



~ Final Minutes ~

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

Tuesday, August 22, 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 22, 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	Present	
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	

### INVOCATION

Pastor S. L. Thigpen, Beulah First Baptist Church, led in the Invocation.

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

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

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	Diane Keller, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

### PRESENTATIONS--EDC Quarterly Report

Nathan Sparks, Executive Director of the Economic Development Council of Okaloosa County, presented the latest activities of the EDC for the second quarter of 2017.

### CONSENT AGENDA

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

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	Diane Keller, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

### Approval of Minutes

Approval of the minutes of the Regular Council Meeting of August 8, 2017.

### State Housing Initiatives Program (SHIP) Annual Report Certification for 2014-15, 2015-16, & 2016-17

Recommends City Council authorization for the Mayor to certify the SHIP Annual Report for FY's 2014-15, 2015-16, & 2016-17 as requested by the Okaloosa Community Development Council.

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

None.

### ORDINANCES-SECOND 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 second reading.

The City Manager advised there have been no changes since first reading and no comments have been received from the public.

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

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	Diane Keller, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

### Approval of Lease Agreement for 215 Hollywood Boulevard NW

The City Manager advised the lease with Smith Ironworks expired in January of 2014 and they have continued paying the initial lease amount, with adjustments to the Consumer Price Index every five years, until the lease was renegotiated. A new 20 year lease beginning on July 1, 2017 was negotiated at a rent amount of \$2,000 per month plus tax for the first five years, with increases of \$100.00 per month every five years.

The City Manager noted corrections on the legal description of the lease, the address, and the Mayor's signature line, and recommended approval with amendments.

The vote on the motion to authorize the Mayor to execute a lease agreement with Smith Ironworks for the use of City-owned property at 215 Hollywood Blvd NW for a period of 20 years, as amended, carried unanimously.

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	John Mead, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

### **Reject All Proposals for RFP 17-015 Employee Health Clinic**

Tarey Franxman, Human Resource Director, advised that due to the rising costs of medical insurance and the instability of the health care industry, more and more municipalities are exploring the option of opening an employee health clinic.

Employee health clinics offer an alternative for employees and their dependents for minor ailments in lieu of using the emergency room or immediate care centers. This option reduces the amount of insurance claims and could potentially reduce the cost of insurance premiums based on the claim history.

Mr. Franxman continued the City requested bids, and after review by the Evaluation Committee, it was determined not to be in the City's best interest to move forward due to the cost associated with opening and operating an employee health clinic. He advised Staff would like to continue discussing other options with the vendors and with other municipalities and the County for potential partnerships.

The vote on the motion to reject all bids for RFP 17-015 for an Employee Health Clinic and for Staff to coordinate with the various companies to explore other options carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Diane Keller, Council Member
<b>SECONDER:</b>	Mike Holmes, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

### **Award of Sole Source Contract to Replace Police Department HVAC Control System**

The City Manager explained the HVAC control system at the Police Department was installed when the building was constructed and has become antiquated with no replacement parts or system updates available.

The City currently uses D&D Air Conditioning, Heating & Electrical Services (D&D) for all maintenance, repairs, and replacement of HVAC systems in City facilities with the exception of control systems. Professional Mechanical Technologies Incorporated (PMTI) specializes in the programming and maintenance of HVAC control systems and currently maintains the control system at the Library.

D&D allows the City to engage PMTI separately to cut costs. The companies work closely together to ensure the efficient operation of the HVAC systems.

The vote on the motion to award a sole source contract to Professional Mechanical Technologies Incorporated to replace the existing HVAC system controls at the Police Department for \$31,900.00 carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	Diane Keller, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

#### **Award of ITB 17-019 Purchase and Delivery of Artificial Christmas Tree**

Jeff Peters, Recreational and Cultural Services Director, advised the City's current Christmas Tree being used at the Landing is 15 years old and in need of replacement. Bids were received and the most suitable tree for the City's needs was submitted by Wintergreen Corp. in the amount of \$18,624.45.

The vote on the motion to award ITB 17-019 for the purchase and delivery of an artificial holiday tree to Wintergreen Corp. for a total cost of \$18,624.45 carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	Diane Keller, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

#### **Task Order Amendment - Reclaimed System Booster Pump Station & Ground Storage Tank**

Daniel Payne, Utilities/Services Director, advised a Structural Integrity Inspection was performed on the existing elevated reclaimed water tank located at 55 Wright Parkway NW. The results obtained from that inspection recommended that the existing tank be taken out of service and a replacement be considered. This tank was included in the original project with Mott MacDonald for Reclaimed Water System Improvements that included grant funding.

On July 27, 2017, Staff received an amended Task Order from Mott MacDonald Florida, LLC. The Task Order includes three (3) individual tasks for Geotechnical Coordination, Conceptual Design, and Contract Documents. Staff will approve the individual tasks as needed. If any of the tasks are determined unnecessary, the consultant will not move forward.

The vote on the motion to authorize the City Manager to execute an amendment to existing Task Order with Mott MacDonald Florida LLC for the design of the Reclaimed Water System Booster Pump Station and Ground Storage Tank in the amount of \$39,832.00 with \$11,313.69 from previously unexpended project funds carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	John Mead, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

#### **CRA Grounds Maintenance Change Order**

Jeff Peters, Recreational/Cultural Services Director, explained a contract for CRA grounds Maintenance was awarded to Edwards Landscape Management in July of 2014. The City also had two CRA service workers to provide maintenance to all other CRA areas not covered by the contractor.

Due to vacancies in the two CRA service worker positions, Staff requested a change order from Edwards Landscape Management to cover the remaining CRA areas to the current maintenance contract. The vacant positions will be added to the scope of work of the maintenance contractor in coordination with the workloads of the Department of Corrections' work squad and existing Parks Maintenance Employees.

The vote on the motion to authorize the City Manager to execute a change order for ITB 14-017 to amend the scope of work for the CRA Grounds Maintenance contract with Edwards Landscape Management to include additional areas in the amount of \$31,500 carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	Diane Keller, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

## CITY MANAGER REPORTS

### Monthly City Manager Status Report - July & August 2017

The City Manager provided a monthly status report on city projects, programs, and events to City Council.

### Upcoming Meetings

The City Manager announced the CRA Regular Meeting on Wednesday, September 6, 2017 at 5:00 pm to discuss the CRA budget; the City Council Special meeting to set the tentative millage rate and adopt the proposed budget on Wednesday, September 6, 2017 at 5:30 pm; and the City Council Special Meeting to set the final millage rate and adopt the final budget on Wednesday, September 20, 2017 at 5:30 pm.

The City Manager announced the Gulf Power Symposium October 2-3, 2017 in Sandestin, and if interested, to contact the City Clerk.

### City Council Regular Meetings in October - Change to one (1) Meeting, October 17, 2017 at 6:00 pm

The City Manager requested to change the Council meeting schedule to have one meeting in October, on Tuesday, October 17, 2017 at 6:00 pm.

The vote on the motion to change the Council meeting schedule and to have one meeting on October 17, 2017 at 6:00 pm carried unanimously.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	Diane Keller, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

## CITY ATTORNEY REPORTS

The City Attorney provided a monthly status report on legal matters and litigation to City Council.

**MAYOR/COUNCIL COMMENTS****Council Member Nic Allegretto**

Council Member Allegretto attended the Florida League of Cities Conference in Orlando and completed the mandated ethics training for elected officials. He also noted the City was well-represented and commented on the importance of the fact that other municipalities were familiar with our City Manager and what he does for the City.

**Council Member Mike Holmes**

Council Member Holmes attended and enjoyed the ribbon cutting for the new skate park.

**Council Member Amy Jamieson**

Council Member Jamieson also enjoyed the ribbon cutting ceremony of the new skate park. She attended the League of Cities and many worthwhile sessions.

**Council Member Diane Keller**

Council Member Keller also attended the League of Cities Meeting and there were a lot of educational activities.

The City Manager advised the City is seeking funding for a mental health facility in the City and would like to designate a speaker on behalf of the City to speak at the legislative delegation meeting, and suggested Council Member Keller.

The vote on the motion to designate Council Member Keller to be the spokesperson on mental health at the legislative delegation meeting in September carried unanimously.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amy Jamieson, Council Member
<b>SECONDER:</b>	John Mead, Council Member
<b>AYES:</b>	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

**Council Member John Mead**

Council Member Mead attended the ribbon cutting ceremony of the skate park and was very impressed by it.

**Council Member David Schmidt**

Council Member Schmidt also enjoyed the ribbon-cutting ceremony and how much everyone enjoyed the design of the track.

**Council Member Scott Smith**

No report.

**Mayor Dick Rynearson**

Mayor Rynearson attended and enjoyed the League of Cities conference, and noted the success of the skate park ribbon cutting ceremony.

**ADJOURNMENT: 6:47 pm**