



**CITY COMMISSION - CITY OF WILDWOOD**

**Mayor/Commissioner – Ed Wolf – Seat 1**

Mayor Pro-Tem/Commissioner – Pamala Harrison-Bivins – Seat 2

Robby Strickland – Seat 3

Don C. Clark – Seat 4

Julian Green – Seat 5

Bill Ed Cannon – City Manager

**AGENDA**

**REGULAR MEETING**

**November 25, 2013 - 7:00 PM**

City Hall Commission Chamber

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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.

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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.

City Hall Commission Chamber - 100 N. Main Street, Wildwood, FL 34785

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**1. CALL TO ORDER:**

- INVOCATION
- FLAG SALUTE
- PLEASE TURN OFF ALL CELL PHONES AND PAGERS

**2. CONSENT AGENDA/INFORMATIONAL ITEMS**

*(A consent agenda may be presented by the Mayor at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one Commissioner. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Commission.)*

- a. Minutes for Approval: October 14, 2013 Regular Meeting, October 28, 2013 Regular Meeting
- b. Bills for Approval (Attachment: Staff Recommends Approval)

**3. PRESENTATIONS AND/OR PROCLAMATIONS - None**

a.

**4. PUBLIC HEARINGS – Timed Items**

Quasi-Judicial

- a. **Second final reading and PUBLIC HEARING: ORDINANCE NO. O2013-50. AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; PROPOSING A SMALL 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, AS AMENDED; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.** This Ordinance changes the Future Land Use Map designation of Parcel D17=007 totaling 0.3 acres from County "Rural Residential" to City "Commercial" (Attachments: Staff Recommends Approval).
- b. **Second final reading and PUBLIC HEARING: ORDINANCE NO. O2013-51. AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; PROPOSING A ZONING MAP AMENDMENT TO THE OFFICIAL ZONING MAP IN ACCORDANCE WITH SECTIONS 3.2 AND 3.3 OF THE LAND**

*DEVELOPMENT REGULATIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.* This Ordinance changes the Zoning Map designation of Parcel D17=007 totaling 0.3 acres from County “RR” to City “C-3: General Commercial - Highway” (Attachments: Staff Recommends Approval).

- c. **Second final reading and PUBLIC HEARING: ORDINANCE NO. O2013-52.** *AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; DELETING SECTION 12-96 OF THE CITY OF WILDWOOD CODE OF ORDINANCES AND CREATING SECTION 3.22 OF THE CITY OF WILDWOOD LAND DEVELOPMENT REGULATIONS; PERTAINING TO PARKING OF SEMI-TRUCKS AND SEMI-TRAILERS ON REAL PROPERTY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.* This Ordinance updates the City’s regulations regarding the parking of semi-trucks and semi-trailers within the City. (Attachments: Staff Recommends Approval).
- d. **Second final reading and Public HEARING: ORDINANCE NO. O2013-53.** *AN ORDINANCE OF THE CITY OF WILDWOOD GRANTING A REQUEST FOR A PLANNED DEVELOPMENT AMENDMENT PURSUANT TO SECTION 8.6 OF THE LAND DEVELOPMENT REGULATIONS. REPEALING ORDINANCE O2010-12; FOR CERTAIN PROPERTY WITHIN THE CITY OF WILDWOOD, FLORIDA; OWNED BY WILDWOOD SUMTER HOLDINGS, LLC; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.* This Ordinance is a PD Amendment for the Triumph South Development (Attachments: Staff Recommends Approval).
- e. **Second final reading and PUBLIC HEARING: ORDINANCE NO. O2013-55.** *AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 1.5 ACRES BEING GENERALLY LOCATED ON THE SOUTH SIDE OF C-466 AND WEST OF C-209; IN SECTION 13, TOWNSHIP 18 SOUTH, RANGE 22 EAST; PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.* This property is located in the Joint Planning Area with Sumter County and meets all legal requirements for annexation (Attachment: Staff Recommends Approval).
- f. **Second final reading and PUBLIC HEARING: ORDINANCE NO. O2013-56.** *AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; AMENDING SECTION 6.4 OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF WILDWOOD, FLORIDA; PERTAINING TO DRAINAGE AND STORM WATER MANAGEMENT; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.* This Ordinance modifies the City’s stormwater management regulations to be consistent with the new FDEP and SWFWMD rules that were adopted in early October (Attachment: Staff Recommends Approval).

**5. PUBLIC FORUM – 10 minute time limit**

**6. ORDINANCES FIRST READING ONLY (NO VOTE)**

- a. None

**7. RESOLUTIONS FOR APPROVAL**

- a. None

**8. FINANCIAL & CONTRACTS & AGREEMENTS**

- a. **TABLED FROM November 11** for City Attorney review: Request approval for City of Wildwood and Landstone-Wright Utilities Agreement with fiscal impact information and alternative. **Staff Recommends Table until December 9 meeting.** (No Attachments)
- b. **TABLED FROM November 11:** Request to renew property lease with City of Wildwood, DM7 Cattle, Dodd McDowell. Property near RIBs. This is a renewal of a continuous lease. (Attachment: Board Option)

- c. Request approval to Contract with Kristopher A. Vanderlaan (Attorney) for Reserve Special Magistrate, as requested October 14, 2013 meeting. (Attachment: Staff Recommends Approval)
- d. Budget Analysis Report for September 2013
- e. Budget Analysis Report for October 2013
- f. RFP 2013-01 Insurance Package. Two RFP's received: (1) FMIT (Florida Municipal Insurance Trust), through the Florida League of Cities. (2) Preferred (PGIT), through Brown and Brown Ins. Discussion/Decision of Award. Andy Hanson of Florida League of Cities and Travis Childers of Brown & Brown to be present. [Commission please bring the Insurance Package Proposals delivered to City Commission along with an analysis from Ben Few Associates for review.](#) (Attachments)
- g. RFQ 2013-02 City Attorney Services. Three RFQ's received. Discussion/Decision of Award. [Commission please bring your City Attorney Package handed out at last meeting for your review and scoring.](#) Scoring totals will be handed out at meeting. (Attachments)
- h. Request approval of IPO #24 Amendment 1, for Kimley-Horn and Associates, Inc. to proceed with a Phase II ESA, geotechnical testing and a 5" potable test well at a cost of \$25,500, and discussion of additional options. (Attachments: Board Decision)
- i. Request approval to purchase a new sludge conveyor from Jim Meyers and Sons, Inc. at a cost of \$24,000. (Attachments: Staff Recommends Approval)
- j. RFQ 2013-03: Request approval of the selection committee's recommendation to award the Minority Utility Services contract to both Rainey Construction Co. and Hamlet Underground, Inc. and to authorize staff to negotiate a contract with each. (Attachments: Staff Recommends Approval)
- k. Request approval of rehab work on three SR44 lift stations: 2, 14 and 27. (Attachments: Staff Recommends Approval)

**9. GENERAL ITEMS FOR CONSIDERATION/DISCUSSION and OTHER BUSINESS**

- a. Request from Susan Haugabrook to close Gray Street between High Street and Peters Street on Thursday and Friday, 11/28 and 11/29 between 8 am and midnight each day. (Attachments: Board decision)
- b. Request from San Pedro Maldonado Mission to close Wonders Street between US 301 and Gamble Street from 3:00 p.m. to 11:00 p.m., Saturday, December 14, 2013 for the Annual Our Lady of Guadalupe Celebration. This has been an annual request for the last five years. Police Department, Public Works and Development Service have reviewed. (Attachments: Staff Recommends Approval)
- c. Discussion/Decision regarding Regular Meeting of December 23, 2013. (Hold meeting? Reschedule? Cancel?)

**10. APPOINTMENTS - None**

**11. CITY MANAGER REPORTS**

- a. Results of Employee Poll: Banquet or Gift Card?

**12. CITY ATTORNEY REPORTS**

**13. CITY CLERK REPORTS**

**14. OTHER DEPARTMENT REPORTS**

15. **COMMISSION MEMBERS REPORTS**

**ATTORNEY-CLIENT SESSION (FS 286.011):** As requested by Attorney Hunt during the Regular meeting of November 11, 2013.

**Chair:** Announce commencement and estimated length of the Attorney-Client session and those to attend: Mayor Wolf, Commissioners Strickland, Green, Bivins and Clark; City Manager Cannon; City Attorney Hunt and Court Reporter.

**At the conclusion of the attorney-client session,** the Regular Meeting will be reopened to the Public, and then Mayor Wolf will announce termination of the Attorney-Client Session.

17. **ADJOURNMENT**

IMPORTANT DATES (No Attachments)

- a. November 25, 2013 – (Monday) – City Commission Meeting – 7:00 PM – City Hall Commission Chamber
- b. November 28, 2013 – (Thursday) – Thanksgiving Day. City Offices Closed, except Police Department
- c. November 29, 2013 – (Friday) – City Offices Closed, except Police Department
- d. December 9, 2013 – (Monday) – City Commission Meeting – 7:00 PM – City Hall Commission Chamber
- e. December 23, 2013 – (Monday) – City Commission Meeting – 7:00 PM – City Hall Commission Chamber

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA  
REGULAR MEETING  
OCTOBER 14, 2013 – 7:00 P.M.  
CITY HALL COMMISSION CHAMBER

The City Commission of the City of Wildwood, Florida met in Regular session October 14, 2013 at 7:00 p.m.

Present were: Mayor Wolf, Commissioners Green, Bivins, Clark, and Strickland. Also present were: City Clerk Jacobs, Assistant City Clerk Roberts, Police Chief Reeser, City Attorney Hunt, Development Services Coordinator McHugh, Parks & Recreation Coordinator Hudson, Utility Director Phillips and Fleet Services Coordinator Watson.

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

#### CONSENT AGENDA/INFORMATIONAL ITEMS

*(A consent agenda may be presented by the Mayor at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one Commissioner. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Commission.)*

1. Minutes for approval: August 12, 2013, Regular Meeting; August 26, 2013; Regular Meeting, and September 4, 2013, Special Called Meeting. (Attachment – Staff Recommends Approval)
2. Bills for Approval (Attachment – Staff Recommends Approval)
3. WRPC Service Agreement renewal notice. For “as needed” services through September 30, 2014.
4. Modification to the Oxford Oaks Developer’s Agreement (Attachments) (Staff Recommends Approval)
5. SP 1309-02. Site plan approval for Phase II of Mission Oak (33 bed memory care facility totaling 28,855 SF). (Staff Recommends Approval).

Commissioner Strickland asked if anything has been changed in item 4 since last meeting. DSC McHugh indicated nothing changed.

Motion by Commissioner Clark, second by Commissioner Bivins to approve the Consent agenda items. Motion carried by unanimous vote.

Items taken out of sequence.

#### GENERAL ITEMS FOR CONSIDERATION/DISCUSSION and OTHER BUSINESS

20. Special Event TEMP 1309-03 Wildwood Rotary & Wildwood Athletic Club Ides of March Madness 5K Run/Walk on Saturday, 3/15/14; requesting road closures and road barriers.

Erika Corley expressed the desire to use the same route and City Hall front court yard.

Motion by Commissioner Bivins, second by Commissioner Green to approve the request for a Special Event TEMP 1309-03 Wildwood Rotary & Wildwood Athletic Club Ides of March Madness 5K Run/Walk on Saturday, 3/15/14 with road closures and barriers provide by the City. Motion carried by unanimous vote.

21. Special Event TEMP 1310-01 Wildwood Middle/High School Homecoming Parade on Friday, 11/1/13; requesting road closures and road barriers.

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Motion by Commissioner Green, second by Commissioner Clark to approve the request for a Special Event TEMP 1310-01 Wildwood Middle/High School Homecoming Parade on Friday, 11/1/13; with road closures and road barriers provided by the City. Motion carried by unanimous vote.

PRESENTATIONS AND/OR PROCLAMATIONS – none

6. Jim Gollahon of Gollahon Financials and Mike Williams of Akerman, Senterfitt. Refunding information. Wildwood Bank Proposals, Wildwood Utilities Present vs Proposed debt structure 10-10-13, and:

a. For adoption Resolution R2013-29 - *A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$4,100,000 UTILITY SYSTEM REFUNDING REVENUE BOND, SERIES 2013 FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING CITY OF WILDWOOD, FLORIDA UTILITY DEBT AND ACQUIRING AND CONSTRUCTION IMPROVEMENTS TO THE CITY WATER AND SEWER UTILITY; PLEDGING THE NET REVENUES OF THE UTILITY SYSTEM FOR THE PAYMENT OF SUCH BOND; PROVIDING FOR THE RIGHTS OF THE HOLDERS OF SUCH BONDS; MAKING OTHER COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.*

And:

b. For Adoption Resolution R2013-30 – *A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA, SUPPLEMENTING A RESOLUTION ADOPTED ON EVEN DATE HEREWITH TO FIX CERTAIN DETAILS IN CONNECTION WITH THE ISSUANCE OF ITS NOT TO EXCEED \$4,100,000; UTILITY SYSTEM REFUNDING REVENUE BOND, SERIES 2013; AWARDED THE SALE OF SUCH BOND TO HANCOCK BANK MAKING SUCH DETERMINATIONS AS ARE REQUIRED TO AFFORD SUCH BOND "BANK QUALIFIED" STATUS; AUTHORIZING OTHER REQUIRED ACTIONS; AND PROVIDING AN EFFECTIVE DATE.*

Jim Gollahon and Mike Williams were present to answer any questions. It was noted the loans would close on Tuesday, October 22, 2013 and the old loans would be paid off that same day. Commissioner Strickland noted he did not approve of certain projects, then asked if this is approved tonight would City be required to use funds on projects listed or is it just approving that number for new money. Jim Gollahon indicated there is some flexibility on how the money is spent, and the City is putting in a million dollars toward the projects. If there are some adjustments, it is not etched in stone as long as it is spent on utility capital improvements. Would suggest that if difference in the projects is less than a million dollars, take it out of the City's money. Mayor Wolf indicated the Commission would have further discussion on the projects.

R2013-29 was introduced and read by title only.

Motion by Commissioner Green, second by Commissioner Bivins that R2013-29 is adopted.

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A Resolution Of The City Of Wildwood, Florida, Authorizing The Issuance Of Not To Exceed \$4,100,000 Utility System Refunding Revenue Bond, Series 2013 For The Purpose Of Refunding Certain Outstanding City Of Wildwood, Florida Utility Debt And Acquiring And Construction Improvements To The City Water And Sewer Utility; Pledging The Net Revenues Of The Utility System For The Payment Of Such Bond; Providing For The Rights Of The Holders Of Such Bonds; Making Other Covenants And Agreements In Connection Therewith; And Providing An Effective Date. Motion carried by unanimous vote.

R2013-30 was introduced and read by title only.

Motion by Commissioner Green, second by Commissioner Bivins that R2013-30 is adopted. A Resolution Of The City Of Wildwood, Florida, Supplementing A Resolution Adopted On Even Date Herewith To Fix Certain Details In Connection With The Issuance Of Its Not To Exceed \$4,100,000; Utility System Refunding Revenue Bond, Series 2013; Awarding The Sale Of Such Bond To Hancock Bank Making Such Determinations As Are Required To Afford Such Bond "Bank Qualified" Status; Authorizing Other Required Actions; And Providing An Effective Date. Motion carried by unanimous vote.

7. Architects Design Group – Presentation by ADG representatives of Draft - Space Needs Assessment, New Police Station. (Attachment with Commission Packets)

Keith Reeves reviewed the report with discussion of expansion and preparing for expansion. Information only.

#### PUBLIC HEARINGS – Timed -

- None

#### PUBLIC FORUM – 10 minute time limit

- Frank Hills – Wildwood Country Resort, regarding zoning/rezoning. Expressed that residents should know what will be built before property is rezoned. Would like to know the residents are not going to lose the facilities currently on the property. DSC McHugh noted General Item on the agenda is in reference to this item.

Item 22 – DSC McHugh reported the Special Magistrate had to recuse himself because of a possible conflict and forwarded to the City Commission for further action. The residents were informed this would come to the City Commission to decide what to do next, not necessarily for the Public Hearing. Informed Mr. Scott, the neighborhood leader what would take place at this meeting. Did not send out letters to let them know what was happening but did speak to many of them including Mr. Woods who applied for the rezoning. Asking the Commission to provide a procedure for when the Special Magistrate is not able to hear a case. DSD McHugh noted the Public Hearing will be advertised before this item comes before the Special Magistrate again.

Motion by Commissioner Green, second by Commissioner Bivins for DSC McHugh to bring back an alternate Special Magistrate and agreement. Motion carried by unanimous vote.

#### ORDINANCES FIRST READING ONLY (NO VOTE)

8. First Reading of Ordinance O2013-37: *AN ORDINANCE OF THE CITY OF WILDWOOD GRANTING A REQUEST FOR A PLANNED DEVELOPMENT AMENDMENT PURSUANT TO SECTION 8.6 OF THE LAND DEVELOPMENT REGULATIONS. FOR CERTAIN*

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*PROPERTY WITHIN THE CITY OF WILDWOOD, FLORIDA; OWNED BY POWER CORPORATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.* This is an Ordinance amending the Lakeside Landings Planned Development (Ordinance O2011-07) to expand the project's boundary. No new entitlements are being sought. (Attachments – Staff Recommends Approval).

9. *First Reading of Ordinance O2013-46; AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY OWNED BY THE CITY OF WILDWOOD, CONSISTING OF APPROXIMATELY 32.67 ACRES GENERALLY LOCATED THROUGHOUT THE JOINT PLANNING AREA WITH SUMTER COUNTY; PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.* Pursuant to section 171.044 and 171.204, Florida Statutes. The property is located within the City's Joint Planning Area with Sumter County, and meets all legal requirements for annexation (Staff Recommends Approval).
10. *First Reading of Ordinance O2013-47; AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; AMENDING SUBSECTIONS 6.2(C) POTABLE WATER SYSTEM DESIGN, 6.3(C) SANITARY SEWER SYSTEM DESIGN, 6.5(D) PAVEMENT THICKNESS, AND SECTION 2.2 DEFINITIONS OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF WILDWOOD, FLORIDA; PERTAINING TO POTABLE WATER SYSTEM DESIGN, SANITARY SEWER SYSTEM DESIGN, AND PAVEMENT THICKNESS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.* (Attachments-Staff Recommends Approval)
11. *First Reading of Ordinance O2013-48; AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, AMENDING CHAPTER 12 OF THE CITY OF WILDWOOD CODE OF ORDINANCES; DEFINING LOW SPEED VEHICLES AND GOLF CARTS; ALLOWING LOW SPEED VEHICLES AND GOLF CARTS TO OPERATE ON CITY ROADS UNDER CERTAIN CONDITIONS; PROVIDING FOR THE A PROCESS TO BECOME A GOLF CART COMMUNITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.* (Staff Recommends Approval).
12. *First Reading of Ordinance O2013-49; AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 0.25 ACRES BEING GENERALLY LOCATED ON THE WEST SIDE OF CR 105; IN SECTION 17, TOWNSHIP 18 SOUTH, RANGE 23 EAST; WHICH IS CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF WILDWOOD, FLORIDA; PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.* (Attachments -Staff Recommends Approval).

Ordinances O2013-37, O2013-46, O2013-47, O2013-48 and O2013-49 were introduced and read by title only. No action required.

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#### RESOLUTIONS FOR APPROVAL

13. a) Lot 16 Easement Issue with petition to abandon, sketches, and

UD Phillips reported a residential structure was built within three feet of a water main and is 4 ½ feet into the easement. The developer has agreed that if the City would vacate the easement, they would move the water main at their expense.

- b) Resolution No. R2013-28 for adoption. *R2013-28; A RESOLUTION OF THE CITY OF WILDWOOD, FLORIDA PROVIDING FOR THE VACATION OF AN EASEMENT ON A PORTION OF LOT 16, EDGEWATER AT LAKESIDE LANDINGS; PROVIDING FOR AN EFFECTIVE DATE.* (Attachments – Staff recommends approval.

R2013-28 was introduced and read by title only.

Motion by Commissioner Strickland, second by Commissioner Bivins that R2013-28 is adopted. A Resolution Of The City Of Wildwood, Florida Providing For The Vacation Of An Easement On A Portion Of Lot 16, Edgewater At Lakeside Landings; Providing For An Effective Date. Motion carried by unanimous vote.

UD Phillips noted this should have been caught during the permitting and building inspection process. Has had issues with the County issuing CO's without proper backflow prevention. Working with the County to be sure this does not occur in the future.

#### FINANCIAL & CONTRACTS & AGREEMENTS

14. Request approval CR 214 Variable Frequency Drive revised of quotes. Danfoss revised quote and Sanders revised quote. (Attachments – Staff recommends approval)

UD Phillips reported the Commission had approved at a previous meeting, however SECO has informed him that due to the size of the motors a soft start is required. He received new quotes from the same companies. Sanders Company is still the low quote.

Motion by Commissioner Green, second by Commissioner Strickland to approve purchase for CR 214. Variable Frequency Drive with soft start from Sanders. Motion carried by unanimous vote.

15. Pest Control service for City facilities. Comparison of current vendor Terminix pricing and price quote from Massey Pest Control Services. (Attachments – Board Option)

Motion by Commissioner Green, second by Commissioner Clark to approve moving to Massey Pest Control Services. Motion carried by unanimous vote.

16. Request to purchase budgeted vehicles for Parks & Recreation. Two (2), 2014 Ford F150. State Contract price \$17,220 each, \$34,440 total. (Attachment – Staff recommends approval)

Motion by Commissioner Clark, second by Commissioner Green to to purchase budgeted vehicles for Parks & Recreation. Two (2), 2014 Ford F150. State Contract price \$17,220 each, \$34,440 total. Motion carried by unanimous vote.

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17. Request to purchase budgeted vehicle for Public Works. One (1), 2014 Ford F150. State Contract price \$17,220 each. (Attachment – Staff recommends approval)

Motion by Commissioner Green, second by Commissioner Bivins to purchase budgeted vehicle for Public Works. One (1), 2014 Ford F150. State Contract price \$17,220 each. Motion carried by unanimous vote.

18. Request to purchase budgeted vehicle for Public Works. One (1), 2014 Ford E250 Cargo Van. State Contract price \$18,186 each. (Attachment – Staff recommends approval)

Motion by Commissioner Bivins, second by Commissioner Green to purchase budgeted vehicle for Public Works. One (1), 2014 Ford E250 Cargo Van. State Contract price \$18,186 each. Motion carried by unanimous vote.

19. Request to advertise for a Request for Qualifications (RFQ 2013-03) for a Minor Utility Services contractor (Attachment – Staff recommends approval)

Motion by Commissioner Green, second by Commissioner Bivins to advertise for a Request for Qualifications (RFQ 2013-03) for a Minor Utility Services contractor. Motion carried by unanimous vote.

22. Procedures for Recusal of Special Magistrate.  
Discussed earlier in meeting.

APPOINTMENTS – none

#### CITY MANAGER REPORTS

- Jerri Blair consulting contract. CA Hunt reported that Jerri meets with him about twice a week.

Motion by Commissioner Strickland, second by Commissioner Green to approve Consulting Contract with Jerri Blair. Motion carried by unanimous vote.

- Proposal to Change Wildwood's At Large Voting to Districts/Precincts

Mayor Wolf noted there is time to talk further about this. CA Hunt indicated there is a process to follow.

#### CITY ATTORNEY REPORTS

- Proposed contract on Powell Road property. The property needs to be declared surplus. Mayor Wolf indicated the City cannot circumvent the process.

#### CITY CLERK REPORTS

- None

#### OTHER DEPARTMENT REPORTS

- None

#### COMMISSION MEMBERS REPORTS

- Commissioner Strickland – how did the insurance work out. Mayor Wolf – received a two month extension. Is being advertised and bids due by October 21.

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- Commissioner Green – update on road closure of C466A. DAB received the contract from the County and the City piggybacked the bid to have the lines moved. Construction is expected to continue through October 2014.

Mayor Wolf noted call from Carolyn Orr regarding two small signs she had up to let people know she is open and code enforcement had her remove them. Mayor Wolf asked the Commission to consider a moratorium in the construction area.

Motion by Commissioner Clark, second by Commissioner Strickland to place a moratorium on sign code enforcement in construction area for direction signs and that the City Manager contact the County about providing direction signs for access to businesses. Motion carried by unanimous vote.

- Mayor Wolf asked that the Development Services Coordinator and City Attorney look at County transportation impact fee because if City is maintaining the roads they should receive a share. DSD McHugh indicated he asked for money in the budget for a new Impact fee study, and will work with City Attorney, City Manager and Public Works Direction to send letter to the County.
- Commissioner Bivins – when will iPads be available. ACC Roberts indicated MMD Computers would be working on them Tuesday morning and then should be ready.
- City Attorney Hunt reported in regard to stores opened at night. Noted PC Reeser talked with the State and a municipal Ordinance cannot be more restrictive than the State law. PC Reeser indicated a need for Ordinance.
- HRC Cox introduced new PR&C Jason Wheeler. Mayor Wolf asked how many applications came in and how many were interviewed. HRC Cox indicated three plus Jason and three were interviewed. The City Manager, Jenny Hudson and she felt it would be good for promotion from within. Advertised FLC web site and on the City web site. Noted all applicants are notified by letter or call once the position is filled. Commissioner Strickland has been disappointed with advertising and has expressed so to the City Manager.

ADJOURNMENT

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

S E A L

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

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

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

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA  
REGULAR MEETING  
OCTOBER 28, 2013 – 7:00 P.M.  
CITY HALL COMMISSION CHAMBER

The City Commission of the City of Wildwood, Florida met in Regular session October 28, 2013 at 7:00 p.m.

Present were: Mayor Wolf, Commissioners Clark, Strickland and Green. Also present were: City Manager Cannon, City Clerk Jacobs, Assistant City Clerk Roberts, Police Chief Reeser, City Attorney Hunt, Development Services Coordinator McHugh, Utility Director Phillips, Parks & Recreation Coordinator Wheeler, and Admin Support Spec McClung.

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

2. **CONSENT AGENDA/INFORMATIONAL ITEMS**

*(A consent agenda may be presented by the Mayor at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one Commissioner. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Commission.)*

- a. Minutes for approval: September 4, 2013 Workshop, September 10, 2013 Regular Meeting
- b. Bills for Approval (Attachment – Staff Recommends Approval)

Motion by Commissioner Strickland, second by Commissioner Green to approve the items of the Consent Agenda. Motion carried by unanimous vote.

3. **PRESENTATIONS AND/OR PROCLAMATIONS - None**

- a. Bradley Arnold, Sumter County Administrator – Report of Board of County Commissioners, Sumter County (Handout Attachment)

Mr. Arnold provided a handout in regard to FreeFlight Airport Offer to City of Wildwood. Noted the airport is privately owned. The owner desires connection to US 301. Noted the proposal is in Phases. Phase I would be airport development of 166,000 SF of building/hanger space with an ultimate build out estimated to be 500,000 SF. Best access to US 301 is via NE 37<sup>th</sup> Place to CR 519. NE 37<sup>th</sup> Place is privately owned, but the owner is willing to transfer to the City, and access to CR 519 would have to be acquired. Sumter County's limit of participation would be \$465,478 towards the road connection with the condition Wildwood accepts CR519 and CR 519A and all associated storm water responsibilities in the area for perpetual maintenance. This would eliminate a pocket of unincorporated area and resolve the future city service between Wildwood and Coleman. Noted the cost implications to be \$930,954.75 road connectivity cost with the County providing 50%. Cost of water/wastewater service extensions to serve the airport. Cost of paving the 4,100 LF runway and cost of lighting the runway. Perpetual cost of maintenance of runway, NE 37<sup>th</sup> Place, CR 159 and CR 519A. Revenue implications: building/hanger rentals/ad valorem and utility revenues. Noted he did not include jobs or businesses locating here.

Mayor Wolf noted there would have to be workshops. Commissioner Green requested more information on FreeFlight. Mr. Arnold indicated it is a privately owned airport with one recreational airplane located there. By permission the owner allows others to use the airport. Owner would like to develop the airport further.

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Information only, no action taken.

#### 4. PUBLIC HEARINGS – Timed Items

Quasi-Judicial

DSC McHugh was sworn in by Mayor Wolf.

- a. Second Reading of Ordinance O2013-37: *AN ORDINANCE OF THE CITY OF WILDWOOD GRANTING A REQUEST FOR A PLANNED DEVELOPMENT AMENDMENT PURSUANT TO SECTION 8.6 OF THE LAND DEVELOPMENT REGULATIONS. FOR CERTAIN PROPERTY WITHIN THE CITY OF WILDWOOD, FLORIDA; OWNED BY POWER CORPORATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.* This is an Ordinance amending the Lakeside Landings Planned Development (Ordinance O2011-07) to expand the project's boundary. No new entitlements are being sought. (Attachments – Staff Recommends Approval).

Ordinance O2013-37 was introduced and read by title only. Public Hearing was opened. No comments were received.

Motion by Commissioner Green, second by Commissioner Strickland to adopt O2013-37 on second final reading. *AN ORDINANCE OF THE CITY OF WILDWOOD GRANTING A REQUEST FOR A PLANNED DEVELOPMENT AMENDMENT PURSUANT TO SECTION 8.6 OF THE LAND DEVELOPMENT REGULATIONS. FOR CERTAIN PROPERTY WITHIN THE CITY OF WILDWOOD, FLORIDA; OWNED BY POWER CORPORATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.* Motion carried by unanimous vote.

- b. Second Reading of Ordinance O2013-46; *AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY OWNED BY THE CITY OF WILDWOOD, CONSISTING OF APPROXIMATELY 32.67 ACRES GENERALLY LOCATED THROUGHOUT THE JOINT PLANNING AREA WITH SUMTER COUNTY; PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.* Pursuant to section 171.044 and 171.204, Florida Statutes. The property is located within the City's Joint Planning Area with Sumter County, and meets all legal requirements for annexation (Staff Recommends Approval).

Ordinance O2013-46 was introduced and read by title only. Public Hearing was opened. No comments were received.

Motion by Commissioner Clark, second by Commissioner Green to adopt O2013-46 on second final reading. *AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY OWNED BY THE CITY OF WILDWOOD, CONSISTING OF APPROXIMATELY 32.67 ACRES GENERALLY LOCATED THROUGHOUT THE JOINT PLANNING AREA WITH SUMTER COUNTY; PROVIDING THAT SECTION 1-14 OF THE CITY*

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OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE. Motion carried by unanimous vote.

- c. Second Reading of Ordinance O2013-47; *AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; AMENDING SUBSECTIONS 6.2(C) POTABLE WATER SYSTEM DESIGN, 6.3(C) SANITARY SEWER SYSTEM DESIGN, 6.5(D) PAVEMENT THICKNESS, AND SECTION 2.2 DEFINITIONS OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF WILDWOOD, FLORIDA; PERTAINING TO POTABLE WATER SYSTEM DESIGN, SANITARY SEWER SYSTEM DESIGN, AND PAVEMENT THICKNESS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.* (Attachments-Staff Recommends Approval)

Ordinance O2013-47 was introduced and read by title only. Public Hearing was opened. No comments were received.

Motion by Commission Green, second by Commissioner Clark to adopt O2013-47 on second final reading. *AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; AMENDING SUBSECTIONS 6.2(C) POTABLE WATER SYSTEM DESIGN, 6.3(C) SANITARY SEWER SYSTEM DESIGN, 6.5(D) PAVEMENT THICKNESS, AND SECTION 2.2 DEFINITIONS OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF WILDWOOD, FLORIDA; PERTAINING TO POTABLE WATER SYSTEM DESIGN, SANITARY SEWER SYSTEM DESIGN, AND PAVEMENT THICKNESS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.* Motion carried by unanimous vote.

- d. Second Reading of Ordinance O2013-48; *AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, AMENDING CHAPTER 12 OF THE CITY OF WILDWOOD CODE OF ORDINANCES; DEFINING LOW SPEED VEHICLES AND GOLF CARTS; ALLOWING LOW SPEED VEHICLES AND GOLF CARTS TO OPERATE ON CITY ROADS UNDER CERTAIN CONDITIONS; PROVIDING FOR THE A PROCESS TO BECOME A GOLF CART COMMUNITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.* (Attachments - Staff Recommends Approval).

Ordinance O2013-48 was introduced and read by title only. Public Hearing was opened. Vaughn Harris asked if residents of the Wildwood Resort will be allowed to cross 44 and drive their carts to Brownwood. Mayor Wolf noted not currently.

Motion by Commissioner Green, second by Commissioner Strickland to adopt O2013-48 on second final reading. *AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, AMENDING CHAPTER 12 OF THE CITY OF WILDWOOD CODE OF ORDINANCES; DEFINING LOW SPEED VEHICLES AND GOLF CARTS; ALLOWING LOW SPEED VEHICLES AND GOLF CARTS TO OPERATE ON CITY ROADS UNDER CERTAIN CONDITIONS; PROVIDING FOR THE A PROCESS TO BECOME A GOLF CART COMMUNITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.* Motion carried by unanimous vote.

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- e. Second Reading of Ordinance O2013-49; *AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 0.25 ACRES BEING GENERALLY LOCATED ON THE WEST SIDE OF CR 105; IN SECTION 17, TOWNSHIP 18 SOUTH, RANGE 23 EAST; WHICH IS CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF WILDWOOD, FLORIDA; PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.* (Attachments -Staff Recommends Approval).

Ordinance O2013-49 was introduced and read by title only. Public Hearing was opened. No comments were received.

Motion by Commissioner Clark, second by Commissioner Strickland to adopt O2013-49 on second final reading. *AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 0.25 ACRES BEING GENERALLY LOCATED ON THE WEST SIDE OF CR 105; IN SECTION 17, TOWNSHIP 18 SOUTH, RANGE 23 EAST; WHICH IS CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF WILDWOOD, FLORIDA; PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.* Motion carried by unanimous vote.

- 5. PUBLIC FORUM – 10 minute time limit  
None

- 6. ORDINANCES FIRST READING ONLY (NO VOTE)  
None

- 7. RESOLUTIONS FOR APPROVAL

- a. R2013-31 Waste Management Annual Rate Increase Per City Ordinance based on CPI rate.. *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.*(Attachments – Staff Recommends Approval)

R2013-31 was introduced and read by title only.

Motion by Commissioner Strickland, second by Commissioner Green to adopt R2013-31. *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.* Motion carried by unanimous vote.

- 8. FINANCIAL & CONTRACTS & AGREEMENTS

- a. Request Purchase of K9, Vehicle and Equipment to assist with area coverage, apprehensive of suspects, and tracking of missing persons. Total cost estimate \$67,900. (Attachment – Board Option)

Mayor Wolf expressed support of a K-9 unit but not at this time. Commissioner Strickland commented he would have preferred to have budgeted. PC Reeser noted

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that Impact Fees cannot be used for budgeted items. Noted there is no increase to the insurance cost. Would utilize a current officer.

Motion by Commissioner Strickland, second by Commissioner Green to table until full commission is present. Motion carried by unanimous vote.

- b. KHA IPO #15 Amendment #3 for additional design for VFD by-pass with soft start in the amount of \$7,500.(Attachment – Staff recommends approval)

UD Phillips noted this will be out of the Bond funding.

Motion by Commissioner Green, second by Commissioner Strickland to approve KHA IPO #15 Amendment #3 for additional design for VFD by-pass with soft start in the amount of \$7,500. Motion carried by unanimous vote.

- c. KHA IPO #24 in the amount of \$6,450 to perform a Natural Resource Assessment (NRA) and a Phase 1 Environmental Site Assessment (ESA) on Sumter County Parcel No. C33=040 (Ashley Well Site), subject to the present owner signing the Sale and Purchase Agreement. (Attachment – Staff recommends approval)

Signed contract on the property is to be delivered on Tuesday.

Motion by Commissioner Green, second by Commissioner Strickland to approve KHA IPO #24 in the amount of \$6,450 to perform a Natural Resource Assessment (NRA) and a Phase 1 Environmental Site Assessment (ESA) on Sumter County Parcel No. C33=040 (Ashley Well Site), subject to the present owner signing the Sale and Purchase Agreement. Motion carried by unanimous vote.

- d. KHA IPO #25 in the amount of \$59,000 for the design of a new headworks screen and by-pass. (Attachment – Staff recommends approval)

UD Phillips noted it is \$59,500. The \$400,000 includes everything – new and retrofit. Mayor Wolf noted this should have been included in last expansion.

Motion by Commissioner Green, second by Commissioner Clark to approve KHA IPO #25 in the amount of \$59,000 for the design of a new headworks screen and by-pass. Motion carried by unanimous vote.

- e. Request to purchase Kruger Backwash Pump in the amount of \$3,471.49. \$4,200 is included in the FY2013-14 Budget for a replacement. (Attachment – Staff recommends approval)

Motion by Commissioner Green, second by Commissioner Clark to approve purchase Kruger Backwash Pump complete assembly with motor and for current motor to be placed in inventory utilizing budgeted \$4200. Motion carried by unanimous vote.

9. GENERAL ITEMS FOR CONSIDERATION/DISCUSSION and OTHER BUSINESS

- a. Request approval of the First Amendment to the Pioneer Agreement between the City of Wildwood and the Word Family, LLC with clarification of the use of \$1,800,000 advanced funds: KHA Schedule of Funding Memo. (Attachment – Staff recommends approval)

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UD Phillips to bring KHA IPO for design work to next meeting.

Motion by Commissioner Clark, second by Commissioner Green to approve the First Amendment to the Pioneer Agreement between the City of Wildwood and the Word Family, LLC with clarification of the use of \$1,800,000 advanced funds and KHA Schedule of Funding Memo. Motion carried by unanimous vote.

- b. Request Approval of proposed Christmas Parade Route. (Attachment – Board Option)

Motion by Commissioner Green, second by Commissioner Strickland to approve the proposed Christmas Parade Route. Motion carried by unanimous vote.

- c. Information Only: Sumter County Public Works Household Electronics and Hazardous Waste Mobile Collection. Saturday, December 7, 2013, 9 a.m. to 3 p.m. at The Villages Sumter County Service Center. (Attachment)

10. APPOINTMENTS - None

11. CITY MANAGER REPORTS - None

12. CITY ATTORNEY REPORTS - None

13. CITY CLERK REPORTS - None

14. OTHER DEPARTMENT REPORTS – None.

15. COMMISSION MEMBERS REPORTS

a. Strickland – there were several things tonight that may need workshops. Airport, K-9 and Golf Carts. Do we have a workshop scheduled.

b. Strickland – regarding roll off dumpsters from Waste Management, where do citizens get those prices, because on their website they quoted \$600 for a 20 yard dumpster but the contract they provided to the City listed \$187 plus tipping fees. Mayor Wolf noted that Deniese Woods is the City contact. He has had problems with moss and yard debris not being picked up. CM Cannon noted he talked with Waste Management and they assured it would not happen again. Mayor Wolf indicated it is time to talk to them again.

c. Wolf – regarding 466A – have had many complaints from business owner about problems with customers getting in and out.

d. Green – noted previous request for street lights to be reviewed with a report back to the Commission about lighting levels. Asked who is supposed to provide the report. CM Cannon indicated he would get with PWD Kornegay.

e. Green – iPads status. CM Cannon – they will be ready shortly.

f. Clark – Methodist Church is planning festivities and would like to close Mason Street on November 30. Mayor Wolf indicated the request could be on the next agenda.

16. ADJOURNMENT

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

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

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

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

**BILLS FOR APPROVAL**  
**City of Wildwood, Florida**  
**November 25, 2013**

**CITY COMMISSION-LEGISLATIVE DEPARTMENT**

PGIT	Worker's Comp Insurance	\$	16.43
The Daily Commercial	Ad	\$	269.96
Verizon Wireless	Cell Phone Service	\$	52.10

**CITY MANAGER-EXECUTIVE DEPARTMENT**

Payroll	November 17, 2013 Pay Period - 2 Employees	\$	6,158.00
Bright House	Internet Service	\$	71.92
Capital Office Products	Office Supplies	\$	38.62
Dept of Management Services	Telephone Service	\$	(43.46)
Ernie Morris Enterprises, Inc	Office Supplies	\$	67.93
Office Depot	Office Supplies	\$	2.05
PGIT	Worker's Comp Insurance	\$	19.75
Verizon Wireless	Cell Phone Service	\$	49.51

**CITY CLERK-FINANCIAL & ADMINISTRATIVE DEPARTMENT**

Payroll	November 17, 2013 Pay Period - 4 Employees	\$	10,999.97
Bright House	Internet Service	\$	143.84
C & M Paper and Supply	Papermate Pens	\$	20.98
Dept of Management Services	Telephone Service	\$	1.56
Duke Electric	Electric Service	\$	230.62
Ernie Morris Enterprises, Inc	Office Supplies	\$	182.28
Kevin Mathews Medical Services	First Aid and Safety Products	\$	17.50
Kohn Construction & Electric, Inc.	Backed up Condensation Drain, Air Filters	\$	375.50
Massey Services, Inc.	Pest Control Service	\$	75.00
National Pen	Courtesy Pens	\$	123.74
Office Depot	Office Supplies	\$	112.40
PGIT	Worker's Comp Insurance	\$	31.60
Sam's Club	Membership Renewal	\$	45.00
Verizon Wireless	Cell Phone Service	\$	53.41
Wildwood Historical Association	Transfer Balance of Funds to Reconcile w/Contributions	\$	646.50
W/S Fund	Correct Deposit Made to General	\$	11,595.55

**DEVELOPMENT SERVICES**

Payroll	November 17, 2013 Pay Period - 3.5 Employees	\$	8,006.89
Bright House	Internet Service	\$	143.84
Dept of Management Services	Telephone Service	\$	(43.46)
Ernie Morris Enterprises, Inc	Office Supplies	\$	67.15
Lake-Sumter MPO	Transportation Management System	\$	5,169.00
National Pen	Courtesy Pens	\$	123.74
Office Depot	Office Supplies	\$	12.84
PGIT	Worker's Comp Insurance	\$	27.44
Sumter County Clerk	Recording of Satisfaction, Ordinances	\$	81.00
The Daily Commercial	Ads	\$	4,188.40

**HUMAN RESOURCES**

	November 17, 2013 Pay Period - 1 Employees	\$	2,061.87
Bright House	Internet Service	\$	35.96
Dept of Management Services	Telephone Service	\$	(59.02)
National Pen	Courtesy Pens	\$	123.73
PGIT	Worker's Comp Insurance	\$	5.27

**POLICE DEPARTMENT**

Payroll	November 17, 2013 Pay Period - 34 Employees	\$	75,062.02
Advance Auto Parts	Headlight	\$	10.99
B & H Police Supply	Glock Magazines, Night Sights	\$	456.00
Car Quest Auto Parts Stores	Rear Lamp	\$	144.91
Cason & Gaskins TV Inc	F Conns, Recorder	\$	51.96
CDW-G	6 GPS	\$	942.00
Century Link	Voice Menu Setup, Translink Chan Term	\$	736.52
Chief Supply / Law Enforcement	Holster, Drug Test Kits, Blood Specimen Kits, Battery, Etc	\$	821.67
C & M Paper and Supply	Papermate Pens	\$	31.47
Dana Safety Supply, Inc	Slimlighter w/6 Super High Intensity	\$	450.00
Dept of Management Services	Telephone Service	\$	270.11
Duke Electric	Electric Service	\$	1,256.14
Ernie Morris Enterprises, Inc	Office Supplies	\$	300.49
General Fund	Reimburse for Architect Design Group	\$	15,682.32
L 3 Communications	Stud Antenna Cables, Camera Assy, Maintenance Agree	\$	2,550.00
Lawmen's and Shooter's Supply, Inc	Winchester Handguns and Ammo	\$	1,031.56
LKQ	Temperature Control	\$	320.00
Maggio Enterprises, Inc	Paper Products	\$	49.80
Massey Services, Inc.	Pest Control Service	\$	25.00
Merritt Department Store	Shirts and Trousers	\$	362.60
Office Depot	Office Supplies	\$	86.99
PGIT	Worker's Comp Insurance	\$	2,734.95
Psychological Resources	Psychological Evaluation	\$	110.00
Sirchie	Small Particle Reagent, Lifting Tape, Red Tape	\$	172.99
TLO LLC	Person Search	\$	139.33
U.S. HealthWorks	DS-Urine, EKG, Labs, PE-Basic - New Hire	\$	950.00
Verizon Wireless	Cell Phone Service , Bluetree	\$	1,600.27

**STREET DEPARTMENT**

Payroll	November 17, 2013 Pay Period - 10 Employees	\$	16,937.64
Car Quest Auto Parts Stores	Pulley, Bearings, Switch, Posi Lock Coupler, Ball Mount	\$	317.46
Dept of Management Services	Telephone Service	\$	(31.12)
Duke Electric	Electric Service	\$	4,541.93
Ernie Morris Enterprises, Inc	Office Supplies	\$	142.91
Kevin Mathews Medical Services	First Aid & Safety Products	\$	9.50
Maggio Enterprises, Inc	Paper and Cleaning Products	\$	140.26
Massey Services, Inc.	Pest Control Service	\$	10.00
PGIT	Worker's Comp Insurance	\$	1,397.28
Salescorp of Florida	Gatorade	\$	68.00
Sumter Electric	Electric Service	\$	186.49
UPS	Postage	\$	11.38
U.S. HealthWorks	DS-Urine 10 Panel, COC - Post Accident	\$	35.00
Verizon Wireless	Cell Phone Service	\$	194.77
Wildwood Mower & Saw, Inc	Starter Pulley, Spindle Assy, Carb, Caster, Idler Pulley	\$	1,198.20

**FLEET SERVICES**

Payroll	November 17, 2013 Pay Period - 2 Employees	\$	5,262.03
Car Quest Auto Parts Stores	Tail Lamp, Grease, Svc Port, Wiper Blds, Sprk Plugs, Etc	\$	243.87
Dept of Management Services	Telephone Service	\$	(31.12)
Duke Electric	Electric Service	\$	105.48
Ernie Morris Enterprises, Inc	Office Supplies	\$	67.13
Kevin Mathews Medical Services	First Aid & Safety Products	\$	9.50
Maggio Enterprises, Inc	Paper and Cleaning Products	\$	50.66
Massey Services, Inc.	Pest Control Service	\$	10.00
Newsome Oil Company	Kendall Super-D, Family Megaplex XD3	\$	232.70
PGIT	Worker's Comp Insurance	\$	387.72
Verizon Wireless	Cell Phone Service	\$	60.60
Wildwood Mower & Saw, Inc	Fuel Filter, Filter Ass Intank	\$	10.86

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**COMMUNITY RE-DEVELOPMENT**

Payroll	November 17, 2013 Pay Period - .5 Employees	\$	1,786.45
Bright House	Internet Service	\$	35.98
Dept of Management Services	Telephone Service	\$	(43.47)
PGIT	Worker's Comp Insurance	\$	5.27

**PARKS AND RECREATION**

Payroll	November 17, 2013 Pay Period - 5 Employees	\$	7,235.11
Arrow Environmental Services	Termite Inspection & Renewal	\$	225.00
AWS	Port O Let Rental - Baker House	\$	528.00
Bright House	Internet Service	\$	35.96
Car Quest Auto Parts Stores	Bearings, Oil Seal, Grease Gun, Bladerunner	\$	220.50
Culligan	Softener Rental - Lake Deaton - Wigglesworth	\$	32.95
Dept of Management Services	Telephone Service	\$	1.56
Duke Electric	Electric Service	\$	102.25
Kohn Construction & Electric, Inc	Repair HVAC Concession Stand	\$	980.00
Massey Services, Inc.	Pest Control Service	\$	15.00
Nature Calls Inc	Port O Let Rental	\$	250.00
Office Depot	Office Supplies	\$	1.92
PGIT	Worker's Comp Insurance	\$	263.36
Sumter Electric	Electric Service	\$	428.38
Verizon Wireless	Cell Phone Service	\$	102.95
Waste Management	Tipping Fee	\$	217.15
WescoTurf	Scarifier Set of 3	\$	247.35
Wildwood Mower & Saw, Inc	Blades, Socket, Idler Pulley, Electric Starter, Switch, Etc	\$	613.05

**COMMUNITY CENTER & OXFORD COMMUNITY CENTER**

Car Quest Auto Parts Stores	Door Handle, Battery Cable Lug	\$	15.64
Carolyn Maimone	Deposit Refund - Wildwood Community Center	\$	350.00
Massey Services, Inc.	Pest Control Service	\$	55.00
Judy Sims	Deposit Refund - Wildwood Community Center	\$	68.63
Katina Stephens	Deposit Refund - Wildwood Community Center	\$	71.25
Sumter Electric	Electric Service	\$	1,792.37
Priscilla Weeks	Deposit Refund - Wildwood Community Center	\$	137.50

**PHYSICAL ENVIRONMENT ADMINISTRATIVE DEPARTMENT**

Payroll	November 17, 2013 Pay Period - 3 Employees	\$	5,461.10
Bright House	Internet Service	\$	107.88
Dept of Management Services	Telephone Service	\$	(43.46)
Ernie Morris Enterprises, Inc	Office Supplies	\$	125.46
General Fund	October W/S Gas Consumed	\$	4,929.44
General Fund	October 10% Refuse Franchise Wtr Utility Tax	\$	10,243.36
Kevin Mathews Medical Services	First Aid and Safety Products	\$	17.50
Kohn Construction & Electric, Inc.	Backed up Condensation Drain, Air Filters	\$	375.50
Massey Services, Inc.	Pest Control Service	\$	25.00
National Pen	Courtesy Pens	\$	123.74
Office Depot	Office Supplies	\$	89.18
Patti Penley	Personal Vehicle Use - Leesburg Post Office	\$	14.13
PGIT	Worker's Comp Insurance	\$	15.80
Postmaster	Utility Billing Postage	\$	235.20

**UTILITY DEPARTMENT**

Payroll	November 17, 2013 Pay Period - 23 Employees	\$	46,050.21
Acton	Modular Rental 12/25/13	\$	600.27
Advanced Auto Parts	Alternator RMFD	\$	120.87
BB&T Bank	Comm Appr City Funds to Supp Borrowed Money	\$	1,000,000.00
Besco Electric Supply Company	Mini Satco Bayonet	\$	42.75
Brenntag	Liquid Chlorine	\$	992.06
Bright House	Internet Service	\$	1,077.77

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Car Quest Auto Parts Stores	Brake Pads, Ball Joints, Tie Rod End, Caster/Camber	\$	737.87
C & C Peat Co., Inc	Wastewater Treatment-Dewatered Bio-Solids	\$	1,280.00
Century Link	Telephone Service	\$	76.98
C & S Reprographics & Copy Ctr	1 Set of Construction Plans	\$	184.14
Culligan	Bottled Water	\$	76.22
Data Flow Systems, Inc	Motor Repairs, Pump Control Module	\$	1,517.25
Dept of Management Services	Telephone Service	\$	(88.41)
Duke Electric	Electric Service	\$	2,367.69
Ernie Morris Enterprises, Inc	Office Supplies	\$	386.63
Fort Bend Services	Polymer	\$	2,880.00
HD Supply WaterWorks	S40 PVC Comp, Sch 40 PVC Pipe	\$	88.40
John Deere Landscapes	Prosecutor Pro	\$	131.00
Lakeside Equipment Corporation	Rotor Seal Kit w/Split Cover Plate	\$	700.00
Odyssey Manufacturing Company	Hypochlorite Solution	\$	4,737.64
Office Depot	Office Supplies	\$	5.81
Massey Services, Inc.	Pest Control Service	\$	25.00
PGIT	Worker's Comp Insurance	\$	2,102.88
Sanders Company, Inc	Field Service 214 Plc Fault	\$	500.00
Southern Analytical Laboratories	Environmental Testing	\$	75.00
Sumter Electric	Electric Service	\$	2,491.84
Sunshine State One Call of Florida	Locators for Month of October 2013	\$	328.17
Sunstate Meter & Supply, Inc	T10 Gallon Meters, Washers, Marking Ribbon, Clamps, Etc	\$	5,835.52
Test America	Environmental Testing	\$	2,677.50
The Dumont Company, Inc.	Hypochlorite Solution, Clear Flow	\$	5,342.00
UPS	Postage	\$	43.90
USA BlueBook	Glass Fiber	\$	170.75
W/S 2013 Debt Refinance Sinking	Not Construction Funds, Monies from Regular W/S Acct	\$	250,000.00
W/S 2013 Debt Refi/Constr Acct	Balance for Loan Proceeds From Wtr/Swr Checking	\$	2,172,336.13
Verizon Wireless	Cell Phone Service	\$	428.97
VWR	Acetate Buffer, Phenylarsine Oxide	\$	330.83
Wildwood Mower & Saw, Inc	Blades, Socket, Idler Pulley, Electric Starter, Switch, Etc	\$	365.93

**MISCELLANEOUS**

**GREENWOOD CEMETERY**

Duke Electric	Electric Service	\$	21.68
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**ATTORNEYS/CONSULTANTS/SURVEYORS**

Ben Few & Company, Inc	Insurance RFP analysis	\$	2,000.00
Ashley Hunt	Attorney	\$	10,000.00
Potter Clement Bergholtz Alexander	Special Magistrate	\$	787.50

**FUEL INVENTORY**

Stone Petroleum Products, Inc	Ultra LSD Fuel	\$	2,803.21
Stone Petroleum Products, Inc	Unleaded Gasoline	\$	7,183.79

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**TOTAL** **\$ 3,756,532.82**

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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:** Piedmont Companies, Inc. Comp. Plan Amendment, CP 1309-01

Approval of Ordinance O2013-50.

**REQUESTED ACTION:**

<input type="checkbox"/> Work Session (Report Only)	<b>DATE OF MEETING:</b>	<u>11/11/13 First Reading</u>
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	<u>11/25/13 Adoption</u>

<b>CONTRACT:</b>	<input checked="" type="checkbox"/> N/A	Vendor/Entity:	_____
	Effective Date: _____	Termination Date:	_____
	Managing Division / Dept: _____		_____

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

<input type="checkbox"/> Annual	<b>FUNDING SOURCE:</b>	_____
<input type="checkbox"/> Capital	<b>EXPENDITURE ACCOUNT:</b>	_____
<input checked="" type="checkbox"/> N/A		

**HISTORY/FACTS/ISSUES:**

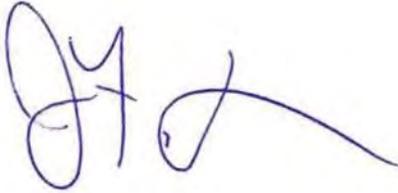
The applicant, Piedmont Companies, Inc., seeks approval for a Small Scale Future Land Use Map Amendment to the adopted Comprehensive Plan. On November 5, 2013 the case was heard before the Planning and Zoning Board/Special Magistrate acting as the Local Planning Agency in which the Special Magistrate recommended approval of Ordinance O2013-50. **Staff also recommends approval of Ordinance 02013-50 (attached).**

The 0.25 +/- acre subject parcel is intended to be utilized in conjunction with surrounding parcels that already have a "Commercial" future land use for a retail development. The amendment reassigns the property from Sumter County "Rural Residential" to City "Commercial." Subject to approval of this small-scale land use change approval, the applicant has submitted a rezoning application for consideration.

Staff believes a Future Land Use Map designation of "Commercial" is appropriate based on the intended use of the property and should be approved for the following reasons:

- Justification of the proposed amendment has been adequately presented;
- The proposed amendment is consistent with the goals, objectives, and policies of the comprehensive plan;
- The subject amendment does not meet the criteria of urban sprawl or exemplify an energy inefficient land use pattern;
- The proposed amendment will not have an adverse effect on environmentally sensitive systems;
- The proposed amendment will not adversely affect transportation, potable water, sewer, schools, or other public facilities without providing remedies to correct the system or facility.

The attached maps illustrate the subject parcel's relation to the surrounding area as well as the existing and proposed Future Land Use Map designations within the vicinity.

A handwritten signature in blue ink, appearing to read 'JM', with a long horizontal stroke extending to the right.

Jason McHugh  
Development Services Coordinator

---

**City of Wildwood, Florida**  
**Planning & Zoning Board/Special Magistrate**  
**as Local Planning Agency**

The case below was heard on Tuesday, November 5<sup>th</sup>, 2013 by the Special Magistrate. The applicant seeks a small scale comprehensive plan amendment from County Rural Residential to City Commercial on 0.25 +/- acres. The site is generally located to the northwest of the intersection of C-466 and C-105.

**Case:** CP 1309-01

**Parcel:** D17=007

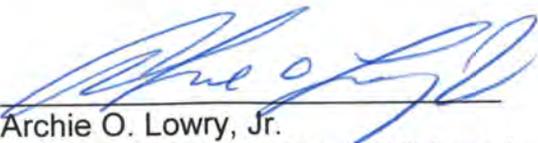
**Owner:** Toni and Ted F. Lovett

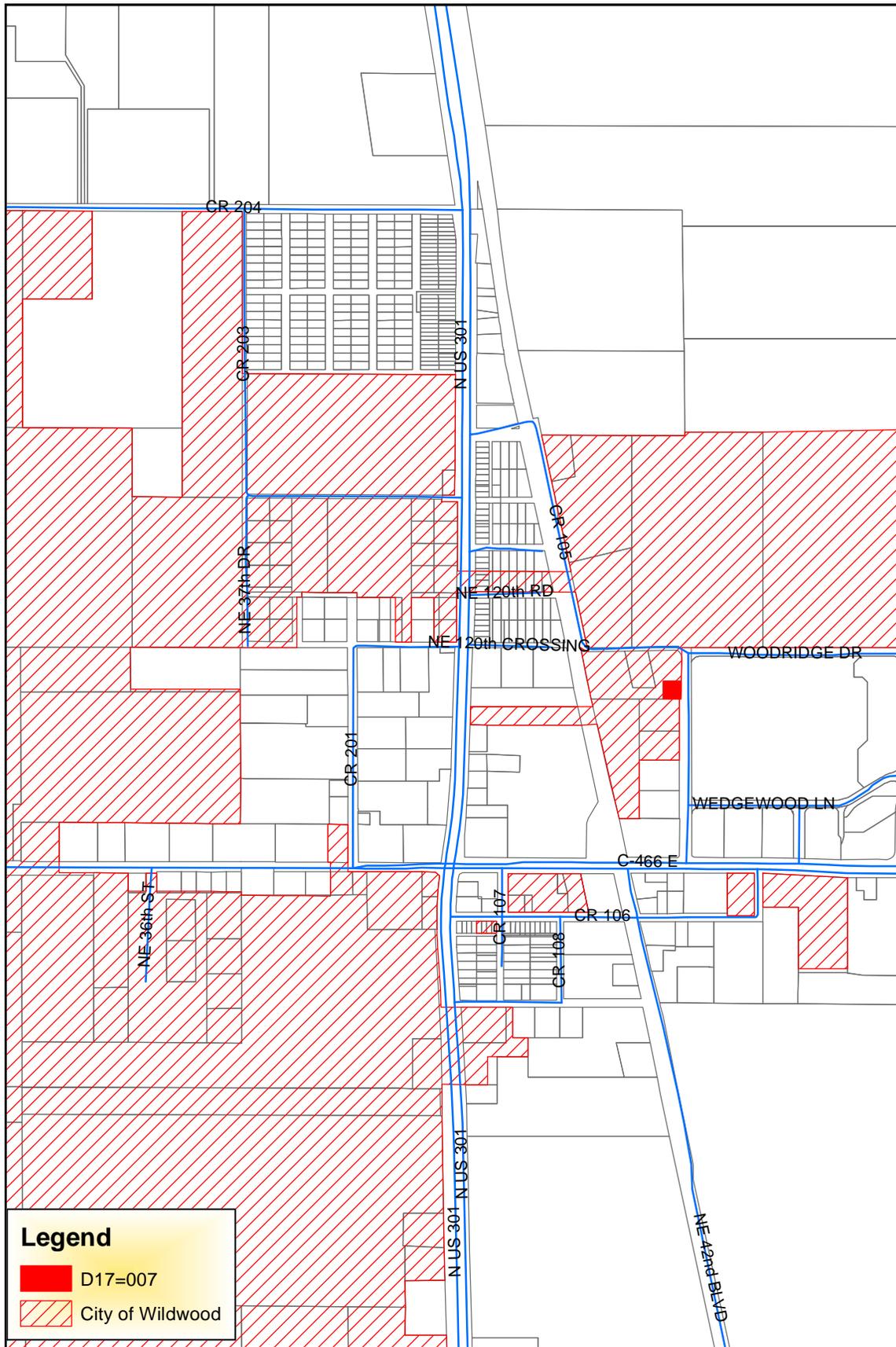
**Applicant:** Piedmont Companies, Inc.

Under subsection 1.7(C) of the Land Development Regulations (LDRs), the Planning and Zoning Board/Special Magistrate as Local Planning Agency has a duty to make a recommendation to the City Commission on all proposed comprehensive plan amendments in accordance with the procedure outlined in subsection 1.14(B)(2) and the criteria for the approval of comprehensive plan amendments as defined in subsection 1.7(D) of the LDRs.

Based upon the testimony and information presented, the Special Magistrate recommends approval of the small scale land use map amendment and favorable recommendation of Ordinance O2013-50 to the City Commission.

Dated: November 7, 2013

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



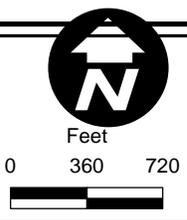
**Legend**

- D17=007
- City of Wildwood

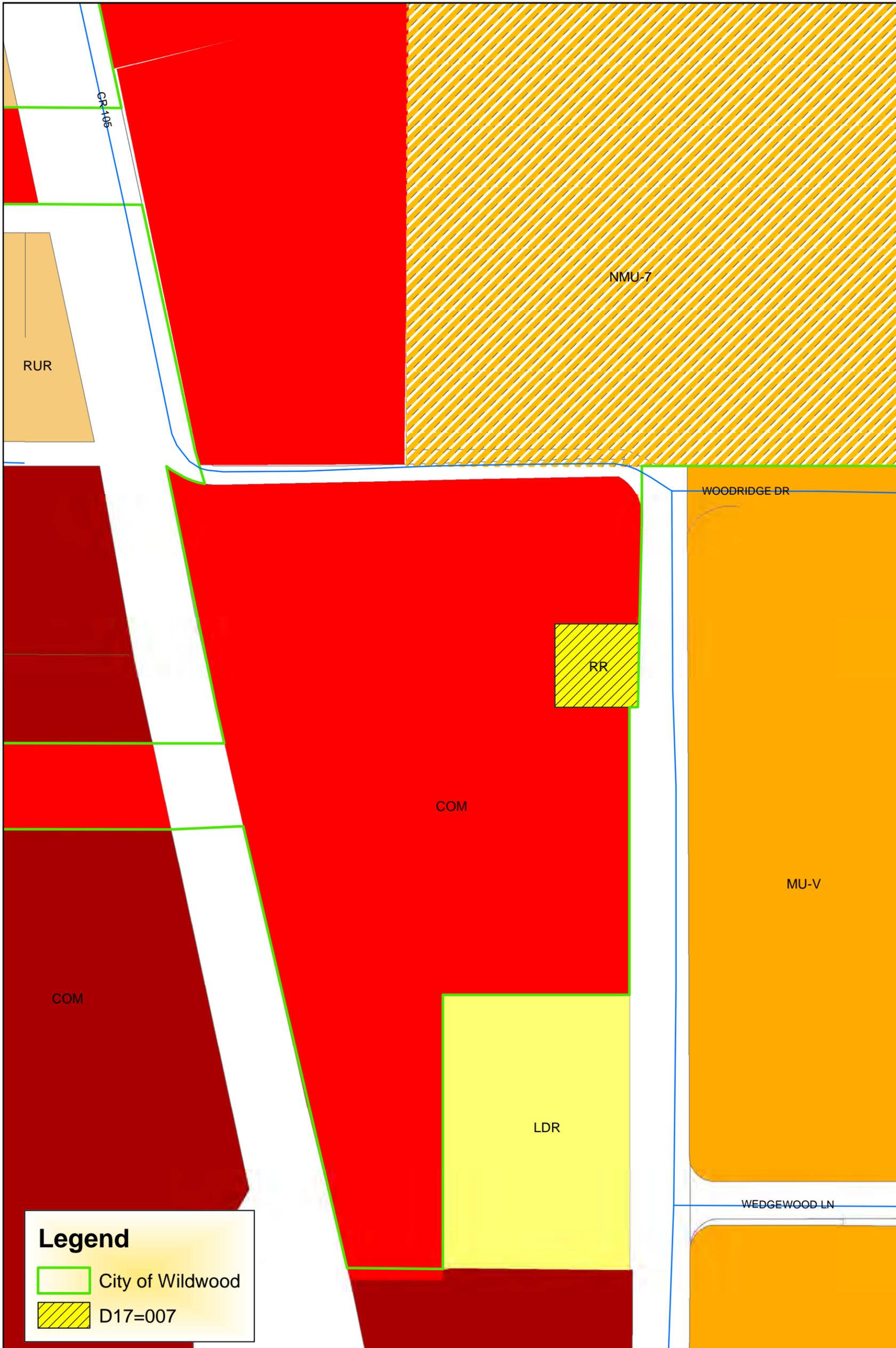
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City of Wildwood  
100 North Main Street  
Wildwood, FL 34485  
Phone: (352) 330-1330  
www.wildwood-fl.gov



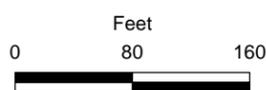
<b>D17=007</b>	
<b>WILDWOOD, FLORIDA</b>	
OCTOBER 2013	LOCATION MAP



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City of Wildwood  
 100 North Main Street  
 Wildwood, FL 34485  
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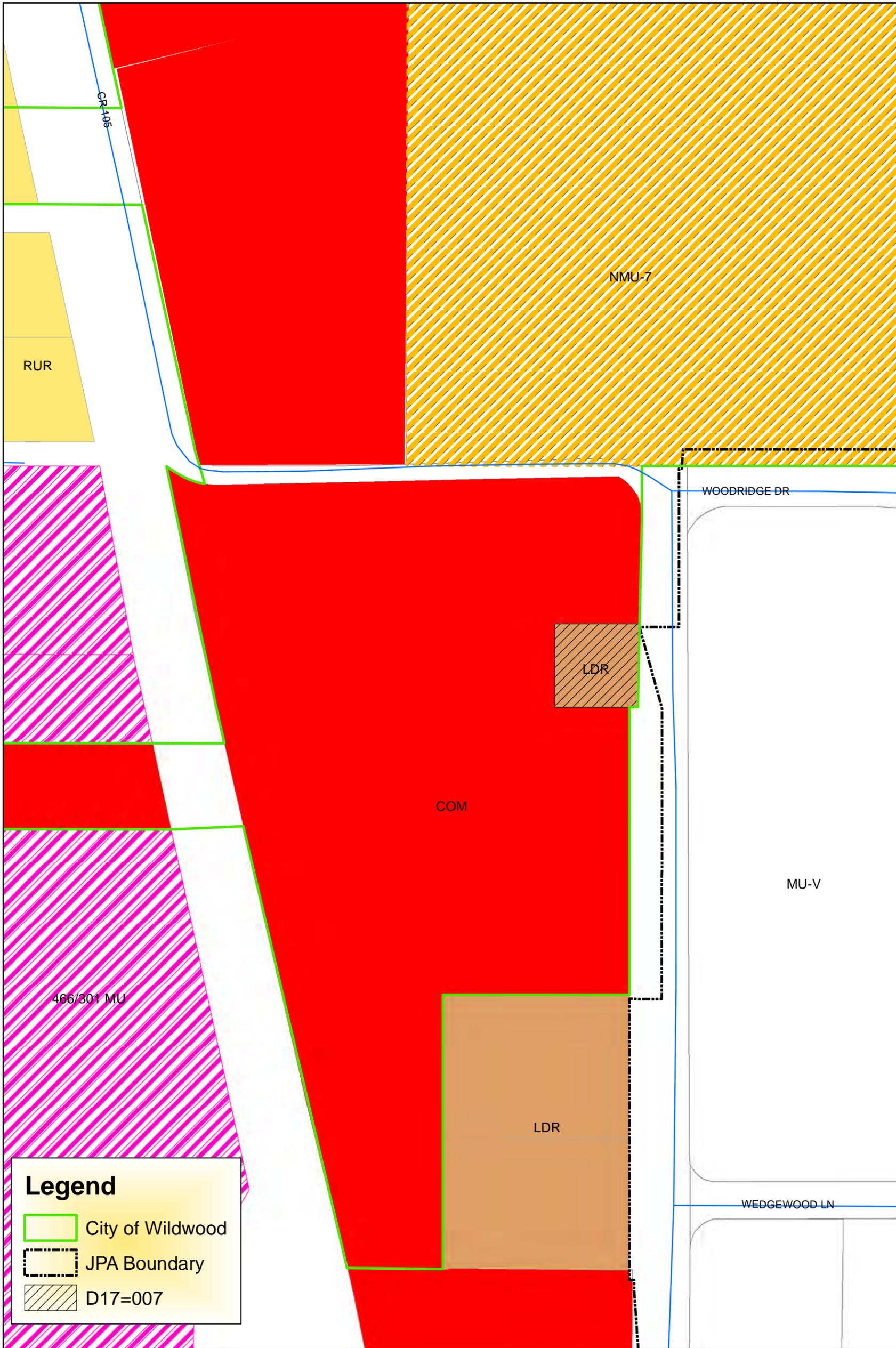


D17=007

### WILDWOOD, FLORIDA

OCTOBER 2013

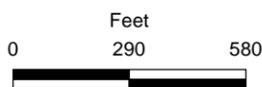
EXISTING FUTURE LAND USE



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100 North Main Street  
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D17=007

### WILDWOOD, FLORIDA

OCTOBER 2013

JPA/FUTURE LAND USE

**ORDINANCE NO. O2013-50**

AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA;  
PROPOSING A SMALL 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, AS AMENDED; PROVIDING FOR  
CODIFICATION; PROVIDING FOR CONFLICT; AND  
PROVIDING FOR AN EFFECTIVE DATE

**WHEREAS**, the City of Wildwood, Florida, is proposing to amend the local Comprehensive Plan and Future Land Use Map of said City, to include a land use amendment described as follows, to-wit:

**Parcel D17=007**  
**Piedmont Properties**  
**.3acres +/-**

**LEGAL DESCRIPTION:**

Begin 103 yards South of Northeast corner of Northwest ¼ of Northwest ¼ of Section 17, Township 18 South, Range 23 East, thence run West 105 feet, thence run North 105 feet, thence run East 105 feet, thence run South 105 feet to point of beginning, less the North 9 feet thereof, Sumter County, Florida.

AND

Begin 103 yards South of the Northeast corner of the Northwest ¼ of the Northwest ¼ of Section 17, Township 18 South, Range 23 East, thence run West 105 feet for a point of beginning. Thence run West 20 feet; thence North 105 feet; thence East 20 feet; thence South 105 feet, to the point of beginning and close, Sumter County, Florida.

This property is to be reclassified from Sumter County comprehensive plan designation "Rural Residential" to City comprehensive plan designation "Commercial."

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

**SECTION 1.** The adopted local Comprehensive Plan and Future Land Use Map for the City of Wildwood, Florida, are hereby amended to include the above-referenced property and proposed land use amendment as indicated above. The amendment to the Future Land Use Map of the local comprehensive plan is attached hereto as "Exhibit A" and incorporated herein by reference.

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

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

**SECTION 4.** This Ordinance shall take effect upon its final reading by the City Commission of the City of Wildwood.

**DONE AND ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by the City Commission of the City of Wildwood, Florida.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

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

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

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

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

Approved as to form:

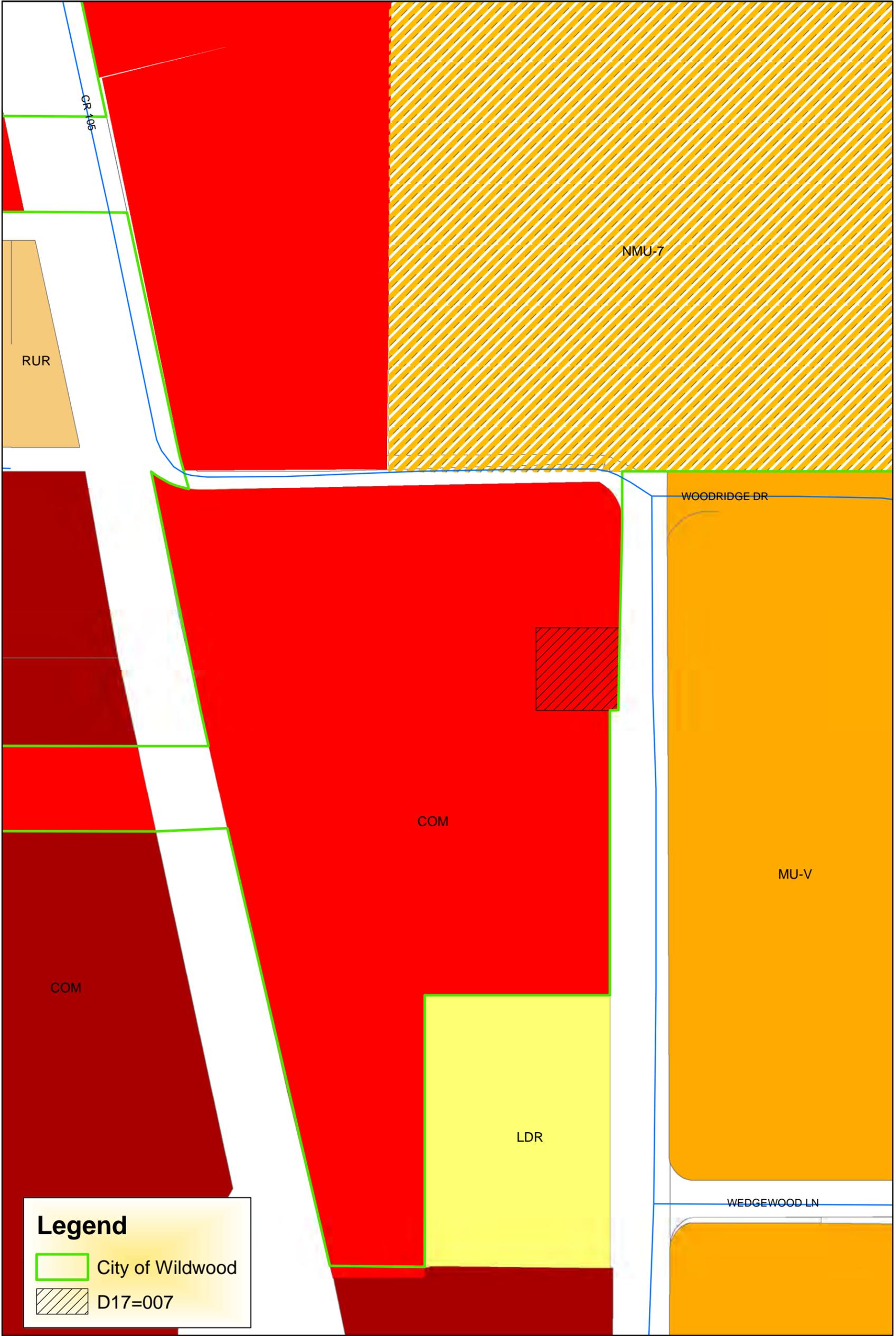
\_\_\_\_\_  
Ashley Hunt, City Attorney

**Ordinance O2013-50**

**“Exhibit A”**

**D17=007 (Piedmont Properties)**

**Proposed Future Land Use Map Designation**



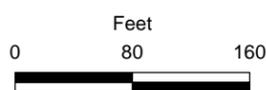
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**Legend**

-  City of Wildwood
-  D17=007



City of Wildwood  
100 North Main Street  
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Phone: (352) 330-1330  
www.wildwood-fl.gov



**D17=007**

**WILDWOOD, FLORIDA**

**OCTOBER 2013**

**PROPOSED FUTURE LAND USE**

# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Piedmont Companies Inc. Rezoning – RZ 1309-01

Approval of Ordinance O2013-51.

**REQUESTED ACTION:**

<input type="checkbox"/> Work Session (Report Only)	<b>DATE OF MEETING:</b>	<u>11/11/13 First Reading</u>
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	<u>11/25/13 Adoption</u>

<b>CONTRACT:</b>	<input checked="" type="checkbox"/> N/A	Vendor/Entity:	_____
	Effective Date: _____	Termination Date:	_____
	Managing Division / Dept: _____		_____

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

<input type="checkbox"/> Annual	<b>FUNDING SOURCE:</b>	_____
<input type="checkbox"/> Capital	<b>EXPENDITURE ACCOUNT:</b>	_____
<input checked="" type="checkbox"/> N/A		

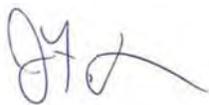
**HISTORY/FACTS/ISSUES:**

The applicant, Piedmont Companies, Inc., seeks approval from the City Commission for a rezoning from Sumter County "RR: Rural Residential" to City of Wildwood "C-3: General Commercial – Highway."

The 0.25 +/- acre subject property is located to the northwest of the intersection of C-466 and C-105. The property is subject to a concurrent Small Scale Comprehensive Plan amendment to change the Future Land Use Map designation to City "Commercial". The requested zoning of "C-3: General Commercial – Highway" would bring the property into compliance with the proposed Future Land Use Map designation.

**Staff recommends approval of Ordinance O2013-51 subject to approval of Ordinance O2013-50, which establishes a future land use appropriate to the proposed zoning.**

Case RZ 1309-01 was considered by the Planning & Zoning Board/Special Magistrate on Tuesday, November 5<sup>th</sup>, 2013. The Planning & Zoning Board/Special Magistrate gave a favorable recommendation of the rezoning to the City Commission pending the approval of the annexation.



Jason McHugh  
Development Services Coordinator

**City of Wildwood**  
**Planning & Zoning Board/Special Magistrate**

The case below was heard on Tuesday, November 5<sup>th</sup>, 2013 by the Special Magistrate. The applicant seeks approval and favorable recommendation from the City of Wildwood Planning and Zoning Board/Special Magistrate for a Zoning Map Amendment from County "RR: Rural Residential" to City "C-3: General Commercial - Highway." The property is generally located to the northwest of the intersection of C-466 and C-105.

**Case:** RZ 1309-01

**Parcels:** D17=007

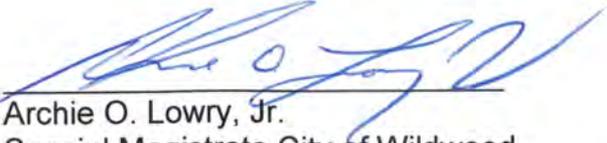
**Owner:** Toni and Ted F. Lovett

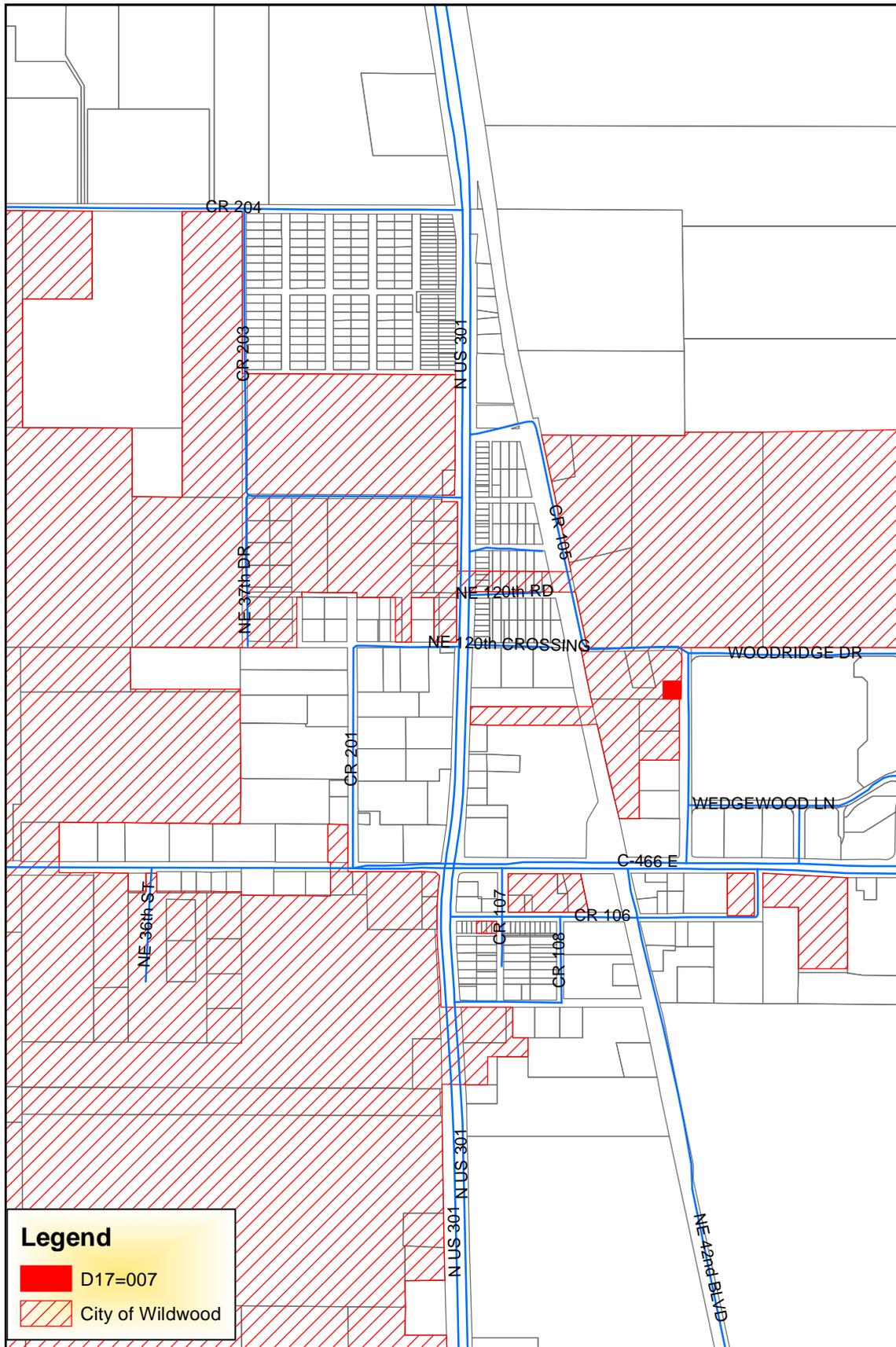
**Applicants:** Piedmont Properties, Inc.

Under subsections 1.7(B)(2) and 3.3(B)(3) of the Land Development Regulations (LDRs), the Planning and Zoning Board/Special Magistrate has a duty to make a recommendation to the City Commission on all proposed zoning amendments in accordance with the procedure outlined in subsection 1.14 (B)(3) and the criteria for the approval of zoning amendments as defined in subsection 3.3(B)(4) of the LDRs.

Based upon the testimony and information presented, the Special Magistrate recommends approval of the Zoning Map Amendment and favorable recommendation of Ordinance O2013-51 to the City Commission.

Dated: November 7, 2013

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



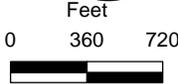
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**Legend**

-  D17=007
-  City of Wildwood



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www.wildwood-fl.gov

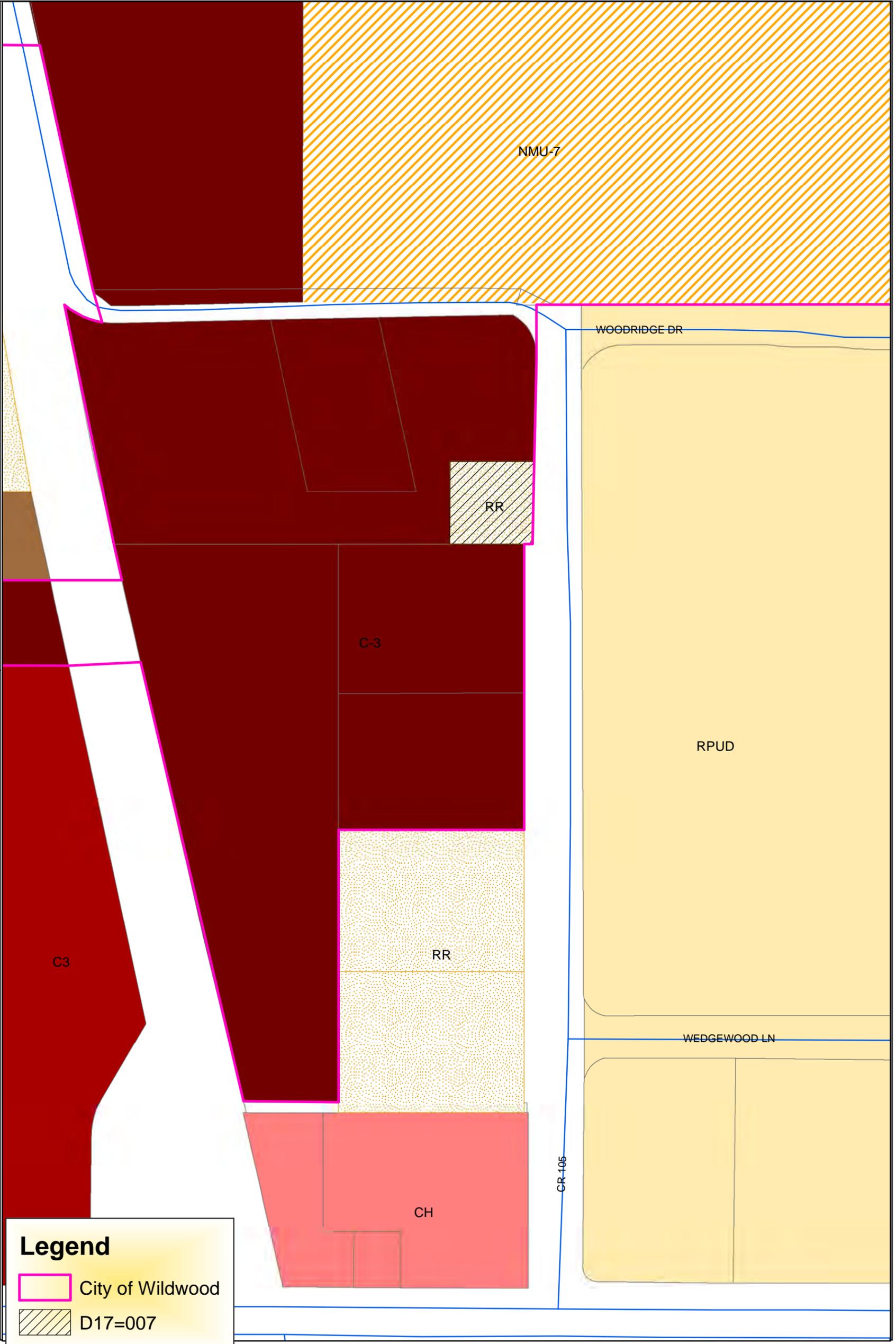


D17=007

**WILDWOOD, FLORIDA**

OCTOBER 2013

LOCATION MAP



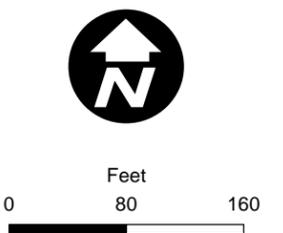
**Legend**

- City of Wildwood
- D17=007

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<b>D17=007</b>	
<b>WILDWOOD, FLORIDA</b>	
<b>OCTOBER 2013</b>	<b>EXISTING ZONING</b>

**ORDINANCE NO. O2013-51**

AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA;  
PROPOSING A ZONING MAP AMENDMENT TO THE  
OFFICIAL ZONING MAP IN ACCORDANCE WITH  
SECTIONS 3.2 AND 3.3 OF THE LAND DEVELOPMENT  
REGULATIONS; PROVIDING FOR CODIFICATION;  
PROVIDING FOR CONFLICT; AND PROVIDING FOR AN  
EFFECTIVE DATE

**WHEREAS**, the City of Wildwood, Florida, is proposing to amend the Official Zoning Map of said City, to include a rezoning of real property described as follows, to-wit:

**Parcel D17=007**  
**Piedmont Properties**  
**.3 acres +/-**

**LEGAL DESCRIPTION:**

Begin 103 yards South of Northeast corner of Northwest  $\frac{1}{4}$  of Northwest  $\frac{1}{4}$  of Section 17, Township 18 South, Range 23 East, thence run West 105 feet, thence run North 105 feet, thence run East 105 feet, thence run South 105 feet to point of beginning, less the North 9 feet thereof, Sumter County, Florida.

AND

Begin 103 yards South of the Northeast corner of the Northwest  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  of Section 17, Township 18 South, Range 23 East, thence run West 105 feet for a point of beginning. Thence run West 20 feet; thence North 105 feet; thence East 20 feet; thence South 105 feet, to the point of beginning and close, Sumter County, Florida.

This property is to be reclassified from Sumter County "RR: Rural Residential" to City of Wildwood "C-3: General Commercial-Highway."

**AND WHEREAS**, the rezoning is consistent with the City's Comprehensive Plan and Land Development Regulations.

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

**SECTION 1.** The Official Zoning Map of the City of Wildwood, Florida is hereby amended to include the above-referenced property as indicated above. The amendment to the Official Zoning Map is attached hereto as "Exhibit A" and incorporated herein by reference.

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

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

**SECTION 4.** This Ordinance shall take effect upon its final reading by the City Commission of the City of Wildwood.

**DONE AND ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by the City Commission of the City of Wildwood, Florida.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

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

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

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

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

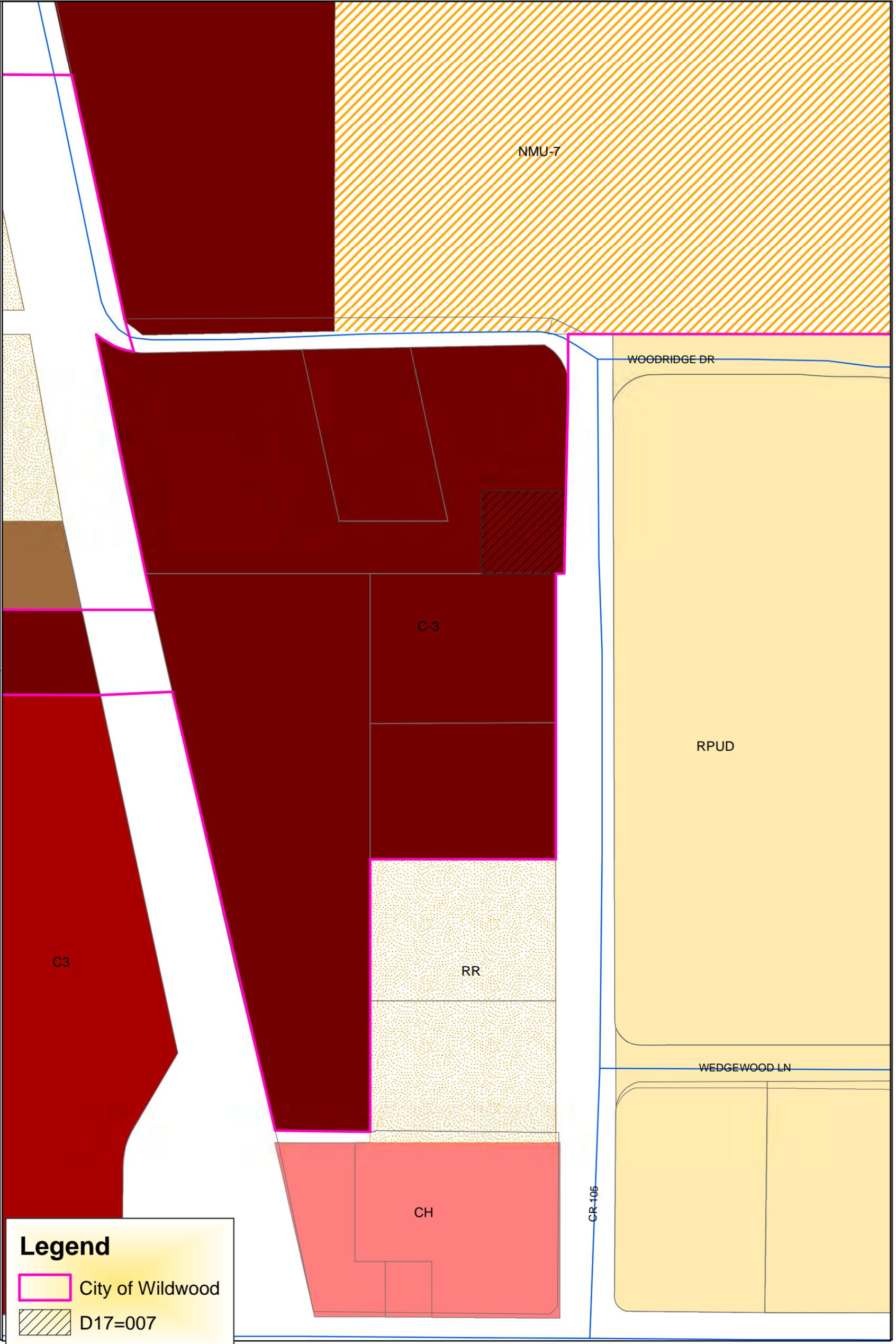
Approved as to form:  
  
\_\_\_\_\_  
Ashley Hunt, City Attorney

**Ordinance O2013-51**

**“Exhibit A”**

**D17=007 (Piedmont Properties)**

**Proposed Zoning Map Designation**



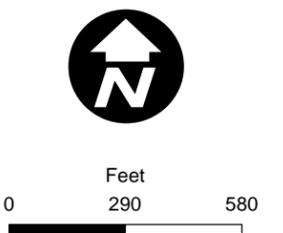
**Legend**

- City of Wildwood
- D17=007

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<b>D17=007</b>	
<b>WILDWOOD, FLORIDA</b>	
<b>OCTOBER 2013</b>	<b>PROPOSED ZONING</b>

# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Ordinance O2013-52: Parking of Semi-Trucks and Trailers Including Donation Trailers

**REQUESTED ACTION:** Approval of Ordinance O2013-52

<input type="checkbox"/> Work Session (Report Only)	<b>DATE OF MEETING:</b>	First Reading: 11/11/13
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	Adoption: 11/25/13

<b>CONTRACT:</b>	<input checked="" type="checkbox"/> N/A	Vendor/Entity:	_____
	Effective Date: _____	Termination Date:	_____
	Managing Division / Dept: _____		_____

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

<input type="checkbox"/> Annual	<b>FUNDING SOURCE:</b>	_____
<input type="checkbox"/> Capital	<b>EXPENDITURE ACCOUNT:</b>	_____
<input checked="" type="checkbox"/> N/A		

### HISTORY/FACTS/ISSUES:

As directed by the Commission, Staff has updated Section 12-96 of the City of Wildwood Code of Ordinances pertaining the parking of semi-trucks and semi-trailers. The ordinance repeals Section 12-96 of the Wildwood Code and creates Section 3.22 of the Zoning Chapter of the Land Development Regulations.

Highlights of the Ordinance are the following:

- Defines “donation trailer” as a semi-trailer owned and operated by a registered non-profit organization that are intended for the collection of donated goods;
- Allowance of semi-truck and semi-trailer parking within the Industrial (M-1 and M-2) and Public, Educational, Utilities (PEU) zoning districts;
- Allowance of semi-truck parking within Agricultural (AG-5 and AG-10) and General Commercial – Highway (C-3) zoning district if a Special Exception has been granted;
  - Must be a donation trailer;
  - Property cannot abut a residential or institutional property;
  - Minimum parking requirements maintained
  - Area must be paved;
  - Trailer must be buffered and screened; and
  - Applicant must demonstrate the parking will not create a nuisance.
- Requires a permit be sought for the parking of donation trailers; and
- Maintains many of the existing prohibitions and enforcement standards that currently exist.

Staff has consulted with the representative from Goodwill Industries-Suncoast, Inc on the proposed regulations. Goodwill is in agreement with the proposed Ordinance.

**Staff recommends approval of Ordinance O2013-52.**

A handwritten signature in blue ink, appearing to read 'JM', with a long horizontal flourish extending to the right.

Jason McHugh  
Development Services Coordinator

---

**ORDINANCE NO. O2013-52**

AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA; DELETING SECTION 12-96 OF THE CITY OF WILDWOOD CODE OF ORDINANCES AND CREATING SECTION 3.22 OF THE CITY OF WILDWOOD LAND DEVELOPMENT REGULATIONS; PERTAINING TO PARKING OF SEMI-TRUCKS AND SEMI-TRAILERS ON REAL PROPERTY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, Section 12-96 of the City of Wildwood Code of Ordinance pertains to the parking of semi-trucks and semi-trailers;

**WHEREAS**, the City wishes to update the regulations and to include provisions for the placement of donation trailers; and

**WHEREAS**, the City wishes to place these regulations in the Zoning Chapter of the Land Development Regulations through the creation of Section 3.22 "Parking of Semi-Trucks and Semi-Trailers;"

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

**SECTION 1.** Section 12-96 of the City of Wildwood Code of Ordinances is hereby stricken in its entirety.

**SECTION 2.** Section 3.22 of the Zoning Chapter of the City of Wildwood Land Development Regulations is hereby created to include the following:

3.22 - Parking of semi-trucks and semi-trailers.

(A) *Purpose.* The purpose of this Section is to regulate the parking of semi-trucks and semi-trailers anywhere within the City limits, including any parking upon streets, rights-of-way, public property, and private property.

(B) *Definitions.* The following terms shall be defined for purposes of this Section as follows:

(1) *Donation trailers* shall mean semi-trailers that are owned and operated by registered non-profit organizations and are intended for the collection of donated goods.

(2) *Property owner* shall mean the owner of real property.

(3) *Semi-trailer* shall mean a trailer without motor power with a set or sets of wheels and/or axles at the rear only, designed to be supported by a truck, tractor, or towing vehicle.

(4) *Semi-truck* shall mean any heavy automotive vehicle with a manufacturer's gross vehicle weight rating of 10,000 pounds or more, used for transporting loads of any kind, including, but not limited to, gravel trucks, dump trucks, log trucks, all trucks, tractors, or automotive towing vehicles that tow semi-trailers.

(5) *Semi-truck owner* shall mean the person who is the owner of a semi-truck and/or semi-trailer.

(C) *Parking of semi-trucks and semi-trailers on private property.* Parking of semi-trucks and semi-trailers on private property is prohibited in the City unless the property is located within the PEU, M-1, or M-2 zoning district, or a Special Exception has been granted allowing such parking in accordance with this Section.

(D) *Parking of semi-trucks and semi-trailers upon public streets, rights-of-way, and other public property.*

(1) Semi trucks shall not be parked upon public streets, rights-of-way, or any other publicly owned property in the City, except for purposes of pick-up or delivery, unless the property is located within the PEU, M-1, or M-2 zoning district.

(2) Semi-trucks or semi-trailers may be parked for up to 30 minutes for pick-up or delivery in all circumstances except where the pick-up or delivery involves complete relocation of the contents of a building such as when a person, family, or entity is relocating to a new home or office.

(3) When a person is relocating the contents of a building, pick-up or delivery by a semi-truck may continue for up to twenty four (24) hours.

(4) Semi-trailers not connected to semi-trucks shall not be parked on public streets, rights-of-way, or other publicly-owned property for any purpose within the City unless the property is zoned PEU, M-1, or M-2 or a Special Exception has been granted.

(5) The parking or placement of donation trailers is prohibited on public streets or any other public property.

(6) Enforcement against semi-truck drivers and semi-truck owners shall be in accordance with subsection (H) of this Section.

(E) *Requirements for Special Exception Approval for Parking of Semi-Trailers.*

(1) The parking of semi-trailers may be allowed on properties zoned AG-10, AG-5, or C-3 if the Planning and Zoning Board grants a Special Exception.

(2) The Development Service Department shall require that the application for a Special Exception to allow the parking of semi-trailers provide information concerning the number of trailers expected, the length of time the trailers will be expected to remain on the property, the hours at which the trailer may be taken to and from the property, and such other information deemed appropriate by the Development Services Department.

(3) Review for determination of whether or not a Special Exception should be granted shall include review by the Development Services Department. In order to

be qualified to be granted a Special Exception, the following requirements must be met:

- (a) The semi-trailer must be a donation trailer;
- (b) The property shall not be adjacent to a residential or institutional property;
- (c) Minimum parking standards shall be maintained;
- (d) The area where semi-trailer parking is to occur must be paved;
- (e) The area where the semi parking is to occur must be buffered through a combination of the use of landscaping, screening, and fencing as required by the City; and
- (f) The applicant can demonstrate that the semi-trailer parking will not create a nuisance or otherwise be a threat the public's health, safety, and welfare.

(F) *Permit Required for Donation Trailers.*

- (1) Any person or entity wishing to place a donation trailer on private property must obtain a permit from the Development Services Department.
- (2) Only entities or organizations that have a tax-exempt status under Section 501(c)(3) of the Internal Revenue Code, as amended, may apply for and obtain a permit. Proof of such tax status must accompany an application for a permit.
- (3) A donation trailer that is subject to the provisions of this Section must have clearly identified, in writing, on its face the entity or organization that is maintaining the donation trailer. A phone number and address for such entity must also be written on the donation trailer.
- (4) The donation trailer shall be located in an area on the property that will not impede traffic circulation, loading areas, or occupy parking spaces necessary to meet the minimum parking standards on the subject property.
- (5) The donation trailer must be ancillary to the principal use of the property. The application for the permit must be signed by the property owner.

(G) *Enforcement procedures against property owners.*

- (1) Violation of this Section by property owners shall be as in any Code Enforcement action. All provisions in the City's ordinances and statutes related to Code Enforcement shall apply. Fines shall be determined in the same manner as in any Code Enforcement action.
- (2) In any Code Enforcement action brought against a property owner who has had in place and in use in a semi-truck trailer on property owned prior to November 25, 2013, and used as part of a business, a period of six (6) months from the date of the notice of violation shall be provided for the removal of such semi-truck trailer.
- (3) One extension of no more than 90 days shall be allowed upon a written request being submitted to the Development Services Department.

(H) *Enforcement procedures against semi-truck and semi-trailer owners and drivers.*

- (1) Failure to park semi-trucks or semi-trailers in compliance with this Section may result in enforcement against either or both the semi-truck or semi-trailer owner and driver.

(2) Enforcement shall be by any City Code Enforcement Officer or City Police Officer.

(3) A police officer may take up, or cause to be taken up or removed to a place designated, any semi-truck or semi-trailer parked in violation of any of the provisions of the parking ordinances of the City, including this section, and is authorized and empowered to keep same in such place so designated until all fines and charges assessed for moving and storage against the owner and the semi-truck or semi-trailer have been paid or satisfactory bond arranged. If a police officer is required, in order to enforce the ordinances of the City to impound an illegally parked semi-truck or semi-trailer, all costs of impoundment shall be paid by the semi-truck owner and/or semi-truck driver before the vehicle is released to any person.

(4) Any person, firm, or corporation violating any provision of this Section shall be fined according to a schedule set by separate resolution.

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

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

**SECTION 5.** This Ordinance shall be effective upon adoption during the second and final reading by the City of Wildwood City Commission.

**DONE AND ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by the City Commission of the City of Wildwood, Florida.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

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

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

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

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

Approved as to form:

\_\_\_\_\_  
Ashley Hunt, City Attorney

## CITY COMMISSION OF THE CITY OF WILDWOOD

### EXECUTIVE SUMMARY

**SUBJECT:** Wildwood Sumter Holdings Planned Development Amendment, RZ 1310-01

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**REQUESTED ACTION:** Approval of Ordinance O2013-53.

<input type="checkbox"/> Work Session (Report Only)	<b>DATE OF MEETING:</b>	<b>11/11/13 First Reading</b>
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	<b>11/25/13 Adoption</b>

<b>CONTRACT:</b>	<input checked="" type="checkbox"/> N/A	Vendor/Entity:	_____
	Effective Date: _____	Termination Date:	_____
	Managing Division / Dept: _____		_____

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

<input type="checkbox"/> Annual	<b>FUNDING SOURCE:</b>	_____
<input type="checkbox"/> Capital	<b>EXPENDITURE ACCOUNT:</b>	_____
<input checked="" type="checkbox"/> N/A		

---

### HISTORY/FACTS/ISSUES:

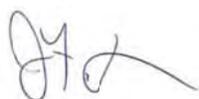
The applicant seeks approval for a Planned Development amendment to Ordinance O2010-12 regarding the 27 acre Wildwood Holdings/Triumph South development on CR 462. The City Commission approved Ordinance O2010-12 on August 9, 2010.

The project is entitled to build 113 residential dwelling units, and no additional entitlements are being sought. The applicant is modifying the project to eliminate the requirement of constructing single-family attached or multi-family housing. The project is intended to be solely traditional single-family detached housing. The applicant has also reduced the sidewalks to one side of the street only.

Pursuant to Section 8.6 of the Land Development Regulations, Ordinance O2013-53 repeals Ordinance O2010-12 and adopts the Wildwood Sumter Holdings Planned Development Agreement. The Project's legal description and conceptual development plan have been incorporated into the Ordinance as exhibits. The PD Agreement outlines specific criteria and standards for the Project.

At the November 5<sup>th</sup> meeting of the Planning and Zoning Board, the Special Magistrate recommended approval of the Ordinance.

**Staff recommends approval of Ordinance #02013-53.**



Jason McHugh  
Development Services Coordinator

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**City of Wildwood**  
**Planning & Zoning Board/Special Magistrate**

The case below was heard on Tuesday, November 5<sup>th</sup>, 2013 by the Special Magistrate. The applicant seeks approval and favorable recommendation from the City of Wildwood Planning and Zoning Board/Special Magistrate for a Planned Development modification revising certain Development Standards. The property is generally located to the southwest of the C-462 curve. The Engineer of Record is W. Lee Clymer, P.E. with Farner, Barley, and Associates, Inc. of Wildwood, Florida.

**Case:** RZ 1310-01

**Parcels:** D32=040, D32=136, and D32=140

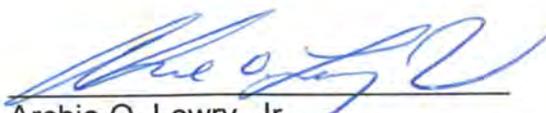
**Owner:** Wildwood Sumter Holdings, Inc.

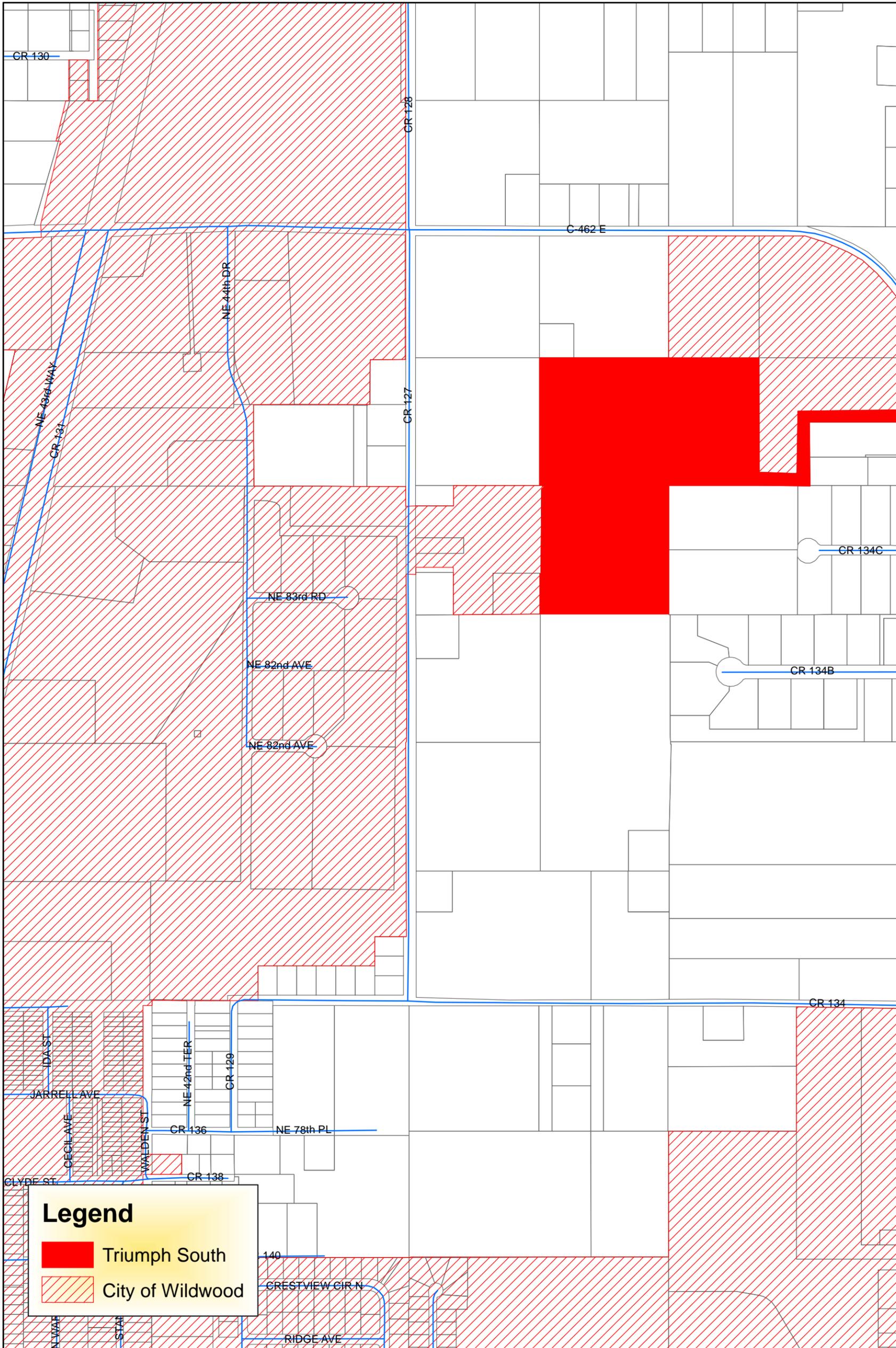
**Applicants:** SAME

Under subsections 1.7(B)(2) and 3.3(B)(3) of the Land Development Regulations (LDRs), the Planning and Zoning Board/Special Magistrate has a duty to make a recommendation to the City Commission on all proposed zoning amendments in accordance with the procedure outlined in subsection 1.14 (B)(3) and the criteria for the approval of zoning amendments as defined in subsection 3.3(B)(4) of the LDRs.

Based upon the testimony and information presented, the Special Magistrate recommends approval of the Planned Development modification and favorable recommendation of Ordinance O2013-53 to the City Commission.

Dated: November 7, 2013

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



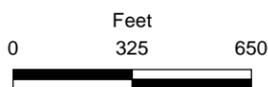
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### Legend

-  Triumph South
-  City of Wildwood



City of Wildwood  
 100 North Main Street  
 Wildwood, FL 34485  
 Phone: (352) 330-1330  
[www.wildwood-fl.gov](http://www.wildwood-fl.gov)

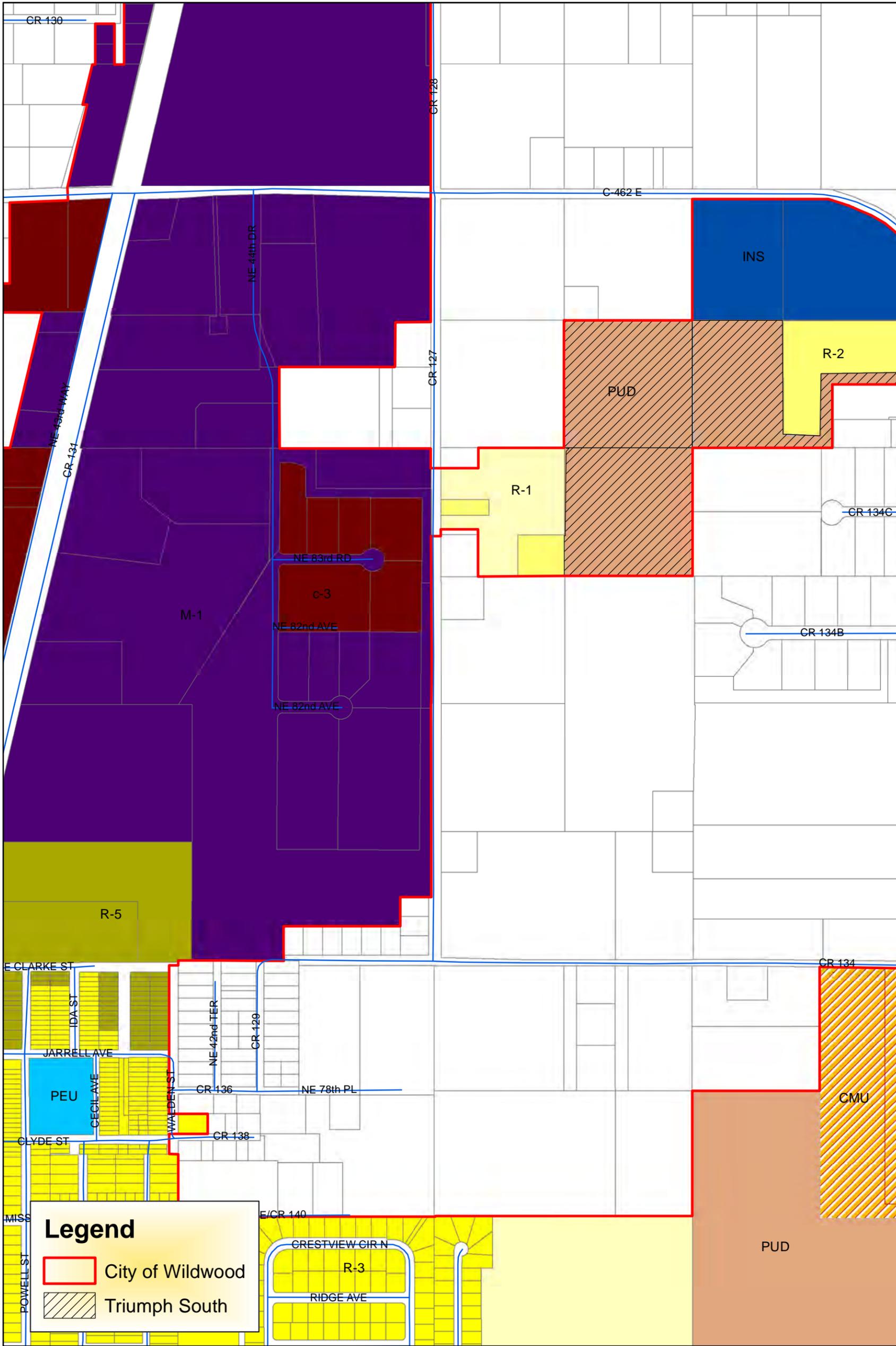


## Triumph South PD Modification

## WILDWOOD, FLORIDA

OCTOBER 2013

LOCATION MAP



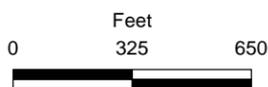
**Legend**

-  City of Wildwood
-  Triumph South

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City of Wildwood  
100 North Main Street  
Wildwood, FL 34485  
Phone: (352) 330-1330  
www.wildwood-fl.gov

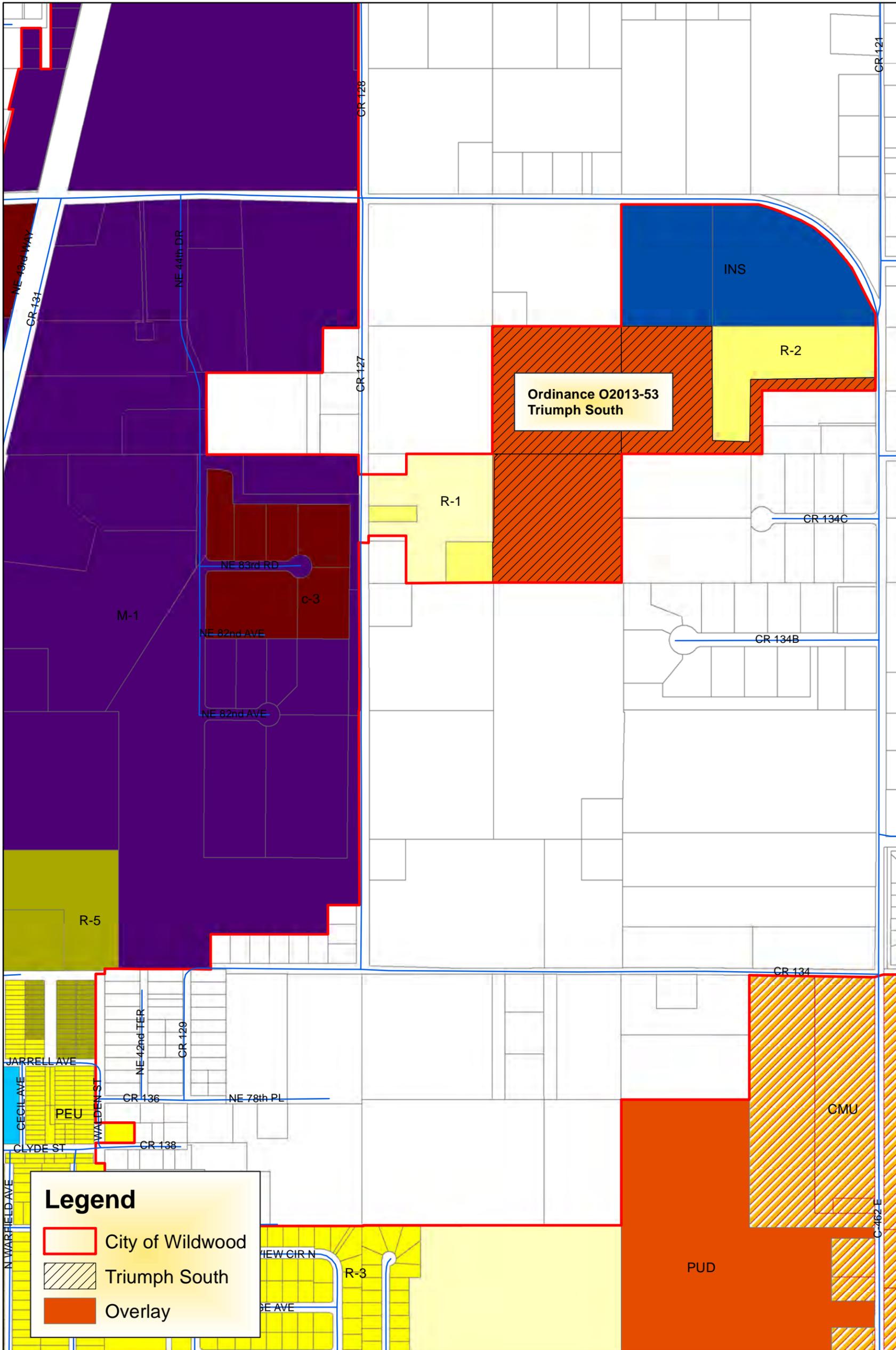


**Triumph South  
PD Modification**

**WILDWOOD, FLORIDA**

OCTOBER 2013

EXISTING ZONING



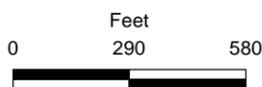
**Legend**

- City of Wildwood
- Triumph South
- Overlay

I:\Terr\GIS\Maps\Existing & Proposed Zoning\Overlay Zoning - Triumph South.mxd - 10/30/2013 11:54:20 AM - toneal



City of Wildwood  
100 North Main Street  
Wildwood, FL 34485  
Phone: (352) 330-1330  
www.wildwood-fl.gov



**Triumph South  
PD Modification**

**WILDWOOD, FLORIDA**

OCTOBER 2013

OVERLAY ZONING

## ORDINANCE NO. O2013-53

AN ORDINANCE OF THE CITY OF WILDWOOD GRANTING A REQUEST FOR A PLANNED DEVELOPMENT AMENDMENT PURSUANT TO SECTION 8.6 OF THE LAND DEVELOPMENT REGULATIONS; REPEALING ORDINANCE O2010-12; FOR CERTAIN PROPERTY WITHIN THE CITY OF WILDWOOD, FLORIDA; OWNED BY WILDWOOD SUMTER HOLDINGS, LLC; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

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

The application filed by Wildwood Sumter Holdings, LLC, (hereinafter referred as the, "Developer") for a Residential Planned Development was heard by and before the City Commission, Wildwood, Florida on this \_\_\_\_\_ day of \_\_\_\_\_ 2013. Based upon the verified application and supporting documents, analyses, maps, charts, other evidence and instruments, the advice, report and recommendations of the Project Review Committee and the testimony adduced and evidence received at the Public Hearing by the Planning and Zoning Board on November 5, 2013 and otherwise being fully advised, the City Commission does hereby find and determine as follows:

### SECTION 1: GENERAL FINDINGS

- A. That the Triumph South Planned Development Application (hereinafter referred to as the "Project") was duly and properly filed by the Developer herein on September 26, 2013.
- B. That all fees required to be borne and paid by the Developer have been paid in accordance with the City of Wildwood Fee Schedule.
- C. That the Project was reviewed by the Project Review Committee and found to meet or exceed the minimum standards of the City's Comprehensive Plan, Land Development Regulations, Code of Ordinances, and all other applicable ordinances and regulations.
- D. That the Developer proposes to develop a Project consisting of 27 acres, more or less, which is situated in Wildwood, Florida. This land is legally described in "Exhibit A" attached hereto.
- E. That the Developer has complied with the conceptual development plan provision as required by Section 8.4 of the Land Development Regulations.

- F. That the City has complied with the due notice requirements of subsection 3.3(B)(3) of the Land Development Regulations.

## **SECTION 2: FINDINGS REGARDING PLANNED DEVELOPMENT OVERLAY**

- A. That the Project is an approved Planned Unit Development granted by the City Commission through the adoption of Ordinance O2010-12 on August 9, 2010.
- B. That the Applicant has applied for a Residential Planned Development (RPD) of the lands described in "Exhibit A".
- C. That the zoning districts of the subject land described in "Exhibit A" are classified as PUD (Ordinance O2010-12) on the City of Wildwood Zoning Map.
- D. That this Ordinance does not increase the amount of permitted development within the Project that was already granted by the City Commission.
- E. That the Project is consistent with both the City of Wildwood Comprehensive Plan, the intent and purpose of the City of Wildwood Land Development Regulations, and does promote the public health, safety, morals, welfare, and orderly growth of the City of Wildwood.
- F. That the City of Wildwood Land Development Regulations are consistent with the provisions of the "Planned Development Agreement" as hereinafter set forth in Section 3 of this Ordinance. With respect to any conflict between the Land Development Regulations and the "Planned Development Agreement", the provisions of the "Planned Development Agreement" shall govern. Unless specific conditions are included in the "Planned Development Agreement" waiving or replacing the terms and conditions of the Land Development Regulations, the terms and conditions of the most current Land Development Regulations shall prevail.
- G. This Ordinance shall become effective immediately upon its approval and adoption by the City Commission.

## **SECTION 3: PLANNED DEVELOPMENT AGREEMENT: GENERAL PROVISIONS**

- A. Development Concept. The Project shall be developed as a Planned Development substantially in accordance with this Ordinance. This

Planned Development Agreement shall govern the development of the Project.

- B. Conceptual Development Plan. The Project includes a Conceptual Development Plan pursuant to Section 8.4 of the Land Development Regulations. The Conceptual Development Plan prepared by Farner Barley and Associates dated October 24, 2013 (revision date) is incorporated into this Ordinance as “Exhibit B” attached hereto. The Conceptual Development Plan is substantially consistent with City of Wildwood Comprehensive Plan.

The Conceptual Development Plan is conceptual in nature and may be affected or modified by final zoning approval and conditions, by compensating storage capacity in flood prone areas, final wetland or protected species locations and jurisdictional boundaries, final engineering, permitting, surveys, or conservation easements.

- C. Development Program. The Project is a residential development. The Project may contain single family detached or single family attached dwellings. The Project shall not exceed 113 dwelling units.
- D. Amendments. The Development Services Director, or designee, shall have the authority to approve non-substantial changes to the conceptual development plan without a public hearing. The determination of what constitutes a non-substantial change shall be at the Development Services Director’s discretion. All modifications requiring an amendment to the Planned Development Agreement shall require review and recommendation of the Planning and Zoning Board and action by the City Commission in the same manner as an Application for Planned Development.
- E. R-2 Zoning District. Unless otherwise stated, the Project shall adhere to the zoning regulations within the R-2 zoning district. The Project shall have the following minimum setbacks:
- 1) Front: 25 feet
  - 2) Side: 5 feet
  - 3) Rear: 10 feet
- F. Design District Standards. Unless otherwise stated, the Project is required to meet applicable sections of the Design District Standards (Residential).
- G. Recreation and Open Space.
- 1) Parks and Recreation. The Project shall contain at least one park area. The park area shall contain a minimum of two (2) recreational amenities as required in the City’s Design District Standards. The

amenities shall be determined during the Improvement Plans stage of the subdivision process.

- 2) Buffers. The Project shall contain a 15' wide landscape buffer along the perimeter of the Project. The plant material within the landscape buffer shall be in accordance with the City's Design District Standards. The landscape buffers may be constructed as each home site develops and the maintenance of the buffer may be the responsibility of the homeowner.
- 3) Open Space. The Project shall contain a minimum of 4 acres (15% of the gross Project acreage) of open space. Open space shall be calculated in accordance with the City's Design District Standards.

#### H. Public Facilities.

- 1) Potable Water, Wastewater, and Reuse Water. The Project shall be connected to the City's potable water and sanitary sewer system prior to any certificates of occupancy being issued. The Project will connect to the City's reuse water system upon availability. Expansion of these systems and the reservation and payment of capacities has been negotiated by a separate Developer's Agreement.
- 2) Solid Waste. Solid waste services shall be provided by the City or the City's contracted refuse service provider.
- 3) Stormwater. The Project shall contain a stormwater management system which meets the requirements of the Southwest Florida Water Management District.
- 4) Underground Utilities. All on site utilities shall be underground. Developer is responsible for running utilities underground for the Project.
- 5) Lighting. Decorative street lighting shall be provided throughout the Project.

#### I. Access and Transportation.

- 1) Access. There shall be one (1) ingress and egress access point at CR 462 for the Project as shown on the Conceptual Development Plan. A driveway permit from Sumter County is required prior to approval of the Project's Improvement Plans.
- 2) Sidewalks. At a minimum, sidewalks shall be constructed along one side of all roadways within the Project.
- 3) Turn lane. The planned improvements to CR 462 include a northbound left turn lane at the Project's driveway. The CR 462 improvements are funded for construction in FY 2013-2014 by Sumter County. However, should the Project construct 73 homes prior the CR 462 project commencing, the Developer will be

required to construct the northbound left turn lane prior to construction of the 74<sup>th</sup> home.

- J. Gopher Tortoise Mitigation. Prior to any construction, the Developer shall obtain the necessary permit(s) from the Florida Fish and Wildlife Conservation Committee for mitigation of gopher tortoises. If a relocation permit is not sought, the Project shall provide mitigation in accordance with applicable rules and regulations.
- K. Maintenance of Common Areas. Maintenance and repair of structures, lawn mowing, and landscaping maintenance of all common areas within the Project shall be the responsibility of the property owner or its designee such as a property owners association, at no cost or obligation to the City. The Developer shall provide guidelines to the City for approval, not to be reasonably withheld, conditioned or delayed, for the maintenance of common areas. The City will be granted the right to enforce the common areas maintenance obligations against the Association as may be applicable, and to be reimbursed for the reasonable attorney's fees, costs and expenses, as may be reasonably incurred by the City.
- L. Enforcement of Rules and Regulations. For the maintenance of the common areas referenced in Section 3(K) above, the applicable provisions in the Guidelines: (i) shall be made applicable to the Project; and (ii) shall be reviewed/approved by the City of Wildwood and a certificate of occupancy being issued for completed improvements; and (iii) will provide that the City of Wildwood shall have the right, but not the obligation, to enforce such maintenance obligations against a violating party and that the City should be entitled to reasonable attorney's fees and costs for enforcement regardless of whether or not a suit has been filed.
- M. Impact Fees. The Planned Development shall be subject to all impact fees applicable at the time of permitting. All impact fees are to be paid before issuance of any building permit. Proof of Sumter County impact fees paid shall be provided to the City of Wildwood. Any impact fees adopted by the City of Wildwood, Sumter County or the Sumter County School Board prior to issuance of building permits shall also be applicable to the Planned Development.
- N. Expiration of Planned Development Agreement. Actual construction must begin within the Project within 24 months of the final adoption of the Planned Development Agreement. If no construction has started on the approved Planned Development within 24 months, the Planned Development shall lapse and be of no further effect. The City Commission may extend the Planned Development for periods of up to twelve (12) months. However, the City Commission shall not allow extensions beyond 24 months after the effective date of this Ordinance.

**SECTION 4: SEVERABILITY.**

If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

**SECTION 5: EFFECTIVE DATE.**

This Ordinance shall become effective immediately upon its approval and adoption by the City Commission.

**PASSED AND ORDAINED** in regular session of the City Commission of the City of Wildwood, Sumter County, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2013.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

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

\_\_\_\_\_  
ED WOLF, MAYOR

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

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

Approved as to Form:

\_\_\_\_\_  
Ashley Hunt, City Attorney

**Ordinance O2013-53**

**“Exhibit A”**

**Wildwood Sumter Holdings, LLC**

**Legal Description**

PARCEL 1:

SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA

PARCEL 2:

THE WEST 463.40 FEET OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.

TOGETHER WITH AN EASEMENT FOR INGRESS AND EGRESS MORE PARTICULARLY DESCRIBED AS:

A PARCEL OF LAND LYING IN THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 32; THENCE S89°41'51"E ALONG THE SOUTH LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32, A DISTANCE OF 463.40 FEET TO THE POINT OF BEGINNING; THENCE DEPARTING SAID SOUTH LINE N00°31'08"E ALONG A LINE PARALLEL WITH THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 32, A DISTANCE OF 60.00 FEET; THENCE S89°41'51"E, A DISTANCE OF 199.18 FEET; THENCE N00°31'56"E, A DISTANCE OF 330.00 FEET; THENCE S89°41'51"E, A DISTANCE OF 660.00 FEET TO THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32; THENCE S00°31'56"W ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32, A DISTANCE OF 60.00 FEET; THENCE DEPARTING SAID EAST LINE, N89°41'51"W, A DISTANCE OF 600.00 FEET; THENCE S00°31'56"W, A DISTANCE OF 330.00 FEET TO THE SOUTH LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32; THENCE N89°41'51"W ALONG SAID SOUTH LINE, A DISTANCE OF 259.17 FEET TO THE POINT OF BEGINNING. LESS RIGHT OF WAY FOR COUNTY ROAD 462.

PARCEL 3:

THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA, LESS AND EXCEPT:

BEGIN AT THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 THENCE RUN SOUTH 16.00

FEET, NORTHEASTERLY TO A POINT 16.00 FEET EAST OF THE POINT OF BEGINNING; THENCE RUN WEST 16.00 FEET TO THE POINT OF BEGINNING, ALL LYING AND BEING IN SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.

TOGETHER WITH A PERPETUAL, NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS CREATED BY INSTRUMENT RECORDED NOVEMBER 15, 2005 IN O.R. BOOK 1476, PAGE 374, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA, SAID EASEMENT BEING OVER, ACROSS AND UPON THE FOLLOWING DESCRIBED PARCELS:

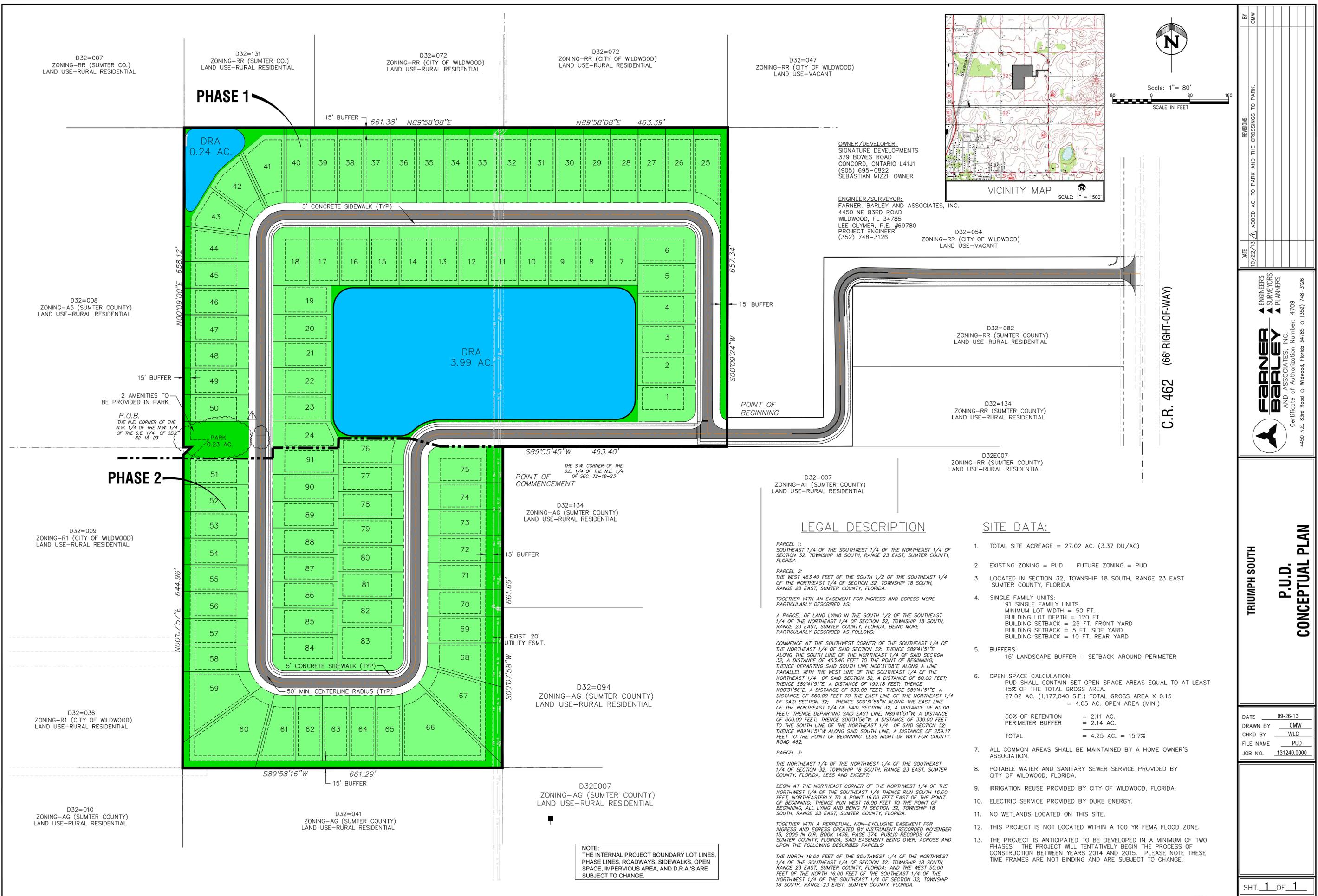
THE NORTH 16.00 FEET OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA; AND THE WEST 50.00 FEET OF THE NORTH 16.00 FEET OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.

**Ordinance O2013-53**

**“Exhibit B”**

**Wildwood Sumter Holdings, LLC**

**Conceptual Development Plan**



OWNER/DEVELOPER:  
SIGNATURE DEVELOPMENTS  
379 BOWES ROAD  
CONCORD, ONTARIO L4J1J1  
(905) 695-0822  
SEBASTIAN MIZZI, OWNER

ENGINEER/SURVEYOR:  
FARNER, BARLEY AND ASSOCIATES, INC.  
4450 NE 83RD ROAD  
WILDWOOD, FL 34785  
LEE CLYMER, P.E. #69780  
PROJECT ENGINEER  
(352) 748-3126

D32=054  
ZONING-RR (CITY OF WILDWOOD)  
LAND USE-VACANT

D32=082  
ZONING-RR (SUMTER COUNTY)  
LAND USE-RURAL RESIDENTIAL

D32=134  
ZONING-RR (SUMTER COUNTY)  
LAND USE-RURAL RESIDENTIAL

D32E007  
ZONING-RR (SUMTER COUNTY)  
LAND USE-RURAL RESIDENTIAL

D32=007  
ZONING-A1 (SUMTER COUNTY)  
LAND USE-RURAL RESIDENTIAL

D32=134  
ZONING-AG (SUMTER COUNTY)  
LAND USE-RURAL RESIDENTIAL

D32=094  
ZONING-AG (SUMTER COUNTY)  
LAND USE-RURAL RESIDENTIAL

D32E007  
ZONING-AG (SUMTER COUNTY)  
LAND USE-RURAL RESIDENTIAL

NOTE:  
THE INTERNAL PROJECT BOUNDARY LOT LINES,  
PHASE LINES, ROADWAYS, SIDEWALKS, OPEN  
SPACE, IMPERVIOUS AREA, AND D.R.A.'S ARE  
SUBJECT TO CHANGE.

**LEGAL DESCRIPTION**

PARCEL 1:  
SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA

PARCEL 2:  
THE WEST 463.40 FEET OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.

TOGETHER WITH AN EASEMENT FOR INGRESS AND EGRESS MORE PARTICULARLY DESCRIBED AS:  
A PARCEL OF LAND LYING IN THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 32; THENCE S89°55'45"W ALONG THE SOUTH LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32, A DISTANCE OF 463.40 FEET TO THE POINT OF BEGINNING; THENCE DEPARTING SAID SOUTH LINE, N00°01'08"E ALONG A LINE PARALLEL WITH THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 32, A DISTANCE OF 60.00 FEET; THENCE S89°41'51"E, A DISTANCE OF 199.18 FEET; THENCE N00°31'56"E, A DISTANCE OF 330.00 FEET; THENCE S89°41'51"E, A DISTANCE OF 60.00 FEET TO THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32; THENCE S00°31'56"W ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32, A DISTANCE OF 60.00 FEET; THENCE DEPARTING SAID EAST LINE, N89°41'51"W, A DISTANCE OF 60.00 FEET; THENCE S00°31'56"W, A DISTANCE OF 330.00 FEET TO THE SOUTH LINE OF THE NORTHEAST 1/4 OF SAID SECTION 32; THENCE N89°41'51"W ALONG SAID SOUTH LINE, A DISTANCE OF 259.17 FEET TO THE POINT OF BEGINNING, LESS RIGHT OF WAY FOR COUNTY ROAD 462.

PARCEL 3:  
THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA, LESS AND EXCEPT:  
BEGIN AT THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA; THENCE RUN SOUTH 18.00 FEET, NORTHEASTERLY TO A POINT 16.00 FEET EAST OF THE POINT OF BEGINNING; THENCE RUN WEST 16.00 FEET TO THE POINT OF BEGINNING, ALL LYING AND BEING IN SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.

TOGETHER WITH A PERPETUAL, NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS CREATED BY INSTRUMENT RECORDED NOVEMBER 15, 2005 IN O.R. BOOK 1476, PAGE 374, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA, SAID EASEMENT BEING OVER, ACROSS AND UPON THE FOLLOWING DESCRIBED PARCELS:  
THE NORTH 16.00 FEET OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA; AND THE WEST 50.00 FEET OF THE NORTH 16.00 FEET OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST, SUMTER COUNTY, FLORIDA.

**SITE DATA:**

- TOTAL SITE ACREAGE = 27.02 AC. (3.37 DU/AC)
- EXISTING ZONING = PUD FUTURE ZONING = PUD
- LOCATED IN SECTION 32, TOWNSHIP 18 SOUTH, RANGE 23 EAST SUMTER COUNTY, FLORIDA
- SINGLE FAMILY UNITS:  
91 SINGLE FAMILY UNITS  
MINIMUM LOT WIDTH = 50 FT.  
BUILDING LOT DEPTH = 120 FT.  
BUILDING SETBACK = 25 FT. FRONT YARD  
BUILDING SETBACK = 5 FT. SIDE YARD  
BUILDING SETBACK = 10 FT. REAR YARD
- BUFFERS:  
15' LANDSCAPE BUFFER - SETBACK AROUND PERIMETER
- OPEN SPACE CALCULATION:  
PUD SHALL CONTAIN SET OPEN SPACE AREAS EQUAL TO AT LEAST 15% OF THE TOTAL GROSS AREA.  
27.02 AC. (1,177,040 S.F.) TOTAL GROSS AREA X 0.15 = 4.05 AC. OPEN AREA (MIN.)  
50% OF RETENTION PERIMETER BUFFER = 2.11 AC.  
PERIMETER BUFFER = 2.14 AC.  
TOTAL = 4.25 AC. = 15.7%
- ALL COMMON AREAS SHALL BE MAINTAINED BY A HOME OWNER'S ASSOCIATION.
- POTABLE WATER AND SANITARY SEWER SERVICE PROVIDED BY CITY OF WILDWOOD, FLORIDA.
- IRRIGATION REUSE PROVIDED BY CITY OF WILDWOOD, FLORIDA.
- ELECTRIC SERVICE PROVIDED BY DUKE ENERGY.
- NO WETLANDS LOCATED ON THIS SITE.
- THIS PROJECT IS NOT LOCATED WITHIN A 100 YR FEMA FLOOD ZONE.
- THE PROJECT IS ANTICIPATED TO BE DEVELOPED IN A MINIMUM OF TWO PHASES. THE PROJECT WILL TENTATIVELY BEGIN THE PROCESS OF CONSTRUCTION BETWEEN YEARS 2014 AND 2015. PLEASE NOTE THESE TIME FRAMES ARE NOT BINDING AND ARE SUBJECT TO CHANGE.

REVISIONS

DATE	BY	DESCRIPTION
10/22/13	CMW	ADDED AC. TO PARK AND THE CROSSINGS TO PARK.

DATE: 10/22/13

BY: CMW

DATE: 09-26-13

DRAWN BY: CMW

CHKD BY: WLC

FILE NAME: PUD

JOB NO.: 131240.0000

SHT. 1 OF 1

TRIUMPH SOUTH  
P.U.D.  
CONCEPTUAL PLAN

FARNER BARLEY AND ASSOCIATES, INC.  
ENGINEERS SURVEYORS AND PLANNERS  
Certificate of Authorization Number: 4709  
4450 N.E. 83rd Road • Wildwood, Florida 34785 • (352) 748-3126

# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Ordinance O2013-55: Annexation of a portion of Parcel C13=109

Approval of Ordinance O2013-55

**REQUESTED ACTION:**

<input type="checkbox"/> Work Session (Report Only)	<b>DATE OF MEETING:</b>	<u>11/11/13 First Reading</u> <u>11/25/13 Adoption</u>
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	

<b>CONTRACT:</b>	<input checked="" type="checkbox"/> N/A	Vendor/Entity:	_____
	Effective Date: _____	Termination Date:	_____
	Managing Division / Dept: _____		_____

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

<input type="checkbox"/> Annual	<b>FUNDING SOURCE:</b>	_____
<input type="checkbox"/> Capital	<b>EXPENDITURE ACCOUNT:</b>	_____
<input checked="" type="checkbox"/> N/A		

**HISTORY/FACTS/ISSUES:**

The applicant, Joe Nisbett for Acorn Investments, LLC, has submitted a voluntary annexation application for a portion of parcel C13=109. The property to be annexed totals 1.5 +/- acres and is located to the southwest of the intersection of C-466 and C-209.

Annexation into the City is appropriate because the property is contiguous to the City limits and contained within the City's Joint Planning Area with Sumter County.

The applicant intends to submit Small Scale Comprehensive Plan Amendment and Rezoning applications for the subject property. Those applications will be brought to Commission in the near future should the Commission move to annex the property.

**Staff recommends approval of Ordinance O2013-55.**



Jason McHugh  
Development Services Coordinator



**ORDINANCE NO. O2013-55**

AN ORDINANCE OF THE CITY OF WILDWOOD, FLORIDA, PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 1.5 ACRES BEING GENERALLY LOCATED ON THE SOUTH SIDE OF C-466 AND WEST OF C-209; IN SECTION 13, TOWNSHIP 18 SOUTH, RANGE 22 EAST; PROVIDING THAT SECTION 1-14 OF THE CITY OF WILDWOOD CODE OF ORDINANCES IS AMENDED TO INCLUDE THE ANNEXED PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

**SECTION 1.** Based upon the petition of the owner of the following described real property, which is generally located on the south side of C-466 and west of C-209, to be annexed into the City the property is hereby annexed into the City of Wildwood pursuant to Section 171.204, Florida Statutes. The City Commission finds that the property is located within the City's Joint Planning Area with Sumter County, and meets all legal requirements for annexation. The annexed property lying in Sumter County, Florida owned by Acorn Investments, is more particularly described as follows:

**Parcel # C13=109**  
**1.5 +/- Acres**

**LEGAL DESCRIPTION**

A PORTION OF THE NORTH 1/2 OF THE NORTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 13, TOWNSHIP 18 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 13; THENCE SOUTH 00°00'00" EAST ALONG THE EAST LINE OF SOUTHEAST 1/4 OF NORTHEAST 1/4 OF SAID SECTION 13, A DISTANCE OF 67.05 FEET; THENCE NORTH 90°00'00" WEST 28.70 FEET TO A POINT OF THE WEST RIGHT-OF-WAY LINE OF COUNTY ROAD NUMBER 209 AND THE SOUTH RIGHT-OF-WAY OF COUNTY ROAD NUMBER 466; THENCE SOUTH 00°10'23" EAST ALONG AFOREMENTIONED RIGHT-OF-WAY LINE 1538.00 FEET

TO THE POINT OF BEGINNING; THENCE SOUTH 89°52'08" WEST 1306.99 FEET TO THE WEST LINE OF SAID NORTH 1/2 OF THE NORTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4; THENCE ALONG SAID WEST LINE RUN SOUTHERLY 50 FEET, MORE OR LESS, TO THE SOUTH LINE OF SAID NORTH 1/2 OF NORTH 1/2 OF NORTHEAST 1/4 OF SOUTHEAST 1/4; THENCE ALONG SAID SOUTH LINE RUN EASTERLY 1307 FEET, MORE OR LESS, TO THE WEST RIGHT-OF-WAY LINE OF SAID COUNTY ROAD NO. 209; THENCE ALONG SAID RIGHT-OF-WAY LINE RUN NORTHERLY TO THE POINT OF BEGINNING.

CONTAINING 1.50 ACRES MORE OR LESS.

**SECTION 2.** All of the above described annexed property shall liable for its proportionate share of the future and existing indebtedness of the City of Wildwood.

**SECTION 3.** All of the above described annexed property shall be subject to the laws and ordinance of the City of Wildwood as if this territory had been a part of the City of Wildwood at the time of passage and approval of said laws and ordinances.

**SECTION 4.** Until such time as the City amends its comprehensive plan, the current Sumter County zoning classification and future land use regulations will remain in full force and effect.

**SECTION 5.** Section 1-14 of the City of Wildwood Code of Ordinances is hereby amended to include the legal description of the annexed parcel pursuant to this Ordinance.

**SECTION 6.** If any portion of this Ordinance is declared invalid for any purpose, the remaining portion shall remain valid and in full force and effect.

**SECTION 7.** This Ordinance shall take effect upon final approval by the City Commission.

**DONE AND ORDAINED** this \_\_\_\_ day of \_\_\_\_\_, 2013, by the City Commission of the City of Wildwood, Florida.

SEAL

ATTEST:

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

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

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

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

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

Approved as to form:

\_\_\_\_\_  
Ashley Hunt, City Attorney

Exhibit A

Property to be Annexed

A portion of parcel C13=109



# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Ordinance O2013-56 Amending the City's Drainage and Stormwater Management Requirements in the Land Development Regulations

**REQUESTED ACTION:** Approval of Ordinance O2013-56

<input type="checkbox"/> Work Session (Report Only)	<b>DATE OF MEETING:</b>	First Reading: 11/11/13 Adoption: 11/25/13
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	

<b>CONTRACT:</b>	<input checked="" type="checkbox"/> N/A	Vendor/Entity: _____
	Effective Date: _____	Termination Date: _____
	Managing Division / Dept: _____	

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

<input type="checkbox"/> Annual	<b>FUNDING SOURCE:</b> _____
<input type="checkbox"/> Capital	<b>EXPENDITURE ACCOUNT:</b> _____
<input checked="" type="checkbox"/> N/A	

**HISTORY/FACTS/ISSUES:**

The Florida Department of Environmental Protection and the Southwest Florida Water Management District updated their regulations pertaining to water quality and stormwater management on October 7, 2013.

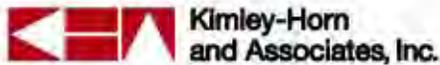
Kimley Horn and Associates has consulted with the Development Services and Public Works departments and has recommended the City modify the drainage and stormwater management regulations contained within the Land Development Regulations to be consistent with the new state regulations.

Ordinance O2013-56 amends Section 6.4 of the Land Development Regulations to reflect the changes as recommended by Kimley-Horn and Associates.

**Staff recommends approval of Ordinance O2013-56.**



Jason McHugh  
Development Services Coordinator



**Memorandum**

To: Jason McHugh, City of Wildwood

From: Richard Busche, P.E., CFM, Kimley-Horn and Associates, Inc.

A handwritten signature in black ink, appearing to read 'R. Busche', is written over the 'From:' line.

Date: October 23, 2013

**Re: Stormwater LDR Updates; City of Wildwood  
Kimley-Horn Project No. 142173000**

---

At the time that the current City regulations pertaining to the design of stormwater management systems were implemented, the Florida Department of Environmental Protection (FDEP) was in the laborious process of drafting a statewide water quality rule, which would significantly change the design criteria of all stormwater systems in Florida. Since that time FDEP's focus has shifted to simplifying the permitting requirements throughout the state and eliminating the discrepancies that permitted found between the water management districts in Florida. They have indefinitely delayed implementation of a statewide water quality rule and instead kept the regulations of water quality at the water management district level; in Wildwood's case this is the Southwest Florida Water Management District (SWFWMD).

On October 7, 2013, these new FDEP and SWFWMD regulations went into effect. Some of the changes are significant. As a result, the City will see increased frequencies where an applicant would encounter different stormwater regulations between the City and the SWFWMD. We recommend updates to the City's regulations to agree with the new FDEP and SWFWMD regulations.

We have prepared the attached redlines illustrating the recommended changes. The main changes are as follows:

1. The definition of a "registered professional" is modified to be consistent with FDEP rule.
2. The design storm events are the same, but the criteria for open and closed basins are modified slightly to agree with the SWFWMD rule language.
3. The City's Land Development Regulations (LDR) would recognize the new exemptions and lesser permits allowable by FDEP and SWFWMD in some instances. These are typically low impact projects. Pre-application meetings are strongly encouraged for these projects.

4. The City's LDR would recognize and enforce the new treatment volume requirements implemented by the SWFWMD. These rules have been significantly revised in the new SWFWMD rules.
5. Recovery requirements are still enforced, but they are shifted to the treatment storm event, consistent with the new SWFWMD regulations.
6. The City's LDR will require rate attenuation in a closed basin for the 100YR24HR storm event, which is not addressed in the SWFWMD regulations.
7. The fencing requirements are revised to be consistent with SWFWMD's regulations.

In essence, the City's regulations remain largely the same. The most significant recommend changes are greater enforcement of the water quality design, and the shift of stormwater recovery calculations to the treatment storm event, instead of a back-to-back 25- or 100-year storm event. These changes will still result in stormwater regulations that meet and exceed the state wide rules, and provide acceptable levels of service to address stormwater impacts for new developments within the City.

RVB/aep

Cc: File

*C:\Users\jmc\Documents\Recommen\Att\11003\rev.doc*

**ORDINANCE NO. O2013-56**

AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA;  
AMENDING SECTION 6.4 OF THE LAND DEVELOPMENT  
REGULATIONS OF THE CITY OF WILDWOOD, FLORIDA;  
PERTAINING DRAINAGE AND STORM WATER  
MANAGEMENT; PROVIDING FOR CODIFICATION;  
PROVIDING FOR CONFLICT; AND PROVIDING FOR AN  
EFFECTIVE DATE.

**WHEREAS**, the Florida Department of Environmental Protection and the Southwest Florida Water Management District updated their regulations pertaining to water quality and stormwater management on October 7, 2013;

**WHEREAS**, the City wishes to amend Section 6.4 (Drainage and Stormwater Management) of the Land Development Regulations to be consistent with the new state regulations.

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

**SECTION 1.** The amendments to Section 6.4 of the Land Development Regulations are shown in the attached "Exhibit A" with ~~strike through~~ for deletions and underline for additions.

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

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

**SECTION 4.** This Ordinance shall be effective upon adoption during the second and final reading by the City of Wildwood City Commission.

**ORDINANCE NO. O2013-56**

AN ORDINANCE OF THE CITY OF WILDWOOD FLORIDA;  
AMENDING SECTION 6.4 OF THE LAND DEVELOPMENT  
REGULATIONS OF THE CITY OF WILDWOOD, FLORIDA;  
PERTAINING TO DRAINAGE AND STORM WATER  
MANAGEMENT; PROVIDING FOR CODIFICATION;  
PROVIDING FOR CONFLICT; AND PROVIDING FOR AN  
EFFECTIVE DATE.

**WHEREAS**, the Florida Department of Environmental Protection and the Southwest Florida Water Management District updated their regulations pertaining to water quality and stormwater management on October 7, 2013;

**WHEREAS**, the City wishes to amend Section 6.4 (Drainage and Stormwater Management) of the Land Development Regulations to be consistent with the new state regulations.

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

**SECTION 1.** The amendments to Section 6.4 of the Land Development Regulations are shown in the attached "Exhibit A" with ~~strike through~~ for deletions and underline for additions.

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**SECTION 4.** This Ordinance shall be effective upon adoption during the second and final reading by the City of Wildwood City Commission.

**DONE AND ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by  
the City Commission of the City of Wildwood, Florida.

CITY COMMISSION  
CITY OF WILDWOOD, FLORIDA

S E A L

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

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

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

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

Approved as to form:

\_\_\_\_\_  
Ashley Hunt, City Attorney

6.4. Drainage and stormwater management.

(A) *General.*

(1) No person shall conduct a development or redevelopment activity, subdivide, make any change in the use of land, construct any stormwater management system or structure, or change the size of an existing structure without obtaining approval from the City as provided herein.

(2) ~~Approval of the stormwater management plans~~Authorization of construction shall be contingent on approval of any required permit from the Southwest Florida Water Management District Management District (SWFWMD), FDEP, FDOT, or any other agency with regulatory jurisdiction over the project; however, approval by another government agency will not result in automatic approval of the stormwater management plans by the City.

(3) The stormwater management system is required to be designed by a registered professional licensed by and in the state of Florida and practicing under Chapter 471, 472, 481 or 492 engineer.

(4) The system shall provide for drainage of lots, streets, roads, and other public areas as well as handling any runoff from adjacent areas that naturally flows into the subject area.

(5) The drainage system shall be designed for long life, low maintenance cost, and ease of maintenance.

(6) *Peak rate and volume attenuation.* Peak discharge rate and volume attenuation shall be as required in the SWFWMD regulations and in these regulations.

(7) *Development within flood prone areas (100-year flood).* All development within flood prone areas, as delineated on the official national flood insurance program, flood insurance rate maps, or the latest and best information available, shall comply with the requirements of SWFWMD and the criteria in the flood hazard regulations section of this Code.

(8) Where a permit is not required under Chapter 62-330, F.A.C., or where a lesser permit threshold is applicable under FDEP or SWFWMD rules, the stormwater management system must meet, at a minimum, the applicable criteria. Applicants are strongly encouraged to conduct a pre-application meeting with City staff in these instances.

(B) *Water quality.*

(1) All stormwater water management systems are required to ~~treat the required pollution abatement volume prior to discharge to receiving waters~~provide stormwater quality treatment in compliance with the applicable SWFWMD rules and criteria.

(2) The ~~pollution abatement~~required water quality volume and treatment method varies depending on the size and location of the site and shall be as required by SWFWMD.

(3) ~~The design engineer shall demonstrate that the treatment requirements of the SWFWMD are met by the proposed stormwater system design. The amount of volume available for water quantity storage is subject to the treatment recovery rules of the SWFWMD, dependent on the type of treatment system provided.~~If full recovery has not occurred the water quantity calculations must account for the remaining volume and the conditions within the pond (i.e. standing water at the beginning of the design storm analysis).

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~~(4) Water quality pollution abatement volume shall not be required in stormwater management systems that have zero discharge up to and including the 100-year, 24-hour storm event.~~

(C) *Retention/detention pond requirements.*

(1) For projects having drainage areas less than or equal to five (5) acres, calculations may be based on the rational method ( $Q=CIA$ ). The design criteria shall be based on the latest available Intensity-Duration Curves published by FDOT for Zone 7.

(2) For projects having drainage areas greater than five (5) acres, the Soil Conservation Service (SCS) methodology shall be used. ~~The rainfall distribution utilized shall be the SCS Type II, Florida~~

~~Modified 24 Hour, Antecedent Moisture Condition II.~~The design engineer shall submit complete copies of all input parameters, supporting calculations, assumptions, and documentation pertaining to the design for review by the City.

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(3) All soils data used for soil permeability or infiltration analyses shall be signed and sealed by a registered professional engineer. ~~If infiltration is considered in the design of any retention/detention pond, signed and sealed geotechnical field data and laboratory results must be provided as part of the design calculations.~~ A minimum of two (2) soil borings shall be provided within each retention/detention pond. The minimum depth of the soil boring shall be six feet (6') below the proposed pond bottom elevation. If infiltration is considered in the design of any retention/detention pond, signed and sealed geotechnical field data and laboratory results must be provided as part of the design calculations.

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(4) For a project or portion of a project within an open basins, the stormwater retention/detention facility shall be sized to fully retain the post development runoff volume less minus the pre-development runoff volume for the 25-year, 24-hour storm event. Post developed discharge rates shall be maintained at or below the 25-year, 24- hour pre development discharge rate.

(5) For a project or portion of a project in a closed basin, the required retention volume shall be the post-development runoff less the pre-development runoff for the 100-year, 24-hour storm event. The total post development volume leaving the site shall be no more than the total pre-development volume leaving the site for the 100-year, 24-hour storm event. Post developed discharge rates shall be maintained at or below the 100-year, 24-hour pre-development discharge rate. ~~water retention/detention facility shall be sized to fully retain the post development runoff volume for the 100-year, 24-hour storm event.~~

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(6) In all cases of stormwater discharges, the post development discharge to downstream properties shall not cause adverse off-site impacts and the discharges shall be limited to the pre-development rate, and general flow pattern.

(7) A minimum freeboard of six inches (6") above the design high water elevation shall be provided for all retention/detention ponds. The design high water elevation is defined as the expected peak stage elevation expected for the 100-year, 24-hour stormwater management facility as a result of the applicable design storm event.

~~(8) The project engineer shall submit drainage calculations demonstrating that stormwater retention basins will fully recover the total design storm volume within 14 days following the design rainfall event. For ponds not able to recover the design volume within 14 days, the pond volume shall be increased to retain the post-development minus pre-development runoff volume and peak discharge rate from a second 25-year, 24-hour design storm in an open basin, or the post-development minus pre-development runoff volume from a second 100-year, 24-hour design storm if in a closed basin.~~

(9) All assumed drainage calculation parameters must be listed and supported by conventional methods. All geotechnical parameters must be supported by signed and sealed geotechnical field data and laboratory results. Calculations must be presented in a format acceptable to the City. The final determination on the suitability of assumed parameters is at the sole discretion of the City Engineer.

(D) *Fencing requirements.*

(1) *Wet ponds.* Fencing shall be required unless the side slopes have a maximum steepness of ~~five~~four-to-one (~~5~~4:1) ~~for to a depth of~~ at least ~~four~~two feet (~~4~~2') below the control elevation in the pond. Below this elevation, the side slopes may be increased to two-to-one (2:1).

(2) *Dry ponds.* Fencing shall be required when the side slopes are steeper than four-to-one (4:1). Dry ponds shall be a maximum of ten feet (10') deep, measured from pond bottom to top of bank.

(3) When provided, fencing shall be six feet (6') high with a twelve feet (12') wide flat access berm adjacent to the inside perimeter of the fence.

(E) *Storm sewer and culvert design.*

(1) *Types and requirements.* Where drainage pipes are utilized, the following standards apply:

(a) Storm sewers shall be of reinforced concrete or other FDOT approved material, subject to additional approval by the City, and have a minimum diameter of 18 inches or

equal. An inlet or manhole is required at each change of alignment or grade. Minimum pipe diameters may be reduced in grassed areas not subject to vehicular traffic;  
 (b) Where any storm pipe terminates at an earthen slope a mitered end section and concrete collar, or approved equal, is required;  
 (c) The following maximum lengths of pipe shall be used when spacing access structures of any type:

**TABLE 6-2**

Pipe Diameter	Maximum Pipe Length
Less than 18 inches	300 feet
24 to 36 inches	400 feet
42 inches and larger	500 feet

(F) *Conveyance System Design storm (minimum).*

**TABLE 6-3**

Facility	Frequency and Duration
Principal arterial bridges and evacuation routes	100-year 24 hours
Canals, ditches, swales, storm drains or culverts for drainage external to the development	25-year 24 hours
Canals, ditches, swales, storm drains or culverts for drainage internal to the development	10-year 24 hours

(1) The design frequency for major drainage systems may be increased if deemed necessary by the City to protect known flooding conditions in upstream or downstream properties or to comply with other regulations.

(2) *Design tailwater.* All storm sewer systems and culverts shall be designed taking into consideration the tailwater of the receiving facility or water body. The tailwater elevation used shall be based on the tailwater elevation of the receiving water body at the peak time of the design storm. Alternatively, the tailwater may be assumed to be the design high water elevation of the receiving water body for the design storm.

(3) The hydraulic gradient line for the storm sewer system shall be computed taking into consideration the design tailwater on the system and the energy losses associated with entrance into and exit from the system, friction through the system, and turbulence in the individual manholes, catch basins, and junctions within the system.

(4) The design criteria to be utilized for the design of pavement drainage shall be as follows:

**TABLE 6-4**

Arterial streets	10-year, 24-hour, hydraulic gradient line 1.0 foot below the gutter flowline
Collector and local streets	10-year, 24-hour, hydraulic gradient line 0.5 feet below the gutter flowline

(G) *Erosion protection.* Standard practices shall be used to prevent erosion and the depositing of soil off-site pursuant to the requirements of the FDEP Generic Permit for Stormwater Discharge from Large and Small Construction Activities.

(H) *Maintenance.*

- (1) A written operation and maintenance plan shall contain information per SWFWMD regulations as the minimum criteria that shall be accepted by the City.
- (2) The installed stormwater system shall be maintained by the legal entity responsible for maintenance. All permit applications shall contain documentation sufficient to demonstrate that the operation and maintenance entity is the legal entity empowered and obligated to perpetually maintain the stormwater management facilities.
- (3) The stormwater management system to be maintained by the legal entity shall have adequate easements, in accordance with this Code, to permit the City to inspect and, if necessary, to take corrective action should the legal entity fail to maintain the system properly.

## THIS LEASE

This lease is entered into this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2013, by and between the City of Wildwood, herein called the lessor, and Dodd McDowell, DM7 Cattle Company, herein called the lessee. The parties agree as follows:

1. In consideration of the covenants herein contained on the part of the said lessee to be kept and performed, the said lessor does hereby lease to the said lessee that portion of the property described in the attached Exhibit "A" that is: (a) not currently and has not been used by the City in operation or maintenance of its rapid infiltration basins which are also located on the front portion of the property described in Exhibit "A"; and, (b) that portion of the property that has been leased by the City to AT&T for a cell tower on a portion of the property described in Exhibit "A".

2. The term of this lease shall be twelve (12) months from the 11<sup>th</sup> day of November A.D., 2013.

3. And the said lessee covenants with the said lessor to pay the rent in an annual payment of \$1248.00 on the 11<sup>th</sup> day of November, 2013; to make no unlawful, improper or offensive use of the premises; not to assign this lease or to sublet any part of said premises without the written consent of the lessor; not to use said premises for any other purpose than for grazing cattle; to bring the fencing up to the standard necessary to contain cattle on the property, said initial cost to go against the lease payment, and to be responsible for the cost of any on-going required fencing maintenance; to cooperate to allow AT&T access to build and maintain a cell tower; and to quit and deliver up said premises at the end of said term in good condition as they are now (ordinary wear and decay damage by the elements only expected).

4. The said lessee hereby covenants and agrees that if default shall be made in

the payment of the rent as aforesaid, or if the said lessee shall violate any of the covenants of the lease, then said lessee shall become tenant at sufferance, hereby waiving all right of notice, and the lessor shall be entitled immediately to re-enter and retake possession of the demised premises.

5. Lessee further covenants and agrees that: (a) he/she shall be responsible for all maintenance of the fence and that the fence shall be maintained at all times in a manner that will assure that any animal placed on the property will be contained; (b) that the number of cattle on the property shall not exceed seventy-five (75) at any point in time; (c) that Lessee shall install a new gate to be approved by Lessor on CR121 and shall use only this gate; and (d) Lessee shall not use CR122 for egress to the property.

6. Lessee further covenants to indemnify and hold harmless the City of Wildwood for any claims, suits, actions, damages, liability, and expense in connection with loss of life, bodily or personal injury or property damage brought against the City of Wildwood arising from or out of, or occasioned wholly or in part by lessee's use of the subject property, including, but not limited to, any claim by any person for property or personal injury damage.

7. Lessee further covenants that in the event of default, Lessor shall recover all additional rent, special damages, costs and attorney's fees incurred by it as a result of the default by Lessee.

8. Lessee further agrees and covenants that either party may terminate this agreement without cause within thirty (30) days written notice to the other party.

9. Lessee understands and agrees that the fee simple interest in the property that is being leased is exempt from ad valorem taxation but that the leasehold interest that is being leased by the lessee may be subject to ad valorem taxation. Lessee agrees that if a tax is due

because of the use of the property by lessee, lessee will pay the tax.

Witness our hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Signed and sealed and Delivered in the presence of:

**City of Wildwood**

\_\_\_\_\_  
Witness signature

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

Attest: \_\_\_\_\_

Joseph Jacobs, City Clerk

**DM7 Cattle Company**

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
By: Dodd McDowell

STATE OF FLORIDA  
COUNTY OF SUMTER

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_  
2013, by \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_  
\_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public

Printed Name: \_\_\_\_\_

Commission No: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

That portion of the North half (N1/2) of Section 29, Township 18 South, Range 23 East, in Sumter County, Florida, lying East of the CSX (formerly S.C.L.) Railroad right of way, more particularly described as follows:

Commence at the Northeast corner of said Section 29, thence run North 89°51'03" West along the North line of said Section 29 a distance of 2587.34 feet; thence run South 00°00'44" East 25.00 feet to the Northwest corner of Lot 55, Lake Miona Heights an unrecorded subdivision and the Point of Beginning; thence continue South 00°00'44" East along the West line of Lots 55, 56, and 65, of aforesaid Lake Miona Heights, a distance of 596.00 feet to the Southwest corner of Lot 65 of aforesaid Lake Miona Heights; thence run North 89°51'03" West 40.00 feet to the Northwest corner of Lot 102, of said Lake Miona Heights, thence run South 00°00'44" East 170.00 feet to the Southwest corner of Lot 102, of said Lake Miona Heights, thence run South 89°51'03" East 76.35 feet, thence run South 00°01'48" West 225.00 feet to the Southwest corner of Lot 107, of Lake Miona Heights, thence run South 89°51'03" East along the South line of Lots 107, 108, 109, 110, 111, 82 and 83, a distance of 748.10 feet to the Northwest corner of Lot 112, of said Lake Miona Heights, thence run South 00°01'48" West a distance of 175.00 feet to the Southwest corner of said Lot 112, thence run South 89°51'03" East 58.10 feet, thence run South 00°01'48" West 225.00 feet to the Southwest corner of Lot 137, of said Lake Miona Heights, thence run South 89°51'03" East along the south line of said Lake Miona Heights 1560.00 feet to the Southeast corner of Lot 125, of said Lake Miona Heights, thence run South 00°01'48" West 175.00 feet to the Southwest corner of Lot 101, of said lake Miona Heights, thence run South 89°51'03" East along the south line of said Lot 101, a distance of 131.68 feet; thence run South 00°06'40" East 225.17 feet; thence run North 89°12'39" West 2558.36 feet; thence run South 00°27'27" West 850.67 feet to a point on the north line of Fox Hollow Phase 2 according to the plat thereof as recorded in plat book 6 at pages 1 and 1B, public records of Sumter County, Florida; thence run North 89°48'39" West along aforementioned north line a distance of 670.94 feet to a point on the east line of CSX (formerly S.C.L.) Railroad right of way; thence run in a northeast direction along aforementioned east right of way a distance of 2682 feet more or less to a point on the south right of way of County Road Number 114; thence run South 89°51'03" East 89 feet more or less to the point of beginning.

Containing 52.6 acres more or less.

**EXHIBIT "A"**



# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Contract for Reserve Special Magistrate

**REQUESTED ACTION:** Execution of the Contract

Work Session (Report Only)      **DATE OF MEETING:** November 25, 2013  
 Regular Meeting                       Special Meeting

**CONTRACT:**       N/A                      Vendor/Entity: Kristopher Vanderlaan  
Effective Date: 12/1/2013                      Termination Date: \_\_\_\_\_  
Managing Division / Dept: Development Services Department

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

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

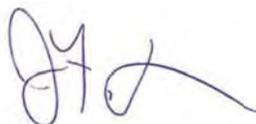
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### HISTORY/FACTS/ISSUES:

Presented is a contract prepared by the City Attorney between the City and Kristopher A. Vanderlaan, Esq. for Mr. Vanderlaan to act as the reserve Special Magistrate for the City on Planning and Zoning, Board of Adjustment and Code Enforcement cases. A reserve Special Magistrate is needed in situations where the City's Special Magistrate (Archie Lowry) cannot rule or make a recommendation on a case due to conflicts and other circumstances.

Mr. Vanderlaan is qualified for the position and has agreed to a compensation rate that is equal to what the City currently pays for the services of Mr. Lowry.

**Staff recommends the City enter into the contract with Kristopher A. Vanderlaan.**



Jason McHugh  
Development Services Coordinator

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**CITY OF WILDWOOD CONTRACT FOR  
RESERVE SPECIAL MAGISTRATE**

THIS AGREEMENT made effective as of the 1<sup>st</sup> day of December 2013, between the City of Wildwood a municipal corporation of the State of Florida (hereinafter "Wildwood") and Kristopher A. Vanderlaan (hereinafter "Attorney")

**WITNESSETH**

WHEREAS, Wildwood appoints a Special Magistrate to serve as the City's Planning and Zoning Board, Board of Adjustment, and Code Enforcement Board;

WHEREAS, Wildwood has a contract with Archie O. Lowry, Jr. to serve as the City's primary Special Magistrate;

WHEREAS, from time to time, conflicts as well as planned or unforeseen circumstances may arise that prevent the Special Magistrate from ruling on a case;

WHEREAS, Wildwood is seeking to appoint a qualified individual to serve as a reserve Special Magistrate in instances where any conflict, planned or unforeseen circumstance may exist;

WHEREAS, Attorney is a licensed attorney in good standing with The Florida Bar who and has knowledge in planning, zoning, code enforcement, quasi-judicial proceedings, and other local government matters; and

WHEREAS, Wildwood and Attorney would like to enter into an agreement wherein Attorney would serve as the Reserve Special Magistrate for Wildwood.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. RECITALS. The above referenced recitals are recognized as true and incorporated into this Agreement as if stated herein.

2. RESERVE SPECIAL MAGISTRATE. Attorney shall serve as Reserve Special Magistrate for Wildwood on an as needed basis when the Special Magistrate is absent, notwithstanding any conflicts of interest or conflicts of scheduling the Reserve Special Magistrate may have. City shall provide Attorney sufficient advance notice of any meetings Attorney is requested to attend.

3. TERM. The term of this Agreement shall be for a period of one (1) year and shall be deemed automatically renewed on a year to year basis unless terminated. Either party may terminate this Agreement for any reason whatsoever by providing the other party written notice at least three (3) months in advance that they wish to terminate the Agreement.

4. COMPENSATION. Wildwood shall pay Attorney an hourly rate of \$175.00 per hour for acting in his capacity as Reserve Special Magistrate. Attorney shall bill in quarter hourly increments and shall be compensated for travel, preparation, attendance and preparation of orders related to any of City's Planning and Zoning Board, Board of Adjustment, and Code Enforcement

Board meetings. Attorney shall provide an itemized invoice to the City for each month that work is performed.

5. INDEPENDENT CONTRACTOR. Attorney shall be an independent contractor and shall not be considered an employee of City.

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

**City of Wildwood**

**Attorney**

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

\_\_\_\_\_  
Kristopher A. Vanderlaan, Esq.

**Attest:**

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

\_\_\_\_\_  
Bill Ed Cannon, City Manager

**General Fund Revenue  
Budget Analysis Report  
For the Month Ended September, 2013  
Fy 2012-2013**

ITEM	BUDGETED	ACTUAL	DIFFERENCE	% COLLECTED
InterFund Transfers- Industrial Park	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
InterFund Transfers-Enterprise Fund	\$ 350,000.00	\$ 250,000.00	\$ 100,000.00	71.43%
State Revenue Sharing-State(Intergovt)	\$ 176,024.00	\$ 165,074.64	\$ 10,949.36	93.78%
Local Option Gas Tax-State(Intergovt)	\$ 304,003.00	\$ 281,261.23	\$ 22,741.77	92.52%
.01 Infrastructure Surtax-State ( Intergovt)	\$ 686,703.00	\$ 699,070.27	\$ (12,367.27)	101.80%
State Sales Tax-(Intergovt)	\$ 388,648.00	\$ 375,786.49	\$ 12,861.51	96.69%
County Motor Fuel Tax(9th cent) (Intergovt)	\$ 48,000.00	\$ 44,866.36	\$ 3,133.64	93.47%
State Beverage Licenses	\$ 2,451.00	\$ 3,667.30	\$ (1,216.30)	149.62%
Mobile Home Licenses-State (Intergovt)	\$ 14,192.00	\$ 13,729.81	\$ 462.19	96.74%
Ad Valorem Taxes-Wildwood	\$ 1,533,344.00	\$ 1,379,811.19	\$ 153,532.81	89.99%
Ad Valorem Taxes- CRA District-City	\$ 68,950.00	\$ 68,950.00	\$ -	100.00%
Ad Valorem Taxes-CRA District-County	\$ 101,992.00	\$ 107,539.00	\$ (5,547.00)	105.44%
Utility Tax- Water Sales- City	\$ 33,500.00	\$ 35,287.95	\$ (1,787.95)	105.34%
Utility Tax- Villages 5% Water Utility & Central	\$ 160,000.00	\$ 175,436.17	\$ (15,436.17)	109.65%
Utility Tax-Electric/Gas	\$ 250,000.00	\$ 461,424.50	\$ (211,424.50)	184.57%
Telecommunications (Communications Services) (Intergovt)	\$ 221,118.00	\$ 194,391.36	\$ 26,726.64	87.91%
Franchise Taxes-Electric (Progress Energy)	\$ 346,000.00	\$ 344,995.13	\$ 1,004.87	99.71%
Franchise Taxes-Electric (SECO)	\$ 100,000.00	\$ 123,699.57	\$ (23,699.57)	123.70%
Franchises Taxes- Refuse Service (Waste Mgmt)	\$ 90,000.00	\$ 93,217.49	\$ (3,217.49)	103.57%
Franchise Taxes- Natural Gas (TECO)	\$ 5,000.00	\$ 3,398.23	\$ 1,601.77	67.96%
Interest Income	\$ 2,000.00	\$ 2,351.59	\$ (351.59)	117.58%
Community Development Services	\$ 75,000.00	\$ 150,175.58	\$ (75,175.58)	200.23%
Second Dollar Fees- Police	\$ 2,000.00	\$ 1,768.27	\$ 231.73	88.41%
Fines & Forfeitures- Police	\$ 54,000.00	\$ 30,601.21	\$ 23,398.79	56.67%
Code Enforcement	\$ -	\$ 1,050.73	\$ (1,050.73)	0.00%
Community Center Rental	\$ 30,000.00	\$ 39,701.77	\$ (9,701.77)	132.34%
Community Center Reservation Fees	\$ 1,450.00	\$ 1,918.45	\$ (468.45)	132.31%
Miscellaneous General Fund	\$ 20,000.00	\$ 41,772.00	\$ (21,772.00)	208.86%
Summer Camp Registrations	\$ 20,000.00	\$ -	\$ 20,000.00	0.00%
Dixie Youth Baseball Registration Fees	\$ 1,425.00	\$ 1,075.00	\$ 350.00	75.44%
Life Flight- MEDIVAC LEASE	\$ 12,000.00	\$ 12,000.00	\$ -	100.00%
Jackson Street Lease	\$ -	\$ 3,000.00	\$ (3,000.00)	0.00%
Auction Proceeds	\$ -	\$ 16,033.78	\$ (16,033.78)	0.00%
ADT, LLC Donation	\$ -	\$ 5,000.00	\$ (5,000.00)	0.00%
Historical Assoc. Due/Contributions	\$ -	\$ 11,386.17	\$ (11,386.17)	0.00%
Misc. Grants / Vest	\$ -	\$ 2,078.98	\$ (2,078.98)	0.00%
Fuel Tax Refunds -State	\$ 6,200.00	\$ 7,180.98	\$ (980.98)	115.82%
USDA Police Vehicle Grant-2010-2011	\$ -	\$ -	\$ -	0.00%
USDA Police Vehicle Grant-2011-2012	\$ 83,000.00	\$ 79,496.93	\$ 3,503.07	95.78%
	\$ -	\$ -	\$ -	0.00%
	\$ 45,000.00	\$ 45,000.00	\$ -	100.00%
City Occupational Licenses	\$ -	\$ -	\$ -	0.00%
CRA Administration Costs	\$ 19,297.00	\$ -	\$ 19,297.00	0.00%
Growers Market	\$ 9,000.00	\$ 218.00	\$ 8,782.00	2.42%
Park's & Recreation Activities	\$ 13,500.00	\$ 8,830.40	\$ 4,669.60	65.41%
Sumter County Dispatch Compensation	\$ 100,000.00	\$ 100,000.00	\$ -	100.00%
Administrative Building Services- Sumter County	\$ 60,000.00	\$ 59,983.20	\$ 16.80	99.97%
FDOT Lighting Agreement	\$ 11,249.00	\$ 11,249.00	\$ -	100.00%
FDOT Maintenance Agreement	\$ 6,400.00	\$ 5,124.00	\$ 1,276.00	80.06%
CDBG Grant- State	\$ -	\$ 171,835.52	\$ (171,835.52)	0.00%
Police Impact Fees	\$ 10,000.00	\$ 147,020.62	\$ (137,020.62)	1470.21%
Parks & Recreation Impact Fees	\$ 10,000.00	\$ 13,920.64	\$ (3,920.64)	139.21%
Cash Forward- General Fund	\$ 425,000.00	\$ -	\$ 425,000.00	0.00%
Cash Forward- CRA Districts	\$ 28,257.00	\$ -	\$ 28,257.00	0.00%
	\$ -	\$ -	\$ -	0.00%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 5,934,703.00</b>	<b>\$ 5,801,379.51</b>	<b>\$ 133,323.49</b>	<b>97.75%</b>



**Enterprise Fund Revenue  
Budget Analysis Report  
For The Month Ended September, 2013  
Fy 2012-2013**

ITEM	BUDGETED	ACTUAL	DIFFERENCE	% COLLECTED
Water Operational	\$ 1,420,545.00	\$ 1,503,085.35	\$ (82,540.35)	105.81%
Water Connection Fees	\$ 141,229.00	\$ 76,377.28	\$ 64,851.72	54.08%
Water TIE Fees	\$ 2,446.00	\$ 59,032.93	\$ (56,586.93)	2413.45%
Water Meter Installs	\$ 24,000.00	\$ 34,079.31	\$ (10,079.31)	142.00%
Water - Miscellaneous (on/off)	\$ 23,000.00	\$ 33,350.65	\$ (10,350.65)	145.00%
Water Income - Other	\$ 7,500.00	\$ 24,190.13	\$ (16,690.13)	322.54%
Wastewater Operational	\$ 2,340,844.00	\$ 2,468,864.04	\$ (128,020.04)	105.47%
Wastewater Connection Fees	\$ 109,052.00	\$ 148,195.05	\$ (39,143.05)	135.89%
Wastewater TIE Fees	\$ 3,200.00	\$ 84,006.07	\$ (80,806.07)	2625.19%
Wastewater - Other Miscellaneous	\$ 14,100.00	\$ 2,907.97	\$ 11,192.03	20.62%
Wastewater TSS/COD	\$ 700,523.00	\$ 700,344.02	\$ 178.98	99.97%
Reuse Water Operations	\$ 53,427.00	\$ 56,738.88	\$ (3,311.88)	106.20%
Interest Income	\$ 1,450.00	\$ 2,549.32	\$ (1,099.32)	175.82%
Word Property - Grant Feasibility Services	\$ -	\$ -	\$ -	0.00%
Turtle Mount Land Lease-Tower Site	\$ 12,000.00	\$ 13,000.00	\$ (1,000.00)	0.00%
Police User Fees- Clearing Acct	\$ -	\$ -	\$ -	0.00%
Water-Sewer - Cash Brought Forward	\$ 329,948.00	\$ -	\$ 329,948.00	0.00%
<b>Total - Enterprise Fund Revenues</b>	<b>\$ 5,183,264.00</b>	<b>\$ 5,206,721.00</b>	<b>\$ (23,457.00)</b>	<b>100.45%</b>
Greenwood Cemetery Revenues	\$ 5,300.00	\$ 4,857.81	\$ 442.19	91.66%
Greenwood Cemetery - Cash Forward	\$ 7,500.00	\$ -	\$ 7,500.00	0.00%
<b>Total - Cemetery Fund Revenues</b>	<b>\$ 12,800.00</b>	<b>\$ 4,857.81</b>	<b>\$ 7,942.19</b>	<b>37.95%</b>
Industrial Park - MISCELLANEOUS	\$ 325.00	\$ 81.04	\$ 243.96	24.94%
Industrial Park - Cash Forward	\$ 10,950.00	\$ 10,174.04	\$ 775.96	92.91%
<b>Total - Industrial Park Fund Revenues</b>	<b>\$ 11,275.00</b>	<b>\$ 10,255.08</b>	<b>\$ 1,019.92</b>	<b>91%</b>
<b>TOTAL- ALL ENTERPRISE OPERATIONS</b>	<b>\$ 5,207,339.00</b>	<b>\$ 5,221,833.89</b>	<b>\$ (14,494.89)</b>	

**Enterprise Fund Expenditures  
Budget Analysis Report  
For the Month Ended September, 2013  
FY 2012-2013**

ENTERPRISE FUND DEPARTMENTS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
PHYSICAL ENVIRONMENT ADMINISTRATION	\$ 492,367.00	\$ 429,004.61	\$ 63,362.39	87.13%
WATER DEPARTMENT	\$ -	\$ -	\$ -	0.00%
WASTEWATER DEPARTMENT	\$ -	\$ -	\$ -	0.00%
UTILITIES DEPARTMENT	\$ 2,443,357.00	\$ 2,514,204.86	\$ (70,847.86)	102.90%
INDUSTRIAL PARK	\$ 1,275.00	\$ 255.08	\$ 1,019.92	20.01%
GREENWOOD CEMETERY	\$ 8,225.00	\$ 1,192.24	\$ 7,032.76	14.50%
<b>TOTAL - OPERATING EXPENDITURES</b>	<b>\$ 2,945,224.00</b>	<b>\$ 2,944,656.79</b>	<b>\$ 567.21</b>	<b>99.98%</b>
NOTES:				
TRANSFERS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
W/S TO GENERAL	\$ 350,000.00	\$ 250,000.00	\$ 100,000.00	71.43%
IND. PARK TO GENERAL	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
<b>TOTAL TRANSFERS</b>	<b>\$ 360,000.00</b>	<b>\$ 260,000.00</b>	<b>\$ 100,000.00</b>	<b>72.22%</b>
DEBT SERVICE	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
CHAMPAGNE FARMS - PRINCIPAL	\$ 74,108.00	\$ 74,107.90	\$ 0.10	100.00%
CHAMPAGNE FARMS - INTEREST	\$ 27,692.00	\$ 27,692.30	\$ (0.30)	100.00%
1994 SRF LOAN	\$ 178,555.00	\$ 176,272.45	\$ 2,282.55	98.72%
INT EXP-SRF LOAN 1 (1994)	\$ 10,640.00	\$ 12,922.49	\$ (2,282.49)	121.45%
1996 SRF LOAN	\$ 231,589.00	\$ 237,862.10	\$ (6,273.10)	102.71%
INT EXP-SRF LOAN 1 (1996)	\$ 38,474.00	\$ 32,200.52	\$ 6,273.48	83.69%
2007 SRF LOAN	\$ 277,106.00	\$ 277,105.62	\$ 0.38	100.00%
INT EXP-SRF LOAN 1 (2007)	\$ 102,809.00	\$ 102,809.26	\$ (0.26)	100.00%
			\$ -	
<b>TOTAL - DEBT SERVICE</b>	<b>\$ 940,973.00</b>	<b>\$ 940,972.64</b>	<b>\$ 0.36</b>	<b>100.00%</b>
CONTINGENCIES	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
GREENWOOD CEMETERY	\$ 4,575.00	\$ -	\$ 4,575.00	0.00%
WATER/SEWER ENTERPRISE FUND	\$ 518,067.00	\$ -	\$ 518,067.00	0.00%
INDUSTRIAL PARK	\$ -	\$ -	\$ -	0.00%
	\$ -	\$ -	\$ -	0.00%
<b>TOTAL - CONTINGENCIES</b>	<b>\$ 522,642.00</b>	<b>\$ -</b>	<b>\$ 522,642.00</b>	<b>0.00%</b>
SPECIAL PROJECTS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
GREENWOOD CEMETERY	\$ -	\$ -	\$ -	0.00%
CAPITAL IMPROVEMENTS-OTHER	\$ -	\$ -	\$ -	0.00%
WATER/WASTEWATER TIE FEE PROJECTS	\$ 100,000.00	\$ 8,287.11	\$ -	0.00%
FACILITY UPGRADES-WATER & SEWER	\$ 338,500.00	\$ 120,243.07	\$ -	0.00%
	\$ -	\$ -	\$ -	0.00%
	\$ -	\$ -	\$ -	0.00%
<b>TOTAL - SPECIAL PROJECTS</b>	<b>\$ 438,500.00</b>	<b>\$ 128,530.18</b>	<b>\$ 309,969.82</b>	<b>0.00%</b>
<b>TOTAL - ENTERPRISE FUND EXPENDITURES</b>	<b>\$ 5,207,339.00</b>	<b>\$ 4,274,159.61</b>	<b>\$ 933,179.39</b>	<b>82.08%</b>

**GENERAL FUND REVENUES  
BUDGET ANALYSIS REPORT  
FOR THE MONTH ENDED OCTOBER, 2013  
FY 2013-2014**

ITEM	BUDGETED	ACTUAL	DIFFERENCE	% COLLECTED
InterFund Transfers- Industrial Park	\$ 10,000.00	\$ -	\$ 10,000.00	0.00%
InterFund Transfers-Enterprise Fund	\$ 350,000.00	\$ -	\$ 350,000.00	0.00%
State Revenue Sharing-State(Intergovt)	\$ 185,258.00	\$ -	\$ 185,258.00	0.00%
Local Option Gas Tax-State(Intergovt)	\$ 306,629.00	\$ -	\$ 306,629.00	0.00%
.01 Infrastructure Surtax-State ( Intergovt)	\$ 711,678.00	\$ -	\$ 711,678.00	0.00%
State Sales Tax-(Intergovt)	\$ 401,018.00		\$ 401,018.00	0.00%
County Motor Fuel Tax(9th cent) (Intergovt)	\$ 48,000.00	\$ -	\$ 48,000.00	0.00%
State Beverage Licenses	\$ 2,451.00	\$ -	\$ 2,451.00	0.00%
Mobile Home Licenses-State (Intergovt)	\$ 14,192.00	\$ 177.24	\$ 14,014.76	1.25%
Ad Valorem Taxes-Wildwood	\$ 1,536,788.00	\$ 2.26	\$ 1,536,785.74	0.00%
Ad Valorem Taxes- CRA District-City	\$ 64,122.00	\$ -	\$ 64,122.00	0.00%
Ad Valorem Taxes-CRA District-County	\$ 108,000.00	\$ -	\$ 108,000.00	0.00%
Utility Tax- Water Sales- City	\$ 40,000.00	\$ 2,919.84	\$ 37,080.16	7.30%
Utility Tax- Villages 5% Water Utility & Central	\$ 150,000.00	\$ 15,443.56	\$ 134,556.44	10.30%
Utility Tax-Electric/Gas	\$ 355,000.00	\$ 53,973.52	\$ 301,026.48	15.20%
Telecommunications (Communications Services) (Intergovt)	\$ 207,538.00	\$ 16,538.09	\$ 190,999.91	7.97%
Franchise Taxes-Electric (Progress Energy)	\$ 338,000.00	\$ 35,331.91	\$ 302,668.09	10.45%
Franchise Taxes-Electric (SECO)	\$ 130,000.00	\$ 16,411.47	\$ 113,588.53	12.62%
Franchises Taxes- Refuse Service (Waste Mgmt)	\$ 90,000.00	\$ 8,349.87	\$ 81,650.13	9.28%
Franchise Taxes- Natural Gas (TECO)	\$ 3,500.00	\$ 395.43	\$ 3,104.57	11.30%
Interest Income	\$ 2,000.00	\$ -	\$ 2,000.00	0.00%
Community Development Services	\$ 110,000.00	\$ 17,384.68	\$ 92,615.32	15.80%
Second Dollar Fees- Police	\$ 1,800.00	\$ 75.71	\$ 1,724.29	4.21%
Fines & Forfeitures- Police	\$ 35,000.00	\$ 887.23	\$ 34,112.77	2.53%
Community Center Rental	\$ 30,000.00	\$ 5,022.93	\$ 24,977.07	16.74%
Community Center Reservation Fees	\$ 1,450.00	\$ 190.00	\$ 1,260.00	13.10%
Miscellaneous General Fund	\$ 20,000.00	\$ 537.28	\$ 19,462.72	2.69%
Summer Camp Registrations	\$ 10,000.00	\$ -	\$ 10,000.00	0.00%
Dixie Youth Baseball Registration Fees	\$ 1,425.00	\$ -	\$ 1,425.00	0.00%
Sumter County Youth & Adult Soccer Fees	\$ -	\$ 1,425.00	\$ (1,425.00)	0.00%
Life Flight- MEDIVAC LEASE	\$ 12,000.00	\$ 1,000.00	\$ 11,000.00	8.33%
Jackson Street daycare BuildingLease	\$ -	\$ 1,000.00	\$ (1,000.00)	0.00%
Historical Assoc. Due/Contributions	\$ -	\$ 300.00	\$ -	0.00%
Baker House Donations/Contributions	\$ -	\$ 923.76	\$ -	0.00%
Fuel Tax Refunds -State	\$ 6,200.00	\$ -	\$ 6,200.00	0.00%
USDA Police Vehicle Grant-2010-2011	\$ -	\$ -	\$ -	0.00%
USDA Police Vehicle Grant-2011-2012	\$ -	\$ -	\$ -	0.00%
Police User Fees	\$ -	\$ -	\$ -	0.00%
The Villages Amended Agreement - 2007	\$ 45,000.00	\$ -	\$ 45,000.00	0.00%
City Occupational Licenses	\$ -	\$ -	\$ -	0.00%
CRA Administration Costs	\$ 19,297.00	\$ -	\$ 19,297.00	0.00%
Growers Market	\$ -	\$ -	\$ -	0.00%
Park's & Recreation Activities	\$ 13,500.00	\$ 411.00	\$ 13,089.00	3.04%
Sumter County Dispatch Compensation	\$ 100,000.00	\$ -	\$ 100,000.00	0.00%
Administrative Building Services- Sumter County	\$ 60,000.00	\$ -	\$ 60,000.00	0.00%
FDOT Lighting Agreement	\$ 11,249.00	\$ -	\$ 11,249.00	0.00%
FDOT Maintenance Agreement	\$ 15,372.00	\$ -	\$ 15,372.00	0.00%
CDBG Grant- State	\$ -	\$ -	\$ -	0.00%
Police Impact Fees	\$ 20,000.00	\$ 3,548.12	\$ 16,451.88	17.74%
Parks & Recreation Impact Fees	\$ 10,000.00	\$ 244.22	\$ 9,755.78	2.44%
Cash Forward-Tree Mitigation	\$ 5,998.00	\$ -	\$ 5,998.00	0.00%
Cash Forward- Parks & Rec	\$ 117,000.00	\$ -	\$ 117,000.00	0.00%
Cash Forward-Police Impact Fees	\$ 230,000.00	\$ -	\$ 230,000.00	0.00%
Cash Forward- General Fund	\$ 1,750,000.00	\$ -	\$ 1,750,000.00	0.00%
Cash Forward-Debt Service Reserves	\$ 255,000.00	\$ -	\$ 255,000.00	0.00%
Cash Forward- CRA Districts	\$ 200,000.00	\$ -	\$ 200,000.00	0.00%
			\$ -	0.00%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 8,134,465.00</b>	<b>\$ 182,493.12</b>	<b>\$ 7,951,971.88</b>	<b>2.24%</b>



**ENTERPRISE FUND REVENUES  
BUDGET ANALYSIS REPORT  
FOR THE MONTH ENDED OCTOBER, 2013  
FY 2013-2014**

ITEM	BUDGETED	ACTUAL	DIFFERENCE	% COLLECTED
Water Operational	\$ 1,438,116.00	\$ 117,019.26	\$ 1,321,096.74	8.14%
Water Connection Fees	\$ 100,000.00	\$ 26,523.25	\$ 73,476.75	26.52%
Water TIE Fees	\$ 85,000.00	\$ 400.01	\$ 84,599.99	0.47%
Water Meter Installs	\$ 33,000.00	\$ 3,514.19	\$ 29,485.81	10.65%
Water - Miscellaneous (on/off)	\$ 34,000.00	\$ 3,440.00	\$ 30,560.00	10.12%
Water Income - Other	\$ 15,000.00	\$ 1,152.18	\$ 13,847.82	7.68%
Wastewater Operational	\$ 2,361,884.00	\$ 187,847.30	\$ 2,174,036.70	7.95%
Wastewater Connection Fees	\$ 200,000.00	\$ 60,412.24	\$ 139,587.76	30.21%
Wastewater TIE Fees	\$ 120,000.00	\$ 107.38	\$ 119,892.62	0.09%
Wastewater - Other Miscellaneous	\$ 7,500.00	\$ 4,465.37	\$ 3,034.63	59.54%
Wastewater TSS/COD	\$ 685,000.00	\$ 56,442.52	\$ 628,557.48	8.24%
Reuse Water Operations	\$ 60,000.00	\$ 5,980.22	\$ 54,019.78	9.97%
Interest Income	\$ 2,500.00	\$ -	\$ 2,500.00	0.00%
Word Property - Grant Feasibility Services	\$ -	\$ -	\$ -	0.00%
Turtle Mount Land Lease-Tower Site	\$ 12,000.00	\$ 1,000.00	\$ 11,000.00	8.33%
2013 Refinancing Loan Proceeds	\$ 2,251,250.00	\$ 2,193,836.13	\$ 57,413.87	97.45%
Cash Forward - Water Connections	\$ 140,000.00	\$ -	\$ 140,000.00	0.00%
Cash Forward - Water Tie Fees	\$ 50,000.00	\$ -	\$ 50,000.00	0.00%
Cash Forward - Wastewater Tie Fees	\$ 70,000.00	\$ -	\$ 70,000.00	0.00%
Cash Forward - Wastewater Connection	\$ 420,000.00	\$ -	\$ 420,000.00	0.00%
Water-Sewer - Cash Brought Forward	\$ 2,450,000.00	\$ -	\$ 2,450,000.00	0.00%
<b>Total - Enterprise Fund Revenues</b>	<b>\$ 10,536,250.00</b>	<b>\$ 2,662,140.06</b>	<b>\$ 7,873,109.95</b>	<b>26.27%</b>
Greenwood Cemetery Revenues	\$ 5,300.00	\$ 462.71	\$ 4,837.29	8.73%
Greenwood Cemetery - Cash Forward	\$ 37,000.00	\$ -	\$ 37,000.00	0.00%
<b>Total - Cemetery Fund Revenues</b>	<b>\$ 42,300.00</b>	<b>\$ 462.71</b>	<b>\$ 41,837.29</b>	<b>1.09%</b>
Industrial Park - Miscellaneous	\$ 325.00	\$ -	\$ 325.00	0.00%
Industrial Park - Cash Forward	\$ 153,000.00	\$ -	\$ 153,000.00	0.00%
<b>Total - Industrial Park Fund Revenues</b>	<b>\$ 153,325.00</b>	<b>\$ -</b>	<b>\$ 153,325.00</b>	<b>0.00%</b>
<b>TOTAL- ALL ENTERPRISE OPERATIONS</b>	<b>\$ 10,730,875.00</b>	<b>\$ 2,662,602.76</b>	<b>\$ 8,068,272.24</b>	

**ENTERPRISE FUND EXPENDITURES**  
**BUDGET ANALYSIS REPORT**  
**FOR THE MONTH ENDED OCOTOBER, 2013**  
**FY 2013-2014**

ENTERPRISE FUND DEPARTMENTS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
PHYSICAL ENVIRONMENT ADMINISTRATION	\$ 473,674.00	\$ 51,993.29	\$ 421,680.71	10.98%
UTILITIES DEPARTMENT	\$ 2,786,377.00	\$ 177,497.44	\$ 2,608,879.56	6.37%
INDUSTRIAL PARK	\$ 1,125.00	\$ -	\$ 1,125.00	0.00%
GREENWOOD CEMETERY	\$ 2,100.00	\$ -	\$ 2,100.00	0.00%
<b>TOTAL - OPERATING EXPENDITURES</b>	<b>\$ 3,263,276.00</b>	<b>\$ 229,490.73</b>	<b>\$ 3,033,785.27</b>	<b>7.03%</b>
NOTES:				
TRANSFERS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
W/S TO GENERAL	\$ 350,000.00	\$ -	\$ 350,000.00	0.00%
IND. PARK TO GENERAL	\$ 10,000.00	\$ -	\$ 10,000.00	0.00%
<b>TOTAL TRANSFERS</b>	<b>\$ 360,000.00</b>	<b>\$ -</b>	<b>\$ 360,000.00</b>	<b>0.00%</b>
DEBT SERVICE	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
CHAMPAGNE FARMS - PRINCIPAL	\$ 77,547.00	\$ 522,708.76	\$ (445,161.76)	674.05%
CHAMPAGNE FARMS - INTEREST	\$ 24,254.00	\$ 14,956.44	\$ 9,297.56	61.67%
1994 SRF LOAN	\$ 180,868.00	\$ 366,450.02	\$ (185,582.02)	202.61%
INT EXP-SRF LOAN 1 (1994)	\$ 8,328.00	\$ 4,882.92	\$ 3,445.08	58.63%
1996 SRF LOAN	\$ 244,306.00	\$ 1,017,660.51	\$ (773,354.51)	416.55%
INT EXP-SRF LOAN 2 (1996)	\$ 25,757.00	\$ 5,102.69	\$ 20,654.31	19.81%
2007 SRF LOAN	\$ 282,899.00	\$ -	\$ 282,899.00	0.00%
INT EXP-SRF LOAN 3 (2007)	\$ 48,508.00	\$ -	\$ 48,508.00	0.00%
			\$ -	
<b>TOTAL - DEBT SERVICE</b>	<b>\$ 892,467.00</b>	<b>\$ 1,931,761.34</b>	<b>\$ (1,039,294.34)</b>	<b>216.45%</b>
CONTINGENCIES	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
GREENWOOD CEMETERY	\$ 40,200.00	\$ -	\$ 40,200.00	0.00%
WATER/SEWER ENTERPRISE FUND	\$ 2,832,732.00	\$ -	\$ 2,832,732.00	0.00%
INDUSTRIAL PARK	\$ 142,200.00	\$ -	\$ 142,200.00	0.00%
		\$ -	\$ -	0.00%
<b>TOTAL - CONTINGENCIES</b>	<b>\$ 3,015,132.00</b>	<b>\$ -</b>	<b>\$ 3,015,132.00</b>	<b>0.00%</b>
SPECIAL PROJECTS	BUDGETED	ACTUAL	DIFFERENCE	% EXPENDED
Greenwood Cemetery	\$ -	\$ -	\$ -	0.00%
C466A Utility Relocates	\$ 150,000.00	\$ -	\$ -	0.00%
Okahumpka Service Plaza	\$ 150,000.00	\$ -	\$ -	0.00%
Turnpike Interchange-Utility	\$ 150,000.00	\$ -	\$ -	0.00%
75KW Generator / Huey Street	\$ 50,000.00	\$ -	\$ -	0.00%
Loop / Upgrade Water Mains	\$ 200,000.00	\$ -	\$ -	0.00%
WWTP Bar Screen /Inf Chann	\$ 400,000.00	\$ -	\$ -	0.00%
Misc WWTP Enhancements-	\$ 100,000.00	\$ -	\$ -	0.00%
Coleman 501 Water Plant	\$ 1,100,000.00	\$ -	\$ -	0.00%
West Well Replacement Opt	\$ 900,000.00	\$ -	\$ -	0.00%
<b>TOTAL - SPECIAL PROJECTS</b>	<b>\$ 3,200,000.00</b>	<b>\$ -</b>	<b>\$ 3,200,000.00</b>	<b>0.00%</b>
<b>TOTAL - ENTERPRISE FUND EXPENDITURES</b>	<b>\$ 10,730,875.00</b>	<b>\$ 2,161,252.07</b>	<b>\$ 8,569,622.93</b>	<b>20.14%</b>



October 21, 2013

Mr. Joseph Jacobs  
City Clerk  
City of Wildwood  
100 N Main Street  
Wildwood, FL 34785

RE: Insurance Program RFP #2013-01

Dear Mr. Jacobs:

We appreciate the opportunity to present you with our proposal for your Insurance Program. As always, we welcome the opportunity to meet with you at any time to discuss this matter.

The Florida League of Cities Insurance Program was established in 1977 to provide an affordable insurance alternative for the governmental entities of Florida. Over the years the Florida Municipal Insurance Trust has evolved into one of the largest public entities programs in the United States and is recognized for its outstanding service and broad coverage forms.

The Trust, governed by a board of elected officials, is a non-assessable, non-profit, tax-exempt risk sharing pool. Each year these elected officials approve an actuarially recommended premium structure based on loss experience. The FMIT has superior financial strength presently highlighted by \$453 million in assets, \$216 million in surplus and over 600 members. With over 100 insurance professionals serving the FMIT, we have the resources and the product offering necessary to design a risk management solution to fit the unique coverage issues facing your City.

When examining other insurance markets, it will become obvious that our self-insured group concept is a most attractive insurance alternative. To be certain, the FMIT is highly qualified to meet all your risk management needs. Our expertise in the areas of public entity coverages, coupled with our outstanding claims, loss control, and a nationally recognized fraud (SIU) department translates to considerable service and savings.

Thank you for your time and consideration. We look forward to the chance to meet with you sometime in the near future.

Sincerely,

A handwritten signature in black ink that reads "Andy Hanson".

Andy Hanson  
West Florida Account Executive  
941-744-7889  
ahanson@flcities.com

## PREMIUM BREAKDOWN

	Limits	Deductible	Premium
Property / Flood	\$24,297,890/Excess Flood \$4,500,000	Property \$1,000 per occurrence	\$53,710
Inland Marine	over \$15k - \$216,833 under \$15k - 1,000,000	\$500	Included
Crime	\$100,000	\$500	Included
General Liability	\$1,000,000	\$0	\$23,495
POL / EPLI	\$1,000,000	\$0	\$22,338
Automobile Liability	\$1,000,000	\$0	\$24,332
Automobile Physical Damage	ACV	\$1,000	Included
Worker's Compensation	Statutory	\$0	\$58,669
Police Professional Liability	\$1,000,000	\$0	\$43,603
	<b>TOTAL PREMIUM</b>		<b>\$226,147</b>

\*Flood Deductible for A&V zones is \$500,000. All other zones have a deductible of \$100,000.

\*See page 10 of FMIT proposal for pro-rata premium options.

\*Additional premium of \$5,141 for Pollution Legal Liability.



## Letter of Transmittal

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Brown & Brown of Florida, Inc.  
1300 Citizens Blvd, Suite 100  
Leesburg, FL 34748  
October 21, 2013

City of Wildwood  
Joseph Jacobs, City Clerk  
100 N. Main Street  
Wildwood, FL 34785

**Re: REQUEST for PROPOSAL  
RFP # 2013-01  
Insurance Package  
Property & Casualty, Liability, Workers Compensation Coverage**

Mr. Jacobs,

It is my pleasure to present City of Wildwood with a response to the above referenced RFP for Insurance Package Property & Casualty, Liability, Workers Compensation Coverage. Brown and Brown acknowledged receipt of RFP material.

Brown and Brown of Florida, Inc. - Leesburg acknowledges and understands all term and conditions of the RFP.

Thank you for this opportunity to service City of Wildwood. Please do not hesitate to contact us if you need any further information.

Sincerely,

A handwritten signature in cursive script that reads 'Travis Childers'.

Travis Childers, CIC  
Senior Account Executive  
Travis.Childers@bbleesburg.com  
352-787-2431



**REQUEST for PROPOSAL  
RFP # 2013-01**

**Insurance Package  
Property & Casualty, Liability, Worker's Compensation Coverage**

**Agency / Company Information**

**Company Name:**

Brown and Brown Leesburg FL

**Name of Lead Agent:**

Travis Childers, CIC

**Location of Servicing Office:**

1300 Citizens Blvd. Ste. 100  
Leesburg FL 34748

**Phone Number(s):**

352-787-2431 Office

352-516-7902 Mobile

352-787-9922 Fax

**Email:**

Travis.Childers@bbleesburg.com

Hours: Monday – Friday 8am-5pm

Afterhours, Weekend 24/7 Cell Phone

**Due: October 21, 2013 (2:00 PM EST)**

## PREMIUM BREAKDOWN

	Limits	Deductible	Premium
Property / Flood	<u>\$24,297,890</u>	<u>\$5,000</u>	<u>\$94,987</u>
Inland Marine	<u>\$1,180,184 Plus</u>	<u>\$5,000</u>	<u>\$11,262</u>
Crime	<u>\$100,000</u>	<u>\$1,000</u>	<u>\$833</u>
General Liability	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$25,957</u>
POL / ELL /EPLI	<u>\$1,000,000</u>	<u>\$2,500</u>	<u>\$43,278</u>
Automobile Liability	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$17,047</u>
Automobile Physical Damage	<u>See Schedule</u>	<u>\$1,000</u>	<u>\$8,408</u>
Worker's Compensation	<u>Statutory, EL</u> <u>\$1,000,000</u>	<u>\$0</u>	<u>\$48,730</u>
		Total Premium	<u>\$250,502</u>

City of  
Wildwood,  
Florida



City Hall

Clerk's Dept.

wildwood-fl.gov  
Area Code: 352  
Zip Code: 34785

**CITY HALL**  
100 N. Main Street  
330-1330 Phone  
330-1338 Fax

**CITY MANAGER**  
Extension 109

**CITY CLERK/FINANCE**  
Extension 100

**HUMAN RESOURCES**  
Extension 103  
330-1339 Fax

**CUSTOMER SERVICE**  
(Utility Accounts/TDD)  
Extension 130

**BUILDING SERVICES**  
Code/Inspections/Permits  
Extension 119  
330-1334 Fax

**DEVELOPMENT SERVICES**  
Planning/Zoning/Concurrency  
Extension 118  
330-1334 Fax

**PARKS & RECREATION  
COMMUNITY CENTER**  
Reservations:  
Extension 114

**POLICE**  
100 E. Huey Street  
330-1355  
330-1358 Fax

**WOODWASTE**  
601 W. Gulf-Atlantic Hwy.  
330-1345

**REFUSE / STREETS**  
410 Grey Street  
330-1343  
330-1353 Fax

**WASTEWATER**  
1290 Industrial Drive  
330-1349  
330-1350 Fax

**WATER**  
801 E. Huey Street  
330-1346  
330-1347 Fax

November 11, 2013

TO: Mayor and Commissioners

RE: RFP for City Attorney

Three (3) responses were received for City Attorney Services.

Attached, for your purpose, is a sheet with the criteria advertised for evaluating each responder. Please review the data provided and mark according

There were five (5) criteria reflected in the specifications advertised, with each having a point value. The HIGHEST point value when totaled WOULD equal 100. As it stands now (unless otherwise determined), the Responder with the highest point VALUE TOTALED TOGETHER FROM ALL COMMISSIONERS would be the first choice for consideration for offering an agreement.

A copy of the proposed "Professional Services Agreement" is provided for your review and comment.

Please return the marked evaluation sheet to the City Clerk's Department by November 20, 2013, at 1:00 P.M for scoring and inclusion on the next agenda for November 25, 2013.

Your attention to this matter is appreciated.

Joseph Jacobs,

City Clerk

## CITY OF WILDWOOD

### REQUEST FOR PROPOSAL RFP# 13-01 CITY ATTORNEY SERVICES

Sealed proposals will be received in the City Clerk's Office, **October 25, 2013, prior to 2:00 p.m.**

Specification/Requirement packets may be obtained by contacting:

Joseph Jacobs, City Clerk,  
352.330.1331  
email: [jjacobs@wildwood-fl.gov](mailto:jjacobs@wildwood-fl.gov)

Questions regarding this proposal must be in writing and must be sent to the above email address or Faxed to 352.330.1338. All questions must be received by October 14, 2013.

***Prospective proposers shall not contact, communicate with or discuss any matter relating in any way to the Request for Proposal with the City Commissioners or any employee of the City of Wildwood, other than the City Clerk or as directed in the Request for Qualifications. Such communications initiated by a proposer shall be grounds for disqualifying the offending proposer from consideration for award of the proposal and/or any future proposal.***

The City of Wildwood, a Florida municipal corporation, hereinafter referred to as the City, seeks the submittal of proposals from qualified attorneys who are interested in providing legal services to the City on a contractual basis. The City is governed by a five-member City Commission operating under the Commission-Manager form of government. The City Commission is responsible for enacting local legislation, adopting an annual budget, and appointing certain city officials, including the City Attorney. The City Attorney shall hold office at the pleasure of the city commission, and shall act as the legal adviser to, and attorney and counselor for the municipality and all its officers in matters relating to their official duties. He or She shall prepare all contracts, bonds and other instruments in writing in which the municipality is concerned, and shall endorse on each his approval or disapproval of its form.

The attorney selected must be a current member in good standing of the Florida Bar. Knowledge of and experience in Florida municipal law, including experience with Community Redevelopment Agency law, is preferred. Board certification by the Florida Bar in an appropriate field is a plus. Selected attorney must become familiar with the Charter of the City of Wildwood, the Code of Ordinances and the Land Development Regulations.

The City Commission will review the qualifications of all submitting individuals. The City reserves the right to determine, at its sole discretion, whether the statement of qualifications satisfactorily meets the criteria established in this RFP, and the right to seek clarification from any individual(s) submitting proposals. Only those judged to be qualified proposals would be further evaluated. Individuals may be interviewed by the City Commission. During the review process, and until the final selection has been made by the City Commission, proposers are prohibited from meeting with or discussing a submittal with any member of the City Commission and/or staff with the exception of the City Clerk, unless an interview is requested or clarification required on a proposal.

All interested parties must submit the requested information within the time frame provided herein. Proposals shall be prepared with the utmost attention to fair, ethical evaluation standards.

It is the intent of the City to negotiate a Professional Services Agreement for the work described. The Professional Services Agreement will be for one (1) year, but terminable without cause upon written notice to the attorney by the City Commission, with the City's option of renewing the agreement for four (4) additional one-year periods.

Interested parties are invited to submit one (1) original marked "ORIGINAL" and five (5) copies marked "COPY" of their proposal in a sealed envelope to the City Clerk. The envelope should be labeled "**RFP #13-01, City Attorney Services**" and marked with the respondent's name and address. Proposals may be mailed or delivered to:

**City of Wildwood  
Joseph Jacobs, City Clerk  
100 N Main Street  
Wildwood, FL 34785**

The submittal shall be received by the City only at the above address prior to **2:00 p.m., October 25, 2013**. The proposals will be opened October 25 at 2:15 p.m., recorded and referred to the Mayor and Commissioners individually for review, evaluation and ranking. The Mayor and each Commissioner will at a Special Called Commission Meeting November 4 at 5:30 p.m. inform the others of their respective rankings and determine which firm or firms will be interviewed. Interviews will be scheduled through the City Clerk's department and will be held during a Special Called Commission Meeting November 14 at 5:00 p.m.

This request does not commit the City of Wildwood to award a contract. The City reserves the right to: 1) accept or reject qualifications and/or proposals in part or in whole; 2) request additional qualification information; 3) obtain information for use in evaluating submittals from any source and 4) reject all submittals.

## INTRODUCTION

The City of Wildwood, a Florida municipal corporation, hereinafter referred to as the City, seeks the submittal of proposals from qualified attorneys who are interested in providing legal services to the City on a contractual basis. The City is governed by a five-member City Commission operating under the Commission-Manager form of government. The City Commission is responsible for enacting local legislation, adopting an annual budget, and appointing certain city officials, including the City Attorney. The City Attorney shall hold office at the pleasure of the city commission, and shall act as the legal adviser to, and attorney and counselor for the municipality and all its officers in matters relating to their official duties. He or She shall prepare all contracts, bonds and other instruments in writing in which the municipality is concerned, and shall endorse on each his approval or disapproval of its form.

The attorney selected must be a current member in good standing of the Florida Bar. Knowledge of and experience in Florida municipal law, including experience with Community Redevelopment Agency law, is preferred. Board certification by the Florida Bar in an appropriate field is a plus. Selected attorney must become familiar with the Charter of the City of Wildwood, the Code of Ordinances and the Land Development Regulations.

The City Commission will review the qualifications of all submitting individuals. The City reserves the right to determine, at its sole discretion, whether the statement of qualifications satisfactorily meets the criteria established in this RFP, and the right to seek clarification from any individual(s) submitting proposals. Only those judged to be qualified proposals would be further evaluated. Individuals may be interviewed by the City Commission. During the review process, and until the final selection has been made by the City Commission, proposers are prohibited from meeting with or discussing a submittal with any member of the City Commission and/or staff with the exception of the City Clerk, unless an interview is requested or clarification required on a proposal.

All interested parties must submit the requested information within the time frame provided herein. Proposals shall be prepared with the utmost attention to fair, ethical evaluation standards.

It is the intent of the City to negotiate a Professional Services Agreement for the work described. The Professional Services Agreement will be for one (1) year, but terminable without cause upon written notice to the attorney by the City Commission, with the City's option of renewing the agreement for four (4) additional one-year periods.

## SCOPE OF SERVICES

The City requires the full range of City Attorney services including, but not limited to the following:

1. To perform the duties and responsibilities pursuant to the Charter of the City of Wildwood and the general laws of the State of Florida.
2. Advise, research, assist and render written opinion to the City on a wide variety of legal areas including but not limited to: general municipal law, labor law, general, state and federal laws relating to municipal government, intergovernmental relations and rules and regulations.
3. Legal advisor and counselor for all departments and all of its officers in matters relating to their official duties.
4. Prepare, review, or advise on all contracts, bonds, and all other legal and official instruments in which the City is concerned and shall endorse on each his/her approval of the form and correctness.
5. Review all legal and contractual items for the agenda.
6. Advise, research and assist the City on a wide variety of legal areas including but not limited to: grants, budgets, bonds, user fees, impact fees, franchise fees, property taxes, special assessments, public disclosure issues, and laws against discrimination.
7. Advise, research and assist the City on a wide variety of legal areas including but not limited to: the preparation of ordinance and resolution development and interpretation, housing, subdivision and land use law, comprehensive planning, zoning regulations and property rights, eminent domain, economic development activities, public utilities, code enforcement, building codes, real estate law, annexations.
8. Advise, research and assist the City on a wide variety of legal areas including but not limited to: contract law, environmental law, franchise law, municipal leases, purchasing and procurement.
9. Advise, research and assist the City on a wide variety of legal areas including but not limited to: personnel matters including employee grievances, including advice on the creation of policies and procedures.
10. Advise, research and assist the City on a wide variety of legal areas including but not limited to: criminal prosecution, litigation and trial activity, tort law and proactive methods to avoid litigation.
11. Prosecute and defend on behalf of the City all complaints, suits and controversies in which the City is a party except where the City's defense is provided either by contract or law by a third party.
12. Furnish the City Commission, the City Manager and the head of any department, his/her opinion on any question of law relating to any matter concerning their respective power and duties.
13. Advise the City Commission as to their compliance or non-compliance with the provisions of the Charter and Florida Statutes.
14. Attend all meetings of the City Commission, unless excused, either in person or by his duly designated representative to supply those legal services as may be needed during the meeting.
15. Provide Counsel and legal services for City boards, task forces, committees duly authorized by City Commission.

16. Assist the City in preparation, drafting, revisions of codes, ordinances, resolutions, amendments, leases, policy and procedural manuals, and other documents at the request of the City Commission and/or City Manager.
17. Prepare documents necessary for land purchases and/or sales, including development of proper legal descriptions for such real estate transactions.
18. Submit, as part of the annual budget process, anticipated expenditures, and revenues.
19. Provide monthly report to Commission summarizing legal services activities.
20. Provide all required documentation to the external auditor as part of annual audit.
21. Coordinate and supervise, specialized legal services provided by outside counsel.
22. Keep the City Commission, City Manager, and City Clerk informed of legislation or judicial opinions that have potential impact to the City.
23. Meet with City Manager and/or designee on an as needed basis to provide for the operational necessity of the City.
24. Assist in preparation, drafting, revisions of contracts, amendments to the contracts and other legal documents at the request of the Commission and/or City Manager.
25. Advise City Commission, City Manager and City Clerk at least once a year on Sunshine Law and public records law, home rule, legislative and quasi judicial bodies; and all other areas of municipal law, legislative and judicial opinions that could potentially impact the City.
26. Perform any other duties as assigned by the City Charter, or as directed by the City Commission.

## SUBMITTAL

Submittals should not contain information in excess of that requested, must be concise, and must specifically address the issues of this RFP. The submittals should include the following:

1. **Letter of Transmittal:** Briefly state your understanding of the work to be done and provide a positive commitment to perform the work.
2. **Profile of Attorney and Qualifications:**
  - a. Describe your legal experience. Emphasize your experience and expertise in the area(s) addressed by this RFP and how they will be brought to bear on the proposed work. This information should include prior municipal or other public sector experience, experience advising entities on Florida Sunshine and public records law and experience and any other background or experience which may be helpful in evaluating this proposal.
  - b. Provide a list of relevant academic training, degrees and board certifications.
  - c. List any disbarments, suspensions or other disciplinary actions which you have received from the Florida Bar or any other organized bar associations.
3. **Accessibility and Responsiveness:**
  - a. State the location of the office(s) from which you operate and accessibility to the City's needs, including office hours.

- b. Specify the individual(s), if any, that you would propose as substitute legal representation for the City, in the event of the absence or unavailability of the City Attorney.
  - c. Describe the response time the City can expect from the City Attorney to inquiries made by the City Commission and/or City Manager.
  - d. Identify the lead-time required for attending an unscheduled, urgent meeting.
4. **References:** Provide at least three (3) references, including name, title, address, phone number and e-mail address. Inclusion of the reference in your proposal is also agreement that the City may contact the named reference.
5. **Proposed Cost: (Attachment "B")** Please quote the dollar amount of fixed and/or hourly fees and costs for providing legal services to the City covered by your proposal. For the hourly fees, please identify the hourly rate of each attorney and support personnel. Also, state separately the rate for any other cost items proposed to be itemized and billed (i.e. photocopying, postage, etc.). Finally, indicate what your proposal is regarding reimbursement for travel, meals or mileage associated with serving as City Attorney.

The City requires detailed monthly billing statements that shall include, but are not limited to, the following items:

- a. Itemize the date of services.
- b. Identify the attorney and/or support personnel providing the services.
- c. List the time spent for each service or activity by tenths of an hour.
- d. Provide a detailed description of the services performed.
- e. State the fees for those services.
- f. Organize billing by department, type of services, and/or project.
- g. Itemize all associated costs and expenses related to the services.

The City will not provide any employee benefits including but not limited to health, life insurance, disability insurance, pension or retirement benefits. The City Attorney shall be an independent contractor and not an employee of the City.

## SELECTION AND EVALUATION PROCEDURES

The evaluation criteria listed below will be utilized to evaluate the proposals. Interviews with individuals may then be scheduled with the City Commission before a final decision is made. The City shall be the sole judge of its own best interests, the proposals and the resulting negotiated agreement. The City's decisions will be final.

Individuals will be evaluated using a number of factors including, but not limited to, the following:

1. **Experience:** Depth and breadth of experience and expertise in the practice of law, most specifically in those areas most often encountered in municipal government operations (20 points)
2. **Qualifications:** Board Certifications, Degrees and other relevant training (20 points)

3. **Accessibility and Responsiveness:** Capability to perform legal services promptly and in a manner that permits the Commission and staff to meet established deadlines and to operate in an effective and efficient manner and the degree of availability for quick response to inquiries that arise out of day-to-day operating questions or problems (30 points)
4. **References** (10 points)
5. **Proposed Fee Schedule** (20 points)

## RESPONSE

Interested parties are invited to submit one (1) original marked "ORIGINAL" and five (5) copies marked "COPY" of their proposal in a sealed envelope to the City Clerk. The envelope should be labeled "**RFP #13-01, City Attorney Services**" and marked with the respondent's name and address. Proposals may be mailed or delivered to:

**City of Wildwood  
Joseph Jacobs, City Clerk  
100 N Main Street  
Wildwood, FL 34785**

The submittal shall be received by the City only at the above address prior to **2:00 p.m., October 25, 2013.**

The delivery of the submittal on the above date and prior to the specified time is solely the responsibility of the proposer.

The submittal may be withdrawn either by written notice to the City Clerk or in person, if properly identified, at any time prior to the above submittal deadline.

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## CITY OF WILDWOOD

### CITY COMMISSION REPORT

Commission Meeting Date: Nov. 25, 2013

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Subject: West Well replacement - Ashley Property

Submitted By: Bruce H. Phillips, PE, PLS, Utility Director

Department: Utility Department

---

Staff Recommendation (Motion Ready): Recommend authorizing Kimley-Horn and Associates, Inc. to proceed with a Phase II ESA, geotechnical testing and a 5” potable test well at a cost of \$25,500.

---

#### BACKGROUND:

- The City has received notification from SR44LLC to vacate the property on which the West Well is located.
- At the September 10, 2013 the City Commission approved a Sale and Purchase contract with Arlen D. Ashley, Jr., Trustee to purchase Sumter County Parcel No. C33=040, subject to a six (6) month due diligent period.
- At the October 28, 2013 Commission meeting, the City Commission authorized IPO #24 for Kimley-Horn and Associates, Inc. (KHA) to proceed with a Phase I Environmental Assessment (ESA) of parcel no. C33=040.

#### FINDING, CONCLUSIONS AND RECOMMENDATIONS:

##### FINDINGS:

- KHA has completed the Phase I ESA with the following findings:
  - **Recognized Environmental Conditions** - The subject site is listed as a pits/dump area on the soil survey map, indicating that dumping may have occurred on site. This designation is considered a “Recognized Environmental Conditions” (RECs) associated with the subject site.
  - **Business Environmental Risks** - There were no “Business Environmental Risks” (BERs) identified during this Phase I ESA.
  - **De Minimis Conditions** - There was evidence of surficial dumping (glass bottles, tires, household trash) identified in the eastern portion of the site, along County Road 231.
  - **Gopher Tortoise** – The Natural Resources Assessment (NRA) indicates the presence of gopher tortoises on site. All future

construction will be required to stay at least 25 from an active borrow or obtain a permit to relocate.

- **Wetlands** – Historic maps show a wetlands on the northern side of the property. Soils and hydrology were not indicative of a wetland.

#### **CONCLUSIONS:**

- Based on the results of the Phase 1 ESA the Commission has the following three options:
  - Option #1 - Accept the Phase 1 ESA, determine that the property is not acceptable to the City as a potential potable well site and cancel the sales contract, or
  - Option #2 - Accept the Phase I ESA and authorized KHA to proceed with amendment no. 1 to IPO #24 at a cost of \$25,500, or
  - Option #3 - Accept the Phase I ESA, not authorize the Phase II ESA and authorized KHA to proceed with the design, permitting and construction of a production well.

#### **LEGAL REVIEW:**

- A copy of the Phase I ESA has been provided to the City Attorney for his review.

#### **RECOMMENDATIONS:**

- Staff recommends proceeding with Option #2, authorizing the Phase II ESA.

#### **FISCAL IMPACT:**

- Funding for this project was included in the approved FY 13/14 Capital Improvements budget and will be from the \$1,000,000 transferred from the Unrestricted Cash and Investment Fund to the CIP account as outlined in the Bond funding.

#### **ALTERNATIVES:**

- The Commission may:
  - Proceed with Option #1 and authorize staff to look for an alternative site for a potable well to replace the West Well.
  - Proceed with Option #3.

#### **SUPPORT MATERIAL:**

- Copy of the Phase I ESA.
- Copy of KHA amendment no. 1 to IPO #24
- Copy of letter addressed to Bruce Phillips, Utility Director dated Nov. 18, 2013



November 18, 2013

■  
Suite 200  
1823 SE Ft. King Street  
Ocala, Florida  
34471

Bruce Phillips, Utilities Director  
City of Wildwood  
100 North Main Street  
Wildwood, Florida 34785

**Re: Ashley Parcel Due Diligence – Phase I ESA Results and Natural  
Resource Assessment Recommendations  
KHA Project No. 142173130**

Dear Mr. Phillips:

Kimley-Horn recently completed the Phase I Environmental Site Assessment (ESA) for the Ashley Parcel located on the northwest corner of the intersection at State Road 44 and County Road 231, Sumter County, Florida. Our findings show that this site is listed as a “pit/dumps” area on the USDA soil survey map, indicating that previous dumping may have occurred at the site. A copy of the full report is enclosed.

Additionally, we have completed field observations related to the Natural Resources Assessment (NRA). The preliminary results of the NRA indicate the presence of gopher tortoise burrows on site. The site could also provide habitat for the Eastern indigo snake. In accordance with the Eastern Indigo Snake Programmatic Effect Determination Key, the USFWS recommends that this species be taken into consideration by incorporating the *Standard Protection Measures for the Eastern Indigo Snake* during construction, which generally consists of making signage and educational materials available to construction personnel. With implementation of these measures, no further action regarding the Eastern Indigo snake is anticipated. Additionally, historic mapping indicates that a small wetland depression occurred at the north end of the site extending off-site. Though remnant wetland vegetation was observed, it was not dominant and the soils and hydrology were not indicative of a wetland. Thus, no wetlands or surface waters were identified on-site. The final NRA report will follow in a separate transmittal.



Based on these observations, we offer the following recommendations prior to purchase of the property. A contract amendment detailing the scope and fee for this work is enclosed.

1. Conduct a Phase II ESA (Approximate cost \$15,000)
2. Conduct geophysical resistivity and standard penetration testing on site (Approximate cost \$6,000)
3. Design and construct a test production well on-site and conduct performance and water quality testing (Approximate cost \$21,500 includes design and construction)

At this time, we do not believe the gopher tortoise burrows will pose an insurmountable obstacle to development of the site for the intended use. However, a 100% gopher tortoise survey will be required 90 days prior to construction and if the burrows cannot be avoided (e.g. construction outside 25 foot radius from the burrow), a permit to relocate the gopher tortoises will be required.

Our recommendations are out of abundance of caution due to the possible complications the above findings may cause for the use of this location as a public supply groundwater well and water treatment plant site. Should you have any questions, please do not hesitate to contact our office.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'Malcolm L. Bryant', with a large, stylized flourish at the end.

Malcolm L. Bryant, PE

MLB/aep

Attachments: Ashley Parcel Phase I Environmental Site Assessment Report  
IPO #43 Ashley Parcel Due Diligence ESA Amendment 1

Cc: Richard Busche, PE  
Bill Spinner, PG  
Lynn Kiefer  
File

*November 11, 2013*

**Phase I Environmental Site Assessment**

**Ashley Parcel**

**Northwest Corner of State Road 44 and County Road 231  
Sumter County, Florida**

*Prepared for:*

City of Wildwood  
100 North Main Street  
Wildwood, Florida 34785

*Prepared by:*

Kimley-Horn and Associates, Inc.  
655 North Franklin Street, Suite 150  
Tampa, Florida 33602

Project No. 142173130  
Kimley-Horn and Associates, Inc. 2013  
655 North Franklin Street, Suite 150  
Tampa, FL 33602

Ashley Parcel  
Sumter County, Florida  
Phase I ESA  
Page i of iv

## **PHASE I ENVIRONMENTAL SITE ASSESSMENT**

Ashley Parcel  
Northwest Corner of State Road 44 and County Road 231  
Sumter County, Florida

### **Prepared for:**

City of Wildwood  
100 North Main Street  
Wildwood, Florida 34785

### **Prepared by:**

Kimley-Horn and Associates, Inc.  
655 North Franklin Street, Suite 150  
Tampa, Florida 33602

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**FIGURES**

- Figure 1 Site Location Map  
Figure 2 Topographic Map  
Figure 3 Aerial Photograph

**APPENDICES**

- Appendix A Property Appraiser Documentation  
Appendix B EDR Environmental Report  
Appendix C EDR Historical Topographic Maps  
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**PHASE I ENVIRONMENTAL SITE ASSESSMENT**  
**Ashley Parcel**  
**Sumter County, Florida**

**1.0 SUMMARY**

Kimley-Horn and Associates, Inc. (Kimley-Horn) was retained on behalf of the City of Wildwood to conduct a Phase I Environmental Site Assessment (ESA) of the property located at the intersection of State Road 44 and County Road 231, Sumter County, Florida (referred to herein as the "Property" or the "Site"). The Site is approximately 1.34 acres (**Figure 1**). The Sumter County Property Appraiser documentation is attached in **Appendix A**.

Kimley-Horn understands that this property is being purchased for the construction of a public water supply well for the City of Wildwood.

This ESA was conducted in general accordance with the accepted principles and methods designed to comply with the procedures outlined in the American Society for Testing and Materials (ASTM) E 1527-05, *Standard Practice for Environmental Site Assessments*. The purpose of this limited investigation was to qualify the User for the landowner liability protections under CERCLA and All Appropriate Inquiry 40 CFR part 312 and Recognized Environmental Conditions (RECs) as defined in ASTM E 1527-05. The findings contained in this document are based on observations made by Kimley-Horn's professional staff and information obtained from readily available Federal, State, County, and City regulatory agencies at the time of the assessment.

**1.1 RECOGNIZED ENVIRONMENTAL CONDITIONS**

The subject Site is listed as a pits/dumps area on the soil survey map, indicating that dumping may have occurred at the Site. This designation is considered a REC associated with the subject Site.

**1.2 BUSINESS ENVIRONMENTAL RISKS**

There were no Business Environmental Risks (BERs) identified during this investigation.

**1.3 DE MINIMIS CONDITIONS**

There was evidence of surficial dumping (glass bottles, tires, household trash) identified in the eastern portion of the Site, along County Road 231.

## 2.0 INTRODUCTION

The following is a summary of the purpose, scope of services, and limitations associated with this environmental site assessment.

### 2.1 PURPOSE

The primary purpose of this assessment was to conduct an evaluation of the Site and surrounding properties to identify RECs associated with the past or present uses of the Site and surrounding properties. The findings contained in this document are based on observations made by Kimley-Horn's professional staff and information obtained from readily available Federal, State, County, and City regulatory agencies available at the time of the investigation. This assessment was conducted using currently accepted principles and methods designed to comply with those procedures outlined in the ASTM E 1527-05, *Standard Practice for Environmental Site Assessments*.

### 2.2 DETAILED SCOPE OF SERVICES

This assessment represents a reasonable attempt to identify RECs in association with the Site. The methodology for completing the Phase I ESA consisted of the following activities:

- A site reconnaissance by a qualified environmental professional to visually examine and photograph the Property and surrounding area within a 0.25-mile radius to document existing site conditions.
- A review of available historic aerial photographs and topographic maps of the Site and the immediate vicinity.
- A review of available City Directories, Building Records, and Fire Insurance Maps, if available.
- A review of information generated by EDR, which included a search of state and federal databases, including the National Priority List (NPL), Comprehensive Environmental Response, Compensation, and Liability Information System (CERCLIS), Resource Conservation and Recovery Act (RCRA) Treatment Storage and Disposal facility (RCRA TSD), RCRA Corrective Action List (RCRA COR), RCRA generator list (RCRA GEN), Emergency Response Notification System (ERNS), Delisted NPL Sites, Facility Index System/Facility Identification Initiative Program Summary Report (FINDS), Solid Waste Facilities (SWF), Registered Underground and/or Aboveground Storage Tanks (UST/AST), Leaking Underground Storage Tank Incident Reports (LUST), Florida Cattle Dip Vats, and Dry Cleaners. A copy of the EDR report is located in **Appendix B**.
- Review of available historical topographic maps.

- Review of Institutional Controls Registry that is maintained by the FDEP at <http://ca.dep.state.fl.us/mapdirect/?focus=icr>.
- Review of FDEP Contamination Locator Map at <http://webapps.dep.state.fl.us/DepClnup/welcome.do;jsessionid=WPjSTDYZSDsS1CpZvSCpdq1DyFKymPLIX2GcrFJGm6LF74K19lgn!-773031225>.
- Review of FDEP Waste Cleanup Locator Map at <http://ca.dep.state.fl.us/mapdirect/?focus=wastecleanup>
- Review of available environmental reports and data on the FDEP site OCULUS at <http://dwmedms.dep.state.fl.us/Oculus/servlet/login>.

### 2.3 SIGNIFICANT ASSUMPTIONS

Kimley-Horn assumes that all information provided by EDR regarding the regulatory status of facilities located within the minimum search radius and information obtained from the State and County files were complete, accurate, and current. Kimley-Horn also assumes that all information obtained through interviews was complete, accurate, and unbiased.

### 2.4 LIMITATIONS AND EXCEPTIONS

This assessment represents a reasonable attempt to identify RECs for the subject property through the implementation of the methodology and the use of resources described above. There is always the possibility that recognized environmental conditions have escaped detection due to the limitations of this study, the incompleteness or inaccuracy of governmental records, or the presence of undetected and unreported environmental accidents.

Limitations in data and resources were encountered during the preparation of this report. These include, but may not be limited to, the following:

- The chain of title was not provided to Kimley-Horn during this investigation.

Conclusions were based on practically reviewable information available within reasonable time and cost constraints. There is always the possibility that potential sources of contamination have escaped detection due to the limitations of this study, the inaccuracy of governmental records, or the presence of undetected and unreported environmental accidents.

### 2.5 SPECIAL TERMS AND CONDITIONS

The terms and conditions of the completion of the Phase I ESA are those defined in the contract with City of Wildwood for preparation of this report.

**2.6 USER RELIANCE**

This report is provided for the sole use of Kimley-Horn and Associates, Inc. and the City of Wildwood. Use of this report by any third party will be at the party's sole risk, and Kimley-Horn disclaims any liability for any such uses or reliance by third parties.

### 3.0 SITE DESCRIPTION

The following is a summary of the Site and the surrounding properties and their environmental setting.

#### 3.1 LOCATION AND LEGAL DESCRIPTION

The Site is located at the northwest intersection of State Road 44 and County Road 231 in Sumter County, Florida (**Figure 1**). The legal descriptions of the Site were obtained from the Sumter County Property Appraiser's website (<http://www.sumterpa.com/> accessed October 31, 2013) and are attached in **Appendix A**. The Site is located in Section 33, Township 18 South, and Range 22 East as referenced on the *Oxford, Florida* United States Geological Survey (USGS) 1966, 7.5 minute topographic quadrangle map presented in **Figure 2**.

#### 3.2 SITE AND VICINITY GENERAL CHARACTERISTICS

The Site is approximately 1.34 acres and is undeveloped. Entrance to the Site is from the east, along County Road 231.

##### 3.2.1 SITE ELEVATION AND TOPOGRAPHY

A review of the *Oxford* USGS topographic map and EDR radius search report indicated that the Site is primarily wetland/swamp land. The surrounding land is depicted as pastureland or wetlands with little topographic relief and an average elevation of approximately 50-55 feet NGVD (National Geodetic Vertical Datum) (**Figure 2**). Historical topographic maps were obtained through EDR and are provided in **Appendix C**.

##### 3.2.2 SURFACE SEDIMENTS

A Custom Soil Resource Report was obtained from the U.S. Department of Agriculture Natural Resource Conservation Services (USDA/NRCS) Web Soil Survey mapping program for the Site ([websoilsurvey.nrcs.usda.gov/app](http://websoilsurvey.nrcs.usda.gov/app)), accessed on October 31, 2013. The majority of the Site (96%) is described as Pits-Dumps complex. The remaining 4% is listed as Candler fine sand. A description of these soil types is as follows:

Pits-Dumps complex indicates that there is a low-lying area that may have been used for dumping. The identification of this site as a possible former dump represents a REC.

The Candler fine sand is a composed of at least 85% Eolian and/or sandy and loamy marine deposits with the remainder consisting of various minor soil components. It is nearly level and excessively drained.

**Appendix D** contains the Custom Soil Resources Report in its entirety.

### 3.2.3 REGIONAL HYDROGEOLOGY

The regional hydrogeology consists of two principal hydrostratigraphic units: the surficial aquifer system (SAS) and the Upper Floridan Aquifer System, separated by approximately 25 to 50 feet of impermeably sediments. The Upper Floridan Aquifer is used as the primary source of public, domestic, and irrigation supply throughout Sumter County. The water quality of the Lower Floridan Aquifer is generally poor and is characterized by high total dissolved solids and chloride concentrations precluding its use for potable purposes. In certain isolated areas, the hydraulic conductivity of the surficial aquifer is on the order of 15 to 20 feet/day. The transmissivity of the Upper Floridan Aquifer in this area is reportedly on the order of 300,000 feet<sup>2</sup>/day.

### 3.2.4 SURFACE WATER FEATURES

There was no surface water bodies located on the Site. A low-lying area to the west was observed with standing water.

### 3.3 CURRENT USE OF PROPERTY

The Site is currently undeveloped, and covered with dense vegetation. Kimley-Horn observed dumping of glass bottles, tires and household trash along the eastern property boundary. The observed dumping is considered a de minimis condition.

### 3.4 DESCRIPTIONS OF STRUCTURES, ROADS, AND OTHER IMPROVEMENTS OF THE SITE

The Site is located in the northwest quadrant of the intersection of State Road 44 and County Road 231. There are no roads, structures or other improvements on the Site.

### 3.5 CURRENT USE OF ADJOINING PROPERTIES

The properties to the north and west remain undeveloped. The property to the east, across County Road 231, and the property to the south, across State Road 44, contains pastureland.

#### 4.0 USER PROVIDED INFORMATION

##### 4.1 USER QUESTIONNAIRE

The User Questionnaire was provided to Mr. Bruce H. Phillips with the City of Wildwood. Mr. Phillips indicated that he was not aware of any environmental liens, activity use limitations, or any other environmental concerns associated with the Site. A copy of the completed questionnaire is included in **Appendix J**.

##### 4.2 TITLE RECORDS

A copy of the historical property ownership chain of title report was not provided to Kimley-Horn as part of this Phase I ESA.

##### 4.3 ENVIRONMENTAL LIENS OR ACTIVITY AND USE LIMITATIONS

According to FDEP's Institutional Controls Registry website, there are no Environmental Lien/Activity Use Limitations associated with the Site. An Environmental Lien Search/AUL report was not provided to Kimley-Horn as part of this Phase I ESA.

##### 4.4 SPECIALIZED KNOWLEDGE

Kimley-Horn was not made aware of any specialized knowledge of the subject property.

##### 4.5 VALUATION REDUCTION FOR ENVIRONMENTAL ISSUES

Kimley-Horn was not informed of any reduction in the value of the Property as a result of environmental issues.

##### 4.6 OWNER, PROPERTY MANAGER, AND OCCUPANT INFORMATION

According to the Sumter County Property Appraiser's website (accessed October 31, 2013), the parcel identification number for the Site is C33=040. The owner of the property is listed as Arlen D Ashley Jr. Trustee. This information is included in its entirety in **Appendix A**.

##### 4.7 REASON FOR PERFORMING THE ENVIRONMENTAL SITE ASSESSMENT

Kimley-Horn was contracted to perform a Phase I ESA as required by City of Wildwood to complete a Phase I ESA consistent with ASTM E 1527-05.

## 5.0 RECORD REVIEW

The following is a summary of the historical record review conducted for the Site.

### 5.1 STANDARD ENVIRONMENTAL RECORD SOURCES

As a part of this assessment, Kimley-Horn reviewed various sources of information to obtain data pertaining to the release of regulated substances or petroleum products on or near the subject Site.

An environmental database search for the Site and the surrounding area was performed by Environmental Data Resources, Inc. (EDR) using ASTM 1527-05 standard radii. A copy of the EDR report is attached in its entirety in **Appendix B**. The following is a summary of pertinent facility information relative to the Site.

The Site was not listed on the EDR database.

One facility was listed on the EDR database as a Florida Department of Transportation (FDOT) Solid Waste Landfill (SWL) facility located at State Road 44 and Interstate 75 (I-75). The facility is a disaster debris management site, indicating that storm debris is stored there prior to disposal. This facility is not considered a REC or BER.

### 5.2 PHYSICAL SETTING SOURCES

Site elevation and topography were reviewed using the *Oxford, Florida* USGS 7.5 Minute topographic quadrangle map (1966) shown in **Figure 2**. Information on surface sediments, shown in **Appendix D**, was obtained from the USDA/NRCS Web Soil Survey mapping program.

### 5.3 HISTORICAL USE INFORMATION ON THE PROPERTY

The following is a summary of the historic uses of the subject Site.

#### 5.3.1 AERIAL PHOTOGRAPH REVIEW

In order to ascertain the previous land uses of the Site, a review of historic aerial photographs was conducted. A series of photographs dated 1941, 1951, 1960 and 1969 were obtained from the University of Florida Digital Collection website (<http://ufdc.ufl.edu/aerials/map>). Additionally, a series of photographs dated 1969, 1973, 1983, 1993 and 2006 were obtained from the Florida Department of Transportation (FDOT) Aerial Photograph Lookup System (APLUS) website (<http://www2.dot.state.fl.us/surveyingandmapping/aplus.internet/Main.aspx>). KHA also reviewed historical aerial photographs dated 1941, 1951, 1961, 1970, 1983, 1999, 2005, 2006, 2007, and 2010 provided by EDR. Copies of the historical aerials provided by EDR are included in **Appendix E**. A summary of the aerial photographs reviewed is provided below:

1941 – The subject Site and surrounding area appears undeveloped. The Site appears as a low-lying wetland area.

1951 – The subject site appears as a wetland with standing water at its center. The surrounding areas are undeveloped, with the exception of what appears to be a holding pen for farm animals to the north.

1960/1961– The subject Site appears as a kidney-shaped wetland with County Road 231 forming the eastern property boundary. State Road 44 is also visible along the southern property boundary. The remaining properties to the south, east and west appear to be utilized as pastureland. The property to the north appears to contain residences.

1969/1970/1973 – The subject Site remains a kidney-shaped wetland. The surrounding adjacent areas to the north and west appear disturbed, with light colored sand exposed at the surface. The properties to the south and east appear to be utilized for pastureland.

1983 – The Site appears as a low-lying area with sparse vegetation. The surrounding area to the north appears undeveloped, with a residence further to the north. The property to the west is undeveloped. The properties to the south and east are utilized for pastureland.

1993/1999/2005/2006/2007/2010 – The Site is moderately to heavily vegetated and undeveloped. The properties adjacent to the north and west appear undeveloped, with a residence further to the north. A property located approximately 1,000 feet to the northwest contains what appears to be a junkyard, with several automobiles cluttering the area. Based on the distance relative to the subject Site, the junkyard does not represent a REC or BER to the subject Site. The properties to the south and east appear to be utilized for pastureland.

#### 5.3.2 CHAIN OF TITLE REVIEW

The chain of title was not provided to Kimley-Horn during this investigation.

#### 5.3.3 CITY DIRECTORY REVIEW

A city directory summary of the Site and surrounding properties was provided by EDR and is attached in its entirety in **Appendix F**. Since the Site does not have a postal address, the city directories did not identify the subject Site. However, they did identify several residences and buildings within a 0.5 mile radius. None of the listings reviewed appear to represent an environmental concern to the subject Site.

#### 5.3.4 SANBORN MAPS

Sanborn maps with coverage of the subject Site and surrounding area were obtained from EDR (**Appendix G**). EDR reported that there is No Coverage for this area of Sumter County.

5.3.5 HISTORICAL TOPOGRAPHIC MAPS

Historical topographic maps from the years 1895 and 1966 were reviewed. Copies of historical topographic maps are provided in **Appendix C**. The Site is depicted as a wetland and/or swamp. There are no structures depicted on any of the topographic maps reviewed. No additional RECs were identified from the available historical topographic maps.

5.3.6 OTHER ENVIRONMENTAL RECORDS

Kimley-Horn reviewed information from the following agencies:

- EPA's Enforcement & Compliance History Online (ECHO)
- FDEP's Contamination Locator Map (CLM) Database
- FDEP's UST/AST Tanks Database
- FDEP's Waste Cleanup Database

This information is included in its entirety in **Appendix H**.

5.3.7 PAST USE OF SUBJECT PROPERTY

The subject Site appears to have remained undeveloped since before 1941.

5.3.8 PAST GENERAL SURROUNDING LAND USES

Past use of the surrounding area is depicted in the aerial photographs as undeveloped land to the north and west and pastureland to the south and east.

The construction of State Road 44 and County Road 231 was observed on adjacent properties in the late 1940s and late 1950s, respectively.

## 6.0 SITE RECONNAISSANCE

The following is a summary of the methodology and observations of the site reconnaissance.

### 6.1 METHODOLOGY AND LIMITING CONDITIONS

On November 5, 2013, Bill Spinner, P.G. of Kimley-Horn visited the Site. The site visit was performed to make the necessary site observations for compliance with ASTM E 1527-05. Site photographs are included in **Appendix I**.

### 6.2 GENERAL SITE SETTING

The Site is located in the northwest quadrant of the intersection of State Road 44 and County Road 231 in Sumter County, Florida. The property and surrounding areas to the north and west are undeveloped, and the properties to the south and east are utilized for pastureland.

### 6.3 EXTERIOR OBSERVATIONS

The Site consisted of 1.34-acres of land with no permanent structures present.

### 6.4 INTERIOR OBSERVATIONS

There are no building present on-site.

## 7.0 INTERVIEWS

The following is a summary of the interviews conducted in support of this assessment.

### 7.1 INTERVIEW WITH OWNER

On November 5, 2013, William Spinner, P.G. of Kimley-Horn, conducted an interview with Mr. Dan Ashley, the property owner representative. Mr. Ashley indicated that he has owned the property for approximately 15 years. His original intention for the property was to utilize it for commercial purposes. He indicated that it has remained undeveloped since he took ownership. Mr. Ashley stated that the Site has remained dry, with no standing water. Lastly, he stated that he observed surficial dumping along the property boundary, but was unaware of anything dumped/buried in the subsurface. He was unaware of any environmental concerns associated with the Site.

### 7.2 INTERVIEWS WITH GOVERNMENT OFFICIALS

Kimley-Horn contacted the Sumter County Fire Department and the Florida Department of Environmental Protection (FDEP) Central District Office requesting information regarding hazardous or petroleum-related responses to the site. Responses received are summarized below.

Sumter County Fire Department – There were no records on file for the Site.

Florida Department of Environmental Protection Central District Office – There were no records on file for the Site.

Documentation of agency's responses is included in **Appendix H**.

## **8.0 SIGNIFICANT DATA GAPS**

The following historical data gaps were encountered in this Phase I ESA:

- The Chain of Title for the property was not provided to Kimley-Horn by the User.

These entities were not provided to Kimley-Horn and are considered a data gap. Since the Site has not previously been developed, the aforementioned data gaps are not considered to be significant.

## 9.0 FINDINGS

The following is a summary of the RECs, BERs, and de minimis conditions identified during completion of this Phase I ESA and required in ASTM E 1527-05, 12.5.

### 9.1 RECOGNIZED ENVIRONMENTAL CONDITIONS

The subject Site is listed as a pits/dumps area on the soil survey map, indicating that dumping may have occurred at the Site. This designation is considered a REC associated with the subject Site.

### 9.2 BUSINESS ENVIRONMENTAL RISKS

There were no BERs identified during this Phase I ESA.

### 9.3 DE MINIMIS CONDITIONS

There was evidence of surficial dumping (glass bottles, tires, household trash) identified in the eastern portion of the Site, along County Road 231.

## 10.0 CONCLUSIONS

Kimley-Horn has performed a Phase I Environmental Site Assessment (ESA) in conformance with the scope and limitations of ASTM Practice E 1527-05 for the property located in the northwest quadrant of the intersection of State Road 44 and County Road 231 in Sumter County, Florida. Any exceptions to or deletions from this practice are described in Section 2.4 of this report. This Phase I has revealed no evidence of a REC and/or BER in association with the subject Site except for the following:

- The subject Site is listed as a pits/dumps area on the soil survey map, indicating that dumping may have occurred at the Site. This designation is considered a REC associated with the subject Site.

## **11.0 DEVIATIONS**

As defined in ASTM Standard Method E 1527-05, no deviations were included in this Phase I ESA.

## 12.0 QUALIFICATIONS OF ENVIRONMENTAL PROFESSIONALS

I declare that, to the best of my professional knowledge and belief, I meet the definition of Environmental Professional as defined in §312.10 of 40 CFR 312. I have the specific qualifications based on education, training, and experience to assess a property of the nature, history, and setting of the subject property. I have developed and performed or directed all appropriate inquiries in conformance with the standards and practices set forth in 40 CFR Part 312.

Please refer to the qualifications of personnel participating in this assessment attached in **Appendix K**.



---

William T. Spinner, P.G.  
Florida Registration No. 2570



**AMENDMENT NUMBER 1 TO IPO #24 BETWEEN THE CITY OF WILDWOOD  
AND KIMLEY-HORN AND ASSOCIATES, INC.**

AMENDMENT NUMBER 1, dated November 18, 2013, to the Individual Project Order (IPO) #24 between The City of Wildwood (the "City") and Kimley-Horn and Associates, Inc. ("Kimley-Horn"), dated October 9, 2013 (the "Agreement"), concerning Ashley Parcel Due Diligence Phase I (the "Project").

Kimley-Horn has entered into the Agreement with the City for the furnishing of professional services, and the parties now desire to amend the Agreement.

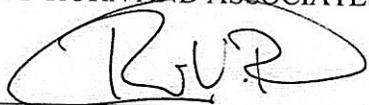
Therefore, it is mutually agreed that the Agreement is amended to include Additional Services to be performed by Kimley-Horn and provisions for additional compensation by the City to Kimley-Horn, all as set forth in Exhibit A hereto. The parties ratify the terms and conditions of the Agreement not inconsistent with this Amendment, all of which are incorporated by reference.

ACCEPTED:

THE CITY OF WILDWOOD, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

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

BY:   
Richard V. Busche, P.E.

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

TITLE: Vice President

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

DATE: November 18, 2013

## EXHIBIT A

Kimley-Horn shall perform the following Additional Services:

### Task 3 – Phase II ESA

USDA soil maps suggest that a former dump may have been located on or near the Site. A review of historical aerial photographs indicated earth disturbance activities occurred on the property to the west of the Site and that a former depression on the Site may have been filled. Based on these observations we are recommending a Phase II ESA. The following provides the scope for the Phase II ESA. The scope is subject to change based on completion of the Phase I ESA. Kimley-Horn will review readily available natural resource documentation, previous environmental studies (provided by client), listed species information and conduct a site visit.

#### *A. Soil and Groundwater Sampling*

The following provides the scope of services for the Phase II ESA. All soil and groundwater sampling activities will be conducted consistent with Rule 62-160 of the Florida Administrative Code (FAC) and Florida Department of Environmental Protection (FDEP) Standard Operating procedures (SOP 001/01), as revised 12/03/08). Soil and groundwater samples will be analyzed by an accredited member of the National Environmental Laboratory Accreditation Conference (NELAC) Institute. Sample locations will be confirmed in the field and will be based on identified RECs and property conditions.

Kimley-Horn will complete three (2) borings, SB-1 through SB-3, on the Site using direct-push technology (DPT). The borings will be completed to a depth of 40 feet. Soil samples will be collected at two foot intervals to the top of the water table and screened with a photo-ionization organic vapor analyzer (OVA). A total of three (3) soil samples will be collected for laboratory analyses from the borings at the interval displaying the highest OVA readings or visual signs of contamination. The samples will be analyzed for the parameters described below.

- Volatile Organic Compounds (VOCs) by EPA Method 8260
- Semi-Volatile Organic Compounds (SVOCs) by EPA Method 8270
- Chlorinated Pesticides by EPA Method 8081
- 8 RCRA metals by EPA Method 6000 and 7000 series

One groundwater monitoring well will be installed on the Site to evaluate water quality conditions. Based on an assumed water table elevation of 35 feet, the monitoring well will be installed using hollow-stem auger methods to a depth of 40 feet. The well will consist of a 10 foot section 2-inch diameter, 0.01-inch slotted well screen. A 20/30 grade sand pack will be placed around well screen and extend two feet above the top of the well screen. A fine sand seal will be placed above the sand pack and the remaining annular space shall be filled with neat cement grout. The well will be finished at land surface with a concrete well pad, and protective steel riser with locking pressure cap. The well will be developed by pumping and surging and allowed to equilibrate for two days prior to the collection of groundwater samples. Developmental water shall be discharged on the property. The groundwater

samples will be analyzed for parameters that are typically required for monitoring of a Class I landfill. These parameters are as follows:

- 40 CFR Appendix I Part 258 parameters by appropriate EPA Methods
- 40 CFR Appendix II Part 258 parameters by appropriate EPA Methods
- Sodium, iron, and manganese by EPA Method 200
- Total Nitrogen by Method 351
- Ammonia as total nitrogen by Method 350
- Chlorides by Method 325

Both filtered and unfiltered groundwater samples will be collected for metals analyses.

#### ***B. Report Preparation***

Upon completion of the field activities and receipt of laboratory results, Kimley-Horn will prepare a summary report that will include the following:

- Description of field activities
- Summary of soil and groundwater analytical results
- Site Map
- Laboratory reports, Chain of Custody forms, and field data sheets
- Interpretation and discussion

#### **Task 4 – Geotechnical Testing**

- A. Kimley-Horn will contract with a geotechnical sub consultant to provide electrical resistivity and standard penetration testing of Parcel #C33=040.
- B. The electrical resistivity (ER) testing will provide 100% coverage of the site. Should the ER testing indicate subsurface anomalies, additional standard penetration (SPT) testing will be performed at those locations. The scope of geotechnical services includes two 30-foot deep and one 50-foot deep STP borings. A report detailing the ER and SPT tests will be provided.

#### **Task 5 – Potable Water Test Well Specifications, Construction Coordination, and Testing**

- A. Kimley-Horn will prepare test well specifications for a single 5-inch test well. The specifications shall include an Aquifer Performance Testing (APT) program and water quality testing requirements. The APT program will include an 8-hour step and recovery test to estimate yield, transmissivity, and well capacity.
- B. Kimley-Horn will coordinate with the Southwest Florida Water Management District (SWFWMD) to determine test requirements.
- C. Kimley-Horn will coordinate the well construction and testing requirements with the Sumter County Health Department.
- D. Kimley-Horn will solicit well construction bids one (1) time from three well contractors.

Kimley-Horn will provide the results to the owner for consideration.

- E. Kimley-Horn will coordinate well construction and observe well testing performed by the contractor. Kimley-Horn anticipates the well construction and testing duration to be approximately 30 calendar days.
- F. Kimley-Horn will review the water quality and aquifer performance testing provided by the contractor. Kimley-Horn will prepare a water quality and performance summary memorandum describing the test results. The memorandum will include an engineer's opinion of suitability of the well for continued use as a public potable water supply source.

Kimley-Horn will complete the above scope of services for an **additional** lump sum fee of \$25,500, inclusive of expenses.

<i>Task</i>	<i>Labor Fee</i>
Task 3 – Phase II ESA	Lump Sum: \$15,000
Task 4 – Geotechnical Testing	Lump Sum: \$6,000
Task 5 – Potable Water Test Well Specifications, Construction Coordination, and Testing	Lump Sum: \$4,500

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## CITY OF WILDWOOD

### CITY COMMISSION REPORT

Commission Meeting Date: Nov. 25, 2013

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Subject: Sludge Conveyor

Submitted By: Bruce H. Phillips, PE, PLS, Utility Director

Department: Utility Department

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Staff Recommendation (Motion Ready): Recommend approval to purchase a new sludge conveyor from Jim Meyers and Sons, Inc. at a cost of \$24,000.

---

#### BACKGROUND:

- The existing sludge conveyor is a two stage belt conveyor.
- The lower stage was constructed and installed adjacent to the belt press during the last plant expansion. This is a stainless steel structure and was utilized until the truck used to haul the sludge was replaced with a solid waste 20 cubic yard roll off unit. A second conveyor was built by City staff due to the additional height required for the roll off unit.
- The staff built conveyor has been modified three times and is in need of replacement, see attached pictures.

#### FINDING, CONCLUSIONS AND RECOMMENDATIONS:

##### FINDINGS:

- Staff has solicited quotes from three manufacturers of this type of inclined belt conveyor.

##### CONCLUSIONS:

- |   |          |
|---|----------|
| ▪ Jim Meyers and Sons, Inc.                     | \$24,000 |
| ▪ KellerAngelillis Design & Manufacturing, Inc. | \$28,500 |
| ▪ JDV Equipment Corporation                     | \$29,900 |

##### LEGAL REVIEW: N/A

#### RECOMMENDATIONS:

- Staff recommends approval to purchase a new inclined belt conveyor from Jim Meyers and Sons, Inc. in the amount of \$24,000.

**FISCAL IMPACT:**

- The replacement conveyor is included in the FY 13/14 budget in account no. 0401 0036 0536 0460, Repair and Maintenance with an unencumbered balance as of October 31, 2013 of \$458,354.76.
- This Item was an approved item included in the FY 13/14 at an estimated cost of \$32,500.

**ALTERNATIVES:**

- Have City staff re-build the existing conveyor.

**SUPPORT MATERIAL:**

- Proposal from Jim Meyers and Sons, Inc.
- Quote no. 5728 Rev-1 dated 10/4/13 from KellerAngelillis Design and Manufacturing, Inc.
- Quote no. 11933, dated November 4, 2013 from JDV Equipment Corporation.
- Picture #875
- Picture #871
- Picture #60



**JDV** Equipment Corporation  
Incorporating Ralph B. Carter Company

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## PROPOSAL

November 6, 2013

**To:** Cameron Young  
Moss Kelley, Inc.  
(407)-913-7177  
725 Primera Boulevard, Suite 155  
Lake Mary, FL 32746  
[cjy@mosskelley.com](mailto:cjy@mosskelley.com)

**For:** City of Wildwood, FL

**Subject:** Belt Conveyor System  
**Quote No.** 11933

Gentlemen,

We are pleased to present the attached scope of supply for the referenced project.  
Thank you for the opportunity!

Respectfully,

Brian Baker  
Eastern Regional Sales Manager  
[brianbaker@jdvequipment.com](mailto:brianbaker@jdvequipment.com)  
Mobile: 973-580-3825

JDV Equipment Corporation  
1 Princeton Avenue, Dover, NJ 07801

Cc:

Ryan Kelly



## SPECIFICATION SECTION: BELT CONVEYOR

We propose to furnish the following JDV Conveyor equipment to replace the existing transport to truck conveyor system. System proposed rated for 150 FPM

### Unit No. 1:

Model No: BC-24

Speed: 150 fpm

Inclination: 23° or as required

Length: 16 ft approx.

Drive Location: inlet end

Inlet Location: top from belt conveyor

Drive Unit: 3 HP constant speed



The Belt Conveyor unit includes the following components:

16 ft	Structure, C6 @ #8.2 channel frame with 2x2x3/16 wind brace angles, painted mild steel, standard gray
1	Head Pulley, Dodge 12x26 Pulley HB lagged
1	Head Shaft, keyed shaft 2 3/16", C-1045
2	Head Bearings, Dodge 2 3/16" type SCM
1	Tail Pulley, 12x26 Wing pulley
1	Tail Shaft, Shaft Plain 2 3/16" C-1045
2	Tail Bearings, Dodge 2 3/16" type SCM
1	Take Ups, Manual 12" travel protected angle screw
1	Motor, 3 Hp – TEFC 480V, 1800 rpm
1	Reducer, Dodge TA 1107, bushing, and motor mount
1	Sheaves and Belts for 150 FPM
1	Guard, Dodge TA 1107 belt guard
1	Belting for 16 foot system, 24", 220 PIW 2 Ply with mechanical splice
6	Idlers, 20 degree S/A CEMA B4 sealed return
1	Returns, S/A CEMA B4 sealed return
1	Skirting, 5' LG mild steel with rubber flashing
1	Tail Guard, flat expanded metal
2	Supports, channel leg
1	Belt cleaner

Project Services

- INSTALLATION SERVICES - Start Up Service
- PROJECT COORDINATION
- DRAFTING & ENGINEERING

NOT INCLUDED:           Electrical Controls and Cable  
                              Motor Starters  
                              Anchor bolts  
                              Installation and Erection  
                              Field Assembly and Testing

Total price for one (1) JDV BC-24 is **\$29,900.00** f.o.b. factory with freight allowed to the jobsite excluding all taxes. Price includes supervision for installation and start-up for a period not exceeding one (1) trip, one (1) day total. Pricing is valid for 45 days from proposal date and all changes from above scope may result in a change order.

**NOTE:**

**Customer is responsible for the checking and approval of design of the chutes/hopper and supports, and the mechanical and electrical interface to any and all related equipment and structures. JDV Equipment Corporation is not responsible or accountable for providing systems interface and integration with any other equipment or structures. Customer may be required to modify bolthole locations in flanges, or trim and adjust conveyor lids to complete installation of the equipment.**

**PAYMENT TERMS:**

95% of the gross amount of each invoice thirty (30) days after delivery.

5% of the gross amount upon startup or first beneficial use, whichever comes first, but in no event later than 120 days after shipment.

These terms are completely independent from, and in no way contingent upon when you receive payment from the owner and/or general contractor

**SHIPMENT:**

Shipment can be made within 14 to 16 weeks after receipt of final drawing approval by the engineer, or release to fabrication. Shipping date is based on the current plant load and those of our suppliers at the time of this proposal. Unless stated otherwise, all shipments are FOB factory with freight allowed to jobsite, routing of seller's choice.

The conveyor will be shipped in approximate 20-foot sections.

Units will be shipped preassembled for installation by others, except for supports, inlet chutes or skirts, drip pans, safety switch, motion failure alarms, electrical control panel and spare parts which will be shipped loose to prevent damage.

**NOTE:**

We provide components only. The systems integration with upstream and or downstream equipment and all controls are to be provided by others.

**FIELD PAINTING:**

All touch up and finish painting is not included and is to be done by others in the field. Purchaser has the responsibility for "touching up" all paint mars caused by transport and unloading, as well as providing adequate storage for proper care and protection to primed surfaces.

**SERVICE POLICY:**

Sale price does not include free maintenance service. Upon request of reasonable notice, we will furnish a field engineer at a rate of \$825.00 per normal working day, plus travel time and expenses.

**ACCEPTANCE:**

This proposal is offered for acceptance within 30 days and subject to change and withdrawal thereafter without notice.



### GENERAL CONDITIONS OF SALE

- 1) Upon failure of PURCHASER to pay purchase price as agreed, JDV Equipment Corporation may retain as liquidated damages all partial payments made on account thereof without prejudice to any other claim for damages suffered by JDV Equipment Corporation for any cause.
- 2) Statements as to expected date of shipment from factory represents JDV's best judgment but shipment on those dates is not guaranteed. PURCHASER hereby waives all claims to damage caused by delay in shipment or delivery.
- 3) One (1) year unconditional warranty is included on all items except for motors and reducers, which will be manufacturers standard.
- 4) Any proposal made by JDV Equipment Corporation as well as any contract between JDV Equipment Corporation and Purchaser are deemed to be executed at Dover, New Jersey and are subject to correction for typographical or mathematical errors.
- 5) Performance of any contract by JDV Equipment Corporation is contingent upon credit approval, strikes, fires, accidents, war, reduced supply of fuel or raw materials or excessive cost thereof, or other restraints affecting shipments or curtailments in manufacturing or due to delays unavoidable by or beyond the control of JDV Equipment Corporation. JDV Equipment Corporation shall not in any event be liable for indirect special, consequential or liquidated damages or penalties.
- 6) All equipment ordered by Purchaser for JDV Equipment Corporation shall remain the property of JDV Equipment Corporation until fully paid for in cash. Acceptance of a promissory note or other evidence of debt for any part of price is not to be construed as payment.
- 7) Purchaser agrees to provide and maintain for the benefit of JDV Equipment Corporation adequate insurance for the equipment herein specified from the time of its receipt until paid for in full and Purchaser agrees to assume all loss over and above that compensated for by such insurance.
- 8) If Purchaser requests any deviation from method of shipment contemplated by JDV Equipment Corporation, any increase in freight or delivery charges caused thereby shall be paid for in full by Purchaser.
- 9) Should bankruptcy, receivership or insolvency proceeds be instituted by or against Purchaser or should Purchaser make an assignment in favor of creditors, the unpaid balance of purchase price shall immediately become due and payable at the option of JDV Equipment Corporation. Notwithstanding other arrangements to the contrary, JDV Equipment Corporation shall be free to enter premises where equipment for which JDV Equipment Corporation has not been fully paid may be located, and remove same equipment as its property without prejudice to any further claims on account of damage, which JDV Equipment Corporation may suffer from any cause. The Purchaser agrees to do all acts and things necessary to perfect and maintain above title and right.
- 10) Purchaser shall procure and pay for all public liability insurance required during the installation of any equipment.
- 11) JDV Equipment Corporation assumes no responsibility or expense for repairs made on equipment sold by it to Purchaser when such repairs are done outside of JDV Equipment Corporation's factory facilities without its written consent.
- 12) Any interference with Purchaser's use of the above equipment on the ground that such use constitutes an infringement of any patent shall impose no liability on JDV Equipment Corporation.
- 13) CANCELLATION or suspension of order will be accepted only upon terms that will indemnify JDV Equipment Corporation against loss.
- 14) There are no agreements or representations, verbal or otherwise outside of this proposal. Any terms or conditions of Purchaser's order which are inconsistent with this proposal shall not be binding upon JDV Equipment Corporation, and are specifically excluded from any resulting contract, except and only to the extent that they have been agreed to in writing by an officer of JDV Equipment Corporation.
- 15) Arbitration: Any controversy of claim arising out of or relating to this contract or any breach thereof, shall be settled in accordance with the rules of the American Arbitration Association in Dover, New Jersey.

Submitted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

JDV EQUIPMENT CORPORATION

\_\_\_\_\_  
Name of Purchaser

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

by: \_\_\_\_\_

Name & Title

By: \_\_\_\_\_

Address: \_\_\_\_\_

Name & Title



November 5, 2013

TO: Wildwood WWTF

SUBJECT: Replacement Belt Conveyor for Wildwood, FL

Gentlemen:

Based on the information provided, we are pleased to quote as follows. All conveyors will be capable of transporting 54m<sup>3</sup>/day of material.

Our proposal includes one 24" wide x 16' long inclined belt conveyor.

The belt conveyor will be equipped with:

- 1HP drive system
- Head and tail pulley
- Screw take-up assemblies
- CEMA C-5 idlers
- 2-ply MOR belt
- Stainless steel mechanical splice
- Belt scraper
- Galvanized steel frame
- T-304 stainless steel support legs
- T-304 stainless steel skirt plates
- T-304 stainless steel drip pans
- T-304 stainless steel deck plates
- T-304 stainless steel inlet chute
- Emergency stop switch
- Zero speed switch
- All required bolts and anchors for a complete installation.

Control panels with motor starters are not included, but can be added if requested.

**TOTAL PRICE ..... \$24,000**

If you have any questions concerning this proposal, please contact The Mack Co. at (904) 553-1539.

Sincerely,  
Josh Franks, P.E.  
Applications Engineer



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**SPARE PARTS**

No spare parts are included.

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**FIELD SERVICE**

No field service is included.

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**SUBMITTAL/DELIVERY**

The above price is quoted DAP (Delivered at Place) which includes shipping to the job site. Approval drawings will require approximately 5-6 weeks after receipt of purchase order. Delivery of equipment will run approximately 12-14 weeks after receipt of approved drawings.

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**PAYMENT TERMS**

20% (net 30) after submittal approval  
70% (net 30) after shipment  
10% (not to exceed 90 days from final shipment)

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**VALIDITY**

All pricing is based on the stainless steel surcharge per the date of this quotation. Prices are valid for 90 days from the date of this quotation.

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**WARRANTY**

All JMS equipment and/or materials are of high quality and are manufactured in conformity with the best commercial practices. We guarantee all equipment / materials, manufactured or supplied by us, to be free from defects in material and workmanship at the time of start-up for a period of one (1) year, not to exceed eighteen (18) months from date of shipment. We will furnish without charge, but will not install, replacements for such parts/materials as we find to be defective.

This guarantee shall not apply to any equipment which has been improperly handled or stored, improperly lubricated, subjected to misuse or neglect, misapplied with reference to the engineer's specifications, altered or tampered with, or damaged by corrective work performed without our specific written consent. No allowances will be made for such corrective work done without such consent. Deterioration by chemical action, improper maintenance, or normal wear does not constitute defects and are therefore not covered by this warranty. Consumable items are not covered by this warranty. All warranty claims must be submitted within ten (10) calendar days of discovery of defects or it shall be deemed waived. The foregoing is in lieu of all other warranties, whether expressed or implied.

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**EXCLUDED ITEMS**

Any & all taxes.  
Installation and field assembly.  
Control panels and motor starters.  
Anything not specifically listed in the above scope letter.



655 SAN CHRISTOPHER DR.  
DUNEDIN, FLORIDA 34698  
WWW.KELLERSALES.COM

TELE # 727-733-4111

FAX # 727-736-5882

To: Wildwood WWTP / Dave Bridges

QUOTE: # 5728 REV-1

Fax#: 1-352-330-1350

DATE 4 Oct. 2013

From: Charles Angelillis

Refer: New incline conveyor

DESCRIPTION

Item 1. 24" wide x 16-foot long incline belt conveyor

The conveyor will mount under the existing original belt conveyor. The belt will be a 24-inches wide, "MOR" belt, 1/8" x 1/16 cover x cover. IT will be flat with s/s lacing. The new conveyor will sit under the discharge end of the existing conveyor & incline at 23-degrees for 16-ft.. This will give you the 15-feet you requested from the original belt discharge to the new discharge.

The framework will be made out of 304 s/s x 1/4" x 2" x 2" angles. The frame will sit on 2 sets of 2" square tubing legs that will be bolted to the frame & can be anchored to the concrete slab. The bottom of the discharge on the new conveyor will be 12-ft from the floor. At the inlet end of the new conveyor we will make a chute to guide the material onto the new belt. We will mount splash shields on both sides of the conveyor to keep the material on the belt. I have included 16-gauge s/s drip pan & a zero speed switch.

There will be a scraper blade at the discharge end of the conveyor with a twist tensioner to maintain constant pressure on the belt. We will mount a safety stop switch on the side of the conveyor with a lanyard going around the conveyor. [This will have to be wired after the conveyor is installed] The motor will be a 1hp, 1750 rpm, 230/460-volt 3 phase motor & it will drive a Dodge TXT125 reducer. The drive & take-up drums are 10-inches in diameter mounted on 1&7/16" s/s shafts. The belt will move at 120-feet per minute.

The conveyor can be assembled in one section & raise in place with a fork lift [yours] & then the legs bolted on in the field. You would just have to slide the conveyor under the existing one until the chute lines up with the discharge. Then anchor the legs in place.

**The price for the conveyor built as described above & delivered to the job site will be \$ 28,500.00\* FOB Dunedin, Florida.**

Quote 5728

Page 2

Item 2. If you would like us to come up & install the conveyor we would have to use your fork lift to hold it in place while we install the legs. Then come back after it is wired in & track the belt. This would cost \$ 3,790.00\*.

We do not do any of the wiring of the equipment.

REGARDS,

Charles F. Angelillis

Charles F. Angelillis

\*ALL PRICES ARE PLUS THE APPLICABLE SALES TAX.

TERMS: NET 10 DAYS.

THE ABOVE PRICES ARE GOOD UNTIL THE END OF OCTOBER 2013.

*I, THE UNDERSIGNED, ACKNOWLEDGE RECEIPT OF THE ABOVE QUOTATION AND HEREBY ACCEPT THE TERMS AND PROVISIONS STATED IN THE ABOVE CLAUSES.*

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE







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## **CITY OF WILDWOOD**

### **CITY COMMISSION REPORT**      Commission Meeting Date: Nov. 25, 2013

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Subject:                      RFQ 13-03 – Minor Utility Services

Submitted By:              Bruce H. Phillips, PE, PLS, Utility Director

Department:                Utility Department

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Staff Recommendation (Motion Ready): Recommend approval of the selection committee's recommendation to award the Minority Utility Services contract to both Rainey Construction Co. and Hamlet Underground, Inc. and to authorize staff to negotiate a contract with each.

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#### **BACKGROUND:**

- During the 2013 Capital Improvements Project's (CIP) workshop, City and Kimley-Horn staff recommended the City select 2 to 3 utility contractors to provide minor/emergency utility repair services
- City Commission authorized the advertisement of RFQ # 13-03 Minor Utility Services at the October 14, 2013 City Commission meeting.

#### **FINDING, CONCLUSIONS AND RECOMMENDATIONS:**

##### **FINDINGS:**

- Two local contractors responded to the advertisement and submitted proposals:
  - Rainey Construction Co.
  - Hamlet Underground, Inc.

##### **CONCLUSIONS:**

- The selection committee consisting of Bill Ed Cannon, City Manager; Rick Busche, PE; Bruce H. Phillips, PE, PLS Utility Director; Bobby Valentich, Wastewater Division Supervisor and Mark Odell, Water Division Supervisor met on November 15, 2013 to evaluate and score the proposals.
- Bill Ed Cannon was unable to attend the meeting.
- The scoring system provided six categories to be scored with a total of 100 points available.
- Rainey Construction Co. scored 397 points out of a possible 400 points.
- Hamlet Underground, Inc. scored 386 point out of a possible 400 points.

**LEGAL REVIEW: N/A**

**RECOMMENDATIONS:**

- KHA's recommendation for the advertisement was to select 2-3 competent contractors to provide minor utility services.
- Staff and KHA therefore, recommend entering into a contract for Minor Utility Services with both Rainey Construction Co. and Hamlet Underground, Inc.

**FISCAL IMPACT:**

- There is no immediate fiscal impact.
- These contractors will be utilized for emergency repairs and possible minor utility line extensions.

**ALTERNATIVES:**

- Continuing in the present condition where City staff is required to make emergency repairs to the system when needed.

**SUPPORT MATERIAL:**

- Selection Committee recommendation



**Memorandum**

To: Bill Ed Cannon, City Manager, City of Wildwood

From: Richard V. Busche, P.E., CFM

A handwritten signature in blue ink, appearing to read 'R. Busche', is written over the printed name.

Date: November 18, 2013

Re: ***RFQ No. 13-03 Minor Utility Services / City of Wildwood, Florida***

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Responses for the above referenced RFQ were received at the City of Wildwood on November 11, 2013. The selection committee reviewed the response packages at a meeting on November 15, 2013.

Below are the cumulative scoring totals for each respondent, as determined by the selection committee score sheets:

<b>Respondent</b>	<b>Cumulative Committee Score</b>
Hamlet Underground, Inc.	386 / 400
Rainey Construction Company	397 / 400

It is the recommendation of the selection committee that the City select both respondents to provide Minor Utility Services on an as needed basis as described in the scope of services for RFQ No. 13-03.

Please contact us if you have any questions regarding these results.

RVB/aep

Attachment(s): Evaluation Criteria Scores

Cc: File



*Rick Busche*

RFQ 13-03 Minor Utility Services  
City of Wildwood  
November 2013

**EVALUATION CRITERIA**

<i>Handet</i>	<i>Rainey</i>	
<i>25</i>	<i>25</i>	1. <b>Company Qualifications:</b> Evidence of qualifications shall be illustrated in the form of a Letter of Introduction, Licenses and Certifications, Certificate of Insurance and Statement of Qualifications. <b>Qualifications shall be graded on a scale of 0 -25 points.</b>
<i>40</i>	<i>40</i>	2. <b>Project Experience:</b> Evidence of experience that best illustrates that the firm has successfully completed at least seven (7) minor utility projects as a prime or subcontractor in the last five (5) years of the type and size of that described in the General Scope of Work for public sector municipal clients. <b>Project Experience shall be graded on a scale of 0 - 40 points.</b>
<i>63</i>	<i>5</i>	3. <b>Previous Experience with The City of Wildwood:</b> Evidence of past experience under direct contract with the City of Wildwood as a prime or subcontractor for the type and size of work as described in the General Scope of Work. <b>Previous experience shall be graded on a scale of 0 -5 points.</b>
<i>10</i>	<i>10</i>	4. <b>Organization, Manpower &amp; Equipment:</b> Demonstrated evidence of company organization, qualified and experienced personnel, and access to required equipment to successfully perform the work as specified. <b>Organization, Manpower &amp; Equipment shall be graded on a scale of 0 - 10 points.</b>
<i>5</i>	<i>5</i>	5. <b>Quality of Submittal:</b> The submittal package shall be evaluated for content of the requested information as outlined in Section III - Request for Qualifications Submittal Format and submission of the Additional Forms. The submittal package shall also be evaluated for the format and order of presentation. <b>Quality of Submittal shall be graded on a scale of 0 to 5 points.</b>
<i>15</i>	<i>15</i>	6. <b>References:</b> In order to avoid duplication only one City of Wildwood designated staff member shall contact and score references. References will be scored 2 points each for satisfactory reference contacted. Two attempts will be made by the designated City representative to contact the firm and party shown on each reference. If no response is received after two attempts, the applicable reference shall receive a score of zero (0). The Reference Score for each of the five references shall be added together for a Total Reference Score. <b>References shall be graded on a scale of 0 to 15 points.</b>
<i>98</i>	<i>100</i>	

*Totals:*  
*Handet - 386/400*  
*Rainey - 397/400*



RFQ 13-03 Minor Utility Services  
City of Wildwood  
November 2013

EVALUATION CRITERIA

*Bobby Valerich*

R 25 H 20

1. **Company Qualifications:** Evidence of qualifications shall be illustrated in the form of a Letter of Introduction, Licenses and Certifications, Certificate of Insurance and Statement of Qualifications. **Qualifications shall be graded on a scale of 0 –25 points.**

R 40 H 40

2. **Project Experience:** Evidence of experience that best illustrates that the firm has successfully completed at least seven (7) minor utility projects as a prime or subcontractor in the last five (5) years of the type and size of that described in the General Scope of Work for public sector municipal clients. **Project Experience shall be graded on a scale of 0 – 40 points.**

R 5 H 5

*- BOB SCORE THIS*

3. **Previous Experience with The City of Wildwood:** Evidence of past experience under direct contract with the City of Wildwood as a prime or subcontractor for the type and size of work as described in the General Scope of Work. **Previous experience shall be graded on a scale of 0 –5 points.**

R 10 H 10

4. **Organization, Manpower & Equipment:** Demonstrated evidence of company organization, qualified and experienced personnel, and access to required equipment to successfully perform the work as specified. **Organization, Manpower & Equipment shall be graded on a scale of 0 – 10 points.**

R 5 H 5

5. **Quality of Submittal:** The submittal package shall be evaluated for content of the requested information as outlined in Section III – Request for Qualifications Submittal Format and submission of the Additional Forms. The submittal package shall also be evaluated for the format and order of presentation. **Quality of Submittal shall be graded on a scale of 0 to 5 points.**

R 15 H 15

6. **References:** In order to avoid duplication only one City of Wildwood designated staff member shall contact and score references. References will be scored 2 points each for satisfactory reference contacted. Two attempts will be made by the designated City representative to contact the firm and party shown on each reference. If no response is received after two attempts, the applicable reference shall receive a score of zero (0). The Reference Score for each of the five references shall be added together for a Total Reference Score. **References shall be graded on a scale of 0 to 15 points.**

100 / 95

*Mark O'Neil*



RFQ 13-03 Minor Utility Services  
City of Wildwood  
November 2013

**EVALUATION CRITERIA**

RAI	HAM	
25	25	1. <b>Company Qualifications:</b> Evidence of qualifications shall be illustrated in the form of a Letter of Introduction, Licenses and Certifications, Certificate of Insurance and Statement of Qualifications. <b>Qualifications shall be graded on a scale of 0 –25 points.</b>
40	40	2. <b>Project Experience:</b> Evidence of experience that best illustrates that the firm has successfully completed at least seven (7) minor utility projects as a prime or subcontractor in the last five (5) years of the type and size of that described in the General Scope of Work for public sector municipal clients. <b>Project Experience shall be graded on a scale of 0 – 40 points.</b>
4	2	3. <b>Previous Experience with The City of Wildwood:</b> Evidence of past experience under direct contract with the City of Wildwood as a prime or subcontractor for the type and size of work as described in the General Scope of Work. <b>Previous experience shall be graded on a scale of 0 –5 points.</b>
8	7	4. <b>Organization, Manpower &amp; Equipment:</b> Demonstrated evidence of company organization, qualified and experienced personnel, and access to required equipment to successfully perform the work as specified. <b>Organization, Manpower &amp; Equipment shall be graded on a scale of 0 – 10 points.</b>
5	5	5. <b>Quality of Submittal:</b> The submittal package shall be evaluated for content of the requested information as outlined in Section III – Request for Qualifications Submittal Format and submission of the Additional Forms. The submittal package shall also be evaluated for the format and order of presentation. <b>Quality of Submittal shall be graded on a scale of 0 to 5 points.</b>
82 15	79 15 →	6. <b>References:</b> In order to avoid duplication only one City of Wildwood designated staff member shall contact and score references. References will be scored 2 points each for satisfactory reference contacted. Two attempts will be made by the designated City representative to contact the firm and party shown on each reference. If no response is received after two attempts, the applicable reference shall receive a score of zero (0). The Reference Score for each of the five references shall be added together for a Total Reference Score. <b>References shall be graded on a scale of 0 to 15 points.</b>
97	94	



**EVALUATION CRITERIA**

- |                |                 |  |
|----------------|-----------------|--|
| H<br>25        | R<br>25         | 1. <b>Company Qualifications:</b> Evidence of qualifications shall be illustrated in the form of a Letter of Introduction, Licenses and Certifications, Certificate of Insurance and Statement of Qualifications. <b>Qualifications shall be graded on a scale of 0 –25 points.</b>  |
| 40             | 40              | 2. <b>Project Experience:</b> Evidence of experience that best illustrates that the firm has successfully completed at least seven (7) minor utility projects as a prime or subcontractor in the last five (5) years of the type and size of that described in the General Scope of Work for public sector municipal clients. <b>Project Experience shall be graded on a scale of 0 – 40 points.</b>   |
| 4              | 5               | 3. <b>Previous Experience with The City of Wildwood:</b> Evidence of past experience under direct contract with the City of Wildwood as a prime or subcontractor for the type and size of work as described in the General Scope of Work. <b>Previous experience shall be graded on a scale of 0 –5 points.</b>  |
| 10             | 10              | 4. <b>Organization, Manpower &amp; Equipment:</b> Demonstrated evidence of company organization, qualified and experienced personnel, and access to required equipment to successfully perform the work as specified. <b>Organization, Manpower &amp; Equipment shall be graded on a scale of 0 – 10 points.</b>   |
| 5              | 5               | 5. <b>Quality of Submittal:</b> The submittal package shall be evaluated for content of the requested information as outlined in Section III – Request for Qualifications Submittal Format and submission of the Additional Forms. The submittal package shall also be evaluated for the format and order of presentation. <b>Quality of Submittal shall be graded on a scale of 0 to 5 points.</b>  |
| 15<br><hr/> 99 | 15<br><hr/> 100 | 6. <b>References:</b> In order to avoid duplication only one City of Wildwood designated staff member shall contact and score references. References will be scored 2 points each for satisfactory reference contacted. Two attempts will be made by the designated City representative to contact the firm and party shown on each reference. If no response is received after two attempts, the applicable reference shall receive a score of zero (0). The Reference Score for each of the five references shall be added together for a Total Reference Score. <b>References shall be graded on a scale of 0 to 15 points.</b> |

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## CITY OF WILDWOOD

### CITY COMMISSION REPORT

Commission Meeting Date: Nov. 25, 2013

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Subject: Lift Stations No. 2, 14 and 27

Submitted By: Bruce H. Phillips, PE, PLS, Utility Director

Department: Utility Department

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Staff Recommendation (Motion Ready):

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#### BACKGROUND:

- These are the three lift stations that serve the SR44/I-75 Interchange:
  - LS # 2 is commonly known as the “Three Fags Lift Station”
  - LS # 14 is commonly known as the “Shoney’s Lift Station” and is located in the northwest corner of SR 44 and CR 229.
  - LS #27 is commonly known as the “CR 219 Lift Station” and is located in the northwest corner of SR 44 and CR 219.
- Past discussions with the Commission have brought forward the caustic issues that plague these three stations. Also, that LS #2 (Three Flags) has been taken off line due to electrical and pump issues.

#### FINDING, CONCLUSIONS AND RECOMMENDATIONS:

##### FINDINGS:

- LS #2 rehab requirements to put station on line should LS # 27 fail is as follows:
  - Utility Technicians, Inc. proposal no. 5476, Option #1 is to replace existing severally corroded piping with stainless steel piping at a cost of \$2,622.00.
  - Utility Technicians, Inc. proposal no. 5584 in the amount of \$5,275.00:
    - Hydro-blasting and sandblasting of the interior walls,
    - Installation of a corrosive resistant liner.
  - Xylem (Sole Source for Flygt Pumps), remanufacture an existing pump at a cost of \$6,605.50 and install a new second pump at a cost of \$12,971.00.
  - Total cost for all work is **\$27,474.50**.

- LS #14 rehab requires the following as outlined in Utility Technicians, Inc. proposal #5479 for a cost of **\$12,712.00**:
  - station to be taken out of service,
  - installation of temporary by-pass piping,
  - hydro blasting of the interior walls,
  - installation of a corrosive resistant liner,
  - and installation of new pump bases.
- LS #27 rehab requires the following:
  - Utility technicians, Inc. proposal #5478 for a cost of \$19,504.00:
    - Hydro blasting of the interior walls,
    - installation of a corrosive resistant liner,
    - remove existing pump bases and install two new, City provided, pump bases,
    - replace discharge piping and fixtures,
    - and replace drop pipe.
  - Xylem (Sole Source for Flygt Pumps), to replace an existing 19 year old ABS pump with a new Flygt pump and flush valve for \$15,788.00.
  - Total cost for LS #27 is **\$38,292.00**
  - City supplied materials:
    - LS #2 – no cost
    - LS #14 - **\$1,400.00** for two 4” elbows.
    - LS \$27 - **\$3,000.00** for two base elbows for the pumps.
- Total Cost for all three stations is **\$82,878.50**, this includes the City supplied materials.

**CONCLUSIONS:**

- Staff has contacted both Utility technicians, Inc. and Xylem Water Solutions USA, Inc. and both have acknowledged all proposals and quotes are enforce through this calendar year.
- As stated below the FY 13/14 approved budget provides for repairs to LS #2, only, at an estimated cost of \$149,000. Due to staff’s refining the scope of work we are able to do the necessary repairs on all 3 stations for \$82,878.50 (\$66,121.50 less than the original estimate for LS #2).
- Utility Technicians, Inc. is the vendor the City has used for all major lift station repairs.
- Flygt has been established as the City’s sole source lift station pump manufacturer and Xylem Water Solutions USA, Inc. is the supplier of Flygt pumps in Florida.

**LEGAL REVIEW: N/A**

**RECOMMENDATIONS:**

- Staff recommends approval of the required rehab work on all three lift stations.

**FISCAL IMPACT:**

- The approved FY 13/14 budget included the following:

- 3-Flags lift station pumps at \$29,000.
- Re-hab of the 3-Flags lift station at \$120,000.
- Total budget amount for these stations is \$149,000.

**ALTERNATIVES:**

- Due to staff's diligence in revisiting the needs of LS #2 and developing a program to repair all three lift stations at a savings of over \$66,000, I would not recommend any alternate fixes.

**SUPPORT MATERIAL:**

- Utility Technicians, Inc. proposal no. 5478
- Utility Technicians, Inc. proposal no. 5476
- Utility Technicians, Inc. proposal no. 5479
- Utility Technicians, Inc. proposal no. 5484
- Xylem Water Solutions USA, Inc. Quote #2013-APO-0268
- Xylem Water Solutions USA, Inc. Quote #2013-APO-1168

C:\Users\bphillips\Documents\Agenda Items\Nov 25 2013\SR 44 Lift Station rehab.doc

# Utility Technicians, Inc.

Water and Sewer Specialty Contractor  
State Licensed Utility Contractor #CUCO52605

DATE PROPOSAL  
8/8/2013 5476

Office (352) 669-5822  
Fax (352) 669-6037

## PROPOSAL

630 Goodbar Avenue  
Umatilla, Florida 32784

NAME / ADDRESS  
City of Wildwood  
Attn: Mike  
100 North Main St.  
Wildwood, FL 34785

JOB:  
LS #2 Rehab / **3 FLAGS**

Utility Technicians, Inc. to provide to supply material, equipment, and labor to:

OPTION #1  
Replace two (2) existing 6" flanged SCH 80 PVC 90-degree elbows on pump discharge pipes with 6" flanged SCH 10 S.S. 90-degree elbows.  
Elbows will be field-fabricated to meet dimensions required to replace existing 6" flanged PVC 90-degree elbows.

Option #1 price -- \$2,622.00  
YES [ ] NO [ ]

OPTION #2  
Replace two (2) existing 6" flanged SCH 80 PVC 90-degree elbows with like material (no warranty)

Option #2 price -- \$1,298.00  
YES [ ] NO [ ]

**TOTAL:** \$0.00

All material and workmanship is guaranteed for for one year or as stated. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an additional charge over and above estimate. All agreements contingent upon strikes, accidents, delays beyond our control. Owner to carry fire and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.  
Terms: Proposal valid for thirty (30) days from date of proposal.  
Payment due as listed above.

SIGNATURE: *[Signature]* DATE: 8-8-13

ACCEPTANCE OF CONTRACT: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above:

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

# Utility Technicians, Inc.

Water and Sewer Specialty Contractor  
State Licensed Utility Contractor #CUCOS2605

DATE PROPOSAL  
8/8/2013 5478

Office (352) 669-5822  
Fax (352) 669-6037

## PROPOSAL

630 Goodbar Avenue  
Umatilla, Florida 32784

NAME / ADDRESS

City of Wildwood  
100 North Main St.  
Wildwood, FL 34785

JOB:

LS #27 Rehab /CR 219

Utility Technicians, Inc. to furnish material, equipment, and labor to:

1. Remove existing 6x8" pump base elbows and install 2 new base elbows provided by the City.
2. Remove and replace 8" D.I. pipe in wet well from new pump base elbows to 8" M.J. L.G. sleeves between wet well and valve box.
3. Prep precast structure by means of hydro-blasting and sandblasting; install a 1" thick layer of SewperCoat, a 100% pure-fused calcium aluminate material manufactured by Lafarge Aluminates, to the structure wall; to conform to the OSHA rules and regulations on confined space entry.

NOTES:

1. Proposal does not include lift station by-passing for above work.
2. If the wet well floor has been damaged by existing base elbows, a change order will be issued to repair floor.
3. If 10" PVC drop pipe is to be install, ADD \$1,889.00. YES [ ] NO [ ]

**TOTAL:** \$17,615.00

All material and workmanship is guaranteed for for one year or as stated. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an additional charge over and above estimate. All agreements contingent upon strikes, accidents, delays beyond our control. Owner to carry fire and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Terms: Proposal valid for thirty (30) days from date of proposal.  
Payment due as listed above.

SIGNATURE: [Signature] DATE: B-B-13

ACCEPTANCE OF CONTRACT: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above:

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

# Utility Technicians, Inc.

Water and Sewer Specialty Contractor  
State Licensed Utility Contractor #CUCOS2603

DATE PROPOSAL  
8/8/2013 5479

Office (352) 669-5822  
Fax (352) 669-6037

## PROPOSAL

630 Goodbar Avenue  
Umatilla, Florida 32784

NAME / ADDRESS  
City of Wildwood  
100 North Main St.  
Wildwood, FL 34785

JOB:  
LS #14 Rehab /CR 229

Utility Technicians to provide materials, equipment, and labor to:

1. Supply and install lift station by-pass pumping.
2. Prep precast structure by means of hydro-blasting and sandblasting; install a 1" thick layer of SewperCoat, a 100% pure-fused calcium aluminate material manufactured by Lafarge Aluminates, to the structure wall; to conform to the OSHA rules and regulations on confined space entry.
3. Replace existing 4" pump base elbows with City-supplied 4" pump base elbows (an exact replacement).

NOTES:

1. If City-supplied pump base elbows are not an exact replacement, a change order will be issued for any additional cost necessary to install them.
2. If the wet well floor has been damaged by existing base elbows, a change order will be issued to repair floor.

**TOTAL:** \$12,712.00

All material and workmanship is guaranteed for for one year or as stated. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specificaitons involving extra costs will be executed only upon written orders, and will become an additional charge over and above estimate. All agreements contingent upon strikes, accidents, delays beyond our control. Owner to carry fire and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.  
Terms: Proposal valid for thirty (30) days from date of proposal.

Payment due as listed above.

SIGNATURE: David H. [Signature] DATE: 8-8-13

ACCEPTANCE OF CONTRACT: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above:

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

# Utility Technicians, Inc.

Water and Sewer Specialty Contractor  
State Licensed Utility Contractor #CUCOS2605

Office (352) 669-5822  
Fax (352) 669-6037

## Proposal

630 Goodbar Avenue  
Umatilla, Florida 32784

**NAME / ADDRESS**

City of Wildwood  
100 North Main St.  
Wildwood, FL 34785

DATE 11/14/2013 Proposal # 5584

Job: Three Flags LS

City of Wildwood - Three Flags LS - Wet Well Rehab with Sewpercoat

Utility Technicians, Inc. to provide materials, equipment, and labor to:  
Prep precast structure by means of hydro-blasting and sandblasting, if required  
Install a 1" thick layer of SewperCoat, a 100% pure-fused calcium aluminate material manufactured by Lafarge Aluminates, to the structure walls and lid  
To conform to the OSHA rules and regulations on confined space entry.

Quote: \$5,275.00

**NOTES:**

Quote based on lift station dimensions of 12' deep x 10' diameter  
Water to be provided by others  
Permits, if required, to be provided by others  
City to provide disposal site, if required

**TOTAL: \$0.00**

All material and workmanship is guaranteed for one year or as stated. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an additional charge over and above estimate. All agreements contingent upon strikes, accidents, delays beyond our control. Our workers are fully covered by Worker's Compensation Insurance.

Terms: Proposal valid for thirty (30) days from date of proposal. Payment due 15 days from invoice or as stated above.

SIGNATURE: Bob Baker DATE: 11/14/2013

ACCEPTANCE OF CONTRACT: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above:

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



*Xylem Water Solutions USA, Inc.*  
*Flygt Products*

February 8, 2013

2152 Sprint Blvd  
Apopka, FL 32703  
Tel (407) 880-2900  
Fax (407) 880-2962

CITY OF WILDWOOD  
100 NORTH MAIN STREET  
WILDWOOD FL 34785

Quote # 2013-APO-0268

Re: CITY OF WILDWOOD-MIKE WEAVER



REPLACEMENT PUMP FOR 3 FLAGS PUMP REF:TAG# 7211 REPAIR QUOTE# R2013-APO-0068

Qty	Part Number	Description	Unit Price	Extended Price
1	3153.185-0252	Flygt Model NP-3153.185 4" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 15 HP 1750 RPM motor, 464 impeller, 1 x 50 Ft. length of submersible cable, FLS leakage detector, volute is prepared for Flush Valve	\$ 12,474.00	\$ 12,474.00
		***DISABLE FLS***		
1	PART#PENDING	DRILL VOLUTE ANSI & MOUNT ABS BRACKET	\$ 190.00	\$ 190.00
<b>Total Project Price</b>				<b>\$ 12,664.00</b>
		Freight Charge		\$ 307.00
<b>Total Project Price</b>				<b>\$ 12,971.00</b>

Incoterm: 2 FCA/FOB - Free Carrier / Free on Board  
Factory

Named Placed: 02 - US WH/

Incoterms 2010 clarify responsibility for costs, risks, & tasks associated with the shipment of goods to the named place.

Terms & Conditions: Order is subject to credit approval.





CR 219

*Xylem Water Solutions USA, Inc.*  
*Flygt Products*

July 11, 2013

2152 Sprint Blvd  
Apopka, FL 32703  
Tel (407) 880-2900  
Fax (407) 880-2962

CITY OF WILDWOOD  
100 NORTH MAIN STREET  
WILDWOOD FL 34785

Quote # 2013-APO-1168

Re: CITY OF WILDWOOD-MIKE

**NEW PUMP**

Qty	Part Number	Description	Unit Price	Extended Price
1	3152.181-4163	Flygt Model CP-3152.181 6" volute Submersible pump equipped with a 230 Volt / 3 phase / 60 Hz 20 HP 1750 RPM motor, 454 impeller, 1 x 50 Ft. length of SUBCAB 6AWG/3-2-1-GC submersible cable, volute is prepared for Flush Valve	\$ 15,415.00	\$ 15,415.00

**Total Project Price** \$ 15,415.00

Freight Charge \$ 373.00

**Total Project Price** \$ 15,788.00

**Incoterm:** 2 FCA/FOB - Free Carrier / Free on Board **Named Placed:** 02 - US WH/ Factory

Incoterms 2010 clarify responsibility for costs, risks, & tasks associated with the shipment of goods to the named place.

**Terms & Conditions:** Order is subject to credit approval.

Net 45 days after date of invoice or 100% payable before start up of equipment, whichever comes first.

A charge of 1.5% per month will be added to all balances unpaid 45 days after invoice date.



# CITY COMMISSION OF THE CITY OF WILDWOOD

## EXECUTIVE SUMMARY

**SUBJECT:** Road Closure request from Susan Haugabrook

**REQUESTED ACTION:** Consideration of a request to close Gray Street between Peters Street and High Street on Thursday, 11/28/13 and Friday, 11/29/13 from 8 am to midnight each day (Board Option)

Work Session (Report Only)      **DATE OF MEETING:** 11/25/13  
 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:

Susan and James Haugabrook seek approval from the City Commission to close a portion of Gray Street on November 28<sup>th</sup> and 29<sup>th</sup>, 2013 from 8 am to midnight each day.

A temporary closure of a City controlled street is being requested during the Thanksgiving holiday to provide overflow space for a family event, as well as some assistance from Police and Public Works as detailed in the attached letter.

The request was forwarded to the Police and Public Works Departments for their review. Concerns were raised regarding permission from adjoining property owners; access for first responders; and the availability of lighted barriers (for nighttime hours), which have been addressed by the applicant and the respective departments.



Jason McHugh  
Development Services Coordinator

Greetings City Commission,

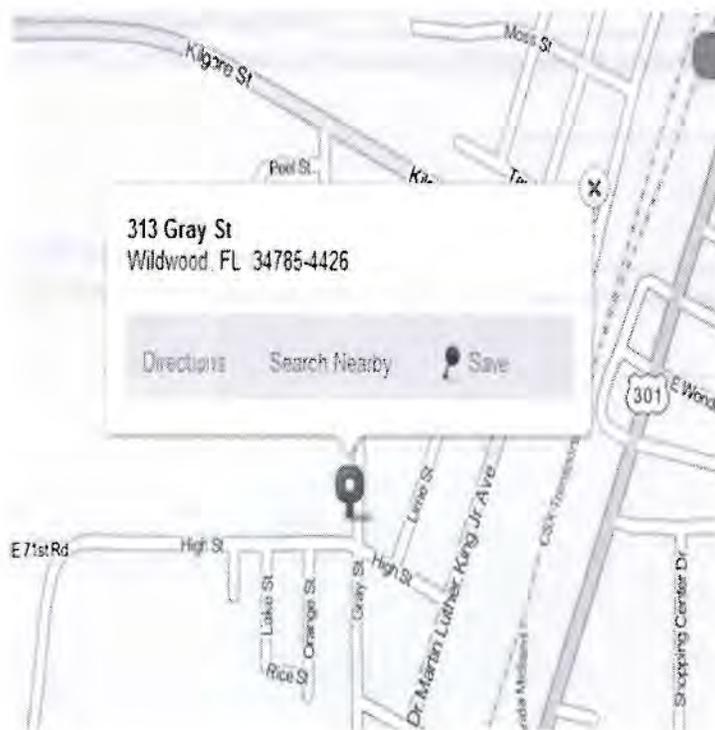
My name is Susan Haugabrook; I am a citizen Wildwood Fla and would like to request a favor of the City of Wildwood. The Thanksgiving holiday is approaching fast and as a tradition, I am expecting a significant amount of family to be visiting at that time. This poses somewhat of a situation for me as the family has grown quite a bit. I am requesting on the 28<sup>th</sup> & 29<sup>th</sup> of November to block off Gray street with the boundaries being High street and Peters street from 8:00 am to 12:00 pm (Midnight). I have the signed permissions of all of the residents that will be affected on Gray Street.

Thanks in Advance for your attention to this request.

My contact information is; (352) 494-1134

My son contact information is; James Haugabrook JR. he can be reached at (352) 461-4843

*Susan Haugabrook*



I, (Name) Pearline Fisher Give permission for Gray Street to be blocked off from High Street to Peters Street on the dates of November 28<sup>th</sup> & 29<sup>th</sup> 2013.

Date 11-13-13

I, (Name) Deborah Bennis Give permission for Gray Street to be blocked off from High Street to Peters Street on the dates of November 28<sup>th</sup> & 29<sup>th</sup> 2013.

Date 11-14-13

I, (Name) Tammy Ruching Give permission for Gray Street to be blocked off from High Street to Peters Street on the dates of November 28<sup>th</sup> & 29<sup>th</sup> 2013.

Date 11-14-13

I, (Name) \_\_\_\_\_ Give permission for Gray Street to be blocked off from High Street to Peters Street on the dates of November 28<sup>th</sup> & 29<sup>th</sup> 2013.

Date \_\_\_\_\_

**Paul Ketz**

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**From:** Haugabrook, James I. <James.Haugabrook@duke-energy.com>  
**Sent:** Tuesday, November 19, 2013 7:25 AM  
**To:** Paul Ketz  
**Cc:** Jason McHugh; reeserew@flcfn.net; Gene Kornegay  
**Subject:** RE: 313 Gray Street Request

See Response below.

*JK*

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**From:** Paul Ketz [<mailto:pkgetz@wildwood-fl.gov>]  
**Sent:** Monday, November 18, 2013 1:30 PM  
**To:** Haugabrook, James I.  
**Cc:** Jason McHugh; [reeserew@flcfn.net](mailto:reeserew@flcfn.net); Gene Kornegay  
**Subject:** RE: 313 Gray Street Request

Mr. Haugabrook,

One other question regarding permission from the surrounding property owners – I looked up the owners of record (according to the property appraiser’s website) for the properties along Gray Street between High Street and Peters Street, and I’m not able to identify or match up the signers with the property they own. Could you help me with this?

On the form that was turned in, the following three people signed:  
Pearline Fisher  
Deborah Bivins  
Tammy Rashin (sp?)

On the property appraiser website, the following properties / owners are listed:

<b>Address</b>	<b>Parcel ID</b>	<b>Owner Name</b>
700 Peters Street	G06H001	Onell and Willia Coachman (Access from Peters street)
No Address	G06H002	Arthur Coachman, et. al. (Unknown)
307 Gray Street	G06H003	Catherine Coachman (Deborah Bivins)
311 Gray Street	G06H005	Martha Taylor Butler (Tammy Rushing)
315 Gray Street	G06H008	Estate of Georgia Harris (Vacant)
315 Lime Street	G06J032	Wildwood Church of God (Access from High Street)
304 Gray Street	G06J017	Freddie and Pauline Fisher (Is Pearline Fisher related? Yes she is the only person living there)
508 Peters Street	G06J018	Ned Fisher and Virginia Schuler (Access from Peter Street)

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**From:** Haugabrook, James I. [<mailto:James.Haugabrook@duke-energy.com>]  
**Sent:** Monday, November 18, 2013 8:14 AM  
**To:** Paul Ketz  
**Cc:** Jason McHugh; [reeserew@flcfn.net](mailto:reeserew@flcfn.net); Gene Kornegay  
**Subject:** RE: 313 Gray Street Request

Good Morning Paul,  
To gain access to any of the residents that are in the affected area would simply mean moving the barricades that are provided by the City. Our main reason for blocking off the street is to reduce traffic flow, we will not be putting any structures up that would block the street.

JJK

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**From:** Paul Ketz [<mailto:pketz@wildwood-fl.gov>]  
**Sent:** Friday, November 15, 2013 4:21 PM  
**To:** Haugabrook, James I.  
**Cc:** Jason McHugh; [reeserew@flcjin.net](mailto:reeserew@flcjin.net); Gene Kornegay  
**Subject:** 313 Gray Street Request  
**Importance:** High

Mr. Haugabrook,

There are concerns about blocking off the roadway during night hours (which is still being reviewed), but in particular for first responders in the event of an emergency. It would be helpful if you could prepare a statement or a diagram that shows how first responders could get into the area being blocked off in the event of an emergency during the event or at one of the neighboring properties.

Regards,

*Paul Ketz*  
*Sr. Development Specialist*  
*City of Wildwood*  
*100 N. Main St.*  
*Wildwood, FL 34785*  
*352-330-1334*  
[www.wildwood-fl.gov](http://www.wildwood-fl.gov)



## San Pedro Maldonado Mission

210 Wonders St., Wildwood, FL 34785  
(352) 787-9208

November 18, 201~~2~~<sup>3</sup>

Mr. Bill Ed Cannon  
City Manager  
City Hall 100 N Main Street  
City of Wildwood  
Wildwood, FL 34785

Dear Mr. Cannon:

The congregation of San Pedro Maldonado is currently planning for the fourth annual Our Lady of Guadalupe Celebration to be held Saturday, December 14, 2013 from 3:00pm to 11:00pm.

Prior to the service, in a reenactment of Mary's apparitions to St. Juan Diego, the congregation gathers outside the church and process around the church grounds and into the sanctuary. After the Holy Mass the congregation will gather outside the church for some traditional and folkloric activities.

Because many families with small children participate in this celebration each year, we respectfully request the temporary closure of Wonders Street between U.S. Highway 301 and Gamble Street from 3:00pm to 11:00pm on December 14, 2013.

I have asked Mr. Paul Kalv to coordinate the necessary permissions and ensure the compliance with any prerequisites and stipulations the City may require in order to favorably consider this request. You and your staff may contact Paul at (352) 516-2052.

Sincerely,

A handwritten signature in blue ink that reads "Gianni Agostinelli".

Rev. Gianni Agostinelli, Pastor

