

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

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

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

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

1. TIMED ITEMS AND PUBLIC HEARINGS

a. Public Hearing –

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

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

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

Public Hearing opened. No comments received.

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

Resolution R2011-20 introduced and read by title only.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

2. REPORTS AND PUBLIC INPUT

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

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

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

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

3. NEW BUSINESS – ACTION REQUIRED

a. MINUTES

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

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

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

c. RESOLUTIONS FOR APPROVAL:

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

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

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

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

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

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

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

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

- d. APPOINTMENTS
None

- e. CONTRACTS AND AGREEMENTS

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

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

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

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

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

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

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

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

- f. FINANCIAL

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

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

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

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

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

g. GENERAL ITEMS FOR CONSIDERATION

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

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

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

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

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

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

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

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

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

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

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

4. ADJOURN:

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

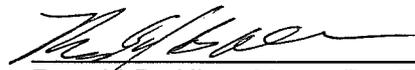
CITY COMMISSION
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SEAL

ATTEST:



Joseph Jacobs, City Clerk



Ronald B. Allen, Mayor Pro Tem