

Village of Wellington

*12300 Forest Hill Blvd
Wellington, FL 33414*



Action Summary - Final

Monday, September 26, 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.

Advisors to the Council: Paul Schofield, Manager; Laurie Cohen, Esq., Attorney; Jim Barnes, Assistant Manager; Tanya Quickel, Director of Administrative and Financial Services; and Rachel R. Callovi, Clerk.

2. PLEDGE OF ALLEGIANCE

Mayor Gerwig led the Pledge of Allegiance.

3. [16-0391](#)

PRESENTATION OF THE EMPLOYEE OF THE MONTH FOR SEPTEMBER, 2016 – SUSAN TURTURICI

Mr. Schofield introduced the item.

Ms. Gibbons announced Susan Turturici was the Employee of the Month for September 2016. Ms. Arocho provided an overview of Ms. Turturici's history and service with the Village.

Mr. Delany introduced Tommy Cheatham and indicated the Tennis Center would be under the direction of the Village of Wellington Parks and Recreation Department effective October 1, 2016 and announced he was selected as the new Tennis Center Manager.

Mr. Barnes introduced Tom Lundeen the new Village Engineer. He stated that Mr. Lundeen came from the Port of Palm Beach District and brings many years of experience in the public and private sector.

4. REVIEW OF COUNCIL AGENDA

Mr. Schofield presented the Agenda for the September 13, 2016 Council Meeting for discussion and review. He indicated two of the Public Hearing items, 7B and 7C, needed to be rearranged.

A. [16-0470](#)

PRESENTATION OF FLORIDA DEPARTMENT OF TRANSPORTATION SR80/SOUTHERN BOULEVARD AND FOREST HILL BOULEVARD INTERSECTION IMPROVEMENT PROJECT AND RESOLUTION NO. R2016-66 (STATE ROAD 80/SOUTHERN BOULEVARD AND FOREST HILL BOULEVARD INTERSECTION IMPROVEMENT PROJECT)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL SUPPORTING THE FLORIDA DEPARTMENT OF TRANSPORTATION INTERSECTION IMPROVEMENT PROJECT AT STATE ROAD 80/SOUTHERN BOULEVARD AND FOREST HILL

**BOULEVARD AND DONATION OF A RIGHT-OF-WAY; AND
PROVIDING AN EFFECTIVE DATE.**

Mr. Schofield introduced the item.

At this point, a newer version of the Southern Boulevard (S.R. 80)/Forest Hill Boulevard FDOT Intersection Improvements Project Presentation to the Village of Wellington, dated September 27, 2016 was provided to Council and staff.

Mr. Barnes mentioned FDOT staff would be attending at the Council Meeting to present and answer any questions regarding the project. He indicated, in the past, the Village expressed interest in beautifying the bridge area and FDOT would need to request local participation to cover the added cost if the project was approved. He said the project would start in 2019, but he was unsure of the completion date and he would inquire with FDOT.

Mayor Gerwig explained, in the past, the Village wanted texture added to the wall, but she thought FDOT rejected that request because the texture would change the performance of the wall. Mr. Schofield said the Village wanted to have the bridge area cleaned up even though the area was not located within the Village's boundaries. Mayor Gerwig believed Councilman Willhite requested the change, since the area was an entry point to the Village. She noted Rafael Clemente from West Palm Beach does the ledge stone art wrap.

Mr. Barnes stated anything done in the area would need to meet FDOT specifications. Mayor Gerwig explained the art wrap was of a plastic type material and staff would not have to worry about graffiti getting into the concrete. She further stated the metal boxes located in downtown West Palm Beach were being wrapped with the material and different scenes were available.

Councilman Drahos expressed concern about the amount of time the area would be under construction. Mr. Barnes indicated the representatives would provide more details at the Council Meeting.

There were no changes recommended.

B. [16-0477](#)

**MINUTES OF THE REGULAR WELLINGTON VILLAGE COUNCIL
MEETING OF AUGUST 23, 2016**

Mr. Schofield introduced the item.

There were no changes recommended.

C. [15-1022](#)

**AUTHORIZATION TO UTILIZE A CITY OF PLANTATION
CONTRACT, AS A BASIS FOR PRICING, WITH ALLIED
UNIVERSAL CORPORATION, FOR THE PURCHASE AND
DELIVERY OF SODIUM HYPOCHLORITE**

Mr. Schofield introduced the item.

Mr. De La Vega indicated the price reduction obtained from the prior year's contract was in the amount of \$70,000.

There were no changes recommended.

- D.** [15-1025](#) AUTHORIZATION TO AWARD CONTRACTS FOR ANNUAL LAB ANALYSES
- Mr. Schofield introduced the item.
- Mr. De La Vega indicated the amount of \$40,000 was the total amount for all of the vendors. He stated Pace Analytical Services, Inc. was the current vendor and the Village was very satisfied with their work.
- There were no changes recommended.
- E.** [15-1030](#) AUTHORIZATION OF DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY
- Mr. Schofield introduced the item.
- Mr. Schofield indicated the four items listed under Exhibit B: 1) 50th Street Overlay; 2) Roadway Overlay; 3) Southshore Overlay; 4) Pedestrian Path, should not have been classified as Capital assets.
- Mr. De La Vega stated the surplus items would be sold through GovDeals.com. He said during the past four years, the Village has sold in excess of \$400,000 on this site, as people from people all over the world have access to it..
- Mr. Schofield noted some of the items were donated to the schools.
- There were no changes recommended.
- F.** [16-0350](#) AUTHORIZATION TO 1) AWARD A CONTRACT TO PROVIDE COURT MAINTENANCE AT THE TENNIS FACILITY; 2) ENTER INTO INDEPENDENT CONTRACTOR AGREEMENTS WITH TENNIS PROFESSIONALS TO PROVIDE PRIVATE LESSONS, CONDUCT CLINICS, TENNIS SUMMER CAMPS, ETC.; 3) UTILIZE VENDORS FOR THE PURCHASE OF TENNIS PRO SHOP INVENTORY; AND (4) PURCHASE PRO-SHOP INVENTORY FROM CHEATHAM, INC.
- Mr. Schofield introduced the item.
- Councilman Napoleone suggested moving this item from the Consent Agenda to the Regular Agenda, so the information regarding the Tennis Center could be relayed to the public.
- Mr. Barnes indicated the annual cost of \$92,327.64 to provide tennis court maintenance was lower than hiring employees and paying for the additional equipment, materials and supplies required to do the work in-house. He indicated the independent contractor agreements are to provide private lessons as well as conduct clinics and tennis camps, of which the Village expects to exceed \$25,000 in total revenue. He stated with these contracts, the Village would collect all fees and pay the provider 75% and retain 25%, which is currently being done with Mr. Cheatham and the other sports providers in the Parks and Recreation department. Mr. Barnes noted that Village staff selects the providers.
- Mr. De La Vega indicated the contract included maintaining the seven current

independent contractors who work with Mr. Cheatham to provide a seamless transition.

Mr. Barnes explained with any new independent contractors who provide lessons, the Village would pay the provider 70% and retain 30%. He said all of the contractors receive their payments through the Village.

Mr. Schofield noted the profits obtained by the tennis pro shop inventory would remain with the Village and not Mr. Cheatham.

Councilman Drahos asked if staff would be consulting with Mr. Cheatham as to which products were popular and in public demand. Mr. Barnes stated with Mr. Cheatham being the Tennis Center Manager, he would have direct oversight of the purchases along with a Village employee.

Mr. Schofield suggested moving this item to Regular Agenda as item 8A and including the authorization to purchase the Pro Shop's existing inventory at the maximum amount of \$31,000. Council agreed.

Mayor Gerwig stated she wanted the funds for the Tennis Shop tracked separately. Ms. Quickel indicated the Tennis Shop was part of the general funds, but the expenditures could be tracked. Mr. Schofield explained there were separate GL account codes for every department that could be broken down further in order for staff to know what was being sold and the sale dates.

Vice Mayor McGovern thought obtaining the information being tracked for the Tennis Shop and Center would be beneficial to staff and Council for assessment purposes. Mr. Schofield indicated the transition was going very well, as staff has not received any complaints. He said the financial aspects would be assessed in one year.

G. [16-0402](#)

AUTHORIZATION TO CONTINUE UTILIZING AN EXISTING SOUTHEAST FLORIDA COOPERATIVE GROUP CONTRACT WITH LHOIST NORTH AMERICA FOR THE PURCHASE AND DELIVERY OF BULK QUICKLIME

Mr. Schofield introduced the item.

There were no changes recommended.

H. [16-0451](#)

AUTHORIZATION TO AWARD A CONTRACT FOR THE FUEL TANK REPLACEMENT PROJECT

Mr. Schofield introduced the item.

There were no changes recommended.

I. [16-0457](#)

1) AUTHORIZATION TO AWARD A CONTRACT FOR ELECTRICAL AND LIGHTING IMPROVEMENTS AT THE STRIBLING WAY AND FAIRLANE FARMS ROAD INTERSECTION; AND 2) APPROVAL OF RESOLUTION NO. R2016-69 AND ASSOCIATED BUDGET AMENDMENT #2016-065 TO SECURE THE FUNDS REQUIRED TO COMPLETE THE PROJECT

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL AMENDING THE ROAD IMPACT FEE FUND CAPITAL PROJECT BUDGETS FOR FISCAL YEAR 2015-2016 BY TRANSFERRING MONIES FROM THE 120TH AVENUE IMPROVEMENTS PROJECT TO THE FAIRLANE FARMS/STIBLING WAY INTERSECTION IMPROVEMENT PROJECT; AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced the item.

Councilman Drahos said he was fine with the lighting but felt the landscaping was a bit underwelming and boring. Mr. Barnes explained the landscaping was not being approved as of yet and staff would be coming back in the near future for Council's suggestions. He stated the landscaping would have to be approved by FPL, because of the transmission of height limits.

Mayor Gerwig stated she wanted something in the center similar to the other round-a-bouts. Mr. Schofield emphasized staff would return to Council for approval regarding the lighting, landscaping, and other fixtures in November. He explained many things could be added that were safe but, at this point, it was imperative to install the lights because the intersection was very dark.

Mayor Gerwig did not want staff going through another trial and error process similar to what happened along Forest Hill Boulevard. Mr. Schofield stated staff has learned from the past, as certain plants cannot be used. Mr. Barnes indicated that the minima or mimosa plants would not be installed, but staff has had great success with the green island ficus.

Councilman Napoleone thought boring was okay, since the drivers should be focused on the road and not on the foliage.

Mr. Barnes reported the hot right lane turn lanes were working very well at the round-a-bout and staff was observing them to see if they should remain or be taken out.

There were no changes suggested.

J. [16-0425](#)

RESOLUTION NO. R2016-65 (VERSAILLES AT WELLINGTON TRAFFIC CONTROL AGREEMENT)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL APPROVING AN AGREEMENT FOR TRAFFIC CONTROL JURISDICTION BETWEEN THE VILLAGE OF WELLINGTON AND VERSAILLES AT WELLINGTON HOMEOWNERS ASSOCIATION, INC.; AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced the item.

Vice Mayor McGovern asked for a list of the communities with traffic control agreements. Mr. Barnes stated Ms. Aldrich would provide the list to Council.

There were no changes recommended.

K. [16-0374](#) ORDINANCE NO. 2016-12 (BED AND BREAKFAST ZONING TEXT AMENDMENT)

AN ORDINANCE OF WELLINGTON, FLORIDA'S COUNCIL 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 CAUSE; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.

Mr. Schofield introduced the item.

Mr. Basehart stated this was the second and final reading of the ordinance. He indicated Council requested a change to the ordinance during the first reading. He said revisions included pages 229 through 238 and the required affidavits the applicants would need to sign.

Ms. Cohen explained the affidavits would be needed for individuals, owner occupied and corporate owners. She stated, after some research, she found that other municipalities do not define the "owner occupied" classification nor was it located in the Village code. She noted the regulations in the ordinance were to be upheld Village wide, as they were not just for the applicant.

Vice Mayor McGovern suggested a revision to the Owner Occupied Affidavit (Corporate) page 237 - addition of a blank line to statement 6 after "The following individual."

Councilman Napoleone suggested having the owner's name added to statement 2 and adding the word "owner" to statements 4, 5, 6, and 10 in order to reduce the amount of blank areas on the affidavits. He noted on the Owner Occupied Affidavit (Individual) page 235 statement 7, the addition of the words "order and approval" needed to be added after development. On statement 2, he suggested removing the word "the" and adding "an".

Council agreed with the revisions suggested by Vice Mayor McGovern and Councilman Napoleone. Ms. Cohen said she would make the revisions and provide Council with the updated affidavits for their final review and approval at the Council Meeting.

L. [16-0442](#) SECOND PUBLIC HEARING TO ADOPT THE FY 2016/2017 MILLAGE RATE AND ANNUAL BUDGET FOR WELLINGTON

I. RESOLUTION NO. R2016-67 (MILLAGE RATE)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL ADOPTING THE TAX LEVY AND MILLAGE RATE FOR WELLINGTON FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; AND PROVIDING AN EFFECTIVE DATE.

II. RESOLUTION NO. R2016-68 (WELLINGTON BUDGET)

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL ADOPTING A BUDGET FOR THE VILLAGE OF WELLINGTON FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Schofield introduced the item.

Ms. Quickel stated a presentation would be provided at the Council Meeting. She recapped the proposed budget: General Fund Unrestricted reserves at or exceeding 25-29% range per Council policy; Rate Stabilization reserves of \$824,000 after allocation of \$1.56 million for FY2017 expenses; Emergency Reserves remain \$3.0 million; Insurance Reserves \$1.15 million; Establish Facilities and Infrastructure Reserve in the initial amount of \$1,000,000; Use of Building Reserves \$628,000; Use of \$1.22 million in Reserves for Capital Program; Roll forward of approximately \$26.82 million in unspent budget balances for ongoing projects and programs including: Mayor Maintenance; Hardware and Software purchases to be completed in FY2017 for the ERP program; CDBG and Neighborhood Enhancement Grants; Tennis Program; Capital Projects in Progress including the reallocation of \$1.88 million for budget utility projects.

Ms. Quickel indicated the budget included funding of: Capital Improvement Plan \$12,116,000, up \$500,000 from the prior year; 314 full time permanent positions, up 12 from FY2016; 90,180 part-time hours; 4% total wage increase for employees; and 5% higher health insurance.

Mr. Schofield stated staff would highlight and provide insight regarding the turn lanes at the Council Meeting, as the residents have been requesting that information.

There were no changes recommended.

M. [16-0376](#)**ORDINANCE NO. 2016-21 (FISCAL YEAR 2016/2017 CAPITAL IMPROVEMENT ELEMENT UPDATE)**

AN ORDINANCE OF WELLINGTON, FLORIDA'S COUNCIL, UPDATING THE WELLINGTON COMPREHENSIVE PLAN BY INCORPORATING THE ANNUAL REVIEW AND REVISIONS TO THE CAPITAL IMPROVEMENTS ELEMENT TO REFLECT THE 2016/2017 THROUGH 2021/2022 FIVE YEAR CAPITAL IMPROVEMENT PLAN FOR LEVEL OF SERVICE PROJECTS; AND UPDATING THE SCHOOL DISTRICT OF PALM BEACH COUNTY CAPITAL IMPROVEMENT SCHEDULE; PROVIDING FOR CONFLICT AND SEVERABILITY; AUTHORIZING THE MANAGER TO UPDATE THE COMPREHENSIVE PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Schofield introduced the item.

There were no changes recommended.

5. WORKSHOP

6. ATTORNEY'S COMMENTS

Ms. Cohen reported the Village received settlement funds on the Polo West matter and staff was in the process of preparing the land releases and finalizing the work.

7. MANAGER COMMENTS

Mr. Schofield indicated Invest-99L was currently in the Atlantic Ocean and the National Weather Service was reporting the storm could develop within the next five days.

Mr. Schofield referred to a newspaper article regarding beetles killing pine trees in Wellington. He explained the problem has been present over the past twenty years. He said after speaking to staff, they were thinking about establishing a pine tree replacement and educational program.

Mr. Schofield mentioned he would be out of the office on Wednesday and Thursday.

8. COUNCIL COMMENTS

Mayor Gerwig asked for a report from the Literacy Coalition luncheon that she was unable to attend. Vice Mayor McGovern mentioned they would provide the information and a presentation at the Council Meeting.

Councilman Napoleone felt the author of this year's selected book was one of the best he has heard at a luncheon in a long time.

Mr. Schofield indicated the Village would do everything necessary to be successful with the Read for the Record event on October 27th.

Mayor Gerwig stated she drove through Saddle Trail and felt it was tough to build a road in that particular area. Mr. Schofield indicated the asphalt was down and Rio-Bak Construction had stepped up, so he believes the project would be completed on time. He explained a couple of places have some old oak and non native trees. He said staff has spoken to the property owners, because some of those trees will need to be removed. He encouraged Council to survey the area, especially along Equestrian Way where the paving was down, to get an idea of how the completed project will look.

Mayor Gerwig asked what base was used for the bridle trail. Mr. Barnes stated the base was made of shell rock, which holds very well. He said the consensus from the neighbors during the public meetings was to use the shell rock.

9. ADJOURN