

CITY COMMISSION  
 CITY OF WILDWOOD, FLORIDA  
 SPECIAL MEETING  
 May 20, 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
Joshua Bills	City Attorney	Present
Cassandra Smith	Assistant City Manager/CFO	Present
Jessica Barnes	City Clerk	Present
Randall Parmer	Police Chief	Present
Courtney Kellem	Parks & Recreation Director	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Assistant Utilities Director	Present
Melissa Tuck	Human Resources Director	Present
Melanie Strickland	Development Services 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**

None.

**3. Presentations and/or Proclamations**

**A. Proclaim May 19-25, 2024, as Wildwood Middle High School Debate Celebration Week**

Mayor Wolf read aloud the proclamation for Wildwood Middle High School Debate Celebration Week. Illiana Miranda, Varsity Debate Coach, and part of the debate team were in attendance at the meeting. Ms. Miranda addressed the commission and provided history and information about the debate teams at Wildwood Middle High School. The commission congratulated the team. No

further comments were offered or received. Vote 5-0.

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

B. Parks and Recreation - Department Status Report

Parks & Recreation Director Kellem provided a presentation to the commission regarding her department, which included the department's vision, mission, and core values; the importance of the department; staffing and future positions; a SWOT analysis; the department's goals and objectives; accountability and monitoring progress; and upcoming events and procedure updates. Commissioner Elliott complimented Kellem on her presentation and her analysis of her department. He suggested the department's metrics be added to the city's dashboard on the website. Further, he would like to see a sign outside the Wildwood Community Center that shows information about upcoming events in the city. Mayor Wolf gave kudos to Kellem for a job well done for her first few months in the position.

4. **Public Hearings - Timed - Legislative**

None.

5. **Public Hearings - Timed - Quasi-Judicial**

None.

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

None.

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

None.

8. **Resolutions for Approval**

None.

9. **Financial & Contracts & Agreements**

A. Funding Authorization for Annual Pavement Rehabilitation for a Not-to-Exceed Amount of \$750,000

Public Works Director Hockenbury presented the item. The City Commission approved funding in the FY 2024 budget to implement the City's Pavement Management Program. The program identified certain roadways for pavement rehabilitation. Asphalt Paving Systems, Inc. was the selected company to provide all pavement services required in the identified pavement management project plan and offered piggyback pricing for services based on a Sumter County contract. Staff reviewed and confirmed that the contract is in conformance with the proposed project specifications and requested authorization to expend a not-to-exceed amount of \$750,000 with Asphalt Paving Systems, Inc for pavement rehabilitation services. No comments were offered or received. Vote 5-0.

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

B. Huey St Improvement Project Notice of Intent to Award in the Amount of \$2,412,015.51

Public Works Director Hockenbury presented the item. The Huey Street Improvements Project was included in the City's Capital Improvement Program approved by the City Commission during the FY 24 mid-year budget amendment. Kimley-Horn was hired to provide design services and coordinate the bidding process. The project was advertised, and three responsive bids were received on May 8, 2024. Kimley-Horn reviewed the bid submissions and recommended issuing a Notice of Intent to Award to Art Walker Construction, Inc as the lowest responsive bidder, with a bid amount of \$2,412,015.51. The bid tabulations for the project were included in the agenda item. No comments were offered or received. Vote 5-0.

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

C. Wastewater Treatment Facility Supplemental Aeration Purchase for the Amount of \$1,299,000.00

Assistant Utilities Director Martin presented the item. With increasing flows entering the wastewater facility, Martin advised that staff had been unable to produce enough dissolved oxygen in the Kruger ditches to effectively treat the incoming wastewater. Staff engaged the city's engineering consultant, CPH, to coordinate and provide a solution to the dissolved oxygen issue. As discussed during the April 29, 2024, commission workshop, CPH recommended the installation of the AE-DENITRO system by Veolia Water Technologies. The project would provide each ditch with three plate diffusers, with eight panels on each plate. The system was predicted to increase the dissolved oxygen levels in the Kruger ditches by approximately 60% and would be part of the long-term solution to increase capacity at the city's wastewater treatment plant. No comments were offered or received. Vote 5-0.

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

10. General Items for Consideration/Discussion and Other Business

A. June Commission Meeting Schedule

City Manager McHugh requested the second commission meeting in June be moved from June 24, 2024, to June 17, 2024, as he would be out of the country. Sufficient advertising had been planned by staff to ensure the public was aware of the change in meeting dates. No comments were offered or received. Vote 5-0.

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

**11. Appointments**

None.

**12. City Manager Reports**

**A. Memo and Spreadsheet Regarding Wastewater Capacity**

City Manager McHugh presented a memo and statement regarding the city's wastewater capacity. Mayor Wolf stated he had confidence in staff to handle the situation. Commissioner Elliott mirrored his comments. A short discussion was held regarding moving forward with development and capacity. No further comments were offered or received.

**13. Other Department Reports**

**A. 2022-2023 Plan Year Proshare Refund**

HR Director Tuck presented the item. The city received the Proshare Annual Accounting insurance refund breakdown for the 2022-2023 Plan Year, and would be receiving a refund in the amount of \$113,065. Mayor Wolf gave kudos to city staff. No further comments were offered or received.

**14. Commission Members Reports**

Mayor Wolf thanked Public Works Director Hockenbury and his staff for their help recently. They stayed to help and he appreciated that.

**15. City Attorney Reports**

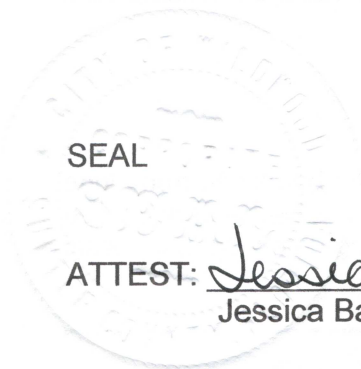
None.

**16. Adjournment**

With no further business to discuss, the meeting was adjourned at 9:40 p.m.

<b>RESULT:</b>	<b>Adjourned</b>
<b>MOVER:</b>	Commissioner Elliott
<b>SECONDER:</b>	Commissioner Green
<b>AYES:</b>	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