CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
SPECIAL MEETING
July 21, 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 at 9:07 a.m.
Julian Green	Commissioner	Absent
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

Mayor Wolf called the meeting to order at 9 a.m., dispensing with the invocation and Pledge of Allegiance to move on to the first item of business.

2. **Consent Agenda/Informational Items**

A. FDLE Grant Acceptance for the Police Department for Body Armor in the Amount of $68,100
Motion by Commissioner Bivins, seconded by Commissioner Elliott to accept the FDLE grant for Police Department equipment. 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

3. **Presentations and/or Proclamations**

A. Impact Fee Study and Utility Revenue Sufficiency Analysis Presentation
Representatives Peter Napoli and Leticia Doohaluk with Stantec Consulting provided a presentation to the commission. Mr. Napoli presented the results of the impact fee and system

development charge (SDC) update. He explained that impact fees were one-time charges on new development to fund infrastructure expansion. The study calculated updated fees for law enforcement, recreation, water, and wastewater as follows:

- Law enforcement fee calculated at $402.35 per equivalent residential unit (ERU)
- Recreation fee calculated at $1,000 per ERU (residential only)
- Water fee calculated at $2,000 per ERU
- Wastewater fee calculated at $7,757 per ERU

Mr. Napoli noted recent state legislation limited impact fee increases, but allowed exceeding limits for "extraordinary circumstances" with additional process requirements.

Ms. Doohaluk presented the utility revenue sufficiency analysis, which projected revenues and expenses for the water and sewer systems. She recommended that the city:

- Continue to implement 20% sewer rate increases for two more years
- Index water and reuse rates to CPI
- Implement phased-in impact fee increases
- Perform annual revenue sufficiency analysis updates

There was discussion among commissioners about the impact of fee increases on development and affordability. The presenters noted the phased approach aimed to balance revenue needs with development impacts.

B. Strategic Plan Update

Assistant City Manager/CFO Smith provided an update on the implementation of the city's strategic plan adopted in FY2023. She reviewed progress on the six main goals:

1. Community Engagement - Initiatives like the citizens newsletter and welcome program are underway.
2. Transportation - Several road projects were completed or in progress.
3. Affordable Housing - Some initiatives have been completed with others still in progress.
4. Downtown Redevelopment - Several projects underway or completed.
5. Infrastructure - Major wastewater plant expansion and other utility projects are ongoing.
6. Employee Recruitment/Retention - HR initiatives such as the compensation study have been completed.

Smith noted that the FY25-26 budget funds many strategic plan initiatives. Commissioners asked clarifying questions about specific projects and timelines.

4. Public Hearings - Timed - Legislative

None.

5. Public Hearings - Timed - Quasi-Judicial

None.

6. Public Forum - 4 minute time limit

None.

7. **Ordinances First Reading Only (No Vote)**
   None.

8. **Resolutions for Approval**
   None.

9. **Financial & Contracts & Agreements**
   None.

10. **General Items for Consideration/Discussion and Other Business**

A. Introduction to the FY25-26 Budget
   City Manager McHugh presented an overview of the proposed FY25-26 budget, highlighting:

   - A proposed millage rate of 2.8287 (same as current year)
   - 18 new proposed staff positions
   - Capital equipment requests
   - $2 million for pavement management (increase from $1.2 million)
   - Major projects, such as the Martin Theater, Barwick Street improvements, and wastewater plant expansion; and,
   - Utility rate increases as recommended in the revenue sufficiency analysis.

   McHugh noted the potential impact of state efforts to eliminate property taxes, which provided approximately 40% of the general fund revenue. He recommended maintaining the current millage rate to ensure adequate funding for city services.

   Commissioners discussed the millage rate and budget priorities. There was consensus to maintain the current rate for the coming year.

11. **Appointments**
    None.

12. **City Manager Reports**
    None.

13. **Other Department Reports**
    None.

14. **Commission Members Reports**
    None.

15. **City Attorney Reports**
    None.

16. **Adjournment**
    With no further business to discuss, the meeting was adjourned at 10:39 a.m.

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

Upcoming Events

SEAL

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor