CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
September 9, 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
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Assistant Utilities Director	Present
Jason Wheeler	Parks & Recreation Superintendent	Present

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

2. **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. FY25 Tentative Millage Adoption
Mayor Wolf opened a public hearing for the adoption of the FY25 millage rate and FY25 budget. Mayor Wolf stated that the City of Wildwood's rolled-back rate is 2.6499, and the

proposed millage rate is 2.8287. Therefore, the increase in millage over the rolled-back rate is 6.75%. Assistant City Manager/CFO Cassandra Smith stated that the millage was advertised as a tax increase, as discussed during budget workshops, but that the millage rate is the same rate as the FY24 millage rate. Mayor Wolf asked for comments from audience members. 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

C. FY25 Tentative Budget Adoption

Assistant City Manager/CFO Smith indicated that the budget was as presented during the budget workshops. Mayor Wolf asked if anyone wished to speak on the FY25 budget. 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

D. CP 2403-001 Wildwood Micro Hospital

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 stated that the site plan for this project was not being presented at this meeting, that this ordinance was for a land use change only. 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

E. Updated Parks and Recreation Fee Schedule

Mayor Wolf read aloud Ordinance No. O2024-52, providing an updated Parks & Recreation Fee Schedule. The Parks and Recreation Department has seen a steady increase in facility usage over the last several years. In 2023, the Department made over 1,500 reservations, and that number is expected to increase with the addition of the Warfield Auditorium to our available rental spaces. The increased demand for City facilities has required additional maintenance and other costs associated with upkeep and staffing. To continue providing quality facilities to the public, the Department recommended the approval of the updated fee schedule. 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

3. Public Hearings - Timed - Quasi-Judicial

A. RZ 2403-001 Wildwood Micro Hospital

Mayor Wolf read aloud Ordinance No. O2024-50, RZ 2403-001 Wildwood Micro Hospital. The applicant sought 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. No comments were offered or received. 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

4. Consent Agenda/Informational Items

No items were removed from the Consent Agenda. Items A - H were voted on together. 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

A. Expenditure Report

B. Minutes for Approval: June 10, 2024 Regular Meeting

C. PLAT 2407-004 Middleton Unit 5 Final Plat

D. PLAT 2408-001 VOSO Unit 245 Final Plat

E. PLAT 2408-002 VOSO Unit 249 Final Plat

F. SP 2405-002 VOSO Phase XI C&D Master Plan

G. Right-of-Way Deed Jansen Loop at West Woodrow Commerce Park

H. Mission of San Pedro Maldonado Road Closure Request

5. Presentations and/or Proclamations

A. Proclaim September 17-23, 2024, as Constitution Week

Mayor Wolf read a proclamation proclaiming September 17-23 as Constitution Week. 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

6. Public Forum - 4 minute time limit

Marie Frances spoke to the Commission regarding concerns she has with water quality. City Manager McHugh offered to speak with Ms. Frances after the meeting.

Mary Wimberly asked the Commission for an update on the storm drainage issue in the Woodland Meadows subdivision. She also expressed concern about Equine Encephalitis (EEE) being spread by mosquitoes and questioned if the city was planning to do anything to address it. McHugh stated that he would address the storm water issue during his report later in the meeting. Mayor Wolf stated that the city would forward her concern about the virus to Sumter County as they are the entity responsible for mosquito control.

7. Ordinances First Reading Only (No Vote)

A. Adjustment to the Water and Wastewater Rates of the City of Wildwood's Utility System

Mayor Wolf read the title of Ordinance O2024-56, an ordinance providing for increases to the water, wastewater, and irrigation user charges and facility availability base rates. First reading only. No vote.

RESULT: FIRST READING	**PUBLIC HEARING: September 23, 2024**

8. Resolutions for Approval

A. Establishing a Charter Review Committee

Mayor Wolf read the title of Resolution R2024-18, a resolution establishing a Charter Review Committee. City Manager McHugh noted that five committee members had been identified as well as two Wildwood High School students as additional ad hoc members. No further 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

9. **Financial & Contracts & Agreements**

A. Direct Purchase of a Clarifier Drive Assembly for the West Clarifier from Ovivo for the Amount of $69,500.00

Assistant Utility Director Jason Martin presented a request for the direct purchase of a clarifier drive assembly for the west clarifier at the wastewater treatment plant. Staff engaged the contractor building the wastewater facility, Garney, to make the repairs when the drive assembly is delivered. No 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

B. Full-Service Odor and Corrosion Control Program for the City's Sanitary Sewer Collections System

Assistant Utility Director Martin presented a proposal to obtain odor control services from Evoqua through a piggyback contract. The cost structure for this initiative is set at $4.57 per gallon of chemical used, covering comprehensive maintenance services provided by Evoqua. The projected annual investment for this system is estimated to range from $609,623.00 to $718,977.00. Commissioner Elliott wished the Utility Department staff luck with the implementation of the program and stated that he hoped it would work. 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

C. St Clair Street Improvements Project Pay Application 4 in the Amount of $33,918.50

Public Works Director Jeremy Hockenbury presented Pay Application No. 4 for the St. Clair Street improvement project. The pay application covers completed site work from June 1 through July 31, 2024. The Project is now 100% completed. 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. Approval to Award the Holiday Lighting & Decorations RFP to Holiday Lighting of Central Florida

Parks & Recreation Superintendent Wheeler presented a request for approval to award the holiday lighting and decorations RFP to Holiday Lighting of Central Florida. Wheeler stated that the company was the highest rated out of the five respondents. No comments were offered or received. Vote 5-0.

RESULT:	**Approved**
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

E. Renewal of Annual Audit Services with Mauldin & Jenkins at a Rate of $45,250 for the FY24 Audit to be Conducted in FY25

Assistant City Manager/CFO Smith presented a request to approve a renewal of the contract for audit services with Mauldin & Jenkins. Smith stated the request is for the approval of a 3-year contract with pricing that remains in the range of previous year's contracted pricing. The City's purchasing manager has reviewed Florida Statutes referencing city auditor contracts and has indicated the City is in compliance with the statutes. 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

F. Extension of Reuse Agreement With North Sumter County Utility Dependent District

City Manager McHugh presented an extension to the reuse agreement with North Sumter County Utility Dependent District. McHugh stated the extension extends the existing agreement for a term of thirty-six months ending August 31, 2027. 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

G. Property Swap Agreement for the Purpose of Furthering the City's Stormwater Retention System

City Attorney Hunt presented a property swap agreement for Commission approval. Hunt stated that the agreement swaps a property the city owns and does not need for a property needed for stormwater improvements. The agreement includes provisions for impact fee credits for the other property owner. 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

H. Approval of Contract to Purchase Property

City Attorney Hunt reported that he had been in negotiations with the property owner of a parcel the city desired to purchase for stormwater retention. He stated that he had reached a point where he felt confident that if the Commission approved the contract to purchase the property, the property owner would accept the offer. Mayor Wolf questioned if staff had explored the acreage near Wildwood Commons for stormwater usage; McHugh stated that they looked at it, but the property was not suitable. A motion to approve the contract as written was offered, followed by a second. 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

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

McHugh reported that he had spoken to the engineer for the Home Depot stormwater pond, who had provided an update on the pond and explained the plan moving forward. McHugh also stated that he would pass the mosquito concern on to Sumter County.

A. Request for a Workshop on September 30, 2024, at 9 AM

City Manager McHugh requested a workshop be scheduled for Monday, September 30th at 9 a.m. for the purpose of discussing the annexation process. Mayor Wolf stated that he may not be able to make that date. McHugh stated that staff would coordinate the date, and once decided upon, the date/time would be communicated to the residents of Wildwood Country Resort.

McHugh reported that there would be a ribbon cutting for the parking garage opening on September 13th at 9 a.m.

McHugh thanked the Police Department for putting on the Suicide Prevention and Awareness walk. He also thanked the Development Services Department for organizing the recent community cleanup event.

13. Other Department Reports

None.

14. Commission Members Reports

Commissioner Elliott spoke about the Charter Review Committee, stating that he was attempting to communicate with the two students that would be serving as ad hoc members. He stated that he was looking forward to working with them. Elliott also reported that he had received a letter from a state trooper who commended Officer McMann for his recent cooperation with the State Patrol. Elliott asked Chief Parmer to pass along his thanks to his officers for all they do.

Mayor Wolf reported that he also received the letter from Trooper Ramos and appreciated the recognition of Wildwood officers. Wolf also reported receiving complaints from Tom Campbell at Oak Grove Village regarding flooding issues. Wolf requested that the Oak Grove Village pump station be placed on an upcoming agenda for discussion about moving forward with the project.

15. City Attorney Reports

None.

16. Adjournment

With no further business to discuss, the meeting was adjourned at 7:40 p.m.

RESULT:	**Passed**
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

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

SEAL

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor