

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
February 13, 2023 9:00 AM
CITY HALL COMMISSION CHAMBER

(meeting taped)

1. Call to Order

ATTENDANCE	TITLE	STATUS
Ed Wolf	Mayor	Present
Pamala Harrisons-Bivins	Mayor Pro Tem	Present
Joe Elliott	Commissioner	Present
Marcos Flores	Commissioner	Present
Julian Green	Commissioner	Present
Jason McHugh	City Manager	Present
Cassandra Smith	Asst. City Manager/CFO	Present
Ashley Hunt	City Attorney	Present
Susan Patterson	City Clerk	Present
Randall Parmer	Police Chief	Present
Joshua Bills	City Attorney	Present
Melanie Peavy	Development Services Dir.	Present
Steve Watson	Fleet Services Director	Present
Mark Odell	Utility Director	Present
Jeremy Hockenbury	Public Works Director	Present
Lynzey McClellan	Asst. Financial Officer	Present

Mayor Wolf brought the meeting to order, followed by Commissioner Bivins invocation and the Pledge of Allegiance.

2. Consent Agenda/Informational Items

Consent Agenda Items a thru e were voted on together. No comments were offered or received.
Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

A. Expenditure Report

B. Minutes for Approval: December 12, 2022 Regular Commission Meeting

C. PLAT 2205-001 Twisted Oaks Improvement Plan

D. PLAT 2212-004 Middleton Unit 2 Final Plat

E. Budgeted Financial Items

1. Funding Approval for an HVAC Replacement Project in the Amount of \$38,610

2. Funding Approval for MLK Park Concession Stand Electrical Services in the Amount of \$30,834

3. Kimley-Horn Work Authorization Number 43 for NPDES MS4 Annual Permit in the Amount of \$19,700

3. Presentations and/or Proclamations

A. Baker House Volunteer Appreciation

Parks and Recreation Director Amanda Salazar presented the volunteers from the Baker House with awards.

B. Wildwood Police Department Officer of the Year - Officer Garth Layne

Chief Parmer presented Officer Garth Layne with the Officer of the Year Award and Sam Bass from the American Legion presented Officer Layne with a certificate and a challenge coin.

C. Proclaim February 19-25, 2023 as Engineers Week

Mayor Wolf read the Proclamation Proclaiming February 19 - 25 as Engineers Week.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

4. Public Hearings - Timed

Bass from the American Legion presented Officer Layne with a certificate and a challenge coin.

C. Proclaim February 19-25, 2023 as Engineers Week

Mayor Wolf read the Proclamation Proclaiming February 19 - 25 as Engineers Week.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

4. Public Hearings - Timed

A. FY23 Second Budget Amendment

Mayor Wolf read the title of Resolution R2023-2. The staff is recommending a budget amendment for the FY23 budget year. In this second budget amendment, all outstanding projects and capital equipment items from FY22 are being carried forward into the FY23 budget. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Flores
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. VOSO 10th Amendment Chapter 163

Mayor Wolf read the title of VOSO 10th Amendment Chapter 163. This agreement between the City of Wildwood and The Villages Land Company, LLC, covers the Villages of Southern Oaks project to increase the boundary by 7.72 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	Public Hearing
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. CP 2211-002 VOSO 10th Amendment

Mayor Wolf read the title of Ordinance O2022-105. The Villages Development Company, LLC is seeking approval from the City Commission for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Agriculture (Sumter County) to Age Restricted Development (City) for the parcels K13-010 & K13-015 on 7.72 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

D. RZ 2211-002 VOSO 10th Amendment

Mayor Wolf read the title of Ordinance O2022-106. The Villages Development Company, LLC is seeking approval from the City Commission for a Zoning Map Amendment to rezone 7.72 acres from RR5C (County) to ARD (City). No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

E. CDD 2301-001 VCDD No 15 Boundary Amendment

Mayor Wolf read the title of Ordinance O2023-7. The Board of Supervisors of the Villages No. 15 Community Development District (the "District") has petitioned the City of Wildwood to amend Ordinance 2022-88 to reflect a net decrease in the size of the District by 1,117.2 acres, such that the resulting District will total 1,378.4 acres MOL. No comments were offered or received. Vote 5-0.

RESULT:	Public Hearing
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

5. Public Forum - 4 minute time limit

None.

6. Ordinances First Reading Only (No Vote)

A. CP 2212-002 6083 County Rd Wildwood

Mayor Wolf read the title of Ordinance O2022-101. The applicant seeks approval from the City Commission for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Rural Residential (Sumter County) to Commercial (City) for parcel G15-012 on 5 acres MOL. First Reading Only. No Vote. No comments were offered or received.

RESULT: FIRST READING

B. RZ 2212-002 6083 County Rd Wildwood

Mayor Wolf read the title of Ordinance O2022-102. The applicant seeks approval from the City Commission for a Zoning Map Amendment to change the zoning RR5 (Sumter County) to C-3 (City) for the parcel G15-012 on 5 acres MOL. First Reading Only. No Vote. No comments were offered or received.

RESULT: FIRST READING

C. CP 2211-001 SWC Multi-family Huey Street

Mayor Wolf read the title of Ordinance O2022-103. Southern Waters Capital is seeking approval from the City Commission for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Medium Density Residential & Central Mixed Use (City) to High-Density Residential (City) for the parcels G05-148, G05-151, G05-157 & G05M001 on 21.59 acres MOL, resulting in a net increase of 56 allowable residential units. First Reading Only. No Vote. No comments were offered or received.

RESULT: FIRST READING

D. RZ 2211-001 SWC Multi-family Huey Street

Mayor Wolf read the title of Ordinance O2022-104. Southern Waters Capital is seeking approval from the City Commission for a Zoning Map Amendment to change the zoning district from R-3 and R-5 (City) to R-5 (City) for the parcel G05-148, G05-151, G05-157 & G05M001 on 21.59 acres MOL, resulting in a net increase in allowable residential units of 56. First Reading Only. No Vote. No comments were offered or received.

RESULT: FIRST READING

E. CP 2212-003 Pointe Grande Wildwood

Mayor Wolf read the title of Ordinance O2023-3. The applicant seeks approval from the City Commission for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Agriculture (Sumter County) to Medium Density Residential (City) for the parcel G33-105 on 20 acres MOL. First Reading Only. No Vote. No comments were offered or received.

RESULT: FIRST READING

F. RZ 2212-003 Pointe Grande Wildwood

Mayor Wolf read the title of Ordinance O2023-4. The applicant seeks approval from the City Commission for a Zoning Map Amendment to change the zoning A10C (Sumter County) to R-3 (City) for the parcel G33-105 on 20 acres MOL. First Reading Only. No Vote. No

comments were offered or received.

RESULT: FIRST READING

G. AN 2212-002 All County Collison

Mayor Wolf read the title of Ordinance O2023-5. The applicant, Will Poole, on behalf of the owners, Cecil L. Teboe, Robert S. Teboe, Louis M. Teboe, Jerry T. Teboe, and Henry J. Thrower, has submitted a voluntary annexation application for parcel D08A001. The property to be annexed totals 1.97 acres MOL and is located east along N US 301, approximately 0.26 miles north of E C 466, and approximately 0.02 miles west of CR 105 in section 8, township 18 south, range 23 east. First Reading Only. No Vote. No comments were offered or received.

RESULT: FIRST READING

7. Resolutions for Approval

A. Waste Management Rate Adjustment

Mayor Wolf read the title of Resolution R2023-4. Waste Management has submitted a new rate schedule that provides for a \$.55 decrease in the fuel surcharge, with the new surcharge being \$.22. The rates for service remain the same; this is only a decrease in the fuel surcharge, which does result in an overall savings of \$.55 per month for residents who have one garbage cart. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Flores
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. Surplus Vehicles February 2023

Mayor Wolf read the title of Resolution R2023-5. This resolution declares certain vehicles and equipment as surplus for February 2023 and determines the means for disposal, which will be an auction through Public Surplus. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. Purchasing Policy Update

Mayor Wolf read the title of Resolution R2023-6. The finance staff has identified areas of the

policy that have to be changed to provide more clarity to city staff as a whole. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

8. Financial & Contracts & Agreements

A. Agreement for the Future Installation of Pedestrian Sidewalk - CR 214

Development Services Director Melanie Peavy presented a request for approval of an Agreement for a Future Installation of a Pedestrian Sidewalk on CR 214. Peavy stated that at this time there was no need for the sidewalk, but when future projects were completed, there would. Commissioner Elliott thanked the Development Services Department for paying attention to the need at this time. No other comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. Change Order with Earthscapes Unlimited, Inc. in the Amount of \$100,272.59 Regarding the Blount/Parkview Shared Stormwater Pond Construction

Mayor Wolf read the request for a Change Order with Earthscapes Unlimited, Inc. regarding the Blount/Parkview Shared Stormwater Pond Construction. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

C. Impact Fee Reimbursement to Chance Wildwood Owner, LLC

Assistant City Manager/CFO Cassandra Smith presented an Impact Fee Reimbursement request to Chance Wildwood Owner, LLC. Smith stated that the Developer's Agreement required the developer to install offsite utility improvements. At that time, they received impact fee credits, with an understanding that any cost above the impact fee credit would be reimbursed. Smith stated construction cost exceeded SDC credits, therefore a reimbursement was due to the developer. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

D. City Hall HVAC Renovation Pay App #6 in the Amount of \$34,585.40

Public Works Director Jeremy Hockenbury presented a request for City Hall HVAC Renovation Pay App # 6. Hockenbury stated that this was the last pay application for the project. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Commissioner Elliott
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

E. Request for Blanket Purchase Agreement with RCM Utilities in the Amount of \$165,000.00

Utility Director Mark Odell presented a request for a Blanket Purchase Agreement with RCM Utilities. Odell stated that there were 120 manhole maintenance projects on the agenda for this year. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

F. CR 209 Water Main Extension Phase No. 1 Pay App No. 6 in the Amount of \$207,096.89

Utility Director Mark Odell presented CR 209 Water Main Extension Phase No. 1 Pay App #6. Odell stated that this project is about 95% complete. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

G. Lift Station No. 8 Relocation Project Pay App No. 6 for Marion Rock in the Amount of \$58,016.47

Utility Director Mark Odell presented a request for Lift Station No. 8 Relocation Project Pay App # 6 to Marion Rock. Odell stated that this project was close to being completed. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

H. RFQ #2023-03 Construction Manager at Risk Services for Wildwood WRF Expansion and BNR Improvements

Mayor Wolf read the request for RFQ # 2023-03 Construction Manager at Risk Services for Wildwood WRF Expansion and BNR Improvements. Staff is asking for Commission approval of the selection committee's choice of PC Construction and to authorize the city manager to enter into negotiations. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

I. OLC Agreement for Design Services for the Recreation and Community Outreach Center in the Amount of \$28,400.00

Parks and Recreation Director Amanda Salazar presented a request for approval of the OLC Agreement for Design Services for the Recreation Community Outreach Center. Salazar stated that this was for Phase I of the project. No comments were offered or received. Vote 5-0.

RESULT:	Adopted
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

9. General Items for Consideration/Discussion and Other Business

None.

10. Appointments

None.

11. City Manager Reports

A. Construction Projects Update

City Manager Jason McHugh stated that the Update on Construction Projects was all he had to present.

12. Other Department Reports

A. Finance End-of-Year Report

Assistant Chief Financial Officer Lynzey McClellan presented the Financial Year-End Report. McClellan stated that last year was the last year that revenue figure estimates were budgeted conservatively. McClellan stated that expenditures were under budget. City Manager McHugh stated that there may not be a need to finance the upcoming parking garage project. Utility revenues did exceed projections along with expenditures being under budget also. McClellan stated that, for the fifth year in a row, the finance department had received the Distinguished Budget Award.

13. Commission Members Reports

Commissioner Green stated that the current session of legislation had been working on workforce and affordable housing. Commissioner Elliott thanked City Attorney Joshua Bills for his presentation on Commission Meeting Conduct and Procedures.

14. City Attorney Reports

None.

15. Adjournment

The meeting adjourned at 9:50 a.m. No comments were offered or received. Vote 5-0.

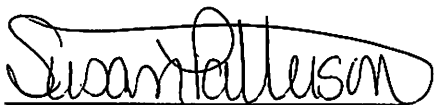
RESULT:	Adjourned
MOVER:	Commissioner Green
SECONDER:	Mayor Pro Tem/Commissioner Harrison-Bivins
AYES:	Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Elliott, Commissioner Flores, Commissioner Green

Upcoming Events

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA**

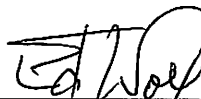
SEAL

ATTEST:



Susan Patterson, City Clerk

BY:



Ed Wolf, Mayor