



CITY COMMISSION WORKSHOP MINUTES

Monday, January 05, 2026 at 5:00 PM

Historic City Hall, Commission Chambers – 225 East Main Street, Suite 105

www.cityofwauchula.gov

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Nadaskay called the workshop to order at 5:00 pm.

ROLL CALL

PRESENT

Commissioner Anne Miller
Mayor Pro Tem Russell Smith
Mayor Keith Nadaskay
Commissioner Sherri Albritton

ABSENT

Commissioner Gary Smith

STAFF PRESENT

City Manager Olivia Minschew
Deputy City Manager John Eason
Assistant City Manager Sandee Braxton
City Clerk Stephanie Camacho
Deputy City Clerk Melodie Kincaid
Director of Project Management and Procurement Ward Grimes
Police Chief Ron Curtis
Community Development Director Kyle Long
City Attorney Kristie Hatcher-Bolin

OPEN COMMISSION WORKSHOP

1. Resolution 2026-01 SCOP Agreement w FDOT Heard Bridge Road
Long presented the resolution to receive funding in the amount of \$1,173,888.00 for certain improvements to Heard Bridge Rd.
2. Resolution 2026-02 Resiliency Hardening Study of the Wastewater Treatment Plant
Eason presented the resolution to receive \$700,000 in order to complete the hardening study at the wastewater treatment plant. Eason explained FDEP has agreed to allow the City to use part of the funding for a separate project and those details would be memorialized in the actual grant document when it is completed.
3. Resolution 2026-03 State Revolving Fund Loan Program (Project #WW25018)

Eason presented the resolution to apply for a loan which would be utilized to address some problems with wastewater drainage and other issues. Eason noted the City would receive the \$15,000,000.00 loan at 100% principal forgiveness.

4. ITB 25-04 Downing Circle Milling and Resurfacing Bid Recommendation

Long presented the award recommendation for Excavation Point.

5. Personnel Rules & Regulations (PRR) Amendment - Probationary Period for Sworn Law Enforcement

Curtis explained the request to extend the probationary period for sworn law enforcement personnel. Curtis stated industry standard is typically 12 months and the PD's field training program is also 12 months therefore, extending the probationary period would remain consistent with their training timeline. Curtis also noted the amendment would allow for sworn personnel to continue to receive the City's offered benefits after 6 months of service.

6. Subordination of City Utility Interest - FDOT E Main Sidewalk Project

Long address the Commission and explained this agreement allows FDOT to relocate any utilities in the project easement. The agreement noted that, if FDOT was unable to move the utilities within the current easement area, they would relocate to an alternate location and cover any expenses associated.

7. AMI Project Year End Update

Eason shared the project progress thus far. Eason stated water meter installations were delayed from the original timeline however they were scheduled to start being installed 1/6/2026. Eason noted the initial lead time on receiving electric meters had been shortened and the City was expecting to receive those sooner than anticipated. Eason stated the project completion was still on track for mid-late 2027.

8. Bad Debt Write-Off

Braxton presented the bad debts on customer utility accounts to the Commission.

CITY ATTORNEY REPORTS

No report.

CITY MANAGER REPORT

Report given.

CITY COMMISSIONER REPORTS

No report.

REMINDERS

ADJOURNMENT

With no further business to discuss, Nadaskay adjourned the workshop at 5:45 pm.