

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
October 23, 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	Absent
Randall Parmer	Police Chief	Present
Melanie Strickland	Development Services Director	Present
Melissa Tuck	HR/Risk Director	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Assistant Utilities Director	Present
Lynzey McClellan	Assistant CFO	Present
Paul Ketz	IT Director	Present

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

2. Consent Agenda/Informational Items

No items were removed from the consent agenda. Items A through C were voted on together. 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

A. Expenditure Report

B. Minutes for Approval: July 17, 2023 Special Meeting

C. Minutes for Approval: July 24, 2023 Regular Commission Meeting

3. Presentations and/or Proclamations

None.

4. Public Hearings - Timed - Legislative

A. CP 2308-001 Sheila Bernstein

Mayor Wolf read aloud the title of Ordinance O2023-55 CP 2308-001 Sheila Bernstein. The applicant, Sheila Bernstein, sought approval from the City Commission for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Agricultural (County) to Agricultural (City) for parcels D19-121, D19-027, D19-120, and D19-110 on 37.96 acres MOL. 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. City Property Inventory

Mayor Wolf read aloud the title of Ordinance O2023-59 City Property Inventory. City Manager McHugh presented the item. A recent change to Section 166.0451 of the Florida Statutes required local governments to prepare an inventory list of all real property within its jurisdiction for which the City holds a fee simple title that is appropriate for use as affordable housing. The ordinance inventoried city-owned properties and designated which properties may be disposed of for affordable or low-cost housing. 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

5. Public Hearings - Timed - Quasi-Judicial

A. RZ 2308-001 Sheila Bernstein

Mayor Wolf read aloud the title of Ordinance O2023-56 RZ 2308-001 Sheila Bernstein. The applicant, Sheila Bernstein, sought a favorable recommendation from the City Commission for a Zoning Map Amendment to change the zoning district from A10C (County) to AG-5 (City) for parcels D19-121, D19-027, D19-120, and D19-110 on 37.96 acres MOL. 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

6. Public Forum - 4 minute time limit

Astrid Louis addressed the City Commission with questions regarding HOA rules on water usage, city water rates, and Section 8 housing construction near the Beaumont development. City Manager McHugh advised that he would provide the answers to her questions after the meeting.

7. Ordinances First Reading Only (No Vote)

A. AN 2305-001 Summers

Mayor Wolf read aloud the title of Ordinance O2023-24 AN 2305-001 Summers. The applicant, LPG Urban & Regional Planners, LLC, representing the owner, Bryan Summers, submitted a voluntary annexation application for parcel G15C017. The property to be annexed totaled 0.8 acres MOL and is located at the intersection of E SR 44 and CR 149. Development Services Director Strickland explained the intention for the property was to expand the adjacent gym. No further comments were offered or received. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING: 11/13/2023
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B. AN 2306-001 Oxford Commons

Mayor Wolf read aloud the title of Ordinance O2023-57 AN 2306-001 Oxford Commons. The applicant, William (Bill) A. Ray, on behalf of the owner, KP Properties of Lake County, LLC, submitted a voluntary annexation application for parcels D18-019, D18-020, and D18-022. The property to be annexed totaled 0.744 acres MOL and is located south along E C 466, approximately 0.23 miles west of N US 301. No comments were offered or received. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING: 11/13/2023
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C. AN 2309-001 Summers Gym

Mayor Wolf read aloud the title of Ordinance O2023-60 AN 2309-001 Summers Gym. The applicant, Michael Rankin of LPG Urban & Regional Planners, LLC representing the owner, Bryan Summers, submitted a voluntary annexation application for parcel G15C016. The property to be annexed totaled 0.8 acres MOL and is located at the intersection of E SR 44

and CR 149. No comments were offered or received. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING: 11/13/2023
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D. AN 2309-003 Wildwood East

Mayor Wolf read aloud the title of Ordinance O2023-61 AN 2309-003 Wildwood East. The applicant, Michael Rankin of LPG Urban & Regional Planners, LLC representing the owner, Southwinds Commercial LTD, submitted a voluntary annexation application for parcel G04-013. The property to be annexed totaled 3 acres MOL and is located along CR 144, approximately 0.14 miles east of the intersection of CR 144 and Powell Road. No comments were offered or received. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING: 11/13/2023
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E. Modification of the Interlocal Service Boundary Agreement (ISBA) with the Sumter County BOCC

Mayor Wolf read aloud the title of Ordinance O2023-62 Modification of the Interlocal Service Boundary Agreement (ISBA) with the Sumter County BOCC. City Manager McHugh presented the item. The Villages Community Development District petitioned the Sumter County Board of County Commissioners (BOCC) to create a dependent district to fund and manage fire and emergency medical services within the current service areas of The Villages Public Safety Department. The service area included properties within Wildwood municipal limits. The City Manager, County Administrator, and respective legal counsel worked together to create an ordinance that would grant the Sumter County BOCC the authority to establish a dependent district pursuant to Section 189.02 Florida Statutes. The ordinance further granted the authority to the BOCC to create a municipal service taxing unit (MSTU) or municipal services benefit unit (MSBU) to fund the future Villages Public Safety Department Dependent District. Finally, the ordinance extended the term of the ISBA an additional 20 years to ensure consistency with the potential dependent district. No comments were offered or received. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING: 11/13/2023
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8. Resolutions for Approval

A. Approval of City-Owned Property Appropriate for Affordable Housing

Mayor Wolf read aloud the title of Resolution R2023-26 City-Owned Property Appropriate for Affordable Housing. City Manager McHugh presented the item. The resolution provided an inventory list of municipally owned property that was appropriate and approved for use as potential affordable housing. The proposed resolution was crafted to meet the requirements of Section 166.0451, Florida Statutes. 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

B. Adoption of Statewide Mutual Aid Agreement

Mayor Wolf read aloud the title of Resolution R2023-27 Statewide Mutual Aid Agreement. City Manager McHugh presented the item. The Florida Division of Emergency Management issued an updated statewide mutual aid agreement intended to maximize the government's response in the event of an emergency or disaster. This update superseded all previously adopted versions of the agreement. 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. Financial & Contracts & Agreements

A. Millennium Park Phases 1 & 2 - Bid Award Approval

Public Works Director Hockenbury presented the item. The City previously contracted with CPH Consulting, LLC (CPH) to develop, design, and provide bid support services for the Millennium Park Master Plan Phase 1 and 2 improvements. Once the project design was completed, the City solicited bids for the construction project. The City received two responsive lump sum proposals from Carr & Collier Inc for \$12,496,552.00 and Blackwater Construction Services for \$8,769,002.67. CPH performed a detailed evaluation of the two proposals and found Blackwater Construction Services as the lowest responsive bid. Staff reviewed the bid evaluation and requested the Commission approve and authorize the City Manager to execute a Notice of Intent to Award to Blackwater Construction Services. Mayor Wolf stated he is not in favor of the project due to the expense and wastewater treatment plant improvements needs. He believed the project should be tabled until those costs were known and revenue sources were identified. Commissioner Elliott questioned the effects of voting down the project. Hockenbury stated the department would wait for an approval from the Commission, and would most likely need to rebid it later. No further comments were offered or received. Vote 3-2.

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

B. Gruber, McNeil Contracting, Inc Invoice Approval for Emergency Repairs on Scardino Street in the Amount of \$62,544

Public Works Director Hockenbury presented the item. On August 14, 2023, the City was notified that a depression had opened on Scardino St. The Public Works staff immediately responded and coordinated to complete an engineering evaluation. Engineering recommendations were established, and geotechnical services were coordinated to complete the stabilization of the subsurface conditions. During the stabilization process, staff began coordinating with Gruber, McNeil Contracting Inc (GMC) to begin the emergency repairs necessary to rehabilitate Scardino St. GMC immediately mobilized following the engineer's clearance of the stabilization process and began investigative procedures and coordination

with all water, wastewater, gas, reclaim, and stormwater utility providers affected by the conditions. The requested invoice was for all necessary equipment, rental costs, and work performed through October 6, 2023. Commissioner Elliott thanked the contractor and Public Works staff for their quick work on the project. No further comments were offered or received. Vote 5-0.

RESULT:	Approved
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. Lift Station No. 8 Relocation Project Final Pay Application for Marion Rock in the Amount of \$81,767.83

Assistant Utilities Director Jason Martin presented the item. Lift Station No. 8 in Wildwood Country Resort was relocated and upgraded pursuant to the approved property swap agreement between the City and The Villages. The request also accommodated the decommissioning of the Continental Country Club wastewater treatment facility and the SR 44 force main project. 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

- D. WWTP Expansion Phase 1A Pay Application No. 5 for PC Construction in the Amount of \$289,077.00

Assistant Utilities Director Martin presented the item. In March 2023, the City awarded the Wastewater Treatment Plant expansion project to PC Construction Co., acting as the project construction manager at risk (CMAR). Martin stated he believed the next pay app would be the final for the project. 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. Request for Blanket Purchase Agreement with Ferguson Waterworks for Water Meters in the Amount of \$263,000

Assistant CFO McClellan presented the item. The Finance Department requested the issuance of a blanket purchase order with Ferguson Waterworks. Utility department staff calculated the cost of water meter purchases based upon known projected developments during the fiscal year. The blanket purchase order would allow staff to remain ahead of the demand for the meter purchases for those developments. No comments were offered or received. Vote 5-0.

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

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

City Manager McHugh provided his local construction projects update, and reminded the commission about their required annual ethics training due by the end of the year. McHugh also stated the request for qualifications (RFQ) for the wastewater treatment plant expansion project had been advertised, with a due date of November 10, 2023, and planned to bring the RFQ award to the second commission meeting in November. Finally, he advised that the Fright Nights event had been canceled due to staffing issues, and the naming of the downtown parking garage would be coming up in the next workshop, which had not yet been scheduled.

A. Local Construction Projects Update

13. Other Department Reports

A. Information Technology Update

IT Director Ketz presented the item. Ketz provided an overview of the department's attainment of the Florida Cybersecurity Grant. Commissioner Elliott congratulated him on a job well done, which was echoed by Mayor Wolf and City Manager McHugh.

B. Human Resources Department Report

HR/Risk Director Tuck presented the item. Tuck's report provided an overview of the department's programs, hiring practices, and city vacancies, as well as future goals. Commissioner Elliott commented on the salary survey and resolution of the insurance benefit for employees.

14. Commission Members Reports

Commissioner Elliott submitted a possible name for the downtown parking garage. He stated that he attended the Bushnell Fall Festival, which was well-attended, and it made him question if Wildwood should host its own festival. Additionally, he attended the Chat with a Commissioner lunch, as well as the Christmas with a Cop fundraiser. Finally, he stated that there would be a legislative delegation meeting on October 26th at the Sumter County Government Center.

Commissioner Bivins gave kudos to Parks & Recreation for the float constructed in the recent parade. She stated she was unable to attend the Breast Cancer Awareness Walk in the beginning, but was able to attend just before everything ended, and it seemed to have been a very nice event.

15. City Attorney Reports

None.

16. Adjournment

The meeting was adjourned at 7:32 p.m.

RESULT:	Adjourned
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

Upcoming Events

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor