

DeFuniak Springs City Council
Regular Meeting Minutes
Council Chambers
July 12, 2021

Mayor Campbell called the meeting to order at 5:00 p.m. followed by the invocation and Pledge of Allegiance led by Councilmember Kevin Crystal.

Mayor Campbell called the roll. The following members were present: Mayor Bob Campbell; Mayor Pro-Tempore Todd Bierbaum (Seat 1); Councilmember Robert McKnight (Seat 2); Councilmember Kevin Crystal (Seat 3); Councilmember Henry D. Ennis (Seat 4); and Councilmember Anthony Vallée (Seat 5). Also, present were City Manager Robert Thompson, City Attorney Clayton Adkinson, Finance Director Debra Gibson, and City Clerk Maryanne Schrader.

ITEM 2 - CONSENT AGENDA

Additions/Deletions to the Consent Agenda
Approval of the Consent Agenda

Mayor Campbell asked if there were any additions or deletions.

Councilmember A. Vallée asked that the Grant Contract to complete the Library Architectural Assessment on the Consent Agenda be removed, and City Manager Robert Thompson stated the item would be moved to Item 6.2.

Motion by Councilmember T. Bierbaum and seconded by Councilmember R. McKnight to approve the Consent Agenda, as amended.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

- A. City Clerk Maryanne Schrader
 - 1. Minutes for approval – June 21, 2021 - Special Meeting Minutes
 - 2. Minutes for approval – June 28, 2021 - Regular Meeting Minutes
- B. Planning –
 - 1. Code Enforcement Officer Chris Strawn - Walton High School – Request approval to conduct the Walton High School Senior Parade with rolling roadblocks by the Walton County Sheriff's office on Monday, August 9, 2021 from 6:50 a.m. – 7:30 a.m.
- C. Finance
 - 1. Finance Director Debra Gibson – Request approval to submit the Property Appraisers Certification DR-420
 - 2. Finance Supervisor Morgan Hulion – Request approval of the June 2021 Bill Ratification

ITEM 3 - REGULAR AGENDA

Additions/Deletions to the Regular Agenda
Approval of the Regular Agenda

Mayor Campbell asked if there were any additions/deletions to the Regular Agenda.

City Manager R. Thompson requested the agenda item from Dr. Henderson representing DeFuniak Springs Landmark be placed under Citizen Comments as 7.1.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to approve the Regular Agenda, as amended.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

ITEM 4 - PRESENTATION AND/OR SPECIAL REPORTS – None requested.

ITEM 5 - PUBLIC HEARING/ORDINANCES

A. 1ST Reading

1. Planning Director Chris Wallace – Request motion to conduct a Public Hearing and approve on 1st Reading, An Ordinance adopting a Zoning Map Amendment of the City of DeFuniak Springs Land Development Code; Changing the Zoning Designation; repealing all Ordinances in Conflict herewith; Providing for Severability and Conflicts; Providing for Codification; and Providing for an effective date – (Property located on the east side of Highway 331 South, just south of Orange Avenue)

Mayor Campbell opened the Public Hearing at 5:04 p.m.

City Attorney Clayton Adkinson called for anyone wishing to speak on the ordinances to come forward and be sworn in and present testimony. Mr. Bruce Naylor came forward to be sworn in.

Planning Director Chris Wallace came forward to speak on the property located on the east side of Highway 331 South, just south of Orange Avenue mentioning the ordinance amendment was considered at the June 14th Council meeting. He added the Future Land Map Amendment was approved at the June 14th Council meeting contingent on the rezoning designation from C-2 to C-1.

Motion by Councilmember T. Bierbaum and Councilmember K. Crystal to hold a Public Hearing and approve the Ordinance for 1st Reading.

Planning Director C. Wallace read the ordinance by title, an Ordinance Adopting a Zoning Map Amendment of the City of DeFuniak Springs Land Development Code; Changing the Zoning Designation; repealing all Ordinances in Conflict herewith; Providing for Severability and

Conflicts; Providing for Codification; and Providing for an effective date just south of Orange Ave.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

B. 2nd Reading

1. Motion to conduct a Public Hearing and approval of 2nd Reading for an Ordinance Adopting a Small-Scale Land Use Map Amendment of the City of DeFuniak Springs Comprehensive Plan; changing the Land Use Classification; Repealing all Ordinances in Conflict herewith; providing for severability and conflicts; Providing for Codification; and providing for an effective date (Property located at 1575 N. 9th Street)

Planning Director C. Wallace explained the applicant requested to have the Future Land Use Map designation changed from R-2, Multi-Family Density Residential to Industrial. He mentioned 1st Reading was held on June 28th and requested the Council to conduct a Public Hearing and adopt the Ordinance.

Motion by Councilmember T. Bierbaum and Councilmember H. Ennis to hold a Public Hearing and adopt on 2nd Reading.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Planning Director C. Wallace read Ordinance 926, Ordinance Adopting a Small-Scale Land Use Map Amendment of the City of DeFuniak Springs Comprehensive Plan; changing the Land Use Classification; Repealing all Ordinances in Conflict herewith; providing for severability and conflicts; Providing for Codification; and providing for an effective date by title for property located at 1575 N. 9th Street.

2. Motion to conduct a Public Hearing and approval of 2nd Reading for an Ordinance Adopting a Zoning Map Amendment to the City of DeFuniak Springs Land Development Code; Changing the Zoning Designation; Repealing all Ordinances in Conflict herewith; providing for severability and Conflicts; Providing for Codification; and providing for an effective date (Property located at 1575 N. 9th Street)

Motion by Councilmember T. Bierbaum and Councilmember A. Vallée to hold a Public Hearing and adopt on the Ordinance on 2nd Reading.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Planning Director C. Wallace read Ordinance 927 by title, An Ordinance adopting a Small-Scale Land Use Map Amendment of the City of DeFuniak Springs Comprehensive Plan; Changing the Land Use Classifications; Repealing all Ordinances in Conflict herewith; Providing for Severability and Conflicts; Providing for Codification; and Providing for an effective date, for property located at 1575 N 9th Street.

ITEM 6 - RESOLUTIONS

1. City Manager R. Thompson – Motion to Approve the Mayor to Execute the amended Agreement and Resolution Approving the Florida Department of Transportation to construct the “North Terminal Complex Site Development” for the airport for the Public Transportation Grant in a total amended amount of \$3,905,862

City Manager R. Thompson explained this agreement will increase the North Terminal Complex Transportation Grant by amending the amount to \$3,905,862 with the increase of \$640,000.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to approve the agreement and resolution.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Mayor Campbell asked the Grant Coordinator, Kara, to come forward to speak on Item 7.1 - Grant Coordinator Kara Chilcutt – Request motion to approve the FY22 Small Matching Grant Contract to Complete the Library Architectural Assessment.

Councilmember A. Vallée said the grant has gone beyond the historical assessment and asked for clarification on the fee. The “as built” section was questionable and asked whether it was needed. He also voiced concern about the requirement on whether the project may be underfunded and also not be able to meet the requirements. In response, Grant Coordinator, K. Chilcutt said the adjustments could be made within the timeline.

Councilmember R. McKnight stated he is displeased about the tardiness in requesting reimbursables on previous grants and asked whether we will invoice at 50% and 100% and not delay. Grant Coordinator Kara Chilcutt said the way the contract is laid out, we can submit the reimbursable based on when the deliverable is met.

City Manager R. Thompson said we have processes in place now to request reimbursements timely adding we are expediting deliverables to the city. Finance Director D. Gibson announced we received a check today and sent off for a reimbursement request on Friday.

Discussion ensued on making the modifications and submitting the contract. Grant Coordinator Kara Chilcutt said Eric Case had suggested adding the construction drawings, however, Councilmember A. Vallée recommended removing them.

City Attorney Clayton Adkinson said the changes could be made and placed on the consent agenda at the next meeting.

Motion by Councilmember A. Vallée and Councilmember T. Bierbaum to table the decision until the next meeting. All ayes. Motion carried.

ITEM 7 - CITIZEN COMMENTS – General Comments from the Audience

Item 7.1 - Request a Letter of Support from the Mayor for the DeFuniak Springs Landmarks Inc. submittal for the USDA Planning Grant for north Walton.

Councilmember R. McKnight mentioned he had a conflict of interest and handed Form 8B to the City Clerk mentioning he is employed by the non-profit that is being discussed tonight. Councilmember A. Vallée added he will also complete Form 8B, as he is advising as a consultant and serves pro-bono on one of their committees.

City Manager R. Thompson stated the in-kind would be removed from the request.

Dr. M. Henderson came forward stating she is the Executive Director of Forward DeFuniak and is representing DeFuniak Springs Landmarks, Inc. stating they have a tiny part of the USDA planning grant adding the grant runs for two years beginning September 30th. The grant provides \$250,000 for public information for signing up for broadband, historic preservation for structures and cemeteries, mixed use dwellings, strategies for workforce housing and removal of blight. The planning component allows for the hiring of consultants from the USDA. It benefits the City of DeFuniak Springs, City of Paxton and rural north Walton. She requested that the city provide a Letter of Support.

In response to Councilmember K. Crystal, Councilmember R. McKnight said he is on the agenda for the Walton County Board of Commissioners tomorrow night and plans to address the City of Paxton. The area will go north of Rockhill Road to the Florida State line, loops around to Bruce and the unincorporated regions of the county to the Muscogee Indian population. He added the focus is on the rural area for broadband.

Henry Martin, Wildstar Networks, came forward to state they are under contract to place broadband in Walton County and will assist with marketing.

Councilmember R. McKnight said he needs a strong letter that indicates that the city would like to partner and support DeFuniak Springs Landmarks, mentioning the grant involves 6,100 people within the city. DeFuniak Springs Landmarks will pay \$20,000 for the consultant to write the application for the National Historic Landmark nomination for the Historic District adding he will not ask the city for any funds. He added there are several \$5,000 grants available. He added it is a cooperative agreement with the USDA, as they want to bring people here to learn from us on how we are doing it and show us how to get additional USDA development money.

Motion by Councilmember K. Crystal to authorize the Mayor to write a letter of support for DeFuniak Springs Landmark for the USDA to be approved by legal Counsel and the city manager.

Mayor Campbell called for a second and in hearing none, Councilmember K. Crystal withdrew his motion for discussion purposes.

City Attorney Clayton Adkinson explained the city will not be placing any money or any in-kind funding but will only support the endeavor adding the letter will not obligate the city financially or in staff time.

Dr. M. Henderson said Forward DeFuniak will pay half of the cost of the consultant.

Discussion ensued on enhancing broadband and additional advertising for public education for rural broadband along with community meetings to educate on the benefits of broadband.

Motion from Councilmember K. Crystal for a letter of support for Landmark DeFuniak Springs to be provided by the Mayor and reviewed for compliance as determined by legal and the city manager.

Mayor Campbell announced the motion died from a lack of a second.

Next, Geneva Lee came forward mentioning the problems in the community and requested dumpsters to assist people in removing garbage.

Mayor Campbell said the CRA is trying to assist people and is determining whether the city will purchase a dumpster, or work with the County to assist the people with clean-up.

In response to Councilmember K. Crystal, on when CRA funds will be available, Finance Director D. Gibson replied the CRA receives the funds in December.

Councilmember K. Crystal said a need must be established first. Ms. Lee said the people are in jeopardy of losing their homes because they cannot pay their taxes.

Councilmember A. Vallée explained that the CRA is working on the situation. He suggested advertising the days for pick up and the days for the County landfills. He said they are trying to find a good economical way to take care of it. Code Enforcement Officer C. Strawn added if the person has a violation letter, they can contact the County for assistance.

City Manager R. Thompson said he will work with them and determine whether they are able to use the service before placing a dumpster at the location.

Next, Robert Raymond mentioned the Complete Streets coalition and asked for volunteers. The deadline is the 15th. Secondly, he mentioned the power grid has deficiencies stating Gulf Power will be on his street on Thursday and they plan to bury cable. He added GoWal bus system is

working well and encouraged everyone to ride it adding the website is GoWaltransit.com which has the bus schedule listed.

ITEM 8 - DEPARTMENT REPORTS

DEPARTMENT REPORTS

A. Dewberry/Engineering Report

1. Dewberry – Alex Rouchaleau – Request a motion to approve the submittal of the grant application via the FDEP Grants Portal for Innovative Technology: Lake DeFuniak Stormwater Improvements

Cliff Knauer came forward to explain the grant opportunity mentioning Governor DeSantis has provided funding to the FDEP to improve water quality and get septic tanks on to public sewer service. He stated the grant is due on July 15th and is 100% funded with no match.

Mr. C. Knauer explained how they plan to correct the untreated overflow runoff which discharges to Lake DeFuniak from the gutters. The baffle boxes will remove several chemicals before it goes into the lake. The grant also encompasses flood control. He explained the water would be intercepted in specific locations that would be run through the baffle boxes. The bioswales are the second component as they are vegetated and like the nitrates and phosphorous. He mentioned using cattails in places where they can intercept untreated water.

Councilmember T. Bierbaum suggested the amphitheater as a good place to put in the bioswales and Councilmember A. Vallée said it is everyone's park and suggested appealing vegetation. C. Knauer added wildlife would also be protected.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to approve the submittal of the grant application via the FDEP Grants Portal for Innovative Technology: Lake DeFuniak Stormwater Improvements.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

2. Dewberry – Alex Rouchaleau – Request a motion to approve the submittal of the grant application via the FDEP Grants Portal for Wastewater Grant: WWTF Expansion Survey, Design and Planning

Mr. C. Knauer said the Innovative Technologies Grant is to apply for the design for the WWTP. It would be advertised in Request for Qualifications and would help advance the schedule for the plant. It meets all of the goals and objectives in the USDA loan. He explained the projects that would benefit adding it is a \$6.3 million dollar amount with no match from the city.

In response to Councilmember T. Bierbaum about the septic receiving station, C. Knauer said it is included in the application.

In response to Councilmember K. Crystal on whether the funding could be used as an incentive to annex into the city, C. Knauer replied that it could not, as you would have to demonstrate that we use the innovative technology.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to approve the submittal of the grant application via the FDEP Grants Portal for Wastewater Grant: WWTF Expansion Survey, Design and Planning.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Mr. C. Knauer, as a convenience to Council, distributed a draft list of priorities and a chart for the priorities to be ranked

B. HR Director L. Woodham – Motion to approve the revision to the Administrative Assistant Job Description and allow for advertisement and hire

HR Director L. Woodham came forward to ask for approval which will allow the revision in the job description adding the position would assist several departments and the position would report to the HR Director.

Motion by Councilmember K. Crystal and seconded by Councilmember A. Vallée to approve revision to the Administrative Assistant Job Description and allow for advertisement and hire.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

C. City Manager R. Thompson – Committee Appointments

City Manager R. Thompson said he wanted to bring to the Council their appointments, however, he did not have the information on attendance levels. He also asked that the Council determine whether the committees were still relevant.

City Attorney Clayton Adkinson advised that it would be up to the Council to appoint members to the committees and Boards adding that the term of the appointee ends with the end of the term of the councilmember. He explained the CRA and Planning Boards are mandatory. He said Council could identify what committees may be filled if there are any vacancies.

Councilmember K. Crystal said he is reappointing everyone that he had appointed earlier.

Councilmember R. McKnight announced that Mr. Sangl has asked to resign from the Planning Board.

Motion by Councilmember R. McKnight and seconded by Councilmember K. Crystal to appoint Jim Harman to the Planning Board.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to appoint Sommer Adams to the City Beautification and Tree Board.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to reappoint Reynolds Henderson to the CRA and Charlie Kelly to the Planning Board for the length of his term.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Motion by Councilmember R. McKnight and seconded by Councilmember T. Bierbaum to reappoint Susan Bakalo to the CRA, Terry Dawkins to the Airport Advisory Committee, and Eldora Campbell to the Special Events Committee to the end of his term in office.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Mayor Campbell asked about those who have missed many meetings on whether they should be removed, and City Attorney Clayton Adkinson advised the councilmember should contact them to see if they would like to continue to serve on the committee.

Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to direct staff and legal to create a policy for committee appointments attendance.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

City Manager R. Thompson said he will instruct staff to develop a policy on committee member attendance and will report back.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to reappoint Ginger Dyson to the Special Events committee.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Motion by Councilmember A. Vallée and seconded by Councilmember T. Bierbaum to reappoint Graham Campbell-Work to Planning and Joe Johnson to the CRA.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Councilmember A. Vallée requested the contact information for Frankie White for Special Events committee and Tom Baker for the Airport Advisory committee.

Motion by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to reappoint the Mayor's appointments to all committees.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Motion by Councilmember H. Ennis and seconded by Councilmember T. Bierbaum to reappoint his appointments to all committees.

Vote: Councilmember T. Bierbaum, Aye; Councilmember R. McKnight, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember A. Vallée, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

ITEM 10 - LEGISLATIVE REQUESTS - No further comments.

ITEM 11 - CITY ATTORNEY – No further comments.

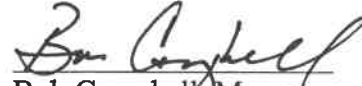
ITEM 12 - COUNCIL COMMENTS - No further comments.

ITEM 13 - EXECUTIVE COMMENTS - No further comments.


ITEM 14 - ADJOURNMENT

Mayor Campbell adjourned the meeting at 6:26 p.m.

Approved:


Bob Campbell, Mayor

ATTEST:


Minutes taken by Maryanne Schrader, City Clerk
Proper notice having been duly given

