

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
March 11, 2024 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 Utility Director	Present
Melissa Tuck	HR Director	Present

Mayor Wolf called 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 I were approved with one vote. 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

- A. Expenditure Report
- B. Minutes for Approval: November 13, 2023 Regular Meeting
- C. PLAT 2207-002 New Horizon Plaza Improvement Plan
- D. PLAT 2207-003 Densan Park Phase 2 Improvement Plat Plan
- E. PLAT 2305-004 Tillman Villas Improvement Plan
- F. PLAT 2308-004 Twisted Oaks Phase 1 & 2 Final Plat
- G. SP 2305-002 Premier Psychological Services
- H. SP 2306-007 Trailwinds Village - The Wilds Phase 3
- I. SP 2308-005 House of Hope

3. Presentations and/or Proclamations

- A. Proclaim March 17-23, 2024, as Florida Surveyors and Mappers Week
Mayor Wolf read a proclamation declaring March 17 - 23, 2024 as Florida Surveyors and Mappers Week. 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

4. Public Hearings - Timed - Legislative

- A. Swear in City Staff and Public Speakers
Mayor Wolf swore in staff and audience members who intended to speak during the public hearings.

5. Public Hearings - Timed - Quasi-Judicial

- A. Text Amendment to the City's Land Development Regulations
Mayor Wolf read aloud the title of Ordinance No. O2024-2, an ordinance amending text in the City's Land Development Regulations. Development Services Director Melanie Strickland presented the item, declaring that this had been a long, tedious process that had consumed a

lot of staff time over the last several months. 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

6. Public Forum - 4 minute time limit

None.

7. Ordinances First Reading Only (No Vote)

A. CP 2305-003 Lien Nails, LLC

Mayor Wolf read aloud the title of Ordinance No. O2024-5 CP 2305-003 Lien Nails, LLC. The applicant, Ryan Solscite with LPG Urban & Regional Planner, LLC sought approval from the City of Wildwood City Commission for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Low Density Residential (City) to Public Facilities (City) for parcel D32-173, consisting of 9.92 acres MOL. First reading - no vote.

RESULT:	FIRST READING	PUBLIC HEARING: 03/25/2024
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B. RZ 2305-003 Lien Nails

Mayor Wolf read aloud the title of Ordinance No. O2024-6 RZ 2305-003 Lien Nails. The applicant, Ryan Solscite with LPG Urban & Regional Planner, LLC, sought approval from the City of Wildwood City Commission for a Zoning Map Amendment to change the zoning district from Low Medium Density Residential R-1 (City) to Institutional (City) for parcel D32-173, consisting of 9.92 acres MOL. First reading - no vote.

RESULT:	FIRST READING	PUBLIC HEARING: 03/25/2024
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C. CP 2402-001 Evolve at Wildwood

Mayor Wolf read aloud the title of Ordinance No. O2024-7 CP2402-001 Evolve at Wildwood. The applicant, Evolve Companies, LLC, sought approval from the City of Wildwood City Commission for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Commercial (Sumter County) to High Density Residential (City) for parcel D17-065, consisting of 0.553 acres MOL. First reading - no vote.

RESULT:	FIRST READING	PUBLIC HEARING: 03/25/2024
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D. RZ 2402-001 Evolve at Wildwood

Mayor Wolf read aloud the title of Ordinance No. O2024-8 RZ2402-001 Evolve at Wildwood. The applicant, Evolve Companies, LLC, sought approval from the City Commission for a Zoning Map amendment to change the zoning district from RR5C (Sumter County) to High Density Residential (City) for parcel D17-065, consisting of 0.553 acres MOL. First reading - no vote.

RESULT:	FIRST READING	PUBLIC HEARING: 03/25/2024
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E. AN 2402-002 Perez Home Site

Mayor Wolf read aloud the title of Ordinance No. O2024-9 AN2402-002 Perez Home Site. The applicant, Richard Ortengren, submitted a voluntary annexation for parcel D19-047. The property totals approximately 4.688 acres and is located at the northeast corner of CR 209 and CR 222. First reading - no vote.

RESULT:	FIRST READING	PUBLIC HEARING: 03/25/2024
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8. Resolutions for Approval

A. Resolution to Add Policy 8.31 Safety in Private Spaces to the City of Wildwood Policies and Procedures Manual

Mayor Wolf read aloud the title of Resolution No. R2024-6, a resolution that creates a new policy in the Personnel Rules and Regulations entitled Safety in Private Spaces. The Safety in Private Spaces Act required that covered entities establish disciplinary procedures for any employee of the governmental entity who willfully enters a restroom or changing facility designated for the opposite sex at such public building and refuses to depart when asked to do so by any other employee of the governmental entity. HR Director Tuck presented the item and asked the commission if there were any questions. No questions or 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. Continental Wastewater Treatment Plant Decommissioning and SR 44 Force Main Pay App No. 4 in the Amount of \$257,482.33 and Change Order No. 1 and No. 2

Assistant Utility Director Jason Martin presented Pay Application No. 4 for the Continental Wastewater Treatment Plant Decommissioning and SR 44 Forcemain project along with Change Orders Nos. 1 and 2. The project contractor was DB Civil Construction LLC. Change Order No.1 was for an increase of \$39,010.45 for needed lift station revisions and relocations. Change Order No. 2 is a decrease of \$575,981.29 for the removal of the owner-direct purchased equipment. 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

B. Approval to Award Request for Proposal (RFP) #2024-18 Chemical Feed Systems Maintenance and Repair Services

Assistant Utility Director Martin presented a request to award RFP #2024-18 for chemical feed systems maintenance. Martin noted that there was only one response to the RFP, therefore the evaluation committee recommended the commission award to Guardian Equipment, Inc. 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

C. Approval to Award Housing Needs Study Proposal Tasks 1 and 2 in the amount of \$50,000.00 to GAI Consultants, Inc.

Development Services Director Strickland presented a request to approve a Housing Needs Assessment to be conducted by GAI Consultants, Inc. Strickland stated that the consultant is extremely knowledgeable in the field, and the study would provide insight into the current and future residential market conditions. She advised that the analysis would identify good and bad areas of Wildwood, and what the city could do to attract housing for workers. A short discussion was held regarding what the study would provide and what options were already available in the city. Commissioner Elliott commented on the importance of housing and his concern about creating something that would be detrimental to the city and its residents. City Manager McHugh added comments that he believed the study would show a justifiable analysis of the growth within the city. 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

D. Approval of Proposal from Utility Engineering Services for Construction Materials Testing Services for the Main Street Parking Garage - not to exceed \$32,730.50

Development Services Director Strickland presented a request to approve a proposal from Utility Engineering Services for construction materials testing services for the Main Street Parking Garage project. A discussion was held regarding the cost, responsibilities of the owner and contractor, and the reasoning behind requesting a not-to-exceed amount outside the contract. Commissioner Elliott expressed concerns regarding the cost associated with the proposal. City Manager McHugh again clarified that the amount requested is a not-to-exceed, which means the final price could be lower. Mayor Wolf clarified if staff were accustomed to seeing not-to-exceed proposals for projects. McHugh responded that it has happened in multiple other projects, but the presented proposal was much larger due to the size of the garage project. Wolf also confirmed that staff were comfortable with the contractor, to which Strickland agreed. No further comments were offered or received. Vote 4-1.

RESULT:	Approved
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores

AYES: Mayor Wolf, Mayor Pro Tem/Commissioner Harrison-Bivins, Commissioner Flores, Commissioner Green
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10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

A. Grant Update Report for March 2024

City Manager McHugh noted that the Grant Update report was included in the packet. He reported that the City had been notified it was tentatively approved for a \$2M appropriation from the State for the Wastewater Treatment project. He stated that staff are continuing to see additional funding sources for the project.

B. Local Construction Projects Update

City Manager McHugh stated that the Local Construction Projects Update was available in the agenda packet.

City Manager McHugh provided the commission with a capital project ranking spreadsheet that he intended to use for the upcoming workshop. McHugh stated that with CIP projects exceeding the city's financial capacity, it was going to become important to rank them in terms of importance to the city. He asked the commissioners to review the spreadsheet and let him know if they had any questions or concerns. He would be looking for the commission's approval of the tool at the next commission meeting.

13. Other Department Reports

A. Human Resources Quarterly Report

HR Director Tuck presented her department's quarterly report. She also reminded the commission of the city's inaugural Employee Health & Wellness Fair to be held on Thursday, March 14, 2024. Commissioner Elliott commented on pay increases and believes the city has a solid plan in place with the current system.

14. Commission Members Reports

Commissioner Elliott reported that he had recently attended a workshop held by the Lake-Sumter Metropolitan Planning Organization Advisory Committee in Orlando. The workshop covered rules and regulations regarding transportation projects. He asked the LSMPO if there was a way for all MPO members to receive the same training, and had a phone call scheduled with Executive Director Mike Woods to discuss that.

15. City Attorney Reports

None.

16. Adjournment

The meeting adjourned at 9:33 a.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

SEAL

ATTEST:

Jessica Barnes
Jessica Barnes, City Clerk

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

BY:

Ed Wolf
Ed Wolf, Mayor