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2
3 MINUTES
4 CITY COMMISSION MEETING
5 September 13, 2021

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

9 Mayor : Hubert B. Smith
10 Commissioners : Catherine Hamilton
11 : Christine Wasdin
12 : Edward Crosby
13 : Jay Denney
14 City Clerk : Tammy Johnson
15 City Administrator : Carl Scott
16 Police Chief : Joe Hart
17 City Attorney : Hayward Dykes
18 Fire Chief : Tommy Mayville
19 VBCS General Manager : James Butler
20 City Engineer : Beth Brant
21 Public Works Director : Nathan Kelley (camera)
22 Recorder : Beth Millsaps

23 Others in attendance: (not inclusive) Mike Griffith (Bay Beacon), Bob Bachelor, Clark (Tom)
24 Browning

25 **APPROVAL OF MINUTES**

26 **COMM. WASDIN MADE A MOTION TO APPROVE THE MINUTES FROM**
27 **AUGUST 2, 2021. COMM. DENNEY SECONDED THE MOTION, WHICH PASSED BY**
28 **UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.**

29 **COMM. WASDIN MADE A MOTION TO APPROVE THE MINUTES FROM**
30 **AUGUST 9, 2021. COMM. DENNEY SECONDED THE MOTION, WHICH PASSED BY**
31 **UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.**

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

33 No resident concerns tonight.

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

35 No non-resident concerns tonight.

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

37 There are no items to add to the agenda this evening.

38 2. **ACTION ITEMS – Approve Right-of-Way Maintenance Contract**

39 Mayor Smith said after reading over the contract it is the same as previous years. **COMM.**
40 **HAMILTON MADE A MOTION TO APPROVE THE RIGHT-OF-WAY MAINTENANCE**

1 **CONTRACT. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY**
2 **UNANIMOUS VOTE OF THE COMMISSION.**

3 **3. ACTION ITEMS – Award Quote for Traffic Calming**

4 Mayor Smith said the recommendation to award this project has come from our engineers, Poly
5 Inc., and Guettler & Guettler, Inc. is the company they recommend. Ms. Brant said that Guettler &
6 Guettler had completed a similar job in Shalimar recently and it looked good. **MAYOR SMITH**
7 **MADE A MOTION TO APPROVE GUETTLER & GEUTTLER, INC. FOR THE 2022**
8 **VALPARAISO TRAFFIC CALMING PROJECT TOTAL COST \$14,596 WITH AN**
9 **ESTIMATE DATE OF COMPLETION BY OCTOBER 22, 2021. COMM. WASDIN**
10 **SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE**
11 **COMMISSION 5 TO 0.**

12 **4. ACTION ITEMS – Approve Interlocal Agreement Funding between Okaloosa County &**
13 **Municipalities**

14 Mayor Smith read the title of Interlocal Agreement. Mr. Dykes said this we discussed this last
15 meeting Okaloosa Board of County Commissioners looking at expanding the current Tourist
16 Development District County wide; this agreement would be between Okaloosa County and the
17 municipalities in the county. He said the city had agreed to be a participant in this bed tax. Mr. Dykes
18 said Mrs. Johnson attended both meetings which was beneficial to Valparaiso because cities that were
19 not represented received less of a percentage. Mr. Dykes said all the agreement is contingent on voters
20 approving the referendum, provided that it does, Valparaiso will receive 2.5% which would provide
21 approximately \$77,000 to \$78,000 from the Tourist Development Council. Mr. Dykes said the Board
22 of County Commissioners will be the ultimate gatekeepers and the ones to approve projects for
23 funding. **COMM. WASDIN MADE A MOTION TO APPROVE INTERLOCAL AGREEMENT**
24 **BETWEEN OKALOOSA COUNTY AND OKALOOSA COUNTY MUNICIPALITIES FOR A**
25 **FUNDING ALLOCATION OF OKALOOSA COUNTY TOURIST DEVELOPMENT TAX**
26 **REVENUES. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY**
27 **UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.**

28 **5. ACTION ITEMS – Approve Interlocal Agreement Tourist Development Tax Revenue**
29 **Between Municipalities**

30 Mayor Smith read the title of Interlocal Agreement. Mr. Dykes said this is an agreement
31 between all the cities in Okaloosa County. Mr. Dykes said Valparaiso will never go below 2.5% this is
32 the floor for Valparaiso. Mr. Dykes said both Interlocal Agreements came together quickly, he was
33 not in the optimistic at the beginning but happy with the finished product. **COMM. CROSBY MADE**
34 **A MOTION TO APPROVE THE INTERLOCAL AGREEMENT BETWEEN OKALOOSA**

1 COUNTY MUNICIPALITIES REGARDING THE ALLOCATION OF 12.5% OF ANNUAL
2 TOURIST DEVELOPMENT TAX REVENUES EARMARKED BY OKALOOSA COUNTY
3 TO THE MUNICIPALITIES, AS SET FORTH HEREIN, FOR A TERM OF TWENTY (20)
4 YEARS. MAYOR SMITH SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS
5 VOTE OF THE COMMISSION 5 TO 0.

6 **6. ACTION ITEMS – Approve the American Rescue Plan Funding Agreement**

7 Mrs. Johnson said the American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund
8 Agreement, this agreement is entered into between us and the State of Florida. The total Fiscal
9 Recovery Funds allocation for Valparaiso under this agreement is a little over \$2.7 million dollars.

10 **COMM. HAMILTON MADE A MOTION TO APPROVE THE AMERICAN RESCUE PLAN**
11 **FUNDING AGREEMENT AS PRESENTED. COMM. CROSBY SECONDED THE MOTION,**
12 **WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 to 0.** Mr. Denney said
13 this goes right in line with what we've been working toward.

14 **7. ACTION ITEMS – Remodel, Relocate or Rebuild Municipal Buildings**

15 Mayor Smith asked Mr. Scott to speak to this matter. Mr. Scott said we have ample
16 opportunity to do all sort of things. He said if the Commission wanted to lease this building it could be
17 a restaurant, he feels in just this building we could bring in \$6,000 monthly or we could look into
18 selling it. Mr. Scott said the next building over the city hall and police department is in dire need of an
19 update we could sale or lease it. We have a building on John Sims Parkway that would be great place
20 for our Police Department. Mayor Smith said if we went into a lease agreement for the old bank
21 building there would need to be modifications done before the city could move in. Mr. Scott agreed,
22 he said first thing we need to do is decide what the Commission wants to do. Mr. Scott said Mr.
23 Thomas Mars, an appraiser that had worked with Okaloosa Gas, said the bank building is worth \$2.4
24 million as it sits today. Mayor Smith said we could lease out office space in the bank building. Comm.
25 Wasdin said after last month's meeting she had been instructed to speak with Mr. Huff about different
26 terms than \$10,000 a month so it was suggested to do a lease to own and after 30 years Mr. Huff would
27 be willing to sell it for that. Mr. Dykes said to look into borrowing the money, the \$2.4 million from
28 the League of Cities or local lenders and might get a better rate. Mr. Dykes said see if the contract has
29 a buyout clause, the main idea is what does the Commission want to do. Mayor Smith said it sounds to
30 him like Commission wants to go forward in with the building, just iron out the financing. Comm.
31 Denney said bottom line it is a good move for the city and for the future of our city. Mr. Dykes said all
32 the information would come before Commission for vote. **COMM. WASDIN MADE A MOTION**
33 **TO COMMIT TO ACQUIRING A LEASE OF SOME SORT ON THIS BUILDING SUBJECT**

1 TO FUNDING AVAILABILITY. COMM. CROSBY SECONDED THE MOTION. PASSED
2 WITH A UNANIMOUS VOTE OF 5 TO 0.

3 MAYOR SMITH MADE A MOTION TO PUT MR. SCOTT AND MR. DYKES IN
4 CHARGE OF NEGOTIATING AN AGREEMENT FOR THE BUILDING AND BRING IT
5 BACK BEFORE THE COMMISSION FOR APPROVAL. COMM. CROSBY SECONDED
6 THE MOTION. PASSED WITH A UNANIMOUS VOTE OF 5 TO 0.

7 Mayor Smith said we need to find the best financing option and have Mr. Scott and Mr. Dykes
8 negotiate contract. Mr. Dykes said he would think that Mrs. Johnson would better at looking into the
9 financing request, as she is the treasurer for the city. It is agreed that Mrs. Johnson will work with Mr.
10 Dykes and Mr. Scott regarding financing options.

11 Mrs. Johnson said at tomorrow’s budget hearing she would add \$120,000 for rent and remove the
12 items marked for “remodel”. Mayor Smith said we need to keep in mind that Mr. Huff might not want
13 to sell so we might need to keep the remodel ideas handy.

14 1. **OLD BUSINESS – Tom’s Bayou Bridge Utilities Update**

15 Comm. Hamilton said slow progress, but they should soon have traffic back to normal.

16 2. **OLD BUSINESS – Property Foreclosure Update**

17 Mr. Dykes said we have a motion for summary judgment, and we will be asking for a hearing
18 date, it is about a 45-day waiting period, once we have that date the court will set up for foreclosure
19 sell. He reminded the Commission there is an IRS lien that still needs to be resolved, once we have
20 ownership of the property, we will be in a better place to negotiate with the IRS.

21
22 1. **REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – TPO/DOT**

23 Comm. Wasdin said there hadn’t been a meeting.

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

25 Mr. Scott said everything looks good.

26 3. **REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Community Liaison Report**

27 Comm. Wasdin said the Chamber is hosting a golf tournament on the 1st of October and
28 looking for sponsors. She said they have also started back with the business after hours for anyone
29 who would like to attend.

30 4. **REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Regional Sewer Update**

31 Comm. Denney said everything is good.

32 5. **REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Planning Commission Update**

33 Nothing to report this evening.

34 6. **REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Department Updates**

1 Nothing for this evening.

2 **7 REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – City Charter Amendment**
3 **Workshop**

4 Mrs. Johnson put this on the agenda so that the Commission would a workshop date to overlook the
5 charter for review. Comm. Hamilton said she would like to move forward with that but doesn't
6 believe we will make it by November to place on ballot. She feels we need central oversight; do we
7 have to change government to do that. Mayor Smith said it is a good thing we have good department
8 heads. Comm. Hamilton said we are blind, 99% of government has changed from the Commission
9 form of government. Mr. Dykes said the Commission could delegate certain powers. Mr. Dykes
10 currently stated him and Mr. Scott have been tasked with taking the "fat" out of the Charter that could
11 be handled via an ordinance and bring back to the Commission. Consensus of the Commission is to go
12 forward.

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

14 **COMM. DENNEY MADE A MOTION TO PAY THE BILLS AS OUTLINED IN THE**
15 **MONTHLY FINANCIALS. COMM. HAMILTON SECONDED THE MOTION, WHICH**
16 **PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.**

17 **ADJOURN**

18 There being no further business to be brought before the Commission, the meeting adjourned at
19 7:20 PM.

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21
22 _____
23 Hubert B. Smith
24 Mayor

25
26 _____
27 Catherine Hamilton
28 Chair, VCA

29 ATTEST:

30 _____
31 Tammy Johnson, CMC
32 City Clerk

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34 ***A recording of the September 13, 2021, Commission meeting will be kept on the City's
35 secure file server as a permanent part of these minutes.***