



*City of Naples*

CITY COUNCIL MINUTES

Special Meeting 5-13-91

City Council Chambers  
735 Eighth Street South  
Naples, Florida 33940

-SUBJECT-

PAGE

DISCUSSION OF DR. RICHARD WOODRUFF'S CONTRACT WITH THE CITY OF NAPLES

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ADJOURN

Date May 13 1991

**ITEM 1**

Present: Kim Anderson, Mayor

John N. Passidomo, Vice Mayor

William E. Barnett

R. Joseph Herms

Alan R. Korest

Paul W. Muenzer

Fred L. Sullivan  
Councilmen

**Also Present:**

Norris C. Ijams,  
Acting City Manager

Mark Wiltsie,  
Asst. City Manager

David Rynders,  
City Attorney

Mary Kay McShane,  
Human Resources Director

George Henderson,  
Sergeant-At-Arms

Marilyn McCord,  
Recording Secretary

Other interested citizens and visitors.

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**ITEM 2**

**DISCUSSION OF DR. RICHARD WOODRUFF'S  
CONTRACT WITH THE CITY OF NAPLES.**

Councilmen Muenzer said that he and Robert Murray of Ralph Anderson & Associates had met with Dr. Richard Woodruff on Friday evening, May 10, to discuss the contract between Dr. Woodruff and the City of Naples.

One of the first topics discussed, said Councilman Muenzer, was the recommended salary. The contract specifies that there must be an evaluation process, which will precede every

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salary increase. The contract also specifies that the last raise will be in January 1994. Dr. Woodruff had recommended that future increases be equivalent to that of an entry level policeman, to send a positive message that he is interested in entry level people.

Councilman Muenzer told Council that Dr. Woodruff had initially hoped for a slightly higher starting salary because he was aware of Frank Jones' salary. He pointed out that Dr. Woodruff had to earn the confidence of Council.

With regard to vacation and sick days, Councilman Muenzer said that fifteen vacation days shall be awarded for the first year of Dr. Woodruff's employment; he will then receive one additional day at the onset of his next employment year for a maximum of twenty days per year after five years of employment. He will be allowed to accumulate a maximum of thirty days. Any accumulated vacation days that exceed thirty which are not used at the end of our fiscal year he will lose. Dr. Woodruff shall be advanced a 30 day sick leave bank that is to be replaced by accrued sick leave days per normal City of Naples policy for other employees. Accumulated days shall be computed with the same formula used for other employees.

Health insurance will be provided for Dr. Woodruff and his family and life insurance will be the same as for other City employees. Any other benefits the City provides to employees including paid holidays, etc., shall also be provided to Dr. Woodruff.

Councilman Muenzer told Council that six months notice by the City would be required for termination. With regard to resignation, Dr. Woodruff would be required to provide at least forty-five calendar days' notice.

Relocation expenses will include moving all personal and household items, with the exception of cars, boats, etc. Two round-trip coach



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airline tickets or their cash equivalent, to be determined by Dr. Woodruff, will be provided.

A City telephone credit card for calls to the City or for City business and for possible employee conversations or interviews, shall be provided as soon as the contract is agreed upon.

Councilman Muenzer said that a portable pocket dictaphone recorder and tapes shall be purchased and made available to Dr. Woodruff as soon as possible, along with a matching recorder to be placed in the City Manager's office. If the City currently possesses the proper equipment, this benefit can be waived. Acting City Manager Ijams or Public Information Officer Norman can work this out with Dr. Woodruff as soon as the contract is agreed upon.

Dr. Woodruff's starting date will be no later than July 1, 1991. Mayor Anderson recommended that this agreement be put into contract form. City Attorney Rynders replied that it will be put into contract form and faxed to the labor attorney.

Councilmen Muenzer also reminded everyone that Dr. Woodruff wants any communication and materials directed to his home rather than the City of Anderson.

Mayor Anderson expressed gratitude from the entire Council to Councilman Muenzer for the time and effort he had given to the contract negotiations.

MOTION: To APPROVE the contract recommendations for the new City Manager.

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Barnett  
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Korest  
Muenzer  
Passidomo  
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ADJOURN: 12:50 p.m.

*Kim Anderson*  
KIM ANDERSON, MAYOR

*Janet Cason*  
JANET CASON  
City Clerk

*Marilyn McCord*  
Marilyn McCord  
Recording Secretary

These minutes of the Naples City Council were  
approved on June 5, 1991.