

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
November 25, 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	Absent
Randall Parmer	Police Chief	Present
Melanie Strickland	Development Services Director	Present
Jeremy Hockenbury	Public Works Director	Present

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

2. Consent Agenda/Informational Items

Mayor Wolf read the title of items A-L which were on the consent agenda. Wolf stated that individuals in the audience wished to address item F of the consent agenda, which was a site plan for Canvas at Wildwood. The individuals were invited to speak at this time. The couple stated that they had recently purchased a parcel that is located adjacent to the site plan and were interested in learning about the impact of the site plan on the existing wetland. Development Services Director Melanie Strickland explained the approval process that must be undergone in order to develop around a wetland. She invited the couple to schedule a meeting with her to discuss further. Following comments, Wolf called for a motion to approve the consent agenda. All items approved. Vote 5-0.

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

A. Expenditure Report

B. Minutes for Approval: September 9, 2024 Regular Commission Meeting

C. Minutes for Approval: September 23, 2024 Regular Commission Meeting

D. Minutes for Approval: September 25, 2024 Special Commission Meeting

E. Minutes for Approval: September 30, 2024 Commission Workshop

F. SP 2308-008 Canvas at Wildwood

G. SP 2309-008 Encounter Church

H. SP 2405-004 New Life Christian Church-Fellowship Hall & Office Expansion

I. SP 2408-005 VOSO PH XXXI DEFG Master Plan

J. PLAT 2409-005 VOSO Unit 241 Final Plat

K. PLAT 2409-009 VOSO Unit 190 Final Plat

L. Extension of Site Plan Approval SP 2302-012 The Casablanca at Wildwood

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 that intended to speak during the public hearings.

5. Public Hearings - Timed - Quasi-Judicial

A. AN 2410-002 HEU Wildwood

Mayor Wolf read the title of Ordinance No. 2024-67, an ordinance providing for the voluntary annexation of parcels G16A002, G16A008, G16A011, & G16DA003. The property to be

annexed totals 0.59 acres MOL and is generally located approximately 0.30 miles southeast of the E SR 44 and Meggison Rd intersection within the Hearty Host Lake Resort according to Plat Book 3 Page 57 and Plat Book 4 Page 62. No comments 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

B. AN 2409-001 Indian Oaks Self Storage

Mayor Wolf read the title of Ordinance No. 2024-71, an ordinance providing for the voluntary annexation of parcel K09A020. The property to be annexed totals 10.02 acres MOL and is located at 227 CR 500 at the northeast corner of the intersection of CR 500 and E C 470. No comments 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

C. AN 2410-003 VOSO 11th Amendment Annexation

Mayor Wolf read the title of Ordinance No. 2024-73, an ordinance providing for the voluntary annexation of parcel G16-005 and portion of parcel G16-100. The area to be annexed is approximately 9.475 acres of land with both parcels combined. The subject parcel is located just south of C-44A and approximately 0.20 miles east of the intersection of C-44A and South Buena Vista Blvd. Resident Michael Balsama addressed the commission with concerns regarding the new development. Mayor Wolf clarified that this was not for the site plan, and that when staff received additional plans, it would be communicated. No further 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

D. AN 2408-002 Canan Oaks

Mayor Wolf read the title of Ordinance No. 2024-75, an ordinance providing for the voluntary annexation of parcels C13-003, C13-017, C13-019, and C13-039. The area to be annexed is approximately 103.5 acres of land with all four parcels combined. The subject parcels are located at 2277 E C 466, 2483 E C 466 and 2700 CR 214 in Oxford, FL. An email was received by the commission to enter into the record from Jon and Sandy Simpson opposing the annexation. 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

6. Public Forum - 4 minute time limit

None.

7. Ordinances First Reading Only (No Vote)

A. CP 2410-001 Greatest American Hero

Mayor Wolf read the title of Ordinance No. O2024-69, an ordinance providing for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use designation from Agricultural (County) to Low Density Residential (City) for parcel D19-067 on 5 acres MOL. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 9, 2024
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B. RZ 2410-001 Greatest American Hero

Mayor Wolf read the title of Ordinance No. O2024-70, an ordinance providing for a change in zoning from RR5C (County) to R-1 (City) for parcel D19-067 on 5 acres MOL. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 9, 2024
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C. CP 2409-001 Indian Oaks Self Storage

Mayor Wolf read the title of Ordinance No. O2024-76, an ordinance providing a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation from Agricultural (Sumter County) to Commercial (City) for parcel K09A020 on 10.02 acres MOL. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 9, 2024
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D. RZ 2409-001 Indian Oaks Self Storage

Mayor Wolf read the title of Ordinance No. O2024-77, an ordinance providing for a Zoning Map amendment to change the zoning district from RR5C (County) to C-2 (City) for parcel K09A020 on 10.02 acres MOL. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 9, 2024
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E. AN 2410-005 Floeter House

Mayor Wolf read the title of Ordinance No. O2024-79, an ordinance providing for the annexation of parcel G27B010. The property to be annexed totals 0.182 acres MOL and is located at 102 Gator Ct. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 9, 2024
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8. Resolutions for Approval

None.

9. Financial & Contracts & Agreements

A. Approval of Award for Invitation To Bid (ITB) #2024-31 Jackson Street Improvements

City Manager McHugh requested approval to award the Jackson Street Improvements project to DB Civil Construction for \$1,533,916.00 as the lowest bid for the project completion. 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. Authorization for Engineering Services with Kimley Horn to Complete Osceola Ave Drainage Improvement Design Services for a Not to Exceed Amount of \$65,000

Public Works Director Hockenbury presented the item. The city planned to acquire Parcel G05G048 on Osceola Avenue for a proposed project to add additional stormwater retention at the site. In preparation of the pending acquisition, Kimley Horn provided a proposal to complete the necessary engineering and design phase services, permitting, bid administration, and construction phase services for an amount not to exceed \$65,000. 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

C. Huey Street Improvements Project - Payment Application No. 5 in the Amount of \$660,596.20

Public Works Director Hockenbury presented the item. The Huey Street Improvements Project was approved by the Commission and awarded to Art Walker Construction Inc. on May 20, 2024. Art Walker requested Payment Application No. 5 in the amount of \$660,596.20 for site work performed from October 1 through October 31, 2024. 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 of Award for Request for Proposal (RFP) #2024-28 HA5 Asphalt Surface Treatment

Public Works Director Hockenbury presented the item. The Public Works Department initiated an RFP for High-Density Mineral Bond/HA5 Asphalt Surface Treatment, in an effort to seek qualified contractors in constructing mineral aggregate and asphalt binder surface treatment over City

streets and parking lot surfaces. On August 9, 2024, RFP #2024-28 for HA5 Asphalt Surface Treatment was posted to invite qualified providers to submit proposals for the application of asphalt preservation. On September 12, 2024, one proposal was received and publicly opened. The single proposal was evaluated to ensure the company met the qualifications, offered a fair price, and was able to successfully deliver services. The evaluation procedures concluded on October 21, 2024, with the committee's consensus recommendation for Holbrook Asphalt. No 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

- E. Zientara Loop Emergency Stormwater Pipe Repair for an Amount Not to Exceed \$67,328.00
Public Works Director Hockenbury presented the item. Staff requested Commission approval to "piggyback" off of The Villages Community Development District's Contract No. 24P-007 for the project and award funding to APS in an amount not to exceed \$67,328.00. 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

- F. Lake Deaton FRDAP Agreement Grant Award Acceptance
Public Works Director Hockenbury presented the item. The City applied for additional funding for large projects that qualify for a Florida Department of Environmental Protection (FDEP) grant. With the assistance of the City's grant writer, RMPK Funding, the City submitted an application through the Florida Recreation Development Assistance Program (FRDAP), administered by FDEP, for the Lake Deaton Park project. Staff was notified that the City was awarded a \$200,000 grant for this project. The funding will be a reimbursable grant for the construction of a new observation boardwalk, boat ramp, landscaping, and picnic facilities. No 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

- G. First Amendment to Interlocal Agreement with Sumter Landing Community Development District
City Manager McHugh presented the item. The City entered into an Interlocal Agreement with the Sumter Landing Community Development District (SLCDD) in September 2016 to allow SLCDD to finance and acquire certain park, recreation, and security features within The Villages of Wildwood and The Village of Fenney. The proposed SLCDD intended to expand its purview into additional features within The Villages of Southern Oaks. Therefore, an amendment to the Interlocal Agreement was appropriate. 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

H. Interlocal Agreement with Village Center Community Development District

City Manager McHugh presented the item. The interlocal agreement was necessary to allow VCCDD to provide management services, staffing, and billing for the Sumter Landing CDD in connection with the operation of the park, recreation and security facilities in Wildwood. Further, VCCDD proposed to finance and acquire fire stations and equipment to be located and operated in the territory of the VPSDDD fire district, which covered parts of the City of Wildwood. In order for VCCDD to complete these transactions, it was necessary to formalize the City of Wildwood's consent to VCCDD's functions in The Villages service area and, with respect to fire activities, throughout the Wildwood portion of the VPSDDD fire district. 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

10. General Items for Consideration/Discussion and Other Business

A. Request for Code Enforcement Lien Reduction - 404 Kilgore Street

Development Services Director Strickland presented the request for reduction of liens for 404 Kilgore Street. Mayor Wolf clarified that the city had not spent any money on the property except for the time code enforcement had spent on the case, and Strickland confirmed. No further 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

11. Appointments

None.

12. City Manager Reports

A. Local Construction Projects Update

City Manager McHugh provided a local construction projects update, which could be found in the agenda packet.

B. Request for Special Called Meeting on December 2, 2024, at 9 AM

City Manager McHugh requested a special meeting be held on December 2, 2024, at 9am to discuss the wastewater treatment plant as well as a grant modification in support of that project. By common consent of the commission, the meeting was confirmed.

McHugh wished everyone a Happy Thanksgiving.

13. Other Department Reports

A. Public Works Quarterly Report - Facilities

Public Works Director Hockenbury presented a department report.

B. Utility Department Quarterly Update - Collections

Public Works Director Hockenbury presented the Utility Department report.

14. Commission Members Reports

Commissioner Elliott wished everyone a Happy Thanksgiving. He was appointed to Florida League of Cities Legislative Committee. Elliott voiced his thoughts on what should be considered by the Charter Review Committee. A discussion was held regarding the Charter Review Committee.

Commissioner Green attended the ECFRPC meeting and provided information from SECO regarding an expansion, which would affect our area.

Commissioners Bivins and Flores wished everyone a Happy Thanksgiving. Bivins added that she enjoyed the recent Parks & recreation activity.

Mayor Wolf expressed his gratitude to Parks & Recreation Director Kellem on the Christmas decorations.

15. City Attorney Reports

None.

16. Adjournment

With no further business to attend to, the meeting was adjourned at 7:54 p.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

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY:

Ed Wolf
Ed Wolf, Mayor