



WILDWOOD

**MEETING OF THE
ADMINISTRATION/PUBLIC WORKS COMMITTEE**

Tuesday, October 11, 2022 at 6:30 p.m.
Record of Proceedings – **DRAFT**
Council Chambers at City Hall and Zoom

I. Roll Call

Chair Garritano called the meeting to order at 6:31 pm. An attendance roll call resulted as follows.

Council Members in Attendance

Chair Garritano
Council Member Clark
Council Member Edens
Council Member Farmer
Council Member Jakcsy

Council Members Absent

Council Member Bertolino
Council Member Hopper
Council Member Nyhan

City Staff Members in Attendance

City Administrator Steve Cross
Director of Public Works Rick Brown
Meeting Recorder Carla Patrick

II. Approval of Minutes

The minutes of the September 6, 2022 meeting were submitted for approval. Council Member Farmer motioned for approval of the minutes, and Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

III. Public Participation - none

IV. Administration

A. For Information - none

B. For Action

1. Audit Firm Recommendation (Wards – All)

Pursuant to the City Charter, the City solicited proposals for financial statement audit services. Therein, the request criteria and recommendation was provided for the Committee's approval.

Council Member Farmer motioned to recommend contracting with RubinBrown to audit the City's financial statements for the fiscal year end December 31, 2022, with the option for up to three additional years of such pursuant to the fee schedule outlined in Attachment B of their proposal. Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

2. 2023 Administration Budget (Wards – All)

The Committee was presented with the 2023 Preliminary Budget for the Administration Department for their review and approval.

Discussion included need for future discussions on revenue sources.

Council Member Farmer motioned to recommend approval of the 2023 Administration Budget as presented. Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

The Committee was presented the 2023 ARPA Budget for their review and approval.

Council Member Jakcsy motioned to recommend approval of the 2023 ARPA Budget. Council Member Edens seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

3. 2023 Clerk/Council Budget (Wards – All)

The Committee was presented with the 2023 Preliminary Budget for the Clerk/Council Department for their review and approval.

Discussion included organizational memberships and digitalization of records.

Council Member Farmer motioned to recommend approval of the 2023 Clerk/Council Budget as presented. Council Member Edens seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

4. 2023 Courts Budget (Wards – All)

The Committee was presented with the 2023 Preliminary Budget for the Courts Department for their review and approval.

Council Member Farmer motioned to recommend approval of the 2023 Courts Budget as presented. Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

V. Public Works

A. For Information

1. Structure 3-107 Update

Public Works Director Brown updated the Committee on the box culvert structure on Wild Horse Creek Road near Centaur Road to include upcoming underground scan by Geotechnology, notice of temporary road closing for such, proposal for temporary slope repair (\$105,000) and easement requirements.

2. Strecker Road Crosswalk Project Update

Public Works Director Brown updated the Committee on the proposed Strecker Road crosswalk to include that the bids for flashing beacons located at two crossings are schedule to be opened on October 20th.

B. For Action

1. 2023 Public Works Budget (Wards – All)

The Committee was presented with the 2023 Preliminary Budget for the Public Works Department for their review and approval.

Discussion included inclusion of in-house arborist position.

Council Member Clark motioned to recommend approval of the 2023 Public Works Budget as presented. Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

2. 2023 Road and Bridge Fund Budget (Wards – All)

The Committee was presented with the 2023 Preliminary Budget for the Road and Bridge Fund for their review and approval.

Council Member Farmer motioned to recommend approval of the 2023 Road and Bridge Fund Budget as presented. Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

3. 2023 Capital Projects Fund Budget (Wards – All)

The Committee was presented with the 2023 Preliminary Budget for the Capital Projects Fund for their review and approval.

Council Member Farmer motioned to recommend approval of the 2023 Capital Improvements Fund Budget as presented. Council Member Edens seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed.

VI. Topics for Future Agenda's

1. Sunshine Request Policy Review (October 2022)
2. Liquor License Ordinance Review (October 2022)
3. Proposed Consultant Agreement for Citywide Culvert Inspections (October 2022)
4. Sewer Lateral Insurance Program (December 2022)
5. Social Media Policy Development (December 2022)
6. Public Acceptance of Private Streets Policy Review (December 2022)
7. Electric Vehicle Charging Stations (December 2022)

VII. Miscellaneous - none

VIII. Next Meeting: Tuesday, October 23, 2022 at 5:30 pm

IX. Adjournment

Council Member Farmer motioned for meeting adjournment, and Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed and the meeting adjourned at 7:45 pm.