

On Monday, June 11, 2018 at 6:00 p.m., the City of Wauchula Commission met for its regular meeting in the Commission Chambers at 225 East Main Street, Suite 105, Wauchula.

Cobb called the meeting to order.

Commissioners present were Russell Smith, Mayor Pro-Tem Neda Cobb, Kenneth Lambert and Gary Smith. Mayor Keith Nadaskay was absent.

Also present were City Manager Terry Atchley, Assistant City Manager Olivia Minshew, City Attorney Thomas Cloud, Finance Director Sandee Braxton, Director of Support Services & Internal Auditing James Braddock, Lieutenant Matthew Whatley, Chief John Eason and City Clerk Holly Smith.

Cobb declared a quorum.

Approval of Agenda with Add-ons

Atchley explained to the Commission what the agenda add-ons were.

Lambert motioned to approve the agenda with add-ons, seconded by G. Smith.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Approval of Minutes for the May 7th Workshop and May 14th Meeting

G. Smith motioned to approve the minutes of the May 7th Workshop and the May 14th Meeting, seconded by R. Smith. With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Agenda Add-on - AWARDS/PRESENTATIONS

Audit Presentation

Mr. Randy Dillingham and Mr. Jeff Gerhard of Christopher, Smith, Leonard, Bristow & Stanell, CPAs, reviewed the most recent Audit of the City of Wauchula. Dillingham pointed out to the Commission the online version did say draft, however he stated the final Audit should not change. He noted that Jeff Gerhard and he meet with the Audit Committee in detail today. Some of the high points of the presentation:

Financial:

- No difficulties in conducting the Audit

- Performed a state single Audit

- No disagreements with management on accounting principles

- General Fund balance had significantly increased over the last several years and in good financial position

- Utility Fund is also in good financial position

- Pension is in good condition due to the increase in fair value of investments

Internal Controls:

- Did not find any material weaknesses in your internal controls

- Did not find any noncompliance with laws, rules and regulations

- Did not find any material weakness when testing the state single Audit

Management Letter:

- No prior year or current year Audit findings

- OPEB (Other Post-Employment Benefits) puts those sets of statements in a negative net position, which is no change from previous years; however the City has made great strides at reducing those numbers

Dillingham stated just to summarize this is a good report and these are the types of reports we like to deliver.

Cobb asked for a motion for or against the approval of the Audit Presentation as it was presented. Lambert

motioned to approve, seconded by G. Smith. With no further discussion, Cobb called for all in favor, all responded aye. For those opposed like sign, no response. Motion carried.

ORDINANCES/PUBLIC HEARINGS

Approval of Ordinance 2018-04 - Public Hearing - 2nd Reading – Budget Adjustments for Fiscal Year 2017/2018

Cobb announced the Public Hearing and asked anyone who wished to speak identify themselves for the record and address the Commission. Hearing no comment, Cobb closed the Public Hearing.

Attorney Cloud read Ordinance 2018-04 by title only.

R. Smith motioned to approve Ordinance 2018-04, seconded by Lambert.

With no further discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Approval of Ordinance 2018-06 - Public Hearing - 2nd Reading – Extending the Moratorium on Medical Marijuana

Cobb announced the Public Hearing and asked anyone who wished to speak identify themselves for the record and address the Commission. Hearing no comment, Cobb closed the Public Hearing.

Attorney Cloud read Ordinance 2018-06 by title only.

G. Smith motioned to approve Ordinance 2018-06, seconded by R. Smith.

With no further discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

COBB RECESSED THE COMMISSION MEETING AND CALLED TO ORDER THE GENERAL PENSION BOARD MEETING

Approval of May 14, 2018 minutes

Lambert motioned to approve the minutes of May 14, 2018, seconded by R. Smith.

With no further discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Approval of Ordinance 2018-05 - Public Hearing - 2nd Reading - General Pension to adopt One-Time Cost-of-Living Increase

Cobb announced the Public Hearing and asked anyone who wished to speak identify themselves for the record and address the Commission. Hearing no comment, Cobb closed the Public Hearing.

Attorney Cloud read Ordinance 2018-05 by title only.

G. Smith motioned to approve Ordinance 2018-05, seconded by Lambert.

With no further discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Approve General Pension Financial and OPEB Report/ Earnings for the 3rd QTR

Braxton presented the Financial Report for the 2nd Quarter earnings for the Board's consideration. She gave a brief summary and explained the \$137,000 decrease in the Pension Fund. Braxton stated the loss in the OPEB was a little under \$1000. Braxton explained she has seen a slight gain at the beginning of the 3rd Quarter. Lambert motioned to approve General Pension and OPEB Financial Reports for the 3rd Quarter as presented, seconded by G. Smith. With no other discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Agenda Add-on - Approve the General Pension and OPEB Actuarial Valuation Reports

Braxton stated there were two years of General Pension Actuarial Valuation Reports that needed to be approved. They are for the years 2016 and 2017. Braxton explained the net pension liability had went up about a half of million dollars between 2016 and 2017 but our position in the Trust increased about one and a half million. She stated as our liability is increasing so is our asset. Braxton stated the advanced employee contribution decreased about two hundred thousand dollars.

Braxton presented the OPEB Actuarial Valuation Report and explained that was the first report so there was not data to compare to.

Braxton explained the Pension Administrative Expense budget and the statutory requirements on approving it.

Braddock stated this was required by a new Florida Statute and the Commission needed to approve what the benchmark investment was in our Actuarial. He stated it may be 7.5 or something like that. Braxton commented was it 7. Braddock stated the Board needed to approve whatever that number was. Atchley stated his assumption was we did not have the number at this time, but would bring it back before the Board at the next Pension meeting.

Lambert motioned to approve the General Pension and OPEB Actuarial Valuation Reports and the Administrative Expense Budget, seconded by G. Smith. With no discussion, Cobb called for all in favor, all responded aye. For those opposed like sign, no response. Motion carried

COBB ADJOURNED THE GENERAL PENSION BOARD MEETING AND RECONVENED THE COMMISSION MEETING

Approval of the General Pension Board's actions

Lambert motioned to approve the actions of the General Pension Board, seconded by R. Smith.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

CITY MANAGER, NON-CONSENT AGENDA

Announce Power Cost Adjustment

Mr. Atchley announced the PCA for June should be \$0.01200 a decrease of \$0.00100 from the prior month.

The tax-exempt portion should be \$0.02200, which is a decrease of \$0.00100 from the prior month.

Approval and Authorization to Advertise RFP 18-03 – Independent Audit Services

Minshaw explained the current contract for auditing services will be expiring and the last time we went out for bid was three years ago. She stated we will be using the RFP from 3 years ago; which had some minor changes made to it and request instead of a 3 year contract have a 5 year contract which is a 3 year contract with two 1 year extensions. Minshaw stated if approved we would advertise and bids would be due back to the City July 16th and have a recommendation back before you in August.

Lambert motioned to approve advertising of RFP 18-03, seconded by G. Smith.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Approve Resolution 2018-07 – Purchase of Bulletproof Vest from Law Enforcement Trust Fund

Whatley explained to the Commission of the matching grant the Police Department receives each year from the Department of Justice. R. Smith asked if Cloud needed to read the Resolution first. Cloud replied no and I have reviewed all three Resolutions Chief sent me and I find them all to be legally sufficient.

G. Smith motioned to approve Resolution 2018-07, seconded by R. Smith.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Approve Resolution 2018-08 – Authorizing the Allocation and Disbursement of at least 25% of Law Enforcement Trust Fund Monies when exceeding \$15,000

Whatley explained the statutory requirements to the Commission.

Lambert motioned to approve Resolution 2018-08, seconded by G. Smith. Cloud stated he would note for the record the title had two scrivener errors in it. He said the reference to the Statute in the title should be 932.7055 5(c) (3). Lambert and G. Smith amended the motion to fix the errors.

With no further discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried

Approve Resolution 2018-09 – Purchase of Specialized Surveillance Equipment and Necessary Training from Law Enforcement Trust Fund

Whatley stated the Resolution was to request money from the Law Enforcement Trust Fund for specialized surveillance equipment and training.

G. Smith motioned to approve Resolution 2018-09, seconded by Lambert.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

Approve Resolution 2018-10 – Amending the USDA Loan Resolution

Cloud stated there were two changes from the original Resolution that were requested by USDA. There was an inaccurate reference to a backhoe because the form we received was originally for a backhoe and we changed it in every place but one, from backhoe to garbage truck. He stated the second change was a monetary figure and placed \$32, 000 and it should have been \$279,500. These changes are reflected on pages 8 and 9.

R. Smith motioned to approve Resolution 2018-10, seconded by Lambert.

With no discussion, Cobb called for all in favor, all responded aye.
For those opposed like sign, no response. Motion carried.

Atchley informed the Commission he had been forwarded an email this morning which was originally from Senator Rubio where he had contacted the County to congratulate them for getting the USDA Grant for the side-arm garbage truck. He stated he did call Senator Rubio's office and expressed my dissatisfaction of that.

CITY MANAGER CONSENT AGENDA

Approval of Staff's Recommendation for RFQ 18-01 – Professional Engineering Services for Airport

Nomination of Neda Cobb as Voting Delegate for FLC Annual Conference

Approval of the Personnel Rules and Regulations Amendments – Personal Leave Day and Compensation during a Declared State of Emergency

Lambert motioned to approve the Consent Agenda as presented, seconded by G. Smith.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

CITY ATTORNEY

Authorize the City Attorney to enter into a Common Interest Agreement with Polk Regional Water Cooperative

Cloud explained the reason for the agreement was to be able to share information without having to disclose it.

He stated pursuant to this agreement, we would also be able to utilize the expert witnesses already hired by Polk Regional Water Cooperative. Cloud stated this is a financial advantage to the City and I strongly recommend authorizing me to sign the agreement on behalf of the City of Wauchula. He stated this is part of the litigation and not a confidential document.

G. Smith motioned to authorize the City Attorney to enter into a Common Interest Agreement with Polk Regional Water Cooperative, seconded by Lambert.

With no discussion, Cobb called for all in favor, all responded aye.

For those opposed like sign, no response. Motion carried.

COMMENTS FROM COMMISSIONERS, OTHER ELECTED OFFICIALS, CITIZENS

Atchley spoke briefly on the budget planning process and informed the Commission the budget presentation would be presented at the July workshop.

G. Smith stated he had received several complaints about the garbage at the packing house. Atchley stated it would be addressed tomorrow.

Cobb gave updates on the Ridge League of Cities meetings.

Mr. Atchley recognized Karen Whaley from Representative Ben Albritton's office and Tim Shea from Avcon and thanked them for being present.

REMINDERS:

July 2, 2018 @ 4:00PM - City Commission Budget Workshop

July 4, 2018 - City Offices closed in observance of Independence Day

July 9, 2018 @ 6:00PM - City Commission Meeting

WITH NO FURTHER BUSINESS TO DISCUSS, COBB ADJOURNED THE COMMISSION MEETING AT 6:46 P.M.

Mayor Pro Tem Neda Cobb

City Clerk Holly Smith, CMC