

MINUTES
CITY COMMISSION
March 10, 2014

The City Commission met this date in regular session in the Commission Chambers. The Invocation was given by Comm. Kelley, 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 | : | Heyward H. Strong, Jr. |
| | : | 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 |
| Recorder | : | Beth Millsaps |

Others in attendance: (Not Inclusive) Mike Griffith (Bay Beacon), Michael Matthews (camera man), Terry Griffin, Tom and Diane Miller, Don Caverly

Mayor Arnold welcomed everyone the audience and stated that the Commission is interested in hearing any thoughts or comments that might have. He asked that anyone wanting to make any comments should raise his/her hand to be recognized and use the microphone at the podium to address the Commission.

Welcome

1. CITIZENS' CONCERNS (non-agenda items) – Resident

There were no resident comments.

Citizens'
Concerns
Resident
Citizens'
Concerns
Non-
Resident

2. CITIZENS' CONCERNS (non-agenda items) – Non-resident

There were no non-resident comments.

1. NEW AGENDA ITEMS – Added Agenda Items

There were no added items.

Added
Agenda

2. NEW AGENDA ITEMS – Removal of City Assets from Inventory

Mayor Arnold said this item is regarding the two vehicles that had been sold on govdeals.com through auction, we need to have those vehicles removed from the inventory of public works. **COMM. STRONG MADE A MOTION TO REMOVE 1990 FORD F 700 AND 1993 FORD F 700 FROM THE CITY INVENTORY. COMM. MORGAN SECONDED THE MOTION WHICH PASSED BY UNANIMOUS VOTE 5 TO 0.** Comm. Morgan said had a workable fleet of vehicles as generally discussed in budget meetings and which one was specially addressed. Mayor Arnold said we need an ordinance to make it city policy that any asset that is sold over \$1,000 it can only be removed by commission approval. Mr. Dykes said it would be a good idea to pass an ordinance to codify what the procedure is. Mayor Arnold asked Mr. Dykes to prepare such ordinance for the next meeting. Comm. Morgan said he thinks it would be better to have in the bylaws as opposed to an ordinance and thinks it might be a better idea to wait and discuss this issue once the new Commission is impanelled. He thinks it is best to table the discussion, he supports the idea, just doesn't feel the dollar amount should be decide on tonight. Mayor Arnold answering a question by Mrs. Miller, 202 Hickory Lane, stated they were bid online with Gov Deals. Comm. Hamilton asked Comm. Morgan what his thought was about the dollar process, she doesn't understand why it should be a new Commission to make this decision, asked what dollar amount would be acceptable. Comm. Morgan said first he would like to know what the concerns are we would need to discuss what all the concerns are. Comm. Hamilton said the concerns would be typical. Mayor Arnold said it would just be for good business practices. Comm. Morgan said he thought the amount should be closer to \$2,000 and feels this needs to be discussed. **COMM. HAMILTON MADE A MOTION WE MOVE TO CREATE THE ORDINANCE THAT MAYOR ARNOLD SUGGESTED.** Mayor Arnold said we put on the agenda for next month's meeting to have the discussion. Mr. Dykes confirmed that at this time he wouldn't need to prepare an ordinance, Mayor Arnold said no not at this time

Removal of
City Assets
from
Inventory

3. NEW AGENDA ITEMS – Choctawhatchee Basin Alliance – Grasses in Classes Program

Mr. Valandingham said this project actually started with Comm. Morgan and Comm. Kelley, the project is known as Grasses in Classes, Allison McDowell is the head of this. Mr. Valandingham said he has included in the Commission's packet Ms. McDowell's project summary and her application to proceed with her work in Florida Park. Mr. Valandingham said it would be a public outreach to the community and children, used as a training tool while helping to stabilize shoreline at Florida Park and Ms. McDowell also spoke with Comm. Morgan and Mr. Scott and said it is possible to be expanded to Lincoln Park in the future to assist in that erosion as well. Comm. Morgan answering the Mayor's question said it is marsh grasses spartina alterniflora. The CBA (Choctawhatchee Basin Alliance) has had a great success in providing erosion stabilization. Comm. Morgan said along with the parks they are planning to ask Ms. McDowell to look at some of the road ways T pier eastward see what we can do there.

CBA –
Grasses in
Classes

He said in that area a possible oyster reef planting to help improve the water ways. Mrs. Miller asked what type of grass and how high would it grow. Comm. Morgan said it is a type of marsh grass that would grow about 2' high. Mrs. Miller said the children at Florida Park go from the shoreline out into the water to play and you don't want that stuff. Comm. Morgan said they can continue go and play and trample on the grass but it will help provide erosion control and bring the area the stabilization it needs. Comm. Morgan said if we do nothing we will be losing some pine trees in Florida Park very soon. Comm. Morgan answering Mr. Miller's question said yes it could be cut but not often. He said it provides needed stabilization but can withstand some traffic. Mayor Arnold said because of the grass disappearing along North Bayshore Drive and Florida Park some pine trees had fallen because of it, that the reeds help the shoreline. Mr. Valandingham said there is no cost to the city other than at times city staff support, it was funded through the Florida Wildlife Commission, and they do all the financing from start to finish, a year long program. They would like to start in May. **COMM. HAMILTON MADE A MOTION TO APPROVE PARTICIPATION IN GRASSES IN CLASSES TO BEGIN THE PROGRAM. MAYOR ARNOLD SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF COMMISSION 5 TO 0.**

COMM. MORGAN MADE A SLIGHT AMENDMENT TO THE MOTION THAT WE ALLOW MAYOR ARNOLD TO SIGN FOR THE PERMIT. COMM. STRONG SECONDED THE MOTION WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

1. OLD BUSINESS – Ordinance No. 652 Postponing the Effective Date of New Charter

Mr. Dykes said there had been no changes since the first reading of the ordinance. Mayor Arnold said notice appeared February 28th in the Northwest Florida Daily News, Mayor Arnold read the public hearing announcement. Mayor Arnold read Ordinance No. 652, an ordinance of the Valparaiso Commission amending Ordinance No. 648 section 6, and attachment "A" of the Ordinance, specifically article IX, Sec. 2 – effective date of the proposed amended charter, and providing an effective date. Mayor Arnold answering Mr. Miller's, 202 Hickory Lane, question moving to the August time frame if it is approved gives us time to advertise for a city administrator's position and implement the changes. **COMM. STRONG MADE A MOTION TO APPROVE ORDINANCE NO. 652 AS WRITTEN. COMM. HAMILTON SECONDED THE MOTION.** Comm. Morgan said it was good to remind everyone that because of the unopposed election in March this is the reason we moved the date on voting on the charter change and this ordinance, should the charter change be approved, would give us six months before the actual implementation. **VOTE ON THE MOTION 5 TO 0 BY UNANIMOUS VOTE OF THE COMMISSION.**

2. OLD BUSINESS – Plat I Docks

Mr. Dykes said he is still in the process of reviewing all of the current regulations on docks and will have something to the Commission by the next meeting.

3. OLD BUSINESS – City Hall Roof Update

Mayor Arnold said that Mr. Petrey was unable to attend the meeting this evening because he is ill but had spoken with Mrs. Johnson. Mrs. Johnson said that she was told they have completed plans and specs for the roof. They are reevaluating the roof vent and the purpose of it if it is needed or if they need that one or possibly another type. They hope to go out for bid next weekend on two bids single ply over the existing roof and coating.

4. OLD BUSINESS – Dangerous Buildings Update

Mr. Scott said 406 Johnson had been demolished by the owner, however 59 Kelly Way is still in the same shape if not a little worse and about to fall on its own. Mr. Scott said it would have to come back before the Commission in April.

5. OLD BUSINESS – CDBG Update

Mr. Valandingham said the grant is scheduled to be submitted next Wednesday. He said that city staff had been working with Mittauer on field studies, calculations and he had received a copy of the draft Sunday and after reviewing it no changes would be needed on the draft. Mr. Valandingham said a letter had been submitted to waive the DEP fee for permit. Mr. Scott said tomorrow we would be doing a slight modification to the CDBG grant submitting a different payroll summary we scored a little low 617 points looking at about 650 after modification.

6. OLD BUSINESS – Recycling Update

Mr. Valandingham said he wanted to bring the Commission up to date on the program. He said the memorandum he submitted is an overview of the program. He said to highlight the past 12 to 13 months 95 tons of material removed from the waste stream we sold the material and did not have to pay disposal cost. Mr. Valandingham said sales of these materials and the savings in disposal fees, totals over \$11,000. The cost to operate vehicles is roughly \$2,000 so we are \$9,000 to the good. He said of course wages are not off set. Mr. Valandingham said he had anticipated 10% but only 5% at this time, but he does anticipate an increase, he said after speaking with Mrs. Johnson and her staff residents request more recycling and ways to recycle. He said he is looking into the commercial accounts recycling.

7. OLD BUSINESS – Fleet Maintenance Program

Mayor Arnold said there is a fleet maintenance program proposal written by Mr. Valandingham and approved by the safety committee for recommendation to adopt by the City

Ordinance
No. 652
Postponing
Effective
Date of
New
Charter

Plat I
Docks

City Hall
Roof
Update

Dangerous
Buildings
Update

CDBG
Update

Recycling
Update

Fleet
Mainte-
nance
Program

Commission. He said everyone had received copies tonight and not recommendation adoption until everyone has time to review it, have on the agenda for April meeting.

1. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – TPO/DOT

TPO/DOT

Comm. Morgan said there is a grant for the Clean Water Act 2015 submission due by May 23rd and also transportation alternative program to help with erosion control. He said there is money out there to improve stormwater and improve land adjacent to the roadways. Comm. Morgan said he sent notes out to Mr. Petrey, Mr. Valandingham and Mr. Scott to set some time to talk about ideas and have a brain storming session and he would like to ask for permission to proceed.

2. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Stormwater

Storm-water

Mr. Scott said the only thing pending is redesigning the Goodwill to accommodate changes that were done on Bayshore Drive, said he had already talked to Comm. Morgan. Comm. Morgan said there was a meeting set this week to discuss.

3. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Legal Activities

Legal Activities

Mr. Dykes said Mr. Davey, who is representing the city in the malpractice case is in discussion with the attorneys for Rose, Sundstrom and Bentley, however Mr. Davey has not spoken with Mr. Wyckoff. Mr. Dykes said there was a mediation today in regards to the Harris suit and he would like to request an executive session possible to coincide with the organizational meeting on the 18th. Mayor Arnold said that should work out, the organizational meeting will be assigning the duties to the new Commission and shouldn't take more than 30 minutes then they could go into executive session.

4. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – City Parks Update

Parks Update

Mr. Valandingham had prepared a slide show to show the work that the inmate crew had completed since being in February. They have worked approximately 192 hours in Lincoln Park, approximately 320 in Glen Argyle Park, TJ Brooks dog park that was originally cleared out by spring break students a few summers back the inmates helped to clear back out, approximately 174 hours. Also the vandalism at the parks the inmates have helped clean that up and Mr. Valandingham wanted to thank Chief Hart and his employees for helping keep the vandalism down. Mr. Valandingham used an hourly rate of \$15 and calculated with the hours the inmates had put in the parks a cost savings of over \$10,000 for the city. Mr. Valandingham said the inmates had also cleaned up the front of city hall with pressure washing and cleaning and he is open to suggestions as to what we want the city hall to look like out front. Mayor Arnold said the front looked 100% better. Mr. Miller said he would like to compliment the city yard and their hard work in keeping things ship shape, some of their visitors complimented on how nice things look and updating some of the street signs. Mr. Valandingham said about 40% signs have been replaced so far.

Mr. Valandingham also reminded everyone the 3rd annual Eggstravaganza the Saturday before Easter, there had been a reminder placed in the bills also.

5. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Median Beautification Update

Median Beautification Update

Comm. Morgan said plans had been submitted to the DOT from Bradford Davis he did an excellent job working with our community representatives to come up with a great looking median for us. He said there would be a lot of color, variety that will not need a lot of water or cutting. It will look really nice but be different enough from other cities to have our own unique feel. He said the larger bushes and trees will be planted so we can water them so it will be a two stage project.

6. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Planning Commission Report

Planning Comm.

Mayor Arnold said there wasn't a representative in the audience this evening. Mr. Scott said at tomorrow nights meeting they would be discussing two variances one for 278 Florida and the other for 241 Edge.

7. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Visioning Committee Update

Visioning Comm.

Mrs. Johnson said she did know that the committee met twice in February and were working on their survey tally. Mayor Arnold said two letters had been sent out to see about adding additional members.

8. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Ethics Reform

Ethics Reform

Mayor Arnold said Senator Gaetz was now requesting that all city officials have four hours of ethics training each year.

9. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Oath of Office March 18th At Noon

Oath of Office

Mayor Arnold said the swearing in ceremony would be at noon on Tuesday, March 18th in the Commission Chambers.

10. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Organizational Meeting March 18th at 6 PM

Organizational Meeting

Mayor Arnold said there would be an organizational meeting for the Commission on March 18th at 6 PM to assign the duties. After duties have been assigned they would close the session to have an executive session with Mr. Bowman.

Etc.
EIS study

11. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Etc.

Mayor Arnold said the final EIS should be issued within 30 days of the ROD. He said it was a regurgitation of previous reports there is no rationalization for not adopting II the move to Duke Field. Mayor Arnold said he would respond to ask for the no action alternative which restricts the North/South runway only for emergency landings, that is the least disruptive.

Etc.
Lobby
Effort

12. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Etc.

Comm. Strong said he lobbied in DC the three things we lobbied for are tax free bonds, flood insurance and the CDBG grant we support from all our house and senate members. He said in Tallahassee we were able to get to every house and senate member's office and we had support from everyone.

Etc.
Sewer
Problem

13. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Etc.

Mr. Valandingham had an urgent request if any residents or businesses have a sewer issue to please contact the city before calling a plumber. He said this has also been mentioned in the bills and runs as an ad on channel 37 but people are calling plumbers before the city and it is best to call the city first to verify what the problem may be. He emphasized to call the city first and we will fix the problem if ours and if not then contact a plumber. Mayor Arnold said we have 24/7 coverage, always someone on call.

Minutes
Feb. 10,
2014

1. ADMINISTRATIVE ITEMS – Minutes

COMM. STRONG MADE A MOTION TO APPROVE THE MINUTES FROM FEBRUARY 10 AS WRITTEN. COMM. HAMILTON SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

Bills
Payable

2. ADMINISTRATIVE ITEMS – Bills Payable

COMM. STRONG MADE A MOTION TO PAY THE REGULAR BILLS AND VCA BILLS AS OUTLINED IN THE FINANCIAL STATEMENT(S). COMM. KELLEY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

Etc.
Audit

3. ADMINISTRATIVE ITEMS – Etc.

Mayor Arnold said that the audit has been completed and the final report should be received any day now and each of the Commissioners will receive one to review.

Presenta-
tion
Mrs.
Johnson

4. ADMINISTRATIVE ITEMS – Presentations

Mayor Arnold said he would like to acknowledge two staff members for their superior skills. First Mrs. Tammy Johnson, our city clerk, she does the budget prep every year until final approval, she handles all finance, reviews minutes for the meetings, interacts with all Department Heads and manages to get along with all five bosses. She conducts the annual health fair, always volunteers for the 4th of July activities and the egg hunt at Easter. She is a true professional who is knowledgeable and helpful in any and every way. Mayor Arnold said he was proud to have her on our staff and she is a joy to work with.

Mr.
Valanding-
ham

Mayor Arnold would also like to acknowledge Mr. Valandingham, public works director, he is the man who makes all the systems go, sanitation, sewer, parks, water and all of the public work departments. He also volunteers at the 4th of July and he began the annual egg hunt at Easter, innovative street maintenance program, he has modernized the departments with tools and equipment and began the recycling program, like Mrs. Johnson he manages to work with five bosses for a job well done. Mayor Arnold said Mr. Valandingham also has excellent communication skills and has saved the city a lot of money with all of his water and sewer capabilities. Mayor Arnold said he is appreciative of all Mr. Valandingham does.

Mayor Arnold read a lengthy list of highlights of accomplishments that have been completed this past four years.

Comm.
Kelley

Mayor Arnold presented Dr. Kelley with a plaque affixed with four dollar coins to commemorate her service to the city. Mayor Arnold said she has served since March 2010. He appreciated her hard work and service.

Comm.
Strong

Mayor Arnold presented a plaque to Comm. Strong with four dollar coins on it to mark his four years of service to the city. He said Comm. Strong has served the city for over 44 years this past January. He appreciated his hard work and service.

Mayor
Arnold

Comm. Strong presented Mayor Arnold with a plaque affixed with four dollar coins to mark his service from March 2010 until now. Comm. Strong said has been Mayor for over 50 years and started his service as a Planning Commission member back in 1962. We appreciate all the Mayor has done and look forward to the next four years.

Etc.

5. ADMINISTRATIVE ITEMS – Etc.

Comm. Strong said the city has also received a really nice plaque from Niceville Valparaiso Little League expressing their thanks for the city's support.

Etc.
Hydrants
Testing

6. ADMINISTRATIVE ITEMS – Etc.

Chief Norris said that in the months of March and April the fire department will be running hydrants to test the flow, they will be working in conjunction with public works and should there be any water discoloration to allow the water to run for a minute or so and should clear right up.

Adjourn

ADJOURN

There being no further business to be brought before the Commission, the meeting adjourned at 7:20 PM.

John B. Arnold, Jr.
Mayor

Heyward H. Strong, Jr.
Chair, VCA

ATTEST:

Tammy Johnson, CMC
City Clerk

March 10, 2014

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