

AGENDA
CITY OF VALPARAISO & VALPARAISO CABLE AUTHORITY JOINT MEETING
465 Valparaiso Parkway
Valparaiso, Florida
850-729-5402
August 10, 2015
6:00 pm

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

APPROVAL OF MINUTES

1. July 13, 2015
2. July 20, 2015

CITIZENS' CONCERNS (non-agenda items)

1. Resident
2. Non-resident

ACTION ITEMS

1. Added Agenda Items
2. Home Security
3. New CATV Position-----Attach 1
4. Etc.

OLD BUSINESS

1. Backyard Chickens
2. Etc.

REPORTS / CORRESPONDENCE / ANNOUNCEMENTS

1. TPO/DOT
2. Stormwater
3. Legal Activities
4. Median Beautification Update
5. Community Liaison Report
6. Cable Update
7. Keep the Spirit of 45' Alive -----Attach 2
8. Budget Workshop August 17 at 6pm
9. Budget Hearings Scheduled for September 9 & 22 @ 6pm
10. Disbursements
11. Etc.

ADMINISTRATIVE ITEMS

1. Employee Bonus-----Attach 3

City of Valparaiso
Db
Valparaiso Broadband
Communication Systems



465 Valparaiso Pkwy.
Valparaiso, FL 32580
850-729-5404
850-678-4553 (Fax)

8/3/2015

VBCS Position Description

Position Title: CATV Headend Technician/IT Administrator

General Function:

Skills involve the routine maintenance and operation of the City's Cable TV System headend, High Speed Data System, and the City's Municipal interdepartmental Network and Mail exchange.

Reports To: Communications Director

Illustrative Tasks:

Responsible for the maintenance and operation of the CATV Headend.
Responsible for the maintenance and operation of the Municipal interdepartmental Network and Mail exchange.

This duty includes working with outside individuals and agencies as necessitated by operational demands of the system.

Responsible for the maintenance and operation of High Speed Data Services to include, but not limited to Residential/Commercial Internet Services and VOIP/Telephony Services. This duty includes working with outside individuals and agencies as necessitated by operational demands of the system.

Responsible for working with the City Clerk, Public Works Director, Police Chief, Fire Chief, and Library Director in the creation and maintenance of the Municipal interdepartmental Network and Mail exchange.

Responsible for keeping abreast of all technological and software advances in the CATV and networking field.

May perform other duties as assigned by the Communication Director.

Requirements:

Knowledge of Math, Electronics, Electrical, and basic Mechanical skills are required.

Knowledge of Networking, High Speed Data, High Speed Data Services, and advanced Computer skills are required.

Duties require moderate physical strength and coordination.

Must be able to work unsupervised, must be a self-starter and be able to communicate clearly both written and spoken. This includes all reports and correspondence necessary, including reports to the FCC and other governmental agencies.

A valid Florida Driver's License is required.

A home telephone is required for stand-by and emergency purpose.

Must have experience digital platforms, Install and configure encoders with multicast input and output, headend equipment management network, Build multicast video network

Must have experience with VPN and ACL.

Must have experience with Microsoft Exchange.

Must have a high level of experience Microsoft OSs.

Must have experience Ubuntu, Lenexa, Red hat.



HONOR THE LEGACY OF SERVICE OF THE MEN AND WOMEN OF AMERICA'S "GREATEST GENERATION" ON NATIONAL SPIRIT OF '45 DAY!

KEEP THE **SPIRIT OF '45** ALIVE!

WWW.SPIRITOF45.ORG



"Keep the Spirit of '45' Alive Invitation"

"Pearl Harbor, Normandy, Battle of the Bulge, Bataan, Iwo Jima, Doolittle Raiders, Battle of Midway, Merrill's Marauders, and Hiroshima." Names, places, deeds, just to name a few that should be etched in every American's mind and heart. It is these words that exemplify *"America's Greatest Generation"*, and their sacrifice to free the world of tyranny. However, time has a way of erasing the past.

In conjunction with the National Committee on Keep the Spirit of '45' Alive www.Spiritof45.org the Air Force Armament Museum Foundation, Military Order of the Purple Heart Chapter 811, and Northwest Florida State College Student Nursing Program have partnered to *"Keep the Spirit of '45 Alive!"* A celebration to educate and perpetuate one of the most memorable events of our nation's history; the end of World War II, and to honor the veterans, and the men and women of this magnificent era.

This celebration will be held at the Air Force Armament Museum on Saturday, August 22, 2015, from 10:00am-4:00pm, to commemorate the 70th Anniversary of the end of WW II, and be prepared for a wonderful day! It all begins with Reveille and the presentation of colors at 10:00am. Historical Lectures conducted by prominent historians on the Doolittle Raiders, Eglin Field (WWII), WASP, Authentic Slide Shows, Patriotic Dance routine by the famous Highsteppers, Doughnut Dollies, Big Band Era Music, Photo Booths, Re-Enactors, Rosie the Riveter, a Full Service WWII Field Kitchen, Vintage WWII plane fly-by, VA Representatives, and much, much more! A complete Schedule of Events/Program (With times) will be published as we confirm all the activities. Come join us and REMEMBER, IT'S FREE!!!

We encourage ALL WWII VETERANS to attend this event so that we may recognize your contribution to the war effort. Let us ALL acknowledge and pay tribute to the men and women of the "Greatest Generation", and honor and thank these heroes on behalf of a grateful nation. We also encourage everyone to look at the following National Public Service Announcements by Ms. Scarlett Johansson and Mr. Elton John on this national historic event.

[Scarlett Johansson asks America to keep the Spirit of '45 alive](#)

[Oceans Away WWII 70th Anniversary - YouTube](#) - Elton John

Join us for this historical event, and don't forget, bring a World War II Veteran. For more information contact Joan Doman, 850-651-1808 afamf32542@aol.com , Sam Houston, 850-729-2748, shh1100@cox.net or Bill Patterson, 850-243-3889, papa1172@aol.com .



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AMERICA'S "GREATEST GENERATION" ON NATIONAL SPIRIT OF '45 DAY!

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Air Force Armament Museum

Eglin AFB, Florida

August 22, 2015

Program Schedule

10:00am	Opening Ceremonies – Reveille – Conducted by USAF Honor Guard, Eglin AFB (Outside)
10:15am	National Anthem and WWII Era Music (Outside)
10:30am	Doolittle Raiders Lecture – Dr. Goldstein (Indoors)
11:15am	Re-enactment of Flag Raising on Iwo Jima by the NWFL Young Marines, Ages 8 – 14 years old (Outside)
11:30am	Patriotic Dance Routine by the Highstepper's Dance Group (Indoors)
12:00pm	Eglin Field WWII Lecture – Mr. Mark Sublette (Indoors)
12:30pm	Battle of the Bulge/Remagen Bridge Crossing Lecture – LTC Sam Lombardo (Indoors)
1:00pm	WWII Period Costume Contest (Indoors and Outside)
1:30pm	The American Veterans Lecture – COL Lawrence (Indoors)
2:00pm	WWII Period Dance Demonstration – Fred Astaire Studios (Indoors)
2:45pm	2 nd Flag Raising by the Young Marines (Outside)
3:00pm	Women Air Service Pilots (WASP) Lecture – “Doc” Merkel (Indoors)
3:30pm	Closing Comments, Radio Broadcast of Japanese Surrender 8/14/45 (Outside)
3:45pm	Veterans Tribute Bell Ringing. Flag Folding Ceremony-Taps-21 Gun Salute – Eglin AFB Honor Guard (Outside) WWII Vintage Plane Flyover (L-3's & L-4's)-Missing Man Formation (Outside) Final Musical Song-This Is My Country.
4:00pm	END OF PROGRAM

On-Going Events: Doughnut Dollies, WWII Era Music, Food from Authentic WWII Field Kitchen, Photo Booth, Video and Slide Show, Children's Activities (Bouncy House), Introduction of WWII Veterans throughout the Day. VA Representatives. Mist Works will provide cool mist throughout the outside area.

Tentative: US Army Rangers in WWII, Merrill's Marauders, Tuskegee Airmen Lectures, Roving Singers, and maybe some surprises!

Tammy Johnson

From: Kay Hamilton <khamilton@mail.valp.org>
Sent: Thursday, August 06, 2015 1:19 PM
To: mayor; cbrowning; Morgan, Joe; hstrong@valp.org; cityclerk
Subject: Fwd: Urgent Support Request

Follow Up Flag: Follow up
Flag Status: Flagged

----- Original Message -----

From: "Tess Hollis" <events@nicevillechamber.com>
Sent: 8/4/2015 9:39:23 AM
To: khamilton@valp.org
Subject: Urgent Support Request

Good Morning!

Mr. Sam Houston, Military Order of the Purple Heart, who spoke at last week's MAC meeting is requesting any of the following donations (or monetary donations) for the Spirit of '45 Alive! Program. The program will be held on August 22, 2015 at the Air Force Armament Museum at Eglin AFB.

- 750 Bottles of Water (8 oz. bottles are fine)
- Ice to keep water cooled
- Financial support to purchase film and pay for photographers (est. \$500)
- Help in a prop for the Young Marines demonstration of the Flag Raising on Iwo Jima in the form of a "rock formation."
- Banner that will name all supporters and sponsors. All sponsors will be added to the program, banner and announced throughout the day during the event.

The Military Order of the Purple Heart is a 501(c) and all donations are tax deductible. Checks can be made out to AFAMF (Air Force Armament Museum Foundation), or mailed to Mr. Houston or the Foundation at the Museum.

Mr. Houston's Address is as follows:

Sam Houston
1684 Glenwood CT
Niceville, FL 32578

Please confirm with Mr. Houston as soon as possible if you will be able to support the program. His phone number is 729-2748.

Thank you!
Tess

Tess Hollis
Vice President of Events & Communications
events@nicevillechamber.com



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CITY OF VALPARAISO, FLORIDA



MEMORANDUM

DATE: August 7, 2015
TO: Honorable Mayor and Board of Commissioners
FROM: Tammy Johnson, City Clerk
SUBJECT: BONUS FOR OUTSTANDING PERFORMANCE

RECOMMENDATION:

That the Mayor and Board of Commissioners approve a bonus for outstanding performance for Della Rhodes, Connie Terry and Beth Millsaps in the Amount of \$250.00 each.

BACKGROUND:

Section 4 of the City of Valparaiso Employee Policies and Rules Manual, Employee Compensation, subsection 4.7.7 Bonus for Outstanding Performance reads in part, "The Commission may grant a bonus to an employee for performance considered by the Department Head to be outstanding."

City Hall has been working in an understaffed condition for over five months. A large portion of this time has been spent training a new employee that seemed to find that the job requires more from her, than she was willing to put out. Our last new hire was with us for just over 90 days and then quit. Along with this, the vacation time of year has come, and being short staffed has added more duties and more responsibilities to the staff. We are currently in the process of hiring a new employee but finding the right person for the job is a painstakingly arduous task.

The Cable/Communications Department has gone through some major upgrades which have not been without some technical difficulties, which were overwhelmingly complex at the customer level. Our City Hall Ladies have demonstrated their dedication to the City by performing at their normally high level despite missing a body. They have continued to assist the Cable Department with answering resident questions in a pleasant matter while working through lunch on a constant basis. As City Clerk, I am so proud of our Staff. Each one has sacrificed in different ways, but none more than the others. I believe that each one is worthy of personal recognition.

Mrs. Rhodes, Ms. Terry, and Ms. Millsaps continuously perform their duties with "customer comes first" attitude and have at all times presented a cheerful, energetic and enthusiastic demeanor. I think you will agree they are well deserving of this modest bonus request.