



~ Draft Minutes ~

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

Tuesday, December 12, 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 December 12, 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

Jonathan Watson, Student Ministry Director at Beachside Community Church, led in the Invocation.

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:	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

PROCLAMATIONS--Choctawhatchee Girls Volleyball Team

The Mayor presented a proclamation to the members of the Choctawhatchee Girls Volleyball Team for winning the State Championship in Jacksonville on November 18, 2017. The Mayor announced that Head Coach Scott Allen is Florida's 7A Volleyball Coach of the Year and Kassandra Fairly is the Florida 7A Volleyball Player of the Year.

RECOGNITIONS--2017 Christmas Parade Winners

The Mayor presented plaques to the winners of the 2017 Christmas Parade.

ACE Award

The Mayor awarded the Student ACE Awards to Lindsey Legg from Choctawhatchee High School and to Madison Imm from Fort Walton Beach High School.

PRESENTATIONS--EDC Quarterly Report

Mr. Nathan Sparks, Executive Director for the EDC presented the 3rd and 4th quarterly reports for activities for July through December 2017.

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:	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith

APPROVAL OF MINUTES

The vote on the motion to approve the minutes Special Council Meetings of November 14 and 28, 2017, and the Regular Meeting of November 14, 2017 carried unanimously.

FY 2016-17 CDBG Consolidated Annual Performance and Evaluation Report (CAPER)

Recommends City Council approval of the FY 2016-17 Community Development Block Grant (CDBG) program Consolidated Annual Performance and Evaluation Report (CAPER).

Authorization of FY 2017-18 Water Tank Asset Management Program

Recommends City Council authorization to release U.S. Tank, Inc. to complete the FY 2017-18 water tank maintenance services as a part of the existing annual tank maintenance program through ITB 14-005, awarded on June 10, 2014, in the amount of \$349,550.00.

Second Amendment to Lease Agreement for 1915T Lewis Turner Boulevard (Verizon Wireless)

Recommends City Council approval of the Second Amendment to the Lease Agreement with Verizon Wireless for extended terms of the existing lease of a parcel of land located at 1915T Lewis Turner Boulevard for the purpose of maintaining and operating wireless communication service facilities, and to authorize City Manager Michael Beedie to execute the amendment.

2017 Tree City USA Recertification Application

Recommends City Council review and acknowledgement of the documentation for the recertification of the City as a Tree City USA. The information was reviewed by the Local Planning Agency, which serves as the City's Tree Board, on December 7, 2017.

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

None.

ORDINANCES-FIRST READING**1980 Ordinance Extending the Reduction of Impact Fees**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FORT WALTON BEACH, FLORIDA, PERTAINING TO WATER AND WASTEWATER IMPACT FEES, EXTENDING THE 75% REDUCTION OF THE IMPACT FEES FOR AN ADDITIONAL PERIOD OF TWO YEARS FOR PROPERTIES LOCATED WITHIN THE INCORPORATED AREAS OF THE CITY OF FORT WALTON BEACH; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

The City Attorney read Ordinance 1980 by title on first reading.

Tim Bolduc, Public Works Director, informed that in 2015, Council approved Ordinance 1927 which adopted a two-year reduction of impact fees and it has proven very successful, with 13 development orders for a total of approximately 18,000 square feet of new development within the City. He continued that Ordinance 1980 extends the 75% reduction of water and wastewater impact fees for a period of two years for properties within the City limits.

Mr. Bolduc advised that this incentive for developments through this proposed Ordinance will enable the City to receive revenue through the water and wastewater user fees, which will not be restrictive in its use, and can be a larger, steadier revenue stream.

The vote on the motion to adopt Ordinance 1980 on first reading carried unanimously.

RESULT:	FIRST READING [UNANIMOUS]	Next: 1/9/2018 6:00 PM
MOVER:	Amy Jamieson, Council Member	
SECONDER:	Diane Keller, Council Member	
AYES:	Allegretto, Holmes, Jamieson, Keller, Mead, Schmidt, Smith	

APPOINTMENTS - ANNUALLY TO EXPIRE DECEMBER 31, 2018**COMMUNITY REDEVELOPMENT AGENCY CHAIR AND VICE CHAIR**

The City Manager advised that at the 5:00 pm meeting, the CRA Board recommended Council Members Keller and Jamieson to continue to serve as Chair and Vice-Chair on the CRA Board for calendar year 2018.

The vote on the motion to accept the CRA's reappointment of Council Member Keller and Council Member Jamieson to continue to serve as Chair and Vice-Chair of the CRA Board for calendar year 2018 carried unanimously.

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

CHAMBER OF COMMERCE - ADVISORY BOARD

The City Manager advised the position is currently filled by Council Member Smith and he has volunteered to serve for another year.

The vote on the motion to reappoint Council Member Smith to serve on the Chamber of Commerce Advisory Board for calendar year 2018 carried unanimously.

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

NORTHWEST FLORIDA FAIR BOARD

The City Manager advised the position is currently filled by Council Member Mead and he has volunteered to serve for another year.

The vote on the motion to reappoint Council Member Mead to serve on the Northwest Florida Fair Board for calendar year 2018 carried unanimously.

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

OKALOOSA COUNTY HEAD START

The City Manager advised that Council Member Schmidt resigned his position on the Okaloosa County Head Start Board and there are no volunteers. He continued that the City Clerk did some research and there is nothing that states the City has to have a representative. The City Manager informed the last three Council representatives have had issues with the Board as they are going through financial difficulties. The City Manager will leave it up to Council whether they want to appoint someone or leave it vacant at this time.

No action was taken on this appointment, the City Manager will continue to monitor the situation.

Water & Wastewater Fee Waiver for 1900 Lewis Turner Boulevard

The City Manager reminded that in 2015, City Council adopted Ordinance No. 1927 to reduce water and wastewater impact fees by 75% for a period of two (2) years to provide an incentive for development on properties within the City limits. On March 22, 2016, City Council adopted Ordinance No. 1934 waiving up to 100% of the normal impact and connection fees for properties voluntarily annexing into the City limits.

The City Manager continued that on October 9, 2017, the Public Works Department received an application for voluntary annexation for property located at 1900 Lewis Turner Boulevard in Fort Walton Beach, and on November 28, 2017, City Council adopted Ordinance No. 1977 authorizing the voluntary annexation of 1900 Lewis Turner Boulevard.

As part of the annexation discussion with the developer of the property, the water and wastewater impact and connection fees were calculated and estimated to be \$1,198,112.10.

Staff recommends waiving the water and wastewater impact fees in the amount of \$573,112.10 and connection fees in the amount of \$400,000.00. This waiver would not include the cost of the water meters inside the development to serve each unit. The connection fee waiver includes the water and reclaimed water main extensions and 50% of the wastewater lift station and force main costs.

The City will only be responsible for providing water and wastewater service up to the property line along Lewis Turner Boulevard. The Developer has committed to installing the infrastructure within the development limits, meeting the City's infrastructure specifications, and turning the infrastructure over to the City once it achieves final acceptance. This includes roads, water, wastewater, reclaimed water, and stormwater.

The vote on the motion to approve a water and wastewater impact and connection fee waiver in the amount of \$973,112.10 for 1900 Lewis Turner Boulevard, a property voluntarily annexing into the City limits, carried unanimously.

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

Leadership Training Agreement with Studer Community Institute

The City Manager discussed training the City's Senior Leadership Staff has attended from the Studer Community Institute in Pensacola. He advised the training has proven worthwhile and would like to enter into a Partnership Agreement for further training with nine sessions over an 18-month period from January 2018 through August 2019. Training includes topics such as hiring, time management, strategic planning, and employee engagement, among others.

In conjunction with the Senior Leadership Training, the City is also partnering with the Greater Fort Walton Beach Chamber of Commerce and the Economic Development Council of Okaloosa County to develop a community-wide training curriculum similar to the curriculum the Studer Community Institute currently conducts in Pensacola.

The total cost for the entire 18-month training curriculum is \$20,000. The payment plan consists of three (3) payments made in January 2018, (\$7,000), October 2018 (\$7,000), and June 2019 (\$6,000).

The vote on the motion to authorize the City Manager to execute a Partnership Agreement for Senior Leadership Training with the Studer Community Institute for the period of January 2018 through August 2019 in the amount of \$20,000 carried by a vote of 6 to 1.

RESULT:	APPROVED [6 TO 1]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Allegretto, Holmes, Jamieson, Keller, Schmidt, Smith
NAYS:	John Mead

Engagement of Eminent Domain Law Firm for City of Fort Walton Beach

The City Attorney explained that the replacement of Brooks Bridge and the future traffic pattern through Downtown Fort Walton Beach will require the State of Florida to use eminent domain to acquire private property for public use. The City owns property near the base of Brooks Bridge that will be affected and will likely be acquired by the State of Florida through eminent domain as part of the Brooks Bridge replacement. There may also be future projects that require the use of an eminent domain attorney to assist the City in ensuring the best interests of the City are maintained throughout the process.

The City Attorney and City Manager have discussed hiring a firm that specifically deals in eminent domain law to protect the City's real property interests as the Brooks Bridge replacement begins. The firm of Gray Robinson from Tallahassee is a state-wide law firm that has the resources and knowledge to assist the City in dealing with any eminent domain matters that may arise when dealing with the State of Florida or other entities. They will work with the City Attorney in handling all legal matters related to the eminent domain case for the city, including hiring experts, negotiations, and any court proceedings.

There is no financial cost to the City. Any attorney fees, expert fees, and costs will only be paid from any amounts over and beyond the first written offer to the City, and in compliance with §73.092, Florida Statutes.

The vote on the motion to authorize the Mayor to sign the engagement letter with Gray Robinson and allow the City Attorney and his firm to work with Gray Robinson on the eminent domain matters for any city-owned properties that would be affected by the Brooks Bridge Replacement Project or other projects or programs requiring this type of assistance carried unanimously.

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

Award of ITB 17-021 Construction of Fire Training Facility Classroom

Ken Perkins, Fire Chief, discussed the grants that the City received for the construction of a new Fire Training Facility. It will consist of a training tower, classroom/storage building, and a vehicle driving range. The vehicle driving range was completed in June of 2017, the new Fire Training Tower is currently under construction behind Fire Station 7, and the classroom design is complete and is in the final component of this state-of-the-art training facility.

Due to additional paving for the driving range and increases in construction costs from the original cost provided by the design team, the project total is approximately \$219,300 over the original budget.

Staff has reviewed the bid proposals and believes that there may be some areas where value engineering may result in some savings on the construction of the training facility. Staff reviewed the option of constructing only the shell building and budgeting the completion at a later date and determined that the utilization of available Fund Balance may save additional costs associated with completing the project in the future. Therefore, Staff recommends the award of the fully-operational classroom facility with the option to work with the design firm and Empire Builders Group, Inc. to reduce costs associated with the project.

The vote on the motion to authorize the use of General Fund Balance in the amount of \$219,300 for the completion of the Fire Training Facility, and to award the contract for Invitation to Bid No. 17-021 to construct the Fire Training Facility Classroom to Empire Builders Group, Inc. in the amount of \$426,900.00, as well as authorization for the City Manager to execute all necessary contracts and agreements, carried by a vote of 6 to 1.

RESULT:	APPROVED [6 TO 1]
MOVER:	Amy Jamieson, Council Member
SECONDER:	Diane Keller, Council Member
AYES:	Allegretto, Jamieson, Keller, Mead, Schmidt, Smith
NAYS:	Mike Holmes

Ground Lease for a Portion of the Driving Range at the Fire Training Facility

Chief Perkins informed that during the planning phase for the previously discussed training facility, Emerald Coast Harley-Davidson inquired about the possibility of utilizing a portion of the new driving range to conduct Riding Academy motorcycle safety training courses. The City recognized that adding some additional area to the driving range portion of the project could provide an opportunity for a mutually beneficial public/private partnership.

Chief Perkins continued the recommended lease is for a 10-year period with an option to extend, with Emerald Coast Harley-Davidson paying a monthly lease fee of \$1,200, or \$14,400 annually. This would provide funding back into the General Fund that can be used to offset the initial cost for the additional paved area, and to provide funding for regular facility maintenance and repair.

The vote on the motion to authorize the City Manager to execute the ground lease agreement between the City and Emerald Coast Harley-Davidson for a portion of the Fire Training Facility vehicle driving range carried unanimously.

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

Fort Walton Beach Police Department Communications Center Remodel

Police Chief Ed Ryan discussed the need to update the Police Department's Communication Center to include refurbishing office space and furniture, which is in constant use by employees, and to add accessories including computer monitors and telephones to adapt with changing technology and professional standards.

The Communications Center has added additional recording devices, computer processing units, monitors, surveillance equipment, and other technology based equipment throughout the years. Changes in the way the equipment is displayed are needed to streamline efficiency and comply with Accreditation Standards.

The initial cost estimate to complete the Communications Center remodel was below the \$20,000 threshold requiring City Council approval. However, unanticipated changes to the equipment needs, including workstations and additional IT equipment, created a cost overage, which increased the overall cost of the project over the \$20,000 threshold. The project is substantially

complete, needing only a few punch list items, with the total cost of this project now at approximately \$30,000.

The vote on the motion to approve the expenditure of \$30,000 for the Fort Walton Beach Police Department Communications Center project and to authorize the City Manager to sign all related documents carried unanimously.

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

Award of ITB No. 18-002 Lift Station No. 1 Replacement

Daniel Payne, Utility Services Director, advised that City Lift Station No. 1, located at 127 Miracle Strip Parkway SW, is one of the largest lift stations in the City and is in need of replacement. The lift station receives a majority of the wastewater generated from the Commerce & Technology Park and the Northwest Quadrant of Fort Walton Beach.

An ITB was issued and it was determined that TALCON Group LLC was the lowest bidder at \$396,065.00. An original budget amount of \$443,924 was allocated in FY 2016-17 via Budget Amendment No. 4 within the Utilities Fund. A total of \$389,102.32 currently remains in the project account. A budget transfer within the Utilities Fund in the total amount \$6,962.68 will be required in order to complete the project.

The vote on the motion to authorize the award of ITB 18-002 for Life Station No. 1 Replacement to TALCON Group of Havana, Florida, in the amount of \$396,065.00 carried unanimously.

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

Ferry Park Improvements

Jeff Peters, Recreation/Cultural Services Director, discussed the remaining improvements that need to be made to Ferry Park after it was struck by a tornado in June of 2017. Remaining items to be completed include replacement of fencing, concrete light pole relocation, light fixtures and brackets, and installation of light poles and fixtures.

Mr. Peters advised the City can utilize ITB 16-011 Athletic Field Lighting for the purchase of the light fixtures and brackets to reduce costs. This contract was awarded to Sequel Electric and has been used for Jet Stadium and the Skatepark. An ITB will be issued for each item estimated over \$20,000 and the award for each of these items will come back to City Council for approval.

To date, the City has spent \$67,460 on this project. The estimated cost remaining to complete the cleanup/renovation is \$161,400 for a total cost of \$228,860. The balance that has not been reimbursed by the insurance company is \$106,047.84. If approved, that City plans to utilize any outstanding insurance reimbursement, as available, and General Fund fund balance.

The vote on the motion for Council authorization to proceed with the renovation of Ferry Park at a total project cost estimated at \$228,860 carried unanimously.

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

2018 City Council Regular Meeting Calendar

The City Manager discussed the 2018 City Council Regular Meeting as follows: cancel both City Council Regular Meetings in July to allow for the preparation of the FY 2018-19 budget; schedule both City Council Regular meetings in November on the 13th and the 27th; and schedule one City Council Regular meeting on the second Tuesday in December, on the 11th.

These meeting dates signify the Regular Meetings of the City Council, which fall on the second and fourth Tuesday of each month. Cancelling any of these meetings would not prohibit the scheduling of a Special Meeting in any of the months.

The vote on the motion to approve the City Council Regular Meeting for Calendar year 2018 as discussed carried unanimously.

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

CITY MANAGER REPORTS

Monthly City Manager Status Report - December 2017

The City Manager informed his monthly Status Report for December 2017 was available and would answer any questions.

He also announced the Commerce and Technology Park Stakeholders Master Plan Kickoff Meeting on December 14, 2017 at 8:30 am, and invited Council to attend as spectators. The Northwest Florida League of Cities Holiday Meeting & Tours is on December 19, 2017 beginning at 3:00 pm in DeFuniak Springs; and two Regular Council Meetings in December on January 9, 2018 and January 23, 2018 at 6:00 pm.

CITY ATTORNEY REPORTS

Monthly City Attorney Status Report - December 2017

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

MAYOR/COUNCIL COMMENTS

The Mayor and Council wished everyone a Merry Christmas and Happy New Year.

Council Member Nic Allegretto

None.

Council Member Mike Holmes

Council Member Holmes stated this was a positive year for the City and he is looking forward to a great year.

Council Member Amy Jamieson

Council Member Jamieson enjoyed the tree lighting ceremony, and noted several residents were at the public workshop for the Beal Corridor, and it was a productive meeting.

Council Member Diane Keller

None.

Council Member John Mead

None.

Council Member David Schmidt

Council Member Schmidt enjoyed the event at the Landing with the new Christmas tree, and complemented Recreation Staff for the great job at the Christmas Parade.

Council Member Scott Smith

None.

Mayor Dick Ryneanson

The Mayor enjoyed the tree lighting and the parade and noted the great efforts by Staff. He also noted the Police Department did a great job at traffic and crowd control during the parade.

ADJOURNMENT: 7:30 pm