CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
November 13, 2023 9:00 AM
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 9 a.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 K were voted on together. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
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

A. Expenditure Report

B. Minutes for Approval: July 31, 2023 Special Meeting

C. Minutes for Approval: August 14, 2023 Regular Commission Meeting

D. SP 2303-008 Mister Car Wash - Wildwood

E. Extension for Site Plan Approval SP 2108-002 Ashley Furniture - Wildwood

F. PLAT 2210-003 Tillman Oaks Improvement Plan

G. PLAT 2309-001 VOSO Unit 223 Final Plat

H. PLAT 2309-002 VOSO Unit 224 Final Plat

I. PLAT 2309-003 VOSO Unit 225 Final Plat

J. PLAT 2309-004 VOSO Unit 226 Final Plat

K. Budgeted Financial Items

1. Purchase of Two (2) 2024 Ford Explorer Unmarked Police Vehicles in the Amount of $81,744.44

2. Purchase of One (1) 2024 Ford Explorer Unmarked Police Vehicle from Duval Ford in the Amount of $40,872.22

3. Purchase of Six (6) 2023 Ford Interceptor Utility Marked Police Vehicles in the Amount of $370,985.68

4. Purchase of One (1) Riezler Crawler Camera from Sunbelt Waste Equipment in the Amount of $83,633.34

5. Purchase of Spare Lift Station Pumps in the Amount of $25,120.80

6. CR 209 Lift Station Fence Repair in the Amount of $25,990.00

7. Diffused Air Blower Purchase for Lift Stations 3, 4, 10, 25, and 33 in the Amount of $52,500.00

8. Annual Computer Updates and Replacements in the Amount of $33,196.34

3. Presentations and/or Proclamations

A. Quarterly Team Impact Award - Captain John Walker

Police Chief Parmer presented Captain Walker with the Team Impact Award. Sam Bass, on behalf of the American Legion, also presented Captain Walker with a certificate of appreciation.

B. Proclamation of Support for Israel

Mayor Wolf read aloud the proclamation in support of Israel that had been requested by Commissioner Elliott. No comments were offered or received. Vote 5-0. Dennis Roth, the president of the Temple Shalom of Central Florida, addressed the commission and extended a thank you for its support of Israel.

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. Proclaim November 13, 2023 as Robert "Bob" Bernstein Day

Mayor Wolf read aloud the proclamation for Robert "Bob" Bernstein Day. Mr. Bernstein's son, Wyatt, was in attendance at the meeting to receive the proclamation in his father's honor. Wyatt addressed the Mayor and Commission and expressed his appreciation. 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

4. Public Hearings - Timed - Legislative

A. **Swear in City Staff and Public Speakers**

B. FY23 Final Budget Amendment

Mayor Wolf read aloud the title of Resolution R2023-28 FY23 Final Budget Amendment. The item was presented by Assistant CFO Lynzey McClellan. In preparation for the FY23 year-end close out, the budget was reviewed, and certain items were identified as over budget and in need of a final budget amendment. 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

C. 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. The item was presented by City Manager McHugh. 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 service areas of The Villages Public Safety Department, which included properties within the city limits. In response, McHugh, the County Administrator, and respective legal counsel created the proposed ordinance to grant the Sumter County BOCC the authority to establish a dependent district pursuant to Section 189.02 Florida Statutes. It further allowed 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, and extended the ISBA an additional 20 years. 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

5. Public Hearings - Timed - Quasi-Judicial

A. AN 2306-001 Oxford Commons

Mayor Wolf read aloud the title of Ordinance O2023-57 AN 2306-001 Oxford Commons. The item was presented by Development Services Director Strickland. 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 was located south along E C 466, approximately 0.23 miles west of N US 301. 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. AN 2305-001 Summers

Mayor Wolf read aloud the title of Ordinance O2023-24 AN 2305-001 Summers. Development Services Director Strickland presented the item. 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 was located at the intersection of E SR 44 and CR 149. 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

C. AN 2309-001 Summers Gym

Mayor Wolf read aloud the title of Ordinance O2023-60 AN 2309-001 Summers Gym. Development Services Director Strickland presented the item. 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 was located at the intersection of E SR 44 and CR 149. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
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

D. AN 2309-003 Wildwood East

Mayor Wolf read aloud the title of Ordinance O2023-61 AN 2309-003 Wildwood East. Development Services Director Strickland presented the item. 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 was located along CR 144, approximately 0.14 miles east of the intersection of CR 144 and Powell Road. No comments were offered or received. Vote 5-0.

RESULT:	**Adopted**
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

6. **Public Forum - 4 minute time limit**

   Mike Rankin of LPG addressed the Commission and extended a thank you for the approval of his projects. Emily Green of the Jewish Conservatives Club also addressed the Commission to extend a thank you for the Israel support proclamation.

7. **Ordinances First Reading Only (No Vote)**

   None.

8. **Resolutions for Approval**

A. Resolution in Support of Legislative Appropriation Request for the Water Reclamation Facility

Mayor Wolf read aloud the title of Resolution R2023-31 in support of a legislative appropriation request for the water reclamation facility. Assistant City Manager/CFO Smith presented the item. The Executive Department coordinated with Representative John Temple and Senator Blaise Ingoglia regarding submission of the legislative appropriation request to fund a portion of the planned improvements at the city's main water reclamation facility. The resolution memorialized the city's request for support of the project in the amount of $4 million. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
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

9. Financial & Contracts & Agreements

A. Pleasantdale Drive Pay Application No. 5 in the Amount of $126,252.91

The item was presented by Public Works Director Hockenbury. 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 Application No. 5 in the amount of $126,252.91 for completed site work, curbs, sidewalk, and driveways, among other tasks, from September 27th through October 25th, 2023. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
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

B. Huey Street Parking and Pond Project Pay Application No. 1 in the Amount of $166,033.48

The item was presented by Public Works Director Hockenbury. The Huey Street parking and pond project was approved by the Commission and awarded to Bulldog Sitework LLC on July 31st, 2023. Bulldog Sitework requested Pay Application No. 1 in the amount of $166,033.48 for site work completed from October 8th through November 3rd, 2023. 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

C. Broken Oak Drive Project Pay Application No. 1 in the Amount of $170,992.45

The item was presented by Public Works Director Hockenbury. The Broken Oak Drive improvement project was approved by the Commission and awarded to Southern Times Service, LLC on September 25th, 2023. Southern Times Service, LLC requested Pay Application No. 1 in the amount of $170,992.45 for completed site work from October 4th through October 31st, 2023. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
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. Millennium Park Reuse Extension Phase 1 Final Pay Application in the Amount of $24,089.62

The item was presented by Assistant Utilities Director Martin. In May 2023, the Commission awarded Phase 1 of the Millennium Park Reuse Extension project to Pave-Rite, Inc. The project was completed and staff requested approval of the final pay application for $24,089.62. Included in the pay application was change order no. 1, with a credit of $8,141.96 back to the city. 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

E. Kimley-Horn WA No. 3 for CR 501 Water Treatment Plant Iron Filtration Plan Additions in the Amount of $27,500.00

The item was presented by Assistant Utilities Director Martin. In April 2019, the Commission authorized Kimley-Horn to design an iron filtration system for the CR 501 Water Treatment Facility. The plans were completed, but the project to construct the updates was tabled until funding was available. During that time, staff conducted further system-wide sampling to confirm the requirements of the filter unit. The results showed additional chemical dosing for the iron filters would be necessary to adjust the pH levels of the raw water, ensuring more efficient removal of iron. Kimley-Horn requested Work Authorization No. 3 to design the additional chemical systems and conduct the construction project's bid administration services for $27,500.00. 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

F. Continental Wastewater Treatment Plant Decommissioning and SR 44 Force Main Pay App No. 1 in the Amount of $94,630.31

The item was presented by Assistant Utilities Director Martin. The Commission awarded the Continental WWTF Decommissioning and SR 44 Force Main project to DB Civil Construction LLC on June 26, 2023. DB Civil requested Pay Application No.1 for completed work on this project through October 25, 2023, in the amount of $94,630.31. 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

G. Utility Line Replacement on the Chitty Chatty Bridge Final Invoice in the Amount of $126,477.22

The item was presented by Assistant Utilities Director Martin. On May 22, 2023, the Commission authorized RCM Utilities to replace the degraded utility mains on the Chitty Chatty Bridge for the amount of $205,840.00. Once construction began, it was discovered that the two lines running across the bridge were both water lines. At that time, staff determined it was best to consolidate the two lines and run one main line across the bridge. The result was a reduction in scope and price of $79,362.78. The item was the final invoice 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

10. General Items for Consideration/Discussion and Other Business

A. City of Wildwood Employee Holiday Bonus Discussion

The item was presented by City Manager McHugh. In recent years, the Commission rewarded city employees with a $300 bonus check during the holiday season. Funds were again included in the FY24 budget to continue with the recent tradition. McHugh sought direction from the Commission to continue or discontinue the bonus. A discussion was held by the Commission regarding this. Commissioner Green made a motion to continue the holiday bonus that was budgeted for FY24, and Commissioner Bivins seconded. Another discussion was held regarding whether to include the bonus in the FY25 budget. Mayor Wolf requested the motion be amended to include the decision for next year. Commissioner Green was not comfortable amending, and kept the motion the same. No further comments were offered or received. Vote 2-3.

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

B. Parking Garage Discussion

The item was presented by City Manager McHugh, who requested feedback from the Commission on the design and name of the Main Street Parking Garage. Proposed renderings of the downtown parking garage were included in the packet to aid in decision-making. A discussion was held regarding naming options as well as design aspects of the building. The consensus was to keep the city's original logo and name the building Main Street Parking Garage. No further comments were offered or received. Vote 5-0.

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

11. Appointments

None.

12. City Manager Reports

A. Local Infrastructure Projects Construction Update

B. Employee Benefit Evaluation Memo

City Manager McHugh provided a brief explanation of the memo submitted by HR Director Melissa Tuck regarding employee benefits and the next steps forward to improving them.

C. FDOT Update on I-75 Improvements

City Manager McHugh attended a meeting with FDOT regarding an update on the I-75 Improvements project by FDOT.

McHugh also advised of parking lot closures during site testing for the parking garage project. Commissioner Flores requested an update on the plans to aid in residents crossing the road to visit businesses while the lot is closed. McHugh stated he was coordinating with Police Chief Parmer and FDOT on options for residents.

13. Other Department Reports

A. Police Department Report

Police Chief Parmer presented the item. Mayor Wolf and Commissioner Elliott provided positive comments on the police department and the information included in the report.

14. Commission Members Reports

Commissioner Elliott stated he believed residents should follow the police department mantra, "If you see something, say something." He also attended Government Day and gave kudos to Assistant City Manager/CFO Smith and Development Services Director Strickland for representing the city well. Elliott also stated that he enjoyed the decorations in the City Hall lobby for Veterans Day, and believed the names posted should be memorialized in some way. Lastly, he advised that he would be a judge for the upcoming Teen Court session.

Commissioner Green attended the recent Leadership Summit, where he served as a moderator and provided the opening statements as the new Chair for the East Central Florida Regional Planning Council (ECFRPC). He also stated that the Diamond Awards for the ECFRPC would be held in January.

15. City Attorney Reports

None.

16. Adjournment

The meeting was adjourned at 10:09 a.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