



CITY COMMISSION AND CRA BOARD WORKSHOP MINUTES

Monday, May 04, 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

Mayor Pro Tem Russell Smith
Mayor Keith Nadaskay
Commissioner Sherri Albritton
Commissioner Gary Smith

ABSENT

Commissioner Anne Miller

STAFF PRESENT

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

OPEN COMMISSION WORKSHOP

Nadaskay opened the City Commission workshop.

1. Hardee County Government Center and Resiliency Hub (HCSO) Project Proposal

Kelly Klepper - Kimley Horn
Bo Conerly – Kimley Horn

Klepper presented the rezone with master development plan for the property owned by Hardee County BOCC, proposed to be the site for a new sheriff's office complex and detention facility.

Klepper stated the firm was working with both City and County staff on the project, which would be funded by a State grant. Klepper recapped the history of this project before explaining the rezone request and proposed use of the property.

Klepper and Conerly answered questions from the Commission.

Mark Gilliard - 932 Heardbridge Rd

Gilliard shared concerns about the PUD regarding the amount of acreage actually being developed, potential increased traffic onto Heard Bridge Rd, and water drainage.

2. Revocable License Agreement - Pamela Sellers and Kassie Knight

Long addressed the Commission, noting changes made to the agreement.

The Commission discussed the liability insurance requirement.

Long explained staff reached out to a local insurance company to inquire about the potential to obtain this type of insurance however, the company stated they only provide that for commercial businesses, not residential customers. Long also stated staff reached out to the City's property and casualty insurance company who suggested including an annual fee in the agreement as a contribution towards the City's insurance premium.

The Commission asked staff to do some more research and attempt to come up with an amount for the fee. Staff noted there was also an annual increase inclusion in the agreement, which they would also present at the June meeting.

3. RFP 26-01 MS015 CDBG-DR Rebuild Florida Infrastructure Repair Program

4. RFQ 26-01 MS015 CDBG-DR Rebuild Florida Infrastructure Repair Program

Eason presented the bid documents for RFP 26-01 and RFQ 26-01 to perform storm hardening and raising of lift stations in the Riverview Heights area.

5. ITB 26-03 Wauchula Municipal Airport Fuel Farm and Generator Project

Eason presented the bid document for the fuel farm and generator project at the airport.

6. City of Wauchula Safety Policy

Camacho presented the updated safety manual.

7. COW Surplus Equipment

Grimes presented the 2015 zero-turn mower that was due for replacement.

8. Resolution 2026-11 Vacating Alley (Foster's Addition Subdivision)

Long presented the resolution to close an alley that was not previously closed in Resolution 2021-03.

9. Letter of Interest and Memorandum of Agreement - 287(g) Task Force Officer (TFO) Program

Curtis addressed the Commission, explaining there was more push for law enforcement agencies to participate in this program. Curtis stated he had expressed some of his concerns regarding the potential liabilities to the City when he spoke with the Florida Police Chiefs Association and, after plenty of discussion, those concerns were put to rest. Curtis recommended moving forward with the MOU to participate in the program.

10. Quarterly Financial Report

Braxton presented the City's quarterly financial report.

11. Discussion re Signage in Industrial Areas

Long shared an update from his communication with FDOT regarding signage with their tenant at Burgin Farmers Market. Long advised FDOT stated they would not allow the tenant to build permanent signage in the location he wanted it in. They did say they would allow signage in another location however; it would not meet the City's setback requirements. Long stated the options were to amend the Code or move forward with a code violation case.

The Commission and staff discussed the options. The consensus was that this was a landlord-tenant issue and did not meet the intent for amending the Code.

12. Gymcats Temporary Drop-Off Designation Request

Newman explained there would be construction going on behind the building where parents typically drop off children for gymnastics. For safety purposes, the business was requesting to designate the two parking spots in front of Andersons as drop off and pick up for the duration of the construction and only during specific time periods (Monday-Friday 3:30-8:00 PM). Newman stated Gymcats would be responsible for putting out a cone, therefore not utilizing City staff or resources.

CITY ATTORNEY REPORTS

No report.

CITY MANAGER REPORT

Report given.

CITY COMMISSIONER REPORTS

No report.

CLOSE COMMISSION WORKSHOP

Nadaskay closed the City Commission workshop.

OPEN CRA WORKSHOP

13. CRA RFQ 26-01 Contract Review

Minshew presented the contract for review, as it was not a part of the original bid document when presented.

14. CRA RFP 26-01 Award Recommendation

Minshew shared the award recommendation for EO Koch.

REMINDERS

ADJOURNMENT

With no further business to discuss, Nadaskay adjourned the workshop at 7:46 pm.