

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
WORKSHOP
March 3, 2025 10:00 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	Absent
Joshua Bills	City Attorney	Present
Cassandra Smith	Assistant City Manager/CFO	Present
Jessica Barnes	City Clerk	Present
Randall Parmer	Police Chief	Present
Lynzey McClellan	Assistant CFO	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. Item(s) for Discussion

A. FY24 EOY Financial Report

Assistant City Manager/CFO Smith presented the Fiscal Year 2024 End of Year Financial Report. The presentation covered the following key points:

1. General Fund Revenues and Expenditures

- Total revenues were at 101% of budget;
- Franchise fees came in at 84% due to changes in utility company payment schedules;
- Miscellaneous revenues were at 175% due to unbudgeted donations and sponsorship;
- Interest revenue was at 223% due to conservative budgeting;
- Fines and forfeitures were at 373% due to code enforcement fines and increased police department fines; and
- Total expenditures were at 90% of the budget.

2. Utility Fund Revenues and Expenditures

- Water and sewer revenues were close to the forecasted budget at 101%;
- Miscellaneous revenues were at 269% due to conservative interest revenue budgeting and unbudgeted insurance proceeds; and
- Debt service was at 34% due to delayed wastewater treatment plant loan payments.

3. Wastewater Treatment Plant Project Funding

- Presented a cash flow analysis for the project;
- Discussed funding sources including internal transfers, grants, and potential loans; and
- Recommended transferring an additional \$2 million from the General Fund to the project.

4. Recommendations

- Approve a \$2 million transfer from the General Fund to the Wastewater Treatment Plant project;
- Move the R12 Pump Station project from the operating fund to the capital project fund; and
- De-obligate \$600,000 from the SR44 Force Main project.

At the close of the presentation, there was a short discussion. Commissioner Elliott asked about the timeline for securing a loan for the wastewater treatment plant project. Smith responded that the financial advisor indicated a three- to six-month process for first-time bonding. City Manager McHugh commended the finance team and department heads for their work on revenue forecasting and staying within budget.

B. Presentation by Commissioner Elliott: FLC Local/Regional Leagues

Commissioner Elliott presented information on the Lake County League of Cities and recommended that Wildwood join the organization. Key points included:

1. Overview of the League of Cities and its functions;
2. Structure and purpose of the Lake County Local League;
3. Membership levels and dues structure; and
4. Potential benefits of joining for Wildwood.

At the end of the presentation, a discussion was held regarding joining the league. Commissioners asked questions about the use of dues and sponsorship fees, and the potential impact on city staff workload. Commissioner Elliott agreed to provide more detailed budget information at a future meeting.

3. Adjournment

With no further business to discuss, the meeting was adjourned at 10:42 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



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ATTEST: Jessica Barnes
Jessica Barnes, City Clerk

BY: Ed Wolf
Ed Wolf, Mayor