

# **Village of Wellington**

*12300 Forest Hill Blvd  
Wellington, FL 33414*



## **Action Summary - Final**

**Monday, August 22, 2016**

**4:30 PM**

**Village Hall - Conference Rooms 1E & 1F**

## **Village Council Workshop**

*Anne Gerwig, Mayor  
John T. McGovern, Vice Mayor  
Michael Drahos, Councilman  
Michael J. Napoleone, Councilman  
Tanya Siskind, Councilwoman*

**1. CALL TO ORDER**

Mayor Gerwig called the meeting to order at 4:30 p.m. Council members present: Anne Gerwig, Mayor; John McGovern, Vice Mayor; Michael Drahos, Councilman; Michael Napoleone, Councilman; Tanya Siskind, Councilwoman

**2. PLEDGE OF ALLEGIANCE**

Mayor Gerwig led the Pledge of Allegiance

**3. [16-0312](#) EMPLOYEE OF THE MONTH - RANDALL RENNEKAMP**

This item was addressed after the Consent Agenda discussion.

**4. REVIEW OF COUNCIL AGENDA**

Paul Schofield, Village Manager presented the Agenda for the August 23, 2016 Council Meeting for discussion and review.

**A. [15-1020](#) AUTHORIZATION TO UTILIZE AN EXISTING NATIONAL COOPERATIVE PURCHASING ALLIANCE (NCPA) CONTRACT, AS A BASIS FOR PRICING, WITH MUNICIPAL CODE CORPORATION, INC. (MCCI) FOR LASERFICHE DOCUMENT MANAGEMENT ANNUAL LICENSING, MAINTENANCE AND SUPPORT**

Mr. Schofield introduced this item. This item is for the authorization to utilize an existing National Cooperative Purchasing Alliance (NCPA) contract, as a basis for pricing with MCCI for Laserfiche Document Management annual licensing, maintenance and support in the amount of \$45,931.90.

Mr. Schofield stated that the reduced amount was \$41,431.90.

There were no changes recommended.

**B. [15-1023](#) AUTHORIZATION TO AWARD A SOLE SOURCE CONTRACT FOR THE PURCHASE OF BADGER WATER METERS AND COMPONENTS**

Mr. Schofield introduced this item. This item is for the authorization to award a sole source contract to Innovative Metering Solutions, Inc. for the purchase of Badger water meters and components in an annual amount not to exceed \$140,000.

There were no changes recommended.

**C. [16-0358](#) RESOLUTION NO. R2016-59 (AGREEMENT WITH THE FLORIDA DEPARTMENT OF CORRECTIONS FOR THE PROVISION OF INMATE LABOR FOR MAINTENANCE OF THE WELLINGTON ENVIRONMENTAL PRESERVE AT THE MARJORY STONEMAN DOUGLAS EVERGLADES HABITAT)**

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL APPROVING AND AUTHORIZING THE MANAGER OR DESIGNEE TO EXECUTE THE CONTRACT WITH THE FLORIDA DEPARTMENT OF CORRECTIONS TO PROVIDE FOR THE USE OF INMATE LABOR IN WORK PROGRAMS WITHIN THE WELLINGTON ENVIRONMENTAL PRESERVE AT THE MARJORY STONEMAN DOUGLAS EVERGLADES HABITAT; AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced this item. This item is for the approval of the agreement between Wellington and the Florida Department of Corrections for the provision of inmate labor for the maintenance of the Wellington Environmental Preserve at the Marjory Stoneman Douglas Everglades Habitat.

Mr Barnes explained that the contract was a three year contract with a one year renewal option which expires on January 2018. He indicated that the date of January 2014 on the contract in the agenda packet was a typo.

There were no changes recommended.

**D.**      [16-0362](#)

RESOLUTION NO. R2016-61 (REGULAR COUNCIL MEETING SCHEDULE)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL ADOPTING A SCHEDULE FOR REGULAR COUNCIL MEETINGS FOR 2016/2017; AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced this item. This item is for Council approval of Resolution No. R2016-61 approving the Regular Council Meeting Schedule for FY 2016/2017.

Council discussed changing the following meeting dates as suggested by staff and to finalize at the following night's council meeting:

1- October 11, 2016 - Yom Kippur.

2- April 11, 2017 - Passover.

Council consensus was to hold the Council meeting on November 8 which was Election Day.

Councilman Napoleone said that he would not be available on July 11th. Ms Cohen explained that he would be able to call in and participate in the meeting if he could.

Mayor Gerwig said that Council would provide their final recommendations at the following night's Council meeting.

There were no changes recommended.

**E.**      [16-0363](#)

RESOLUTION NO. R2016-60 (ANNUAL LISTING OF PROCLAMATIONS)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL AUTHORIZING THE MAYOR TO EXECUTE CERTAIN

PROCLAMATIONS FOR FISCAL YEAR 2016/2017; AND  
PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced this item. This item is for the approval of Resolution No. R2016-60 approving the Annual Listing of Proclamations for FY 2016/2017.

Mayor Gerwig requested that the clock tower should have pink lights in order to recognize Breast Cancer Awareness in the month of October.

Council consensus was to light the clock tower in pink for National Breast Cancer Awareness Month in October.

Mr. Schofield said he would alert staff.

There were no changes recommended.

16-0312

EMPLOYEE OF THE MONTH - RANDALL RENNEKAMP

Mr. Schofield introduced this item. This item is to recognize Randall Rennekamp as Employee of the Month for August.

Mr. Riebe gave an overview of Mr. Rennekamp's history and service with the Village.

F. 16-0344

ORDINANCE NO. 2016-12 (BED AND BREAKFAST ZONING TEXT AMENDMENT)

AN ORDINANCE OF WELLINGTON, FLORIDA'S COUNCIL, PROPOSING A ZONING TEXT AMENDMENT (PETITION NUMBER 16-010/2016-001ZTA) AMENDING SECTION 6.4.4.20 OF THE WELLINGTON LAND DEVELOPMENT REGULATIONS RELATED TO BED AND BREAKFAST ESTABLISHMENTS; AMENDING SECTION 6.10.7.B.4 OF THE WELLINGTON LAND DEVELOPMENT REGULATIONS RELATED TO BED AND BREAKFAST ESTABLISHMENTS IN THE EQUESTRIAN OVERLAY ZONING DISTRICT; PROVIDING A CONFLICTS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced this item. This item is for the approval of Ordinance No. 2016-12, a zoning text amendment to Wellington's Land Development Regulations pertaining to bed and breakfasts Village-wide including the Equestrian Overlay Zoning District.

Mr. Basehart explained that the applicant was involved in an automobile accident in Minnesota and would not be available to attend the following night's meeting.

Councilman Napoleone asked how would the Village regulate a guest staying for more than the maximum 30 day requirement. Mr. Basehart said that the regulation of the amount of days would be very difficult as any code enforcement action, due to the limitation of the Village's right of entry to the property. Those types of complaints were received when someone was negatively impacted and reports the issue. The Village would not be able to

take action until that happened.

Councilman Drahos asked if one of the requirements was for the owner to maintain a log of the guests in order to review or provide if there was a complaint. Mr. Basehart replied affirmatively.

Vice Mayor McGovern questioned line 4B on page 38 and asked for the code definition of an owner/operator. Ms. Cohen said that she was not sure there was definition in the Code but the term was referring to the party that owns the property. If the owner was a LLC, then the managing member would be the party that resides on the property.

Vice Mayor McGovern said that the definition of an owner/operator had not been defined and felt that the first step was to define the term. Ms. Cohen said for purposes of the section, it would be allowable to have Council decide on the definition. Vice Mayor McGovern said that the general intention of a bed and breakfast was to be run as a family run operation, operated by an owner and not a large corporation.

Mayor Gerwig said that Council would need to define the "owner and operator" term.

Vice Mayor McGovern said that he wanted the Legal Department to research the term and if the owner operator's name needs to be listed in the property's deed. Ms. Cohen said that she would research the information and contact other municipalities and codes and provide the information to Council.

Mayor Gerwig said that in the past she thought that the text mentioned that stables could not be on site but the resolution states that temporary stables were not permitted but horses were allowed to be stabled in a permanent barn or stable. She indicated that she was in favor of the change of having permanent stables because it encourages and reflects that the establishment was an equestrian bed and breakfast.

Vice Mayor McGovern asked for a provision to be added to the text prohibiting lights to be added to the signage. Mr. Basehart said that he would add a provision saying the sign could be uplite. Vice Mayor McGovern said he wanted the sign to be seen by the visitors and would not mind if the matter was sent to ARB to discuss and for their suggestions.

**G.**      [16-0371](#)

ORDINANCE NO. 2016-20 (BUILDING HEIGHT ZONING TEXT AMENDMENT [ZTA])

AN ORDINANCE OF WELLINGTON, FLORIDA'S COUNCIL AMENDING SECTION 6.10.6-TABLE B OF THE WELLINGTON LAND DEVELOPMENT REGULATIONS RELATED TO THE DEVELOPMENT STANDARDS IN THE EQUESTRIAN OVERLAY ZONING DISTRICT; PROVIDING A CONFLICTS CAUSE; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced this item. This item is for the approval of Ordinance No. 2016-20, a Zoning Text Amendment to 6.10.6-Table B of Wellington's Land Development Regulations related to building height limitations.

Mr. Basehart explained that the amendment was to increase the building height and architectural feature. The amendment would only apply to homes located in the EOZD. He stated that page 57 line 7 indicates the eligibility for the additional height requirement request.

There were no changes recommended.

H. [15-1102](#)

RESOLUTION NO. R2016-19 (PALM BEACH COUNTY SHERIFF'S OFFICE DISTRICT 8 WELLINGTON FY2016 BUDGET AND CONTRACT ADDENDUM)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL APPROVING AND AUTHORIZING THE MAYOR AND CLERK TO EXECUTE THE SECOND ADDENDUM TO THE LAW ENFORCEMENT SERVICES AGREEMENT WITH THE PALM BEACH COUNTY SHERIFF'S OFFICE FOR LAW ENFORCEMENT SERVICES; AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced this item. This item is for the approval of Resolution No R2016-19 for the Palm Beach County Sheriff's Office District 8 Wellington FY2017 budget and contract addendum.

Mr. Schofield explained that the contract includes a 2% increase over the past year and the amount reflects the addition of two additional commercial enforcement deputies at the request of Village staff and not from PBSO. He said that the total amount was reasonable due to the increase of complaints regarding commercial traffic in the amount of \$249,938.00 and the total amount of the revised contract to \$8,811,627.00. Mr. Schofield said he felt that the amount was reasonable and was in line with PBSO's increase of costs and with the number of commercial vehicle complaints being received regarding Binks and Aero Club Drive

Vice Mayor McGovern asked if the Village was getting four additional crossing guards, the canine deputy and the commercial enforcement deputies. Mr. Schofield replied affirmatively.

Mayor Gerwig asked if the commercial enforcement deputies travel in other areas besides Binks and Aero Club Drive. Mr. Schofield said that the commercial deputies would be traveling throughout the Village. There has been an increasing number of complaints regarding commercial traffic especially during this time of the year within the Equestrian Preserve area. The amount of commercial traffic in that area would decrease in November and would increase once again in April.

Councilman Napoleone said that backed up traffic in the morning located at Wellington Landings School included trucks. He felt that if the trucks were not supposed to be traveling the area, enforcement was needed to get them out. Mr. Schofield said that the commercial deputies were traveling within Wellington a couple of times a week and ticketing for equipment violations, speed and the trucks cutting through the Village as well as Forest Hill Boulevard and SR 7 to assist in alleviating traffic in those areas. The deputies would assist in solving the issues in the school zones and they would be traveling along Forest Hill Boulevard, South Shore Boulevard and SR 7 to deal

with the significant increases of traffic within those areas.

Councilman Napoleone asked where the additional crossing guards were going to be placed. Mr. Schofield said he did not have that information but would obtain it and provide to Council.

Mayor Gerwig said that the construction on Forest Hill Boulevard was causing some of the trouble along Binks Forest Drive and Big Blue Trace because the drivers were using those roads as a detour to avoid the construction. She indicated that in the past, staff was tasked to develop traffic calming alternatives in those areas. She hoped that answers could be provided to the residents very soon.

There were no changes recommended.

I. [16-0299](#)

RESOLUTION NO. R2016-53 (PALM BEACH COUNTY SHERIFF'S OFFICE VILLAGE OF WELLINGTON LAW ENFORCEMENT SERVICES PLAN (LESP) FOR FY17)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL APPROVING THE LAW ENFORCEMENT SERVICES PLAN (LESP) FOR FISCAL YEAR 2016-2017; AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced this item. This item is for the approval of the Palm Beach Sheriff's Office Village of Wellington Law Enforcement Services Plan (LESP) for FY17.

Mr. Schofield said that Captain Silva would be present to answer any questions. He stated that PBSO was very flexible in order to provide the services that the Village needs noting they have a 98% favorable approval rating.

There were no changes recommended.

5. **ATTORNEY'S COMMENTS**

Ms. Cohen said that a shade session was needed in order to discuss Polo West. She explained that she met with Mr. Straub and his representatives earlier during the day and would discuss the outcome individually with each Council member. Ms. Cohen thanked Councilman Drahos for his attendance and participation at the meeting.

6. **MANAGER COMMENTS**

NONE

7. **COUNCIL COMMENTS**

Mayor Gerwig asked staff for the 9/11 event plans. Mr. Barnes said he would obtain the information and provide to Council. He indicated that Michelle Garvey was coordinating the event. He explained that September 11th fell on Sunday, and direction was needed regarding the timeframe for the event.

Mayor Gerwig said that she felt that the event should be held in the evening since people usually go to church in the morning or early afternoon.

Council consensus was to hold the event at 5:00 p.m. on Sunday, September 11th.

Mayor Gerwig said that she has received questions regarding recognition of the equestrian Olympians once they return to Wellington.

Council consensus was to recognize and honor any Wellington based Olympian.

Mr. Schofield said that Michael Stone was a former president of FEI and he would be able to obtain information on the medal winners or participants that were based in Wellington. He felt that every Olympian that participated should be recognized since many were internationally known.

Mayor Gerwig suggested having the recognition event during the month of December. Mr. Schofield asked Council if they wanted to hold the recognition ceremony during the December 3rd Winter Fest event.

Ms. Cohen said that staff would need to know when the participants would be returning to Wellington.

Mayor Gerwig said that she wanted to acknowledge the participants at the Winter Fest event and additionally in January 2017 at the show grounds. She requested having a video with excerpts of the games added to the website and Channel 18 in order for the residents to be aware of the event and to show during the events.

Council consensus was to acknowledge the Olympic participants at the Winter fest event and January 2017 at the show grounds.

Vice Mayor McGovern said that he was receiving a large amount of feedback from the community about the pace of some of the construction projects and asked for a status report for the projects; 1) Forest Hill Boulevard; 2) Saddle Trail; 3) Roundabout at Pierson Road and Stribling Way and; 4) 40th Street.

Mr. Schofield explained that most of the projects were on schedule except for 120th Street and the round-a bout, but currently both projects were back on schedule. Mr. Barnes indicated that the roundabout was delayed for 35 to 45 days due to issues that FPL encountered. He noted that currently, the issues were resolved, and the project was back on track.

Councilman Napoleone asked if there was a list which indicate the estimated completion dates for each of the projects located on the Village website. Mr. Schofield said that the Capital Improvement Schedule was on the website.

Vice Mayor McGovern asked for the schedule to be updated on a general basis. Mr. Barnes stated that the contractors were aware of the critical dates and were trying to address them in order to complete the projects as soon as possible.

Councilman Napoleone asked if staff thought it would be helpful to have



someone assist in directing the traffic at the Stribling Way roundabout. He indicated that at times some of the drivers do not understand how a 3-way stop works. Mr. Barnes said that PBSO may address the issue and when completed, the drivers would need a certain time period to acclimate to the change.

Vice Mayor McGovern asked for the completion date for the Stribling Way roundabout. Mr. Barnes said he would obtain the information and provide to Council at the following night's council meeting.

Mr. Schofield said that the completion date for all of the projects would be included in his weekly report that he would send out the following day.

Vice Mayor McGovern said that his goal was to go over each of the projects at the following night's Council meeting in order for the public to hear the information. He felt that the information that staff provides would be helpful to the residents.

Councilman Napoleone requested that the project information be added to the web site on the home page and updated accordingly. Ms. Quickel took note of the request.

Mayor Gerwig said that the traffic on Forest Hill Boulevard was very heavy as she traveled to Village Hall earlier especially because of the left turns into the neighborhoods. Mr. Schofield said that the detour signs located at Wellington Trace and Forest Hill Boulevard were moved around and staff was currently monitoring the signs several times a day and would be mounting the signage on a permanent pole.

Mr. Barnes said Ms. Quickel provided him with the following completion dates; 1) Stribling Way roundabout - September 16th; 2) 120th - October 9th; 3) Forest Hill Boulevard - November 29th.

Mayor Gerwig asked if the Forest Hill Boulevard project would be completed by the December parade date. Mr. Barnes replied affirmatively.

Mr. Schofield explained that the Saddle Trail project was behind schedule. The biggest problem with the project was in some cases some of the bridle paths that were being paved were only eight feet wide and there could not be any variance from the fourteen foot bridle path width. One of the engineering inspectors has been placed at the site on a full time basis to monitor the contractor's work. He noted that the contractor added two extra crews in order to catch up and the plans have been placed for review in the Executive conference room on a daily basis. Mr. Schofield felt that the contractor would complete the project on time if they apply themselves but he wanted Council to be prepared, if they were not. He stated that heavy equipment could not run through the area after the middle portion of November.

Vice Mayor McGovern said that the heavy equipment would need to be removed if the project was not completed by the beginning of the season. Mr. Schofield reiterated that the project must be completed by that point in time with no residual construction or items on site and he was currently working with the contractor to meet the deadline.

Ms. Quickel stated that as of the past week, the completion date was December

15th. Mr Barnes said that staff has not received their latest completion date, but he would provide the information to Council as soon as he receives.

Councilman Drahos asked for the reason for the delay. Mr. Schofield said that the crews were working slowly, problems with AT&T and FPL to move their lines. Currently there was a section of the road where AT&T needed to move a line and their completion date was in 45 days. In order to avoid the delay, a sub-contractor that works with AT&T would be hired by the Village and when completed, the Village would back bill AT&T for the work. He said that staff meets with the contractor on a daily basis to monitor the progress and if he felt that the project could not be completed prior to the beginning of the season, there was another plan that can be put into action. He indicated that his main goal was not to place any horses in jeopardy.

Mayor Gerwig said that the project was resident driven and they needed to hear from the residents in order to know how to manage the situation. Mr. Schofield said that contingency plans were being made just in case the deadline was not met. He indicated that a few of the residents have his cell phone number and he speaks with them on a regular basis and obtains their feedback.

Mr. Schofield said that there were three tropical storms sitting off the African coast and the closest one looks like it was not going to be a problem. Staff has gone through their practice procedures and every Parks and Recreation staff member must be trained on the NIMS noting Nicole Evangelista-Coates was the coordinator. She is keeping us prepared if and when we have to use the system.

## **8. ADJOURN**

There being no further business to come before the Village Council, the meeting was adjourned.