



CITY COMMISSION AND CRA BOARD WORKSHOP MINUTES

Monday, August 03, 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

Mayor Nadaskay called Workshop to order @ 5:01pm

ROLL CALL

PRESENT

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

STAFF

Olivia Minshew, City Manager
Sandee Braxton, Assistant City Manager/Finance Director
John Eason, Deputy City Manager
Melodie D. Kincaid, Deputy City Clerk
Jessica Newman, CRA Director
Kyle Long, Development and Utilities Director
Kristie Hatcher-Bolin, City Attorney
Ward Grimes, Public Works Director

OPEN COMMISSION WORKSHOP

1. PREPAC License Agreement

Lee Mikel, President of PREPAC was present He shared that they are happy with the agreement - this is their 6th season using the Auditorium and looks forward to future use.

The board shared their gratitude and expressed their appreciation for what they do Workshop for discussion only, No voting at this time

2. Red Light Camera Discussion

WPD Chief Ron Curtis

Presented a PowerPoint and discussed the operation of the Red Light Camera
Provided commission with information for them to make a well-formed decision

PowerPoint Presentation can be found within the Workshop Agenda Packet, Line-Item Number 2

The commission board discussed their concerns

3. Interlocal Agreement for Use of Animal Shelter

WPD Chief Ron Curtis presented details of the Annual Contract for Animal Shelter Agreement

The commission board discussed their concerns

4. 2026-2027 SRO Agreement

WPD Chief Ron Curtis provided information regarding the SRO Agreement
He went over the changes in the agreement

5. PRR Amendment re Drug-Free Workplace

City Manager, Olivia Minshew, provided information regarding this item

Listen to recording

Recommended by Labor Attorney to draft and make changes

No further discussion from Commission Board

6. Quarterly Financial Report

Finance Director, Sandee Braxton, presented updated details on the Quarterly Financial Report. Went over what is in the fund/expenses compared to budget thru Quarter 3

7. Policy Manual for Federal Rewards

John Eason presented information and details on this item.

The city has received CDBG Grant and starting to receive more funding thru the state - need to update the Federal Rewards policy to meet 2 CFR regulations.

This is an Addendum to procurement policy, not changing threshold, but putting federal requirements in place for compliance, has been reviewed by required staff, city attorney, finance director, all required parties for reporting procedures.

Federal Gov't requires it to be documented in the policy. Every component has to be correctly and completely documented.

No further discussion from the board

8. Interlocal Agreement for Hardee County Recreation Complex

City Manager, Olivia Minshew, presented details and information on the Interlocal Agreement for Hardee County Recreation Complex extension, that there are no changes, other than date and term.

No additional discussion or questions from the board

CITY ATTORNEY REPORTS

None at this time

CITY MANAGER REPORT

Olivia Minshew provided information on upcoming events and projects as well as a farewell for John Eason on his new journey as County Manager

CITY COMMISSIONER REPORTS

Commissioner Miller spoke of a public event this week for CFRPC

CLOSE COMMISSION WORKSHOP

Mayor Nadaskay closed Commission Workshop @ 6:17pm

OPEN CRA WORKSHOP

Mayor Nadaskay opened CRA Workshop at 6:17pm

9. CRA RFQ 26-02 Construction Manager at Risk Award Recommendation

Jessica Newman of Wauchula CRA presented information and recommended an awarded contractor; Halfacre Construction

10. Construction Manager at Risk (CMAR) Services Contract

Jessica provided the draft contract. Expressed to City Attorney, Kristie about the change on page 140 of the agenda package

This contract is for the supervision of the other sub-contractor. They will be the ones to get the quote for the flooring, stage, etc. Because of specialized areas and having to advertise each item separately, this is an easier process.

11. Skyline Commercial Systems Contract

Jessica provided information to award Skyline. Their contract was not in the bid packet that was approved - this is showing the commission the contract, requesting approval at next week's meeting

12. CRA Master Redevelopment Plan Update

Per Jessica Newman, this item will not be discussed
Not ready moving to meeting next week

REMINDERS

None at this time

ADJOURNMENT

With no further discussions, Mayor Nadaskay adjourned the Workshop @ 6:32pm

Richard Nadaskay, Mayor

Melodie D. Kincaid, Deputy City Clerk