

AGENDA
CITY OF VALPARAISO & VALPARAISO CABLE AUTHORITY JOINT MEETING
465 Valparaiso Parkway
Valparaiso, Florida
850-729-5402
January 13, 2014
6:00 pm

Invocation (Mayor Arnold)
Pledge of Allegiance (Mayor Arnold)

CITIZENS' CONCERNS (non-agenda items)

1. Resident
2. Non-resident

NEW AGENDA ITEMS

1. Added Agenda Items
2. 2nd Public Hearing FFY2013 Small Community Development Block Grant-----Attach 1
3. Engineering Service Agreement Readiness to Proceed Approval CDBG-----Attach 2
4. Resolution No. 01-01-13-14 TPO Reapportionment Plan-----Attach 3
5. Resolution No. 02-01-13-14 Board Reappointment NV Regional Sewer Board -----Attach 4
6. Resolution No. 03-01-13-14 Board Appointment Pension Trust Fund-----Attach 5
7. Fire Department Expenditure Approval
8. Etc.

OLD BUSINESS

1. City Hall Roof Update
2. Etc.

REPORTS / CORRESPONDENCE / ANNOUNCEMENTS

1. TPO/DOT
2. Stormwater
3. Legal Activities
4. City Parks Update
5. Planning Commission Report
6. Median Beautification Update
7. Visioning Committee Update
8. Special Meeting – January 22, 2014
9. Okaloosa League of Cities Meeting – January 23, 2014
10. Election Results
11. Etc.

ADMINISTRATIVE ITEMS

1. City Administrator - Master Code Professional
2. Minutes
3. Bills Payable
4. Etc.

CITY OF VALPARAISO
SECOND PUBLIC HEARING NOTICE

The City of Valparaiso is applying to the Florida Department of Economic Opportunity (DEO) for a grant under the Neighborhood Revitalization Category in the amount of \$700,000 in the FFY2013 Small Cities Community Development Block Grant (CDBG) Program. For each activity that is proposed, at least 51% of the funds must benefit low and moderate-income persons. The activities, dollar amounts and estimated percentages benefit to low and moderate-income persons for which the City is applying are:

Activity No.	Activity Name	CDBG Funds	Estimated LMI Benefit
21A	Administration	\$ 56,000.00	N/A
21B	Engineering	\$ 43,600.00	N/A
03J	Sewer Lines & Components	\$ 600,400.00	Over 51%

The City of Valparaiso's application will request funding to provide rehabilitation to the City's sewer collection system and the City's sewer lift stations. Potential upgrades to the existing sewer collection system may include: the complete renovation and replacement of several lift stations throughout the system to address aging and deteriorating wetwells, the conversion from a dry pit configuration to submersible and replacement of energy inefficient pumps; and localized gravity sewer and force main replacement to accommodate the associated lift station rehabilitation, as necessary.

Additionally, upgrades at the lift stations may include the installation of a standby generator and electrical and control system upgrades.

The City of Valparaiso plans to minimize displacement of persons as a result of planned CDBG funded activities in the following manner:

No displacement is anticipated.

If any persons are displaced as a result of these planned activities, the City will assist such persons in the following manner:

In accordance with the City's Anti-Displacement and Relocation Policy.

A public hearing to provide citizens an opportunity to comment on the application will be held at the City Hall, 465 Valparaiso Parkway, Valparaiso, FL 32580 on Monday, January 13, 2014 at 6:00 p.m. CT. A draft copy of the application will be available for review at that time. A final copy of the application will be made available at City Hall, Monday through Friday, between the hours of 8:30 a.m. – 5:00 p.m., no more than five days before the application due date. The application will be submitted to DEO on or before the application due date. For information concerning the public hearing, contact Carl Scott, City Administrator, at (850) 729-5402. The public hearing is being conducted in a handicapped accessible location. Any handicapped person requiring an interpreter for the hearing impaired or the visually impaired should contact Carl

Scott at least five calendar days prior to the meeting and an interpreter will be provided. Any non-English speaking person wishing to attend the public hearing should contact Carl Scott at least five calendar days prior to the meeting and a language interpreter will be provided. To access a Telecommunication Device for Deaf Persons (TDD) please call (800) 955-8771. Any handicapped person requiring special accommodation at this meeting should contact Carl Scott at least five calendar days prior to the meeting.

Pursuant to Section 102 of the HUD Reform Act of 1989, the following disclosures will be submitted to DEO with the application. The disclosure will be made available by the City of Valparaiso and DEO for public inspection upon request. The disclosures will be available on and after the date of submission of the application and shall continue to be available for a minimum of five years.

1. Other Government (federal, state and local) assistance to the project in the form of a gift, grant, loan, guarantee, insurance payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect benefit by source and amount;
2. The identities and pecuniary interests of all developers, contractors, or consultants involved in the application for assistance or in the planning or development of the project or activity;
3. The identities and pecuniary interests of any other persons with a pecuniary interest in the project that can reasonably be expected to exceed \$50,000 or 10% of the grant request (whichever is lower);
4. For those developers, contractors, consultants, property owners, or others listed in two (2) or three (3) above which are corporations, or other entities, the identification and pecuniary interests by corporation or entity of each officer, director, principal stockholder, or other official of the entity;
5. The expected sources of all funds to be provided to the project by each of the providers of those funds and the amount provided; and
6. The expected uses of all funds by activity and amount.

**EQUAL OPPORTUNITY EMPLOYMENT/SECTION 3 /HANDICAP ACCESSIBLE/FAIR HOUSING
JURISDICTION**



MITTAUER
& ASSOCIATES, INC.
CONSULTING ENGINEERS &
PROJECT FUNDING SPECIALISTS

580-1 WELLS ROAD
ORANGE PARK, FL 32073
PHONE: (904) 278-0030
FAX: (904) 278-0840
WWW.MITTAUER.COM

January 7, 2014

The Honorable John B. Arnold, Jr., Mayor
City of Valparaiso
465 Valparaiso Parkway
Valparaiso, FL 32580

RE: Engineering Services Agreement for Readiness to Proceed
CDBG 14 NR Wastewater Pump Station Rehab
City of Valparaiso, Florida
Mittauer & Associates, Inc. Project No. 0109-03-1

Dear Mayor Arnold:

In accordance with our Agreement for Continuing Consulting Engineering Services dated June 3, 2013, we are pleased to present the following proposal to address existing wastewater pump station deficiencies. The work may also be utilized in conjunction with a State of Florida Department of Economic Opportunity, Community Development Block Grant (DEO-CDBG) application. Mittauer & Associates, Inc., hereinafter referred to as the Engineer, proposes to provide services as described in the Scope of Services to the City of Valparaiso, Florida, the Client, for the fees stipulated hereafter. The agreement has been written to be in compliance with CDBG requirements in case the Client should use this work for a future CDBG application.

SCOPE OF SERVICES

The Engineer shall prepare construction drawings and specifications for the rehabilitation of pump station numbers 8 and 10 for use in obtaining "Readiness to Proceed" status for the City's next CDBG application to the DEO. Construction of the proposed improvements will be paid for out of the \$700,000 grant. More specifically this work shall include:

A. PRELIMINARY ENGINEERING

1. Preliminary engineering services includes preliminary planning of the project and the preparation of exhibits, maps, and an opinion of probable project cost for use in the CDBG application.

B. BASIC ENGINEERING SERVICES - DESIGN PHASE

1. Preparation of plans and specifications for the construction of the improvements for both pump stations which are currently of a wetwell/drywell configuration and will be converted to a submersible wetwell configuration. For Pump Station No. 8, Glen Argyle Park, it is

envisioned that the wetwell will be structurally repaired as needed and lined; new submersible pumps, piping, and guide rails will be installed; a new electrical system including a new generator, auto transfer switch, and pump control panel will be installed; the existing odor control system will be addressed; and required demo work will be done.

For Pump Station No. 10, Purcell, it is envisioned that work will be similar to Pump Station No. 8 except there is no odor control system, and the generator will be a new addition.

If it is determined that either wetwell should be replaced as part of the project, this work will also be designed including modifications to the gravity feed sewers and the discharge force main.

2. Preparation of an Engineer's Opinion of Probable Construction Cost.
3. Provide the Client with three (3) copies of final plans and specifications.

C. ADDITIONAL ENGINEERING SERVICES

1. Provide on-site, above-ground field topographic field surveys of the proposed project routes. As it relates to subsurface utilities, the Engineer shall perform a Quality Level C Investigation, in accordance with ASCE 38-02, Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data. Additionally, the Engineer will field measure the existing wetwells, drywells, and odor control systems for the design of the improvements.
2. Preparation of a Florida Department of Environmental Protection (FDEP) Application to Construct Domestic Wastewater Collection/Transmission Systems.
3. Should it be determined that the pump station wetwells need replacement, the Engineer shall obtain limited geotechnical soil data borings at the proposed locations of the work.

ITEMS FURNISHED BY CLIENT AT NO EXPENSE TO THE ENGINEER

The Client shall provide copies of all available Client records as may be required for the Engineer to complete these services. The Client shall provide all regulatory agency permit application fees and related items required by the agencies. Should land acquisition or easements be required for this project, the Client shall provide services that may be required such as property appraisals, legal surveys, easements, title searches, zoning changes, attorney fees, recording fees or value engineering.

SCHEDULE OF FEES

READINESS TO PROCEED PHASE

For Item A, Preliminary Engineering, the Engineer shall be paid a lump sum fee of \$3,000, the above being figured using DEO's standard 1/2% of construction cost.

For Item B, Basic Engineering Services - Design Phase, the Engineer shall be paid a lump sum fee of \$45,200, the above being figured using DEO's standard USDA RD Fee Schedule less \$10,000 reserved for Construction Phase Services.

For Item C, Additional Engineering Services, the Engineer shall be paid a lump sum fee of \$12,800 for items 1 and 2 combined. Should it be determined that it is preferable to replace the existing pump station wetwells, there will be an additional cost of \$3,200 to have soil borings performed at the new wetwell location.

Invoices for services in progress are prepared monthly and are due in accordance with Florida Statute 218, The Local Government Prompt Payment Act. Payments which are not received in accordance herewith are subject to late fees as outlined in the Act as well as collection fees and may cause the Engineer to stop work on the Client's projects. The fees listed above do not include state sales tax, should it be required by law.

ACCEPTANCE

Acceptance of this proposal may be indicated by the signature of a duly authorized official of the Client in the space provided below. One signed copy of this proposal returned to the Engineer shall serve as Notice-to-Proceed. Should this proposal not be accepted within a period of thirty (30) days, it shall become null and void. This Agreement shall run concurrent with the Client's CDBG Contract with the Florida Department of Economic Opportunity.

Thank you for allowing us to serve the City of Valparaiso.

Sincerely,
Mittauer & Associates, Inc.


Joseph A. Mittauer, P.E.
President

JAM/pj

Accepted by:
City of Valparaiso, Florida

By: _____
The Honorable John B. Arnold, Mayor

Date: _____

RESOLUTION NO. 01-01-13-14

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF VALPARAISO APPROVING THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION VOTING MEMBERSHIP REAPPORTIONMENT PLAN FOR THE FORT WALTON BEACH-NAVARRE-WRIGHT URBANIZED AREA

WHEREAS, The Okaloosa-Walton Transportation Planning Organization (TPO) has been designated by the Governor as the local agency responsible for carrying out the provisions of Part 23, Section 450.306, Code of Federal Regulations and Chapter 339.175 (2) and (3), Florida Statutes; and

WHEREAS, the Okaloosa-Walton TPO has approved a TPO Voting Membership Reapportionment Plan for the Fort Walton Beach-Navarre-Wright Urbanized Area that adds one (1) additional member from the City of Crestview, adds one (1) additional member from the City of Niceville, and adds one (1) new member from the City of Freeport, decreases two (2) members from Okaloosa County Commission, and decreases one (1) member from the City of Fort Walton Beach and maintains the maximum nineteen (19) members apportioned as follows:

- 3 members of the Okaloosa County Commission,
- 3 members of the Walton County Commission,
- 3 members of the City of Crestview City Council,
- 2 members of the City of Fort Walton Beach City Council,
- 2 members of the City of Niceville City Council,
- 2 members of the City of Destin City Council,
- 1 member of the City of DeFuniak Springs City Council,
- 1 member of the City of Valparaiso City Commission
- 1 member of the Freeport City Council; and
- 1 member of the Mary Esther City Council

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF VALPARAISO FLORIDA THAT:

The Okaloosa-Walton TPO Voting Membership Reapportionment Plan for the Fort Walton Beach-Navarre-Wright Urbanized Area is hereby accepted and approved and said reapportionment plan shall be submitted to the Governor of Florida for approval.

PASSED AND ADOPTED THIS 13TH DAY OF JANUARY, 2014.

John B. Arnold, Jr.
Mayor

ATTEST:

Tammy Johnson, CMC
City Clerk

**Okaloosa-Walton
Transportation Planning
Organization
OWTPO**

Resolution - Jan Reg

James T. Wood, Jr
Chairman

Dick Rynearson
Vice Chairman

RECEIVED

REC'D

CITY OF VALPARAISO

P.O. Box 11399 • 32524-1399 Pensacola, FL • Street Address: 4081 E. Olive Road-Suite A • 32514
P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 • www.wfrpc.org

December 6, 2013

Mayor Arnold
City of Valparaiso
465 Valparaiso Pkwy.
Valparaiso FL 32580

Re: Okaloosa-Walton Transportation Planning Organization (TPO) Membership Reapportionment Plan

Dear Mayor Arnold:

At the regular meeting on September 19, 2013, the TPO approved the enclosed TPO Membership Reapportionment Plan by adoption of Resolution O-W 13-08. The Reapportionment Plan includes the revised Metropolitan Area (MPA) Boundary and following membership provisions:

Voting Members - Nineteen (19) members apportioned as follows:

- 4 members Okaloosa County
- 3 members Walton County
- 3 members Crestview City Council
- 2 members Ft. Walton Beach City Council
- 1 member Niceville City Council
- 2 members Destin City Council
- 1 member DeFuniak Springs City Council
- 1 member Valparaiso City Council
- 1 member Freeport City Council
- 1 member Mary Esther City Council

The TPO Reapportionment Plan is consistent with federal and state statutes, which in Florida require the plan and supporting resolutions from local governments representing 75% of the affected planning area population be submitted to the Governor's Office for final approval.

The TPO requests your board adopt a supporting resolution and submit it to the TPO prior to December 20, 2013. Once resolutions are received from each member local government, the TPO's Reapportionment Plan and resolutions will be submitted to the Governor of Florida for final approval.

Enclosed is a suggested sample resolution for your use. Please return the approved resolution to my attention. If there are any questions or if additional information is needed, please contact me at (850) 332-7976, Ext. 229.

Mary Bo Robinson

Mary Robinson, Director
Transportation Planning

Copy: Carl Scott, City Administrator



“...planning for the future transportation needs of the Okaloosa-Walton Urbanized Area...”

RESOLUTION NO. 02-01-13-14

**A RESOLUTION REAPPOINTING
VOLUNTEERS TO THE NICEVILLE
VALPARAISO REGIONAL SEWER
BOARD AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the terms of Valparaiso's representatives to the Regional Sewer Board have expired, and

WHEREAS, the representatives have requested reappointment to said board, and

WHEREAS, they meet qualifications to serve on said board.

**NOW, THEREFORE, BE IT RESOLVED BY THE VALPARAISO CITY
COMMISSION THAT:**

The following are hereby reappointed to serve on the Regional Sewer Board and terms are hereby established as follows:

Member

John B. Arnold, Jr.
Patrick Strong

Term Expires

December 31, 2015
December 31, 2015

THIS RESOLUTION SHALL BECOME EFFECTIVE UPON ADOPTION.

PASSED AND ADOPTED THIS 13th DAY OF JANUARY, A.D, 2014

John B. Arnold, Jr.
Mayor

ATTEST:

Tammy Johnson, CMC
City Clerk

RESOLUTION NO. 03-01-13-14

A RESOLUTION REAPPOINTING AND APPOINTING VOLUNTEERS TO THE BOARD OF TRUSTEES FOR THE RETIREMENT PLAN AND TRUST FOR THE FIREFIGHTERS AND POLICE OFFICERS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the terms of the Board of Trustees for the Retirement Plan and Trust for the Firefighters and Police Officers have expired, and

WHEREAS, several members have requested reappointment to said board, and

WHEREAS, Jim Hawkins has requested appointment to said board, and

WHEREAS, they all meet qualifications to serve on said board.

NOW, THEREFORE, BE IT RESOLVED BY THE VALPARAISO CITY COMMISSION THAT:

The following are hereby reappointed to serve on the following board and terms are hereby established as follows:

1. Board of Trustees for the Retirement Plan and Trust for the Firefighters and Police Officers

Member

Joseph Hart
Burt Bennett
Jim Hawkins
Mark Norris
Tammy Johnson

Term Expires

December 31, 2015
December 31, 2015
December 31, 2015
December 31, 2015
December 31, 2015

THIS RESOLUTION SHALL BECOME EFFECTIVE UPON ADOPTION.

PASSED AND ADOPTED THIS 13th DAY OF JANUARY, A.D, 2014.

John B. Arnold, Jr.
Mayor

ATTEST:

Tammy Johnson, CMC
City Clerk