

On Monday, February 6, 2023 at 5:00 p.m., the City of Wauchula Commission met for its regular scheduled workshop.

Nadaskay called the workshop to order.

Commissioners present were Mayor Pro-Tem Neda Cobb, Russell Smith, Mayor Keith Nadaskay, Commissioner Sherri Albritton and Gary Smith.

Also present were Deputy City Manager Olivia Minshew, Assistant City Manager/Police Chief John Eason, Assistant City Manager/Finance Director Sandee Braxton, Community Development Director Kyle Long, Code Enforcement Officer Raina Bergens, Director of Project Management and Procurement Ward Grimes, Community Redevelopment Director Jessica Newman, City Attorney Kristie Hatcher-Bolin and City Clerk Holly Smith. City Manager Terry Atchley attended virtually.

Code Enforcement Update

Bergens addressed the Commission and gave a code enforcement update from January 1, 2022 – December 31, 2022. Bergens noted 165 cases had been opened, 156 had been closed and 6 remained open. Bergen stated from January 1, 2023 - February 3, 2023 15 cases had been opened, 3 had been closed and 12 remained open. Bergens stated there had been \$4,417.46 collected for fines due for 2022 and \$1,723.31 for 2023. Albritton asked Bergens how she opened most of the cases. Bergens stated mostly by riding around. Albritton mentioned a house on 7th Avenue between Orange and Bay Street.

Avail Benefits

Nicole Neal with Avail Benefits

Neal addressed the Commission and asked if there were any questions. Albritton stated she had talked to Dr. Polk at the School Board and they were pleased with the services.

CPTA Grant Agreement

Long addressed the Commission and explained the Community Planning Technical Grant Agreement. Long stated the grant was for \$12,000 and would be used for updating the City's Ten-Year Water Supply Plan. Long stated CFRPC would be assisting the City with the update. Marisa Barmby – Central Florida Regional Planning Council Barmby addressed the Commission and explained the process.

Extending the EDA Grant for the Water Mainline

Minshew addressed the Commission and explained the extension request of the EDA Grant for the water mainline. Minshew stated the extension would carry the grant until March 2023. Minshew noted the work had been completed and the final invoice had been submitted for payment. Minshew stated this would allow the grant to be closed out. Albritton asked about the City's water quality. Minshew stated the quality of the water was tested often and at numerous sites and the water lines are being done with grant funding.

Resolution 2023-04 – FDEP Grant for Southwest Area Elevated Water Tower & Transmission Lines

Eason addressed the Commission and explained Resolution 2023-04. Eason stated the grant was for 8.2 million.

Resolution 2023-05 – FEMA DMS Grant

Minshew addressed the Commission and explained Resolution 2023-05. Minshew stated this was a subaward grant and there was not a dollar amount assigned at this time.

RFQ 23-01 – Professional Engineering Services - Airport

Eason addressed the Commission and explained RFQ 23-01. Eason stated the current Master Consulting Agreement with Avcon would expire in June 2023.

Surplus Equipment – 55Q

Grimes addressed the Commission and explained surplus equipment 55Q. Grimes stated there was a minimum bid set and it would be offered to employees first. Grimes stated if the minimum bid was not received it would be scrapped.

ITB# 23-01 – Administrative/Police Department Building Roof Repair

Grimes addressed the Commission and explained ITB# 23-01. Grimes stated it would be a silicone base with a hydro application with a 15-year warranty for material and a 5-year warranty on installation. Minshew stated ARPA funds would be used.

Quarterly Financial Report

Braxton addressed the Commission and presented the quarterly financial report.

With no further business to discuss, Nadaskay closed the Commission Workshop and Opened the CRA Workshop

CRA RFP 23-01 – Auditorium Architect

Newman addressed the Board and explained CRA RFP 23-01. Newman stated a grant was received for renovation in the auditorium including refurbishing the ceiling, ADA accessibility to the stage and backstage area and restrooms backstage. Newman stated an architect was required per the grant agreement.

CRA RFP 23-02 – In-Fill Housing

Newman addressed the Board and explained CRA RFP 23-02. Newman stated the properties were 705 S. 8th Avenue, 711 S. 8th Avenue and 722 S. 7th Avenue.

Kimley-Horn Continuing Service Extension – Planning & Engineering

Newman pulled the continuing service extension for planning and engineering services off the agenda.

Krause Services Contract Agreement

Newman addressed the Board and requested a one-year extension.

Albritton asked Newman about the pavilion at Crews Park. Newman stated a new bid packet was being finalized.

Newman gave an update on downtown events.

Cobb asked about the Palmetto 8 project. Newman stated the contract extension expired January 31, 2023 and she did receive an email from Dr. Cursi and he acknowledged the expiration of the extension. Newman stated he did still plan to finish the project.

Atchley addressed the Commission and explained his job offer as the County Manager at the Hardee County BOCC. Atchley stated his departure was bittersweet. Atchley explained he would be retiring from the City of Wauchula as of March 1, 2023. Atchley noted more discussion would take place at next weeks meeting on his replacement.

Cobb gave updates on CFRPC and RLC.

Albritton asked Eason if he could present a crime report (present and past) to the Commission. Eason stated he would report that crime in the past has been relatively flat. Eason added he tracked crime on a yearly bases. Nadaskay asked Eason if it would be too much to ask to have a quarterly crime report. Eason stated that would not be a problem.

With no further business to discuss, Nadaskay adjourned the Workshop at 5:56 p.m.

Mayor Richard K. Nadaskay, Jr.

City Clerk Holly Smith