

MINUTES
CITY COMMISSION MEETING
June 24, 2013

The City Commission met this date in a budget workshop session. A quorum being present, the meeting was called to order at 6 PM with the following in attendance.

Mayor	:	John B. Arnold, Jr.
City Commissioners	:	Heyward H. Strong, Jr.
	:	Diane Kelley
	:	Joe Morgan
City Clerk	:	Tammy Johnson
Interim Police Chief	:	David Bruckelmeyer
General Manager VBCS	:	Burt B. Bennett
Director of Public Works	:	James Valandingham
Fire Chief	:	Mark Norris
Library Director	:	David Weatherford
Recorder	:	Beth Millsaps

Others in Attendance: (Not Inclusive): James Butler (camera), Della Rhodes (camera), Daniel Elsesser (Bay Beacon), Clark Browning, Don Caverly, Emily Ruff, Tony Shipley

Mayor Arnold welcomes the audience and announced that Mrs. Johnson has set up a cell phone so that Comm. Hamilton can join us by phone from Mexico, so that she can participate.

Mayor Arnold said the primary purpose for the meeting is the capital improvements for the new budget but we would also be discussing the new Supplemental Environmental Impact Study (SEIS) just received on the 14th of June and also the city charter study.

1. CAPITAL IMPROVEMENT BUDGET

Administration

Mayor Arnold asked Mrs. Johnson to review what administration would be looking for this new budget year. Mrs. Johnson said we would like to have a work order ticket system approximately \$2,000. She said we would use this in coordination with public works, we currently have a work order system in place by using the email but feels this new work order ticket system would be more streamline. Mrs. Johnson said the system is actually free but training would be the approximate cost of \$2,000. Mrs. Johnson also requests to move the part time administration position to full time. She said previously this position was fulltime but when we had lower revenue a few years back we cut this position from full time to part time. Mayor Arnold said this would be critical for next year due to the new health care reform, anyone working over 29 hours would have to be offered health care. Mayor Arnold said the cost of the health care would depend on whether the employee would have single coverage or family coverage. Chief Norris asked if the police department and fire department would be different due to the difference in their hours. Mrs. Johnson said this reform would start on 1 October through 30 September after that year we would have to look at average hours worked by the part time person and if 30 or more then we would have to give health insurance. Comm. Morgan asked what the part time person in administration was working now, Mrs. Johnson said depending on needs 32 to 40 hours, 40 if there is someone on staff out. Comm. Hamilton suggested two part time people each working 20 hours, Mrs. Johnson said that wouldn't work due to the nature of the work, it takes about one year to fully train someone in administration. Comm. Hamilton said for clerical. Mrs. Johnson informed the Commission that we are not clerical, we do answer phones but also complete accounts receivable, accounts payable, payroll, human resources, cemetery, insurance and so on.

Non-Departmental

Mayor Arnold said that he submitted the items in this category. He said he would like to improve the memorial at Doolittle Park. He said Veteran's Day and Memorial Day ceremonies are held there each year and it hasn't been updated in sometime. Comm. Morgan asked what he would like to have done? Mayor Arnold said he didn't have any specific ideas but would like to work with the veteran's organization and see what they could come up. He is requesting \$15,000. Mayor Arnold also request \$20,000 for city hall renovations. He said there are roof leaks that need to be repaired, the building needs to be painted and the window sill is rusted out, there is also mildew on the north side that needs to be removed. Mayor Arnold also request \$1,000 for the Viva 500, this would be a non profit donation for the celebration of Florida being 500 years old, he said he spoke to Mrs. Marie Harrison who is working on an activity for the latter part of October.

Library

Mr. Weatherford has three items requested, \$25,000 to replace 13 sections of old wooded bookcase that has some damage, dry rot and some termite issues on the wall side, however he said his biggest concern is his programs director. Mr. Weatherford requested \$25,000 to move his part time library program director to a full time position. He said Niceville has half the kids for their programs than we do and they have five employees, he only has Ms. Ruff. He is willing to forgo the bookcases to bring her up to fulltime. Comm. Hamilton added she had calls from residents telling her how wonderful the library is, the great vitality that is there and she thinks Ms. Ruff is a fantastic addition. Mr. Weatherford said he has prepared a packet showing what all

Budget

Mr. Ruff is doing and has done for the library and he will let go of the bookcase improvement to hire Ms. Ruff full time at \$10.00 an hour. Mr. Weatherford said he also has two volunteers that work out of the library teaching Spanish and French. Mr. Weatherford is also requesting \$1,500 for high flow toilets. He said there are some new flushable diapers that have attempted to be flushed that didn't work with the current toilets we have and he would like the money to have the high flow toilets installed at the library. He said the county is upgrading their computer serve and he needed four new computers but he believes he can get that out of this year's budget and pay less than \$3,000 for all four.

Police Department

Interim Chief Bruckelmeyer said he had listed two network servers for a total of \$9,000. The system being used was built nine years ago, rebuilt five years ago. If the system was to go down there would be no communication between police and dispatcher, he has enough money in this years budget to purchase one so he will need \$4,500 for one network server.

Interim Chief Bruckelmeyer said we need (2) Ford Interceptor SUVs at \$35,000 each. He said usually we get a police car every year, last year we purchased one the year before we didn't purchase one at all. He said now we have a nine year old and a five year old vehicle on the line, there combined repair costs over the last 24 months have been in excess of \$6,000 over and above the normal maintenance costs of regular servicing and tire replacement. Therefore Interim Chief Bruckelmeyer is requesting 2 new vehicles. He said the need now is for SUV's because the police cars that use to be Crown Vic's are now Ford Police Interceptor and they are built on the Ford Taurus body style and is not big enough to move an arrestee without extreme difficulty, especially if that arrestee is combative. He said he had checked on the Chevy and Dodge models that other departments have purchase instead of the Ford and those are too small also.

Interim Chief Bruckelmeyer said he needs a full time police officer funded. He said the only way we are making things work right now is that we have a part time officer who is working 40 hours a week as both an officer and dispatch, because we have a dispatcher out on maternity leave. He sighted several incidents of late that have been dangerous due to the lack of officers working, recently had to wait 15 minutes for City of Niceville for back up and 15 minutes could've been too late. He said he can't do the work with two part time officers because he can't keep them trained and once they are they will go somewhere else to be able to earn more money.

Interim Chief Bruckelmeyer said lastly he request \$3,500 for 2nd level authentication software. He said this is mandated by the State of Florida and FDLE that all agencies have this on all computers used in the performance of official law enforcement activities. Comm. Morgan asked if there were any grants for funding of this software and Interim Chief Bruckelmeyer said no.

Parks

Mr. Valandingham said within public works he has multiple departments and some of the requests need to be placed immediately and some are needed for the long term, trying to project for the future. He said his first item is to hire Department of Corrections work squad and the work that Mayor Arnold was talking about with updating Doolittle Memorial and City Hall improvements, those would be things the work squad could take care of for the city. He said the parks department would split this cost with the streets department, initial cost \$32,500 then \$30,000 annually, for the work van that cost would be \$10,000 for parks and the same for streets. He is also requesting \$300,000 for park upgrades. He said in Lincoln park the equipment that was placed there in 2007 needs to be repaired and they are having a hard time getting the company to honor a warranty, however if we were to buy new equipment with another company they maintain a 10 to 15 year warranty.

Sanitation

Mr. Valandingham requesting a rear loader garbage truck with cart tippers, he said this has been working well and would like to expand to residents without changing the service they have been provided. He said this would save on worker's comp. He has it listed higher than it will actually be he said cost should be under \$200,000.

Shop

Mr. Valandingham request (2) bulk oil containers for \$1,800 a piece. He said this would improve operations and cost savings in not having to purchase 55 gallon drums. He said with the present method we are unable to get the last 3 or 4 gallons out quickly, this would remedy that situation. He is also requesting \$25,000 for a wash rack, he said this would allow a designated area for washing city vehicles on site and complies with regulatory stormwater requirements.

Streets

Mr. Valandingham said this is the department that would fund the other part of the Department of Corrections work squad, same funding \$32,500 for the 1st year, \$30,000 annually and \$10,000 for the work van. He is also requesting a flatbed truck with 5 cubic yard dump body for \$60,000, he said this would replace two existing trucks one model 1989 the other 1992 both in poor condition. He is requesting \$8,000 for a trim mower with 52" cutting deck to replace an

aging John Deere. He is requesting \$25,000 for an 40hp tractor to replace an aging 44 and also \$4,000 for a finish mower to replace an aging mower used to cut right of way.

Water

Mr. Valandingham is requesting \$250,000 for a potable water radio read metering system. He said this purchase would have long range potential and it might be possible to work with the cable system. He said what we have now is not up to standard and this would bring us where we need to be. He is requesting (2) auxiliary power generators and transfer switches at wells 3 and 5, he said this would be to maintain uninterrupted water supply to residents in case of a power failure. Mr. Valandingham also request \$110,000 to convert water wells from oil lubrication to water lubrication at wells 2 and 4, he said this would be a matter of efficiency.

Wastewater

Mr. Valandingham is requesting lift station rehabilitation for several stations. He is requesting \$5,000 for station #5 replace control panel. He is requesting \$100,000 for 4 lift stations rehabilitations stations #7,#8, #9, and #10 to convert to wet well and submersible pumps on those stations he would be keeping control panels and replacing current pumps. He would need \$5,000 for station #11 to replace the control panel. He is requesting \$112,500 for stations #2, #4 – #17, to install compatible SCADA hardware. He said this software is very helpful in that you can access what you need remotely and take care of it without anyone on call having to physically come in and take care of it. Lastly he is requesting \$25,000 to purchase a truck for wastewater to replace aging V-6.

Mr. Valandingham said he would like to install auxiliary generators and transfer switches at water well #2 and lift station #3 this year using bond monies from treatment plant upgrades. Mr. Valandingham said he is working with the marketing director at Okaloosa Gas for the Genrac generator that Ronco would install and will provide specific amounts.

Fire Department

Comm. Morgan said he would like to add the fire department and ask Chief Norris to give his presentation. Chief Norris said he has beefed up the line item amount for vehicle maintenance because we are losing the shop worker who has the knowledge to work on emergency vehicles. He said for someone who has the knowledge to work on these machines it is about \$75 an hour to hire. He would also like to replace the K 12 rescue saw and also the jaws of life, he said the tools we are using is from around the 2002 era and it doesn't have the strength to cut through the newer steel that vehicles have today. He said we backup Niceville and would like to have a tool that would cut through whatever necessary to rescue. He has also increased the amount in his telephone services by \$200 for a new direct connect line. He is also asking for money for bunker gear for the part-time and volunteers we have, he said the gear is in constant use and would like to add floats and fins should we need to assist in a water rescue. He said also since completing the 2nd floor renovations the stairs on the outside leading to the 2nd floor are rusting and need to be repaired. Chief Norris would also like to replace chairs and table that he has in the meeting room.

Mayor Arnold said that would be all on the budget issues tonight, the next meeting would be July 15th at 6 PM where O/M and capital improvements would be discussed. Mrs. Johnson said we would need to have a tentative proposed mileage rate by August 4th. Mayor Arnold said that we would discuss that at the July 15th meeting.

2. Supplemental Environmental Impact Statement (SEIS)

Mayor Arnold said he would like to address the new SEIS that was received on the 14th of June. He said there are same alternatives to reduce noise that is our primary concern. He said while that is primary there are also many other concerns such as property values that will be affected. Mayor Arnold said he is meeting with Mr. Webb and Mr. Bachelor to review the statement in detail. He said he will have input to provide for the July 9th meeting at the church, the first public hearing. Mayor Arnold said he is drafting correspondence to send to property owners of the city and we will have expanded charts so that every parcel can be pin pointed. There is a large portion of non-residential building and residential homes that will be affected, the question is can we still operate. Comm. Morgan said the issue isn't noise as much as the affects of the noise. The larger affect is the homes might not be able to sell in the noise level it is in or be able to get financing on a home in this noise level. Mayor Arnold said the JLUS indicated that anything west of John Sims Parkway should be moved to the east side. Mayor Arnold said this is a long hard road, which we have been down before and were successful the last time so we will continue to fight. Comm. Hamilton asked if we could put the maps on the website, Mayor Arnold said the charts would be the most helpful but with the charts you need the back up information to explain what the chart says. Mayor Arnold said there are 18 different alternatives to look at, some are out of the question, he would be glad to work with Mr. Shipley in the getting the information on the city web site. Comm. Hamilton said this is something that we will all be on the same page, Mayor Arnold said also need to contact all elected official outside of the city because last time we didn't get much support from anyone outside of Valparaiso. Mayor Arnold said the problem in that everyone hears about the 7,000 new jobs coming to the area and they could care a less about Valparaiso. Mr. Browning, 227 S. Bayshore Drive, suggests putting links for the elected officials to send emails.

3. **City Charter Study**

Mayor Arnold said we have tentative approval on Sections 1 - 6 or 7 and he had been asked to complete the rest of the sections. Comm. Hamilton wants to commend the Mayor, she likes all of the changes and knows he has put a lot of work into it. Comm. Morgan said he is a little hung up on the first part, being that it is essentially changing our form of government going beyond how we work now, he feels the city administrator duties could be less specific to allow longer term flexibility. Comm. Hamilton said that is why it says but not limited to. Comm. Morgan said he would still like to discuss the position more closely, duties and responsibilities. He strongly feels that the duties, positions of the Commission should stay like they are now in our current Charter. Where we are changing the form of the government by delegating away the Commissions authority in the Charter. I do not think this is right. I think the Charter needs to stay intact the way it is and if we choose to delegate said responsibilities we can do so. Mayor Arnold said there were questions that had to be asked of the attorney regarding if this is amending the charter or a new charter, also have the attorney look at the document in total make sure it has the proper language to pass as an official document to present to the public for a vote. Mrs. Johnson confirmed the attorney will look at it, Mayor Arnold said yes we will have him make sure there is no duplicate information and all things are in line as they should be.

City
Charter
Study

Mayor Arnold said it will probably be August before we will take a look at the official document. He said right now the primary concerns are the SEIS and the budget.

ADJOURN

There being no further business to be brought before the Commission, the meeting adjourned at 7:06 PM.

Adjourn

John B. Arnold, Jr.
Mayor

Heyward H. Strong, Jr.
Chair, VCA

ATTEST:

Tammy Johnson, CMC
City Clerk

June 24, 2013

The DVD labeled June 24, 2013 contains the audio and video of this meeting and will be kept as a permanent part of these minutes.