

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
October 27, 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	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

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 - F were approved. Motion by Commissioner Bivins, seconded by Commissioner Green, to approve the consent agenda. 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

A. Expenditure Report

B. A25-0944 - SP - Sweet Six

C. A25-1564 - SP - Plant Expansion, Charlotte Pipe and Foundry

D. SP 2408-001 708 N. Main Street

E. Pinnacle Church Road Closure

F. Budgeted Financial Items

1. Approval of Urban SDK Software Contract for Police Department Data Analytics in the Amount of \$9,500.00

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.

5. Public Hearings - Timed - Quasi-Judicial

None.

6. Public Forum - 4 minute time limit

Donnie Lies, President of the Sumter County Dragon Boat Club, addressed the commission regarding a youth dragon boat program. He explained that the club would pay for all expenses for the program, and requested permission to store the dragon boats on the east side grassy area of Lake Deaton when not in use. Mayor Wolf noted that the lake was a pristine virgin lake and expressed concerns about it being used for the program as it was currently being used as a fishing and hunting lake. After discussion, City Manager McHugh clarified that a formal request would need to be submitted and placed on a future agenda for commission consideration. Commissioner Elliott requested the item be placed on the December agenda.

7. Ordinances First Reading Only (No Vote)

A. A25-3308 - SSCPA - 64 Robin Rd.

Development Services Director Strickland presented Ordinance O2025-48, an ordinance proposing a small-scale future land use map amendment for property at 64 Robin Road (Parcel G22AT021), changing designation from Rural Residential to Mobile Home Park for 0.13 acres. First reading only. No vote.

RESULT: FIRST READING

PUBLIC HEARING: November 10, 2025

B. A25-3309 - RZ - 64 Robin Rd.

Development Services Director Strickland presented Ordinance O2025-49, an ordinance proposing a zoning map amendment for property at 64 Robin Road (Parcel G22AT021), changing zoning from R6M (Sumter County) to MHP (City) for 0.13 acres. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: November 10, 2025
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C. A25-3403 - SSCPA - 5474 Williamsburg Ln.

Development Services Director Strickland presented Ordinance O2025-53, an ordinance proposing a small-scale future land use map amendment for 5474 Williamsburg Lane (Parcel G16F001) at Wildwood Country Resort, changing from Rural Residential to Mobile Home Park for 0.21 acres. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: November 10, 2025
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D. A25-3404 - RZ - 5474 Williamsburg Ln.

Development Services Director Strickland presented Ordinance O2025-54, an ordinance proposing a zoning map amendment for 5474 Williamsburg Lane (Parcel G16F001) at Wildwood Country Resort, changing from RPUD (Sumter County) to MHP (City) for 0.21 acres. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: November 10, 2025
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E. Wildwood Country Resort Annexations

Development Services Director Strickland presented Ordinance O2025-57, noting the ordinance differed from typical annexations as it combined multiple parcels to reduce advertising costs. The ordinance provided for voluntary annexation of parcels G16A010, G16A106, G16A207, G16EC038, and G16EC051, totaling approximately 0.83 acres within Wildwood Country Resort community, including Heritage Wood'N Lake Estate and Hearty Host Lake Resort subdivisions. The commission had previously waived fees only for single-family owner-occupied residences, which these parcels met. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: November 10, 2025
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8. Resolutions for Approval

None.

9. Financial & Contracts & Agreements

A. Kimley-Horn Work Authorization #29 for Municipal Services Complex Expansion Design Services in the Amount of \$93,000.00

Public Works Director Hockenbury presented a work authorization for Municipal Services Complex expansion design services in the amount of \$93,000. The project included additional parking on the north side of the utilities building and expansion of the stormwater pond for future projects. Motion by Commissioner Flores, seconded by Commissioner Green, to approve the services. 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

B. Approval of Roadway Management Technologies, LLC Service Agreement in the Amount of \$31,350.00

Public Works Director Hockenbury presented an agreement with Roadway Management Technologies, LLC. He explained the \$31,350 agreement was for a progressive pavement management program using AI analytics with vibration, imagery, and gyroscopics. The system would provide continuous data on road conditions as vehicles drove over them, allowing real-time monitoring of pavement degradation. Commissioner Elliott commented that he felt the program was an excellent idea by using available technology to save the city money. Motion by Commissioner Bivins, seconded by Commissioner Green, to approve the agreement. Motion carried 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

C. Signature Drive Improvements Project Payment Application No. 2 in the Amount of \$30,972.41

Public Works Director Hockenbury presented a payment application for \$30,972.41 to C.W. Roberts. He noted some things underground were discovered, but work would continue at night to minimize disruption to businesses. Motion by Commissioner Green, seconded by Commissioner Flores, to approve the payment. Motion carried unanimously.

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

D. Pay Application No. 2 for Oak Grove Village Drainage Improvements Project in the Amount of \$245,622.50

Public Works Director Hockenbury presented a payment application of \$245,622.50 for ongoing drainage improvements. He reported that electrical clearances were obtained, and they were preparing for the transition from the old system to the new one. Mayor Wolf commented on recent severe rainfall in the Mount Dora/Eustis area, and felt that Wildwood was lucky to not have been hit by the storm. Motion by Commissioner Green, seconded by Commissioner Bivins, to approve the payment. 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
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- E. Millennium Park Phase 1 & 2 Project Payment Application No. 8 in the Amount of \$408,722.08
Public Works Director Hockenbury presented a request for payment of \$408,722.08 for ongoing park improvements. He noted that underground utilities and irrigation issues continued to be addressed. Motion by Commissioner Elliott, seconded by Commissioner Green, to approve the payment. 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. South Old Wire Road Water Main Project Final Pay Application No. 4 for the Amount of \$150,696.78 and Change Order No. 2
Utilities Deputy Director Martin presented the final payment of \$150,696.78 and Change Order No. 2 for an additional 63 days. Mayor Wolf noted his satisfaction with hearing "final" in the payment description, and with the preparation to begin the North Old Wire Road project. Motion by Commissioner Flores, seconded by Commissioner Green, to approve the payment and change order. 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. CR 501 WTP Iron Filter Project Pay Application No. 8 to SGS Contracting Services, Inc. for the Amount of \$151,194.53
Utilities Deputy Director Martin presented a Payment Application of \$151,194.53 to SGS Contracting Services Inc. He stated that the project was nearing completion with substantial completion expected by the end of the week. Motion by Commissioner Green, seconded by Commissioner Elliott, to approve the payment. 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

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

A. Reminder of Workshop on November 3rd at 9:00am

City Manager McHugh reminded commissioners of Monday's workshop at 9 a.m. for a crash course on bonds.

B. Charter Review Committee Report

City Manager McHugh acknowledged Charter Review Committee members Keith Pearlman, Andre Nacaxe, and Dave Fountaine present at the meeting. The committee issued a report recommending no changes to the city charter. Mayor Wolf praised the committee's work.

City Manager McHugh also reported a successful Spooktacular event with 2,500–3,000 attendees and praised the pumpkin patch. A gala supporting the Katrina Brooks family raised \$3,000 for Camp Kesem, which helps children facing their parents' cancer.

Lastly, he stated that FDOT had scheduled an open house for U.S. Highway 301 improvements for Wednesday, 10/29, from 5:30-7:30 p.m. at the Wildwood Community Center.

13. Other Department Reports

None.

14. Commission Members Reports

Commissioner Elliott discussed the current government shutdown and declining religious participation. He attended baptisms at Encounter Church in Wildwood, stating there were representatives from all five Sumter County municipalities in attendance.

Commissioner Green reported on the East Central Florida Regional Planning Committee rollout report, highlighting services including disaster application support, transportation assessments, and housing inventory analysis. He emphasized the value of RPC participation and looked forward to the upcoming Winterfest event.

Mayor Wolf praised Parks and Recreation staff for recent events, and emphasized stormwater challenges that the city was facing. He noted Oak Grove Village as an inherited problem requiring expensive solutions, having been built in a low area initially. He stated the steps the city was taking to correct the issue would only be a short-term solution.

15. City Attorney Reports

None.

16. Adjournment

With no further business to discuss, the meeting was adjourned at 7:30 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