CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
June 12, 2023 9:00 AM
CITY HALL COMMISSION CHAMBER

(meeting taped)

1. **Call to Order**

ATTENDANCE	TITLE	STATUS
Pamala Harrison Bivins	Mayor Pro Tem	Present
Joe Elliott	Commissioner	Present
Marcos Flores	Commissioner	Present
Julian Green	Commissioner	Present
Jason McHugh	City Manager	Present
Ashley Hunt	City Attorney	Present
Randall Parmer	Police Chief	Present
Susan Patterson	City Clerk	Present
Jessica Barnes	Executive Admin	Present
Melanie Peavy	Development Services Dir.	Present
Joshua Bills	City Attorney	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Asst Director of Utilities	Present
Lynzey McClellan	Asst. Chief Financial Officer	Present

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

2. **Consent Agenda/Informational Items**

The Consent Agenda items a thru e were voted on together. No comments were offered or received. Vote 4-0.

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

A. Minutes for Approval: May 22, 2023 Regular Commission Meeting

B. Expenditure Report

C. Continuing Urban Planning Services Contract - Ayres Associates

D. Continuing Urban Planning Services Contract - GAI Consultants

E. Continuing Urban Planning Services Contract - Inspire Placemaking Collective

3. Presentations and/or Proclamations

A. Proclaim June 12, 2023 as Omari "Mari" Jackson Day

Mayor Pro Tem Bivins read the Proclamation Proclaiming June 12, 2023, as Omari "Mari" Jackson Day. No comments were offered or received. Vote 4-0.

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

4. Public Hearings - Timed - Legislative

None.

5. Public Hearings - Timed - Quasi-Judicial

None.

6. Public Forum - 4 minute time limit

Keith Stephens spoke about the traffic issues at the Meggison, MMP crossing below Sawgrass Grove. Stephens stated that about 85 vehicles a day go through this area. Stephens stated that there are speed limit signs and thanked the Wildwood Police Department for monitoring the speed through that area. Stephens stated that with the opening of Eastport, he feels that issues will only get worse and asked the City of Wildwood to look into the problem. City Manager Jason McHugh stated that he would address the issue in his City Manager's report later in the meeting.

7. Ordinances First Reading Only (No Vote)

None.

8. Resolutions for Approval

A. Surplus Computers and Other Equipment June 2023

Mayor Pro Tem Bivins read the title of Resolution R2023-11. This Resolution declares certain computers, cell phones, and peripheral equipment as surplus and provides for methods of disposal of said equipment (including some smaller, non-electronic items transferred to the city from the Police Department for auction or disposal). No comments were offered or received. Vote 4-0.

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

9. Financial & Contracts & Agreements

A. Kimley-Horn Amendment #2 to Work Authorization #34 for Jackson St Improvements in the Amount of $27,021

Public Works Director Jeremy Hockenbury presented a request for Kimley-Horn Amendment #2 to Work Authorization #34, Jackson Street Improvements. Commissioner Bivins asked if there were any other improvements going to be made to West Clark. Hockenbury stated, not at this time, but there would be in the future and that this would cover the whole length of Jackson Street. No other comments were offered or received. Vote 4-0.

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

B. Authorization to Enter into a Service Agreement with Lawn Enforcement Agency, Inc.

Public Works Director Jeremy Hockenbury presented a request for authorization to enter into a service agreement with Lawn Enforcement Agency, Inc. Hockenbury stated that Areo GroundTech, LLC had been chosen when the bid came out in April. Hockenbury stated that since that time, the company had been monitored and evaluated on their work every 30 and 60 days. Hockenbury stated that it was determined the company could not do what was expected of them. Hockenbury stated that Aero GroundTech asked to be released from their contract as they knew they were not able to do the job properly. Hockenbury stated that the second choice of the bid was Lawn Enforcement Agency, Inc., and at this time, he would like to enter into an agreement for their lawn maintenance services. Hockenbury stated that their company, on May 1st, had an increase of 15%, and going over the contract again and looking at the third company on the bid tabulation, Lawn Enforcement Agency, Inc, was still lower. Commissioner Green commented that the company admitted to not being able to fulfill the contract. Hockenbury stated that the bid was handled with diligence to make the right choice for the job, and all bids were gone over carefully, along with questions asked as to whether they could fulfill what was required. Commissioner Elliott stated that he felt the bid was handled properly. No other comments were offered or received.

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

C. Approval to Increase Water Meter Blanket Purchase Order by $165,000

Assistant Chief Financial Officer Lynzey McClellan presented a request for approval to increase the water meter blanket purchase order in the amount of $165,000.00. No comments were offered or received. Vote 4-0.

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

D. CR 209 Water Main Extension Phase I Final Pay App No. 7 in the Amount of $257,984.52

Assistant Director of Utilities Jason Martin presented a request for the CR 209 Water Main Extension Phase I final pay app # 7. No comments were offered or received. Vote 4-0.

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

E. WWTP Expansion Pay Application No. 1 for PC Construction in the Amount of $200,596.00

Assistant Director of Utilities Jason Martin presented a request for the WWTP Expansion pay application # 1 for PC Construction. No comments were offered or received. Vote 4-0.

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

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

A. Designation of the City of Wildwood's Voting Delegate for the FLC 2023 Annual Business Session

Commissioner Green stated that he would like to recommend Commissioner Flores as the new voting delegate for the Florida League of Cities 2023 Annual Business Session. Commissioner Green would like to make a motion to have Commissioner Flores gain experience by becoming the voting delegate, seconded by Commissioner Elliott. Commissioner Elliott stated that he felt it was a good idea to have Commissioner Flores gain more experience and knowledge. No other comments were offered or received. Vote 4-0.

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

B. Approval to Promote Jessica Barnes to City Clerk

Approval to Promote Jessica Barnes to City Clerk. Commissioner Elliott stated that the role of the City Clerk is extremely important and wishes Jessica Barnes all the best in the world fulfilling those obligations. No other comments were offered or received. Vote 4-0.

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

12. City Manager Reports

City Manager Jason McHugh thanked Mr. Stephens for coming in and giving information about the traffic issues on Meggison Road. McHugh stated that he would continue to work with the county and the districts and the recommendations that their engineers have made to improve that area. McHugh stated that Mr. Turner was unable to attend the meeting, but McHugh had provided an email from Mr. Turner to the Commissioner and the City Clerk. Turner stated his concerns about the intersection at Ross and Fourth Street and indicated there was a need for a four-way stop. McHugh stated he would look into the issue and continue to work with Turner on the issue and keep the Commission posted on the issue also. McHugh mentioned the clean lot across the street from city hall and stated that fencing will be going up along with the name of the city and construction company on the banner along with the progress of the parking garage.

13. Other Department Reports

A. Physical Environment Department Report

Physical Environment Supervisor Ryan Smith gave a presentation on the installation of irrigation meters and also the growth of utility customers in the city, and the meter reading growth along with water consumption. Smith stated that work orders issued each month are estimated at 700 per month. Smith stated that the department had taken a more customer-oriented approach to doing turnoffs and is working with the customer to help prevent the situation from happening before it occurs. Commissioner Elliott commended the work Smith and his staff had done to put the report together. Commissioner Elliott also questioned when the next process of a rate increase would be and also, could the number of customers that have their water turned off and then come in the next day and pay their bill to be included in that report? McHugh stated that it would not be included in that report and that a workshop would be the place for that discussion. Commissioner Elliott would like to have a workshop scheduled for that discussion. Commissioner Bivins asked if the boil water notice on the door of city hall was the only way the city notified the residents of a boil water notice. McHugh stated that the city has to go by certain criteria and standards that FDEP requires the city to meet in getting the information out to residents that are affected.

14. Commission Members Reports

Commissioner Elliott stated that he had attended the ribbon cutting of the new Splash Pad and also the graduation ceremonies at Wildwood Middle High School. Commissioner Elliott also met with the new principals and talked about the growth in the city. Commissioner Elliott also attended a meeting of the Republicans Federation of Women with speaker Representative Daniel Webster.

15. City Attorney Reports

None.

16. Adjournment

The meeting was adjourned at 9:47 a.m. No comments were offered or received. Vote 4-0.

RESULT:	**Adjourned**
MOVER:	Commissioner Flores
SECONDER:	Commissioner Green
AYES:	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