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

(meeting taped)

1. **Call to Order**

ATTENDANCE	TITLE	STATUS
Ed Wolf	Mayor	Present
Pamala Harrison-Bivins	Mayor Pro Tem	Present
Joe Elliott	Commissioner	Present
Marcos Flores	Commissioner	Present
Julian Green	Commissioner	Present arrived at 9:01 a.m.
Joshua Bills	City Attorney	Present
Randall Parmer	Police Chief	Present
Jason McHugh	City Manager	Present
Cassandra Smith	Asst. City Manager/CFO	Present
Melanie Peavy	Development Services Dir.	Present
Susan Patterson	City Clerk	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Utility Supervisor	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 through f were approved as one vote together. 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

A. Expenditure Report

B. Minutes for Approval: February 13, 2023 Regular Commission Meeting

C. SP 2104-001 Dr. Heydari Medical Office

D. SP 2203-011 Sunstop #351 - Wildwood

E. SP 2204-006 Self Storage Wildwood

F. Budgeted Financial Items

1. Generator Purchase for Lift Stations 3, 4, 10, 25, and 26 for the Amount of $345,086.00

3. Presentations and/or Proclamations

None.

4. Public Hearings - Timed

Mayor Wolf swore in Development Services Director Melanie Peavy.

A. AN 2212-001 Stick and Stone Project

Mayor Wolf read the title of Ordinance O2023-6. The applicant and owner, Danon Slinkard, has submitted a voluntary annexation application for parcel D30-026. The property to be annexed totals 0.33 acres MOL and is located west along N US 301, approximately 0.62 miles south of CR 222, and approximately 0.36 miles north of C 462E in section 30, township 18 south, range 23 east. 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

5. Public Forum - 4 minute time limit

Kenneth Reyes from Citrus Grove, The Villages. Reyes stated that they had recently received tickets for parking on the street. Reyes stated that tickets were received when parking during the day when people come to visit or for gatherings at neighbors' houses. Mayor Wolf and City Manager McHugh stated that the parking ordinance was city wide. Reyes stated that there is not enough parking in their area, and people are expected to park at the recreation centers and walk to people's houses to visit. Reyes stated that these were not cars parked overnight. Reyes stated that there are no signs that state No Parking. City Manager McHugh stated that this was an item to handle after the meeting and that he would be happy to speak with Mr. Reyes after the commission meeting. Lee Watts, a resident of the Villages, stated that visitors in the past had been parking their cars at the recreation centers, and the police were called on those people and told that they were not able to park there unless they were doing recreation and they had to move their cars. Watts stated that now people can't park on the street, and they can't park at the recreation centers. Mayor Wolf stated that the City Manager would speak with them after the meeting.

6. Ordinances First Reading Only (No Vote)

A. RZ 2302-001 RMC Wildwood Ready Mix Plant

Mayor Wolf read the title of Ordinance O2023-8. The applicant seeks a favorable recommendation from the City Commission for a Zoning Map Amendment to change the zoning from M-1 (City) to M-2 (City) for parcel D32-172 on 7.4 acres MOL. First Reading. No Vote.

RESULT:	FIRST READING

B. AN 2301-001 Oxford Oaks Professional Plaza

Mayor Wolf read the title of Ordinance O2023-10. The applicant, Rodolfo De Anda, on behalf of owners Oxford Oaks Plaza, LLC and Oxford Oaks Investments, LLC, has submitted a voluntary annexation application for parcels D17-036 and D17-069. The property to be annexed totals 3.68 acres, MOL, and is located approximately 0.27 miles east of N US 301, approximately 0.06 miles south of E C 466, and south along CR 106, in section 17, township 18 south, range 23 east. First Reading. No Vote.

RESULT:	FIRST READING

C. Wildwood Utility Dependent District Franchise Agreement Amendment

Mayor Wolf read the title of Ordinance O2023-14. The City adopted Ordinance O2021-45, which provided a non-exclusive potable water and wastewater, and sewer utility franchise to the Wildwood Utility Dependent District ("WUDD"). WUDD currently provides utility services to properties within The Villages of Southern Oaks and seeks an amendment to the franchise agreement to include non-potable irrigation water. First Reading. No Vote.

RESULT:	FIRST READING

D. Third Amended and Restated Villages ARD Franchisees Ordinance

Mayor Wolf read the title of Ordinance O2023-15. The attached ordinance modifies the existing non-exclusive franchise agreement the City has with the various private utility companies affiliated with The Villages of Southern Oaks. The proposed modifications list Blue Goose Utility Company, LLC, Blue Goose Water Conservation Authority, LLC, Okeehumkee Utility Company, LLC, and Okeehumkee Water Conservation Authority, LLC as new Franchisees subject to the agreement. The proposed changes also include provisions concerning rate adjustments and other non-substantive changes. First Reading. No Vote.

RESULT:	FIRST READING

E. Development Moratorium

Mayor Wolf read the title of Ordinance O2023-16. At a special called meeting of the Commission on March 6th, Development Services Director Melanie Peavy conducted a presentation concerning the growth pattern within Wildwood and its impact on city services.

Following the presentation, the Commission deliberated about how to address the continuing demand for development within the City and the ability of the City to provide sufficient services to the community. The determination made via majority vote of the Commission was to impose a temporary moratorium on future land use map amendments and rezoning applications that would increase a parcel's residential density entitlements until the staff is able to obtain additional information that supports the City's ability to adequately provide the needed services. This ordinance, drafted by the City Attorney's office, sets out the terms for the temporary moratorium. Staff will work diligently during the moratorium to solicit firms who can provide the additional analysis needed to ensure the City can meet the level of service required by future development. First Reading. On March 20, 2023, at 9:00 a.m. there will be a special meeting held at which time this ordinance will be up for its second and final reading.

RESULT:	**FIRST READING**

7. Resolutions for Approval

A. Florida Boating Improvement Program Grant Approval

Mayor Wolf read the title of Resolution R2023-7. The City Commission has approved a Lake Deaton Park Renovation Project in the FY 23 budget that will rehabilitate the existing pier, boat access dock, and associated ADA improvements. The City has retained CPH, through our professional services agreement, to design and complete construction documents for the project. The construction and bid documents are anticipated to be completed in the next two months. A grant opportunity has been identified that aligns with the project scope and the requested resolution is a necessary requirement that must be submitted as part of the Florida Boating Improvement Program (FBIP) grant application. 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

8. Financial & Contracts & Agreements

A. Kimley-Horn Work Authorization No. 44 - Barwick/St. Clair Storm Drainage Pond for a Not-to-Exceed Amount of $72,000

Assistant City Manager/CFO Cassandra Smith presented a request for Kimley-Horn Work Authorization 44 for Barwick / St. Clair Storm Drainage Pond. 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

B. Engineering Services for CR 209 Odor Control System Replacement in the Amount of $59,000.00

Utility Supervisor Jason Martin presented a request for Engineering Services for CR 209 Odor Control System Replacement. Martin stated that in 2019-2020, an odor control unit was installed at the CR 209 lift station. Since then, it has been established that the unit is undersized for the amount of H2s gases that are coming into the lift station. Martin stated that in 2022 CPH Engineering was hired to establish what size of an odor control system was needed to take and eliminate the amount of H2s gases. Martin stated that the request was for CPH to do a full range of odor testing for them to be able to bid out the properly sized unit to eliminate the problem. Mayor Wolf asked if the additional flow from the new apartments would help alleviate the problem. Martin stated that it would not help to alleviate the problem. Martin stated that the unit would be 19.6 feet high. Mayor Wolf asked if they could make the unit shorter and wider. Martin stated that they could but felt there was not enough footprint for that to happen, and the trucks would not be able to get to the wet well. Mayor Wolf asked if he thought the city would be getting complaints about the size and height of the unit. Martin stated that, yes, the city would be receiving complaints about the size. Commissioner Elliott stated that he had looked at the proposal and that it would only increase the capacity by 15%, which did not seem like the numbers were sufficient to move forward with this proposal. Commissioner Elliott asked Martin to go back and come up with a solution that would actually fix the problem. Martin stated that Commissioner Elliott was correct, and that was why the proposal included them to hire a contractor to come out and do extensive testing to then be able to design it for the right levels. Mayor Wolf asked if the language in the contract was strong enough that we don't have the same problems as last time. City Manager McHugh stated that having a conversation with the Oxford Oaks Homeowners Association and CPH would be beneficial at this point, and would like to table the request to gather more information from those involved. Vote 5-0.

RESULT:	**Tabled**
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

C. Mowing and Landscape Maintenance Contract Approval Request

Public Works Director Jeremy Hockenbury presented a request for Mowing and Landscape Maintenance Contract Approval with Aero GroundTech, LLC. Hockenbury stated that in the past, inmates had done the lawn maintenance and, at this point, feels that it would be better to contract out certain items and parts of Hwy 301. Commissioner Elliott asked if the contract was valid. Hockenbury stated that each bid received was vetted, and there is no reason to believe that they are not able to do the job. Commissioner Elliott thanked Hockenbury for putting this together, and Jeremy stated that Thomas Rigwood did a lot of the work and wanted to make sure he received credit, also. Commissioner Green stated that he had hoped to see a local business bid on the contract. Hockenbury stated that the bid was put together so smaller local businesses could bid on individual sections if they chose to. 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

D. Highway Maintenance Memorandum of Agreement Amendment #1

Public Works Director Jeremy Hockenbury presented a request for Highway Maintenance Memorandum of Agreement Amendment #1. Hockenbury stated that he has coordinated with FDOT to approve an MOA Amendment so the city would be able to maintain the Turnpike and CSX overpass all the way up to CR 214 on Hwy 301. Hockenbury stated that FDOT would reimburse the city for maintaining that area. 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. Local Infrastructure Projects Update

City Manager Jason McHugh stated that the Local Infrastructure Projects Update is on the agenda. McHugh stated that there would be some road bids coming before the commission in the future.

B. Request to Set Special Called Meeting for March 20, 2023, at 9am

City Manager Jason McHugh requested a Special Meeting for March 20, 2023, at 9:00 a.m. to cover the G3 Contract for approval, the Moratorium on Development and two other items.

12. Other Department Reports

A. HR Department Update

Human Resource Director Melissa Tuck gave a presentation to discuss what the department has been working on. Tuck stated that one of the Strategic Plan goals is retention and recruiting. Tuck stated that 16% of the new hires had previously worked for the city. Tuck stated that new initiatives in recruiting were different tools for online applications and tracking software. Tuck showed pictures of those new to the city and those that are retiring or have already retired within the year. She also included photos of city employee gatherings and get-togethers. Tuck gave statistics on promotions and raises.

13. Commission Members Reports

14. City Attorney Reports

None.

15. Adjournment

The meeting adjourned at 10:05 a.m. No comments were offered or received. Vote 5-0.

RESULT:	**Adjourned**
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
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
Susan Patterson, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor