



~ Draft Minutes ~

City of Fort Walton Beach Regular Meeting of the City Council of Fort Walton Beach

Tuesday, August 8, 2017

6:00 PM

107 Miracle Strip Parkway
Fort Walton Beach, FL 32548

CALL TO ORDER

6:00 PM Meeting was called to order on August 8, 2017 at Council Chamber, 107 Miracle Strip Parkway SW, Fort Walton Beach, FL.

Attendee Name	Title	Status	Arrived
Dick Rynearson	Mayor	Present	
Nic Allegretto	Council Member	Absent	
Mike Holmes	Council Member	Present	
Amy Jamieson	Council Member	Present	
Diane Keller	Council Member	Present	
John Mead	Council Member	Present	
David Schmidt	Council Member	Present	
Scott Smith	Council Member	Present	

Council Member Allegretto was absent from tonight's meeting.

INVOCATION

Pastor Ryan Burgess of the Gathering Church led in the Invocation.

PLEDGE OF ALLEGIANCE

City of Fort Walton Beach 12U Baseball All-Stars led in the Pledge of Allegiance.

APPROVAL OF AGENDA

The vote on the motion to approve the agenda as presented carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

PROCLAMATIONS—Gathering Church of Fort Walton Beach

The Mayor presented a proclamation to Pastor Ryan Burgess of the Gathering Church for their volunteer efforts during City events.

CONSENT AGENDA

The vote on the motion to approve the Consent Agenda carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

Approval of Minutes

Approval of the minutes of the Regular Council meeting of June 27, 2017 and the Special Council meetings of July 11, 2017 and August 1, 2017.

Award of Purchase of Ford Police Interceptor SUV

Recommends City Council authorization to award the purchase of one (1) Ford Police Interceptor SUV through the City of Tallahassee's Light Duty Vehicle Contract with Beck Auto Group.

PUBLIC COMMENTS (Please limit comments to three (3) minutes.)

None.

RESOLUTIONS--2017-11 FY 2017-18 CDBG Annual Action Plan

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORT WALTON BEACH, FLORIDA, ADOPTING THE FY 2017-18 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN; AND PROVIDING AN EFFECTIVE DATE.

The Mayor read Resolution 2017-11 by title.

Tim Bolduc, Public Works Director, advised the City is considered an "entitlement" community and is required to prepare and submit a Five-Year Consolidated Plan establishing and outlining the goals and objectives for the use of CDBG funds once every five (5) years. The City is also required to submit Annual Action Plans, and for FY 2017-18, the City has been appropriated \$119,807.00 for the CDBG program.

The vote on the motion to adopt Resolution 2017-11 carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

ORDINANCES-FIRST READING--1976 Ordinance Amending Chapter 8 of the LDC

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FORT WALTON BEACH, FLORIDA, AMENDING CHAPTER 8, VARIATIONS FROM STANDARDS, IN THE LAND DEVELOPMENT CODE TO AMEND THE SETBACK REQUIREMENTS FOR LOTS OF RECORD; AND PROVIDING AN EFFECTIVE DATE.

The City Attorney read Ordinance 1976 by title on first reading.

Mr. Bolduc explained that Section 8.01.08 of the City's LDC entitled Specific Requirements for Lots of Record was revised to amend Chapter 8 of the LDC to allow that the minimum side yard setback requirement can be modified, but shall be not less than ten percent (10%) of the lot width and regardless of the lot width, shall not be less than five (5) feet on such residential lots or parcels of record.

The LDC currently contains language that when an individual lot or parcel has an area smaller than the requirements of the zoning district in which it is located, but was a lot or parcel of record on August 28, 1960, the permitted uses of the zoning district shall be allowed on such lot or parcel, provided all requirements, other than minimum lot area, depth, or width, are maintained. The Chapter 8 LDC amendment allows for the modification of the minimum side yard setback requirement on qualified lots or parcels of record.

At the meeting of the Local Planning Agency on August 3, 2017, the LPA expressed concern regarding possible fire hazards due to the distance between houses; however, the Board did forward a recommendation of approval to Council.

The vote on the motion to adopt Ordinance 1976 on first reading carried unanimously.

RESULT:	FIRST READING-NEXT MEETING AUGUST 22, 2017
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

ACTION-DIRECTION-DISCUSSION

Approval of Lease Agreement for 17 Industrial Street NW

Michael Beedie, City Manager, explained that the City currently leases a number of properties to outside agencies throughout the City. As the existing lease agreements expire, the City, through its real estate consultant, NBI Properties, Inc., negotiates a new lease agreement in an attempt to match the current market for the specific type of property and use. He continued that most, if not all, of the old leases contain a lease rate that is under the current fair market rate and that a majority of the lessees are non-profit organizations that have leased their current locations for 10 or more years.

One of the lease agreements that expired was with Highsteppers for use of City-owned property at 17 Industrial Street NW. After negotiating a new five-year lease in 2015, Highsteppers asked to terminate the lease due to issues with insurance and property tax responsibility, and PASARDA contacted the City to request a lease agreement for the property.

After numerous discussions between PASARDA and NBI Properties, Inc., it was decided that a month-to-month lease agreement at the same terms as the terminated agreement with Highsteppers, Inc. would be brought to City Council for approval. In the meantime, NBI Properties, Inc. has requested long-term lease proposals for the property estimating that the City could receive up to \$1,500 per month as a lease rate.

PASARDA has been notified of the advertisement for lease proposals, and if a favorable lease agreement is submitted by another tenant and approved by City Council, PASARDA will be given a minimum of thirty (30) days' notice to vacate the property.

The vote on the motion to authorize the Mayor to execute a lease agreement with PASARDA, Inc. for the use of City-owned property at 17 Industrial Street NW on a \$200.00 month-to-month basis while proposals are solicited and reviewed for a long-term lease on the property carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

FDEP Grant Agreement for Landing Waterfront Improvements

The City Manager explained the process of developing a master plan for the Fort Walton Beach Landing Park has been discussed since 2014 with a public boardwalk proposed from Liza Jackson Park to Brooks Bridge. Agreements could not be reached with the affected private property owners along the route so that plan was not feasible. The scope of work was amended to include a boardwalk along the Landing waterfront, as well as development of an oyster reef and restoration of a salt marsh within Santa Rosa Sound. The grant agreement from FDEP includes the planning, design, permitting, construction observation services and construction of the improvements. The agreement also requires all work to be completed within 36 months of execution of the agreement.

The vote on the motion to authorize the Mayor to execute a Grant Agreement with the Florida Department of Environmental Protection for a reimbursable grant amount of \$1,600,000 for the design, permitting, construction observation services, and construction of waterfront improvements at the FWB Landing and to authorize the City Manager and City Attorney to review and approve any future amendments to the Grant Agreement in order to comply with the grant deadline for completion of the project carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

Interlocal Agreement for Liza Jackson Boat Ramp Boardwalk & Pier Improvements

Jeff Peters, Recreational and Cultural Services Director, informed the fishing pier at Liza Jackson has been closed since May of this year due to the hazardous condition of a large amount of the decking on the pier. Funding in the amount of \$15,000 through a grant from the Florida Boating Improvement Program was requested from Okaloosa County.

After receiving the funding request from the City, Okaloosa County Staff drafted the grant agreement and submitted a copy to the City on July 21, 2017 with a request for immediate signatures for placement on the August 1, 2017 Okaloosa County Board of County Commissioners meeting agenda. To avoid missing the grant, the documents were signed by the City Manager. At the August 1st County Commission meeting, the \$15,000 funding request was approved.

The vote on the motion to ratify the Interlocal Agreement between the City of Fort Walton Beach and Okaloosa County as signed by the City Manager to request funding in the amount of \$15,000 from the Florida Boating Improvement Program to repair the Liza Jackson Boat Ramp Boardwalk and Pier carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	John Mead, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

Award of RFQ 17-010 for Real Estate Broker Services

The City Manager advised that in 2013 the Council awarded a contract for Real Estate Broker Services to NBI Properties, Inc. The current contract expires in FY 2016-17 and a new RFQ was issued. Four proposals were received and an Evaluation Committee was formed to review and rank the proposals, with NBI Properties, Inc. being the number one ranked proposal.

The City Manager continued that, even though Staff is recommending the award to the highest ranked proposer, the City reserves the right to solicit bids or quotes for commissions on any lease agreements and/or property sales or purchase opportunities. This option may result in monetary savings, as well as allowing each type of property listed to be marketed by those firms with expertise in that particular market.

The vote on the motion to authorize the City Manager and City Attorney to negotiate and execute a contract with NBI Properties, Inc. of Fort Walton Beach, Florida, for RFQ No. 17-010 for Real Estate Broker Services and for the City Manager and Finance Director to solicit bids or quotes, on an as needed basis for commissions on future lease agreements and/or property sales or purchase opportunities to those real estate brokers that may specialize in the various markets, carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Scott Smith, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

Award of RFP No. 17-014 for Medical, Dental, Vision and Life Benefits

The City Manager advised that the City currently offers medical, dental, life and vision insurance to its employees. The current provider for the Health, Vision and Dental insurance is Public Risk Management (PRM), which is a self-funded insurance pool. The current provider for the Life insurance is Mutual of Omaha. The City last issued a competitive solicitation for the major insurance policies in 2010.

In April of this year, a Request for Proposal was issued for Medical, Dental, Vision and/or Life Benefits and 16 proposals were received. An Evaluation Committee was assembled to review and rank each proposal with five of the companies being invited to provide presentations in the categories of Broker/Agents and Association/Broker/Insurance Carrier Teams.

After the presentations, the Evaluation Committee discussed the proposal rankings and determined that Gallagher Benefits Services, Inc., the incumbent, was the highest ranked proposer. The City Manager advised it is the City's intention to enter into a contract with PRM & Gallagher Benefits Services, Inc. for an initial one (1) year term beginning October 1, 2017 and ending September 30, 2018, with four (4) additional one (1) year extension(s) available, starting October 1, 2018, and ending September 30, 2022, based on acceptable performance, continuing financial ability, and upon mutual agreement of both parties.

The vote on the motion to authorize the City Manager to negotiate and execute a contract with the highest ranked vendor, Gallagher Benefit Services, Inc., Public Risk Management, for Request for Proposal No. 17-014 for Health, Dental, Vision and Life Insurance carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Holmes, Jamieson, Keller, Mead, Schmidt, Smith
ABSENT:	Nic Allegretto

CITY MANAGER REPORTS

The City Manager announced the Special Council Meeting/Budget Workshop to discuss capital improvements programs on August 22, 2017 at 5:00 pm; a CRA Regular meeting to discuss the proposed CRA budget on September 6, 2017 at 5:00 pm, to be followed by the first public hearing for the FY 17-18 budget at 5:30 pm to set the tentative millage rate and proposed budget; and the second public hearing on September 20, 2017 at 5:30 pm where the final millage rate will be set and the final budget adopted.

The City Manager also noted the Florida League of Cities Conference August 17-19, 2017, and the Gulf Power Symposium October 2-3, 2017, and if interested in attending contact the City Clerk.

CITY ATTORNEY REPORTS

None.

MAYOR/COUNCIL COMMENTS

Council Member Nic Allegretto

Absent.

Council Member Mike Holmes

None.

Council Member Amy Jamieson

None.

Council Member Diane Keller

Council Member Keller thanked everyone who supported the Kiwanis 5K Run, where \$8,000 was raised for One Hopeful Place.

Council Member John Mead

Council Member Mead was pleased that the youth of the City are enjoying the many City facilities offered to them.

Council Member David Schmidt

Council Member Schmidt reminded that school begins this week and to watch out for school buses and students walking to and from school.

Council Member Scott Smith

None.

Mayor Dick Ryneerson

Mayor Ryneerson recommended seeing the Stagecrafters production of "Steel Magnolias" currently being performed at the City's auditorium.

ADJOURNMENT 6:50 PM