from Tampa Armature Works at a cost of \$3,442 plus the services of a rubber tired crane at an estimated cost of \$1,000; anticipated total of \$4,442 (Attachments – Staff Recommends Approval)

g. **GENERAL ITEMS FOR CONSIDERATION**

1. Decision on whether to reschedule or cancel the Regular Commission Meeting of May 28th, 2012 that falls on the Memorial Day Holiday which is a City holiday (Board Option)
2. Wildwood Community Development Center, Inc. requests approval to sponsor a Unity Block Party on Jackson Street, closing the portion of Jackson Street between Terry Street and Moss Street on Saturday, May 26, 2012 from Noon to 8:00 PM (Attachments – Board Option)
3. Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility (Attachments – Staff Recommends Approval)
4. Request by Bruce Phillips, Utility Director, to schedule a Commission Workshop Meeting to discuss "The State of the Utilities"; recommendations for future system upgrades, expansions and maintenance issues (Attachments – Board Option)
5. Request by Gary Moyer to schedule a public hearing for June 25th to create the Brownwood CDD; June 25th is a regularly scheduled Commission Meeting date
6. Request approval for Mayor Wolf to execute a letter to PRM authorizing them to make new City Manager, William Ed Cannon's medical benefits effective May 1, 2012, per Section 6-Medical Benefits in his Contract (Attachments – Staff Recommends Approval)

4. **ADJOURN:**

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
CITY HALL COMMISSION CHAMBER
MARCH 26, 2012 – 7:00 P.M.

The City Commission of the City of Wildwood Florida met in Regular Session March 26, 2012 at 7:00 p.m.

Present were: Mayor Wolf, Commissioners Bivins, Clark, Allen and Strickland. Also present were: Interim City Manager Jacobs, City Attorney Blair, Assistant City Clerk Roberts, Police Chief Reeser, Development Services Director Peavy, Senior Planner Grimm, Utility Director Phillips and AVT Law.

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

1. TIMED ITEMS AND PUBLIC HEARINGS – 7:00 p.m.

- a. PUBLIC HEARING - 1ST READING - Ordinance No. O2012-13, an ordinance modifying the Five-Year Capital Improvement Schedule of the Capital Improvements Element of the Comprehensive Plan in the City of Wildwood (Attachments)

DSD Peavy reported that although this is the first reading for Ordinance O2012-13 through O2012-15, Public Hearings are required as part of the transmittal to the State. Noted a sign in sheet is available at the entrance for those wishing to speak.

O2012-13 is for the year 2011 through 2015. Referred to table listing improvement projects and whether funded or unfunded.

O2012-14 amends the future land use on property owned by 301/466 LLC. Request is to amend from Oxford Neighborhood mixed use to low density residential. The applicant filed proper application and demonstrated in the application that the impact on City's public facilities will decrease with the new land use.

O2012-15 – have been working a long time on this. Since the adoption of the 2035 Comp Plan, staff has been faced with a lot of problems where developers have problems meeting the requirements. There are 50 or so changes addressed in this ordinance. Eliminating the mix of housing types, the vertical mix requirement, trying to eliminate the 70% rule where it reduces every developable property by 30%. Trying to eliminate concurrency on transportation, parks and recreation and schools. Developments would still have to turn in a traffic study and City will review for operational and safety improvements and establishing congestion management system. City will follow the Interlocal agreement with Sumter County for public schools. Changed a lot of requirements to encourage in the Comp Plan. Will modify the LDR to add benefits or incentives for developers to meet the minimum densities. Those are the major changes being requested.

The City will have 10 days to have transmitted to the State. The State will have 30 days to review and respond. They are limited to what they can comment on

under the new regulations. After comments received from the State this will be brought for the second final reading.

Ordinance NO. O2012-13 read by title only.

Public Hearing opened for O2012-13. No comments received.

Motion by Commissioner Bivins, second by Commissioner Clark to transmit Ordinance O2012-13 to the State of Florida. Motion carried by unanimous vote.

- b. PUBLIC HEARING - on the transmittal of Ordinance No. O2012-14 to the state land planning agency for review; and 1st READING of Ordinance No. O2012-14, an ordinance proposing a Large Scale Future Land Use Map Amendment to the adopted Local Comprehensive Plan And Future Land Use Map in accordance with the Community Planning Act of 2011 (Attachments)

Ordinance No. O2012-14 read by title only.

Public Hearing opened for O2012-14. No comments received.

Motion by Commissioner Allen, second by Commissioner Strickland to transmit Ordinance O2012-14 to the State of Florida. Motion carried by unanimous vote.

- c. PUBLIC HEARING - on the transmittal of Ordinance No. O2012-15 to the state land planning agency for review; and 1st READING of Ordinance No. O2012-15, an ordinance proposing text amendments to the Future Land Use, Transportation, Intergovernmental Coordination, Capital Improvements, and Public Schools Facilities Elements of the Adopted Local Comprehensive Plan in accordance with the Community Planning Act of 2011 (Attachments)

Ordinance No. O2012-15 read by title only.

Public Hearing opened for O2012-15. No comments received.

Motion by Commissioner Clark, second by Commissioner Bivins to transmit Ordinance No. O2012-15 to the State of Florida. Motion carried by unanimous vote.

- d. PUBLIC HEARING – 2nd FINAL READING - Ordinance No. O2012-16, an Ordinance providing for the extension of the permitted hours of sale of alcoholic beverages in full service restaurants as defined in Section 4.8(c) of the City of Wildwood Code (Attachments – Staff Recommends Approval)

Ordinance O2012-16 read by title only.

Public Hearing opened for O2012-16. No comments received.

Motion by Commissioner Allen, second by Commissioner Bivins that Ordinance No. 2012-16: An Ordinance Of The City Of Wildwood, Florida, Amending Section 4-8 Of The City Of Wildwood Code; Providing For Hours Alcoholic Beverages May Be Sold; Providing For Conflict; Providing For An Effective Date: be adopted on second final reading. Motion carried. Yea – Allen, Bivins, Clark, Wolf. Nay – Strickland.

2. REPORTS AND PUBLIC INPUT

SPECIAL PRESENTATION:

- ❖ Proclamation declaring the month of April 2012 as Water Conservation Month in the City of Wildwood

Motion by Commissioner Bivins, second by Commissioner Allen to approve the Proclamation declaring the month of April 2012 as Water Conservation Month in the City of Wildwood. Motion carried by unanimous vote.

a. City Manager

- 1) FYI – Budget Comparison Report for February 2012 (Attachments)
ICM Jacobs reported the Expenditures for the General and Enterprise funds are lower than the Revenues collected through February. Will provide March report in April.
- 2) FYI – Contaminated Soil Assessment City of Wildwood Property Parcel D32=050 (Attachment – David Grimm to address)

ICM Jacobs requested Dave Grimm to address.

SP Grimm reported that last summer a company was desilting some storm water lines and without City permission the company deposited the silt on a City property. PWD Kornegay became aware of it and contacted FDOT who contacted the contractor to remove the silt. There was concern by him and PWD Kornegay as to whether the silt could have contaminated the property leaving the City with a liability. Ed Petersen with FDOT was contacted and requested that a soils assessment be done on the site by an independent lab to verify and confirm to the City that there is no contamination. Test was completed and all contaminated soils were removed and there is no longer any issue at the site. Only cost to the City was the phone call to FDOT.

- 3) FYI – Assignment of Land Lease Agreement between the City of Wildwood and New Cingular Wireless PCS, LLC dated Aug. 30, 2011 to Tower Development Corp. who has appointed Crown Castle USE, Inc. as its exclusive development & site management for the Turtle Mount GC Cell Phone tower being constructed near the City's rib-site at Miona Lake (Attachments)

ICM Jacobs reported that the lease has been assigned and was assignable. CA Blair noted that utilities to the tower will be above ground. UD Phillips noted that underground could create problems for the berm around the RIBs. CA Blair suggested that the underground utility requirement be in the LDR as well as the Design Standard.

- b. City Attorney – Need to discuss CM contract. Mayor Wolf requested to hold until end of meeting.
- c. City Clerk - none
- d. Commission Members
Allen – introduced his visiting grandson, Sean who is serving in the Air Force and stationed in Anchorage Alaska.

Bivins – acknowledged striping that has been completed and to the job that David Grimm did staying on top of the projects. All have been completed and look good.

- e. Public Forum (10 minute time limit)
Jay Turner – (1) Thanks for the improvements on Clark Street and storm water retention. (2) Other issues to address. He is the president of the new founded non-profit organization called Kingdom Purpose Community Development Organization where they are re-shaping their community one block at a time. Been speaking with PWD Kornegay and presenting for Commission consideration some redeveloping and beautification on Jackson Street, Mills Street and Pitt Street. Main concern at this time is Jackson Street but biggest concern is Mills Street. Provided pictures of area to the Commission for review. Noted trees that were planted along the 301 side of the railroad but not on the Mills Street side. Noted sketches presented. Would like to have sidewalk and trees along Mills Street. Sketch of beautification they would like to see at the intersection. Jackson Street project would be maintained by the residents and asking that the Mills Street project be maintained by the City in reference to irrigation and trimming. This would be a project to be completed over a period of time. PWD Kornegay indicated that sidewalks along Jackson Street will be resurfaced, but did not give a date, and that new sod will be installed. (3) Came to Commission several years ago with a crosswalk on 301, but nothing has been done. City provides a parking lot but no crosswalk for 301 to City Hall.

Commissioner Allen noted that the State has done studies for crosswalks and they refuse to put in a crosswalk other than at 44A. Mayor Wolf noted a traffic light may be necessary for the crosswalk. Mr. Turner indicated he has been in several cities where crosswalks did not have lights, such as Apopka and Ocala and Ocala's is on 301. Mayor Wolf noted the State will have to be asked, but the City could pursue. Mr. Turner asked if he has the support of the Commission for him to go forward with the finalized proposal for the reshaping and beautification. Mayor Wolf recommended that the Commission approve for City directors such as the Public

Works Director and Police Chief to meet with Mr. Turner, work out a recommendation and bring it back to the Commission. Commission needs to know who will be responsible for the different aspects of the projects.

ICM Jacobs reported that PWD Kornegay spoke with him and had told Mr. Turner that everything needed to be in writing even down to the type of plants being proposed. Mr. Turner indicated that his take is to go forward and provide at a future Commission meeting all the information, including grant information. Commissioner Allen we are all for improvements. Commissioner Bivins had asked about beautification going up Jackson and there was some problem about irrigation, but if the residents and non-profit are will to be responsible for that, we need to encourage the project.

Mayor Wolf noted a letter requesting the City to shine blue lights on the water fountain the last week of April in recognition of Child Abuse Prevention. May be just a matter of changing the bulbs. ICM Jacobs noted that the water restrictions allow only four hours per day to run the fountain. An alternative would be to place blue lights around City Hall.

- f. Notes, Reports, and items for the file as attached

3. NEW BUSINESS – ACTION REQUIRED

a. MINUTES

- 1) Minutes of Regular Meeting held on March 12, 2012 (Attachments – Staff recommends approval)

Motion by Commissioner Strickland, second by Commissioner Bivins to approve the minutes of March 12, 2012. Motion carried by unanimous vote.

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

- 1) Ordinance No. O2012-17; an Ordinance creating a Wildwood Area Historical Board for the preservation of historical artifacts, pictures and documents to preserve the history of the City of Wildwood (Attachments)

Commissioner Strickland questioned section regarding items belonging to the City. CA Blair indicated language could be included to cover loans for display.

Commissioner Allen asked if the Beautification Board could be resurrected.

c. RESOLUTIONS FOR APPROVAL:

- 1) None

d. APPOINTMENTS

- 1) None

e. CONTRACTS AND AGREEMENTS

1) Lift Station Maintenance and Service Agreement with Florida Citrus Center, Inc. and MARBEC, Inc. dba McDonald's (Attachments – Staff Recommends Approval)

UD Phillips indicated the agreement is the same as in the past.

Motion by Commissioner Strickland, second by Commissioner Clark to approve the Lift Station Maintenance and Service Agreement with Florida Citrus Center, Inc. and MARBEC, Inc. dba McDonald's. Motion carried by unanimous vote.

f. FINANCIAL

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

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

2) Request for approval of Change Order No. 3 by Utility Systems Construction, Inc. in the amount of \$19,817.67 for additional work on the Pitt/Stone Drainage CDBG Grant Project (Attachments – Staff Recommends Approval)

SP Grimm – closing out Pitt and Stone project. These items made it a better project. There was additional paving, a second pump to run alternately, and additional driveway aprons. This is the final Change Order on the three projects. Should have additional \$140,000 remaining and will bring back a recommendation on use of money.

Motion by Commissioner Bivins, second by Commissioner Allen to approve Change Order No. 3. Motion carried by unanimous vote.

3) Request for approval for Kimley-Horn Individual Project Order No. 14 in the amount of \$93,300 to prepare a Preliminary Design Report for the Champagne Farms Water Treatment Facility (Attachments – Staff Recommends Approval)

Motion by Commissioner Allen, second by Commissioner Bivins to move forward to have approved by SWFWMD as alternative source wells and approve to have designed as quickly as possible. Motion carried by unanimous vote.

4) Request approval to expend \$10,074.50 from the L.E.T.F. to purchase Driver License Scanners, mobile printers, one laptop computer, and Nimh battery chargers for the Police Department (Attachments – Staff Recommends Approval)

Motion by Commissioner Allen, second by Commissioner Clark to approve request. Motion carried by unanimous vote.

g. GENERAL ITEMS FOR CONSIDERATION

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March 26, 2012

- 1) Request from the Lake Sumter Children’s Advocacy Center to recognize April as Child Abuse Prevention Month and consider shining blue lights on the fountain in front of City Hall during the last week of April to promote the “Get Out Your Blues” campaign to raise awareness of child abuse in our area (Attachments – Staff Recommends Approval)
- 2) Notice of Special Called Meeting on Monday, April 2, 2012 at 7:00 p.m. for a Public Hearing to receive public comment on the proposal to make a grant application with USDA Rural Development for Police vehicles (Attachment)

Motion by Commissioner Clark, second by Commissioner Bivins to amend the agenda to include City Manager contract. Motion carried by unanimous vote.

Mayor Wolf – talked with Mr. Cannon after the last meeting. Mr. Cannon feels Covington will not hold him to the \$15,000. Talked with him again today and Mr. Cannon has talked with CA Blair. Is it possible to provide two optional contracts. One based on the \$15,000 having to be paid and a second with lower costs. CA Blair reported discussion with Mr. Cannon and he really wants to come.

Two options were suggested and Commission concurred.

- (1) \$80,000 with \$15,000 to Covington and actual cost to lease moving van and fuel.
- (2) \$87,750 with minimum moving expense and car allowance of \$500 per month. It was noted that a 1099 would have to be provided for the car allowance.

4. ADJOURN:

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

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST: _____
Joseph Jacobs, City Clerk

Ed Wolf, Mayor

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
APRIL 9, 2012 – 7:00 P.M.
CITY HALL COMMISSION CHAMBER

The City Commission of the City of Wildwood Florida met in Regular Session, April 9, 2012 at 7:00 p.m.

Present were: Mayor Wolf, Commissioners Clark, Bivins, Allen and Strickland. Also present were: Interim City Manager Jacobs, City Attorney Blair, Assistant City Clerk Roberts, Police Chief Reeser, Utility Director Phillips and AVT Law.

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

1. TIMED ITEMS

a. Public Hearing, Second final reading. Ordinance No. O2012-17; an Ordinance creating a Wildwood Area Historical Board for the preservation of historical artifacts, pictures and documents to preserve the history of the City of Wildwood (Attachments)

Ordinance No. O2012-17 read by title only.

Public Hearing opened. No comments received.

Motion by Commissioner Clark, second by Commissioner Bivins that Ordinance No. O2012-17: An Ordinance Of The City Of Wildwood, Florida, Creating A Wildwood Area Historical Board; Providing For Conflict; Providing For An Effective Date: be adopted on second final reading. Motion carried by unanimous vote.

CA Blair reported that a resolution to appoint members will be brought to next meeting.

Gidget Gibson reported they have been approached by the Baker family regarding donating the Baker home and five acres to the City for historical purposes. ICM Jacobs noted the Baker family would expect some tax incentive or write up for tax purposes. Mayor Wolf requested that CA Blair research what is necessary for tax purposes and for designation of historical building. Mayor Wolf noted this is the homestead of Senator Baker. CA Blair indicated she would check with Leesburg for information because they had the Mote-Morris home designated.

By common consent the Commission referred to CA Blair to research and return information as soon as possible.

SPECIAL PRESENTATION:

a. Tarah Harkins, CSX Community Affairs & Safety Officer – Update on CSX Capacity Expansion in Downtown Wildwood; the future of the RR Pedestrian Crossing at Oxford St.; planned sidewalk at SR 44-A / US 301 (NO attachments)

Ms. Harkins reported that FDOT had contacted CSX regarding commuter service between south Florida and Orlando several years back. CSX was amenable but would mean the capacity of the S line through Wildwood would have to be increased. When

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construction is complete by 2014 the train speeds are expected to increase up to 60 mph on the double main line. Have looked at two crossings in Wildwood. The Oxford Street crossing was closed several years ago and was reclassified as a private crossing. With the increase in speed and number of tracks the Oxford Street crossing will be closed. The 44A crossing will have the sidewalk extended through to 301 at CSX expense. When the time comes to run trains at 60 mph CSX will look to partner with the City to make sure the Public is aware of the increase. Will look to the City to help determine which medium is the most effective for notifying the public. Would like to schedule a crossing blitz at those sites affected. They would work with the police department to hand out safety literature. Will appear at meetings and schools as the City feels necessary.

Understands there are questions from businesses that about the railroad property about how the expansion will effect them. Cannot answer definitively, but it appears CSX will be able to partner with the individual business owners to create a safe situation where they can continue to use the drive way that was constructed on CSX property and potentially utilize the parking with appropriate safety barricades and appropriate safety factors put into place.

Signage will be put up that the Oxford crossing is closed along with No Trespassing signs. Commissioner Allen suggested that a barrier be placed there.

Mayor Wolf asked if Ms. Harkins could find the agreement with the City when Oxford street was closed. Ms. Harkins to check with records.

b. Proclamation declaring Friday, April 27, 2012 as Arbor Day in the City of Wildwood (Attachment)

Motion by Commissioner Allen, second by Commissioner Bivins to approve proclamation declaring Friday, April 27, 2012 as Arbor Day in the City of Wildwood. Motion carried by unanimous vote.

2. REPORTS AND PUBLIC INPUT

a. City Manager FYI – Quarterly Report for Public Works (Attachments)

b. FYI – Sumter Co. School Board is interested in selling old North Sumter Primary School property on N. Warfield Ave. (Attachment)

b. City Attorney

Confirmed that two executed contracts had been received from Mr. Cannon and that he was still negotiating with his board. Still do not know what the current employer will require as to the payout.

c. City Clerk – None

d. Commission Members

Commissioner Allen – house on Huey Street to be taken down. Have not received an update from Melanie Peavy. Mayor Wolf asked if the County was going to use it for burn training. PC Reeser to check through Code Enforcement.

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April 9, 2012

- e. Public Forum (10 minute time limit) - None
- f. Notes, Reports, and items for the file as attached

3. NEW BUSINESS – ACTION REQUIRED

a. MINUTES

- (1) Minutes of Special Called Meeting held on March 19, 2012 (Attachments – Staff recommends approval)
- (2) Minutes of Special Called Meeting held on March 20, 2012 (Attachments – Staff recommends approval)
- (3) Minutes of Special Called Meeting held on April 2, 2012 (Attachments – Staff recommends approval)

Motion by Commissioner Bivins, second by Commissioner Strickland that the minutes of March 19, March 20 and April 2, 2012 be approved as typed. Motion carried by unanimous vote.

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

- (1) None

c. RESOLUTIONS FOR APPROVAL:

- (1) Resolution No. R2012-05, providing for increases semi-annually to the solid waste user charge based on fuel adjustment costs (Attachments – Staff Recommends Approval)

Resolution No. R2012-05 was introduced and read by title only.

Doug McCoy of Waste Management was present to address any questions.

Motion by Commissioner Allen, second by Commissioner Bivins that Resolution NO. R2012-05: A Resolution of the City Commission of the City of Wildwood, Florida providing for increases to the solid waste user charge; providing an effective date. Rescinding Resolution No. R2011-17: be adopted. Motion carried by unanimous vote.

d. APPOINTMENTS

None

e. CONTRACTS AND AGREEMENTS

- (1) Progress Energy's request for a 20' wide Utility Easement across Parcel Number: D29=029 (Miona Lake rib site) to provide power to new cell phone tower being constructed on same parcel by Castle Tower/Turtle Mount Tower; Version 1 is City Attorney Blair's version which runs with the Land Lease Agreement for the tower; Version 2 is Progress Energy's version leaving out connection to Land Lease Agreement allowing the perpetuity of the easement (Attachments – City Attorney Recommends Approval of Version 1)

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Motion by Commissioner Allen, second by Commissioner Strickland to approve the City Attorney's version 1 of the Progress Energy utility easement for Turtle Mount Tower. Motion carried by unanimous vote.

f. FINANCIAL

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

Motion by Commissioner Bivins, second by Commissioner Strickland to approve payment of bills. Motion carried by unanimous vote.

(2) Request by the Police Department to purchase a new automated phone system with caller ID and add two additional lines to better serve the citizens and relieve the burden of handling all incoming administrative calls by dispatchers (Attachments – Staff Recommends Approval)

Motion by Commissioner Bivins, second by Commissioner Clark to approve Request by the Police Department to purchase a new automated phone system with caller ID and add two additional lines to better serve the citizens and relieve the burden of handling all incoming administrative calls by dispatchers. Motion carried by unanimous vote.

(3) Request by Bruce Phillips, Utility Director for approval to purchase a Roots model 711-URAI blower from Barney's pumps at a cost of \$14,335.00 to replace one in the WWTP's 2007 Equalization Tank that failed and is non-repairable (Attachments – Staff Recommends Approval)

Motion by Commissioner Allen, second by Commissioner Bivins to take the recommendation of the Utility Director and purchase Roots model 711-URAI blower from Barney's pumps at a cost of \$14,335.00. Motion carried by unanimous vote.

g. GENERAL ITEMS FOR CONSIDERATION

None

4. ADJOURN:

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

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: RESOLUTION R2012-07 – Amending Personnel Policies and Procedures
CHAPTER IV Recruitment and Hiring of Employees and
CHAPTER V CLASSIFICATION PLAN**

REQUESTED ACTION: _____

Work Session (Report Only) **DATE OF MEETING:** 05/14/12
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: _____
Effective Date: _____ Termination Date: _____
Managing Division / Dept: _____

BUDGET IMPACT: Up to 10% potentially (Policy 5.1.D.5.a)

Annual **FUNDING SOURCE:** _____
 Capital **EXPENDITURE ACCOUNT:** _____
 N/A

HISTORY/FACTS/ISSUES:

Upon Review of Chapter IV of the Personnel Policies and Procedures, it has been determined that the manner in which the City advertises for vacancies needs to be revised to accommodate the practice of promoting or transferring an existing employee without advertisement. Should the City have a current employee that qualifies for said position, the City Manager should have authorization to utilize internal promoting or transferring of any existing employee from one department to another without the need to advertise. Should there not be any current employees qualified for said position, current guidelines for advertisement would be adhered to.

Upon Review of Chapter V of the Personnel Policies and Procedures, it has been determined that there needs to be a more specific section added back into the Policy which pertains to additional duties that may fall upon an employee due to the fact that the Dept. Head is out for an extended period of time. Prior to 2009, a temporary pay adjustment was allowed for such a purpose and to date has still been used on occasion with no actual policy in place. This Resolution R2012-07 would allow the City Manager to have the discretion to approve such a stipend for a temporary period of time only if the specific criteria described therein was present.

Both of the above items were presented to the City Attorney for review.

Thank-you,

Human Resources

RESOLUTION NO. R2012-07

A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA;
AMENDING CHAPTERS 4.3 AND 5.1 OF THE CITY OF
WILDWOOD PERSONNEL RULES; AND PROVIDING FOR
AN EFFECTIVE DATE.

Be it resolved:

SECTION 1. Chapter 4.3 City of Wildwood Personnel Rules is hereby amended as follows [cross-throughs (-) indicate deletions and underlines () indicate additions]:

Policy 4.3. RECRUITING.

A. SUBJECT: Employee recruitment.

B. PURPOSE: To provide a uniform procedure for recruitment of the City's employees.

C. POLICY. A uniform procedure for the recruitment of City employees will promote fairness in employee hiring practices.

D. PROCEDURE.

1. A need for recruitment of employees arises when any of the following occurs:

a. A vacancy in a classified position exists and it is determined that it will be filled. Wherever a vacancy is to be filled, the department head under whose authority the position falls shall notify the City Manager of the need and shall indicate the class of the position.

b. A new position is proposed by the City Manager and approved by the City Commission.

c. Temporary help is necessary because of seasonal or other employment needs as set by the City Manager.

In all of the above situations the Personnel Office will be notified by the City Manager of the need to fill the position. If there is an existing employee who meets the requirements of the position and the employee wishes to transfer to the open position, the City Manager has the discretion to transfer the employee to the open position without the need for advertisement. If there is no qualified employee that the City Manager determines should be transferred to the open position, then the City Manager shall direct the Personnel Office to advertise the position and accept applications. ~~advertise the position and to accept applications.~~

2. A vacancy in a classified position must be filled by appointment of a probationary or temporary employee.
3. All appointments to City service shall be made according to merit and fitness. Merit and fitness may be ascertained by examination which shall be prepared by or under the direction of the City Manager. Examinations shall relate to these matters that will test fairly the capacity and fitness of the candidates to discharge efficiently the duties of the position for which the examinations are held. Examinations may include written, oral, physical or any other qualifications or attributes which, in the judgment of the City Manager, enter into the determination of the relative fitness of the applicant.
4. Recruitment may occur by:
 - a. Insofar as it is practicable, vacancies in higher positions may be filled by promotion from lower classes.
 - b. The City will advertise regular part-time and full-time vacant positions on the City website. If insufficient application result from placement on the website, then the City will advertise in the local newspaper or such other publication as the City Manager deems appropriate. The City will also post any notice of vacancies in the City Hall
 - c. A position may be filled by transferring an employee from another position of the same class or similar class with essentially the same basic qualifications and having the same maximum salary. Transfers must be approved by both department heads concerned and the City Manager.
 - d. Discrimination against any person in recruitment, examination, appointment, training, promotion, or any other personnel action because of political or religious opinion or affiliation or because of race, sex, national origin, age, physical handicap, or any other non-merit factor is prohibited.
5. In determining successful candidates for any classified position, due consideration shall be given to such factors as education, training, experience, aptitude, knowledge, character, skills, abilities, physical fitness, references or other factors which may enter into the determination of the relative fitness of the applicant. It shall be the policy of the City to comply with the requirements of Chapter 295 of the Florida Statutes in considering the employment of Veterans.
6. No application will be accepted unless a Vacancy has been posted by the Personnel Office upon approval of the City Manager.

SECTION 2. Chapter 5.1 City of Wildwood Personnel Rules is hereby amended as follows [cross-throughs (-) indicate deletions and underlines (_) indicate additions]:

Policy 5.1. CLASSIFICATION PLAN.

A. SUBJECT. Inventory of employee positions.

B. PURPOSE. The classification plan provides a complete inventory of all positions in the city service as well as accurate descriptions for each class of employment. The plan standardizes titles, each of which is indicative of a range of duties and responsibilities and has the same meaning throughout the classified service.

C. POLICY. It is the policy of the City to clarify the duties and responsibilities of the City employee through use of a classification plan. The classification plan consists of:

a. A grouping into classes of positions which are or approximately equal difficulty and responsibility, which require the same general qualifications and which can be equitably compensated for within the same pay range under similar working conditions.

b. A class title, descriptive of the work of the class, which shall identify each class.

c. The classification plan may be coordinated with or overlay the compensation plan.

D. PROCEDURES.

1. Class Title - Class title shall be used in all official city records. No person shall be appointed to, or employed in a position in the classified service under a title not included in the classification plan.

2. Uses of the Classification Plan

a. In determining lines of promotion and in developing an employee training program

b. In determining salaries which are the commission's goal to pay for various types of work.

c. In preparing announcements for examination.

d. As a guide in preparing examinations which will measure the qualifications needed to perform the work of the class.

e. In determining personal service budget items.

f. In providing uniform job terminology which is understandable by City officials, employees, and general public.

3. Maintenance of the Classification Plan - The City Manager is charged with the responsibility for the proper and continuous maintenance of the classification plan so that it will reflect on a current basis the duties being performed by each employee in the city service. The administration staff shall recommend to the City Manager any necessary amendments to the plan in the form of new classes and the abolishment of classes no longer required in the plan. Re-allocations of positions within the approved classification plan shall be made as follows:

a. The City Manager shall make or cause to have made a study of each new position as it is created, and on the basis of the study, place the position into the appropriate class within the classification plan.

b. Changes in the duties and responsibilities of a position involving either the addition of new assignments or the taking away or modifying or existing assignments shall be reported to the City Manager by department heads. If these are determined to be permanent, or more than minor changes which justify the re-allocation to a different classification, the City Manager shall place such position in its appropriate class.

c. The City Manager shall periodically cause to have reviewed the classification of positions, and upon the basis of investigation make appropriate changes in the allocations to the classification plan.

d. An employee affected by the allocation or re-allocation of a position in the classification plan shall be afforded a reasonable opportunity to be heard by the City Manager after filing a written request. The City Manager, after hearing the facts of the case, shall render his decision and such decision will be reported to the employee and to the department head in writing.

4. The position description does not constitute an employment agreement between the City and employee and is subject to change as the needs of the City and the requirements of the job change.

5. The City Manager has the discretion to approve placement of an employee in a temporary position as a department head if a department head is absent for a period of four weeks or longer and the department head's absence requires that employee to assume supervisory or other responsibilities that are those of the absent department head. The City Manager may designate such employee as an acting department head as follows:

a. The employee assigned to the department head position will receive his or her regular pay rate plus 10% or the minimum of the department head pay grade beginning on the first day of the fifth week, retroactive to the first day the employee was required to assume such duties.

**AGREEMENT
BETWEEN THE CITY OF WILDWOOD, FLORIDA
AND
WORD FAMILY, LLC**

THIS AGREEMENT is made this ____ day of _____, 2012, between The City of Wildwood, a Florida Municipal Corporation (hereinafter "The City"), and Word Family, LLC (hereinafter "Owner").

WHEREAS, Owner is the owner of certain real property more particularly described as _____ (hereinafter "Owner's Property"); and,

WHEREAS, Developer seeks to develop Owner's Property; and,

WHEREAS, Developer proposes to construct a 30,000 square foot assisted living facility which Developer believes will create 200 new jobs in two years from the start of construction plus an additional 200 new jobs for a total of 400 within three years from the start of construction; and,

WHEREAS, Developer wishes to work with the City to attempt to obtain a grant which will allow the development of water and wastewater lines that would benefit the Owner's Property and allow economic development of the surrounding areas as well; and,

WHEREAS, the City has a need to upgrade its current water and wastewater lines and extend them from their current location to the Owner's Property and surrounding area.

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. City will investigate the feasibility of applying for grant funds to pay for the needed water and sewer lines to the Word property. Work products will include a

description of the grant program requirements and a preliminary engineering report that includes an estimate of the probable project costs.

2. Owner will fully cooperate with the City by providing information as needed so that the feasibility of the project can be fully assessed and reimbursing the City for the cost of the work described by the attached task orders. After Owner pays the City, the City will pay the subcontractors that have agreed to perform the work.

3. Owner understands that this agreement is solely for the purpose of a grant feasibility study and in no way excuses Owner from the payment of any TIE, connection or other fees due at the time of development of the property.

4. Owner represents that it is in the process of development of a facility which will create sufficient new jobs to justify application for an EDA grant for extension of the City's water and wastewater systems to Owner's property.

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

ATTEST

CITY OF WILDWOOD

Joseph Jacobs, City Clerk

BY: _____
Mayor Ed Wolf

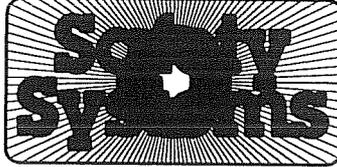
DATE: _____

WORD FAMILY, LLC

WITNESS

By:
Its:

WITNESS



A Division of Dart Electronics, Inc. ® ®

LICENSE # EF0000114

1 (800) 282-9706

Fax (727) 545-1476

3.) NEW BUSINESS - ACTION REQUIRED
e.) Contracts and Agreements -
2.) Test and Certification Agreement for Safety Systems,
A Division of Dart Electronics to provide annual testing,
inspection and certification of the existing City Hall fire
alarm system per State of Florida Code requirements

1-352-854-5665 (24-hr.)

13600 S.W. St. Road 200

Dunnellon, FL 34432

P.O. Box 76039

Ocala, FL 34481-0039

1-727-544-8564 (24-hr.)
5390 Park Blvd.
Pinellas Park, FL 33781
P.O. Box 40696
St. Petersburg, FL 33743-0696

Dear Customer,

Please find the enclosed Test and Certification Agreement for your review and consideration.

Test and Certification Agreement terms (Please see contract for full detail of terms and conditions.) Upon receipt of the signed agreement(s) we will call to schedule the test. Each year thereafter, we will schedule the test and certification in advance prior to due date. If you are not on contract, prices are subject to review each year.

Advantages of having a test agreement are a fixed price for each test for the contract term and Preferred Customer Service Rates. Please see rates below.

1. Service Call \$30.00 (this is the standard rate.)

*Plus labor

2. Labor

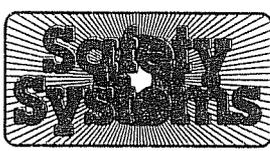
(Minimum charge of 1-hr labor)

P.C.S.R. Contract rate: \$90.00/hr (1-tech)
\$135.00/hr (1-tech, 1-assistant)

Regular Service rate: \$120.00/hr (1-tech)
\$160.00/hr (1-tech, 1-assistant)

If you wish for Dart Electronics, Inc. to perform these services, please sign the Agreement(s) and retain the yellow copy for your records and **SEND BACK THE WHITE COPY** in the envelope provided for your convenience.

Sincerely,
Daniel P. McGeehan, VP



A Division of Dart Electronics, Inc.
 LICENSE # EF0000114
 1 (800) 282-9706
 Fax (727) 545-1476

3) NEW BUSINESS - ACTION REQUIRED

e.) Contracts and Agreements
2) Test and Certification Agreement for Safety Systems,
 A Division of Dart Electronics to provide annual testing,
 inspection and certification of the existing City Hall fire
 alarm system per State of Florida Code requirements
 13600 S.W. St. Road 200
 Dunellon, FL 34432

1-727-544-8564 (24-hr.)
 5390 Park Blvd.
 Pinellas Park, FL 33781
 P.O. Box 40696
 St. Petersburg, FL 33743-0696

P.O. Box 76039
 Ocala, FL 34481-0039

PLEASE REMIT TO: P.O. BOX 40696, ST. PETERSBURG, FL 33743-0696

04/06/2012 **TEST AND CERTIFICATION AGREEMENT**

DATE: 04/06/2012
 NAME: WILDWOOD CITY HALL
 ADDRESS: 100N. MAIN STREET
 CITY, STATE, ZIP: WILDWOOD, FL 34785

Customer hereby orders DART ELECTRONICS, INC., hereinafter referred to as "DART", A Florida Corporation doing business as SAFETY SYSTEMS SERVICE, and DART ELECTRONICS, INC. hereby agrees to provide such service on the following: **FIRE ALARM SYSTEM**

PLEASE CIRCLE FREQUENCY **(ANNUAL)** SEMI ANNUAL QUARTERLY

The Customer acknowledges that he has read this Agreement, understands it and agrees to be bound by its terms and further agrees that it is the complete and exclusive statement of the Agreement between the parties which supersedes all proposals oral or written and all other communications and prior agreements between the parties relating to the subject matter of this Agreement. The terms of this Agreement may not be amended, modified, or rescinded except by written instrument signed by both parties.

ACCEPTANCE: Acceptance of this Agreement by DART is contingent upon the absence of any mathematical error or deviation from Dart's standard prices. Unless advised to the contrary within fifteen (15) days from the signing of this agreement, Customer may consider this Agreement to have been accepted by Dart as written.

Term: This Agreement will remain in force from the date signed and continue for a period of five (5) years. Thereafter, it will be renewed for yearly periods unless terminated by either party by providing written notification of termination at least forty-five (45) days prior to the expiration date of this Agreement, and any renewal thereof. By payment of the invoice submitted at the time of renewal Customer accepts the terms and conditions of Dart's Test and Certification Agreement then in effect for the renewal.

SERVICE AVAILABILITY: Dart agrees to provide test and certification during Dart's normal business hours. This test includes COMPLETE TEST AND INSPECTION OF THE EXISTING FIRE ALARM SYSTEM. UPON COMPLETION

PROVIDE CERTIFICATION OF AS PER CODE REQUIREMENTS.

CHARGES: \$520.00 PER TEST AND CERTIFICATION

All Charges specified are those currently in effect and are subject to change at renewal. Alterations attachments, features or specification changes may result in an adjustment of the charges. A fuel surcharge shall be charged when the average cost per gallon of gasoline exceeds \$3.81 per gallon.

Test and Certification charges will be involved in advance. Payment is due within twenty (20) days of the invoice date subject to a late payment charge of 1.5% per month.

When, in Dart's judgement, a unit of equipment cannot be tested under this agreement, Dart will, at its sole option, either withdraw the unit from this agreement or submit a cost estimate for repairing, reconditioning or replacing the unit. Charges for repairing, reconditioning or replacing the unit will be list price in addition to test and certification charges.

TAXES Customer shall be responsible for any sales, use or other taxes imposed by any government authority in connection with service as defined in this Agreement.

DEFAULT: If Customer does not pay the amount due hereunder, or breaches any of the terms of this Agreement, DART may, in addition to any other legal remedies it may have, either refuse to continue to test the equipment or furnish any service of future test only on a per call basis. Upon said default or attempt by Customer to terminate this Agreement prior to its termination date, Customer agrees to pay to DART an amount equal to the remaining value of this Agreement which DART would receive in performing its test and certifications through the conclusion of the term of this Agreement. Customer also agrees to pay DART's cost and expenses of collection, including the maximum attorney's fee permitted by law.

SCOPE OF TEST: Customer acknowledges that the State of Florida requires testing and certification of certain systems. The scope of the test and certification to be performed by DART shall include those matters specifically set forth above in paragraph titled "SERVICE AVAILABILITY", and shall include a test of the devices which comprise the "Systems" DART and/or THEIR AGENT/S shall attempt to coordinate its test in conjunction with others, such as the test of the sprinkler system, but DART and/or their AGENT/S shall not be responsible to test those devices that are not set forth within this Agreement. DART and/or their AGENT/S shall not be responsible for the condition of the customer's equipment and shall not be obligated to repair any damage to the system occurring in the performance of the test, except for any damage that is the result of DART's or AGENT/S willful negligence. DART and/or their AGENT/S shall have no obligation or liability to test unknown devices or unknown portions of the system and it shall be the Customer's responsibility to provide DART and/or their AGENT/S an accurate description of the entire system, including the location of all devices associated therewith. DART and/or their AGENT/S shall not be responsible or obligated to test any portion of the system which is not accessible by DART or their AGENT/S scheduled test and certification. Should the test performed by DART or their AGENT/S reveal necessary repair of Customer's system, DART shall submit a cost estimate for repairing, reconditioning or replacing the unit and shall not be obligated to commence such repair, recondition or replacement unless authorized in writing by Customer. Customer makes any additional warranties to the devices and equipment comprising the system after the commencement of this Agreement, DART shall be entitled to increase its charges set forth herein for the additional time and material to perform future tests and certification after the initial test performed hereunder. The test and certification specifically does not include electrical work external to the equipment or maintenance accessories, attachments, or other devices, nor does it include the repair of damage to the system unless separately agreed to by the parties as set forth above.

ACCESS TO EQUIPMENT: DART and/or their AGENT/S will have full and free access to the equipment to provide the test contemplated herein. Customer shall be responsible to insure such access is available on the scheduled day of the test, and if any portion of the system is inaccessible, DART shall not be responsible or obligated to return to Customer's premises to complete the test. If a person, Dart representative shall perform service or repair a unit of equipment, and as a result further repair by DART is required such repairs will be made at DART's or their AGENT/S applicable time and material rates and terms then in effect.

LIMITATION OF LIABILITY: IT IS UNDERSTOOD BY CUSTOMER AND AGREED BY THE PARTIES HERETO THAT SAFETY SYSTEMS, A DIVISION OF DART ELECTRONICS, INC. AND/OR THEIR AGENT/S, IS NOT AN INSURER AND THAT INSURANCE, IF ANY, COVERING PERSONAL INJURY AND PROPERTY LOSS OR DAMAGE ON CUSTOMER'S PREMISES SHALL BE OBTAINED BY CUSTOMER. THAT THE PAYMENTS HEREIN BEFORE NAMED ARE BASED SOLELY UPON THE VALUE OF SERVICES AND MATERIALS PROVIDED BY DART AND/OR THEIR AGENT/S FOR THE BENEFIT OF CUSTOMER AND SAID PAYMENTS ARE NOT GUARANTEED TO GUARANTEE THAT NO LOSS WILL OCCUR; AND THAT DART AND/OR THEIR AGENT/S DOES NOT ASSUME RESPONSIBILITY FOR ANY LOSS OCCASIONED BY MALFEASANCE IN THE PERFORMANCE OF THE EQUIPMENT OR SERVICES TESTED UNDER THIS CONTRACT OR FAILURE OF ANY KIND OF THE EQUIPMENT IDENTIFIED HEREIN OR FOR ANY LOSS OR DAMAGE SUSTAINED THROUGH BURGLARY, FIRE, THEFT, ROBBERY OR OTHER CAUSE OR ANY LIABILITY ON THE PART OF DART OR THEIR AGENT/S BY VIRTUE OF THIS AGREEMENT OR BECAUSE OF THE RELATIONSHIP HEREBY ESTABLISHED, WHETHER DUE TO THE ACTIVE OR PASSIVE NEGLIGENCE OF DART AND/OR THEIR AGENT/S OR OTHERWISE. SUCH LIABILITY IS AND SHALL BE LIMITED TO THE SUM OF TEN PERCENT (10%) OF THE COST OF THE SERVICES OR A MAXIMUM OF TWO HUNDRED DOLLARS (\$200.00), WHICH SUM SHALL BE PAID AND RECEIVED AS LIQUIDATED DAMAGES. SINCE IT IS IMPRACTICAL AND EXTREMELY DIFFICULT TO ESTIMATE DAMAGES WHICH MAY ARISE DUE TO THE FAULTY OPERATION OF THE SYSTEM OR FAILURE OF SERVICES PROVIDED, THE PARTIES HAVE DETERMINED THAT THE LIABILITY LIMITATIONS HEREIN SET FORTH IS FIXED AS LIQUIDATED DAMAGES AND NOT AS A PENALTY AND THIS LIABILITY LIMITATION SHALL BE COMPLETE AND EXCLUSIVE. THE PARTIES HERETO AGREE THAT THE LIMITATION OF LIABILITY AS SET FORTH HEREIN SHALL APPLY IF ANY LOSS OR DAMAGE RESULTS DIRECTLY OR INDIRECTLY TO PERSONS OR PROPERTY FROM THE PERFORMANCE OR NON-PERFORMANCE OF OBLIGATIONS IMPOSED BY THIS AGREEMENT OR FROM NEGLIGENCE, ACTIVE OR PASSIVE OF DART, ITS AGENT/S, OR EMPLOYEES. DART AND/OR THEIR AGENT/S MAKES NO GUARANTEE OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS, THAT THE SYSTEM OR SERVICES SUPPLIED WILL AVERT OR PREVENT OCCURRENCES, OR THE CONSEQUENCES THEREFROM, WHICH THE SYSTEM OR SERVICES ARE DESIGNED TO DETECT. THE LIMITATION OF LIABILITY HEREIN IS UNRELATED TO THE VALUE OF CUSTOMER'S PREMISES AND SAID LIMITATION OF LIABILITY SHALL BE CONTROLLING IN ALL ACTIONS AGAINST DART AND/OR THEIR AGENT/S RESULTING FROM LOSS OF SAID PROPERTY. DART AND/OR THEIR AGENT/S ASSUME NO LIABILITY FOR ANY CLAIMS, DAMAGES OR LOSS TO THE PROPERTY OF ANY PERSON NOT A PARTY HERETO. IF ANY PERSON NOT A PARTY TO THIS AGREEMENT SHALL MAKE ANY CLAIM OR FILE ANY LAWSUIT AGAINST DART OR THEIR AGENT/S FOR FAILURE OF THE SYSTEM OR SERVICE IN ANY RESPECT, CUSTOMER AGREES TO INDEMNIFY, DEFEND AND HOLD DART AND/OR THEIR AGENT/S HARMLESS FROM ANY AND ALL SUCH CLAIMS AND LAWSUITS, INCLUDING THE PAYMENT OF ALL DAMAGES, EXPENSES, COSTS AND ATTORNEY'S FEES.

GENERAL: This Agreement shall be governed by laws of the State of Florida. It constitutes the entire Agreement between customer and DART for the test of the system. The terms and conditions herein shall prevail not withstanding any variance with the terms and conditions of any other submitted by Customer with respect to service.

DART may terminate this Agreement at any time for failure of Customer to comply with any of its terms and conditions, subject to the remedies set forth in the default paragraph above. Customer may terminate this Agreement for failure of DART to comply with any of its terms and conditions in the event Customer provides notice of the default in writing to DART and DART has not cured the same within forty-five (45) days of receipt of said notice. Customer represents that he/she/it is the owner of the the equipment subject to this Agreement, or, if not the owner, has the authority to enter into this Agreement.

DART shall not be responsible for delay or failure to render service due to strike, act of God, war, riots, or other disturbances, flood, fire and other causes beyond its control. The term "this Agreement" as used herein includes any future written amendments, modifications or supplements made in accordance herewith. This Agreement shall be binding upon and shall inure to the benefit of the their successors and assigns of the parties hereto, including any entity which may purchase the property of the Customer in which the system is located. This agreement shall be governed by and construed in accordance with the laws of the State of Florida and the prevailing Federal laws. All monies due under this Agreement shall be payable at DART's main office in St. Petersburg, Pinellas County, Florida. In consideration for DART entering into this Agreement, Customer consents to the jurisdiction of any Court within Pinellas County, Florida, and agrees that all litigation regarding this Agreement shall be brought only in Pinellas County, Florida and Customer, by execution by this Agreement specifically waives his or their privilege of venue in suits brought under this Agreement.

10/29/12

COMMENCEMENT DATE: 10/29/12
 SIGN HERE: City of Wildwood
 FIRM NAME OF PURCHASER

BY: Ed Wolf, Mayor
 SIGNATURE OF INDIVIDUAL / DATE
 Mayor PARTNER OR TITLE

DART ELECTRONICS, INC.
 DANIEL P. MCGEEHAN, VP
 REPRESENTATIVE

ACCEPTED: Daniel P. McGeehan 100 N. Main St., Wildwood, FL 34785
 OFFICIAL ADDRESS (CHIEF PLACE OF BUSINESS)

4-6-2012

City of Wildwood, Florida
May 14, 2012

3. NEW BUSINESS -- ACTION REQUIRED (f) FINANCIAL 1. Bills for Approval

CITY COMMISSION-LEGISLATIVE DEPARTMENT

1	Payroll	May 6, 2012 Pay Period - 5 Employees	\$	3,029.18
2	PGIT	Workers Comp Insurance	\$	12.65

CITY MANAGER-EXECUTIVE DEPARTMENT

3	Payroll	April 22, 2012 Pay Period - 1 Employees	\$	2,062.19
4	Payroll	May 6, 2012 Pay Period - 2 Employees	\$	5,669.51
5	Bright House	Internet Service	\$	16.50
6	Cason and Gaskins TV Inc	CAT Cable, Enercell	\$	25.48
7	City of Covington	Release of Contract Bill Ed Cannon	\$	5,000.00
8	Department of Management Services	Telephone Service	\$	6.07
9	Department of Management Services	Telephone Service	\$	61.10
10	EGP	Monthly Copier Maintenance Contract	\$	27.56
11	Ernie Morris Enterprises, Inc	Office Supplies	\$	9.00
12	Office Depot	Office Supplies	\$	47.95
13	PGIT	Workers Comp Insurance	\$	41.14

CITY CLERK-FINANCIAL & ADMINISTRATIVE DEPARTMENT

14	Payroll	April 22, 2012 Pay Period - 4 Employees	\$	10,465.98
15	Payroll	May 6, 2012 Pay Period - 4 Employees	\$	10,157.80
16	Bank of America	USPS Postal Envelopes, FACC, INC.	\$	703.90
17	Alice Borrack	Personal Vehicle Use	\$	15.74
18	Bright House	Internet Service	\$	32.92
19	Cason and Gaskins TV Inc	USB Cable	\$	26.99
20	Department of Management Services	Telephone Service	\$	6.91
21	Department of Management Services	Telephone Service	\$	151.13
22	EGP	Monthly Copier Maintenance Contract	\$	27.56
23	Federal Express	Postage	\$	42.18
24	IMS	Monthly Software Maintenance	\$	413.00
25	Joseph Jacobs	Personal Vehicle Use	\$	77.98
26	Office Depot	Office Supplies	\$	15.14
27	Oracle Elevator	Quarterly Maintenance Contract	\$	202.08
28	PGIT	Workers Comp Insurance	\$	65.65
29	Progress Energy	Electric Service	\$	2,287.52
30	Arthur Rivers	Wildwood Community Cemetery	\$	340.93
31	Terminix	Monthly Pest Control Contract	\$	87.50
32	Unifirst	Rugs	\$	47.88
33	Villages Technology Solutions Group	Technical Support - All General Fund Departments	\$	120.00
34	Waste Management	Tipping Fee	\$	181.16
35	Wildwood Ace Hardware	Lysol, Bowl Cleaner, Fiber Cloths, Glass Plus, Etc	\$	29.52

DEVELOPMENT SERVICES

36	Payroll	April 22, 2012 Pay Period - 4 Employees	\$	8,710.18
37	Payroll	May 6, 2012 Pay Period - 4 Employees	\$	8,710.18
38	American Planning Association	Membership - J McHugh	\$	290.00
39	Bright House	Internet Service	\$	32.92
40	Daily Commercial	Ads	\$	333.26
41	Department of Management Services	Telephone Service	\$	6.07
42	Department of Management Services	Telephone Service	\$	61.10
43	EGP	Monthly Copier Maintenance Contract	\$	27.56
44	Federal Express	Postage	\$	25.94
45	PGIT	Workers Comp Insurance	\$	56.94

HUMAN RESOURCES

46	Payroll	April 22, 2012 Pay Period - 1 Employee	\$	2,006.52
47	Payroll	May 6, 2012 Pay Period - 1 Employee	\$	2,006.52
48	Bright House	Internet Service	\$	8.23
49	Department of Management Services	Telephone Service	\$	6.07
50	Department of Management Services	Telephone Service	\$	61.10
51	EGP	Monthly Copier Maintenance Contract	\$	43.90
52	Federal Express	Postage	\$	34.37
53	Office Depot	Office Supplies	\$	0.90
54	PGIT	Workers Comp Insurance	\$	9.64

POLICE DEPARTMENT

55	Payroll	April 22, 2012 Pay Period - 28 Employees	\$	57,289.30
56	Payroll	May 6, 2012 Pay Period - 28 Employees	\$	54,467.97
57	Department of Management Services	Telephone Service	\$	51.74
58	Department of Management Services	Telephone Service	\$	135.06
59	Duchart Land Surveying, Inc.	Boundary Survey 400 Roy Street	\$	850.00
60	EGP	Monthly Copier Maintenance Contract	\$	215.64
61	Ernie Morris Enterprises, Inc	Office Supplies	\$	119.80
62	Ford Press	Business Cards	\$	100.00
63	General Fund	Petty Cash	\$	117.03
64	Jeff Revis Wrecker Service, Inc	Towing	\$	125.00
65	Lexis Nexis	FL Law Enforcement Handbook	\$	449.40
66	PGIT	Workers Comp Insurance	\$	2,429.89
67	Progress Energy	Electric Service	\$	412.04
68	Sands System Solutions	Mobile Printer, 7 Pro Dual Core	\$	10,742.00
69	Terminix	Monthly Pest Control Contract	\$	25.00
70	Tom Swain Tax Collector	Transfer Trailer Tag	\$	86.10
71	Wildwood Ace Hardware	Velcro, Bulbs, Filters, Spray Marking, Keys	\$	72.86
72	Wildwood Tire Company	Tires and Tire Repair	\$	695.00

STREET DEPARTMENT

73	Payroll	April 22, 2012 Pay Period - 10 Employees	\$	17,669.56
74	Payroll	May 6, 2012 Pay Period - 10 Employees	\$	17,618.23
75	Bank of America	FDLE CCHINET	\$	24.00
76	B & M Equipment	Drum Roller Rental	\$	148.18
77	Bright House	Internet Service	\$	39.98
78	Central Hydraulics Hose & Acc., Inc.	Water Hose	\$	118.16
79	C.R. 466A Landfill Facility, LLC.	Tipping Fee	\$	117.00
80	Culligan	Water Cooler Rental and Bottled Water	\$	25.04
81	C.W. Roberts Contracting, Inc	Paving and Asphalt	\$	116,305.20
82	D & L Auto Electric	Repair for Backhoe	\$	250.00
83	Department of Management Services	Telephone Service	\$	0.44
84	Department of Management Services	Telephone Service	\$	45.02
85	Ernie Morris Enterprises, Inc	Office Supplies	\$	35.60
86	Hi-Way Sign Company	Street Signs, Speed Limit Signs	\$	327.70
87	Kevin Mathews Medical Services	First Aid and Safety Products	\$	25.50
88	KWI	Stone Roller, Trailer Loader, Load Chain, Load Binder	\$	150.00
89	Leesburg Rent-All	Riding Roller with Trailer	\$	76.25
90	PGIT	Workers Comp Insurance	\$	1,483.60
91	Progress Energy	Electric Service	\$	334.57
92	Rainey Asphalt, LLC.	Asphalt - CR 529	\$	982.80
93	Salescorp of Florida	Gatorade	\$	192.00
94	Al Taylor	Boot Allowance	\$	22.13

95	Terminix	Monthly Pest Control Contract	\$	12.50
96	Unifirst	Uniforms	\$	287.11
97	UPS	Postage	\$	3.86
98	Waste Management	Tipping Fee	\$	200.40
99	Wildwood Ace Hardware	Nails, Fasteners, Sledge Hammer, Keys, Etc.	\$	81.07
100	Wildwood Mower & Saw, Inc.	Trimmer Head, Chute, Chain Saw, Engine Oil Mix	\$	227.05
101	Wildwood Tire Company	Tires and Tire Repair	\$	389.70
102	Xpress Materials, LLC	Concrete Pour - Old Wire Road	\$	661.00

FLEET SERVICES

103	Payroll	April 22, 2012 Pay Period - 2 Employees	\$	4,938.47
104	Payroll	May 6, 2012 Pay Period - 2 Employees	\$	4,938.48
105	Airgas	Oxygen, Cutting Tip, Mig NZL Slip, Etc.	\$	145.97
106	Big Truck Parts Inc.	Filters	\$	11.04
107	Bright House	Internet Service	\$	39.97
108	Department of Management Services	Telephone Service	\$	0.44
109	Department of Management Services	Telephone Service	\$	45.02
110	Ernie Morris Enterprises, Inc	Office Supplies	\$	35.60
111	Fastenal	Carb Cleaner, Zerk Straight, SDS Z	\$	129.00
112	Kevin Mathews Medical Services	First Aid and Safety Products	\$	25.50
113	Newsom Oil Company	Kendall Super, Sureguard Multi, Megaplex	\$	354.36
114	PGIT	Workers Comp Insurance	\$	381.87
115	Terminix	Monthly Pest Control Contract	\$	12.50
116	Unifirst	Uniforms	\$	104.30
117	Wildwood Ace Hardware	Solder, Flat Bar, Pressure Treated Lumber, Acetone	\$	62.94
118	Wildwood Mower & Saw, Inc.	Spark Plugs	\$	45.30

COMMUNITY RE-DEVELOPMENT

119	Payroll	April 22, 2012 Pay Period - 1 Employee	\$	2,494.72
120	Payroll	May 6, 2012 Pay Period - 1 Employee	\$	2,494.71
121	Bright House	Internet Service	\$	8.23
122	Department of Management Services	Telephone Service	\$	6.07
123	Department of Management Services	Telephone Service	\$	61.10
124	EGP	Monthly Copier Maintenance Contract	\$	27.56
125	General Fund	D. Grimm's CRA Expense April	\$	4,989.43
126	PGIT	Workers Comp Insurance	\$	16.37

PARKS AND RECREATION

127	Payroll	April 22, 2012 Pay Period - 6 Employees	\$	7,712.63
128	Payroll	May 6, 2012 Pay Period - 6 Employees	\$	7,058.17
129	Bank of America	Simply Unforgettable, Ayers, FDLE, Home Depot, Etc.	\$	2,497.45
130	B & M Equipment	Sod Cutter Rental	\$	81.20
131	Bright House	Internet Service	\$	16.46
132	Central Pump & Supply, Inc.	Hunter Diaphragm, Hunter Gear Drive	\$	179.00
133	Culligan	Softener Rental - Lake Deaton	\$	32.95
134	Deanna Cox	Reimbursement of Easter Egg-stavaganza Supplies	\$	107.60
135	Department of Management Services	Telephone Service	\$	6.07
136	Department of Management Services	Telephone Service	\$	61.10
137	EGP	Monthly Copier Maintenance Contract	\$	27.56
138	John Deere Landscapes	Ultra 4 Rotor	\$	245.00
139	PGIT	Workers Comp Insurance	\$	305.13
140	Progress Energy	Electric Service	\$	1,397.42
141	Salescorp of Florida	Gatorade	\$	128.00
142	Sparr Building & Farm Supply	Water Cooler, Post Hole Digger, Tape Rule, Etc.	\$	409.53

143	Sumter Professional Center	Rental	\$	477.44
144	T & D Waste Services, Inc	Port O Let Rental	\$	245.00
145	Unifirst	Uniforms	\$	426.98
146	Village Ace Hardware	Lamp holder, Bulbs, PVC, Pressure Switch, Etc	\$	33.15
147	WescoTurf	Micro Switch	\$	64.93
148	Wildwood Ace Hardware	1HP Control, Concrete Mix, PVC, Bushings, Pliers,	\$	571.01
149	Wildwood Mower & Saw, Inc.	Blades, Spindle Assm, Pulley, Bearings, Etc.	\$	358.52
150	Wildwood Tire Company	Tires and Tire Repair	\$	58.77

COMMUNITY CENTER & OXFORD COMMUNITY CENTER

151	Pamala Bivins	Refund Wildwood Community Center	\$	33.75
152	Century Link	Telephone Service	\$	372.85
153	John Kimer	Refund Wildwood Community Center	\$	130.12
154	Lake Glass & Mirror, Inc	Replacement Window	\$	100.00
155	Terminix	Monthly Pest Control Contract	\$	50.00
156	Unifirst	Rugs	\$	127.70
157	Wildwood Ace Hardware	Bleach, Broom, Bowl Cleaner, Etc.	\$	25.04

PHYSICAL ENVIRONMENT ADMINISTRATIVE DEPARTMENT

158	Payroll	April 22, 2012 Pay Period - 3 Employees	\$	5,031.68
159	Payroll	May 6, 2012 Pay Period - 3 Employees	\$	5,127.39
160	Bright House	Internet Service	\$	24.69
161	Century Link	Telephone Service	\$	37.88
162	Paula Corbin	Personal Vehicle Use	\$	13.88
163	Department of Management Services	Telephone Service	\$	6.07
164	Department of Management Services	Telephone Service	\$	106.12
165	EGP	Monthly Copier Maintenance Contract	\$	43.89
166	General Fund	April Water Utility Tax	\$	2,887.89
167	General Fund	April 10% Refuse Franchise	\$	7,103.81
168	IMS	Monthly Software Maintenance	\$	115.00
169	Office Depot	Office Supplies	\$	15.15
170	Oracle Elevator	Quarterly Maintenance Contract	\$	202.08
171	Patti Penley	Personal Vehicle Use	\$	13.88
172	PGIT	Workers Comp Insurance	\$	32.64
173	Postmaster	Postage Utility Billing	\$	894.60
174	Terminix	Monthly Pest Control Contract	\$	12.50
175	Unifirst	Rugs	\$	47.88
176	Villages Technology Solutions Group	Technical Support - All General Fund Departments	\$	120.00
177	Waste Management	April Refuse Billings	\$	63,934.26
178	Wildwood Ace Hardware	Lysol, Bowl Cleaner, Fiber Cloths, Glass Plus, Etc	\$	29.52

WATER DEPARTMENT

179	Payroll	April 22, 2012 Pay Period - 10 Employees	\$	15,384.93
180	Payroll	May 6, 2012 Pay Period - 10 Employees	\$	16,700.64
181	ATCO International	Ant Killer	\$	266.85
182	Bank of America	PLI Smart Soft	\$	40.22
183	Battery Web.com	Top Cell DW 1822	\$	58.00
184	Brenntag	Liquid Chlorine	\$	983.56
185	Bright House	Internet Service	\$	84.95
186	Cason an Gaskins TV Inc	Phone Battery	\$	12.99
187	Department of Management Services	Telephone Service	\$	1.59
188	Department of Management Services	Telephone Service	\$	45.02
189	Dumont Company, Inc.	Hypochlorite Solution, Clear Flow	\$	4,841.50
190	Bruce Phillips	Personal Vehicle Use	\$	349.66

191	Plant Technicians	Environmental Testing	\$ 465.00
192	PGIT	Workers Comp Insurance	\$ 956.70
193	Progress Energy	Electric Service	\$ 12.57
194	Salescorp of Florida	Flat, Angle	\$ 88.34
195	Sumter Electric	Electric Service	\$ 4,298.30
196	Sunshine State One Call of Florida	Locators for Month of April 2012	\$ 269.50
197	Sunstate Meter & Supply, Inc.	Chamber Assm, Gasket, Meter, Etc.	\$ 5,103.72
198	Terminix	Monthly Pest Control Contract	\$ 50.00
199	Unifirst	Uniforms	\$ 365.45
200	Wildwood Ace Hardware	Ball Valve, Hose Bibb, Household Sprayer, Etc.	\$ 45.50
201	Wildwood Mower & Saw, Inc.	Blade Recycler, Trimmer Head, Pulley, Bearing, Etc.	\$ 46.64
202	Wildwood Tire Company	Tires and Tire Repair	\$ 34.54

WASTEWATER DEPARTMENT

203	Payroll	April 22, 2012 Pay Period - 11 Employees	\$ 23,138.08
204	Payroll	May 6, 2012 Pay Period - 11 Employees	\$ 23,100.63
205	Bank of America	Office Depot, Water Program, Staples, Instr. Spec.	\$ 518.43
206	Cason an Gaskins TV Inc	Holster	\$ 14.99
207	C & C Peat Co., Inc.	Wastewater Treatment - Dewatered Bio-Solids	\$ 3,380.00
208	Century Link	Telephone Service	\$ 59.92
209	Culligan	Bottled Water	\$ 27.49
210	Data Flow Systems, Inc	PCU Repair	\$ 529.50
211	Department of Management Services	Telephone Service	\$ 2.21
212	Department of Management Services	Telephone Service	\$ 90.04
213	Dickson	Calibration N150	\$ 559.00
214	Ernie Morris Enterprises, Inc	Office Supplies	\$ 445.93
215	Harben Florida Inc	Black Hose	\$ 1,677.74
216	HD Supply WaterWorks	950XLT DBL Check Top Access w/Ball Valves	\$ 85.45
217	Henry Troemner, LLC	Calibrated Weights in Lab	\$ 204.04
218	Hughes Brothers Construction	Landscaping and Paving	\$ 2,780.00
219	MMD Computer Center, Inc	Set Up KVM and Shared Printer	\$ 140.00
220	Odyssey Manufacturing	Hypochlorite Solution	\$ 4,742.90
221	PGIT	Workers Comp Insurance	\$ 1,057.69
222	Professional Maintenance Prod., Inc	Citra Solv Lift Station Degreaser	\$ 1,450.00
223	Progress Energy	Electric Service	\$ 24,282.39
224	Alice Scheidler	Personal Vehicle Use	\$ 26.64
225	Siemens	Mixed Bed Tanks	\$ 300.00
226	Sunshine State One Call of Florida	Locators for Month of April 2012	\$ 269.50
227	Terminix	Monthly Pest Control Contract	\$ 25.00
228	Test America	Environmental Testing	\$ 84.00
229	3 Wire Group Inc	Annual Inspection and Calibrate Lab Auto Clave	\$ 201.00
230	Unifirst	Uniforms	\$ 382.94
231	UPS	Postage	\$ 14.72
232	Villages Daily Sun	Wastewater C Operator Ad	\$ 92.07
233	Wildwood Ace Hardware	Caulk, PVC, Fasteners, Muffler, Padlock, Vinyl Tube	\$ 277.14
234	Wildwood Mower & Saw, Inc.	Blade Recycler, Trimmer Head, Pulley, Bearing, Etc.	\$ 46.64
235	Wildwood Tire Company	Tires and Tire Repair	\$ 611.19

GREENWOOD CEMETERY

236	Wildwood Ace Hardware	PVC	\$ 13.44
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ATTORNEYS/CONSULTANTS/SURVEYORS

237	Jerri A. Blair	Attorney	\$ 10,047.00
238	Kimley-Horn & Associates	Engineers	\$ 16,552.50

FUEL INVENTORY

239	Stone Petroleum Products, Inc	Unleaded Gasoline	\$ 10,535.51
240	Stone Petroleum Products, Inc	High Sulfur Diesel	\$ 1,696.48
241	Stone Petroleum Products, Inc	Ultra Low Sulfur Diesel	\$ 2,743.49
<u>TOTAL</u>			<u>\$ 663,398.83</u>

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

S E A L

ATTEST _____
Joseph Jacobs, City Clerk

Ed Wolf, Mayor

City of Wildwood, Florida

100 N. Main Street
Wildwood, Florida 34785

3. NEW BUSINESS ACTIVITY REQUIRED f. FINANCIAL
12) Request Approval for City Hall HVAC Improvements,
Change Order No. 2, on outdoor air cooled chiller unit

TO: Mayor/Commissioners

FROM: David Grimm, Projects Planner/Coordinator

RE: City Hall HVAC Improvements, Change Order #2

DATE: May 14, 2012

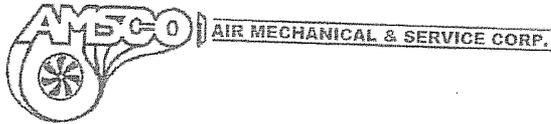
Recently the outdoor air cooled chiller unit for Wildwood City Hall experienced the loss of two compressors which effectively shut down the cooling of the entire building. I immediately called Air Mechanical's service department and they dispatched a crew and were on-site within 2-hours. They determined that the cooling coils in the unit were clogged shut with dirt and debris from lack of maintenance. This caused additional load to be placed on the compressors which led to overheating and ultimately to their failure. In addition to replacing the two compressors, I instructed Air Mechanical to perform a complete preventative maintenance on the entire chiller to prevent similar problems.

The chiller was not included in the HVAC Improvement Project because it was not a contributing element of the heating and cooling problems in City Hall.

The HVAC Improvement Project contained a \$10,000.00 contingency for unforeseen / hidden problems. It is recommended that this contingency be used to fund the majority of the change order.

Cost for compressors, valves and preventative maintenance:	\$13,600.00
Less contingency:	<u>-10,000.00</u>
Net Change Order:	\$3,600.00

Staff recommends approval.



3. NEW BUSINESS--ACTION REQUIRED f. FINANCIAL
(2) Request Approval for City Hall HVAC Improvements,
Change Order No. 2, on outdoor air cooled chiller unit

4311 W. Ida St. Tampa, Fla. 33614
Ph: 813-875-0782 Fax: 813-873-2275
Cell: 813-363-2330
E-mail: gus@amsco-ac.com

Change Order #2

April 23, 2012

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

Attn: Dave Grimm,
Project Planner

Dear Mr. Grimm

Air Mechanical & Service Corporation is pleased to provide pricing for the replacement of two (2) Chiller Compressors, Control Valve replacement and complete Chiller Annual Preventative Maintenance at Chiller located at the City of Wildwood City Hall building. Our proposal includes all Labor and Materials to complete this project.

Scope of Work:

- Provide and Install new chilled water valves and actuators on AHU's 3, 6, 10 & 11
- Provide and Install two (2) new compressors on your Trane Air Cooled Chiller.
- Perform Annual Maintenance on the Air Cooled Chiller.
- Clean up area upon completion.

Total Cost For Above:	\$13,600.00
Less Project Contingency:	<u>-10,000.00</u>
Net Cost Change Order #2:	\$3,600.00
Previous Contract Total:	\$429,250.00
Net Cost Change Order #2:	<u>3,600.00</u>
Contract Total:	\$432,850.00

Recommended: Date: 7 MAY 2012
Verrando Engineering

Accepted: _____ Date: _____
City of Wildwood

Accepted: Date: 5-7-12
Air Mechanical & Service

**CITY OF WILDWOOD
EXECUTIVE SUMMARY**

3. NEW BUSINESS – ACTION REQUIRED –
f. FINANCIAL (3) Request Approval to purchase and replace the WWTP Reuse Pump Station Vertical Hollow Shaft Pump damaged by lightning strike from Tampa Armature Works at a cost of \$3,442 plus the services of a rubber tired crane at an estimated cost of \$1,000; anticipated total of \$4,442

SUBJECT: WWTP Reuse Pump Station Vertical Hollow Shaft Pump
REQUESTED ACTION: Approval

Work Session (Report Only) **DATE OF MEETING:** May 14, 2012
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: Tampa Armature Works
Effective Date: _____ Termination Date: _____
Managing Division / Dept: Utility Department Wastewater Division

BUDGET IMPACT: \$3,442.00

Annual **FUNDING SOURCE:** Repair and Maintenance
 Capital **EXPENDITURE ACCOUNT:** 401-0035-535.0460
 N/A

HISTORY/FACTS/ISSUES:
Pump was struck by lightning, staff replaced the motor then found the Variable Frequency Drive (VFD) was also damaged. Staff replaced the VFD only to find that the pump shaft had seized up.

Staff provided a scope of work and received 3 proposals from vendors:

Vendor	Date submitted to vendor	Date proposal received by staff	Quote
Barney's Pumps	4/9/12	4/11/12	\$6,800.00
Hudson Pump and Equip.	4/24/12	5/2/12	\$9,840.00
Tampa Armature Works	4/24/12	4/26/12	\$3,442.00

Staff recommends award of the proposal to Tampa Armature Works. The scope covers the known work, should additional work be required after the pump is disassembled, the vendor will request approval prior to proceeding with said work.

In addition staff will need to engage the services of a rubber tired crane to remove and replace the pump, this cost is estimated at \$1,000.

The total expenditure anticipated is \$4,442.00 (\$3,443.00 + \$1,000.00).

Account # 401-0035-535.0460 has an unencumbered balance of \$56,131.14 as of April 30, 2012.

Bruce H. Phillips, PE, PLS
Utility Director



TAW Orlando Service Center, Inc.

3. NEW BUSINESS - ACTION REQUIRED -
f. FINANCIAL (3) Request Approval to purchase and replace the WWTP Reuse Pump Station Vertical Hollow Shaft Pump damaged by lightning strike from Tampa Armature Works at a cost of \$3,442 plus the services of a rubber tired crane at an estimated cost of \$1,000; anticipated total of \$4,442

3400 BARTLETT BOULEVARD
ORLANDO, FL 32811
Tel: 800-393-7304
Fax: (407) 423-3017
Page: 1 of 1

Quotation

CITY OF WILDWOOD
WASTE WATER TREATMENT PLANT
1290 INDUSTRIAL DRIVE
WLDWOOD, FL 34785

Contact David Bridges
Phone 352-330-1349
Cell phone ..
Fax 352-330-1350
Email dbridges@wildwood-fl.gov

Number 60003665-1
Date 4/26/2012
Your ref. Weirfloway Vertical Turbine Pump
Purchase order
PO release
Work order
Quotation deadline 5/26/2012
Estimated Delivery
Offered by SCOTT BAUCHENS
Sales representative Tom Magee
Project
Terms of payment Net 30 days

meplate

erial No 61723-1-2
quipment No:

Manufacturer: WEIRFLOWAY
Model no

Kilowatts
Customer Item:

Any machine work or extra parts necessary for repair will be quoted separately

Pick up pump and transport to TAW Orlando Service Center

Dismantle, inspect, check tolerances and shaft run outs

Sand blast and steam clean components as necessary

Balance impellers

Furnish and install new line shaft bearings and new packing

Assemble and epoxy paint

Deliver pump to customer

1000129

1.00 Each

3,442.00

Sales balance Total discount
3,442.00 0.00

Total
3,442.00 USD

Unless otherwise noted, the above quotation does not include taxes.

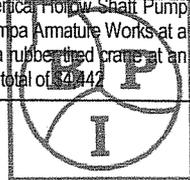
NOTICE--PLEASE READ

This Quotation and the transactions related hereto are governed by TAW. Standard Terms and Conditions (the "Terms and Conditions") which have been provided to Customer and/or are available at www.tawinc.com/TC2.aspx. Any terms or conditions contained in any purchase order, agreement or other document which are inconsistent with or in addition to the Terms and Conditions are null and void and are superseded by the Terms and Conditions, unless the purchase order, agreement, Terms and Conditions were agreed to in writing and signed by an authorized officer of Tampa Armature Works, Inc. No amendment to the Terms and Conditions is valid unless in writing and signed by an authorized officer of Tampa Armature Works, Inc.

QUOTATION NUMBER
9216

BARNEY'S PUMPS INC.

3. NEW BUSINESS -- ACTION REQUIRED --
f. FINANCIAL (3) Request Approval to purchase and replace the WWTP Reuse Pump Station Vertical Flow Shaft Pump damaged by lightning strike from Tampa Armature Works at a cost of \$3,442 plus the services of a rubber lined crane at an estimated cost of \$1,000; anticipated total of \$4,442



Page 1 of 1

P.O. Box 3529 Lakeland, FL 33802-3529
2965 Barney's Pumps Place Lakeland, FL 33812
Phone (863) 665-8500
Fax (863) 666-3858

DATE: 4-11-12

TO: David Bridges
City of Wildwood

352-330-1349
352-330-1350 fax

FOR
SHIPMENT
TO:

PROJECT: Blind quote

Q

Delivery
3 weeks

Via
Bestway

From
Barney's Pumps

F.O.B.
Barney's Pumps

Terms
net 30 with approved credit

ITEM	QTY	DESCRIPTION	PRICE
		Repair estimate: Floway Vertical Turbine Pump Scope of work to be performed: Sandblast to SP6 Finish Disassemble Inspect (check clearances and tolerances, shaft run-out) Balance impellers to ISO G6.3 tolerance Install New line-shaft bearings Reassemble Paint will Devoe 233H Bar-rust Pick up and deliver <i>There could be additional charges depending on actual condition of pump</i> Delivery is F.O.B. Barney's Pumps with freight allowed to jobsite. Barney's Pumps standard terms of sale and warranty apply. Start-up and training services are not included. Taxes, anchor bolts, piping, field wiring, etc. are not included.	\$6,800.

The following items are attached: Bulletin Performance curve Elevation drawing

Prices quoted are firm for 30 days (unless otherwise noted), then subject to adjustment to agree with prices at time of shipment and subject to any tax required by law. We appreciate the opportunity to serve you and trust that we are favored with your order. This quotation is subject to Barney's Pumps standard terms of sale and warranty.

BARNEY'S PUMPS INC.

CLAYTON GRAVES

Authorized Signature



3524 Cratesman Boulevard
Lakeland, FL 34055-2307
Tel: (863) 666-7087
Fax: (863) 666-5649

3. NEW BUSINESS – ACTION REQUIRED –
f. FINANCIAL (3) Request Approval to purchase and replace the WWTP Reuse Pump Station Vertical Hollow Shaft Pump damaged by lightning strike from Tampa Armature Works at a cost of \$3,442 plus the services of a rubber tired crane at an estimated cost of \$1,000; anticipated total of \$4,442

Company: City of Wildwood
Attn.: Dave Bridges
Fax: 352 330-1350

Date: 5/1/12
No. Pages: 2
Proposal No.: 50112GA01
Terms: Net 30 WAC
FOB: Ship Point
Shipment: 4-5 weeks

From: George Arvan, Robert Maxwell

Subject: Repair Reuse Pump

Man.: Floway

Model No.: 16JKH, 5 Stage

S/N 61723-1-2

Description

- 1 Repair of Reuse Pump, Floway 16LKH, 5 Stage. Work scope includes the following:
- Disassemble pump
 - Clean and inspect all parts, sandblast if applicable
 - Visually inspect machined mating faces
 - Visually inspect machined mating registers
 - Visually inspect shafts for wear and perform TIR inspection
 - Visually Inspect impellers, and wear rings
 - Visually inspect bowls and wear rings
 - Check bearing bores and wear rings for dimensional accuracy
 - Furnish and install new bearings
 - Reassemble pump - verify free rotation
 - Paint and inspect

All work outside of the defined work scope will be quoted as additional work at the time of disassembly and inspection. No additional work will be performed without authorization from customer. Warranty against defect of materials and workmanship for a period of one year.

Total

\$9,840.00

May 4, 2012

Mr. Bill Ed Cannon,
City Manager
City Hall
100 North Main Street
Wildwood, Florida 34785

Re: Unity Block Party

Dear Mr. Cannon:

We wish you much success in your new position. We seek your approval to sponsor a Unity Block Party on Jackson St. on May 26, 2012 from 12:00 Noon to 8:00 PM. Attached is a drawing showing the set up on Jackson St. that we intend to use.

In connection with this request, we understand that if approval is granted, it may result in a delay regarding Jackson St. emergency response from the city. Signatures from key residents on the block are shown below as a part of this request.

If you have any questions concerning this event, please feel free to contact me at 352-748-7770 or email peacemakerone@earthlink.net.

Thank you kindly.

Sincerely,



Sam Saleem,
Vice-President

Encl.

*Dorothy Harrison, Johnnie Mae Hall
Hayward Sesler*

3. NEW BUSINESS ACTION REQUIRED
g.) General Items for Discussion/Approval
2.) Wildwood Community Development Center, Inc. requests approval to sponsor a Unity Block Party on Jackson Street

Survival

Horses

Milk Buildings

Milk

Kilgore

Begin Here

Terry

Stage

Terry St

Vendors

Jackson St

Vendors

End Here

MOSS ST

JACKSON ST Block Party

**CITY OF WILDWOOD
EXECUTIVE SUMMARY**

3.) NEW BUSINESS – ACTION REQUIRED
 g.) Contracts and Agreements -
 3.) Discussion/Approval to consolidate the City's water and wastewater departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

SUBJECT: Consolidation of Water and Wastewater Departments
REQUESTED ACTION: Staff recommends approval

Work Session (Report Only) **DATE OF MEETING:** May 14, 2012
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: Pac-Van
 Effective Date: _____ Termination Date: _____
 Managing Division / Dept: Utility Department

BUDGET IMPACT: Lease first year - \$8,850; 2nd – 5th years \$6,000/year

Annual **FUNDING SOURCE:** Facility Upgrades
 Capital **EXPENDITURE ACCOUNT:** 401-0033-0533.0630
 N/A

HISTORY/FACTS/ISSUES:

During my interview and hiring process, I was told the City wished to consolidate the Water Department and the Wastewater Department into one department, the "Utility Department". The Water Department personnel are housed in a facility at 801 Huey Street; the Wastewater Department personnel are housed at the Wastewater Treatment Plant site on Industrial Drive.

Attached is a memo detailing my recommendations, a proposed Utility Department Organizational Chart and three quotes for a temporary office facility to house the Water Division personnel.

Vendor	First Year Lease	Total 5-year Lease	Purchase
Mobile Mini	\$10,097.00	\$37,985.00	\$51,562.50
Acton	\$8,897.00	\$35,825.00	\$54,435.00
Pac-Van	\$8,850.00	\$32,850.00	\$48,100.00

My recommendation is to lease a temporary office building from Pac-Van with the first year lease valued at \$8,850.00. Funding would be from the Water Department's FY 11-12 budget, Facilities Upgrades with an unencumbered balance of \$24,000.00 as of March 31, 2012.

Bruce H. Phillips, PE, PLS
 Utility Director

CITY OF WILDWOOD
UTILITY DEPARTMENT
Interdepartmental Memorandum

Date: April 30, 2012

To: City Commission
Bill Ed Cannon, PE, PLS, City Manager

From: Bruce H. Phillips, PE, PLS, Utility Director

RE: Consolidation of the Water & Wastewater Departments

During my interview and hiring I was told the City wished to consolidate the Water Department and Wastewater Department into a "Utility Department".

I inherited a budget that I had no input on, therefore, the following is how I propose to accomplish this and create a Utility Department.

- Recommend to the City Commission the attached organizational chart showing a Utility Department Head, a Water Division with a Division Head and a Wastewater Division also with a Division Head.
- Mark Odell has been promoted to Coordinator of the Water Department; his title will change to Water Division Head, with no change in salary from coordinator to Division Head.
- Bobby Valentich has been promoted to Coordinator of the Wastewater Department; his title will change to Wastewater Division Head, with no change in salary from coordinator to Division Head.

It is my opinion the two groups of employees need to have a feeling of unison and therefore need to be housed in the same area, work together and have a combined budget. There are three City employees that are dual licensed (both water and wastewater), two are in the Water Department and one is in the Wastewater Department. Combining forces allows for cross training and the more efficient utilization of our dual licensed employees, possibly reducing operational costs in the future through attrition.

The Water Department personnel are presently housed in two small buildings on Huey Street. The restroom facilities in the office building do not conform to the requirements of Chapter 62-55 of the Florida Administrative Code (FAC) or the City's Well Head Protection Ordinance by being located within 100' of the well head. The Department's materials were housed in two old dilapidated buildings one at Clark Park and one on Masters Avenue, City Commission approved the purchase of a new storage building recently installed at the WWTP site. The Department's two backhoes are stored out in the elements.

The WWTP site has sufficient area to site temporary housing for the Water Department personnel, equipment and materials. There are two empty "double carport" type structures at WWTP site; one can be used to store the Water Department's backhoes out of the elements.

Rather than spending the \$30,000 budgeted to put three people in the Old Library Building, I propose the following:

- Lease or purchase a 24' x 60' portable office unit and place it at the WWTP site to house the Water Division personnel and files.

3. NEW BUSINESS--ACTION REQUIRED

g.) General Items for Discussion/Approval

3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

- Purchase a 14' x 30' portable storage building and place it at the WWTP site for Water Division's materials storage. (cost \$6,000) Purchase approved by City Commission on Nov. 14, 2011.
- Place the Water Division's two backhoes in one of the "double carport" structures.

This puts the Utility Department personnel (both Water and Wastewater), equipment and materials in one location for easy, safe and secure storage and access.

I have obtained three quotes for the office unit, all three vendors have quoted both purchase and lease (rental) costs as well as set up costs.

Vendor	Purchase Price	Lease Cost/year	Deliver & Set Up Cost
Mobile Mini, Inc.	\$51,562.50	\$6,972.00 (\$581/mon)	\$3,125.00
Acton Mobile Ind.	\$54,435.00	\$6,732.00 (\$561/mon)	\$2,165.00
Pac-Van	\$48,100.00	\$6,000.00 (\$500/mon)	\$4,950.00

General specifications and finishes:

- Mobile Mini, Inc., see attached for complete specifications:
 - Floor finish – carpet through out
 - 8' wall height
 - 125 amp electrical service
 - Wall hung A/C
 - Treated wood siding
 - Interior walls - Vinyl wrap wall finish
- Acton Mobile Industries, see attached for complete specifications:
 - Floor finish, tile
 - 8' wall height
 - 100 amp electrical service
 - 3-ton wall hung A/C
 - Hardi Panel exterior siding (T1-11 look)
 - Interior walls – Vinyl wrap wall finish
- Pac-Van, see attached for complete specifications:
 - Floor finish – tile
 - 8' wall height
 - 200 amp electric service
 - Wall hung A/C
 - Exterior siding T1-11
 - Interior walls – birch hardwood paneling

The most significant difference in the offices is the exterior siding and the electrical service. The City would be required to provide electric, voice, data, water and sewer services and steps to the office building. Electric, voice and data services would be installed by a contractor with water and sewer services and steps being installed by City work force.

The funding source for this would be in the Water Department budget "Facility Upgrades" with an unencumbered balance of \$24,000 as of March 1, 2012. It is my opinion that the deciding factor is the exterior finish and appearance of the unit.

Vendor	First Year Lease Cost	5-Year Lease Cost
Mobile Mini	\$10,097.00	\$37,985.00
Acton	\$8,897.00	\$35,825.00
Pac-Van	\$8,850.00	\$32,850.00

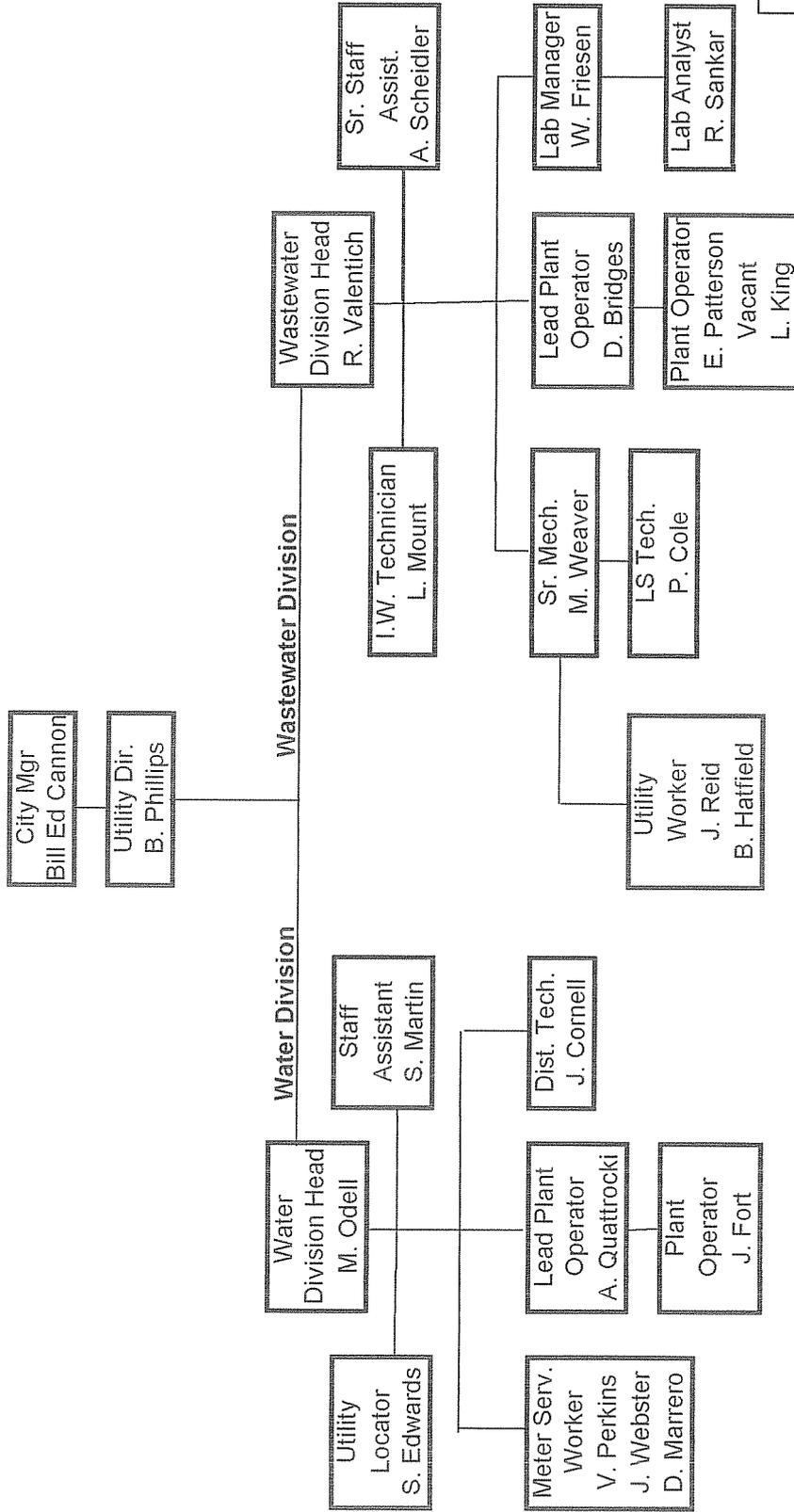
The utility hook-ups are estimated to cost \$6,000.
This results in a FY 11/12 savings of approximately \$9,000.

When the future expansion of the WWTP takes place, I recommend the City include in the budget, a new administration building for the Utility Department. Upon construction of this new administration building the temporary office unit could be removed. The existing Wastewater admin/lab building would remain and allow for the expansion of the lab facilities which are over crowded now.

As stated above, the total FY 11/12 budgetary savings to City would be approximately \$9,000 although; there would be a continuing yearly lease cost for the office building between \$6,000 and \$6,732/year depending on the vendor selection.

The adopted FY 11/12 budget has the Water Department and the Wastewater Department separated. I would propose that the FY 12/13 budget combine the revenues and expenditures and have the budget reflect a Utility Department. Although I understand there may be an issue with combining revenues due to existing bond covenants, I have requested the City Attorney review and provide an opinion.

UTILITY DEPARTMENT ORGANIZATION CHART



3. NEW BUSINESS-ACTION REQUIRED
 g.) General Items for Discussion/Approval
 3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility



Orlando
 1850 Saturn Blvd
 Orlando, FL 32837
 PH: (407) 459-4332
 FAX: (407) 459-4342

3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility.
 Date: 05-01-2012
 Rental Agreement Expires: 30 days
 Sales Rep: Levi Strodel
 Email: lstrodel@pacvan.com

EXPECT MORE. WE'LL DELIVER.

Billing Information
 City of Wildwood
 Bruce Phillips
 Ph: (352) 330-1349

Shipping Information
 City of Wildwood

Monthly Charges	Quantity	Unit Price	Total Price
24x60 Modular Office	1	\$500.00	\$500.00
Steps	2	\$20.00	\$40.00

This Rental Rate is based on a minimum lease of 12 billing cycles beginning on 5/25/2012 12:00:00 AM

Installation & Delivery Charges	Qty	Unit Price	Total	Removal & Return Charges	Qty	Unit Price	Total
Delivery	1	\$400.00	\$400.00	Pick-up	1	\$400.00	\$400.00
Block, Level, Tie Down	1	\$2,450.00	\$2,450.00	Teardown	1	\$1,500.00	\$1,500.00

Notes:

SPECIAL OFFER:
Need Storage?
 Please ask us about our special pricing on all Storage Containers with your order.

- (1) Pricing assumes level, compact and accessible site.
- (2) Transportation and site services may be subject to permitting, weather delays, transportation restrictions or fuel surcharges.
- (3) Back-end services are quoted at a lock-in rate assuming prompt payment upon initial invoice and completion of services within lease term. Actual pricing may vary if services are either not paid in full with initial invoice or are incurred beyond stipulated lease term.

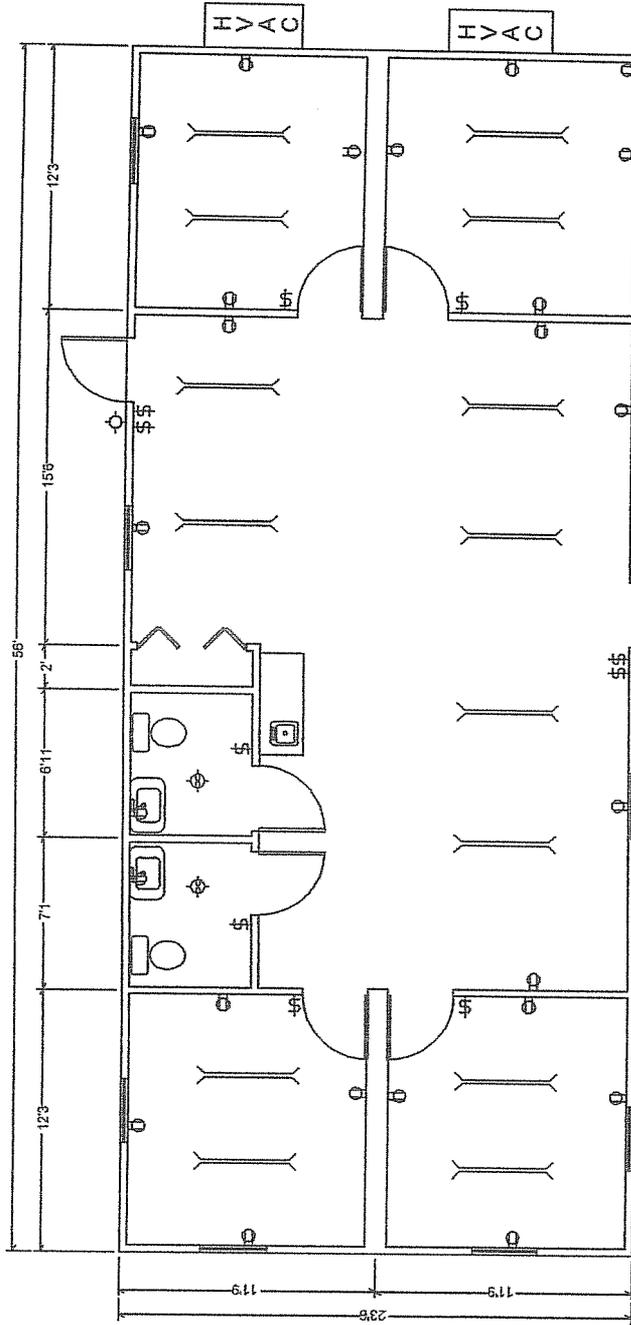
- (1) This Rental Agreement is subject to the terms and conditions of the Master Lease Agreement.
- (2) Lessee is responsible for securing any and all building permits, licenses or approvals necessary for use of the leased equipment, performing normal preventative maintenance, and returning the leased equipment in the same condition as received (less normal wear and tear). Additional charges will be incurred if cleaning and/or repairs are needed to return leased equipment to original condition.
- (3) Lessee is required to either provide an acceptable insurance certificate or pay Lessor's insurance waiver fee (if eligible).
- (4) In addition to the above prices, Lessee shall also pay Lessor any sales and use taxes, personal property taxes, and/or any other fees or taxes imposed by any governmental entity or taxing authority related to the leased equipment or its use.
- (5) Agreement is contingent upon final acceptance and credit approval by Pac-Van, Inc.

→ **Sign Here**
 Signature: _____
 Printed: _____
 Title: _____
 Date: _____

Signature: _____
 Printed: Levi Strodel
 Title: Sales Representative
 Date: _____



**24x60 Office with 2 ADA Restroom
4 Private Offices & 1 Main Office**



Building Specifications

- 2460 Mobile Office - Florida
- 200 Amp Electrical Service 120/240 Volt,
Single Phase, 3 wire, 60 HZ
- Central Heating and Air Conditioning
- Aluminum Exterior Siding and Trim
- Dead-Bolts and Security Latch Gards
on Exterior Doors

- Additional Pac-Van Features
- Commercial Block Tile Flooring
- 1/4" Birch Hardwood Paneling
- Four Private Offices
- Central Area for meetings
- 2 ADA Compliant Restrooms
- Coffee Bar with Bar Sink
- Exterior Lights for Night Security
- Horizontal sliding windows with insect screens

3. NEW BUSINESS-ACTION REQUIRED

g.) General Items for Discussion/Approval

3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

Experience the Pac-Van Difference - Your single source for quality, service and value!

We promise quality in our product. We promise service above and beyond. We keep our promises.

Call us today for a free quote at 1-800-546-1050



Orlando
 1850 Saturn Blvd
 Orlando, FL 32837
 PH: (407) 459-4332
 FAX: (407) 459-4342

EXPECT MORE. WE'LL DELIVER.

3. NEW BUSINESS-ACT Purchase Agreement No: SFQ-088299
 g.) General Items for Dis Purchase Agreement Date: 05-02-2012
 3.) Discussion/Approval Purchase Agreement No: SFQ-088299
 Wastewater Departments into one "Utility Department" and move
 the water department office and personnel to the wastewater
 treatment plant site into a temporary office facility

Billing Information

City of Wildwood
 Bruce Phillips
 Ph: (352) 330-1349

Shipping Information

Charges	Quantity	Unit Price	Total Sale Price
NEW 24x60 Modular Office w/T1-11 Ext	1	\$48,100.00	\$48,100.00
Delivery From Factory	1	\$2,500.00	\$2,500.00
Block, Level, Tie Down (130mph)	1	\$2,450.00	\$2,450.00

Total: \$53,050.00

Notes:

SPECIAL OFFER:

Need Storage?

Please ask us about our special pricing on all Storage Containers with your order.

Included With Your Pac-Van Agreement:
 Superior Customer Service
 Nationwide Service From a Local Company
 Your One Stop for Mobile & Ground-Level Offices, Modular Buildings, and Storage Equipment

This agreement is made between Pac-Van, Inc., herein called the Seller, and City of Wildwood herein called the Purchaser, and is subject to the Purchase Agreement Terms and Conditions attached hereto.

The purchaser is responsible for securing any and all applicable building permits, licenses, or approvals necessary for the purchased equipment. This Purchase Agreement is based on a level, compact, and accessible site. Unless specified, this Purchase Agreement excludes taxes and other services. Seller does not warrant in any way that the equipment meets any local, state, federal or other code unless specified. This Purchase Agreement is contingent on final acceptance by Seller and credit approval by Seller.

→
**Sign
 Here**

Signature: _____
 Printed: _____
 Title: _____
 Date: _____

Signature: _____
 Printed: Levi Strodel
 Title: Sales Representative
 Date: _____



3. NEW BUSINESS ACTION REQUIRED
 g.) General Manager Approval
 3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

Branch Location:

4004 S. 50th Street
 TAMPA, FL 33619-6728
 Phone: 813.241.9273 Ext 126026
 Fax: 813.247.3863
 Salesperson: Bonnie Brooks
 Email: bbrooks@mobilemini.com

Customer: City of Wildwood 801 Huey Street Wildwood, FL 34785	Deliver To: City of Wildwood 801 HUEY ST WILDWOOD, FL 34785	Quotation: Rental Mobile Offices Number: 126022878 Date: 05-31-2012 Expires: 05-30-2012
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Qty	Product Description	Amount	Period	Taxable
1	60' X 24' Modular office	✓ 545.00	per period	Y
	Personal Property Expense Double Wide	✓ 36.00	per period	Y
2	Mobile Office Stairs	✓ 20.00	per period	Y
	Delivery & Code Set Mobile	3100.00	one time	N
	PU/Knockdown Code Set Mobile	1800.00	one time	N
	Fuel Surcharge Delivery Mobile Office	25.00	one time	N
	Security Deposit	0.00	one time	N
	Loss Limitation Waiver	✓ 79.00	per period	Y
	Fuel Surcharge Pick Up Mobile Offc	25.00	one time	N
	[Other Fees and Charges CA, CO, AR, MO, MI, NV]			
	Total Rental Charges			\$680.03 ✓
	Total One Time Charges			\$4950.00
	Sales Tax			\$42.05
	Total Initial Charges			\$5672.92

Clarifications: This Quotation is based on the standard terms and conditions of the Mobile Mini Rental or Sale Agreement. Customer is responsible for all taxes, permits, fees, licenses, utility connections, foundation engineering, and the preparation of a level, compact 2000psf soil bearing capacity and accessible site. Mobile Mini does not warrant that the equipment meets any local or state code not specifically listed. Customer must insure all Mobile Mini leased equipment. One period equals four weeks. Two-month minimum lease required on all office units. When scheduling a PICK-UP, we require 10 business days notice. Rental charges apply for the earlier of 5 days after pick-up request or actual pick-up date.

Branch Location:

4004 S. 50th Street
 TAMPA, FL 33619-6728
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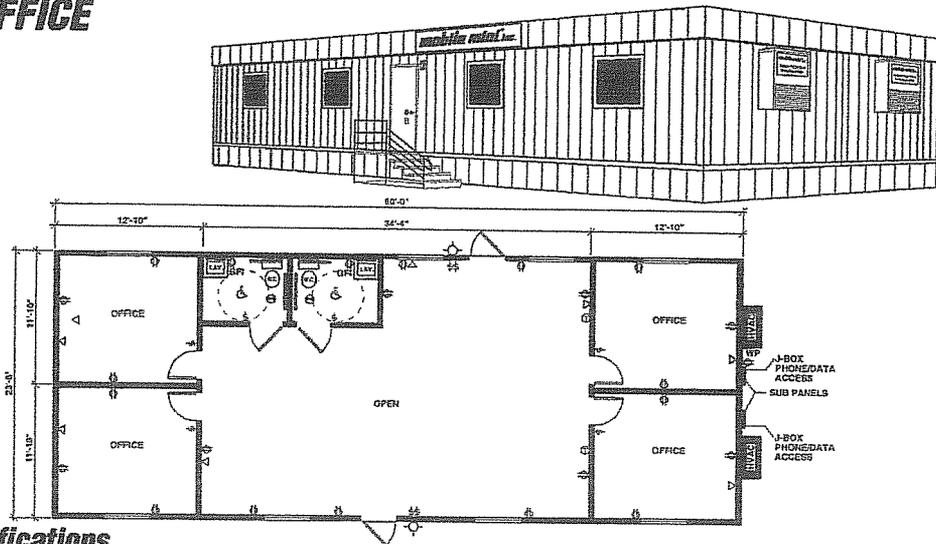
3. NEW BUSINESS ACTION REQUIRED

g.) General Services Department Approval
 3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

Quotation

Page 5 of 5

MODULAR OFFICE 24' x 60'



Standard Specifications

Size

- 64' Long (including hitch)
- 60' Long box size
- 24' Wide
- 8' Ceiling height

Insulation

- R-11 walls and floor
- R-19 ceiling

Interior Finish

- Vinyl wrap wall finish
- Carpeting throughout
- T-Grid suspended ceiling
- Large open display area
- Large reception area
- Private offices (4)

* High security features

Electric

- Fluorescent ceiling lights
- 125 amp breaker panel
- 120/240 Volt single phase
- Exterior J box for interior phone/data jack access
- * Vandal resistant exterior lights at all doors

Heating and Cooling

- Central HVAC
- Supply and return ducted

Windows/Doors

- Horizontal slider windows w/ screens
- * Interior security bars
- Hydraulic door closures
- Mini blinds
- * Steel doors w/ security plates w/ heavy duty entry lock set
- * Optional: MMfI high security door system w/ 3pt interior locking system

Exterior Finish Frame

- Treated wood siding
- I-Beam frame
- Std drip rail gutters
- 40 Lb roof load
- Detachable hitch

Legend

Symbol	Description	Symbol	Description
○	Exterior lights	⊕WP	Duplex receptacle - 15 amp w/ gnd & wthr covr (includes phone access panel)
⊕	Single pull switch	△	J-box (phone/data)
⊕⊕	Double switch	⊖	Thermostat
⊕⊕	Duplex receptacle - 15 amp		

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1-800-950-6464

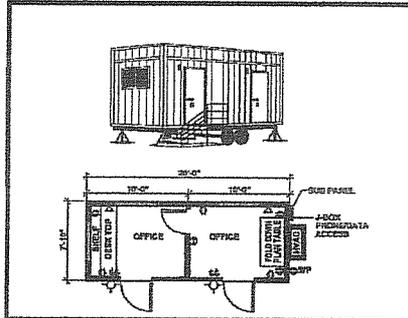
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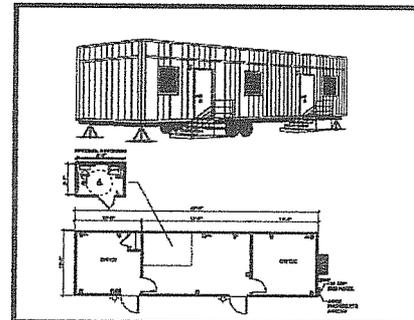
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MOBILE OFFICES

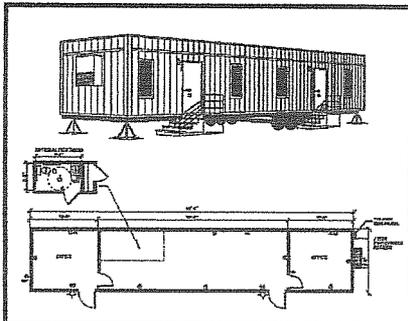
8' x 20' MOBILE OFFICE



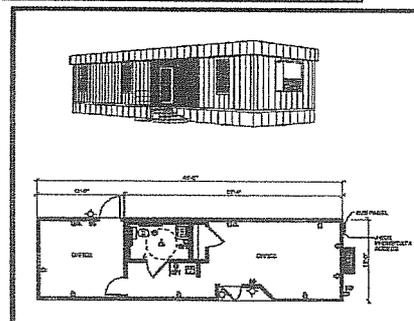
10' or 12' x 44' MOBILE OFFICE



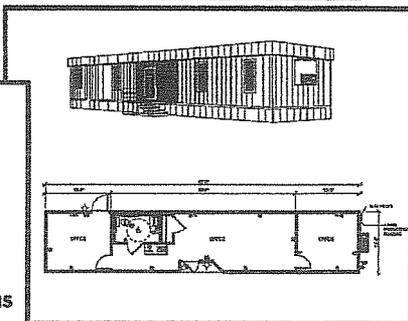
12' x 60' MOBILE OFFICE



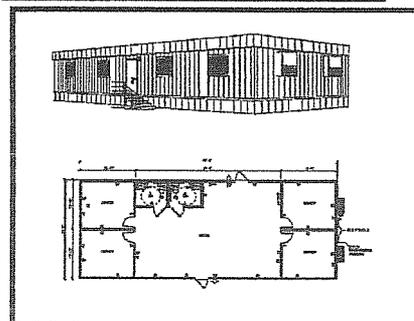
12' x 44' DESIGNER SERIES



12' x 60' DESIGNER SERIES



24' x 60' DOUBLE WIDE OFFICE



Options:

- Steps
- Ramps
- Awnings
- Skirting
- Furniture
- Security Screens

Standard Features Include:

- Private Offices
- Entry Lockset and Deadbolt with Latchguard Plate
- Interior Security Bars
- Heating, Ventilation and Air Conditioning System
- Exterior Phone/Data Access
- Hydraulic Door Closures
- Fluorescent Lighting
- Mini Blinds
- Carpet or Vinyl Flooring
- Restrooms (see floorplans)
- Exterior Lights at Doors
- Recessed French Doors (Designer Series)
- Wood Paneled Walls (Mobile Office)
- Vinyl Wrap Walls (Designer Series & Double Wide)

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Branch Location:
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TAMPA, FL 33619-6728
Phone: 813.241.9273 Ext 126026
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Email: bbrooks@mobilemini.com

Customer: City of Wildwood 801 Huey Street Wildwood, FL 34785	Deliver To: City of Wildwood 801 HUEY ST WILDWOOD, FL 34785	Quotation: Rental Mobile Offices Number: 126022878 Date: 05-31-2012 Expires: 05-30-2012
---	---	--

Qty	Product Description	Amount	Period	Taxable
1	60' X 24' Modular office	545.00	per period	Y
	Personal Property Expense Double Wide	36.00	per period	Y
2	Mobile Office Stairs	20.00	per period	Y
	Delivery & Code Set Mobile	3100.00	one time	N
	PU/Knockdown Code Set Mobile	1800.00	one time	N
	Fuel Surcharge Delivery Mobile Office	25.00	one time	N
	Security Deposit	0.00	one time	N
	Loss Limitation Waiver	79.03	per period	Y
	Fuel Surcharge Pick Up Mobile Offc	25.00	one time	N
	[Other Fees and Charges CA, CO, AR, MO, MI, NV]			
		Total Rental Charges		\$680.03
		Total One Time Charges		\$4950.00
		Sales Tax		\$42.89
		Total Initial Charges		\$5672.92

Clarifications: This Quotation is based on the standard terms and conditions of the Mobile Mini Rental or Sale Agreement. Customer is responsible for all taxes, permits, fees, licenses, utility connections, foundation engineering, and the preparation of a level, compact 2000psf soil bearing capacity and accessible site. Mobile Mini does not warrant that the equipment meets any local or state code not specifically listed. Customer must insure all Mobile Mini leased equipment. One period equals four weeks. **Two-month minimum lease required on all office units. When scheduling a PICK-UP, we require 10 business days notice. Rental charges apply for the earlier of 5 days after pick-up request or actual pick-up date.**

Branch Location:

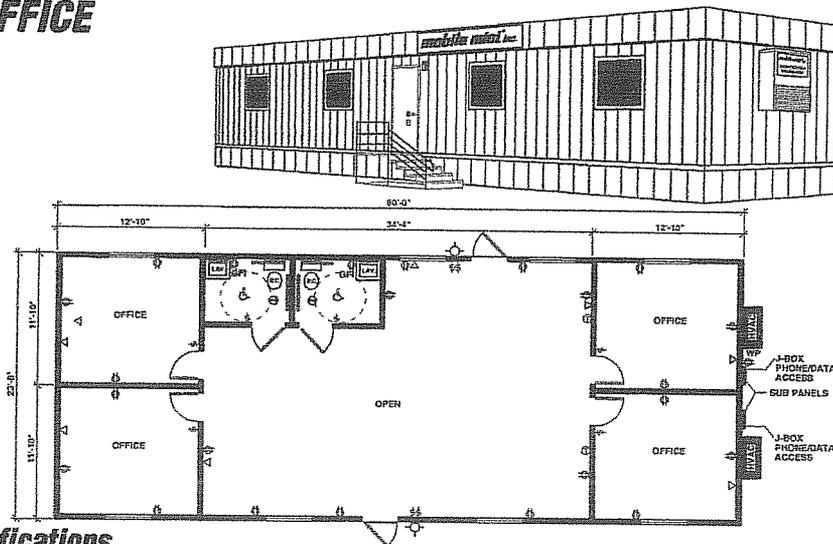
4004 S. 50th Street
 TAMPA, FL 33619-6728
 Phone: 813.241.9273 Ext 126026
 Fax: 813.247.3863
 Salesperson: Bonnie Brooks
 Email: bbrooks@mobilemini.com

3. NEW BUSINESS ACTION REQUIRED

g.) General Council Approval
 3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

Quotation
 Page 1 of 3

MODULAR OFFICE 24' x 60'



Standard Specifications

Size

- 64' Long (including hitch)
- 60' Long box size
- 24' Wide
- 8' Ceiling height

Insulation

- R-11 walls and floor
- R-19 ceiling

Interior Finish

- Vinyl wrap wall finish
- Carpeting throughout
- T-Grid suspended ceiling
- Large open display area
- Large reception area
- Private offices (4)

* High security features

Electric

- Fluorescent ceiling lights
- 125 amp breaker panel
- 120/240 Volt single phase
- Exterior J box for interior phone/data jack access
- * Vandal resistant exterior lights at all doors

Heating and Cooling

- Central HVAC
- Supply and return ducted

Windows/Doors

- Horizontal slider windows w/ screens
- * Interior security bars
- Hydraulic door closures
- Mini blinds
- * Steel doors w/ security plates w/ heavy duty entry lock set
- * Optional: MMI high security door system w/ 3pt interior locking system

Exterior Finish Frame

- Treated wood siding
- I-Beam frame
- Std drip rail gutters
- 40 Lb roof load
- Detachable hitch

Legend

Symbol	Description	Symbol	Description
○	Exterior lights	⊕W/P	Duplex receptacle - 15 amp w/ gnd & wthr cvr (includes phone access panel)
⊞	Single pull switch	△	J-box (phone/data)
⊞⊞	Double switch	⊕	Thermostat
⊞⊞	Duplex receptacle - 15 amp		

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mobile mini, inc.
 1-800-950-6464

Branch Location:

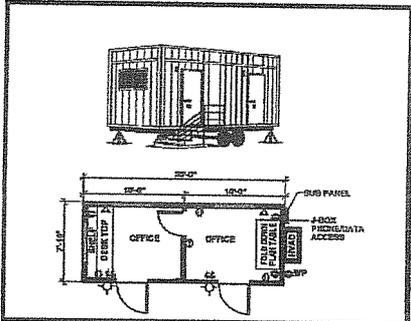
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3. NEW BUSINESS ACTION REQUIRED

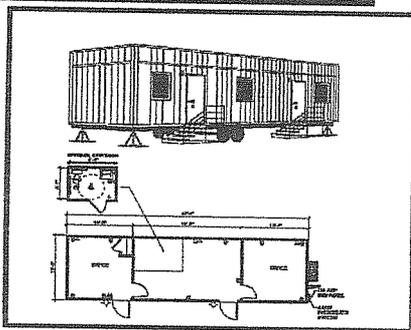
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MOBILE OFFICES

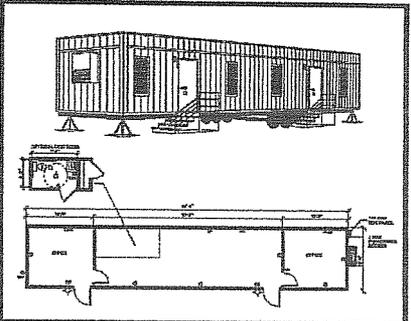
8' x 20' MOBILE OFFICE



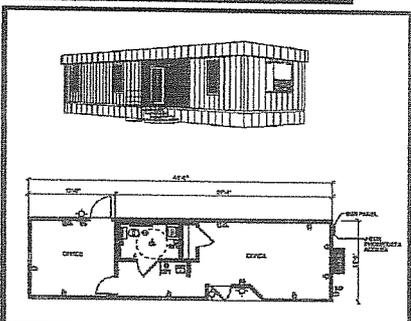
10' or 12' x 44' MOBILE OFFICE



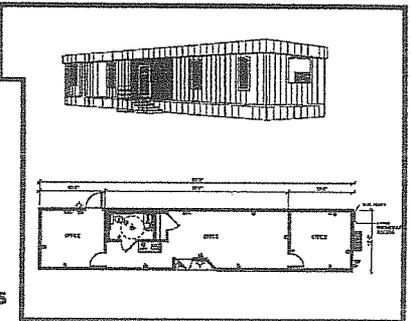
12' x 60' MOBILE OFFICE



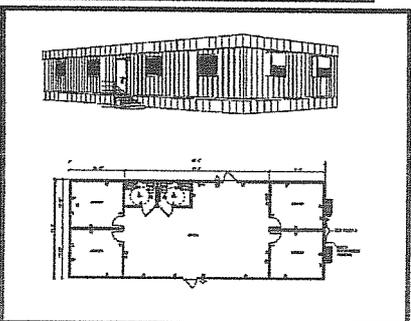
12' x 44' DESIGNER SERIES



12' x 60' DESIGNER SERIES



24' x 60' DOUBLE WIDE OFFICE



Options:

- Steps
- Ramps
- Awnings
- Skirting
- Furniture
- Security Screens

Standard Features Include:

- Private Offices
- Entry Lockset and Deadbolt with Latchguard Plate
- Interior Security Bars
- Heating, Ventilation and Air Conditioning System
- Exterior Phone/Data Access
- Hydraulic Door Closures
- Fluorescent Lighting
- Mini Blinds
- Carpet or Vinyl Flooring
- Restrooms (see floorplans)
- Exterior Lights at Doors
- Recessed French Doors (Designer Series)
- Wood Panelled Walls (Mobile Office)
- Vinyl Wrap Walls (Designer Series & Double Wide)

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NORTH CAROLINA - OKLAHOMA - PENNSYLVANIA
SOUTH CAROLINA - TENNESSEE - TEXAS - VIRGINIA

Branch Address:
Acton Mobile Industries
702 W Taft-Vineland Road
Crestview, FL 32824
Phone: (352) 330-1338 / Fax: (352) 330-1338
Wastewater Departments into one "Utility Department" for the wastewater department office and personnel to the wastewater treatment plant site into a temporary office facility
Phone: (352) 330-1338 / Fax: (352) 330-1338

Monday, April 30, 2012

Lease Quote and Agreement

Billing Address:

CITY OF WILDWOOD
100 N MAIN STREET
WILDWOOD, FL 34785
Phone: (352) 330 1330 / Fax: (352) 330 1338
Cell: - -

Shipping Address:

CITY OF WILDWOOD
100 N MAIN STREET
WILDWOOD, FL 34785
Phone: (352) 330 1330 / Fax: (352) 330 1338
Cell: - -

Quote #	Rev	Quote Type	Model	Bldg Size	Lease Term	Mo. Rate*	Sale Price	Serial #
QUO-128146-L6H8Q0	0	USEDLEASE	MS2460	24 x 56	36 Mo.	\$561.00		

Initial / One-Time Charges			
Description	Qty	Sale Price	Total
Delivery Freight	2	\$190.00	\$380.00
Set-up	1	\$1,975.00	\$1,975.00
Tie Down	1	\$0.00	\$0.00
Ramp Setup	1	\$363.00	\$363.00
Total Initial / One-Time			\$2,718.00

Recurring Charges			
Description	Qty	Sale Price	Total
24x60 Double-wide	1	\$561.00	\$561.00
Step Rental	1	\$15.00	\$15.00
Ramp Rental	1	\$125.00	\$125.00
Total Recurring			\$701.00

Estimated Final Charges			
Description	Qty	Sale Price	Total
Knockdown	1	\$1,125.00	\$1,125.00
Return Freight	2	\$190.00	\$380.00
Ramp Knockdown	1	\$363.00	\$363.00

Final Charges will be billed to Customer at the current rate in effect at the time Equipment is returned to ACTON.

Surcharges & Fees	
Description	Total
Estimated Fuel Delivery	\$43.32
Fuel Return	TBD
Monthly Personal Prop / Fee Surcharge	\$39.27

First Invoice Amount	\$3,419.00
Equipment Replacement Value For Insurance:	\$43,730.00
Plus Applicable Sales & Use Tax	
Surcharges & Fees	

Notes: THIS IS A USED MOBILE OFFICE MEETS FLA "DCA" BUSINESS OCCUPANCY AND WE SET TO A CERTIFIED PRINT TO MEET 110 MPH WIND ZONE. SKIRTING BASED ON VINYL AT A MAX. HEIGHT OF 36"

Optional Items not included in Quote					
Initials	Description	Term	Qty	Sale Price	Total
	Bldg/Tie Down/Ramp Plans-Ea	Initial	1	\$100.00	\$100.00
	Skirting	Initial	1	\$2,100.00	\$2,100.00
Select desired items by initialing					\$2,200.00

Monthly Rate is subject to increase on each anniversary of the Equipment's Delivery Date.

Prices are effective for thirty 30 days from the date at the top of this page and are subject to availability of Equipment. Prices exclude taxes, licenses, permit fees, utility connection charges and site preparation, which is the sole responsibility of Customer. All Customers and leases of Equipment are subject to credit review.

No, representations and warranties regarding (i) the Equipment or otherwise, or (ii) compliance with any federal, state or local codes or zoning ordinances (Codes and Ordinances) are made or may be implied hereby unless expressly stated on this page or in the Terms & Conditions. Compliance with all Codes and Ordinances shall be the sole responsibility of Customer. EQUIPMENT IS PROVIDED AS IS.

Customer must notify ACTON prior to delivery of any Equipment of potentially hazardous site conditions or conditions that may otherwise affect delivery, installation, tie down, maintenance, dismantling or return of any Equipment. Failure to notify ACTON of such conditions will result in additional Initial / One-Time Charges or Final Charges, as applicable, and delays.

3-NEW BUSINESS-ACTION REQUIRED

3-7-Comments for Discussion/Approval

3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

Terms of Lease

Customer agrees to lease the Equipment from Acton, and Acton hereby agrees to lease the Equipment to Customer on the terms set forth in this Lease Order and Agreement and in the Terms & Conditions of Equipment Lease located at <http://www.actonmobile.com/> (Terms & Conditions), which are incorporated herein by reference. ACTON will provide Customer with a copy of the Terms & Conditions and a copy of the Lease Order and Agreement together with the Terms & Conditions are referred to herein as the Lease.

2. NEW BUSINESS ACTION REQUIRED
d.) General Items for Discussion/Approval
3.) Discussion/Approval to consolidate the City's Water and Wastewater Departments into one Utility Department and request the water department and personnel to the wastewater treatment plant site into a temporary office facility

The Lease Term set forth on the first page of this Lease Order and Agreement shall commence upon Acton's delivery of the Equipment to Customer. Customer will have forty-eight (48) hours from time of delivery of Equipment (Delivery Date) to notify ACTON in writing of any Equipment defects or deficiencies. If Acton does not receive a timely written notice from Customer, then Customer shall be deemed to have accepted such Equipment on the terms and conditions set forth in this Lease Order and Agreement and the Terms & Conditions. No alterations, additions, exceptions, or changes to the Lease made by Customer shall be effective against ACTON, whether made hereon, contained in any printed form of Customer or elsewhere, unless accepted in writing by ACTON.

The Lease will automatically continue on a month-to-month basis from and after the expiration of the Lease Term until Equipment is returned.

Customer will be responsible for all repairs and maintenance to Equipment during the Lease in excess of normal wear and tear. ACTON assumes no liability for non-coded setups.

All Equipment must be insured during the Lease in accordance with the Terms & Conditions. All-Risk Physical Loss or Damage Insurance coverage shall be provided by Customer for the full Equipment Replacement Value and name NEW ACTON MOBILE INDUSTRIES LLC as 'Additional Insured and Loss Payee'.

Customer is solely responsible for locating and adequately marking the location of any underground structures and/or utility services (gas, water, phone, sewer, etc.) prior to the unit delivery. Acton is not responsible for any damage caused to unmarked underground services.

Current month fuel surcharge; The rate may adjust on the first of the month that the transportation services are performed. To view the Policy & Rate Table, go to www.actonmobile.com.

BY CHECKING THIS BOX, CUSTOMER (i) AGREES THAT CUSTOMER SHALL BE BOUND BY THIS LEASE ORDER AND AGREEMENT AND THE TERMS & CONDITIONS OF EQUIPMENT LEASE LOCATED AT <http://www.actonmobile.com/> ON THE DATE CUSTOMER SIGNS THIS LEASE ORDER AND AGREEMENT, WHICH ARE INCORPORATED HEREIN BY REFERENCE AND CONTAIN, AMONG OTHER THINGS, ARBITRATION AND WAIVER OF JURY TRIAL PROVISIONS; AND (ii) ACKNOWLEDGES THAT IT HAS READ THE TERMS & CONDITIONS.

Signature: _____
Print Name: _____
Title: _____
PO #: _____
(If Required) _____

Quote #: QUO-128146-L6H8Q0
CITY OF WILDWOOD
Date: _____

New Acton Mobile Industries LLC (ACTON)

Lease Quote and Agreement Prepared by:

By: *Katherine K. Giannelli*
Katherine K. Giannelli
Vice President, Finance

Meg Counts
Meg Counts
mcounts@actonmobile.com
Orlando

Major Credit Cards Accepted: 

The Lease and all rights of ACTON under the Lease are subject to the security interest of Wells Fargo, National Association, as Agent, and any sale, transfer, assignment or encumbrance of the Lease violates the rights of such secured party.



800-251-1600

Rings to the Branch Nearest You
www.actonmobile.com

ALABAMA - FLORIDA - GEORGIA - ILLINOIS - KENTUCKY
NORTH CAROLINA - OKLAHOMA - PENNSYLVANIA
SOUTH CAROLINA - TENNESSEE - TEXAS - VIRGINIA

3. NEW BUSINESS-ACTION REQUIRED
g.) General Items for Discussion/Approval
3.) Discussion/Approval to consolidate City's Water and Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility.
Branch Address:
Acton Mobile Industries
City of Wildwood
100 N Main Street
Wildwood, FL 32824
Phone: 407-674-7881
Fax: 407-674-7882

Friday, April 27, 2012

Sale Agreement

Billing Address:

CITY OF WILDWOOD
100 N MAIN STREET
WILDWOOD, FL 34785
Phone: (352) 330 1330 / Fax: (352) 330 1338
Cell: - -

Shipping Address:

CITY OF WILDWOOD
100 N MAIN STREET
WILDWOOD, FL 34785
Phone: (352) 330 1330 / Fax: (352) 330 1338
Cell: - -

Quote #	Rev	Quote Type	Model	Bldg Size	Sale Price	Serial #
QUO-118954-B9FRHQ	2	NEWSALE	MS2464	24 x 60	\$49,775.00	

One-Time Charges

Description	Qty	Sale Price	Total
24x64 Double-wide	1	\$49,775.00	\$49,775.00
Delivery Freight	2	\$225.00	\$450.00
Set-up	1	\$2,035.00	\$2,035.00
Total One-Time			\$52,260.00

Notes: THIS QUOTE IS FOR A NEW MOBILE OFFICE THAT MEETS FLA "DCA" BUSINESS OCCUPANCY. EST. MFG. TIME IS 6 WEEKS FROM TIME OF ORDER. THESE ARE BUDGETARY NUMBERS BASED ON THE ATTACHED DRAWING AND SPECIFICATIONS. SKIRTING PRICING BASED ON VINYL OR HARDI PANEL WITH A MAXIMUM HEIGHT OF 36"

Invoice Amount (Plus Applicable Sales & Use Tax)	\$52,260.00
Deposit Required	\$37,331.00

Optional Items not included in Quote

Initials	Description	Term	Qty	Sale Price	Total
	Skirting	Initial	1	\$2,075.00	\$2,075.00
	Bldg / Tie Down Plans - Ea	Initial	1	\$100.00	\$100.00
	Select desired items by initialing				\$2,175.00

Prices are effective for thirty (30) days from the date at the top of this page and are subject to availability of Equipment. Prices exclude taxes, licenses, permit fees, utility connection charges and site preparation, which are the sole responsibility of Customer. All Customers and purchases of Equipment are subject to credit review and may require a deposit. Deposits required for purchase of new product are non-refundable.

Customer must notify ACTON prior to delivery of any Equipment of potentially hazardous site conditions or conditions that may otherwise affect delivery, installation or tie down, of any Equipment. Failure to notify ACTON of such conditions will result in additional One-Time Charges and delays.

Customer will have forty-eight (48) hours after completion of set-up to notify ACTON in writing of any Equipment defects or deficiencies. If ACTON does not receive a timely written notice from Customer, then Customer shall be deemed to have accepted such Equipment on the terms and conditions set forth in this Sale Agreement.

No, representations and warranties regarding (i) the Equipment or otherwise, or (ii) compliance with any federal, state or local codes or zoning ordinances (Codes and Ordinances) are made or may be implied hereby unless expressly stated on this page or in the Terms & Conditions. Compliance with all Codes and Ordinances shall be the sole responsibility of Customer.

Warranty - New Product (NEWSALE): The factory warranty (usually one year) is passed through to the purchaser of a new unit or units.

EXCEPT AS EXPRESSLY PROVIDED IN THIS SALE AGREEMENT, ACTON MAKES NO WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THE EQUIPMENT AND DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY, SUITABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.

ACTON ASSUMES NO LIABILITY FOR ANY INCIDENTAL, CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES, INCLUDING WITHOUT LIMITATION, ANY LOSS OF PROFITS, LOSS OF SALES, OR COSTS OR EXPENSES RELATED TO ANY DEFECTOR CONDITION OF THE EQUIPMENT OR ITS DELIVERY LOCATION.

3.) Discussion/Approval to consolidate the City's Water And Wastewater Department into the City Department and move the existing office into the existing City Department Water treatment plant site into a temporary office facility

By signing below, Customer agrees to purchase the Equipment from ACTON and ACTON agrees to sell the Equipment to Customer on the terms and conditions of this Sale Agreement. No alterations, additions, exceptions, or changes to the Sale Agreement made by Customer shall be effective against ACTON, whether made hereon, contained in any printed form of Customer or elsewhere, unless accepted in writing by ACTON. This Sale Agreement shall be governed by the laws of the State of Maryland without regard to conflict of laws principles.

Quote #: QUO-118954-B9FRHQ
CITY OF WILDWOOD
By: _____
Name: _____
Title: _____
Date: _____
PO #: _____
(If Required)

Sale Agreement Prepared by:
Meg Counts
Meg Counts
mcounts@actonmobile.com
Orlando
New Acton Mobile Industries LLC (ACTON)

Major Credit Cards Accepted: 

3. NEW BUSINESS-ACTION REQUIRED
g.) General Items for Discussion/Approval
3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility



PROPOSAL CLARIFICATIONS

THIS PROPOSAL IS BASED ON THE FOLLOWING:

AN ASSUMED SOIL BEARING CAPACITY OF 2500PSF AT EXISTING GRADE

DIRT / EARTH ANCHORS ONLY. OTHER MATERIALS ENCOUNTERED WILL BE CONSIDERED EXTRA WORK AT ADDITIONAL COST

AN AVAILABLE STAGING AREA NEXT TO THE WORK SITE FOR THE MODULAR BUILDING(S)

AN ACCESSABLE SITE BY STANDARD TRUCK. ALL SITE PREP BY OTHERS

MULTIPLE POTABLE WATER/SANITARY, SEWER/ELECTRICAL DROPS ARE THROUGH FLOOR – UTILITY CONNECTIONS TO THESE DROPS AND EXTENSIONS FURNISHED AND INSTALLED BY BUYER/LESSEE

ALL UNDERGROUND OBSTRUCTIONS IN THE WORK AREA MUST BE LOCATED AND MARKED PRIOR TO DIGGING

BUILDING AREA MUST BE LEVEL GRADE (+/- 6")

SPRINKLER SYSTEM, IF REQUIRED, IS THE RESPONSIBILITY OF THE BUYER/LESSEE

THE BUILDING WILL HAVE EMPTY J-BOXES AND CONDUIT DOWN THROUGH THE FLOOR FOR FIRE ALARM, PHONE SYSTEM, AND COMPUTER SYSTEM. ALL JACKS, EQUIPMENT & WIRING ARE FURNISHED BY THE BUYER/LESSEE

GENERAL CONTRACTOR, SITE PLANS, PERMITTING, LICENSES, TAXES AND IMPACT FEES ARE THE RESPONSIBILITY OF THE BUYER/LESSEE.

3. NEW BUSINESS--ACTION REQUIRED
g.) General Items for Discussion/Approval
3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

COLOR SELECTIONS BEING MADE FROM MANUFACTURERS, STOCK COLORS

SET UP / FOUNDATION BEING OF DRY STACK, BLOCK PIERS ON EXISTING GRADE TO A MAXIMUM OF 24" PIER HEIGHT. ANY OTHER TYPE OF FOUNDATION AND/OR PLAN WILL BE BY OTHERS AND AN ADDITIONAL EXPENSE.

WHEELS AND AXLES TO BE REMOVED FROM THE BUILDING AND BECOME PROPERTY OF ACTON MOBILE INDUSTRIES

HITCHES ARE TO BE REMOVED FROM THE BUILDING AND BECOME THE PROPERTY OF ACTON MOBILE INDUSTRIES

ACTON MOBILE INDUSTRIES WILL PROVIDE A BUILDING THAT MEETS FLORIDA DCA BUSINESS OCCUPANCY. ANY ADDITIONAL REQUIREMENTS BY LOCAL INSPECTORS AND/OR OTHER AGENCIES SHALL BE RESPONSIBILITY OF THE BUYER/LESSEE.

THE AIR CONDITIONING SYSTEM PROVIDED BY ACTON MOBILE INDUSTRIES IS NOT ENGINEERED TO BE BALANCED. IT DOES MEET CODE.

PAYMENT TERMS: 75% DOWN PRIOR TO MANUFACTURE & REMAINING BALANCE DUE PRIOR TO DELIVERY. CERTIFIED CHECK OR CREDIT CARD ACCEPTED.

THE BUILDING WILL BE UNDER WARRANTY FOR 1 YEAR.

ACTON MOBILE INDUSTRIES WILL FURNISH ITS STANDARD INSURANCE CERTIFICATE FOR WORKMAN'S COMPENSATION, GENERAL LIABILITY AND AUTO WHILE ACTON MOBILE INDUSTRIES IS PRESENT AT THE SITE.

THE BUYER IS RESPONSIBLE FOR PROPERTY DAMAGE LIABILITY AND GENERAL LIABILITY INSURANCE ONCE THE BUILDING REACHES THE SITE, INCLUDING SITE SECURITY.

THESE ARE BUDGETARY NUMBERS ONLY UNTIL A FINAL BUILDING DETAIL AND SCOPE OF WORK ARE DETERMINED.

ESTIMATED MANUFACTURE TIME IS 6-8 WEEKS FROM TIME OF SIGN OFF, EXECUTED CONTRACTS, AND RECEIPT OF DEPOSIT

3. NEW BUSINESS ACTION REQUIRED
g.) General Items for Discussion/Approval
3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

CITY OF WILDWOOD – BUILDING SPECIFICATIONS

24X64 BOX – NOMINAL – 1536 SQ. FT

FBC - FLA SEALS - 130 MPH WIND ZONE

FRAME

OUTRIGGER FRAME

12X64 FRAME WITH 12" I BEAM - 2

DETACHABLE HITCH

FLOORS

PERIMETER AND JOISTS-2 X 6 16" O.C.

FLOOR DECKING / SINGLE LAYER, 5/8" T&G PLYWOOD

1/8" BLOCK TILE THROUGHOUT

INTERIOR WALLS & PARTITIONS

2X4 16" O.C.

DOUBLE TOP PLATE

8' WALL HEIGHT

VCG 1/2"

STANDARD BATTEN MOLDING

CLOSET WITH 4' BIFOLD DOOR

INTERIOR DOORS

PRE-HUNG HOLLOW CORE STAIN GRADE – 7

DOOR HARDWARE – LEVER PRIVACY - 7

ROOF

TRUSS / RAFTERS @ 24" O.C.

CODE – FLORIDA BUILDING CODE

ROOF LIVELOAD 20 LB

DESIGN – BOX

ROOF SHEATHING – 7/16" OSB

ROOF COVERING - .045 BLACK RUBBER

SEILING – C/SPRAY WITH ROSETTES

GABLE VENTS

MAXIMUM CLEAR SPAN 30 FT.

3. NEW BUSINESS--ACTION REQUIRED

g.) General Items for Discussion/Approval

3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

PLUMBING

SHUTOFF VALVES ON ALL FIXTURES

H.C. ½ BATH – 2

WATER HEATER – 6 GAL – 1

H.C. COMMODE – 2

WALL MOUNTED LAVATORY – 2

TOILET PAPER HOLDER – 2

STANDARD MIRROR – 2

SUPPLY LINES – CPVC

DRAIN AND WASTE LINES PVC

100 CFM FAN/LIGHT COMBO - 2

ELECTRICAL

PANEL BOX – 100 AMP – 2

FLUORESCENT LIGHT – 240 SURFACE MOUNTED DIFFUSER – 22

PHOTO CELLS ON EXTERIOR LIGHTS – 2

PHONE J BOXES – ½" STUB THRU FLOOR – 10

EXIT/EMERGENCY COMBO LIGHT WITH BATTERY BACK UP – 2

INTERIOR GFI RECEPTACLE – 1

EXTERIOR GFI RECEPTACLE – 1

HVAC

WALL HUNG 3 TON 10KW BARD – 2

SUPPLY DUCT – FIBERGLASS

SUPPLY DUCT IN CEILING

PLENUM WALL – 2

RETURN AIR – FULL CEILING RETURN

AIR REGISTERS STANDARD

PROGRAMABLE T-STAT – 2

FURNITURE

BASE CABINETS – RICHMAID – 6 LN FT

DOUBLE STAINLESS STEEL SINK - 1

EXTERIOR

SIDING – HARDI PANEL T1-11 LOOK

MANSARD – HARDI T1-11 LOOK

3. NEW BUSINESS-ACTION REQUIRED
g.) General Items for Discussion/Approval
3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility

WINDOWS

WIND RATED DP-50 24" X 54" - 11

DOORS

EXT DOOR – 36" STL DOOR STL JAM 10X10" VB – 2
DOOR HARDWARE – LEVER LOCKS & CLOSERS – 2

INSULATION

INTERIOR WALLS – R-11
R-19, R-13, R-30

SEALS

FLORIDA

CUSTOMER IS RESPONSIBLE FOR OVERHEIGHT OR OVER WIDTH BUILDING COST

ACTON IS NOT RESPONSIBLE FOR LOCAL CODE COMPLIANCE
PRICES ARE VALID FOR 10 DAYS

STORM SHUTTERS ARE NOT INCLUDED

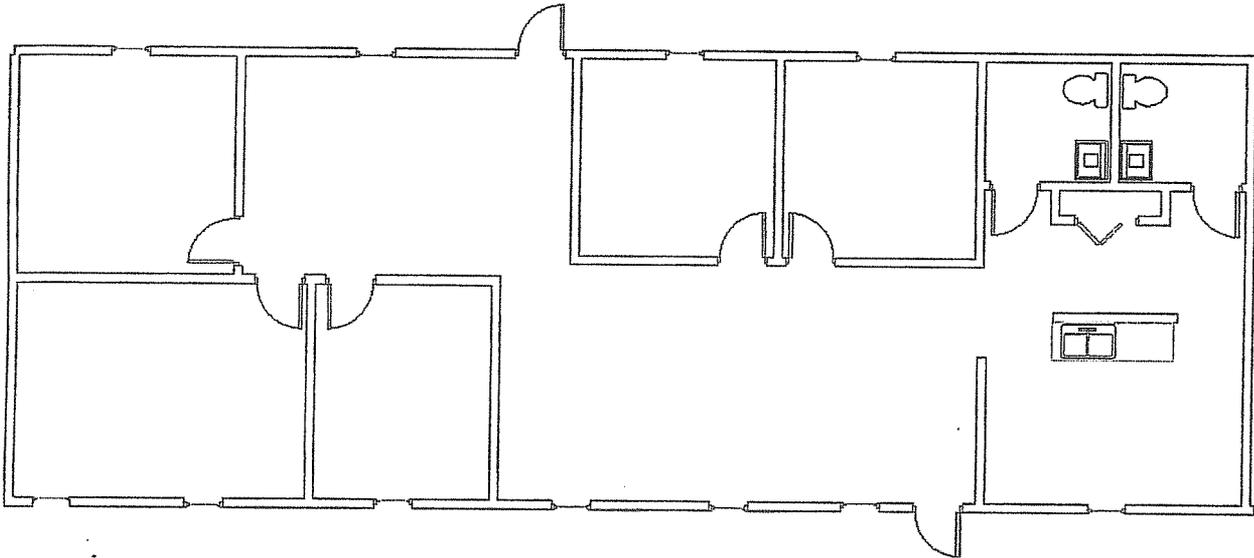
THIS QUOTATION IS BASED UPON THE SPECIFICATIONS PROVIDED. ANY CHANGES OR MODIFICATIONS WILL BE AT AN ADDITIONAL EXPENSE.

ACTON MOBILE INDUSTRIES WILL NOT BE RESPONSIBLE FOR ANY FEDERAL, LOCAL, MUNICIPAL OR COUNTY CODE REQUIREMENTS THAT EXCEED THE SPECIFIC REQUIREMENTS OF YOUR STATE OR OUR THIRD PARTY. IT WILL BE THE CUSTOMER'S RESPONSIBILITY TO SECURE ALL PERMIT AND LICENSES THAT MAY EFFECT THE CONSTRUCTION OF THIS BUILDING PRIOR TO FABRICATION

3. NEW BUSINESS—ACTION REQUIRED

g.) General Items for Discussion/Approval

3.) Discussion/Approval to consolidate the City's Water And Wastewater Departments into one "Utility Department" and move the water department office and personnel to the wastewater treatment plant site into a temporary office facility



24 x 64 MODULAR BUILDING, HARDI PANEL EXTERIOR, 8' CEILINGS, VINYL COVERED INTERIOR WALLS, VCT FLOORING, CENTRAL A/C, 2 HANDICAP RESTROOMS, BREAKROOM WITH 6' BASE CABINET AND SINK. FLORIDA "DCA" BUSINESS OCCUPANCY.

**CITY OF WILDWOOD
EXECUTIVE SUMMARY**

3. NEW BUSINESS - ACTION REQUIRED
g.) General Items for Discussion/Approval
4.) Request by Bruce Phillips, Utility Director, to schedule a Commission Workshop Meeting to discuss "The State of the Utilities"; recommendations for future system upgrades, expansions and maintenance issues

SUBJECT: The State of the Utilities
REQUESTED ACTION: Scheduling a workshop

Work Session (Report Only) **DATE OF MEETING:** May 14, 2012
 Regular Meeting Special Meeting

CONTRACT: N/A Vendor/Entity: _____
Effective Date: _____ Termination Date: _____
Managing Division / Dept: **Utility Department**

BUDGET IMPACT: N/A

Annual **FUNDING SOURCE:** _____
 Capital **EXPENDITURE ACCOUNT:** _____
 N/A

HISTORY/FACTS/ISSUES:

As Utility Director for the past 6 months, I respectfully request a workshop with the City Commission to present "The State of the Utilities". This workshop will provide a comprehensive analysis of the condition and future needs of the water and waste water facilities.

The water facilities portion of the presentation will provide information related to the City's five existing water supply and treatment plants, the one future water supply and treatment plant and the re-pump station. Included in the report will be recommendations for future system upgrades, expansions and maintenance issues.

The waste water portion of the report will provide information regarding the existing waste water treatment plant, the collection system and the disposal facilities. Included will be recommendations for future upgrades, expansions and maintenance issues.

A five-year Renew and Replacement (R&R) budget and a five-year Capital Improvements (CIP) budget will be included for both water and waste water.

Bruce H. Phillips, PE, PLS
Utility Director

May 2012

May 2012							June 2012						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 29		30	May 1	2	3	4	5
6		7	8	9	10	11	12
13		14	15	16	17	18	19
		7:00pm Commission Meeting					
20		21	22	23	24	25	26
27		28	29	30	31	Jun 1	2
		MEMORIAL DAY HOLIDAY 7:00pm Commission Meeting					

Apr 29 - May 5

May 6 - 12

May 13 - 19

May 20 - 26

May 27 - Jun 2

June 2012

June 2012

July 2012

Su	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Mo	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
Tu	17	18	19	20	21	22	23	24	25	26	27	28	29	30																
We	24	25	26	27	28	29	30																							
Th																														
Fr																														
Sa																														

Su	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Mo	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
Tu	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30															
We	22	23	24	25	26	27	28	29	30																						
Th	29	30																													
Fr																															
Sa																															

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 27		28	29	30	31	Jun 1	2
3		4	5	6	7	8	9
10		11	12	13	14	15	16
		7:00pm Commission Meeting					
17		18	19	20	21	22	23
24		25	26	27	28	29	30
		BROWNWOOD CDD PUBI 7:00pm Commission Meeting					

May 27 - Jun 2

Jun 3 - 9

Jun 10 - 16

Jun 17 - 23

Jun 24 - 30

3. NEW BUSINESS-ACTION REQUIRED

g. 6. General Items for Consideration Request approval for Mayor Wolf to execute a letter to PRM authorizing them to make new City Manager, William Ed Cannon's medical benefits effective May 1, 2012, per Section 6-Medical Benefits in his Contract

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: City Manager Contract Section 6 Medical Benefits to have an effective Date of May 1, 2012

REQUESTED ACTION: _____

- Work Session (Report Only)
- Regular Meeting

DATE OF MEETING: 05/14/12
 Special Meeting

CONTRACT: N/A
 Effective Date: _____
 Managing Division / Dept: _____

Vendor/Entity: _____
 Termination Date: _____

BUDGET IMPACT: \$481.87 to be paid for May Premiums (Medical, Dental, Vision & Life Ins.)

- Annual
- Capital
- N/A

FUNDING SOURCE: _____
EXPENDITURE ACCOUNT: _____

HISTORY/FACTS/ISSUES:

Commission to approve the Mayor to execute the letter to Ross Furry, Executive Director, Public Risk Management of Florida (PRM) which authorizes them to make the new City of Wildwood's City Manager, William Ed Cannon's medical benefits effective May 1, 2012.

Thank-you,

Human Resources