

CODE COMPLIANCE
CITY OF WILDWOOD, FLORIDA
REGULAR MEETING
February 3, 2026 1:00 PM
CITY HALL COMMISSION CHAMBER

(meeting taped)

I. CALL TO ORDER

Attendee Name	Title	Status
Lindsay C.T. Holt	Special Magistrate	Present
Cassandra Smith	Assistant City Manager/CFO	Present
Tara Tradd	Code Compliance Manager	Present
Stuart Ellington	Code Compliance Specialist	Present
Jackson Shelton	Deputy City Clerk	Present

Special Magistrate Holt brought the meeting to order at 1:04 p.m.

1. Special Magistrate, Overview of the Code Enforcement Process

Special Magistrate Holt explained that the public hearings were considered quasi-judicial and provided an overview of the Code Compliance meeting procedures.

2. Swear in City Staff

Special Magistrate Holt administered the oath to all city staff and attendees who would be providing testimony.

II. APPROVAL OF SUMMARY MINUTES

1. December 2, 2025

Special Magistrate Holt corrected a spelling error in her last name within item two of New Business and approved the summary minutes for the December 2, 2025, meeting.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

III. OLD BUSINESS

1. City of Wildwood Case# SM-016-07

Respondents: Charles and Belinda Adams

Violation Address: Parcel G05R073, 116 Woodlane Avenue

Violations: Satisfaction of Lien Signature

Status: This property is compliant with the City Code of Ordinances, and the case costs have been paid from an old 2007 lien.

Code Compliance Manager Tradd presented the case. She testified that this case was initially brought to the attention of the City in 2007 when there was an old lien that existed from a

previous code case. The property had come into compliance approximately 1–2 years ago and the City had released a previous lien while the 2007 lien was overlooked. She explained this case was an administrative process that asked for a satisfaction of lien to be signed for the owners to have a clean chain of title. There were no further comments from City staff or the public. The Special Magistrate stated the City's justification was satisfactory and would sign and approve the satisfaction of the lien.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

2. **City of Wildwood Case# 25-0125**

Respondents: Gina McDonald

Violation Address: Parcel G05G004, 605 Mission Drive

Violations: Code of Ordinances: Chapter 7 Exterior Maintenance Standards; Chapter 9, Failure to Abate, and Chapter 15 – Accumulation of Junk and Debris; Chapter 12, Derelict Camper with someone occupying the vehicle.

Status: This property is non-compliant with the City Code of Ordinances

Special Note: Special Magistrate Holt directed that this item be moved forward from New Business to be heard before other items on the agenda for the convenience of individuals that were in the chambers to speak on the item.

Code Compliance Manager Tradd presented the case. She testified that the City had received a complaint in November 2025 about an individual who lived in a travel camper at 605 Mission Drive. Tradd explained that by City ordinance and Land Development Regulations, the permanent occupation of a travel camper was prohibited. She noted that the only time this would be allowed was if a building permit had been pulled for the property or there was a justified medical hardship. The property owner had told Code Compliance that she was taken advantage of by the individual who inhabited the travel camper and had started the process of eviction. The eviction was filed in December 2025, and the individuals still inhabited the travel camper as of February 2, 2026. Tradd noted there were pictures of the current occupation of the travel camper in evidence. Special Magistrate Holt asked if there was an accumulation of trash and debris, to which Tradd affirmed. Special Magistrate Holt asked if the debris was attributed to the individuals who resided in the travel camper, to which Tradd affirmed. Tradd requested a care period of 30 days for the travel camper to be vacated and debris removed from the premises with case costs of \$147.94. The Special Magistrate asked what the City was prepared to do if these requests were not met by the owner. Tradd stated the City would not request fines at this time and would want to return for a second hearing.

Property Owner Gina L. McDonald thanked the Code Enforcement team and the City for having worked with her through this process. She stated when she found out the individuals who lived in the travel camper had illegally used her utilities, she procured an Unlawful Detainer and served the notice to the individuals. McDonald stated she had a court date of February 26. The Special Magistrate asked if the court date was for a trial. McDonald explained the court date was for the final judgment regarding the Unlawful Detainer. She stated she had moved off the property over a month ago as she feared for her safety. McDonald stated that she had roofers over on several occasions and they notified her of drug deals performed on her property that involved the individuals who resided in the travel camper. Her son lived in Sumterville, and she noted that he would help her clean up the property once the individuals were removed from the site.

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The Special Magistrate reiterated that McDonald had said her court date was on February 26 and that the proposed 30-day care period would be tight for her to accomplish. She stated that she was entering an order to find the property in violation and increased the proposed timeframe from 30 to 60 days to allow more of a buffer for the owner. She ordered \$147.94 to be paid as they were hard costs for the City. The Special Magistrate encouraged the respondent to contact the code office for re-inspection once compliance was achieved.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

3. **City of Wildwood Case# 25-0128**

Respondents: COTTAGES AT WILDWOOD (FL) OWNER

Violation Address: Parcel D33-046, 5244 E CR 462

Violations: Code of Ordinances: Chapter 7 Exterior Maintenance Standards; Chapter 9, Failure to Abate, and Chapter 15 – Accumulation of Junk and Debris; Commercial Dumpster Overflowing.

Status: This property is compliant with the City Code of Ordinances

Special Note: Special Magistrate Holt directed that this item be moved forward from New Business to be heard before other items on the agenda for the convenience of individuals that were in the chambers to speak on the item.

Code Compliance Manager Tradd presented the case. She testified there was a dumpster enclosure located at The Cottages at Wildwood that contained two dumpsters which serviced the tenants who lived on the property. She noted that since January 3, 2024 there had been management issues with the dumpster that included excess trash accumulation, household furniture and overall cleanliness. There were several pictures in the case file that she directed the Special Magistrate to reference that showed the issues over the last two years. She stated the City had worked with the organization to correct this issue, but as of December 2025 there were still issues with the dumpsters. Since being notified of the hearing, The Cottages at Wildwood had performed several measures to ensure the cleanliness of the dumpsters and surrounding area. Tradd described the installation of cameras and locks on the enclosure doors. Tradd stated that her last inspection of the area on February 2, 2026 showed the area is now in compliance and wanted this information on record in case this issue occurred in the future.

Special Magistrate Holt asked if the City was seeking an order. Tradd stated the City wanted the information in the record so if the issue happened again, the case could be processed as a repeated violation. The Special Magistrate asked if the City was seeking costs. Tradd replied with \$148.60. The Special Magistrate stated she would enter an order that showed the property was currently in compliance and there was no care period necessary. She also stated the order provided documented violations of the code on the dates as testified and for costs to be paid to the City in the amount of \$148.60 within 30 days.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

2. **City of Wildwood Case# 24-0008**

Respondents: SANDERS PRISCILLA J TRUSTEES

Violation Address: Parcel G05F039, 600 PLEASANTDALE DR

Violations: Code of Ordinances: Chapter 7 Exterior Maintenance Standards; Chapter 9, Failure to Abate. Florida Building Code Unsafe Structure

Status: This property is non-compliant with the City Code of Ordinances; Request a Recommendation to Foreclose on the property.

Code Compliance Manager Tradd presented the case. She testified this case came before the Special Magistrate on August 5, 2025 and was for an unsafe structure as determined by the City of Wildwood Development Services Department and Police Department. She explained the City was granted an Order of Abatement and that in September the house had been completely secured. Tradd noted the City was now ready to close on the lien. Special Magistrate Holt granted permission and asked if she needed to sign an order, to which Tradd replied yes.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

3. **City of Wildwood Case# 25-0019**

Respondents: Vermont LLC

Violation Address: Parcel ID# G06H047, 413 Orange Street

Violations: Code of Ordinances: Chapter 7 Exterior Maintenance Standards; Leaking Roof, Chapter 9, Failure to Abate, and Chapter 15 – Accumulation of Junk and Debris

Status: This property is non-compliant with the City Code of Ordinances; Request a Recommendation to Foreclose on the property.

Code Compliance Specialist Ellington presented the case. He testified that the original case number was 25-0057 and since this case was entered, the City had moved to a different case management software where the newly assigned case number was 25-0019. He stated that the property manager he was in contact with had pulled a permit and inspection from a contractor and began on the property. Ellington noted that he told the property owner the accrued fines would be paused on January 23 and that the total cost of fines were \$21,600.00 with approximated case costs of \$288.00. Ellington conveyed to the property owner that if repairs were not made prior to the permit expiration that he would backdate costs to the date the permit was issued and seek foreclosure on the property. Special Magistrate Holt asked if the case would need a continuance, to which Ellington affirmed. Special Magistrate Holt granted a continuance for case 25-0019.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

4. **City of Wildwood Case# 25-0021**

Respondents: Vermont LLC

Violation Address: Parcel ID# G06F008, 410 Terry Street

Violations: Code of Ordinances: Chapter 7 Exterior Maintenance Standards; Roof Leaking, Chapter 9, Failure to Abate, and Chapter 15 – Accumulation of Junk and Debris;

Status: This property is non-compliant with the City Code of Ordinances; Request a

Recommendation to Foreclose on the property.

Code Compliance Specialist Ellington presented the case. He testified that this case had the exact same circumstances as the case that was previously heard. The Special Magistrate stated she would issue an Order to Foreclose if that is what it would take to for the property owner to pay attention. Special Magistrate Holt granted a continuance for case 25-0021.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

IV. NEW BUSINESS

1. **City of Wildwood Case# 25-0014 – REPEAT VIOLATION**

Respondents: Rotiki LLC

Violation Address: Parcel ID# G07-057, 440 W Gulf Atlantic Highway

Violations: Code of Ordinances: Chapter 7 Exterior Maintenance Standards; Chapter 9, Failure to Abate, and Land Development Regulations, Chapter 3.24 Sign Code Standards

Status: This property is non-compliant with the City Code of Ordinances

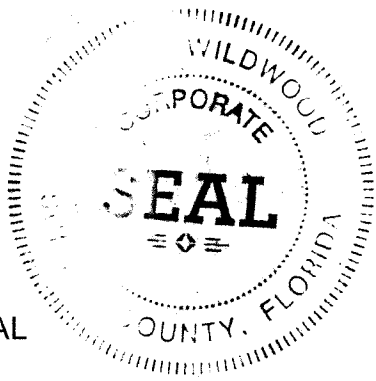
Code Compliance Specialist Ellington presented the case. He testified that the original case number was 25-0083 and since this case was entered, the City had moved to a different case management software where the newly assigned case number was 25-0014. He explained the owner had since abated the property while the notice was in transit. Special Magistrate Holt asked if the property was in compliance, to which Ellington affirmed. The Special Magistrate asked if the City was seeking an order similar to the one discussed for The Cottages case heard previously at the meeting, to which Ellington responded that everything had been taken care of and the City was not seeking anything.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt

V. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 1:27 p.m.

RESULT:	Passed
MOVER:	Special Magistrate Holt
SECONDER:	None
AYES:	Special Magistrate Holt



SEAL

CODE COMPLIANCE
CITY OF WILDWOOD, FLORIDA

3/3/26
Date

Lindsay C.T. Holt,
Special Magistrate
City of Wildwood, Florida