

The special meeting of the Lake Wales City Commission was held July 19, 2013 at 5:00 p.m. in the City Commission Chamber at the Municipal Administration Building. The meeting was called to order by Mayor Eugene Fultz.

**COMMISSIONERS PRESENT:** Christopher Lutton; Michael Carter; Betty Wojcik; Mayor Eugene Fultz,

**COMMISSIONERS ABSENT:** Jonathan Thornhill was present by phone

**CITY REPRESENTATIVES PRESENT:** Sandra Davis, Human Resource Director; Jacquie Hawkins, Deputy City Clerk; Albert C. Galloway, Jr., City Attorney

**AGENDA ITEM 1. CALL TO ORDER**

**AGENDA ITEM 2. ROLL CALL**

**AGENDA ITEM 3. Approval of the City Manager's Contract with Kenneth Fields**

[Begin agenda memo]

#### **SYNOPSIS**

Staff is presenting the Employment Agreement between the City of Lake Wales and Kenneth Fields.

#### **RECOMMENDATION**

None

#### **BACKGROUND**

This Employment Agreement is similar to the Agreements which have been in place for other City Managers.

There are changes to this Agreement which have been requested by the City Commission and by Mr. Fields during negotiations. Those changes are as follows:

1. The City agrees to pay Employee for services rendered, pursuant to this Agreement, an annual base salary of one hundred twenty five thousand dollars (\$125,000) per year payable in installments at the same time as other employees of the City are paid. The remuneration sought is less than the published range in salary. Mr. Fields has waived health insurance, which is the value of approximately \$6,000 annually.
2. The City further agrees to pay a sum equal to eight (8) percent of the annual base salary as "deferred compensation" which will be contributed to the Employee's Deferred Compensation Retirement Plan as provided for in paragraph 8 of this Agreement.
3. The City agrees to increase said base salary and/or other benefits of the Employee in the same manner as provided for other City employees or such other greater increase which the City Commission may deem appropriate.
4. The City shall furnish to Employee, during the term of his employment, an automobile allowance of three hundred dollars (\$300.00) per month. Employee shall be responsible for all costs of his automobile, including but not limited to, insurance, repairs, fuel, and all other costs incidental to the ownership and operation of an automobile.
5. The City shall furnish to Employee, during the term of his employment, an electronic access allowance of one hundred dollars per month (\$1,200 per year).
6. The City agrees to reimburse employee for moving and relocation expenses not to exceed \$2,750.

7. The City Manager will establish and continuously maintain a domicile in the City within 60 days of the Start Date of this Agreement.
8. The City Manager shall immediately accrue 5 days of vacation leave to coincide with the start date of the City Manager's services in order for the City Manager to transition from Boca Raton to Lake Wales.

#### **FISCAL IMPACT**

The costs for the City Manager's salary and benefits are provided for in FY 12'13 budget.

#### **OTHER OPTIONS**

Do not approve the Employment Agreement.

[End agenda memo]

Human Resource Director Sandra Davis reviewed Agenda Item 3. Further explanations for Commission questions were as follows:

- The electronic access allowance is for internet access.
- Mr. Fields would not be continuing his consulting business.
- There is no additional allowance for car mileage.
- Employees receive two week's vacation by the end of their first year. Mr. Fields asked for an extra week in the beginning for him to transition from Boca Raton.
- There was an addition to the contract as follows: Section 3-3.2: "In addition to the evaluation specified on 3.1, the City Commission shall evaluate the performance of the city manager no later than 30 days after January 1, 2014." Ms. Davis said that would set the anniversary date as February 1<sup>st</sup>.

Commissioner Carter made a motion to hire Kenneth Fields as City Manager. The motion was seconded by Commissioner Wojcik.

By Roll Call Vote:

Commissioner Carter	"YES"
Commissioner Wojcik	"YES"
Commissioner Lutton	"YES"
Commissioner Thornhill	"YES"
Mayor Fultz	"YES"

The motion carried 5-0.

Mr. Fields said he was honored to have been chosen, that he would do his utmost to serve the citizens and Commission, and would try to live up to their expectations in moving the community forward.

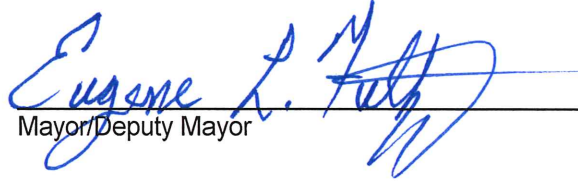
Mr. Fields was asked if he could be available before the allotted start-date of August 5<sup>th</sup> to fill the void while the Interim City Manager was on emergency leave.

Mr. Fields said he was willing to come as often as he could on a per-diem basis to fill the void and would be available by internet and phone when not here.

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After some discussion it was decided that Mr. Fields would spend Tuesday and Wednesday at City Hall and the rest of the time until his official start-date he would be available by internet and phone. Ms. Davis said she would try to get him a room Tuesday night at the Hampton Inn at city rates.

There being no further business the meeting was adjourned at 5:17 p.m.

  
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Mayor/Deputy Mayor

**ATTEST:**

  
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Clara VanBlargan, MMC, City Clerk