

MINUTES  
CITY COMMISSION MEETING  
January 9, 2023

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

Mayor	:	Hubert B. Smith
Commissioners	:	Christine Wasdin
	:	Edward Crosby
	:	Clark (Tom) Browning, IV
City Clerk	:	Tammy Johnson
City Administrator	:	Carl Scott
City Attorney	:	Hayward Dykes
Police Chief	:	Joe Hart
Fire Chief	:	Tommy Mayville
VBCS General Manager	:	James Butler
Public Works Director	:	Nathan Kelley (camera)

Others in attendance: (Not inclusive) Bob Bachelor, The Palmers, Paul Laroux, Joe Cobb, Bryan Griffin, Terry Griffin, Javier Escobar, Britt Walker, Trisha Rowe, Kelly Irwin, Les Chambers

Mayor Smith welcomed everyone to the meeting this evening. Mayor said that Comm. Hamilton will not be attending this evening due to medical issues. He said we have Mr. James Butler, the general manager of communications, with us should anyone have questions or complaints.

**APPROVAL OF MINUTES**

**COMM. CROSBY MADE A MOTION TO APPROVE THE MINUTES  
FROM DECEMBER 12, 2022, AS SUBMITTED. COMM. BROWNING  
SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF 4  
TO 0.**

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

Mrs. Britt Walker, 1253 N Bayshore Drive, said she and her family have been parking on Magnolia for over 50 years and now they are being told they cannot park on the street. Chief Hart said there is no parking on the city streets, the reason for that is emergency vehicles. He said he has four new police officers and they have read and are enforcing the ordinances. Chief Hart said we allow temporary street parking but you

cannot park there every night. Mrs. Walker said she has parked on the street for years and now has two violations. Chief Hart said if the city wants to allow on street parking, he would be fine with that, but for now we are enforcing what is in the books. Comm. Wasdin said she would look at the street Magnolia and Bayshore and see if anything could be done.

## **2. CITIZENS' CONCERNS (Non-Agenda Items) Non-Resident**

No non-resident concerns tonight.

### **1. ACTION ITEMS – Added Agenda Items**

Mayor Smith said he would like to add to the agenda, the city will be receiving a 60 inch heron, will need a 3x3 concrete pad, it is being donated to the city and we need to find a place to put it. **MAYOR SMITH MADE A MOTION TO ADD TO AGENDA. COMM. BROWNING SECONDED THE MOTION, WHICH PASSED UNANIMOUS 4 TO 0.** Comm. Wasdin suggested the new city hall. Mayor Smith asked Mr. Dykes for his advice. Mr. Dykes said the best idea would be to have one or two commissioners find some places, bring them back to the Commission and vote. Mayor Smith said he was informed today of the donation, it will be ready by the February Commission meeting. Comm. Wasdin said as of now, she believes the best place is at the new city hall. **MAYOR SMITH MADE A MOTION TO APPROVE ACCEPTING THE HERRON. COMM. WASDIN SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

### **2. ACTION ITEMS – Resolution No. 01-01-09-23 Amend Personnel Policy - Holiday**

**COMM. WASDIN MADE A MOTION TO APPROVE RESOLUTION NO. 01-01-09-23, A RESOLUTION AMENDING THE CITY OF VALPARAISO PERSONNEL POLICIES PROVIDING FOR THE ADDITION OF THE JUNETEENTH HOLIDAY.** Mrs. Johnson said this resolution will allow the city to observe Juneteenth, adding it to the holiday schedule. **COMM. BROWNING SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE 4 TO 0.**

### **3. ACTION ITEMS – Resolution No. 02-01-09-23 Raising Interment Rates**

1 Mayor Smith read resolution no. 02-01-09-23, a resolution increasing fees  
2 charged for interment services at Sunset Cemetery and providing for an effective date.  
3 He asked Mrs. Johnson to explain. Mrs. Johnson said the cost for the city has increased  
4 so we are having to raise our charges. The resolution shows the service previous price  
5 with a line through it and the new charge beside it. **COMM. CROSBY MADE A**  
6 **MOTION TO APPROVE RESOLUTION NO. 02-01-09-23, RAISING**  
7 **INTERMENT RATES AT SUNSET CEMETERY. COMM. BROWNING**  
8 **SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF 4**  
9 **TO 0.**

10 **4. ACTION ITEMS - Resolution No. 03-01-09-23 Appoint FMPTF Board**  
11 **Member**

12 Mrs. Johnson said the FMPTF, in the Florida Municipal Pension Trust Fund the  
13 police and fire retirement plan. Chief Hart said according to Florida Statute 185 if we  
14 have a joint plan and we do we have to have one member from the police department  
15 and one from the fire department, that are members of the plan. Ms. Roach has accepted  
16 the position with Commission approval. **COMM. CROSBY MADE A MOTION TO**  
17 **APPROVE, RESOLUTION NO. 03-01-09-23, A RESOLUTION APPOINTING A**  
18 **VOLUNTEER TO THE BOARD OF TRUSTEES FOR THE FIREFIGHTERS**  
19 **AND POLICE OFFICERS' RETIREMENT AND TRUST PLAN.** The member for  
20 the fire department will be Ms. Devon Roach, whose term will expire January 31, 2025.  
21 **COMM. BROWNING SECONDED THE MOTION, WHICH PASSED BY**  
22 **UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

23 **5. ACTION ITEMS - Resolution No. 04-01-09-23 Capitalization Policy**

24 Mrs. Johnson said this resolution is at the behest of both our internal and external  
25 auditors, to increase capitalization threshold policy. Comm. Browning, if it was for  
26 insurance purposes, Mrs. Johnson said no for audit purposes, **COMM. CROSBY**  
27 **MADE A MOTION TO APPROVE RESOLUTION NO. 04-01-09-23, A**  
28 **RESOLUTION ADOPTING A CAPITALIZATION THRESHOLD POLICY FOR**

**FINANCIAL REPORTING. COMM. BROWNING SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

**1. OLD BUSINESS –Update CDBG Project**

Comm. Wasdin said there has been a lot of interest in the project and she wanted to let the Commission and residents know the progress. Comm. Wasdin said in 2021 we applied for the grant, and it was rejected. Reapplied in 2022 and approved. The grant is managed by Jordan and Associates, with Mittauer and Associates doing the engineering. Comm. Wasdin said we've had samples taken of the road beds to know what needs to be done to make it stable. There is also drainage associated with this that drains into Clearwater. The grant is for \$650,000. We are going through permitting process now, Comm. Wasdin said she had asked for Mittauer representative Mr. Kellen Lindsay to join the meeting via a phone call for further information.

Mrs. Johnson has Mr. Lindsay on the phone. Mr. Lindsay said he wanted to update the CDBG streets and drainage. Mr. Lindsey said the process with the grant, all CDBG programs, have been moving slowly. Priority one is paving and drainage on Marquette Street. Want to accomplish at a minimum some of the erosion at the three outfall locations Detroit/Clearwater intersection, middle of Jackson St., and the end of Muskegon. Depending on the budget plan on a combination of repaving/resurfacing on Jackson, Detroit, Clearwater, and potentially Escanaba. Plan to fix the ongoing erosion at the Southside of Detroit westside Clearwater by Kodiak Tree Service put in curbing to redirect the drainage into those inlets. Also include some limited curbing on Jackson. Submit plans to DEO I anticipate a 35 to 45 day turnaround and then advertise for bid. Mr. Lindsay thanked the Commission for allowing the time to be updated and they are looking forward to moving this project forward. Mr. Javier Escobar, 425 Marquette wanted to ensure that drainage on Marquette was the priority. Mr. Lindsay said that has been the number one priority since the beginning.

**2. OLD BUSINESS – Update Surplus Property at 363 Washington**

Mr. Scott said the close for bids will be February 9<sup>th</sup>, he knows we will have at least six sealed bids.

1     **3.     OLD BUSINESS – Update New City Hall Renovation**

2             Mrs. Johnson said Mrs. Brant is not here this evening but she sent an email to her  
3 regarding the engineers’ meeting on December 13, 2022, they are working on the final  
4 plans hopefully be ready for review in February.

5     **1.     REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – TPO/DOT**

6             Comm. Wasdin said nothing to report this evening.

7     **2.     REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Stormwater**

8             Mr. Scott said no issues reported to him.

9     **3.     REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Community**

10            **Liaison Report**

11            Mr. Chambers, 114 Arrowpoint Cove, said he had heard from resident Ms.  
12 LaRue who has had four large bears in her area. He said she has a lot of glass doors and  
13 she is concerned. Mr. Chambers said he went back to the Air Force about the bears but  
14 they told him as long as bears are not acting aggressive, there isn’t anything they can do.

15     **4.     REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Regional Sewer**

16            **Update**

17            Comm. Crosby said everything is going well.

18     **5.     REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Planning**

19            **Commission Update**

20            Chair Bachelor said the Planning Commission is working on the projects list to  
21 recommend to the commission, and the estimate of costs, will have to Commission by  
22 March or April. Chair Bachelor has been working with Comm. Wasdin and Mrs. Brant  
23 on the erosion at Glendale and St. Mary’s also spoke with Mr. Thompson at  
24 Representative Maney’s office, to apply for State Loan about \$2 million.

25     **6.     REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Community**

26            **Center Update**

27            Mr. Patrick Palmer said the Community Center had the first “official” meeting.  
28 The board will be working on the operational plan but asked should it be a 5 year, 1 year  
29 or 10 year plan? It was the consensus of the Commission to go with a five year plan.

Mr. Palmer said they've had five broken pipes, Mr. Huttie, with Public Works, and Mr. Gill has been talking about adding skirting to the building. He said the board had decided on a new water heater, asked the Commission to provide. Mrs. Johnson said do we need a permit. Mr. Scott said we don't permit ourselves but we do inspect ourselves.

**7. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Department Updates**

Mr. Scott said he would be in DC from January 29<sup>th</sup> to February 2<sup>nd</sup> as a representative for the City of Valparaiso. Chair Bachelor said he would have the updated list to him before he leaves.

**8. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS - Disbursements**

**COMM. CROSBY MADE A MOTION TO APPROVE THE BILLS AS OUTLINED IN THE FINANCIALS. COMM. WASDIN SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

**9. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – OCLOC DINNER MEETING, January 19, 2023**

Mrs. Johnson said it will be located in Cinco Bayou and she needs to know who will be attending by January 12, 2023.

**ADJOURN**

There being no further business to be brought before the Commission, the meeting adjourned at 6:45 PM.

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Hubert B. Smith  
Mayor

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Catherine Hamilton  
Chair, VCA

ATTEST:

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1 Tammy Johnson, CMC  
2 City Clerk

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4 \*\*\*A recording of the January 9, 2023, Commission meeting will be kept on the  
5 City's secure file server as a permanent part of these minutes.\*\*\*

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