

**CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
WORKSHOP
June 5, 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
Jason McHugh	City Manager	Present
Joshua Bills	City Attorney	Present
Cassandra Smith	Asst. City Manager/CFO	Present
Susan Patterson	City Clerk	Present
Melanie Peavy	Development Services Dir.	Present
Tara Tradd	Code Compliance Manager	Present
Randall Parmer	Police Chief	Present

Mayor Wolf brought the meeting to order.

2. Item(s) for Discussion

A. Code Compliance Program Presentation

Development Services Director Melanie Peavy gave an introduction to the Code Enforcement presentation. Peavy stated that currently, the city has 85 open cases and 15 in lien processing. A few other minor cases, which are not generally seen by the Commission, are being monitored by Code Compliance Manager Tara Tradd. These will most likely be solved quickly or brought before the Special Magistrate in the hopes of achieving voluntary compliance. Peavy stated that the goal of Code Enforcement is to be proactive rather than reactive and explained that Code Enforcement consists mainly of educating residents by showing them examples of what is considered a violation. Over the last few years, Tradd has developed relationship-building activities within the community, which has led to stronger relationships with the residents of Wildwood. Tradd has also obtained her Florida Association of Code Enforcement Professionals Certification and plans to move on to the next step in the designation process, which requires writing a legal paper. Commissioner Joe Elliott questioned how the number of Code Enforcement cases compared to the previous few years. Peavy advised she could gather that information and provide it after the meeting. Peavy also explained that Tradd spends a lot of time clearing roadways and rights-of-way of illegal signs that show up constantly.

A short video by the American Code Enforcement Association was played, which explained why Code Enforcement is a necessary city function.

Tara Tradd began her presentation by explaining that the bottom line of code enforcement is voluntary code compliance. A face-to-face approach to code compliance has helped improve resident relationships, which has in turn helped improve the quality of the city's neighborhoods, safety, prevent blight, and preserve property values. She expanded on how Florida Statute Chapter 162 provides guidelines and procedures for code enforcement functions. Commissioner Elliott questioned if there are restrictions on who can make a complaint, and Tradd explained there are not. She then provided an example of one of the many proactive measures she takes around the city by making rounds after trash collection to catalog properties that may have bulk collection items that were missed, photographing them, and submitting them to the Utility Billing department to be scheduled with Waste Management. Tradd also provided an example of property restoration through lien reduction, which further enhanced a neighborhood by providing safe and sanitary housing. The last slide of the presentation provided an overview of the challenges of code enforcement in general and the steps that are being taken to help or solve them.

City Attorney Joshua Bills provided a presentation from the perspective of a Special Magistrate for other cities. He explained why he believes the process followed by Wildwood is best for bringing city code violations into compliance and that it best builds relationships with the residents. Bills further explained Florida Statute Chapter 162 and how it provides the authority of local jurisdictions to engage in code enforcement. He also provided a brief overview of the restrictions of code enforcement between the Statute and the Constitution. Bills covered the topic of liens on properties, how they are prioritized between owners, and how the city is affected by whether the fine is collected or not. This concluded the City Attorney's presentation.

City Manager Jason McHugh commended Tara Tradd's efforts in increasing community engagement and customer service as the city has outlined in its strategic plan goals and city values.

The Commission had no further questions or comments.

3. Adjournment

The meeting was adjourned at 10:02 a.m. No comments were offered or received.

RESULT:	Adjourned
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

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SEAL

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor