

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

(meeting taped)

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

Present were: Mayor Wolf, Commissioners Bivins, Clark, Allen and Strickland. Also present were: City Manager Smith, City Clerk Jacobs, Police Chief Reeser, Human Resource Coordinator Cox, and AVT Law.

The meeting was called to order by Mayor Wolf.

1. TIMED ITEMS AND PUBLIC HEARINGS - NONE
2. REPORTS AND PUBLIC INPUT - NONE
3. NEW BUSINESS – ACTION REQUIRED
 - a. MINUTES – NONE
 - b. ORDINANCES FIRST READING ONLY (READ ONLY – NO VOTE) - None
 - c. RESOLUTIONS FOR APPROVAL: - None
 - d. APPOINTMENTS - None
 - e. CONTRACTS AND AGREEMENTS - None
 - f. FINANCIAL - None
 - g. GENERAL ITEMS FOR CONSIDERATION
 - 1) Discussion relative to the advertisement for the hiring of a new City Manager; and, the strategy and transition period during the interim (Attachments – Board Option)

CM Smith – Expressed his gratitude to the Commission for the opportunity afforded him three years ago. Naming him Interim City Manager, and then appointing him as the City Manager. This was not an easy decision to leave. It came down to time spent on road and the proximity of the City he will be working for. Thinks he put the City in a good situation now, so that the next person who steps in will have a lot easier job and smoother path than he did. Will help out through the process as much as possible.

Provided his resignation letter on August 25. Per contract he was required to provide a 60-day notice, which he did. His last official day will be October 24, 2011. In talking with other City Managers and the Range Rider program, the process to select a new City Manager averages about 3 to 4 months. Prepare advertisement, advertise for one month, committee to review and interview applicants – about two months, and Commission to review nominations from the selection committee and do interviews – about one month, then negotiate contract. Probably looking at January before someone is selected.

Options for interim period from his last day until new City Manager on board: (1) Commission appoint an interim by promoting from within; and (2) utilize the FCCMA Range Rider program to fill in interim from their program. FCCMA has a pool of retirees with City Manager experience and they would pull from that pool and bring over for Commission to select, or Commission

could go on the recommendation of FCCMA. The Range Rider who is the coordinator in this area has over 50 years experience. Referred to the Range Rider brochure. Based on discussions with the City Attorney, there is no restriction in the City Charter as to who the Commission selects as the City Manager. There is nothing written in stone as to who the Commission can appoint on an interim basis. During absences in the past, the City Clerk was appointed as the Interim City Manager. Longest he was out was three weeks and Joseph Jacobs did a good job during that time.

Have discussed with Joseph Jacobs about doing the same thing as was done in the City Manager's absences, and name the City Clerk as Acting City Manager in the interim. He would receive a 10% pay increase during that period. This would be the least budget impact and lowest cost option. If an interim City Manager is hired the City would have to negotiate a contract, and would be more that the 10% being paid Joseph during the interim. Option two would be the FCCMA Range Rider program and the person selected would not be a candidate for the permanent position. The Commission would have to negotiate a contract with the person selected. Commission could provide another option.

Mayor Wolf commented that October through December is a critical period.

Commissioner Allen commented that Joseph Jacobs has over 30 years experience with the City, working with finance with several City Managers, and he has confidence in Joseph. Joseph is up to date on finance and can hit the ground running.

Mayor Wolf commented that will put a lot more work on the Clerk, doing two jobs. CM Smith noted there are Marena Roberts, Alice Borrack and Susan Patterson that provide assistance for the Clerk/Finance functions.

Mayor Wolf indicated there are a lot of people looking to see what happens to Wildwood in this interim.

CM Smith – The requirements for the new City Manager will be set by the City. That is what FCCMA will follow for the advertisement.

Commissioner Allen commented that with the next City Manager he would like someone tied to the community, who loves and wants to stay for a while. Mayor Wolf concurred. Commissioner Strickland agrees with Commissioner Allen and the Mayor and that is why he would prefer selecting the permanent position through a Citizens Committee. He feels it doesn't show confidence in the Community that a committee could not come up with candidates that the Commission would agree with. If you are looking for someone who is committed and tied to the community, not sure that a selection committee with no ties would sort that out. It was noted that the Commission would have the final say in the selection.

Motion by Commissioner Allen, second by Commissioner Clark to contract with FCCMA for Permanent Position replacement. Motion carried. Yea – Allen, Clark, Bivins, Wolf. Nay – Strickland.

Motion by Commissioner Allen, second by Commission Bivins that City Clerk Joseph Jacobs be appointed as interim City Manager with 10% pay increase until new City Manager is appointed. Motion carried. Yea – Strickland, Bivins, Clark, Allen. Nay – Wolf.

CM Smith – Because Joseph is here so that transition will be easier, would the Commission consider reducing his notice period to September 30 to end with the fiscal year instead of October 24, and Joseph would transition into the Acting City Manager role as of October 1.

Commissioner Strickland prefers fast tracking the hiring process and keep CM Smith here until October 24. Commissioner Allen commented that CM Smith has done all he could and is ready to clear his mind to move into his new position, but will the City owe him anything. CM Smith – nothing is owed but a letter of recommendation if he should ask for one in the future. Mayor Wolf commented that he could agree with the earlier date, if in the event that Robert started with Windermere and within the 30 days had enough and came back and told the Commission he wanted his job back.

Motion by Commissioner Allen, second by Commissioner Clark to release City Manager Smith from his contract on September 30 instead of October 24. Motion failed. Yea – Allen, Clark. Nay – Bivins, Strickland, Wolf.

4. ADJOURN

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

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S E A L

ATTEST: Joseph Jacobs
Joseph Jacobs, City Clerk

Edward Wolf Mayor Pro Tem
Ed Wolf, Mayor