

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
August 26, 2024 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
Jason Martin	Assistant Utilities Director	Present

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

2. Consent Agenda/Informational Items

No items were removed from the Consent Agenda. Items A - J 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: May 13, 2024 Regular Commission Meeting

C. Minutes for Approval: May 20, 2024 Special Commission Meeting

D. PLAT 2406-006 VOSO Unit 244 Final Plat

E. PLAT 2406-007 VOSO Unit 246 Final Plat

F. PLAT 2407-002 VOSO Unit 243 Final Plat

G. PLAT 2407-003 VOSO Unit 183 Final Plat

H. Villages of Southern Oaks Right-of-Way Deeds Unit No. 142

I. Villages of Southern Oaks Right-of-Way Deeds Unit Nos. 148, 149, and 150

J. Villages of Southern Oaks Right-of-Way Deeds Unit No. 236

3. Presentations and/or Proclamations

None.

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.

B. AN 2405-001 7202 Marsh Bend Trail

Mayor Wolf read aloud Ordinance No. O2024-46, AN 2405-001 7202 Marsh Bend Trail. Development Services Director Melanie Strickland presented the item. The applicant submitted a voluntary annexation application for parcel K09A010. The property to be annexed totals 7.121 acres and is generally located west along Marsh Bend Trail approximately 0.13 miles north of E C 470. No further comments were offered or discussed. 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

C. CP 2402-003 Wildwood Oaks

Mayor Wolf read aloud Ordinance No. O2024-47, CP 2402-003 Wildwood Oaks. Development Services Director Strickland presented the item. The applicant 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 Institutional (City) to Central Mixed Use (City) for parcel G05-183 on 4.681 acres MOL. No further comments were offered or discussed. Vote 5-0.

RESULT:	Adopted
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. CP 2403-001 Wildwood Micro Hospital - CONTINUE TO A DATE CERTAIN OF SEPTEMBER 9, 2024 @ 7:00 PM, 100 N. MAIN ST., WILDWOOD, FL, 34785 PER APPLICANT'S REQUEST

Mayor Wolf read aloud Ordinance No. O2024-49, CP2403-001 Wildwood Micro Hospital. The applicant 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 Industrial (City) to Commercial (City) for parcel G19-003 on 44.0 acres MOL. Development Services Director Strickland asked that the item be continued to September 9, 2024, at 7 p.m. No further comments were offered or discussed. Vote 5-0.

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

5. Public Hearings - Timed - Quasi-Judicial

- A. RZ 2402-003 Wildwood Oaks

Mayor Wolf read aloud Ordinance No. O2024-48, RZ 2402-003 Wildwood Oaks. Development Services Director Strickland presented the item. The applicant sought approval from the City of Wildwood City Commission for a Zoning Map Amendment to change the zoning district from INS (City) to CMU (City) for parcel G05-183 on 4.681 acres MOL. No further comments were offered or discussed. 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

- B. RZ 2403-001 Wildwood Micro Hospital - CONTINUE TO A DATE CERTAIN OF SEPTEMBER 9, 2024 @ 7:00 PM, 100 N. MAIN ST., WILDWOOD, FL, 34785 PER APPLICANT'S REQUEST

Mayor Wolf read aloud Ordinance No. O2024-50, RZ 2403-001 Wildwood Micro Hospital. The applicant is seeking approval from the City of Wildwood City Commission to change the zoning designation from M-1 (City) to C-3 (City) for parcel G19-003 on 44.0 acres MOL.

Development Services Director Strickland asked that the item be continued to September 9, 2024, at 7 p.m. No further comments were offered or discussed. Vote 5-0.

RESULT:	Continued
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

Mary Wimberly asked for an update on the Home Depot flooding situation. She also thanked the city for everything it had done so far. She noted that one of the residents of Woodlane Meadows had to move out of their house due to the flooding damage. Mayor Wolf commented that the city had not been updated by Home Depot. City Manager McHugh stated that he would address this issue during his report later in the meeting.

Chaz Burns commented that he was having issues with parking as the pumps are in the middle of the road.

Joe McCormick presented the commission with a trophy that was won by the Wildwood Youth League in 2002. He stated that he would like to donate it to the city so that it can be kept safe.

7. Ordinances First Reading Only (No Vote)

None.

8. Resolutions for Approval

A. IT Surplus Computers & Other Equipment August 2024

Mayor Wolf read the title of Resolution No. R2024-17 for IT surplus computers and other equipment. The resolution declared certain computers, cell phones, and peripheral equipment as surplus and provided for methods of disposal of said equipment for auction or disposal. Any equipment deemed to be of continued use would be offered for employee purchase, listed on a surplus auction site, or donated. 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

9. Financial & Contracts & Agreements

A. Huey Street Improvements Project Payment Application 2 in the Amount of \$152,873.22

Assistant Utilities Director Jason Martin presented for approval Pay Application No. 2 for the Huey Street Improvements project. The City's contractor, Art Walker, requested payment in the amount of \$152,873.22 for site work performed from July 1 through July 31, 2024. The project is approximately 27% completed. No comments were offered or received. Vote 5-0.

RESULT:	Approved
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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. Ashley Water Treatment Plant Well No. 2 Project Pay Application No. 3 (Final Pay App) for the Amount of \$13,850.00

Assistant Utilities Director Martin presented for approval Pay Application No. 3 for the Ashley Water Treatment Plant Well No. 2 project for the amount of \$13,850. Sawcross Inc. was awarded the project on June 26, 2023. The project is now complete and this is the final pay application for the project. 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. Purchase of a 60hp Emergency Transfer Pump from Xylem for the Amount of \$106,304.10

City Manager Jason McHugh requested approval for the purchase of a 60 hp Emergency Transfer Pump from Xylem for \$106,304.10. During Tropical Storm Debby, the Public Works department needed to rent a transfer pump for emergency dewatering of the Woodlane Meadows subdivision stormwater pond. As part of the emergency response, the City Manager directed staff to purchase a readily-available 6" dewatering transfer pump including suction and discharge hoses for \$106,304.10. The 6" dewatering transfer pump is included in next year's (FY 25) proposed budget. Because the pump was purchased during the city's storm response, the expense may be eligible for reimbursement through FEMA. The purchase order has been issued and staff expects delivery of the pump shortly. McHugh stated that he didn't have much of an update from Home Depot other than a statement that they were working diligently to fix the pond issues. No other comments were offered or received. Vote 5-0.

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

- D. Continental Wastewater Treatment Plant Decommissioning and SR 44 Force Main Pay App No. 8 in the Amount of \$271,111.83

Assistant Utilities Director Martin presented for approval Pay Application No. 8 for the Continental Wastewater Treatment Plant Decommissioning and SR 44 Force Main project. The city's contractor, DB Civil Construction, LLC, requested payment in the amount of \$271,111.83 for services completed to date. 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

E. Main Street Parking Garage Pay App No. 7 in the Amount of \$179,170.93

Development Services Director Strickland presented for approval Pay Application No. 7 for the Main Street Parking Garage project. In August 2023, the City Commission approved a design-build contract with Finrock Construction, LLC for the construction of the Main Street Parking Garage. The contractor sought payment for services completed to date in the amount of \$179,170.93. Strickland provided the commission with an update on the construction status. 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

F. Change Order/Invoice Approval in the Amount of \$176,523.84 Regarding the Blount/Parkview Developers Agreement

City Manager McHugh requested approval of a change order/invoice for the Blount/Parkview developers agreement. In September 2021, the City of Wildwood entered into a developer's agreement with the developers of a project adjacent to Millennium Park, the Blount/Parkview project. The agreement identified the developer's responsibility for installing an off-site sanitary force main that will serve future development along CR-44A. The force main is subject to System Development Charge credits pursuant to the developer's agreement. During the construction of the force main, the City identified a need to directional drill the force main rather than perform an open trench installation. City staff initiated this change in an effort to save the large, majestic live oak trees, reduce impacts on private property, and to reduce the amount of open-cuts along CR 44A (a city-facility). Chance Partners presented the Change Order for the revised plans, which is a total of \$176,523.84. 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. Preliminary 2024 Population Estimate For the City of Wildwood (BEBR)

City Manager McHugh presented the 2024 population estimate for approval. The University of Florida Bureau of Economic and Business Research (BEBR) has provided a population estimate for the City of Wildwood of 31,337, as of April 1, 2024. The new estimate reflects an increase of 15,607 permanent residents since the April 1, 2020, census data was published. No comments were offered or received. Commissioners briefly discussed historical population numbers. Vote 5-0.

RESULT:	Accepted
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

11. Appointments

None.

12. City Manager Reports

A. Parking Garage Ribbon Cutting Event

McHugh announced that the city would host a ribbon cutting for the parking garage on September 13, 2024, at 9 a.m.

B. Welcome to Wildwood 2024

McHugh informed the commission that staff would soon be hosting a new round of Welcome to Wildwood. He stated that it would be different from last year, and rather than one full session in-person, the material would be separated into three shorter sessions and would be hosted online. The sessions would also be recorded, so residents would be able to access the recording at any time.

13. Other Department Reports

None.

14. Commission Members Reports

Commissioner Elliott reported that he had attended the 2024 Florida League of Cities Annual Conference. He stated that the FLC decided to make subtle changes to its operations in FY25. The policy committee would continue to issue statements regarding important topics. Elliott stated that the advocacy committee recognized a need to focus more on Home Rule legislation. Elliott also stated he served as the voting delegate at the business meeting while at the conference, and he provided an overview of the topics covered.

Commissioner Green reported that he would be hosting his last meeting as chairperson of the East Central Florida Regional Planning Council in September.

15. City Attorney Reports

None.

16. Adjournment

With no further business to attend to, the meeting was adjourned at 7:39 p.m.

RESULT:	Adjourned
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

Upcoming Events



CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST: Jessica Barner
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor