

MINUTES
CITY COMMISSION MEETING
March 18, 2014

The City Commission met this date in special session in the Commission Chambers. 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	:	Heyward H. Strong, Jr.
	:	Kay Hamilton
	:	Joe Morgan
	:	Tom Browning
City Clerk	:	Tammy Johnson
Police Chief	:	Joe Hart
Attorney	:	Bruce Bowman
Recorder	:	Beth Millsaps

Others in Attendance: Michael Matthews (camera), Joe Cobb, Richard Byrd (Bay Beacon)

Mayor Arnold stated that Articles IV, Section 1, Article V and Article VI of the Charter outlines that an organizational meeting will be held as soon as possible after the swearing in of the new Commissioners to assign the general duties, function and responsibilities.

Commissioner of Public Institutions – Kay Hamilton

Duties of
Comm.
Hamilton

Specific Duties – (1) Parks, playgrounds, beaches and recreational areas (Little League field) (2) City representative regarding harbor facilities and matters under jurisdiction of Coast Guard or U S Corps of Engineers (3) Library matters (4) Educational and school matters, as applicable (5) Federal and State assistance and revenue sharing programs, applicability to developments within the city (6) City web site development and updating as required (7) Cooperative planning efforts in coordination with other governmental bodies (8) Annual budget figures for public institutions and library (9) City representative in Chamber of Commerce matters.

Commissioner of Streets – Joe Morgan

Duties of
Comm.
Morgan

Specific Duties – (1) Streets, (2) Layout of streets and developments, street naming, house numbering, mail delivery, etc. (3) City representation when dealing with County and State Highway officials, (4) Highway and city traffic matters, such as parking, loads of vehicles, types of vehicles, house trailers, buses, boats, etc., (5) Projects to protect land, beach and shore areas against of erosion; also projects for rehabilitation and use (6) City representative on TPO, (7) Storm water drainage systems or plants, (8) Fire Department matters, (9) Annual budget figures for Fire Department, storm water and streets (primarily capital improvements).

Commissioner of Health and Sanitation – Tom Browning

Duties of
Comm.
Browning

Specific Duties – (1) Collection of household waste, yard debris, etc. (2) Pollution, both air and water, (3) Municipal construction and storage facilities for tools, equipment and vehicles (city yard), (4) Cemetery matters, (5) Public health, (6) Sanitation matters, (7) Annual budget figures for health and sanitation and cemetery, (8) City recycling program, (9) Other assignments, as necessary.

Commissioner of Municipal Utilities – Heyward H. Strong, Jr.

Duties of
Comm.
Strong

Specific Duties – (1) Water works, water supply, testing, etc., (2) Sewer collection system and pump stations, (3) City representative in Economic Development Council matters, (4) Insurance matters, (5) TV Cable and Alarm system, (6) City representative with utility companies, reference their installations, Okaloosa Gas Board not included, (7) City buildings (except at the City Yard), maintenance, new construction, utilization, etc., (8) Prepare annual budget figures for TV Cable/Alarm System and Utilities (water/sewer), (9) Focal point for all League of Cities and lobbying activities, (10) Mayor Pro Tem, (11) Other assignments, as necessary.

Mayor or Commissioner At Large – John B. Arnold, Jr.

Duties of
Mayor
Arnold

General Duties – (1) Commissioner of Finance and Police, (2) Administrative matters, (3) Judicial matters, (4) General personnel matters, (5) Public relations, (6) Emergency Operations and Planning, (7) Military Affairs, (8) City Safety Committee Representative, (9) Code Enforcement, (10) Building Inspection, (11) Others as required.

COMM. MORGAN MADE A MOTION TO APPROVE THE DUTIES AS PRESENTED. COMM. STRONG SECONDED THE MOTION, WHICH PASSED WITH A UNANIMOUS VOTE OF 5 TO 0.

Mayor Arnold said at this time the meeting is recessed with an executive session to begin

Recess
Executive
Session

Mayor John B. Arnold, Jr., City Commissioners Heyward H. Strong, Jr., Kay Hamilton, Joe Morgan and Tom Browning along with Attorney Bruce Bowman will be attending the Executive Session. Mayor Arnold stated the Executive Session should last approximately 30 minutes and with that the special meeting was temporarily adjourned at 6:06 PM.

Reconvene

The special meeting reconvened at 7:09 PM.

MAYOR ARNOLD MADE A MOTION TO INSTRUCT OUR ATTORNEY TO CARRY ON WITH PRESENT LITIGATION AS IT PERTAINS TO THE SUIT. COMM. BROWNING SECONDED THE MOTION WHICH PASSED BY A VOTE OF 4 TO 1, WITH COMM. HAMILTON VOTING IN THE NEGATIVE.

Special
Meeting
Instruc-
tions

ADJOURN

There being no further business to be brought before the Commission, the meeting adjourned at 7:10 PM.

Adjourn

John B. Arnold, Jr.
Mayor

Heyward H. Strong, Jr.
Chair, VCA

ATTEST:

Tammy Johnson, CMC March 18, 2014
City Clerk

The DVD labeled March 18, 2014 contains the audio and video of this meeting and will be kept as a permanent part of these minutes.