

CITY COMMISSION
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
November 24, 2025 7:00 PM
CITY HALL COMMISSION CHAMBER

(meeting taped)

1. Call to Order

Attendee Name	Title	Status
Ed Wolf	Mayor	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	Absent
Randall Parmer	Police Chief	Present
Melanie Strickland	Development Services Director	Present
Jason Martin	Utilities Deputy Director	Present
Jeremy Hockenbury	Public Works Director	Present
Courtney Kellem	Parks & Recreation Director	Present

Mayor Wolf called the meeting to order at 7 p.m. followed by the invocation and Pledge of Allegiance. He acknowledged the absence of Commissioner Bivins, noting her 25 years of service and stating that the City Manager would address her departure later in the meeting.

2. Consent Agenda/Informational Items

No items were removed from the Consent Agenda. Items A - D were approved. Motion by Commissioner Green, seconded by Commissioner Flores, to approve the consent agenda. Motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

A. Expenditure Report

B. Minutes for Approval: October 27, 2025 Regular Meeting

C. Minutes for Approval: November 3, 2025 Commission Workshop

D. Budgeted Financial Items

1. Kimley-Horn Work Authorization #30 for Design of the Ashley & Fairways WTP's Corrosion Inhibitor Injection System in the Amount \$25,000.00

2. Cellphone Data Extraction Software in the Amount of \$30,767.50

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

Resident Marie Francis addressed multiple concerns, including flood damage to her vehicle, homeowners association issues, mail service quality, high water bills, and the need for legal assistance. Mayor Wolf acknowledged her concerns and promised to help address her water billing issues.

7. Ordinances First Reading Only (No Vote)

A. CDD 2505-001 The Winston CDD

Development Services Director Strickland presented Ordinance O2025-56, an ordinance establishing the Winston Community Development District, a residential subdivision proposing 295 single-family residential lots on approximately 83 acres of land. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 8, 2025
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B. Wildwood Country Resort Small Scale Comprehensive Plan Amendments

Development Services Director Strickland presented Ordinance O2025-58, an ordinance proposing a small scale future land use map amendment to change the Future Land Use Map designation from Rural Residential (Sumter County) to Mobile Home Park (City of Wildwood) for parcels G16A010, G16A207, G16A106, G16EC051, and G16EC038 on a total of 0.83 acres MOL. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 8, 2025
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C. Wildwood Country Resort Rezoning Applications

Development Services Director Strickland presented Ordinance O2025-59, an ordinance proposing a zoning map amendment to change the zoning district from RPUD (Sumter County) to MHP (City of Wildwood) for parcels G16A010, G16A207, G16A106, G16EC051, and G16EC038 on a total of 0.83 acres MOL. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 8, 2025
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D. A25-3783 - SSCPA - Son Life Lawn & Landscaping, Inc.

Development Services Director Strickland presented Ordinance O2025-60, an ordinance proposing a small scale comprehensive plan amendment to change the Future Land Use Map designation from Industrial (Sumter County) to Industrial (City) for parcel D29A022 on 2.57 acres MOL. First reading only. No vote.

RESULT: FIRST READING	PUBLIC HEARING: December 8, 2025
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E. A25-3784 - RZ - Son Life Lawn & Landscaping, Inc.

Development Services Director Strickland presented Ordinance O2025-61, an ordinance proposing a zoning map amendment to change the zoning district from CN and RR5C (Sumter County) to M-1 (City) for parcel D29A022 on 2.57 acres MOL. First reading only. No vote.

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

None.

9. Financial & Contracts & Agreements

A. A25-0068 St. Vincent De Paul Amended and Restated Non-Exclusive Utility Easement

Development Services Director Strickland explained the need to move an existing utility easement to accommodate a new utility line for the St. Vincent DePaul property on South Main Street where a food pantry and thrift shop were planned. Motion by Commissioner Flores, seconded by Commissioner Green, to approve the easement. Motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Flores
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

B. Approval of Award for Invitation to Bid (ITB) #2026-01 Utility Supply Line Parts Bid

Utility Deputy Director Martin explained the award for the invitation to bid for utility supply parts, noting the city uses approximately three-quarters of a million dollars worth of parts annually. Three responsive bidders were selected to provide flexibility in sourcing parts. Motion by Commissioner Green, seconded by Commissioner Flores, to approve the award. Motion passed

unanimously.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

- C. Payment Application No. 3 for Signature Drive Improvements Project in the Amount of \$35,826.91

Public Works Director Hockenbury presented the third payment application for the Signature Drive improvements project. Motion by Commissioner Green, seconded by Commissioner Flores, to approve the payment. Motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

- D. Update to Trimble Annual Software Subscription Agreement for Unity Construct and Unity Maintain in the Amount of \$55,769.36

Public Works Director Hockenbury presented the agreement for Unity Construct and Unity Maintain software. The system will manage CIP projects and integrate with existing cityworks software, providing public access to project information online. Motion by Commissioner Elliott, seconded by Commissioner Green, to approve the agreement. Motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Elliott
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

- E. Authorization to Enter into an Agreement with ONINDUS for Project Management Software Implementation Services in the Amount of \$71,500

Public Works Director Hockenbury presented an authorization to enter into an agreement for software implementation services. The six-month implementation would develop workflows and modify pre-configured designs for the city's project management system. Motion by Commissioner Green, seconded by Commissioner Flores, to authorize the agreement. Motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

F. Millennium Park Project Change Order No. 7 in the Amount of \$32,756.14

Public Works Director Hockenbury presented a change order, which addressed a conflict between an existing sanitary sewer line and new storm line. Motion by Commissioner Green, seconded by Commissioner Flores, to approve the change order. Motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

G. CR 501 WTP Iron Filter Project Pay Application No. 9 to SGS Contracting Services, Inc. for the Amount of \$180,590.18

Utility Deputy Director Martin presented a pay application for the iron filter project. He stated that the filters were operational and being integrated into the plant's computer system. Motion by Commissioner Flores, seconded by Commissioner Green, to approve the payment. Motion passed unanimously.

RESULT:	Passed
MOVER:	Commissioner Flores
SECONDER:	Commissioner Green
AYES:	Mayor Wolf, Commissioner Elliott, Commissioner Flores, Commissioner Green

10. General Items for Consideration/Discussion and Other Business

None.

11. Appointments

None.

12. City Manager Reports

A. FY26 Ad Valorem Tax Flyer

City Manager McHugh announced the release of the annual tax flyer showing how ad valorem tax dollars were spent and comparing Wildwood with other taxing authorities. The flyer would be posted on the city website.

B. Request Special Meeting for December 1, 2025 at 9am

City Manager McHugh outlined the process for filling Commissioner Bivins' vacancy, explaining the charter requirement for appointment within 30 days. He proposed posting a notice of vacancy immediately, with applications due December 9th, a December 1st meeting to finalize the selection process, and a December 15th meeting to make the appointment. The Commission approved this timeline.

C. Request Special Meeting for December 15, 2025 at 9am

13. Other Department Reports

A. Parks and Recreation Department Quarterly Report

Parks and Recreation Director Kellem presented her department's quarterly report. There was also a discussion of the upcoming Christmas parade scheduled for Friday, December 5th at 6:00 p.m.

14. Commission Members Reports

Commissioner Elliott commented on the Christmas lights display, attended meetings with Take Stock in Children and Lake Sumter State College regarding AI policy, outlined requirements for the commissioner selection process including transparency and written ballots, and discussed an upcoming Florida League of Cities legislative committee meeting regarding proposed local tax reductions.

Commissioner Green expressed opposition to the Charlie Kirk road naming in the county.

Commissioner Flores wished everyone a happy Thanksgiving and safe travels.

15. City Attorney Reports

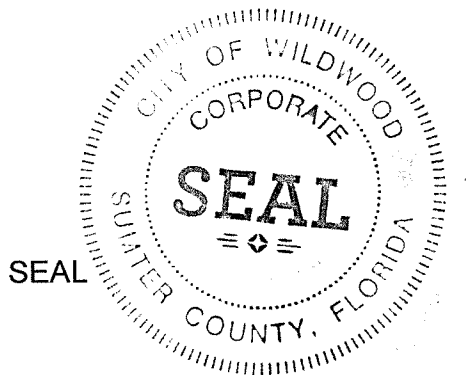
None.

16. Adjournment

With no further business to discuss, the meeting was adjourned at 7:45 p.m.

RESULT:	Passed
MOVER:	Commissioner Green
SECONDER:	Commissioner Flores
AYES:	Mayor Wolf, 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