CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
September 11, 2023 7:00 PM
CITY HALL COMMISSION CHAMBER

(meeting taped)

1. Call to Order

Attendee Name	Title	Status
Ed Wolf	Mayor	Present
Pamala Harrison-Bivins	Mayor Pro Tem/Commissioner	Present
Joe Elliott	Commissioner	Present
Marcos Flores	Commissioner	Present
Julian Green	Commissioner	Present
Jason McHugh	City Manager	Present
Ashley Hunt	City Attorney	Present
Joshua Bills	City Attorney	Present
Cassandra Smith	Assistant City Manager/CFO	Present
Jessica Barnes	City Clerk	Present
Randall Parmer	Police Chief	Present
Melanie Strickland	Development Services Director	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Assistant Utilities Director	Present

Mayor Wolf brought the meeting to order at 7 p.m., followed by the invocation and Pledge of Allegiance.

2. Public Hearings - Timed - Legislative

A. FY24 Tentative Millage Adoption

Mayor Wolf read aloud the title of Resolution R2023-13 FY24 Tentative Millage Adoption. As discussed during budget workshops, the millage rate for FY24 was advertised at the rolled-back rate of 2.8287, which was a 6% decrease from the FY23 millage rate of 3.000. The proposed millage rate supported the FY24 operating budget as well as the transfer to the Capital Improvement Fund from which the major approved capital projects are funded. 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

B. FY24 Tentative Budget Adoption

Mayor Wolf read aloud the title of Resolution R2023-14 FY24 Tentative Budget Adoption. The FY2024 budget was presented for official approval by the Commission. As discussed during budget workshops, the budget was produced in accordance with State Statutes and in support of city-wide goals. The budget incorporated a millage rate of 2.8287 mills, which was 6% less than the FY23 millage rate of 3.0000. No substantive changes were made to any major program or purchases identified in the draft provided at the third budget workshop. 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

3. Consent Agenda/Informational Items

No items were removed from the consent agenda. Items A through J 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. SP 2303-014 TDSE Building

C. SP 2111-005 Leo at Wildwood (FKA Keys at Wildwood II)

D. SP 2302-002 Panda Express - Beaumont

E. PLAT 2212-005 Wildwood Landings Phase 2 Improvement Plan

F. PLAT 2305-005 Twisted Oaks Townhomes Improvement Plan

G. PLAT 2307-002 VOSO Unit 210 Final PLAT

H. PLAT 2307-003 VOSO Unit 227 Final Plat

I. PLAT 2307-005 VOSO Unit 215 Final Plat

J. PLAT 2307-007 VOSO Unit 214 Final Plat

4. Presentations and/or Proclamations

A. Proclaim September 17-23, 2023, as Constitution Week

Mayor Wolf read aloud the proclamation for Constitution Week. The John Bartram Chapter, National Society Daughters of the American Revolution (NSDAR) requested the annual proclamation. Members of the group were in attendance at the meeting to receive the proclamation. 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

5. Public Hearings - Timed - Quasi-Judicial
None.

6. Public Forum - 4 minute time limit
None.

7. Ordinances First Reading Only (No Vote)

A. CP 2307-001 Isaiah 43:19 LLC

Mayor Wolf read aloud the title of Ordinance O2023-48 CP 2307-001 Isaiah 43:19 LLC. The applicant, Merideth Nagel of Isaiah 43:19 LLC, sought approval from the City Commission for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Medium Density Residential (City) to Central Mixed Use (City) for parcel G05-068 on 1.225 acres MOL. First reading only. No vote.

RESULT:	**NO VOTE TAKEN**	**PUBLIC HEARING: 9/25/2023**

B. RZ 2307-001 Isaiah 43:19 LLC

Mayor Wolf read aloud the title of Ordinance O2023-49 RZ 2307-001 Isaiah 43:19 LLC. The applicant, Merideth Nagel of Isaiah 43:19 LLC, sought a favorable recommendation from the City Commission for a Zoning Map Amendment to change the zoning district from R-3 (City) to CMU (City) for parcel G05-068 on 1.225 acres MOL. First reading only. No vote.

RESULT:	**NO VOTE TAKEN**	**PUBLIC HEARING: 9/25/2023**

C. CP 2308-002 Fostlake #2

Mayor Wolf read aloud the title of Ordinance O2023-50 CP 2308-002 Fostlake #2. The applicant, Fostlake LLC, sought approval from the City Commission for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Rural Residential (County) to Residential Mixed Use (City) for parcel G22-025 on 3.76 acres MOL. First reading only. No vote.

RESULT:	**NO VOTE TAKEN**	**PUBLIC HEARING: 9/25/2023**

D. RZ 2308-002 Fostlake #2

Mayor Wolf read aloud the title of Ordinance O2023-51 RZ 2308-002 Fostlake #2. The applicant, Fostlake LLC, sought a favorable recommendation from the City Commission for a Zoning Map Amendment to change the zoning district from RR5 (County) to RMU (City) for parcel G22-025 on 3.76 acres MOL. First reading only. No vote.

RESULT:	**NO VOTE TAKEN**	**PUBLIC HEARING: 9/25/2023**

E. AN 2307-001 Densan Park Phase 4

Mayor Wolf read aloud the title of Ordinance O2023-52 AN 2307-001 Densan Park Phase 4. The applicant, Densan Partners, LLC, on behalf of the owners Allen J. and Julie R. Katra, submitted a voluntary annexation application for parcel D09-028. The property to be annexed totals 19.6 acres MOL and is located along CR 104, approximately 0.19 miles west of the intersection of CR 101 and CR 104. First reading only. No vote.

RESULT:	**NO VOTE TAKEN**	**PUBLIC HEARING: 9/25/2023**

F. AN 2308-001 Sheila Bernstein

Mayor Wolf read aloud the title of Ordinance O2023-53 AN 2308-001 Sheila Bernstein. The applicant and owner, Sheila Bernstein, submitted a voluntary annexation application for parcels D19-121, D19-027, D19-120, and D19-110. The property to be annexed totals 37.96 acres MOL and is located along CR 216, approximately 0.63 miles west of the intersection of N US 301 and CR 216. First reading only. No vote.

RESULT:	**NO VOTE TAKEN**	**PUBLIC HEARING: 9/25/2023**

G. Approval of Fourth Amendment to City of Wildwood - Waste Management Contract

Mayor Wolf read aloud the title of Ordinance O2023-54 Approval of Fourth Amendment to City of Wildwood - Waste Management Contract. During the August 23rd Special Commission Meeting representatives from Waste Management discussed the challenges they are facing regarding the current market conditions and increasing costs. During that meeting it was discussed that Waste Management's current contract was to be sunset in one year. Company representatives requested that the City consider renewing the contract at this time with an effective date of 10/01/24. This ordinance approves the fourth amendment to the contract between the City of Wildwood and Waste Management with a few changes from the original agreement. The changes in the amendment included: removal of the cap on increases to user rates, and instead will be directly tied to a specific component of the CPI, which is known as the "Waste and Trash Series ID CUUR0000SEHG02"; removal of fuel surcharge adjustment provisions; a term of five years with additional 5-year extensions upon agreement of both parties. First reading only. No vote.

RESULT:	**NO VOTE TAKEN**	**PUBLIC HEARING: 9/25/2023**

8. Resolutions for Approval

A. Approval of Reimbursement Resolution for Wastewater Treatment Plant Expenses

Mayor Wolf read aloud the title of Resolution R2023-15 Reimbursement Resolution for Wastewater Treatment Plant Expenses. Staff continued to work with CPH engineers to advance the design and construction of the wastewater treatment plant improvements. While staff continued to work toward financing mechanisms, it was still too early to determine how much would need to be borrowed for the project. In an effort to delay the bond issuance long enough to have solid construction costs established, the City possibly desired to use resources on hand to fund the project as the phased construction continued. This resolution provided a mechanism to reimburse expended internal funds from the eventual bond issuance. Internal fund sources that could be used if necessary include reserves of the Utility Revenue Fund, resources from the Capital Project Fund, and General Fund Reserves. No comments were offered or received. Vote 5-0.

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

B. Waste Management Rate Adjustment for FY24

Mayor Wolf read aloud the title of Resolution R2023-17 Waste Management Rate Adjustment for FY24. Waste Management submitted its annual rate adjustment request. The rate was to be effective October 1st, 2023. The rates requested represented a 3.1% increase over the FY23 rates. For a residential customer with one cart, there would be an increase of $.62 per month on their City utility bill. 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

9. Financial & Contracts & Agreements

A. Agreement with Bryant Miller Olive P.A. for Bond Counsel Services

Assistant City Manager/CFO Cassandra Smith presented the item. In anticipation of the upcoming bond issuance for the Wastewater Treatment Plant project, the services of bond counsel would be required. Sumter County recently issued a Request for Qualifications (RFQ) for bond counsel services and Bryant Miller Olive P.A. (BMO) was awarded a contract under that RFQ. BMO and Sumter County agreed to allow Wildwood to piggyback off that contract. Staff had an initial meeting with BMO and felt comfortable moving forward with using their services. The agreement drafted by BMO for Wildwood included the same pricing as the competitively bid contract from Sumter County. No comments were offered or received. Vote 5-0.

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

B. Pleasantdale Drive Pay App #2 in the Amount of $240,706.65

Public Works Director Jeremy Hockenbury presented the item. The Pleasantdale Drive Improvement project was approved by the Commission and awarded to DB Civil Construction, LLC on March 27th, 2023. DB Civil Construction requested Pay App #2 in the amount of $240,706.65 for mobilization, survey, maintenance of traffic, clearing and grubbing, water pipe installation, and water service connections among other items, completed through July 31st, 2023. The project's engineer of record, Kimley-Horn, reviewed Pay App #2 and recommended approval. No comments were offered or received. Items 9.B. and 9.C. were voted on together. Vote 5-0.

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

C. Pleasantdale Drive Pay App #3 in the Amount of $203,053.23

Public Works Director Jeremy Hockenbury presented the item. The Pleasantdale Drive Improvement project was approved by the Commission and awarded to DB Civil Construction, LLC on March 27th, 2023. DB Civil Construction requested Pay App #3 in the amount of $203,053.23 for mobilization, maintenance of traffic, pollution prevention and control, clearing and grubbing, curb inlets, manholes, pipe culvert, and water service connections, among other items, completed by August 25th, 2023. The project's engineer of record, Kimley-Horn, reviewed Pay App #3 and recommended approval. No comments were offered or received. Items 9.B. and 9.C. were voted on together. Vote 5-0.

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

D. Owner Direct Purchase of Equipment for the Continental Master Lift Station in the Amount of $540,827.50

Assistant Utilities Director Jason Martin presented the item. In June 2023, the city awarded the Continental force main and Continental Country Club decommissioning project to DB Civil Construction. As part of the project, the City would direct-purchase all major equipment through the contractor. This process saved the City up to $37,857.92 in sales tax. The equipment included pumps, panels, a diffused air blower, a generator, and an automatic bar screen for the master lift station. The purchase orders were reviewed by city staff and the city's engineer, Kimley-Horn. No comments were offered or received. Vote 5-0.

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

E. Approval of Consulting Engineer's Report for the Utility System Revenue Bond Acquisition in the Amount of $149,885

Assistant City Manager/CFO Cassandra Smith presented the item. Staff continued to work with the city's financial advisor, PRAG, on funding for the Wastewater Treatment Plant project. Staff anticipated bonding for the project and were informed by PRAG that the City would need a Consulting Engineer's Report, which would be analyzed during the rating and pricing phases of bonding. The report included a thorough inventory and analysis of the condition of the City's utility system assets. Staff requested that the consulting engineer working on the project, CPH, prepare the report. CPH provided a scope of services and costs for the task totaling $149,885. No comments were offered or received. Vote 5-0.

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

10. General Items for Consideration/Discussion and Other Business

A. Preliminary 2023 Population Estimate for the City of Wildwood (BEBR)

City Manager Jason McHugh presented the item. The University of Florida Bureau of Economic and Business Research (BEBR) provided a population estimate for the City of Wildwood of 30,327, as of April 1, 2023. The new estimate reflected an increase of 14,597 permanent residents since the April 1, 2020, census data was published. BEBR requires the estimate be accepted by the City. A discussion was held regarding the pace of growth estimated by BEBR versus the city's projections in the comp plan. No further comments were offered or received. Vote 5-0.

RESULT:	**Accepted**
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

11. Appointments

None.

12. City Manager Reports

City Manager Jason McHugh discussed the beginning of the demolition of the old Police Department. He advised the Commission that there was recently an issue with notification to residents and business owners about projects beginning in their immediate area, and assured that staff and the contractors would provide better notification in the future. McHugh also provided an update on the Florida Department of Transportation US 301 widening project from SR 44 to CR 470 and the concurrent Florida Turnpike Enterprise project at the US 301 and Turnpike interchange.

13. Other Department Reports

Development Services Director Melanie Strickland introduced her new staff member, Assistant Development Services Director Wendy Then.

14. Commission Members Reports

Commissioner Joe Elliott provided an update on bills in the state legislature that may affect the City. He also advised that he attended a 9/11 ceremony at St. Marks Church.

Commissioner Green shared that he would be attending a meeting of the East Central Florida Regional Planning Council, and may be serving as Chair for the new year.

15. City Attorney Reports

None.

16. Adjournment

The meeting was adjourned at 7:29 p.m.

RESULT:	**Adjourned**
MOVER:	Mayor Pro Tem/Commissioner Harrison-Bivins
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: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor