

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
August 11, 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	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
Melanie Strickland	Development Services Director	Present
Jeremy Hockenbury	Public Works Director	Present
Paul Ketz	IT Director	Present
Jason Martin	Utilities Deputy Director	Present
Ryan Smith	Utility Billing Supervisor	Present
Thomas Bellegarde	GIS Specialist	Present
Courtney Kellem	Parks & Recreation Director	Present
Steve Watson	Fleet Services Supervisor	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 - F 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

- A. Expenditure Report
- B. Minutes for Approval: July 14, 2025 Regular Meeting
- C. Minutes for Approval: July 21, 2025 Special Meeting
- D. Minutes for Approval: July 28, 2025 Regular Meeting
- E. Minutes for Approval: August 4, 2025 Commission Workshop
- F. A25-2288 VOSO Unit 191 Final Plat

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 who intended to speak during the public hearings.

B. A25-1988 - Bonnie Boyd- SSCPA

Development Services Director Strickland presented Ordinance O2025-27, proposing a small-scale Future Land Use Map amendment for the Bonnie Boyd property in the Cole Miller subdivision. The amendment would change the designation from Urban Residential (Sumter County) to Mobile Home Park (City) for approximately 0.146 acres. Strickland noted this was the second and final reading of the ordinance. There were no public comments. Motion by Commissioner Flores, seconded by Commissioner Bivins, to adopt Ordinance O2025-27 on 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

C. West Sumter Franchisees Ordinance

City Manager McHugh presented Ordinance O2025-35, granting non-exclusive franchises to West Sumter Utility Company, LLC, and West Sumter Water Conservation Authority, LLC, for the Monarch Ranch property. McHugh explained it would allow the companies to provide water,

sewer, and irrigation utility services in the development area for a 30-year period. He noted the terms were similar to previous franchise agreements with The Villages. There were no public comments. Motion by Commissioner Elliott, seconded by Commissioner Flores, to adopt Ordinance O2025-35 on second and final reading. Motion carried unanimously.

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

5. Public Hearings - Timed - Quasi-Judicial

A. A25-1989 - Bonnie Boyd Rezoning

Development Services Director Strickland presented Ordinance O2025-28, proposing a zoning map amendment for the Bonnie Boyd property to change the zoning from R6M (County) to MHP (City) for approximately 0.146 acres. Strickland noted this accompanied the Future Land Use Map amendment just approved. There were no public comments. Motion by Commissioner Bivins, seconded by Commissioner Flores, to adopt Ordinance O2025-28 on second and final reading. 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

6. Public Forum - 4 minute time limit

None.

7. Ordinances First Reading Only (No Vote)

A. A25-2689 (AN) South Wildwood Industrial Park West

Development Services Director Strickland presented the ordinance for a voluntary annexation application for parcel F25-261. The property to be annexed totals 27.58 acres MOL and is located north of CR 519A, approximately 0.5 miles east of N US 301. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING:	August 25, 2025
----------------	----------------------	------------------------	------------------------

B. A25-2723 (AN) 5341 Lexington Cir Annexation

Development Services Director Strickland presented the ordinance for a voluntary annexation application for parcel G16ED003. The property to be annexed totals approximately 0.115 acres of land and is located at 5341 Lexington Circle. First reading only. No vote.

RESULT:	FIRST READING	PUBLIC HEARING:	August 25, 2025
----------------	----------------------	------------------------	------------------------

C. Clay Drain Road Name Change Ordinance

City Manager McHugh presented the ordinance following direction from the City Commission to move forward with the request from the Jacobs Family Trust to rename Clay Drain Road / CR 156 to Mike Jacobs Sr Road. The proposed renaming was reviewed and approved by Sumter County and met all applicable addressing standards and requirements. Upon final adoption by the City Commission, Sumter County would issue the corresponding 911 addressing notifications. First reading only. No vote.

RESULT: FIRST READING

PUBLIC HEARING: August 25, 2025

8. Resolutions for Approval

A. Honorary Road Name Designation Policy

City Manager McHugh presented the resolution. Motion by Commissioner Flores, seconded by Commissioner Elliott, to approve Resolution R2025-24 establishing a policy for honorary road name designations on city-maintained roads. Motion carried unanimously.

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

B. IT Surplus Computers & Other Equipment August 2025

IT Director Ketz presented the resolution. Motion by Commissioner Elliott, seconded by Commissioner Bivins, to approve Resolution R2025-25 declaring certain IT equipment as surplus and authorizing disposal. Motion carried unanimously.

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

9. Financial & Contracts & Agreements

A. Utility Territory Agreement with WSU and WSWCA

City Manager McHugh presented the agreement granting West Sumter Utility (WSU) and West Sumter Water Conservation Authority (WSWCA) the authority to provide potable water, wastewater, and irrigation utility services to certain real property owned by 75 Turnpike BDC, LLC (Monarch Ranch property). Motion by Commissioner Flores, seconded by Commissioner Bivins, to approve the agreement. 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

- B. Huey Street Improvements Project Final Payment Application No. 10 in the Amount of \$235,265.14

Public Works Director Hockenbury presented the final pay application for the Huey Street Improvements project. Motion by Commissioner Elliott, seconded by Commissioner Bivins, to approve the final payment. Motion carried unanimously.

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

- C. Pay Application No. 5 for Phase One of the Water Reclamation Facility Project in the Amount of \$850,738.30

Utilities Deputy Director Martin presented the pay application for phase one of the water reclamation facility project. Motion by Commissioner Flores, seconded by Commissioner Bivins, to approve the payment. 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

- D. CR 501 Water Treatment Plant High Service Pump No. 3 Repair for the Amount of \$23,972.66

Utilities Deputy Director Martin presented a request to repair a pump at the CR 501 water treatment plant. Motion by Commissioner Bivins, seconded by Commissioner Elliott, to approve the repair. 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

- E. Owner Direct Purchase of Equipment for the R-12 Reclaim Pump Station Project in the Amount of \$769,390.00

Utilities Deputy Director Martin presented a request to purchase equipment for the R-12 Reclaim Pump Station project. Motion by Commissioner Flores, seconded by Commissioner Bivins, to approve the equipment purchase. 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

F. Utilization of Regions BillerXchange and Xpress Connect Services

Utility Billing Supervisor Smith presented a request to contract with Regions to utilize the company's BillerXchange and Xpress Connect services. Motion by Commissioner Flores, seconded by Commissioner Bivins, to approve the utilization of the services. 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

G. Twisted Oaks Pointe CDD - Interlocal for ROW Maintenance

Development Services Director Strickland presented an interlocal agreement requested by Twisted Oaks Pointe CDD for right-of-way maintenance. The proposed agreement gives the District, at its sole cost and expense, the perpetual right and obligation to construct, install, acquire, operate, maintain, repair, and replace all roadway, hardscape, landscape, irrigation, lighting, stormwater, and wetland improvements within the CDD areas. The City would have no obligations whatsoever with respect to the CDD areas or the stormwater inlets. Motion by Commissioner Elliott, seconded by Commissioner Flores, to approve the interlocal agreement. Motion carried unanimously.

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

H. Developer's Agreement between the City of Wildwood and Sumter Development Partners, LLC - Summerfield Cottages

Development Services Director Strickland presented a developer's agreement with Sumter Development Partners, LLC, for the development of Summerfield Cottages. Motion by Commissioner Flores, seconded by Commissioner Elliott, to approve the developer's agreement. Motion carried unanimously.

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

10. General Items for Consideration/Discussion and Other Business

A. SP 2409-004 Summerfield Cottages

Development Services Director Strickland presented a proposed site plan for the Summerfield

Cottages project, a multifamily residential development consisting of 270 units on parcel C13-024, totaling 49.27 acres MOL. Motion by Commissioner Flores, seconded by Commissioner Bivins, to approve the site plan. 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

11. Appointments

None.

12. City Manager Reports

A. Set Budget Workshop for August 18, 2025, at 9:00 am

City Manager McHugh reminded commissioners of the final budget workshop on Monday, August 18, at 9:00 a.m. He also noted upcoming events, including a Target ribbon cutting on August 12 and Wawa grand opening on August 14.

13. Other Department Reports

A. Public Works Quarterly Report

Public Works Director Hockenbury introduced GIS Specialist Bellegarde and turned over the report to him. Bellegarde gave a presentation on the use of GIS in the Public Works department for managing infrastructure assets and supporting decision-making. He demonstrated various GIS applications and maps being used by staff.

B. Parks and Recreation Quarterly Report

Parks and Recreation Director Kellem provided updates on staffing, facility projects, upcoming events, and athletics program participation numbers. She noted increasing registration trends across programs.

C. Fleet Services Department Report

Fleet Services Supervisor Watson reported that all capital equipment vehicles for the year had been received and put into service. He noted two surplus auctions had been held, generating over \$33,000 in revenue.

14. Commission Members Reports

Commissioner Elliott reported on attending recent Sumter County School Board and community events. He commended the city's governance processes that allow residents to voice concerns and have issues addressed by staff.

15. City Attorney Reports

None.

16. Adjournment

With no further business to discuss, the meeting was adjourned at 9:54 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

Upcoming Events



CITY COMMISSION
CITY OF WILDWOOD, FLORIDA

ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor