

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
April 14, 2025 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	Utilities Deputy Director	Present
Courtney Kellem	Parks & Recreation Director	Present
Lynzey McClellan	Assistant CFO	Present
Tara Tradd	Code Compliance Manager	Present
Stuart Ellington	Code Compliance Specialist	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 - N were approved. Motion by Commissioner Bivins, seconded by Commissioner Elliott, to approve the consent agenda as presented. The motion carried unanimously.

RESULT:	Passed
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

- A. Expenditure Report
- B. Minutes for Approval: January 27, 2025 Regular Meeting
- C. Minutes for Approval: February 3, 2025 Commission Workshop
- D. PJ # A25-0274 VOSO Unit 157 Final Plat
- E. PJ # A25-0229 VOSO Unit 158 Final Plat
- F. PJ # A25-0093 VOSO Unit 173 Final Plat
- G. PJ # A25-0078 VOSO Unit 179 Final Plat
- H. PJ #A25-0163 Middleton Unit 8 Final Plat
- I. Right-of-Way Deed for Middleton Unit No. 6
- J. Right-of-Way Deed for VOSO Unit Nos. 175, 176, 177, 180, 186, 189, and 290
- K. Right-of-Way Deed for VOSO Unit Nos. 190 & 241
- L. Release of Lien - 116 Woodlane Ave/Parcel #G05R073
- M. Baker House Historical Site Listing
- N. Budgeted Financial Items
 - 1. Purchase of Seven Spare Lift Station Pumps for the Amount of \$112,740.00
 - 2. Generator Purchase for Lift Stations 48 and 50 for the Amount of \$147,146.00
 - 3. Millennium Park Irrigation Well Control Panel Replacement for the Amount of \$38,537.90

3. Presentations and/or Proclamations

A. Proclaim April 22, 2025 as Earth Day

Mayor Wolf read a proclamation declaring April 22, 2025, as Earth Day in the City of Wildwood. Motion by Commissioner Elliott, seconded by Commissioner Green, to adopt the Earth Day proclamation. Motion carried unanimously.

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

B. Proclaim April 25, 2025 as Arbor Day

Mayor Wolf read a proclamation declaring April 25, 2025, as Arbor Day in the City of Wildwood. Motion by Commissioner Bivins, seconded by Commissioner Flores, to adopt the Arbor Day proclamation. Motion carried unanimously.

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

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. CP 2405-001 7202 Marsh Bend Trail

Mayor Wolf read the title of Ordinance No. O2025-5, an ordinance for a small-scale future land use map amendment to change 7.121 acres from Commercial (Sumter County) to Commercial (City of Wildwood). Development Services Director Strickland presented the item and noted that County Road 470 would terminate at Marsh Bend Trail in the future, which may affect the reclassification of that road section. Staff recommended approval. No public comments were received. Motion by Commissioner Elliott, seconded by Commissioner Green, to adopt Ordinance No. O2025-5 on its second and final reading. Motion carried unanimously.

RESULT:	Passed
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 2405-001 7202 Marsh Bend Trail

Mayor Wolf read the title of Ordinance No. O2025-6, an ordinance to change the zoning from

RR5C (Sumter County) to C-3 (City of Wildwood) for 7.121 acres. Development Services Director Strickland presented the item. No public comments were received. Motion by Commissioner Flores, seconded by Commissioner Bivins, to adopt Ordinance No. O2025-6 on its second and final reading. Motion carried unanimously.

RESULT:	Passed
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

B. PJ #A25-0566 Parcel #G15A132 Annexation

Mayor Wolf read the title of Ordinance No. O2025-7, an ordinance for the voluntary annexation of 0.14 acres located on C-44A into the City of Wildwood. Development Services Director Strickland presented the item. No public comments were received. Motion by Commissioner Green, seconded by Commissioner Elliott, to adopt Ordinance No. O2025-7 on its second and final reading. Motion carried unanimously.

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

6. Public Forum - 4 minute time limit

There were no public comments.

7. Ordinances First Reading Only (No Vote)

A. PJ # A25-0611 Mills Annexation

Mayor Wolf read the title of Ordinance No. O2025-12, an ordinance for the voluntary annexation of 0.479 acres on N Bobwhite Road into the City of Wildwood. Development Services Director Strickland presented the item. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING:	April 28, 2025
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B. PJ # A25-0567 Son Life Lawn & Landscaping, Inc Annexation

Mayor Wolf read the title of Ordinance No. O2025-15, an ordinance for the voluntary annexation of 2.59 acres at the northeast corner of N US 301 and CR 124 into the City of Wildwood. Development Services Director Strickland presented the item. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING:	April 28, 2025
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C. PJ # A25-0833 Sunkool Office Annexation

Mayor Wolf read the title of Ordinance No. O2025-16, an ordinance for the voluntary annexation of 5.60 acres at the southeast corner of N US 301 and CR 222 into the City of Wildwood.

Development Services Director Strickland presented the item. First reading only. No vote.

RESULT: FIRST READING

PUBLIC HEARING: April 28, 2025

8. Resolutions for Approval

None.

9. Financial & Contracts & Agreements

A. Main Street Parking Garage Pay App #12 (FINAL) in the Amount of \$15,036.89 and Associated Conditional Waiver and Release of Lien

Development Services Director Strickland presented the item. Motion by Commissioner Green, seconded by Commissioner Bivins, to approve the final payment of \$15,036.89 for the Main Street parking garage project. No discussion. Motion carried unanimously.

RESULT:	Passed
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. Huey Street Improvements Project - Payment Application 9 in the Amount of \$233,007.52

Public Works Director Hockenbury presented Payment Application 9 for \$233,007.52 for the Huey Street improvements project. He noted that the project was nearly complete. Motion by Commissioner Green, seconded by Commissioner Elliott, to approve the payment. No discussion. Motion carried unanimously.

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

C. ROW Mowing and Landscape Maintenance Agreement for Marsh Bend Trail in the amount of \$33,739.20

Public Works Director Hockenbury presented the item. Motion by Commissioner Flores, seconded by Commissioner Bivins, to approve a right-of-way mowing and landscape maintenance agreement for Marsh Bend Trail in the amount of \$33,739.20. No discussion. Motion carried unanimously.

RESULT:	Passed
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. Millennium Park Phase 1 & 2 Project - Payment Application 2 in the Amount of \$509,394.90
Public Works Director Hockenbury presented Payment Application 2 for \$509,394.90 for the Millennium Park Phase 1 & 2 project. Motion by Commissioner Green, seconded by Commissioner Bivins, to approve the payment. No discussion. Motion carried unanimously.

RESULT:	Passed
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. Millennium Park Phase 1 & 2 Project - Owner Direct Purchase of the Concession and Restroom Pre-cast Building in the Amount of \$215,413.80
Public Works Director Hockenbury presented an owner direct purchase request for the concession and restroom pre-cast building for the Millennium Park Phase 1 & 2 project totaling \$215,413.80. Motion by Commissioner Elliott, seconded by Commissioner Green, to approve the purchase. No discussion. Motion carried unanimously.

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

- F. Millennium Park Phase 1 & 2 Project - Owner Direct Purchase of Sports Field Lighting in the Amount of \$936,125
Public Works Director Hockenbury presented an owner direct purchase request for the sports field lighting for the Millennium Park Phase 1 & 2 project totaling \$936,125. Motion by Commissioner Flores, seconded by Commissioner Green, to approve the purchase. No discussion. Motion carried unanimously.

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

- G. Millennium Park Phase 1 & 2 Project - Owner Direct Purchase of the Pedestrian Bridge in the Amount of \$113,160
Public Works Director Hockenbury presented an owner direct purchase request for the pedestrian bridge for the Millennium Park Phase 1 & 2 project totaling \$113,160. Motion by Commissioner Green, seconded by Commissioner Bivins, to approve the purchase. No discussion. Motion carried unanimously.

RESULT:	Passed
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

- H. Wildwood WRF Additional Services (Construction Administration) for CPH Engineering in the Amount of \$3,654,220.00

Public Works Director Hockenbury presented a request for an additional scope of services for CPH Engineering to include construction administration services for the construction of Phase 1 and 2 of the wastewater treatment facility expansion, totaling \$3,654,220.00. Motion by Commissioner Flores, seconded by Commissioner Bivins, to approve the additional scope. No discussion. Motion carried unanimously.

RESULT:	Passed
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

- I. Wastewater Treatment Plant Phase One Pay Application No. 1 for the Amount of \$1,723,333.86
Public Works Director Hockenbury presented Payment Application 1 for \$1,723,333.86 for the Wastewater Treatment Plant Phase One project. Motion by Commissioner Green, seconded by Commissioner Bivins, to approve the payment. No discussion. Motion carried unanimously.

RESULT:	Passed
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

- J. Third Amendment to the Preconstruction Services Agreement with Garney Companies, Inc.
Assistant City Manager/CFO Smith presented a third amendment to the preconstruction services agreement with Garney Companies, Inc. to add language required for grant compliance. Motion by Commissioner Green, seconded by Commissioner Bivins, to approve the third amendment. No discussion. Motion carried unanimously.

RESULT:	Passed
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

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

City Manager McHugh reported that a workshop was originally requested for April 21, 2025, at 9:00 a.m., but there was a scheduling conflict with one of the commissioners. The commission

agreed to hold the workshop at 10:00 a.m. instead. McHugh added that at the workshop, the auditor would provide an update on the audit, staff would present a mid-year budget report, and an update on the Parks and Recreation department would be provided. He also noted that the City received a letter from the Governor's office requesting financial information, which the City was able to respond to favorably.

A. Set Workshop for April 21, 2025, at 9:00 am

13. Other Department Reports

A. Utility Department Quarterly Report

Utilities Deputy Director Martin presented the quarterly report for the Utility Department, highlighting regular maintenance activities performed on the collections and distribution systems.

14. Commission Members Reports

Commissioner Elliott noted his upcoming 80th birthday on April 19th. He also reported that he would no longer be serving on The Villages Charter School Autism Center Board of Directors.

Commissioner Green reported that he had an upcoming ECFRPC meeting in Orlando.

15. City Attorney Reports

None.

16. Adjournment

With no further business to discuss, the meeting adjourned at 9:32 a.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

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor