

On Monday, October 1, 2018 at 5:00 p.m., the City of Wauchula Commission met for its regular scheduled workshop in the Commission Chambers at 225 East Main Street, Suite 105, Wauchula.

Nadaskay called the workshop to order.

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

City Attorney Thomas Cloud was absent.

Also present were City Manager Terry Atchley, Assistant City Manager Olivia Minshew, Finance Director Sandee Braxton, Community Redevelopment Agency Director Jessica Newman, Chief John Eason and Deputy City Clerk Victoria Thompson.

Annual Report Presentation

Mr. Atchley reviewed the Annual Report for the Commission's consideration. The presentation was an overview of the highlights of what City staff was able to accomplish over the last seven years under the direction of the Commission. Mr. Atchley stated if the Commission approved of the report, it would be placed on the City's website.

Mr. Atchley reviewed the reduction of the debt the City owed by approximately six million dollars and that the General Fund Balance has been brought up to almost one million dollars. The Utility Fund Balance has been brought from one million to right at four million dollars.

He reviewed the OPEB Trust liability, Other Post-Employment Benefits Trust, which had been severely reduced due to an omission in the policy. However, with the correction to the policy, the OPEB Trust is now at \$418,458 and able to pay the benefits as it should. Surplus, scrap and out dated vehicles and equipment were discussed and reviewed.

Mr. Atchley reviewed the improvements to Payroll and the Human Resources Department; the new Step Pay Plan, improved pay scales, the updated Personnel Rules and Regulations, the new Wellness Policy and the continuous training.

The improvements made in the Finance Department were reviewed and discussed. Discussion included the OPEB again briefly, the use of Lobbyists to assist the City regarding grants and legislative appropriations and the improved Budget Development Process which now involves Supervisors and Department Managers allowing them to take ownership of the money their departments spend.

Mr. Atchley summarized the Police Department's utilization of the federal government's LESO Program. The Law Enforcement Supply Office allows local police to purchase surplus equipment at greatly discounted prices for use within their agencies. Our Police Department was able to purchase over \$100,000 worth of equipment for under \$10,000 under the program.

The Police Department's receipt of a second Excelsior Accreditation Award was discussed. Mr. Atchley expressed how proud he was that our Police Department was not only the only accredited agency in the County, but had received two Excelsior Awards. He commended Chief Eason and the Department for all their hard work.

Community Development and the Code Enforcement Departments were reviewed next. The change from a Code Enforcement Board to a Special Magistrate was an improvement Mr. Atchley felt greatly benefited the City with regard to clearing and closing cases.

The Community Redevelopment Agency, the grants it has received through Ms. Newman's hard work were then reviewed. The Parking Lot projects, Wayfinding and Entryway Signs and Paint the Town were just some of the accomplishments she has achieved.

The Meter Departments, both Water and Electrical, their new Remote Read meters and handheld units were discussed.

Mr. Atchley reviewed the improvements to the Customer Service at the City and stated what a great team we had there at this time. The new electronic ways of dealing with Customer Notifications and Cuts and Collects were explained; no more door hangers.

R. Smith stated that deposits seem to be less expensive than they used to be and asked if that was due to the new process of running credit checks. Mr. Atchley stated yes, the new way of figuring utility deposits has greatly reduced their amount and further advised the older deposits that have been with the City longer than they should have been, have now been returned to our customers. Some customers called with concern when they had received the checks but the ladies in Customer Service assured them the City was just returning money that was theirs.

The detail of a City "utility" bill versus a regular "electric" bill were discussed. Mr. Atchley advised Work Orders are now done electronically and are no longer done on paper. This process makes it easier for Customer Service to find, review and advise customers of inspections and repairs made without having to hunt paper in a file somewhere; it's all right there in the customer's account on the computer. Included in the discussion on the Water Plant were the 58 new Fire Hydrants, the new "*Green Monster*" lining for the Lift Stations, the new generator and the other improvements made over the past few years.

Improved tree trimming, the replacement of approximately 400 poles, the new Pole Trailer and the new Lineman Apprentice Program were some of the topics discussed about the Electric Distribution Center. The Sanitation Department will be undergoing a new Rate Study again as well as revisions to the Ordinance to include the new Collection Program recently implemented. The purchase of new Dumpsters as a more cost effective and efficient process than the repair by staff was discussed. Mr. Atchley then reviewed the Vehicle and Equipment Replacement Program and showed the Commission examples of what they have allowed City staff to procure and discussed how much more efficient the new vehicles and equipment are. Parks and Grounds with new mowers allow for less hand mowing and weed-eating; Water/Sewer's new Jetter Trailer can be hooked to a pick-up truck and is much easier to operate and the new Boom Trucks and Chipper make the Electric Department more productive.

Grants and Legislative Appropriations in the amount of \$12,000,000 were reviewed. Mr. Atchley explained where the grants and appropriations were used throughout the City. The majority of the grants to the Police Department were for the VOCA Grant which allows us to keep our Victim's Advocate, the only one in the County, and programs which help train Officers. The Brownfield Grant, which was from Central Florida Regional Planning Council and the Florida Department of Environmental Protection, are helping cleanup 226 West Main Street; an Economic Development Agency grant allowed for the final restoration of the Train Depot; and the grants which allow for the renovation of Crews Park and the Municipal Airport were all reviewed. Mr. Atchley showed the Commission the locations of water line improvements within the City that the Water Distribution Improvement Grant has allowed us to make as well as the next areas to be improved. The Storm Water Grant for the improvement to Orange Street, and the newest phases at Townsend Street and the Green Street Ditch, were considered.

Mr. Atchley provided an overview of the new business which have opened within the City by building new facilities or rehabilitating existing buildings.

The Will Duke Road Water and Sewer and the REA Road and Highway 17 Expansions were reviewed as were the projects in which the City partnered with private developers. Wauchula's new Florida Hospital facility and the process by which it developed were considered.

Mr. Atchley then showed a photograph of the first house being built in the new Hidden Creek Subdivision.

Mr. Atchley concluded by commending City staff for all their hard work and reviewed the Executive Team's civic and professional involvements. He also reminded the Commission Mr. James Braddock would be moving to part-time in January and a lot needed to be done regarding the City's electric department before then.

He reviewed his civic and professional involvements but was most proud of his four *Home Rule Hero Awards*. Mr. Atchley thanked the Commission for their support of staff and in the continuing funding the City has received for new projects.

Cobb stated she was very proud of Mr. Atchley and staff for all their hard work.

Lambert stated Mr. Atchley had managed to accomplish much in a difficult environment; he developed a comradery among staff. Lambert continued however, the roads are falling apart and brought up Court Street as an example; but he is proud of everyone at the City.

Mr. Atchley advised of upcoming changes to Leadership Training to include Strategic Planning,

R. Smith stated he expected the City's debt to take 12 or 13 years to be reduced and was very impressed with Mr. Atchley's 7 year accomplishment. He asked if training was being provided for those who would replace the current Executive Team; training should be expanded to include all staff for the continued growth of the City.

City Manager Evaluation

Mr. Atchley explained the Commission's role in his evaluation and presented them with the evaluations for their consideration.

Nadaskay asked if Mr. Atchley wanted to continue as City Manager. Mr. Atchley stated he was here to stay as long as the Commission would have him. The consensus of the Commission was Mr. Atchley had earned their evaluations of him.

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

Public Hearing – Peace River Park/Parks – Peace River Project Phase III

Ms. Newman stated the Public Hearing and presented to the Board the Peace River Park Project and its process. Ms. Newman reviewed the concept and informed the Board that nothing had changed since they first saw it two years ago. Ms. Newman discussed the budget and let them know that she was in the process of filling out an application for a Florida Recreation Development Assistance Program grant. Now would be time to make recommendations for park elements they would like to see included or changed. The composting toilet will remain in this phase as well as the trail repairs. There will be the addition of new trails for hiking as well as the addition of new campsites. She is hoping to include the observation deck in this phase but is not sure funding will allow it at this time. R. Smith stated that at one time this park was going to connect to Crews Park and asked if that was still true. Ms. Newman stated that yes the two parks would still connect with the path under the river as well as the crosswalk. After her review, Lambert asked if a circulator would be in the lake to keep the water from getting stagnant. Ms. Newman stated there would be. The Crews Park Project, which has gone out to bid already, was reviewed briefly. R. Smith stated the numbers given for the Peace River Project were 2 years old. Ms. Newman stated yes, the numbers would need to be increased by 20 – 25% as they are from 2 years ago.

With no further business to discuss, Nadaskay adjourned the Workshop at 6:30 p.m.