

AGENDA
CITY OF VALPARAISO & VALPARAISO CABLE AUTHORITY JOINT MEETING
VALPARAISO, FL
850-729-5402
September 11, 2023
6:00 PM

Invocation (Commissioner Browning)
Pledge of Allegiance (Mayor Smith)

APPROVAL OF MINUTES

August 14 Workshop & Regular, & August 21 Special Meeting
CITIZENS' CONCERNS (non-agenda items)

1. Resident
2. Non-resident

ACTION ITEMS/POTENTIAL ORDINANCES

1. Added Agenda Item
2. Proclamation Constitution Week -----Attach 1
3. Overlook Subdivision Escrow Requirement
4. Accept Kake Cottage Subdivision
5. Proclamation to Amend City Code on Chickens-----Attach 2

OLD BUSINESS

1. Update New City Hall Renovation
2. Legal Update

REPORTS / CORRESPONDENCE / ANNOUNCEMENTS

1. TPO/DOT
2. Stormwater
3. Community Liaison Report
4. Regional Sewer Update
5. Planning Commission Update
6. Community Center Update
7. Department Updates-----Attach 3
8. Disbursements
9. Budget Meetings September 12 & 25, 2023, 6:00PM
10. Etc.

City of Valparaiso, Florida

Proclamation

CONSTITUTION WEEK

Whereas, September 17, 2023, marks the two hundred thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

Now, therefore I, Hubert B. Smith, by virtue of the authority vested in me as Mayor in the City of Valparaiso, do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.



In witness whereof I have hereunto set my hand and caused this seal to be affixed this 11th day of September 2023.

Hubert B. Smith
Mayor

Attest:

August 25, 2023

Mayor Brent Smith

City of Valparaiso

465 Valparaiso Parkway

Valparaiso, FL 32580

Dear Mayor Smith,

As you may remember, the week of September 17th-23rd marks the observance of the 236th anniversary of the signing of the U.S. Constitution. The weeklong commemoration of America's most important document is one of our country's least known official observances.

The Valparaiso Library and the Heritage Museum are both having displays to celebrate this special week. We hope the Valparaiso City will also participate in any way they can.

I have attached a proclamation though you may prefer to use one of your own. If you use one from a former year, please remember to change the dates.

The Choctawhatchee Bay Chapter of the Daughters of the American Revolution (DAR) asks if you would please issue a proclamation thereby helping to remind all citizens to study the Constitution and express gratitude for the privilege of being an American.

We're hoping everyone will announce this commemoration on their marquees so that we can tell as many people as possible.

We appreciate your participation and attention to this proclamation request. After using the proclamation, you may mail it back to me at 70 Ready Ave, Fort Walton Beach, FL 32548 or email it to Amanda.negron@hsu-foundation.org. Thank you for your help!

Sincerely,

Amanda Negron

Constitution Week Committee

Choctawhatchee Bay Chapter, DAR

City of Valparaiso, Florida

Proclamation

A PROCLAMATION OF THE CITY COMMISSION OF THE CITY OF VALPARAISO, FLORIDA CALLING FOR A NON-BINDING REFERENDUM TO BE HELD ON MARCH 19, 2024, FOR THE PURPOSE OF SUBMITTING TO THE ELECTORS OF THE CITY OF VALPARAISO WHETHER TO AMEND CITY CODES TO ALLOW FOR THE KEEPING OF CHICKENS WITHIN R-1A DISTRICTS; PROVIDING FOR A REFERENDUM THEREON; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Whereas, Chapter 2-145(l), Code of Ordinances, City of Valparaiso, Florida, allows the city commission through proclamation to conduct a straw ballot through a non-binding referendum; and

Whereas, Section 10-15, Code of Ordinances, City of Valparaiso, Florida, makes it illegal for a property owner to keep chickens within the city limits of Valparaiso, Florida; and

Whereas the City Commission has received public input from citizens requesting that the city codes be amended to allow for the keeping of chickens within the city limits; and

Whereas, the City Commission has likewise received public input from citizens that the city codes making it illegal for the keeping of chickens within the city limits should not be changed; and

Whereas, the City Commission would like to determine through a non-binding referendum the level of support to change the city code or to keep the city code the same in reference to the keeping of chickens by property owners in R-1A districts; and

Whereas, the response to the non-binding referendum will provide guidance to the city commission to determine voter support on the keeping of chickens in the city limits.

Now, therefore, be it proclaimed by the City of Valparaiso, Florida:

Section 1. The foregoing recitals are true and correct and incorporated herein.

Section 2. The City Commission calls for the holding of a non-binding referendum of the electors of the City of Valparaiso on March 19, 2024, to consider and vote for or against amending city codes to allow for the keeping of chickens on single-family properties.

Section 3. The Supervisor of Elections of Okaloosa County is hereby appointed as the election officer of the election to be held on March 19, 2024, in conjunction with the general elections, for the purpose of submitting to the qualified electors of the City of Valparaiso the non-binding straw ballot measure set forth in Section 5 of this Ordinance.

Section 4. The City of Valparaiso shall reimburse the Supervisor of Elections for any costs incurred by that office directly related to the preparation for, conducting of, and certifying the results of the non-binding referendum.

Section 5. The language to appear on the ballot of the non-binding referendum shall be:

**NON-BINDING BALLOT MEASURE FOR THE
KEEPING OF CHICKENS WITHIN VALPARAISO CITY LIMITS**

SHOULD THE CITY COMMISSION OF VALPARAISO AMEND THE CITY CODES TO ALLOW FOR THE KEEPING OF CHICKENS IN SINGLE FAMILY RESIDENTIAL DISTRICT (R-1A)?

_____ YES for approval of amending the city codes.

_____ NO for rejection of amending the city codes.

Section 6. The City Clerk is authorized to obtain any necessary election administration services from the Okaloosa County Supervisor of Elections. The City Clerk shall cause a notice of election for the non-binding referendum to be published in accordance with Section 2-145(e), Code of Ordinances, City of Valparaiso, Florida.

Section 7. EFFECTIVE DATE

This proclamation shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2023.

Hubert B. Smith, Mayor

ATTEST:

Tammy Johnson, CMC
City Clerk

PUBLIC WORKS MONTHLY ACTIVITIES REPORT

August 2023

CEMETERY

- Mowed, weedeated, edged, blew, removed debris, trim trees and bushes
- Met with families—4
- Made funeral arrangements—5
- Oversaw funeral operations—4
- Performed inurnment—1
- Grave spaces sold—5
- Niches sold—2
- Installed bronze plaques—3
- Met with representative of Church of Jesus Christ of Latter Day Saints to organize a volunteer cleanup of the old section
- Laid sod in the new section
- Replaced sprinkler heads in new section

SHOP TRADES WORKER

- City Wide—Quarterly A/C filter changes
- Public Works—Caulked window
- Library—Installed weather strip on employee door, main door and door for room 3 & tightened hardware
- City Hall—Repaired toilet
- Commission Chambers—Cleaned 24 fixture lenses that were stained from condensation on A/C duct
- Mitchell Bldg, room 3—Retrofitted 24 light fixtures with 96 LED bulbs
- Lincoln Park—Repaired sink in men's bathroom
- Florida Park—repaired light at end of dock
- Sr Center
 - Changed out 4 door locks
 - Secured vent that had fallen and inspected attic for cause, replaced ceiling tile
- Glen Argyle Park
 - Replaced faucet and pop-up drain assembly in bathroom
 - Rebuilt ramps, pilings and rails of foot bridge
- Sunset Cemetery
 - Replaced deck boards on Handicap ramp
 - Replaced rotted skirt board on shed

PARKS

- Mowed, weedeated, pulled weeds, blew, removed debris all city parks/ building & city ROWs & medians

STREETS

- **SIGN MAINTENANCE**
 - Made & installed 2 new signs & posts
- **TREE MAINTENANCE**
 - Cut down trees in 1 location
 - Cut low/ overhanging tree branches in 6 locations
 - Cut back limbs in 4 locations
 - Cut line of sight trees in 1 location
- **ROW MOWING**
 - Mowed ROWs in 64 locations

- **DOT MOWING**
 - Hwy 85—Mowed 2 times, removed 175 lbs of debris
 - John Sims Pkwy—Mowed ROWs and medians 4 times, removed 225 lbs of debris
- **STREET MAINTENANCE**
 - Roads graded—12
 - Lincoln Park—Graded sand back to sidewalk 2 times
 - Backfilled 1 hole next to manhole
 - Picked up roadkill
- **STORMWATER**
 - Mowed ponds—1
 - Repaired washout—1
 - John Sims Pkwy/ N Bayshore Dr—Cleaned 100 lbs of dirt from roadway
 - W Glen Ave—Cleaned 1,50 lbs of dirt from roadway
 - Mowed & weedeated pond & around sign shop
 - Changed dog waste stations 2 times, removing 25 lbs of debris
- **STREET SWEEPING**
 - Miles of residential streets swept: 56
 - Lbs of debris removed: 4,200
- **MISC/ SHOP**
 - V-36—washed and detailed
 - V-33—washed and detailed
 - V-39—Welded water cooler holder together
 - New trucks V-42, V-43 & V-44-printed, prepared and installed numbers & decals
 - Parks Hustler mower—repaired oil leak and changed oil & filter
 - Streets Hustler mower—Changed blades, oil & filter
 - X-Mark mower—plugged 2 tires
 - Washed bobcat
 - Washed tractor
 - Cleaned, oiled & sharpened chainsaws

Assisted Depts

- Assisted Water & Sewer
 - L/S 10/ John Sims Pkwy—cleared brush to locate Manhole
 - Sewer breaks—3
 - Road work for water line installation—1
 - Water breaks—1
- Assisted Sanitation with garbage route
- Assisted Shop Trades worker
 - Cemetery—Installing handicap ramp
 - Glen Argyle Park—Destruction of old foot bridge and rebuild of new bridge

SANITATION

- 181.28 Tons (362,560 lbs.) of Household Trash collected
- 39.31 Tons (78,620 lbs.) of Roadside Bulk collected
- Number of trips to the dump: 52
- Delivered 1,977 lbs of batteries taken to recycling facility
- Delivered 17,640 lbs of mixed paper to Tallahassee
- 720 Yds. of yard waste has been taken to landfill
- Number of trips to Landfill: 19
- New Trash cans delivered: 7
- Trash cans changed out: 1

WATER/ SEWER

- **REGULATORY COMPLIANCE SAMPLING**

- Monthly Bacteriological sampling
- Static Water Levels
- Locates—74
- Manually read meters—97
- Meters replaced—15
- Nodes replaced—1
- Check meter for leaks/ issues—5
- Repaired water leaks—4
- Replaced/ repaired curbstops—2
- Check residential pressure—2
- Replaced meter box—4
- Weekly hydrant flushes—5
- FH Operation & Maintenance—6
- Sewer calls—5
- Sewer line video'ed--2

Support Staff

- **REGULATORY COMPLIANCE REPORTING**

- Prepared & sent July 2023 Monthly Operational Report (MORs) to FDEP & Poly, Inc
- Sent Disinfectant Byproducts Report & samples to FDEP
- Sent Water Quality Report to NFWMD
- Sent 20 letters & tap sample results to customers for the Lead & Copper Testing
- Sent Certification of Notification of Lead & Copper tap sample results and supporting documents to FDEP
- Sent Chemical Sampling results to FDEP

- **RECORDS MAINTENANCE**

- Produced Static Water Level Report for Aug
- Updated Water Distribution Log throughout Aug
- Updated Disinfection Residual report for Aug
- Recorded Water Uses/ Losses in FRWA spreadsheet
- Produced Aug's Purge Data Report
- Daily maintain record of all activities of depts in Public Works
- Daily record phone calls received
- Prepared June's Public Works Activities Report
- Format fuel sheets for Sept and disseminated

- **WORK ORDERS GENERATED/ PROCESSED**

- In-house work orders generated—36
- Work orders processed from City Hall—28
- Locate requests from Sunshine 811—94
- Meter Leak Alert customers contacted—58
- Meters/ Mi.Nodes commissioned—19
- Received 254 phone calls.
 - Cemetery-0
 - Parks-3
 - Sanitation-41
 - Shop-3
 - Streets-18
 - Water/ Sewer-75
 - Misc/ Other Depts- 114

What our community is learning at the library.



Circuits and
Flower Mazes



Solar
Rovers



Music
Performance



Ballet
Introduction