

MINUTES  
CITY COMMISSION MEETING  
February 10, 2014

The City Commission met this date in regular session in the Commission Chambers. The Invocation was given by Comm. Hamilton, after which the Pledge of Allegiance was recited. A quorum being present, the meeting was called to order at 6:00 PM with the following in attendance.

Mayor	:	John B. Arnold, Jr.
Commissioners	:	Diane Kelley
	:	Kay Hamilton
	:	Joe Morgan
City Clerk	:	Tammy Johnson
City Administrator	:	Carl Scott
Police Chief	:	Joe Hart
Fire Chief	:	Mark Norris
Public Works Director:		James Valandingham
Library Director	:	David Weatherford
City Attorney	:	Hayward Dykes
City Engineer	:	Roy Petrey
Recorder	:	Beth Millsaps

Others in attendance: (Not Inclusive) Angela Smith (Bay Beacon), Mike Matthews (cameraman) Terry Griffin, Clark (Tom) Browning IV, Don Caverly, Don Dudas

**Welcome**  
Mayor Arnold welcomed everyone this evening and stated he thought everyone knew to raise their hand and be recognized and go to the podium and state their name and address if they would like to address the Commission.

Mayor Arnold welcomed Ms. Angela Smith who is with the Bay Beacon and filling in this evening for Mr. Mike Griffin.

- Citizens' Concerns**  
**Resident Citizen Concerns'**  
**Non-Resident Added Agenda**
- CITIZENS' CONCERNS (non agenda items) – Resident**  
There were no resident comments.
  - CITIZENS' CONCERNS (non-agenda items) – Non-resident**  
There were no non-resident comments.
  - NEW AGENDA ITEMS – Added Agenda Items**  
There are no added agenda items.
  - NEW AGENDA ITEMS – Ordinance No. 652 Postponing the Effective Date of New Charter**

**Ordinance No. 652 Postponing Effective Date of New Charter**  
Mayor Arnold said this is the first reading of Ordinance No. 652 postponing the effective date of the purposed charter if it is approved. Mr. Dykes said this is the ordinance that Comm. Strong had wanted to have the new charter, if it is approved, go into effect at a later date. Mayor Arnold read Ordinance No. 652, an ordinance amending Ordinance No. 648, section 6, and attached "A" of the ordinance, specifically article IX, sec. 2 effective date of the proposed amended charter, and providing for an effective date.

COMM. HAMILTON MADE A MOTIN TO APPROVE ORDINANCE NO. 652 AS WRITTEN. COMM. MORGAN SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.

**3. NEW AGENDA ITEMS – Plat 1 Dock Permits**

Mayor Arnold said the city had received an application to permit a new dock in Plat I and also an application to perform a repair, he asked Mr. Dykes to review the Ordinances and codes at this time and report back to the Commission what could be done in Plat I in regards to docks.

**4. NEW AGENDA ITEMS – Etc.**

**Plat 1 Dock Permits**  
**Etc.**  
Mr. Scott said about a year ago we had discussed a new seal and new signage for our city, he said a recently deceased resident had called him up and told him to pick a project to work on and he selected this one. Mr. Scott submitted his ideas with a new sign & seal artwork displayed. Mr. Scott said this is something that has been discussed and tabled and then discussed and tabled again and he would like the Commission's approval to go forward with getting this taken care of. Mayor Arnold said he thought this task had been assigned to the Visioning Committee to make recommendations. Mrs. Johnson said it might be a good idea to see what the Visioning Committee ideas are before we know what to do with the seal. Comm. Hamilton said she likes the concept. Comm. Morgan said he thinks changing the signage is a good idea but feels like for the logo we need to look more into the history of the city before changing it, the logo should reflect where we came from as well as where we are going to. Mr. Scott said he would be in favor of a public meeting to show the community what he has come up with and see what they think. Comm. Morgan said he thought that would fall under the Visioning Committee, Mr. Scott said the committee could call the public hearing and he would take the lead. Mrs. Johnson asked if the Visioning Committee has been given this task directly. Mayor Arnold said no. Mayor Arnold said the Visioning Committee has been tasked with coming up with a 10 to 15 year strategic plan for the city. COMM. MORGAN MADE A MOTION TO DIRECT THE VISIONING COMMITTEE TO LOOK INTO THE SIGNAGE FOR THE CITY WITH MR. SCOTT TAKING THE LEAD, COMM. HAMILTON SECONDED THE MOTION. Mayor Arnold said the committee's job should not be looking into signage and logos. It could be six months to a year before the committee has a plan. COMM. HAMILTON ASKED TO REMOVE HER SECOND. Mr. Clark Browning IV, Bayshore Drive, said Mr. Scott had put

work into this project and came before the Commission tonight in a public meeting for input and permission to move forward, he thinks Mr. Scott should be allowed to move forward. Comm. Kelley said from what Mr. Scott said an individual asked him to select something to work on and this is the project Mr. Scott chose to do and that benefactor agreed with him. Comm. Hamilton said the logo and signage go hand in hand. Comm. Morgan said he feels the logo should reflect the city's vision but the signage is something that could be done. Mrs. Johnson said on the survey that the Visioning Committee sent out with the billing it has their vision statement on it. COMM. HAMILTON MADE A MOTION TO TASK MR. SCOTT WITH MOVING FORWARD IN A PUBLIC FORUM ON THE NEW SIGNAGE, she believes this is the next step to approval. Mayor Arnold agrees that this is the way to make a decision. MOTION SECONDED BY COMM. MORGAN, he suggested instead of a public forum it might be better to call it a public workshop. Mr. Scott has been tasked with having a public workshop to be advertised in the paper to get input on new signage for the city. MOTION PASSED BY A VOTE OF 4 TO 0, UNANIMOUS VOTE OF THE COMMISSION.

**1. OLD BUSINESS – City Hall Roof Update**

Mr. Roy Petrey said he has two options that have been submitted by Mr. Clark, senior architect with Polyengineering. Option 1 is a single ply roof over the existing system, the opinion is it would cost approximately \$75,000 to \$90,000 warranted for 15 years, that cost does not include any water damaged stucco removal. He said Option 1 is the recommended option. Option 2 is another coated system replace the flashings and gutters it would not be warranted but cost about 35 to 50% less approximately \$40,000 to \$60,000. Mr. Petrey said he needed a direction as to what the Commission would like to do. Mr. Petrey said also considered a roof over option that is similar to what is on the Mitchell building but it would have to meet the wind load standard and that would drive the cost up to \$300,000 or more. Mr. Petrey answering Comm. Hamilton said it would be awarded through a bid process. Mayor Arnold said he hates to spend large amounts of money before the final EIS/ROD reports are out as the buildings might be deemed not suitable if that is the case we would be throwing money down a rat hole. Mayor Arnold said the EIS study should've already been out with the ROD to follow. Mayor Arnold asked if it would be possible to move forward with Option 1 but also have Option 2 in mind and accept bids on both options. Mr. Petrey said he could prepare Option 1 for bid with Option 2 for bid also, that is a common practice. A brief discussion followed. MAYOR ARNOLD MADE A MOTION TO ADOPT OPTION 1 WITH ALTERNATE OF OPTION 2 TO DIRECT OUR ENGINEER TO PROCEED WITH PREPARATION OF SPECS AND ADVERTISEMENT. Mr. Petrey said should be able to advertise before the next meeting. COMM. MORGAN SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.

City Hall  
Roof  
Update

**2. OLD BUSINESS – Dangerous Buildings Update**

Mr. Scott said he had been contacted by a contractor who has a contract to demolish the building at 406 Johnson and that should be done within 90 days. He said there had been no word from anyone regarding 59 Kelly Way. Mr. Griffin, 253 Grandview Avenue, said he read in the paper where it would cost \$80,000 to tear down one of the homes. Mr. Scott said that wasn't correct, it is approximately \$3500 for Courington Construction to level 406 Johnson but a contractor in Destin had said it would cost approximately \$80,000 to bring 59 Kelly Way within living conditions.

Dangerous  
Buildings  
Update

**1. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – TPO/DOT**

Comm. Morgan said he didn't have anything to report at this time.

TPO/DOT

**2. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Stormwater**

Mr. Scott said he didn't have anything to report.

Storm-  
water

**3. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Legal Activities**

Mr. Dykes said he was requesting an executive session on behalf of Mr. Bowman to discuss the Willingham and Harris cases. He said in the Willingham case all charges had been dismissed except for one. Mr. Dykes said Mr. Bowman had depositions at the end of February so it would be best to have the executive session in March. Mayor Arnold recommended having the meeting on the 3<sup>rd</sup> or the 17<sup>th</sup> of March at 6 PM. He said when the executive sessions run along with the regular meeting it doesn't run smoothly. Mr. Dykes said he would say shoot for the 3<sup>rd</sup> of March and he will verify that will work for Mr. Bowman. Mr. Dykes said he has a conflict on that date but might be able to move some things around. Mr. Scott said he would like to be able to attend the executive session for Willingham. Mr. Dykes said he would check and see if that was possible.

Legal  
Activities

**4. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – City Parks Update**

Mr. Valandingham said the work squad arrived on January 13<sup>th</sup> and has worked approximately 192 hours in Lincoln Park and 172 in Glen Argyle Park. They have cleaned up both of the parks and up to 200 cubic yards of debris has been removed. He said he had received a letter from Rebecca Cummins thanking public works for the work that had been done and he said he received 5 or 6 calls expressing the same sentiment. Mr. Valandingham also said that in Lincoln Park we have the upcoming "3<sup>rd</sup> Annual Eggstravaganza" which will be the Saturday before Easter.

Parks  
Update

Planning  
Comm.

**5. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Planning Commission Report**

Mr. Browning, Chair of the Planning Commission, said the meeting was brief last month, Mr. Jack Kiger will be our liaison to Eglin AFB now that Ms. Marion Cook has left the area, he attended the meeting last month. Chair Browning said they had thought Mr. Scott would be in attendance. Mr. Scott said he was unable to attend due to having to work and Chair Browning asked if he would be able to attend this month on the 18<sup>th</sup> to discuss the language for mixed use or multi use zoning. Mr. Scott said he would be available.

Median  
Beauti-  
fication

**6. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Median Beautification Update**

Comm. Morgan said that plans had been submitted to the DOT and we should be getting a response shortly.

Visioning  
Comm.

**7. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Visioning Committee Update**

Mrs. Johnson said she mentioned earlier that the Visioning Committee sent a survey out with this month's bill and the next meeting is this Thursday the 13<sup>th</sup> at 4 PM. Mayor Arnold asked that everyone complete the surveys if they had not already and return to city hall.

Top Ten  
Places to  
Live

**8. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Valparaiso One of the Top Ten Places to Live in Florida**

Mayor Arnold said in a recent article on Movoto blog Valparaiso was voted one of the top 10 safety places to live. Mayor Arnold said Movoto researched the information through the FBI's 2012 reported crime statistics and both Niceville and Valparaiso were in the top 10. He said he would like to thank Chief Hart and his department. Comm. Morgan said thanks also to the residents of Valparaiso that help keep their community safe.

Etc.

**9. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Etc.**

Mayor Arnold said the Commission should be receiving the audit report on March 7<sup>th</sup>, which is earlier than years past. He said the audit crew had been working in city hall in recent weeks.

Etc.

**10. REPORTS/CORRESPONDENCE/ANNOUCEMENTS – Etc.**

Mr. Valandingham said that he and his staff had spent a couple of days with Mr. Joe Mittauer and Kellen Lindsey with Mittauer & Associates evaluating, measuring, inspecting the flows, pump draw downs and doing topographical surveys. He said that their numbers confirm the needs outlined and presented and that Mittauer and Associates will return to discuss the proposal within the next two or three weeks prior to submittal in March.

Employee  
Bonus

**1. ADMINISTRATIVE ITEMS – Employee Bonus**

Mayor Arnold said that Mr. David Weatherford, Library Director, had submitted a letter regarding a merit bonus for Ms. Emily Ruff. Mayor Arnold said there was an error in the letter communicates that the amount wasn't agreed upon but suggested to Mr. Weatherford to submit Ms. Ruff for a one time bonus due to her performance the amount to be adjudged on her performance. Comm. Kelley said according to Mr. Weatherford that Ms. Ruff has beefed up the library youth service program, that one time she has had upwards of 90 children in the library and some of those weren't from Valparaiso, she has expanded the services into other communities. COMM. KELLEY MADE A MOTION TO GIVE EMILY RUFF, A ONE TIME \$1,000 BONUS. COMM. HAMILTON SECONDED, Mayor Arnold said it was awarded in concert with the memorandum submitted by Mr. Weatherford documenting her superior performance dated 3 February 2014. Comm. Morgan asked how this would affect the budget. Comm. Kelley and Mr. Weatherford agreed that the money is already there and would cause no problems. Comm. Morgan asked why we didn't increase her hourly rate according by the \$1,000, if she is in a probation period and she has done all the things to increase the library patronage, why not just increase her hourly rate, if this is a merit bonus. Mayor Arnold said he suggested the one time bonus in case downstream her performance isn't up to par, we would be settled with an increase she shouldn't have had. Comm. Morgan agreed. Comm. Hamilton said this way we can review her in the budget when the time comes. Mrs. Johnson asked if we would review everyone in the budget or just select people. Comm. Hamilton asked if this would be Mrs. Johnson's commentary. Mrs. Johnson said as a person in City Hall who deals with all employees and tried to abide by the personal handbook. She said we've had other employees leave us in the police department recently due to that fact that we have had no merit raises. Mayor Arnold said it has always been our policy that a department head at anytime can submit for a merit bonus, if an employee's performance warrants it. Chief Hart said Mrs. Johnson was trying to clarify if in upcoming budget process if we would discuss across the board raises for all. Comm. Hamilton said don't we always discuss raises in the budget. Comm. Morgan said it is a valid concern that we make a public decision for no raises and it has to be clarified, this one was given after a probation period and we discussed this. Mrs. Johnson said no this wasn't the due to the end of a probation period, we have several employees that have completed their probation period. VOTE WAS MADE ON THE MOTION WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.

Minutes

**2. ADMINISTRATIVE ITEMS – Minutes**

COMM. HAMILTON MADE A MOTION THAT THE MINUTES FROM JANUARY 7, 2014 BE APPROVED AS WRITTEN. COMM. MORGAN SECONDED THE MOTION, WHICH PASSED UNANIMOUSLY WITH A VOTE OF 4 TO 0 OF THE COMMISSION.

COMM. KELLEY MADE A MOTION THAT THE MINUTES FROM JANUARY 13, 2014 BE APPROVED AS WRITTEN. COMM. MORGAN SECONDED THE MOTION, WHICH PASSED UNANIMOUSLY WITH A 4 TO 0 VOTE OF THE COMMISSION.

COMM. MORGAN MADE A MOTION THAT THE MINUTES FROM JANUARY 22, 2014 BE APPROVED AS WRITTEN. COMM. HAMILTON SECONDED THE MOTION, WHICH PASSED UNANIMOUSLY WITH A 4 TO 0 VOTE OF THE COMMISSION.

**3. ADMINISTRATIVE ITEMS – Bills Payable**

COMM. HAMILTON MADE A MOTION TO PAY THE REGULAR BILLS AND VCA BILLS AS OUTLINED IN THE FINANCIAL STATEMENT(S). COMM. MORGAN SECONDED THE MOTION, WHICH PASSED UNANIMOUSLY WITH A 4 TO 0 VOTE OF THE COMMISSION.

**Bills  
Payable**

**ADJOURN**

**Adjourn**

There being no further business to be brought before the Commission, the meeting adjourned at 7:00 PM.

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John B. Arnold, Jr.  
Mayor

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Heyward H. Strong, Jr.  
Chair, VCA

ATTEST:

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Tammy Johnson, CMC  
City Clerk

February 10, 2014

\*\*\*The DVD labeled February 10, 2014 contains the audio and video of this meeting and will be kept as a permanent part of these minutes.\*\*\*