



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

**Monday, November 10, 2025 at 6:00 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 meeting to order at 6:00 pm.

### **ROLL CALL**

#### **PRESENT**

Commissioner Anne Miller  
Mayor Pro Tem Russell Smith  
Mayor Keith Nadaskay  
Commissioner Sherri Albritton  
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  
Community Development Director Kyle Long  
Code Enforcement Officer Raina Bergens  
CRA Director Jessica Newman  
Director of Project Management and Procurement Ward Grimes  
Chief of Police Ron Curtis  
City Attorney Kristie Hatcher-Bolin

### **APPROVAL OF AGENDA**

Motion made by Commissioner Albritton, Seconded by Commissioner Miller.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

### **MINUTES FOR APPROVAL**

1. Minutes for 10/06/2025 Commission Workshop and 10/13/2025 Commission Meeting  
Recommended Action: Commission's Approval

Motion made by Commissioner Smith, Seconded by Commissioner Albritton.  
Voting Yea: Commissioner Miller, Mayor Pro Tem Smith, Mayor Nadaskay

### **PUBLIC COMMENT / NON-AGENDA ITEMS**

None presented.

## **ORDINANCES / PUBLIC HEARINGS**

### **2. Ordinance 2025-07 FLU Map Amendment for School Board Property 2nd Reading**

Recommended Action: Commission's Approval

Nadaskay opened the public hearing. No comments were presented. Nadaskay closed the public hearing.

Hatcher-Bolin read the ordinance by title only.

Motion made by Commissioner Smith, Seconded by Commissioner Miller.

Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Albritton

### **3. Ordinance 2025-08 Rezone for School Board Property 2nd Reading**

Recommended Action: Commission's Approval

Nadaskay opened the public hearing. No comments were presented. Nadaskay closed the public hearing.

Hatcher-Bolin read the ordinance by title only.

Motion made by Commissioner Miller, Seconded by Commissioner Smith.

Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Albritton

### **4. Ordinance 2025-12 FLU designation for 572 Stenstrom Rd - 2nd Reading**

Recommended Action: Commission's Approval

Nadaskay opened the public hearing. No comments were presented. Nadaskay closed the public hearing.

Hatcher-Bolin read the ordinance by title only.

Motion made by Commissioner Albritton, Seconded by Commissioner Miller.

Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

### **5. Ordinance 2025-13 Rezone for 572 Stenstrom Rd - 2nd Reading**

Recommended Action: Commission's Approval

Nadaskay opened the public hearing. No comments were presented. Nadaskay closed the public hearing.

Hatcher-Bolin read the ordinance by title only.

Motion made by Commissioner Smith, Seconded by Commissioner Albritton.

Voting Yea: Commissioner Miller, Mayor Pro Tem Smith, Mayor Nadaskay

### **6. Ordinance 2025-15 Final Budget Adjustments for FY 2024-2025 - 2nd Reading**

Recommended Action: Commission's Approval

Nadaskay opened the public hearing. No comments were presented. Nadaskay closed the public hearing.

Hatcher-Bolin read the ordinance by title only.

Braxton advised the numbers had been updated from first reading after receiving all final invoices for grant funded projects.

Motion made by Mayor Pro Tem Smith, Seconded by Commissioner Smith.

Voting Yea: Commissioner Miller, Mayor Nadaskay, Commissioner Albritton

## **CITY MANAGER / NON-CONSENT**

### **7. Power Cost Adjustment**

Minshew announced the October power cost adjustment.

### **8. Chamber of Commerce Lease Extension**

Recommended Action: Commission's Approval

Minshew advised the lease agreement was soon to expire and the Chamber was requesting to extend the lease for an additional 10 year term. Albritton shared concerns of there not being a fee to lease the premise considering maintenance fees accrued. Minshew stated the lease required the Chamber to be responsible for specific maintenance. Albritton asked if the City received any percentage of the rentals when the Chamber leased to the public. Minshew confirmed the City did not receive any portion of those rental fees.

Kaylee Webb - Executive Director, Hardee County Chamber of Commerce  
Krystin Chapman - Board Member, Hardee County Chamber of Commerce  
Webb and Chapman were present to answer any questions from the Commission. Webb explained the 10 year extension request was to ensure they would remain tenants considering some substantial maintenance they were anticipating to fund.

The Commission requested the City to research other municipalities to see if this would be a standard agreement elsewhere, and also to find out how much the City pays annually for property insurance on this building. They also requested a list of proposed improvements and estimated costs from the Chamber. The lease extension was pushed to the December workshop.

### **9. Brown Properties Foreclosure Discussion**

Recommended Action: Commission's Discretion

Andrea (Andy) Milheizler was present via Zoom and requested a lien forgiveness, as well as to stop the foreclosure process. Milheizler stated the properties were now in her and her sister's name and that they had both taken on the financial burden of bringing the properties into compliance. She also stated the properties were put into a trust and they were planning to sell them.

Bergens provided an update to the Commission on the properties that were in foreclosure. Bergens shared the total fees accrued up to this point.

\$30,100.00 - 126 E Townsend St

\$12,100.00 - 121 W Main St

R. Smith recalled a previous instance where the Commission waived fines for Mr. Brown's property liens, other than City costs. Smith stated he felt like the Commission should follow the same standard as they've previously done. Smith also acknowledged the work that had been done to bring the properties in compliance. After discussion, Smith's opinion remained the same.

Nadaskay didn't feel that the fines were reasonable. He stated he felt that a reasonable fine would be the City's cost on Townsend and the full amount on Main St.

Albritton stated the liens should not be forgiven. She felt that property owners needed to be held responsible for not keeping up with their properties. After discussion, she stated she could agree to reduce by 10%.

Anne Miller also felt the full amount was justified given Mr. Brown was a habitual offender on code violations and his liens had already been forgiven in the past. After discussion, she stated she could agree with the opinion Nadaskay presented.

Gary Smith stated an example needed to be set and the Commission had previously given lien reductions to this owner. After discussion, he recommended to charge 75% of the lien, plus hard costs.

Albritton motioned to charge the City's hard costs, plus 75% of the liens for both properties.

Gary Smith seconded the motion.

Roll call vote:

Miller - No

R. Smith - No

Nadaskay - No

Albritton - Yes

G. Smith - Yes

Motion did not pass.

Miller motioned to charge total hard costs on both properties, plus the total lien amount on 121 W Main St, and to forgive the lien on 126 E Townsend St.

Nadaskay seconded the motion.

Additional discussion was had.

Roll call vote:

Miller - No

R. Smith - No

Nadaskay - Yes

Albritton - No

G. Smith - No

Motion did not pass.

Albritton motioned to charge hard costs for each property, plus total liens on 121 W Main St and 50% of the lien on 126 E Townsend St.

The motion was not seconded.

G. Smith motioned to charge hard costs on both properties, plus 25% of the lien on 126 E Townsend St and the full amount of the lien for 121 W Main St.

Albritton seconded the motion

The amount discussed amongst the Commission was \$32,310.00. This does not include attorney fees and does not include 125 W Main St.

Roll call vote:

Miller - Yes

R. Smith - No

Nadaskay - No

Albritton - Yes

G. Smith - Yes

Motion passed.

10. ITB 25-04 Downing Circle Milling and Resurfacing

Recommended Action: Commission's Approval

Long presented the bid documents to the Commission.

Motion made by Commissioner Miller, Seconded by Commissioner Albritton.

Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

11. Resolution 2025-18 Amending Rules & Policies Governing Public Comment

Recommended Action: Commission's Approval

Minshew explained some minor amendments were made in order to adhere to current City practices for public hearings, as well as a section to address removing someone from a public meeting if order needed to be restored.

Motion made by Commissioner Albritton, Seconded by Commissioner Miller.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

12. Resolution 2025-19 FDOT Agreement for Hogan St. Extension

Recommended Action: Commission's Approval

Long presented the resolution to enter into the agreement with FDOT for the construction of the Hogan St extension. Long explained the extension would encroach on FDOT right-of-way and this agreement would allow the City to do work in their right-of-way.

Motion made by Commissioner Miller, Seconded by Commissioner Albritton.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

13. Resolution 2025-21 Auditorium Safety Improvements Project

Recommended Action: Commission's Approval

Minshew presented the resolution to accept a grant from the Department of Commerce for this project, which was approved in the 2025 legislative appropriations.

Motion made by Commissioner Albritton, Seconded by Commissioner Smith.  
Voting Yea: Commissioner Miller, Mayor Pro Tem Smith, Mayor Nadaskay

14. Hogan Extension Drainage Easement

Recommended Action: Commission's Approval

Long presented the easement which would allow the stormwater drainage to remain in the City's right-of-way and would require the IDA to maintain the drainage area.

Motion made by Commissioner Smith, Seconded by Commissioner Albritton.  
Voting Yea: Commissioner Miller, Mayor Pro Tem Smith, Mayor Nadaskay

15. Verizon Lease Amendment

Recommended Action: Commission's Approval

Minshew explained Verizon requested to amend some of the terms in their original lease agreement. Minshew also explained the proposed rental fee was less than what they were currently paying however it was in line with AT&T who also leases space.

Motion made by Commissioner Albritton, Seconded by Commissioner Miller.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

16. Proclamation 2025-06 Shop Small Saturday

Recommended Action: Commission's Approval

Newman explained the proclamation to acknowledge the annual holiday shopping season.

Nadaskay read the proclamation.

Motion made by Commissioner Miller, Seconded by Commissioner Smith.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Albritton

17. Special Event Application - Brunch in the Park

Recommended Action: Commission's Approval

Newman presented the application for the annual event, which would provide alcohol to patrons.

Motion made by Commissioner Miller, Seconded by Commissioner Smith.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Albritton

18. City of Wauchula Surplus Vehicles/Equipment

Recommended Action: Commission's Approval

Grimes presented the vehicles and equipment that were ready for surplus according to the City's fleet replacement schedule.

Motion made by Commissioner Smith, Seconded by Mayor Pro Tem Smith.  
Voting Yea: Commissioner Miller, Mayor Nadaskay, Commissioner Albritton

**CITY ATTORNEY REPORTS**

No report.

**CITY MANAGER REPORT**

Report given.

**CITY COMMISSIONER REPORTS**

Report given.

**RECESS COMMISSION MEETING – CONVENE CRA BOARD MEETING**

Nadaskay recessed the City Commission meeting and convened the CRA Board meeting.

**CRA AGENDA**

19. Approval of Minutes for 09/03/2025 CRA Workshop and 09/08/2025 CRA Meeting

Recommended Action: Board's Approval

Motion made by Commissioner Albritton, Seconded by Commissioner Miller.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

20. 2025-2026 Revitalization Program

Recommended Action: Board's Approval

Newman presented the 2025-2026 grant cycle.

Motion made by Commissioner Miller, Seconded by Commissioner Albritton.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Smith

21. TIF Grant Application

Recommended Action: Board's Approval

Newman presented the application to the Board, explaining implementation of the Infrastructure Program.

The Board opted to push this to the December workshop and asked Newman to bring back some suggested numbers on the program.

22. CRA MSW Funding Agreement

Recommended Action: Board's Approval

Newman presented the annual agreement to the Board.

Motion made by Commissioner Miller, Seconded by Commissioner Smith.  
Voting Yea: Mayor Pro Tem Smith, Mayor Nadaskay, Commissioner Albritton

**ADJOURN CRA BOARD MEETING – RECONVENE COMMISSION MEETING**

Nadaskay adjourned the CRA Board meeting and reconvened the City Commission meeting.

23. Approval of CRA Board Actions

Recommended Action: Commission's Approval

Motion made by Commissioner Albritton, Seconded by Commissioner Smith.

Voting Yea: Commissioner Miller, Mayor Pro Tem Smith, Mayor Nadaskay

24. Resolution 2025-20 CRA MSW Funding Agreement

Recommended Action: Commission's Approval

Motion made by Commissioner Miller, Seconded by Mayor Pro Tem Smith.

Voting Yea: Mayor Nadaskay, Commissioner Albritton, Commissioner Smith

25. Quarterly Financial Report

Braxton presented the report to the Commission.

**REMINDERS**

**ADJOURNMENT**

With no further business to discuss, Nadaskay adjourned the meeting at 8:41 pm.