

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
June 23, 2025 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	Absent
Joshua Bills	City Attorney	Present
Cassandra Smith	Assistant City Manager/CFO	Absent
Jessica Barnes	City Clerk	Present
Randall Parmer	Police Chief	Present
Melanie Strickland	Development Services Director	Present
Courtney Kellem	Parks & Recreation Director	Present
Jeremy Hockenbury	Public Works Director	Present
Jason Martin	Utilities Deputy Director	Present

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

2. Consent Agenda/Informational Items

No items were removed from the Consent Agenda. Items A - P were approved. Motion by Commissioner Elliott, seconded by Commissioner Green, to approve the consent agenda as presented. The 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

- A. Expenditure Report
- B. Minutes for Approval: April 28, 2025 Regular Meeting
- C. PLAT 2408-008 Matteo Oaks Improvement Plan
- D. A25-1276 VOSO Unit 153 Final Plat
- E. A25-1465 VOSO Unit 159 Final Plat
- F. A25-1217 VOSO Unit 160 Final Plat
- G. A25-1347 VOSO Unit 165 Final Plat
- H. A25-1470 VOSO Unit 169 Final Plat
- I. A25-1317 VOSO Unit 170 Final Plat
- J. A25-0035 Densan Park Phase 2 Final Plat
- K. A25-0036 Twisted Oaks Commercial Final Plat
- L. SP 2310-004 Wildwood Self Storage
- M. SP 2404-007 All County Collision
- N. SP 2407-005 Wildwood Oaks Master Plan - Mass Grading
- O. SP 2407-007 Discount Tire - Turkey Run Lot 6
- P. A25-1127 VOSO Shanty Creek Villas Master Plan

3. Presentations and/or Proclamations

- A. Proclaim the Month of July 2025 as National Park and Recreation Month
Mayor Wolf read aloud a proclamation declaring July 2025 as National Park and Recreation Month in the City of Wildwood. Motion by Commissioner Flores, seconded by Commissioner Green to approve the proclamation. The motion carried unanimously. The proclamation was accepted by representatives of the Parks and Recreation Department.

RESULT: Passed

MOVER:	Commissioner Flores
SECONDER:	Commissioner Green
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. A25-1153 CP Mills Property

Development Services Director Strickland presented Ordinance No. O2025-18, proposing a small-scale future land use map amendment for the Mills property from Rural Residential (Sumter County) to Mobile Home Park (City) for parcel G22A1825 on 0.479 acres. Motion by Commissioner Green to adopt Ordinance No. O2025-18 on second and final reading, seconded by Commissioner Bivins. The motion passed 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

5. Public Hearings - Timed - Quasi-Judicial

A. A25-1154 RZ Mills Property

Development Services Director Strickland presented Ordinance No. O2025-19, proposing a zoning map amendment for the Mills property from R6M (County) to MHP (City) for parcel G22A1825 on 0.479 acres. Motion by Commissioner Green to adopt Ordinance No. O2025-19 on second and final reading, seconded by Commissioner Bivins. The motion passed 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

6. Public Forum - 4 minute time limit

None.

7. Ordinances First Reading Only (No Vote)

A. A25-1716 Parcel #G15A132 SSCPA (6454 C44-A, Wildwood, FL 34785)

Development Services Director Strickland presented Ordinance No. O2025-22 for first reading, proposing a small-scale future land use map amendment from Rural Residential (Sumter County)

to Residential Mixed Use (City) for parcel G15A132 on 0.14 acres. First reading only. No vote.

RESULT: FIRST READING

PUBLIC HEARING: July 14, 2025

B. A25-1714 Parcel # G15A132 RZ (6454 C-44A, Wildwood, FL 34785)

Development Services Director Strickland presented Ordinance No. O2025-23 for first reading, proposing a zoning map amendment from R6M (Sumter County) to RMU-10 (City) for parcel G15A132 on 0.14 acres. First reading only. No vote.

RESULT: FIRST READING

PUBLIC HEARING: July 14, 2025

C. A25-1983 - Annexation - St. Vincent De Paul Church Expansion

Development Services Director Strickland presented Ordinance No. O2025-26 for first reading, providing for the voluntary annexation of approximately 35.44 acres for the St. Vincent De Paul Church expansion. First reading only. No vote.

RESULT: FIRST READING

PUBLIC HEARING: July 14, 2025

8. Resolutions for Approval

A. Resolution to Adopt a Wastewater Facility Plan for the Implementation of Water Reclamation Facility Improvements

City Manager McHugh presented Resolution No. R2025-19 to adopt the wastewater facility plan for water reclamation facility improvements. Motion by Commissioner Bivins to approve Resolution No. R2025-19, seconded by Commissioner Elliott. The motion passed 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

9. Financial & Contracts & Agreements

A. Approval to Award Invitation to Bid (ITB) #2025-09 for Missouri Avenue Drainage Improvements in the Amount of \$109,415.00

Public Works Director Hockenbury presented the bid award for Missouri Avenue drainage improvements to Paquette for \$109,415.00. Motion by Commissioner Flores to approve the bid award, seconded by Commissioner Bivins. The motion passed 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. Approval to Award Invitation to Bid (ITB) #2025-11 for Signature Drive Improvements in the Amount of \$428,515.50

Public Works Director Hockenbury presented the bid award for Signature Drive improvements to CW Roberts Contracting for \$428,515.50. Motion by Commissioner Green to approve the bid award, seconded by Commissioner Bivins. The motion passed 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

- C. Pay Application No. 3 for Phase One of the Water Reclamation Facility Project in the Amount of \$717,530.93

Utilities Deputy Director Martin presented pay application #3 for the water reclamation facility project in the amount of \$717,530.93. Motion by Commissioner Elliott to approve the pay application, seconded by Commissioner Flores. The motion passed unanimously.

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

- D. South Old Wire Road Water Main Project Pay Application No. 2 for the Amount of \$205,255.17

Utilities Deputy Director Martin presented pay application #2 for the South Old Wire Road water main project in the amount of \$205,255.17. Motion by Commissioner Green to approve the pay application, seconded by Commissioner Bivins. The motion passed 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. Oxford Water Treatment Plant Degasifier Cleaning for the Amount of \$57,785.00

Utilities Deputy Director Martin presented a proposal for degasifier cleaning at the Oxford Water Treatment Plant for \$57,785.00. Motion by Commissioner Green to approve the proposal, seconded by Commissioner Flores. The motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
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 (ODP) Keystone Ridge Equipment for the Amount of \$94,055.30

Parks & Recreation Director Kellem presented a proposal to purchase Keystone Ridge equipment for Millennium Park for \$94,055.30. Motion by Commissioner Flores to approve the purchase, seconded by Commissioner Elliott. The motion passed unanimously.

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

G. Work Authorization #25 for Oxford Park Design Services in the Amount of \$71,200.00

Parks & Recreation Director Kellem presented a work authorization for Oxford Park design services for \$71,200.00. Motion by Commissioner Bivins to approve the work authorization, seconded by Commissioner Green. The motion passed unanimously.

RESULT:	Passed
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. Approval to Award Request for Qualifications (RFQ) #2025-05 City Site Redevelopment Plan

Development Services Director Strickland presented the rankings for RFQ #2025-05 for the City Site Redevelopment Plan, with Gator Sketch ranked as the top firm. Motion by Commissioner Green to approve the rankings and authorize staff to negotiate with the top-ranked firm, seconded by Commissioner Flores. The motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
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. Road Name Change Request

City Manager McHugh presented a request from the Jacobs family to change the name of Clay Drain Road to Mike Jacobs Sr. Road. Charlie Jacobs spoke on behalf of the family and provided background on the family's long history in the area. Commissioner Bivins recused herself from the discussion and voting as she is a relative of the Jacobs family and is part of the Jacobs Family Trust. After discussion, Commissioner Elliott moved to proceed with the road name change process, seconded by Commissioner Green. The motion passed 3-1, with Mayor Wolf opposing.

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

11. Appointments

None.

12. City Manager Reports

A. APWA Accreditation Letter of Confirmation

City Manager McHugh reported on the Public Works Department receiving APWA accreditation. He congratulated the department on their hard work.

13. Other Department Reports

None.

14. Commission Members Reports

Commissioner Elliott reported on recent Charter Review Committee meetings and his appointment to the Heartland League of Cities executive committee.

15. City Attorney Reports

None.

16. Adjournment

With no further business to discuss, the meeting was adjourned at 7:37 p.m.

RESULT:	Passed
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

Upcoming Events



CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor