



## **CITY COMMISSION AND CRA BOARD WORKSHOP MINUTES**

**Monday, December 01, 2025 at 5:00 PM**

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

**[www.cityofwauchula.gov](http://www.cityofwauchula.gov)**

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### **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 Minshew  
Deputy City Manager John Eason  
Assistant City Manager Sandee Braxton  
City Clerk Stephanie Camacho  
Deputy City Clerk Melodie Kincaid  
Chief of Police Ron Curtis  
Director of Project Management & Procurement Ward Grimes  
Community Development Director Kyle Long  
CRA Director Jessica Newman  
City Attorney Kristie Hatcher-Bolin

### **OPEN COMMISSION WORKSHOP**

Nadaskay opened the Commission workshop.

1. Chamber of Commerce Lease Extension

Kaylee Webb - Executive Director, Hardee County Chamber of Commerce

Webb provided a list of maintenance items and upgrades that have been done and plan to be done at this facility. Minshew also provided some information on lease terms of this type in surrounding areas. Minshew explained the City's lease with the Chamber was very similar to surrounding area lease agreements.

The Commission was of the thought that the upgrades proposed would be beneficial and acceptable for the requested 10-year lease extension.

2. Historic Preservation Board Appointment Consideration

Long presented the application from Kaitlin Shaw and stated he felt she would be a good fit for the Board.

3. Planning & Zoning Board Member Removal Consideration

Long explained to the Commission that Wayne Johnson has had medical issues for the past several months and unable to attend meetings. Long stated the Planning & Zoning Board voted to remove Mr. Johnson from the Board in order to attempt to fill the seat.

**4. ADD ON ITEM:**

Airport Advisory Board Appointment Consideration

Eason explained the Airport Advisory Board had a member that was expiring at the end of December and the member did not wish to stay on. Eason stated the City received two applications of interest for the Board. Eason shared the Airport Advisory met on 12/1/25 and discussed City staff member, Ward Grimes, stepping off the Board, which would open another vacancy. Eason also stated this would mitigate any potential issues of Sunshine violations with Grimes playing two roles, City staff and Board member.

Michael Thompson was present via Zoom for any questions.

5. Board Members & Committees Updates

Camacho presented the updates, noting the proposed changes that were already discussed for Historic Preservation, Planning & Zoning, and Airport Advisory, as well as a few other term renewals.

6. Resolution 2025-19 FDOT Construction Agreement for Hogan St

Long explained there was an error on the previous survey, requiring the document to be updated and approved by the Commission.

7. Resolution 2025-22 Hardened Public Safety Facility Grant

Eason presented the resolution to accept grant funding in the amount of \$5,000,000.00 for this project.

8. Ordinance 2025-16 CIE Update

Curtis Knowles - Central Florida Regional Planning Council

Knowles explained this was the annual CIE update.

9. Ordinance 2025-18 Certified Recovery Centers

Curtis Knowles - Central Florida Regional Planning Council

Knowles presented the ordinance, which would add language to the City's code, complying with SB 954, which would allow a streamlined process for citizens to apply for reasonable accommodations from land use regulations to open a certified recovery residence.

Hatcher-Bolin clarified this SB did not require the City to change their land development code for new facilities and that this would apply to current facilities that are recertifying.

10. Ordinance 2025-19 Condo Inspections

Curtis Knowles - Central Florida Regional Planning Council

Knowles presented the ordinance which would add language to comply with HB 913 regarding condo inspection requirements and State reporting.

11. Ordinance 2025-21 Extending the Suspension and Waiver of Water and Wastewater Impact Fees

Long presented the ordinance, explaining there were no proposed changes to the fees. Long provided a data report with an update of what surrounding areas are doing regarding their impact fees. There was discussion about potentially collecting fees. Minshew explained the fees would only be allowed to be used for projects that would improve the negative impacts on utilities caused by development. The consensus of the Commission was to push this to the January workshop with the potential of assessing fees.

**CITY ATTORNEY REPORTS**

No report.

**CITY MANAGER REPORT**

Report given.

**CITY COMMISSIONER REPORTS**

No report.

**CLOSE COMMISSION WORKSHOP**

Nadaskay closed the Commission workshop.

**OPEN CRA WORKSHOP**

Nadaskay opened the CRA workshop.

12. Tax Increment Financing (TIF) Program

Newman presented the program document, explaining the changes that were made from the November meeting. The Commission shared their thoughts for proposed changes to some of the language.

**REMINDERS**

**ADJOURNMENT**

With no further business to discuss, Nadaskay adjourned the workshop at 6:10 pm.