

DeFuniak Springs City Council
Regular Meeting
June 10, 2019

The following members were present: Mayor Bob Campbell, Mayor Pro-Tem Robert McKnight (Seat 2); Councilman Todd Bierbaum (Seat 1); Councilman Kevin Crystal (Seat 3); Councilman Henry D. Ennis (Seat 4), and Councilman Wayne Graham (Seat 5). Also present were Attorney Clay Adkinson, City Attorney; Mr. Mell Smigielski, City Manager; Ms. Debra Gibson, Finance Director; and Ms. Kimberly Wilkins, Interim Clerk.

Mayor Campbell called the meeting to order at 6:00 p.m. followed by the invocation and Pledge of Allegiance led by Councilman Graham.

Meeting Minutes – May 9, 2019 Special Meeting

Motion by Councilman McKnight, second by Councilman Bierbaum, to approve the May 9, 2019 Special Meeting Minutes as presented. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Consent Agenda – There were no revisions to the Consent Agenda.

Motion by Councilman Graham, second by Councilman Ennis, to approve the Consent Agenda as presented follows. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

1. Administration

1. Request to consider and approve the agreement with Main Street DeFuniak for the management and operations of the Visitors' Center on behalf of the City

2. Airport

1. Request to approve and authorize the City Manager to execute the Aviation Fuel Sales Contract at the DeFuniak Springs Airport with Titan Aviation Fuels contingent upon the review and approval of the City Attorney

3. Finance

1. Request to approve to advertise a RFP (Request for Proposals) for banking services
2. Request to approve the ratification of bills paid during May, 2019
3. Request to amend the budget to reflect the allocation of monies from the sales of surplus
4. Request to approve a letter in response to the Joint Legislative Auditing Committee concerning prior years audit findings

4. Planning Department

1. Request by Ms. Sara Comander, DBPA President, to approve to close Circle Drive July 4, 2019 and hold the 28th Annual 4th of July Parade

5. Public Works

1. Request to approve a pay increase for Mr. Dewey Roberts for obtaining his Florida Department of Environmental Protection Distributions Systems Operator, Class 2 License

Regular Agenda – There were no revisions to the Regular Agenda.

Motion by Councilman McKnight, second by Councilman Ennis, to approve the Regular Agenda as presented. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Citizen Comments

Mr. Rudy Mall, Dewberry Engineers representative, presented an update on behalf of Ms. Elissa Pettis, City Engineer, regarding current projects. He discussed the U.S. Highway 331 Gas System upgrades and expansion bid process, and the Waste Water System Improvements Phase II survey completion date. He stated the design method will begin following the survey.

Mr. Jay Evans, Main Street DeFuniak Springs, presented a brief update on the Farmers' Market to be held on June 15, 2019. There are currently 23 vendors approved for the event. A report will be presented to the council at the June 24, 2019 meeting.

Ms. Dorsel Graham-Jackson, May Day event organizer, gave a brief background and update of the event which was held May 18, 2019 at Covell Park.

Mr. Bronco Lane, D-Train Security Agency, expressed concern with comments which have been made regarding the May Day Event. He stated there were no illegal activities present during the event.

Mr. Frankie Baker, D-Train Security Agency, said that the statements made regarding the presence of illegal activities were false. He stated that safety was a priority of D-Train Security and that problems are addressed. Mayor Campbell reported there were several bags of beer bottles removed from the park after the event and alcoholic beverages are not allowed on city property. Mr. Lane voiced concern that he had not been notified of the collection of the beer bottles and said it could have occurred after the event. Mayor Campbell clarified the concern was submitted by citizens. Mr. Lane stated that he would make sure there would be no drinking during organized events.

Rev. Tyrone Broadus invited everyone to attend the Juneteenth Celebration on the front steps of the Courthouse on June 15, 2019 at 11:00 a.m.

Mr. Michael Blose discussed the placement of signs for the Farmers' Market held at the Health Department. He stated the signs which were placed in the right-of-way had been removed by Code Enforcement. He asked if signs could be placed on the side nearest the park between the hours of 8:00 a.m. to 12:00 p.m., two days a week. Mayor Campbell stated the request would need to be submitted to Planning in order to follow proper procedure. Attorney Adkinson stated that for action to be taken it would have to be placed on the agenda. Further discussion was held on the proper placement of the signs. Ms. Sara Comander discussed the disrepair which prompted the county to tear down the old Farmers Market and encouraged the council to allow the placement of the signs. Mayor Campbell discussed the need for a Farmers Market and the benefits for those on WIC, low income, and those wanting fresh vegetables. Mr. Blose discussed the drop in sales since the signs have been removed. Councilman Crystal asked that the issue be placed on the agenda for consideration and action. Ms. Kelly Schultz, Planning Department, stated she had instructed Code Enforcement to pull the signs due to citizen complaints. She stated the right-of-way on Highway 83 was owned by FDOT and signs are not allowed. The council could allow the signs to be placed outside of the FDOT right-of-way. Councilman Crystal asked Ms. Schultz to work with Mr. Blose.

Ms. Anna Goff questioned how often garbage cans are emptied at city parks. Mr. Smigielski stated it is normally picked up the next business day.

Mr. Don Graham questioned if a council member's family presents a complaint to the city, is the council member required to recuse him/herself. Attorney Adkinson stated that the council member is only required to recuse themselves when there is financial involvement. Discussion was held regarding Councilman Graham's recusal from the Canvassing Board due to Mr. Don Graham running for City Marshal.

Ms. Dianne Howell questioned if the possible placement of an alert siren on top of the water tower had been looked into since the last meeting. Mayor Campbell stated that the siren was a recommendation by Mr. Jeff Goldberg, Walton County Emergency Management Director. He discussed the advantages for those near the siren, but was unsure if anyone had done further research on the price to place a siren in that location. Mr. Smigielski stated more information could be brought back to the council.

Agenda Requests

Mr. Smigielski presented the *Airport Rules and Regulations Policy Update*. He discussed the Airport Advisory Committee's recommended changes to Article 1 Section 1-9 Prohibited Activities and Article 2 Definitions which prohibit and redefine Through the Fence Operations.

Motion by Councilman Graham, second by Councilman McKnight, to approve the Airport Rules and Regulations Policy update as presented. Ayes 5, Nays 0. Councilman Bierbaum Aye,

Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Ms. Kelly Schultz, Planning Department, requested to schedule a Public Hearing to consider 2019-MA-02 (Nolan Baker Amendment Application) for first hearing to be held on July 8, 2019 and to schedule a Public Hearing for second reading/adoption to be held on July 22, 2019. The application was submitted by Mr. Nolan Baker on behalf of Mr. James F. Anderson and Ms. Sharon Anderson (AAA Truss) requesting a land use change from Light Industrial/C-2 General Commercial with a Future Land Use Designation of Industrial to R-2 Multi-Family Residential with a Future Land Use Designation of Medium Density Residential.

Motion by Councilman Graham, second by Councilman Crystal, to schedule Public Hearings to consider 2019-MA-02 to be held on July 8, 2019 (first reading) and July 22, 2019 (second reading/adoption hearing). Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Ms. Schultz requested to schedule a Public Hearing to be held on July 22, 2019 to consider and approve 2019-VAR-01 (Joe Johnson Variance Application-All Safe Storage). This is a variance request from the required number of parking spaces and type of surface materials. The Planning Board has recommended they use an A-base gravel and a reduction of parking spaces from 138 to 25.

Motion by Councilman Crystal, second by Councilman McKnight, to schedule a Public Hearing to be held on July 22, 2019 to consider 2019-VAR-01 (Joe Johnson Variance Application-All Safe Storage). Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Mr. Jim Gierlinski, Public Works, presented an update regarding the Chautauqua Hall of Brotherhood and the need for Phase II grant funding to complete the restoration and rehabilitation. He reported the grant had been submitted and is awaiting the Governor's signature. He stated the repairs to the cupola would be approximately \$95,000. Councilman McKnight questioned if the money to repair the cupola would come from city or state funds. Mr. Gierlinski stated it was already budgeted. Councilman McKnight asked if it would help meet the required match. Mr. Gierlinski stated it should. Councilman Bierbaum asked if this would be a fixed price contract. Mr. Gierlinski replied it should be completed with a grant and stated it would be a two year grant.

Mr. Smigielski reported that some of the annual appointments still had not been made.

Economic Development Committee: Councilmen Crystal and Bierbaum did not have an appointment at this time.

Planning Board: Councilman Crystal recommended the appointment of Mr. Kevin Shepherd to the Seat 3 vacancy. Councilman Bierbaum deferred his appointment.

Motion by Councilman Crystal, second by Councilman Bierbaum, to approve the appointment of Mr. Kevin Shepherd to the Planning Board-Seat 3 position. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Mr. Smigielski stated the appointments to the Special Events Committee would be presented later in the meeting.

Mr. Smigielski discussed the Beautification and Tree Board and the staggering of the terms of service. He asked if any of the council had any appointees. Councilman McKnight recommended that more women should be considered for appointment to this committee and suggested someone involved with groups such as the Garden Club be considered.

The council appointments for the Council on Aging and the Library Board were deferred to a later date.

Community Redevelopment Agency Board Appointments:

Motion by Councilman Crystal, second by Councilman Bierbaum, to appoint Mr. Darius Paul to the Community Redevelopment Agency Board-Seat 3 position. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Motion by Councilman Bierbaum second by Councilman Crystal, to appoint Mr. Reynolds Henderson to the Community Redevelopment Agency Board-Seat 1 position. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Motion by Councilman McKnight, second by Councilman Crystal, to appoint Ms. Amber Davis to the Community Redevelopment Agency Board-Seat 2 position. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Motion by Councilman Ennis, second by Councilman Crystal, to appoint Ms. Cathy Mosley to the Community Redevelopment Agency Board-Seat 4 position. Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Councilman Graham deferred his appointment to the Community Redevelopment Agency Board to the next meeting.

Mr. Smigielski reported that the resolution states the City Manager and Planning Manager would be members of the Community Redevelopment Agency Board.

Executive Requests

Mayor Campbell stated the resident on Bob Sikes Road who had offered to pay 50% of the costs to extend the two (2) foot sewer lines a distance between 2,300 feet to 3,500 feet is not on the city's water system. This item will be postponed until further research can be done.

Councilman Bierbaum briefly discussed the problems the Special Events Committee has had maintaining a quorum. He recommended the committee be comprised of six (6) members: five (5) Council appointed positions and the City Manager, or his designee.

Motion by Councilman Bierbaum, second by Councilman Crystal, to reduce the number of Special Events Committee members to one per council member and the City Manager or his designee for a total of six members.

Attorney Adkinson stated he would research to see if a resolution would be needed and would present it at the next meeting.

Councilman McKnight voiced his approval of the reduction in members on the committee.

Councilman Crystal asked if the City Manager would be a non-voting member. Mr. Smigielski confirmed the non-voting status.

Council Crystal questioned what would happen to the current appointments. Mr. Smigielski stated that Councilmen Ennis and Graham are the only ones who have made appointments. Discussion was held regarding the proper method to appoint members to the committee. Mayor Campbell recommended starting with a clean slate and have each council member make one appointment. Councilman McKnight questioned if the Councilmen Ennis and Graham were prepared to appoint only one at this meeting; neither of them were.

Ayes 5, Nays 0. Councilman Bierbaum Aye, Councilman McKnight Aye, Councilman Crystal Aye, Councilman Ennis Aye, Councilman Graham Aye.

Councilman McKnight presented what he would like to have discussed at the June 17, 2019 Public Workshop regarding City Council processes and procedures and asked to moderate the discussion. He recommended the workshop be held to 90 minutes. Mayor Campbell asked if it would be appropriate for Councilman McKnight to moderate the workshop. Attorney Adkinson replied that Councilman McKnight could lead the discussion and present his ideas, but the Mayor would

moderate. He recommended a draft agenda be submitted to the council. The council concurred to the Workshop presentation plan.

Councilman McKnight voiced that the upcoming *budget planning* for the 2019-2020 Fiscal Year should be based upon city wide and departmental goals and objectives. He discussed the need for the council to be updated regularly of the progress being made to meet those aspirations.

Mayor Campbell stated that during the budget years 2017-18 and 2018-19 the city was operating without a City Manager and a Finance Director.

Councilman McKnight expressed the need for more in depth budget discussions.

City Attorney

Attorney Adkinson had no items to present.

Staff Reports

Mr. Smigielski discussed the closing of the local Spectrum office.

Mr. Smigielski reported that talks are still being held with county officials regarding the use of the Courthouse Board Room by the city. He said he was researching the costs to purchase a walk-through metal detector since the public would not be entering through the front door. The estimated cost of the appliance would be between \$1,500.00 and \$5,000.00.

Mr. Smigielski presented a list of the maintenance needs of city facilities and the costs associated with those repairs. He said there were only two people in the maintenance department to deal with maintenance issues. Public input would be greatly appreciated. He discussed the recommendations of past and recent studies for the upgrade and/or replacement of the City Hall, Police Department, Fire Station, and Community Center. The estimated costs to upgrade the four main facilities would be: Police Station-\$4 million, Fire Station-\$2.1 million, Community Center-\$1.8 million, and City Hall-\$3.6 million. He stated the citizens deserve the best.

Council Comments

Councilmen Crystal, Ennis, and Graham had no items to present.

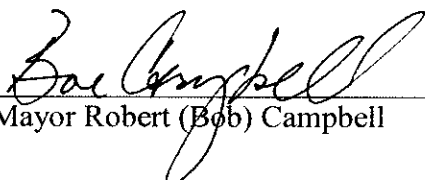
Councilman Bierbaum reported he would be working on addressing the City Manager's ability to address water bills and the use of city facilities. He said he would bring back the issue for further discussion. Councilman Bierbaum expressed concern regarding the amount of trash on U.S. Highway 331 south and stated that joint efforts by the city along with civic groups, faith-based groups, and non-profits would be a way to address the issue.

Councilman McKnight discussed the travel restrictions imposed on the Mayor and said he would be working on a solution to the issue. He thanked Mr. Ryan Adams, Airport Director, for the recent tour of the airport. He offered an apology to those who may have been offended by his comments regarding raises in Public Works. He is pleased with the progress made to improve the policies.


Mayor Comments

Mayor Campbell announced that the County Commission had approved the city's resolution regarding the FRDAP grant to move Gene Hurley Park. The School Board and the County Commission are interested in moving the park behind the Wee Care Park. The move would be beneficial to the community. Letters of support for the move will be submitted by the Cities of Freeport and Paxton as well as the Economic Development Alliance.

There being no further items to discuss, the meeting was adjourned at 7:24 p.m.



Mayor Robert (Bob) Campbell


Cynthia Permenter, Deputy Clerk

(The June 10, 2019 Regular Meeting Minutes were amended to include the Consent Agenda items. The amended minutes were approved on the Consent Agenda at the July 8, 2019 Regular Meeting.)