

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
CALLED WORKSHOP MEETING
DECEMBER 3, 2012 – 6:00 P.M.
CITY HALL COMMISSION CHAMBER

The City Commission of the City of Wildwood Florida met in Special Session, December 3, 2012 at 6:00 p.m.

Present were: Mayor Wolf, Commissioners Bivins, Clark, and Strickland. Also present were: City Manager Cannon, City Clerk Jacobs, City Attorney Blair, Assistant City Clerk Roberts, Police Chief Reeser, Development Services Director Peavy, 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

2. REPORTS AND PUBLIC INPUT / SPECIAL PRESENTATION(S)

a. Special Presentations

- 1) Grant Funding Analysis by Angie Brewer & Associates of potential funding opportunities for a variety of projects in the City of Wildwood (Attachments)

Rick Busche of Kimley-Horn and Associates presented a Powerpoint of the Funding Analysis as prepared by KHA and Angie Brewer & Associates. Mr. Busche reported this is an informational meeting to review the highlights and to answer questions of the Commission. Introduced Kevin Sudbury of Angie Brewer & Associates.

He noted the Scope and Goals of the Study: Identify needed large Capital Improvements that will benefit the citizens of the City of Wildwood; Identify funding options for those needs; create a work plan for staff to follow in upcoming funding cycles.

He noted recent funding strategies of the City and Projects to be Funded: Downtown Redevelopment Master Plan, Trail System Enhancement/US301 and CSX Crossing, Millennium Park Emergency Shelter upgrades, Millennium Park Baseball/Softball/Soccer Fields, Elevated Water Storage Tank on north side of town, CR 501 Force Main replacement, Water Meter upgrades with AMR Technology, Looping and upgrading existing water mains in areas of low pressure, CR462 Commercial Area Wastewater Transmission System upgrades, Small Project "Bundling", Natural Gas Filling Station.

Kevin Sudbury – reported that Angie Brewer & Associates has been doing this about 24 years exclusively in the State of Florida and have found about 6 billion dollars in funding for clients over that period. Discussed the progression of the funding analysis project beginning with meetings with KHA and staff to come up with a list of projects. Then AB&A put their engine to work researching the projects and the grant and funding programs to make the first cut. A second person reviews further for a second cut and then he reviews and does the final cut. The analysis is then prepared by matching the projects with the funding sources. Also looked for opportunities to take funds from one funding source and match with another, which is leveraging. Three main funding types: Grants, Private, and Loans. After looking at the funding, the complexity of the application process and complexity of the administration process and make notations to assist in determining if City staff can handle some of the process.

Look at readiness to proceed with projects. Some are ready to go, some have partial planning, and some haven't been planned yet.

Funding identified: Grants – over 8 million dollars, Private – up to one million dollars, and Loans – over 17 million dollars. Some additional grant dollars are available but the amount is not known.

Summary - Where we are: City staff is working to help move important City projects forward while minimizing the financial impact, Developed a report that should be used as a work plan for funding applications, Evaluated how those dollars can help the City, Created a two year plan of action for consideration. Next Steps: Refine a two year proposed plan of action/approach – identifies when to apply, not when the project will be complete and determine which applications can be made by staff and which ones need a grant writer; There are opportunities to have a possible quick win; Implement your budgeted Rate Study to determine if any adjustments need to be made; Work with City Manager and Staff on which applications to pursue.

Rick Busche – referred to the Strategy pages in the Study. Would like to see the City proceed with the Rate Study that has been budgeted this year.

Mayor Wolf noted the deciding factor in what is done will be the Commission's appetite for debt service. There are some things in the report the Commission has already said no to. Some of the projects need to be done and need to be move to the front burner, possibly the 462/466 corner. Rick noted there is opportunity for private/public partnership for that project.

Commissioner Strickland asked where the priority list come from, was there discussion with department heads and City Manager, because the Commission had no input. Rick indicated through meetings with City Manager and Department Heads. Looked at the capital improvement program and the budget and the needs the Department heads felt the City had. Tried to bring the list down to 10 or 11. Commissioner Strickland – how flexible will the plan be, because something could come up that would take priority over projects on the list. Who will be in charge of making application, keeping up with when they need to be submitted? Will it be each Department Head, the City Manager or KHA? Rick – it is something that is usually tasked to someone in City staff. Direction for grant funding will come from the City. Who fills out the application depends on the complexity. Application opening and closing dates have to be part of the plan. May need a workshop every year to talk about what will be pursued that year and who will make application.

CM Cannon – Commission will have to direct which way to go.

Mayor Wolf stated that City Manager can go move forward on any free money grants. Asked where on the list is the new Police Station and Public Works building that has been discussed year after year. Commissioner Strickland stated that representation on the list is a little skewed from what he saw.

Kevin Sudbury indicated that the person who is monitoring the application dates should be looking 120 days to the deadline, not waiting until 30 or 15 days to the deadline. The 120 days is recommended because there is gathering of documentation involved and also if the application is complex, this will give the City the opportunity to engage a firm timely so that they have time to complete it.

Mayor Wolf asked if they will be the lead on the CDBG now or Andy Easton. Rick Busche – the City has a contract with Andy Easton at this time for grant applications. That was not the purpose of this IPO; it was to identify funding opportunities.

Commissioner Bivins referring to the Transportation Grant asked, with the CSX coming through soon at 60 mph, if this grant could be looked at regarding a crossing. CM Cannon indicated that is a project that was discussed. Cycle begins on January 1, and in process of getting questions answered. Noted he would be monitoring the opening and deadlines.

Kevin Sudbury noted that the cycle actually began October 1 and January 1 is greater than 120 days to the deadline.

CM Cannon – document needs to be reviewed further. Some funding will require matches and he has concerns as to what the City can afford just as the Commission does. Need to move forward on the rate study.

Mayor Wolf requested that CC/CFO Jacobs be utilized in the process, because the City has outstanding debt service and he doesn't want to see the City take a project and borrow money, then an emergency come up and the City is extended so that we are not eligible for any additional loans.

UD Phillips reported that since the City is a member of the FRWA they will do a rate study free. Doesn't know how good it is, but they will do one.

Mayor Wolf noted that no one should leave this meeting thinking the Commission has signed off or approved any of this.

CM Cannon noted you may have a plan for the necessary today. Noted a police cruiser was totaled over the weekend and will need to be replaced. Will bring it up the next meeting. PC Reeser noted this was a vehicle expected to be used another three or four years. Requested the Commission consider lease/purchase of six vehicles instead of the five that were budgeted. Will be brought back as an agenda item at the next regular meeting.

Mayor Wolf requested that a letter be sent to the County or DOT concerning the left turn at 466a and 301. Rick Busche indicated he would check on it and a redo of the intersection is included in the 466a redo. CM Cannon indicated that he would have Rick check on the design and then letters would be sent.

CA Blair expressed concern that the City might have legal liability is the lines are not in the ground when needed to serve an area and requested that be taken into consideration when making the priority list of projects. Mayor Wolf noted that DSD Peavy is aware of what is happening at the corner with Providence and other development. Need to be sure lines are available when development is ready for the Word-Beaumont property.

Rick Busche – Concerning the corner, Providence and the Word-Beaumont property, that situation is being worked on now. Noted this report will help the City deal with the other things that may come up. Priorities will change.

Commissioner Clark noted there are needs in Police Department and Public Works and other issues to take into consideration for the priority list. Rick Busche indicated they would take Commissioner Strickland's point to heart and make sure the list is expanded as needed.

Commissioner Clark requested a hard copy of the study as did others. CM Cannon to have placed in mail bins.

Mayor Wolf indicated that he has considered having signs made and placed on the medians on 466a and Powell Road reading; these medians are designed and maintained by Sumter County, not the City of Wildwood. There are 39 \$500 to \$1000 oak trees that have dropped every leaf on 466a and not sure how many on Powell Roads. The County made it clear that Powell Road was there road when they named it. This is not a good reflection on the County. Letters that went to Mr. Arnold and the County Public Works department should also go to the five Commissioners.

Mayor Wolf – he understands the Butter Bean will reopen Thursday under new ownership and hopes the outstanding utility bill transfers to the new owner. DSD Peavy indicated the Business License hasn't been issued yet and will hold it up until checked out.

Mayor Wolf noted important dates below.

3. NEW BUSINESS – ACTION REQUIRED
4. ADJOURN

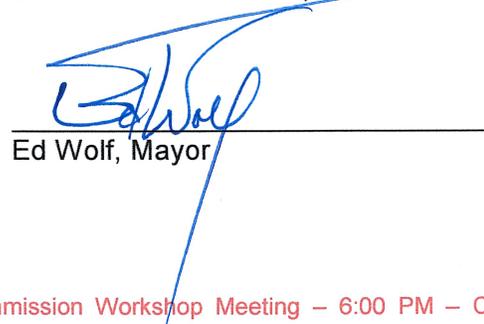
Upon a motion by Commissioner Bivins, second by Commissioner Clark the meeting adjourned.

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST:


Joseph Jacobs, City Clerk


Ed Wolf, Mayor

IMPORTANT DATES (No Attachments)

- a. December 3, 2012 – (Monday) – Special Called City Commission Workshop Meeting – 6:00 PM – City Hall Commission Chamber
- b. December 9, 2012 – (Sunday) - Tours of the Baker House – 1:00 PM – 5:00 PM – 6106 CR 44A, Wildwood
- c. December 10, 2012– (Monday) – City Commission Meeting – 7:00 PM – City Hall Commission Chamber
- d. December 14, 2012 – (Friday) – ANNUAL EMPLOYEE & VOLUNTEER APPRECIATION BANQUET - 7:00PM – Wildwood Community Center
- e. December 24, 2012 – (Monday) – City Offices CLOSED for CHRISTMAS EVE HOLIDAY (Except Police Dept.)
- f. December 24, 2012– (Monday) – (CANCELLED) City Commission Meeting – 7:00 PM – City Hall Commission Chamber
- g. December 25, 2012 – (Tuesday) – City Offices CLOSED FOR CHRISTMAS HOLIDAY (Except Police Dept.)
- h. January 1, 2013 – (Tuesday) – City Offices CLOSED FOR NEW YEAR'S HOLIDAY (Except Police Dept.)
- i. January 7, 2012 – (Monday) – 6:00 p.m. Called Workshop.
- j. January 8, 2013 - (Tuesday) – Parks & Recreation Board Meeting – 6:00 PM – City Hall Conference Room #124