

October 26, 2020

Bill Imfeld  
Executive Director  
Walton Economic Development Alliance  
76 N. 6th Street  
DeFuniak Springs, FL 32433

**Cori Henderson**  
Program Administrator  
850.387.9405  
chenderson@myfloridatriumph.com

RE: Triumph Pre-Application No. 234 - Woodlawn Industrial Park - 7/23

Dear Mr. Imfeld:

Thank you for submitting a Pre-Application to Triumph Gulf Coast, Inc.

Based on an initial review by the staff of Triumph Gulf Coast, Inc., ("TGC") and a concurrence of the Board, the project or program outlined in your Pre-Application meets the minimum requirements for further consideration. As a result, you may proceed to submit a full Application for formal consideration.

There is no deadline for submission of formal Applications. Applications will be considered as they are received; however, because Applications require varying levels of due diligence, there is no way to provide any additional information on how quickly any specific Application will receive final action.

This letter is not a representation or guarantee that the project or program will receive any funding from TGC; nor is it a guarantee that the project or program will remain eligible if changes are made during the Application process.

Triumph Gulf Coast funding is intended to support programs that generate maximum economic activity. Applicants have asked how best to document the economic activity that would likely result from their proposed project. At the January 2018 Triumph Board of Directors meeting, Dr. Rick Harper discussed characteristics most often associated with higher levels of economic activity. These factors include things like amount of matching funds, and whether the project will become self-sustaining as Triumph dollars are used up. An audio transcript of Dr. Harper's remarks is available at <https://www.myfloridatriumph.com/meetings/> under the tab for the January 29th, 2018 meeting.

If you have any questions, comments or concerns regarding this letter or the TGC Application process, please do not hesitate to contact me at [chenderson@myfloridatriumph.com](mailto:chenderson@myfloridatriumph.com).

Thank you for your continued interest.

Very truly yours,



Cori Henderson  
Program Administrator

**Triumph Gulf Coast, Inc.**  
**Application for Funds**

**November 2020**

**\*\*\* IMPORTANT \*\*\***

**Required for ALL Projects in Bay, Franklin, Gulf and Wakulla Counties**

**Hurricane Michael Application Addendum**

**For ALL regular project applications not yet approved by the Triumph Gulf Coast Board in Bay, Franklin, Gulf and Wakulla counties:**

Please provide documentation of support or continued support for the proposal as a component of the county's post-Hurricane Michael recovery efforts made by the Board of County Commissioners (for each Hurricane Michael impacted county included in the project) on a date after October 10, 2018.

## **Triumph Gulf Coast, Inc. Trust Fund Application for Funds**

Proposal Instructions: The Triumph Gulf Coast, Inc. Trust Fund Grant Application (this document) must be completed by the entity applying for the grant and signed, as applicable, by either the individual applying for funds, an individual authorized to bind the entity applying for funds, a chief elected official, the administrator for the governmental entity or their designee. Please read the Application carefully as some questions may require a separate narrative to be completed. In addition, please complete all Addendums that may be applicable to the proposed project or program.

Triumph Gulf Coast, Inc. will make awards from available funds to projects or programs that meet the priorities for economic recovery, diversification, and enhancement of the disproportionately affected counties. Triumph Gulf Coast, Inc. may make awards for:

- Ad valorem tax rate reduction within disproportionately affected counties;
- Local match requirements of s. 288.0655 for projects in the disproportionately affected counties;
- Public infrastructure projects for construction, expansion, or maintenance which are shown to enhance economic recovery, diversification, and enhancement of the disproportionately affected counties;
- Grants to local governments in the disproportionately affected counties to establish and maintain equipment and trained personnel for local action plans of response to respond to disasters, such as plans created for the Coastal Impacts Assistance Program;
- Grants to support programs that prepare students for future occupations and careers at K-20 institutions that have campuses in the disproportionately affected counties. Eligible programs include those that increase students' technology skills and knowledge; encourage industry certifications; provide rigorous, alternative pathways for students to meet high school graduation requirements; strengthen career readiness initiatives; fund high-demand programs of emphasis at the bachelor's and master's level designated by the Board of Governors; and, similar to or the same as talent retention programs created by the Chancellor of the State University System and the Commission of Education; encourage students with interest or aptitude for science, technology, engineering, mathematics, and medical disciplines to pursue postsecondary education at a state university or a Florida College System institution within the disproportionately affected counties;
- Grants to support programs that provide participants in the disproportionately affected counties with transferable, sustainable workforce skills that are not confined to a single employer; and
- Grants to the tourism entity created under s. 288.1226 for the purpose of advertising and promoting tourism and Fresh From Florida, and grants to promote workforce and infrastructure, on behalf of all of the disproportionately affected counties.

Pursuant to Florida Law, Triumph Gulf Coast, Inc. will provide priority consideration to Applications for projects or programs that:

- Generate maximum estimated economic benefits, based on tools and models not generally employed by economic input-output analyses, including cost-benefit, return-on-investment, or dynamic scoring techniques to determine how the long-term economic growth potential of the disproportionately affected counties may be enhanced by the investment.
- Increase household income in the disproportionately affected counties above national average household income.
- Leverage or further enhance key regional assets, including educational institutions, research facilities, and military bases.
- Partner with local governments to provide funds, infrastructure, land, or other assistance for the project.
- Benefit the environment, in addition to the economy.
- Provide outcome measures.
- Partner with K-20 educational institutions or school districts located within the disproportionately affected counties as of January 1, 2017.
- Are recommended by the board of county commissioners of the county in which the project or program will be located.
- Partner with convention and visitor bureaus, tourist development councils, or chambers of commerce located within the disproportionately affected counties.

Additionally, the Board of Triumph Gulf Coast, Inc. may provide discretionary priority to consideration of Applications for projects and programs that:

- Are considered transformational for the future of the Northwest Florida region.
- May be consummated quickly and efficiently.
- Promote net-new jobs in the private sector with an income above regional average household income.
- Align with Northwest Florida FORWARD, the regional strategic initiative for Northwest Florida economic transformation.
- Create net-new jobs in targeted industries to include: aerospace and defense, financial services/shared services, water transportation, artificial intelligence, cybersecurity, information technology, manufacturing, and robotics.
- Promote industry cluster impact for unique targeted industries.
- Create net-new jobs with wages above national average wage (*e.g.*, similar to EFI QTI program, measured on graduated scale).
- Are located in Rural Area of Opportunity as defined by the State of Florida (DEO).
- Provide a wider regional impact versus solely local impact.
- Align with other similar programs across the regions for greater regional impact, and not be duplicative of other existing projects or programs.
- Enhance research and innovative technologies in the region.
- Enhance a targeted industry cluster or create a Center of Excellence unique to Northwest Florida.
- Create a unique asset in the region that can be leveraged for regional growth of targeted industries.

- Demonstrate long-term financial sustainability following Triumph Gulf Coast, Inc. funding.
- Leverage funding from other government and private entity sources.
- Provide local investment and spending.
- Are supported by more than one governmental entity and/or private sector companies, in particular proposed projects or programs supported by more than one county in the region.
- Provide clear performance metrics over duration of project or program.
- Include deliverables-based payment system dependent upon achievement of interim performance metrics.
- Provide capacity building support for regional economic growth.
- Are environmentally conscious and business focused.
- Include Applicant and selected partners/vendors located in Northwest Florida.

Applications will be evaluated and scored based on compliance with the statutory requirements of the Triumph Gulf Coast legislation, including but not limited to the priorities identified therein and the geographic region served by the proposed project or program.

**Applicant Information**

Name of Individual (if applying in individual capacity): \_\_\_\_\_

Name of Entity/Organization: **Walton County Economic Development Alliance**

Background of Applicant Individual/Entity/Organization: **Walton County's vehicle for promoting expansion, diversification and smart economic growth.**

(If additional space is needed, please attach a Word document with your entire answer.)

Federal Employer Identification Number: **26-3562532**

Contact Information:

Primary Contact Information: **Bill Imfeld**

Title: **Executive Director**

Mailing Address: **76 North 6th Street**

**DeFuniak Springs, FL. 32433**

Phone: **(850)-892-4859**

Email: **bill@wcedafl.com**

Website: **wcedafl.com**

Identify any co-applicants, partners, or other entities or organizations that will have a role in the proposed project or program and such partners proposed roles.

**The City of DeFuniak Springs will assist the EDA in overseeing construction until**

**project completion. City of DeFuniak Springs will operate and maintain the system and collect**

**revenues from it.**

(If additional space is needed, please attach a Word document with your entire answer.)

Total amount of funding requested from Triumph Gulf Coast: **\$417,500.00**

Has the applicant in the past requested or applied for funds for all or part of the proposed project/program?

Yes       No

If yes, please provide detailed information concerning the prior request for funding, including:

- the date the request/application for funding was made;
- the source to which the request/application for funding was made,
- the results of the request/application for funding, and
- projected or realized results and/or outcomes from prior funding.

Please see attached word document.

(If additional space is needed, please attach a Word document with your entire answer.)

Describe the financial status of the applicant and any co-applicants or partners:

The EDA is a 501(C)(6) with net worth in excess of \$250,000. Both Walton County and the City of DeFuniak

Springs have submitted CAFRs to DOR and are in good standing.

(If additional space is needed, please attach a Word document with your entire answer.)

In a separate attachment, please provide financial statements or information that details the financial status of the applicant and any co-applicants or partners.

Has the applicant or any co-applicants, partners or any associated or affiliated entities or individuals filed for bankruptcy in the last ten (10) years?

Yes       No

If yes, please identify the entity or individual that filed for bankruptcy and the date of filing.

(If additional space is needed, please attach a Word document with your entire answer.)

**Eligibility**

Pursuant to Section 288.8017, Triumph Gulf Coast, Inc, was created to make awards from available funds to projects or programs that meet the priorities for economic recovery, diversification, and enhancement of the disproportionately affected counties. The disproportionately affected counties are: Bay County, Escambia County, Franklin County, Gulf County, Okaloosa County, Santa Rosa County, Walton County, or Wakulla County. See, Section 288.08012.

1. From the choices below, please check the box that describes the purpose of the proposed project or program (check all that apply):

- Ad valorem tax rate reduction within disproportionately affected counties;
- Local match requirements of s. 288.0655 for projects in the disproportionately affected counties;
- Public infrastructure projects for construction, expansion, or maintenance which are shown to enhance economic recovery, diversification, and enhancement of the disproportionately affected counties;
- Grants to local governments in the disproportionately affected counties to establish and maintain equipment and trained personnel for local action plans of response to respond to disasters, such as plans created for the Coastal Impacts Assistance Program;
- Grants to support programs that prepare students for future occupations and careers at K-20 institutions that have campuses in the disproportionately affected counties. Eligible programs include those that increase students' technology skills and knowledge; encourage industry certifications; provide rigorous, alternative pathways for students to meet high school graduation requirements; strengthen career readiness initiatives; fund high-demand programs of emphasis at the bachelor's and master's level designated by the Board of Governors; and, similar to or the same as talent retention programs created by the Chancellor of the State University System and the Commission of Education, encourage students with interest or aptitude for science, technology, engineering, mathematics, and medical disciplines to pursue postsecondary education at a state university or a Florida College System institution within the disproportionately affected counties;
- Grants to support programs that provide participants in the disproportionately affected counties with transferable, sustainable workforce skills that are not confined to a single employer; and
- Grants to the tourism entity created under s. 288.1226 for the purpose of advertising and promoting tourism and Fresh From Florida, and grants to promote workforce and infrastructure, on behalf of all of the disproportionately affected counties.

2. Provide the title and a detailed description of the proposed project or program, including the location of the proposed project or program, a detailed description of, and quantitative evidence demonstrating how the proposed project or program will promote economic recovery, diversification, and enhancement of the disproportionately affected counties, a proposed timeline for the proposed project or program, and the disproportionately affected counties that will be impacted by the proposed project or program.

In December 2019, the EDA purchased approximately 250 acres on the west side of US 331, approximately 3 miles south of I-10 known as the Woodlawn Industrial Park. While an existing Triumph project will provide water and sewer to those parcels fronting US 331, an interior road, water and sewer service are necessary to service the interior parcels. The parcels near Eglin AFB Site C-6 would serve as an attractive location for the growth of aerospace related jobs. In fact, in September of 2020 a drone manufacturer purchased an interior parcel for the purpose of creating a manufacturing and testing facility. A defense contractor cited in EDA's 03/26/2019 Triumph application is still committed to developing in the Woodlawn Industrial Park. This new infrastructure effort would facilitate creating adequate site location in the park's interior. Eight to ten new high tech jobs are associated with the new drone manufacturer as well as opportunities for student internships. Located in the Rural Area of Economic Opportunity these projects should serve to draw similar high tech and manufacturing jobs.

(If additional space is needed, please attach a Word document with your entire answer.)

3. Explain how the proposed project or program is considered transformational and how it will effect the disproportionately affected counties in the next ten (10) years.

For northern Walton County and DeFuniak Springs numerous jobs at above county average wage would become available in an area just starting to diversify into aerospace opportunities.

(If additional space is needed, please attach a Word document with your entire answer.)

4. Describe data or information available to demonstrate the viability of the proposed project or program.

Please see attached word document.

(If additional space is needed, please attach a Word document with your entire answer.)

5. Describe how the impacts to the disproportionately affected counties will be measured long term.

Job creation can be measured as well as tax growth for the county.

(If additional space is needed, please attach a Word document with your entire answer.)

6. Describe how the proposed project or program is sustainable. (Note: Sustainable means how the proposed project or program will remain financially viable and continue to perform in the long-term after Triumph Gulf Coast, Inc. funding.)

Please see attached word document.

(If additional space is needed, please attach a Word document with your entire answer.)

7. Describe how the deliverables for the proposed project or program will be measured.

Please see attached word document.

(If additional space is needed, please attach a Word document with your entire answer.)

### **Priorities**

1. Please check the box if the proposed project or program will meet any of the following priorities (check all that apply):

- Generate maximum estimated economic benefits, based on tools and models not generally employed by economic input-output analyses, including cost-benefit, return-on-investment, or dynamic scoring techniques to determine how the long-term economic growth potential of the disproportionately affected counties may be enhanced by the investment.
- Increase household income in the disproportionately affected counties above national average household income.
- Leverage or further enhance key regional assets, including educational institutions, research facilities, and military bases.

- Partner with local governments to provide funds, infrastructure, land, or other assistance for the project.
- Benefit the environment, in addition to the economy.
- Provide outcome measures.
- Partner with K-20 educational institutions or school districts located within the disproportionately affected counties as of January 1, 2017.
- Are recommended by the board of county commissioners of the county in which the project or program will be located.
- Partner with convention and visitor bureaus, tourist development councils, or chambers of commerce located within the disproportionately affected counties.

2. Please explain how the proposed project meets the priorities identified above.

As referenced above, Eglin AFB continues to experience significant growth in the number of high-tech personnel. This by itself provides opportunities for both the county and the city to create and support new high tech jobs. The City of DeFuniak Springs will be assisting in overseeing the construction contracts for infrastructure installation and will provide operations and maintenance of the water and sewer systems. The new jobs created will provide the necessary outcome measures.

The proposal has the approval of the EDA's Board of Directors, the DeFuniak Springs City Council and the Walton County BCC.

(If additional space is needed, please attach a Word document with your entire answer.)

3. Please explain how the proposed project or program meets the discretionary priorities identified by the Board.  
Economic diversification and growth are priorities of both the County and to the City of DeFuniak Springs.

(If additional space is needed, please attach a Word document with your entire answer.)

4. In which of the eight disproportionately affected county/counties is the proposed project or program located? (Circle all that apply)

Escambia Santa Rosa Okaloosa **Walton** Bay Gulf Franklin Wakulla

5. Was this proposed project or program on a list of proposed projects and programs submitted to Triumph Gulf Coast, Inc., by one (or more) of the eight disproportionately affected Counties as a project and program located within its county?  
 Yes  No

If yes, list all Counties that apply: \_\_\_\_\_  
\_\_\_\_\_

6. Does the Board of County Commissioners for each County listed in response to question 5, above, recommend this project or program to Triumph?  
 Yes  No

\*\*Please attach proof of recommendation(s) from each County identified.

### **Approvals and Authority**

1. If the Applicant is awarded grant funds based on this proposal, what approvals must be obtained before Applicant can execute an agreement with Triumph Gulf Coast, Inc.?  
**Both the Walton County BCC and DeFuniak Springs City Council have approved this project.**  
(If additional space is needed, please attach a Word document with your entire answer.)

2. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and Triumph Gulf Coast:  
A. Provide the schedule of upcoming meetings for the group for a period of at least six months.  
B. State whether that group can hold special meetings, and if so, upon how many days' notice.

\_\_\_\_\_  
(If additional space is needed, please attach a Word document with your entire answer.)

3. Describe the timeline for the proposed project or program if an award of funding is approved, including milestones that will be achieved following an award through completion of the proposed project or program.  
**Please see attached word document.**  
(If additional space is needed, please attach a Word document with your entire answer.)

4. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity applying for funding. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc. In addition, please attach any support letters from partners.  
**Attached are the minutes of the EDA Board, BCC and DeFuniak Springs City Council meetings authorizing the submission.**

**Funding and Budget:**

Pursuant to Section 288.8017, awards may not be used to finance 100 percent of any project or program. An awardee may not receive all of the funds available in any given year.

1. Identify the amount of funding sought from Triumph Gulf Coast, Inc. and the time period over which funding is requested.

\$471,500 is requested over 13 months (\$36,000 in 2020 remainder in 2021)

(If additional space is needed, please attach a Word document with your entire answer.)

2. What percentage of total program or project costs does the requested award from Triumph Gulf Coast, Inc. represent? (Please note that an award of funding will be for a defined monetary amount and will not be based on percentage of projected project costs.)

50%

(If additional space is needed, please attach a Word document with your entire answer.)

3. Please describe the types and number of jobs expected from the proposed project or program and the expected average wage.

Upon completion immediate 8-10 high tech jobs with corresponding growth over the following 3 years.

(If additional space is needed, please attach a Word document with your entire answer.)

4. Does the potential award supplement but not supplant existing funding sources? If yes, describe how the potential award supplements existing funding sources.

Yes  No

It will supplement EDA's funding of the project.

(If additional space is needed, please attach a Word document with your entire answer.)

5. Please provide a Project/Program Budget. Include all applicable costs and other funding sources available to support the proposal.

A. Project/Program Costs:

Example Costs (Note: Not exhaustive list of possible Cost categories.)

Construction	\$ <u>786,000</u>
Reconstruction	\$ _____
Design & Engineering	\$ <u>157,315</u>
Land Acquisition	\$ _____
Land Improvement	\$ _____
Equipment	\$ _____
Supplies	\$ _____
Salaries	\$ _____

Other (specify) \$ \_\_\_\_\_  
Total Project Costs: \$ **943,315**

B. Other Project Funding Sources:

Example Funding Sources (Note: Not an exhaustive list of possible Funding Sources.)

City/County \$ \_\_\_\_\_

Private Sources \$ \_\_\_\_\_

Other (e.g., grants, etc.) \$ \_\_\_\_\_

Total Other Funding \$ **471,815 (EDA)**

**Total Amount Requested:** \$ **471,500**

Note: The total amount requested must equal the difference between the costs in 3A. and the other project funding sources in 3.B.

C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding and any other pertinent budget-related information.

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**See attached engineering cost schedule and schedule of construction costs. Timeline is set forth in response to question #3 in the approval and authority section (supra).**

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(If additional space is needed, please attach a Word document with your entire answer.)

Applicant understands that the Triumph Gulf Coast, Inc. statute requires that the award contract must include provisions requiring a performance report on the contracted activities, must account for the proper use of funds provided under the contract, and must include provisions for recovery of awards in the event the award was based upon fraudulent information or the awardee is not meeting the performance requirements of the award.

Yes       No

Applicant understands that awardees must regularly report to Triumph Gulf Coast, Inc. the expenditure of funds and the status of the project or program on a schedule determined by Triumph Gulf Coast, Inc.

Yes       No

Applicant acknowledges that Applicant and any co-Applicants will make books and records and other financial data available to Triumph Gulf Coast, Inc. as necessary to measure and confirm performance metrics and deliverables.

Yes       No

Applicant acknowledges that Triumph Gulf Coast, Inc. reserves the right to request additional information from Applicant concerning the proposed project or program.

Yes       No

**ADDENDUM FOR INFRASTRUCTURE PROPOSALS:**

1. Program Requirements

- A. Is the infrastructure owned by the public?  
 Yes       No
- B. Is the infrastructure for public use or does it predominately benefit the public?  
 Yes       No
- C. Will the public infrastructure improvements be for the exclusive benefit of any single company, corporation or business entity?  
 Yes       No
- D. Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current and future businesses.

Completion of this project will open up to the interior parcels of the Woodlawn Industrial Park enabling diversification and creation of high tech, manufacturing and distribution jobs.

(If additional space is needed, please attach a Word document with your entire answer.)

- E. Provide a detailed description of, and quantitative evidence demonstrating how the proposed public infrastructure project will promote:
- o Economic recovery,
  - o Economic Diversification,
  - o Enhancement of the disproportionately affected counties,
  - o Enhancement of a Targeted Industry.

Please see attached word document.

(If additional space is needed, please attach a Word document with your entire answer.)

2. Additional Information

- A. Is this project an expansion of existing infrastructure project?  
 Yes       No
- B. Provide the proposed beginning commencement date and number of days required to complete construction of the infrastructure project.

Process can start within 30 days of Triumph Board approval. Total time has engineering estimate of 13 months.

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(If additional space is needed, please attach a Word document with your entire answer.)

- C. What is the location of the public infrastructure? (Provide the road number, if applicable.)  
**Woodlawn Industrial Park is 3 miles south of I-10 on the west side of US 331.**

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(If additional space is needed, please attach a Word document with your entire answer.)

- D. Who is responsible for maintenance and upkeep? (Indicate if more than one are applicable.)

**Once operational, water and sewer will be maintained by the City of DeFuniak Springs.**

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(If additional space is needed, please attach a Word document with your entire answer.)

- E. What permits are necessary for the infrastructure project?

**DEP water and sewer permits will be required.**

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(If additional space is needed, please attach a Word document with your entire answer.)

Detail whether required permits have been secured, and if not, detail the timeline for securing these permits. Additionally, if any required permits are local permits, will these permits be prioritized?

**These permits have not yet been obtained, but engineering estimates it will be**

**obtained in initial 5 months.**

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(If additional space is needed, please attach a Word document with your entire answer.)

- F. What is the future land use and zoning designation on the proposed site of the Infrastructure improvement, and will the improvements conform to those uses?

**Industrial and development will conform to this.**

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(If additional space is needed, please attach a Word document with your entire answer.)

- G. Will an amendment to the local comprehensive plan or a development order be required on the site of the proposed project or on adjacent property to accommodate the infrastructure and potential current or future job creation opportunities? If yes, please detail the timeline  
 Yes  No

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(If additional space is needed, please attach a Word document with your entire answer.)

- H. Does this project have a local match amount? If yes, please describe the entity providing the match and the amount.  
 Yes  No

**Walton County EDA - \$471,815**

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(If additional space is needed, please attach a Word document with your entire answer.)

- I. Provide any additional information or attachments to be considered for this proposal.

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(If additional space is needed, please attach a Word document with your entire answer.)

# **Triumph Gulf Coast, Inc. Application for Funds**

## **Applicant Information**

- The Economic Development Alliance (EDA) of Walton County Florida began its initial discussions and application process for Federal EDA grant dollars in August 2019. One year later, October 2020, we are still working with Emerald Coast Regional Council providing revised editions of this Federal Grant and do not see us getting any closer to a consideration for approval.

We have had numerous meetings, discussions and emails that discussed all aspects of this Federal application, only to find that we may still be months away from knowing if we will ever be eligible for these dollars.

## **Eligibility**

- 4. Eglin AFB continues to experience the influx of jobs being transitioned from Wright Patterson AFB. That should help influence opportunities for aerospace development, manufacturing and distribution close to US 331/I-10.
- 6. DeFuniak Springs already operates the water and sewer systems. They have the personnel and the capabilities to properly operate and maintain this project.
- 7. The construction portion of the project will utilize an engineering firm to track and approve progress. Once in operation answer to #5(supra) will be in place.

## **Approvals and Authority**

- 3. Start the process within 30 days of Triumph Board approval. Survey design and DEP permitting 4-5 months. Completion 13 months.

## **Addendum for Infrastructure Proposals**

- 1.E. The establishment of a drone manufacture facility on an interior parcel demonstrates the diversification of the county's economy in a prior "economic desert".

I, the undersigned, do hereby certify that I have express authority to sign this proposal on my behalf or on behalf of the above-described entity, organization, or governmental entity:

Name of Applicant: Walton County Economic Development Alliance

Name and Title of Authorized Representative: Bill Imfeld, Executive Director

Representative Signature: Bill Imfeld

Signature Date: 11/17/2020

# Walton County Economic Development Alliance

## Board of Directors

Regular Meeting – Thursday, October 1, 2020 – 12 p.m.

Walton County Courthouse, BCC Boardroom, DeFuniak Springs, FL. – Via Zoom

### MINUTES

**PRESENT:** Mayor Bob Campbell, Vice Chair, City of DeFuniak Springs; Mayor Russ Barley, City of Freeport; Larry D. Jones, County Administrator; Matthew Avery, CHELCO; Russell Hughes, Walton County Superintendent of Schools-zoom; William Schissler, Frank’s Cash & Carry/SBA

**ABSENTEES:** Commissioner Bill Chapman, Chair, District 1; Mayor Hayward Thomas, City of Paxton; Eric Galloway, Treasurer, Edward Jones

**STAFF:** Bill Imfeld, Executive EDA Director; Board Attorney Clay Adkinson; Leigh Chambers, EDA Executive Assistant, acting as meeting recorder

**GUESTS:** Commissioner Danny Glidewell, District 2; Mell Smigielski, City Manager of DeFuniak Springs; Carisse LeJeune, Deputy City Manager of DeFuniak Springs; Scott Brannon, Commissioner’s Aide to Trey Nick District 4; Jason Cook, Walton County Tech Support Specialist; Megan Harrison, Walton Area Chamber of Commerce; Larry Sassano; Juliet Milam, Nextera Energy; Bob Brooke

**Call to Order:** The meeting was called to order at 12:03 p.m. by the Vice Chair, Mayor Bob Campbell.

**Invocation and Pledge:** Larry Jones, County Administrator gave the invocation and led the pledge of allegiance to the American Flag.

**Roll Call:** Vice Chair, Mayor Bob Campbell called roll to make sure quorum was met. Chair, Commissioner Bill Chapman, Mayor Hayward Thomas and Eric Galloway were not present.

**Note:** Mr. Imfeld asked the Vice Chair, Mayor Bob Campbell to allow him to add an item under new business that would need board action. The Vice Chair allowed the addition.

**Minutes for Approval:** A motion was made by Mayor Russ Barley to approve the EDA Board Minutes for the September 3, 2020 Regular Meeting. Matthew Avery seconded the motion. All Ayes, motion carried.

**Financials:** Mr. Imfeld briefed the board on all EDA and EDC financials, including Regions credit card receipts. A motion was made to approve the financials for September of 2020 by Matthew Avery. William Schissler seconded the motion. All Ayes, motion carried.

**Project Drone:** Mr. Imfeld informed the board that this project has closed on their parcel within the Woodlawn Industrial Park He also shared that a check has been given to the county for their share of sale proceeds.

**Project Emerald:** Mr. Imfeld reminded the board that 3 executives from this jet engine repair and testing company recently visited Walton County. They toured the Mossy Head Industrial Park with Mr. Imfeld, Mr. Larry Sassano, Mr. Larry Jones and Florida's Great Northwest. This company decided to take their business to Bay County over Walton and Okaloosa County, because they had a vacant building ready to move in.

Mr. Imfeld expressed his appreciation of County Administrator, Larry Jones for his presence and involvement in this recent site visit.

**Triumph Grant Proposal:** Mr. Imfeld presented to the board a draft of a Triumph Grant Proposal for interior infrastructure for the Woodlawn Industrial Park.

The board made modifications to the proposal. A motion was made by William Schissler to approve the Triumph Grant Proposal with modifications discussed by the board. Mayor Russ Barley seconded the motion. All Ayes, motion carried.

A second motion was made by Larry Jones that the EDA Board give direction to Executive Director, Bill Imfeld to attempt to meet with each individual county commissioner to discuss the Triumph Grant Proposal before it is presented at the next BCC board meeting. Russell Hughes seconded the motion. All Ayes, motion carried.

**Bed Tax above the Bay:** Board Attorney Clay Adkinson presented to the board a revised resolution of support for the concept of the bed tax above the bay. The board discussed and decided to make modifications.

Matthew Avery made a motion to approve the resolution with the modifications made by the board. William Schissler seconded the motion. All Ayes, motion carried.

### City Updates

- **Freeport:** Mayor Russ Barley updated the board on the following in the city of Freeport:
  - Trails Grant at Freeport Regional Sports Complex.
  - A project for a Barrier Free Park next to City Hall with the help of Florida Communities Trust and FRDAP Grant.
  - Phase II of Marse Landing Boat Ramp at the end of Shipyard Road. This will be an expansion of boardwalks and fishing piers.

- Development of fishing piers, trails and nature education center at LaGrange Bayou Park.
  - Safe Routes to School is in multi-modal path phase II
  - 331 North sewer main project plans are nearly complete and bid process will start soon.
  - 331 South sewer main project has applied for Legislative Appropriation for the past two years and may be submitted to FSRF for funding.
  - The city is preparing to start construction on the new wastewater treatment plant.
- **Paxton:** Mayor Thomas was not present.
  - **DeFuniak Springs:** Mell Smigielski, City Manager of DeFuniak Springs updated the board of the following:
    - January 1, 2020 to present the City of DeFuniak Springs has issued 26 new business licenses.
    - The City Council has approved the contract for the special magistrate. This will allow the city to move forward on old and new code enforcement cases.
    - A new express oil and lube will going in on 331 South.

**Old Business:** None.

**New Business:** Mr. Imfeld presented to the board that a company within the Freeport Industrial Park would like to subdivide a 4 acre parcel with a new company for 1.8 acres. The board asked for more information in regards to the type of business that would be opening up and what their intentions are with the land.

Mr. Imfeld informed the board that monthly EDA Board meetings will go back to in person at the County Administration building. No more zoom for now.

**Public Comments:** Bob Brooke asked for an update on the Strategic Economic Development plan. Mr. Larry Jones responded that they do have a draft copy of it and the topic will be coming up very soon for further development.

**Adjournment:** There being no further business, the meeting was adjourned by the Chairman at 1:23 p.m.

**DeFuniak Springs City Council**  
**Regular Meeting Minutes**  
**County Courthouse**  
**October 12, 2020**

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

Mayor Campbell called the meeting to order at 4:00 p.m. followed by the invocation and Pledge of Allegiance.

3. **PROCLAMATION** – Mayor Campbell read a Proclamation declaring the week of October 19 – 25, 2020 as Florida City Government Week.

4. **CONSENT AGENDA**

**Additions/Deletions** to the Consent Agenda

Mayor Campbell asked if there were any additions or deletions to the Consent Agenda.

**Motion** by Councilmember W. Graham and seconded by Councilmember H. Ennis to approve the Consent Agenda.

Councilmember R. McKnight questioned the EDA asking if we receive the monthly reports. City Manager M. Smigielski replied that the Mayor receives the monthly reports. Mayor Campbell said he would make them available to the Council.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

**Approval of the Consent Agenda**

**A. Clerk**

1. Minutes for approval: September 28, 2020 -Regular Minutes

**B. Administration** – City Manager Mell Smigielski – Motion to approve the Annual Agreement with Walton County Economic Development Alliance, Inc.

**C. Finance** – Finance Supervisor Morgan Hulion, September 2020 Bill Ratification

**D. Planning** – Planning Director K. Schultz

1. Requests approval for the Special Event Permit application from Walton High School Homecoming Parade with street closures at Baldwin Avenue and Circle Drive on October 30<sup>th</sup> from 2 to 3:30 p.m.

2. Planning Director K. Schultz requests approval for the Special Event Permit application for the Smith Wedding scheduled for October 31<sup>st</sup> from 11:00 a.m. – 9:30 p.m.

3. Planning Director K. Schultz requests approval for the Special Event Permit application with street closures on Baldwin, 9<sup>th</sup>, 8<sup>th</sup>, 7<sup>th</sup>, and 6<sup>th</sup> for Halloween Happening's for October 31<sup>st</sup> from 4 – 8 p.m.
4. Planning Director K. Schultz requests approval for the Special Event Permit application for the Veterans Day ceremony scheduled on November 11, 2020 from 10 a.m. – 1 p.m. with street closures at Circle Drive and South 7<sup>th</sup> Street and Circle Drive at the entrance of the former Gulf Power building

- E. **Airport** – Reserved
- F. **Public Works** – Reserved
- G. **Fire** – Reserved

## 5. 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 M. Smigielski said he will postpone discussion on Item 6E, regarding the Waste Management contract for two weeks in order to get the cost benefit analysis.

City Manager Mell Smigielski stated there were two additional Special Event requests from Main Street for Mistletoe Market and Small Business Saturday. The items will be 6G and 6H.

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

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

## 6. ADMINISTRATION –

- A. City Manager Mell Smigielski – Motion to approve on 1<sup>st</sup> Reading, An **Ordinance** Adopting a Capital Improvements Schedule pursuant to the Community Planning Act of 2011, 2011-139, Laws of Florida, F.S. 163.3177 3. (b), Providing for Repeal of Conflicting Provisions, providing for a Short Title, Providing for Findings, Providing for Severability, and Providing for an Effective Date

City Manager Mell Smigielski explained to Council that he made the adjustments they requested from two weeks ago.

Councilmember R. McKnight stated that he would like to list the paving of 20<sup>th</sup> Street between Live Oak and US 90. Also, at the last meeting, he mentioned the sidewalks regarding whether they are new or repaired, so it needs to be reevaluated. He added on Page 6 of the plan, we added the Old Spanish Trail 90 project, but it is listed as recreation instead of streets and sidewalks. He

added he would like to see bicycle lanes added. He suggested that we add a cover sheet showing it was adopted on November 9, 2020, it should state "proposed adoption date". The word "draft" is also not part of the cover.

City Manager M. Smigielski replied that 20<sup>th</sup> street is part of the various streets on page 2, Spanish Trail is the recreational trail that was named that years ago He added the Tony Valle project is under Complete Streets.

Councilmember T. Bierbaum stated he supports budgeting for Complete Streets. City Manager M. Smigielski said on the sidewalks, the intent is when Public Works does the pavement rating, the sidewalks will be included.

In response to Councilmember W. Graham, City Manager M. Smigielski said Walton Road is a County Street. He added the Safe Route to School grant is being worked on.

Councilmember T. Bierbaum said we have spoken about several sidewalks over the year. He asked whether we are progressing on the pavement rating program. City Manager M. Smigielski said we are looking into the rating done by a professional. Councilmember T. Bierbaum said a drive by can be done, as well.

City Manager M. Smigielski said when we meet in March, we will discuss additions.

Discussion ensued on various street projects and the need for a professional evaluation of the streets or just obvious needs.

**Motion** by Councilmember R. McKnight and seconded by Councilmember T. Bierbaum to amend the CIP with added changes discussed, for 1<sup>st</sup> Reading, An Ordinance adopting a Capital Improvements schedule pursuant to the Community Planning Act of 2011, 2011-139, Laws of Florida, F.S. 163.3177 3. (b), providing for repeal of conflicting provisions, providing for a short title, providing for findings, providing for severability, and providing for an effective date.

Citizen, Dr. M. Henderson, came forward stating she wants to see items that relate to the quality of life. Chipley Park was not mentioned, as she would like to see underground power. The Master Plan of the Parks and Economic Development has not been considered and stressed that in order to get grants, a project needs to be in the CIP.

Councilmember R. McKnight said this is a plan. He asked what the process is on if a critical problem comes up regarding flexibility. City Manager M. Smigielski responded that we do not have a Master Plan, the Baldwin street is at a zero amount, as we do not have a design. He said he has not heard anything from the Council on this plan.

Councilmember W. Graham asked about the various streets of 748,000. City Manager M. Smigielski said it is part of the one-million-dollar bond. The remaining balance of the bond is part of the paving ranking.

Councilmember K. Crystal said we have more improvements than capital, so we have to prioritize. The city has not addressed these issues in years.

Both Mayor Campbell and Councilmember T. Bierbaum agreed with speeding these projects up. Mayor Campbell added we are depending on grant monies, so we just need to figure out ways of getting the job done.

Councilmember T. Bierbaum pointed that we have to spend the money before we get reimbursed. He congratulated Mr. Mell and Ms. Debra for their tight budgeting.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

**B. City Manager Mell Smigielski – Motion to endorse the EDA application for the Triumph Grant for Woodlawn Industrial Park on US 331**

City Manager M. Smigielski asked Bill Imfeld to approach the bench. Mr. B. Imfeld, Executive Director of Walton County Economic Development Alliance (WCEDA) explained that the WCEDA Board of Directors will also need to adopt the plan. WCEDA requests the city to compensate WCEDA in the amount of \$16,170. He stated there is a Triumph grant being used to place water and sewer down off of Hwy 331. Since the water and sewer will be given to the city, we need the approval from the city to apply, and then get approval from the County. One thing the Triumph Board requires is to provide a report monthly. City Manager M. Smigielski replied to Councilmember R. McKnight that the Mayor receives the reports. Mayor Campbell said he will pass the report on to the Council.

Councilmember K. Crystal asked if he needed to recuse, and City Attorney Clay Adkinson replied it was not necessary, as he is not part of the transactions.

**Motion by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to endorse the EDA application for the Triumph Grant for Woodlawn Industrial Park on US 331.**

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

C. City Manager Mell Smigielski – Motion to deny the request from Susan Bakalo to purchase or rent city-owned property located off of Lakeview Drive, as it is used for city stormwater

City Manager M. Smigielski stated that the denial was based on the 10-foot section that the city uses for stormwater. The potential owner does not have a way to get to the property. It is also zoned single family residential. A parking lot would not be appropriate either.

Michael Cole came forward stating he is the co-owner. He is trying to do environmental rehab. The access is being used by the owner next door, as well. He asked to use the property for access.

Councilmember K. Crystal said he has spoken to Ms. Bakalo and stated the other owner should not have access either. He added the only alternative is to move the stormwater drain.

City Attorney Clay Adkinson said that since it is part of our stormwater management, as alternations are frowned on at the State level. Selling the property also puts the city at risk. He agreed the other owner should not have access to the property, as it should not be selective.

**Motion** by Councilmember K. Crystal and seconded by Councilmember H. Ennis to deny the request from Susan Bakalo to purchase or rent city-owned property located off of Lakeview Drive, as it is used for city stormwater.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Nay. Ayes 4, Nays 1. Motion carried.

#### D. City Manager Mell Smigielski – Chelco Contract for Purchase

City Manager M. Smigielski said they have negotiated with Chelco, for two million dollar plus \$150,000 to lease the brick building on the south side of the post office for 1 year and 4 months. Chelco has stated they intend to vacate the property by December 2021.

City Attorney Clay Adkinson said we received two appraisals, one for 2,050,000 dollars and the other for 2,250,000 dollars. We said the \$150,000 will be part of the lease, for a \$2.15 million purchase price. Regarding the pre-closing occupancy agreement, the city will pay a \$75,000 earnest money deposit.

**Motion** by Councilmember R. McKnight and seconded by Councilmember K. Crystal to approve the contract with Chelco for the purchase of the real property currently owned by Chelco, depicted in Exhibit A and B.

Councilmember R. McKnight asked if Council was going to be able to tour the facility.

City Attorney Clay Adkinson said on page 3 of the contract, in paragraph 5C, the city has the right to enter and inspect. He added we could ask for a 6-month feasibility study, to see the inside of the building and determine the suitability.

City Manager M. Smigielski said we are doing a bond and will pay it off when the City Hall is sold.

City Attorney Clay Adkinson said it is being treated as a cash closing deal. Councilmember K. Crystal said he was concerned, so he asked for a financing contingency.

City Attorney Clay Adkinson recommended a financing contingency or securing funds and a 6-month feasibility study.

Councilmember H. Ennis voiced concern of too many unknowns.

**Motion** by Councilmember R. McKnight and seconded by Councilmember K. Crystal to withdraw the original motion.

**Motion** by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to accept and go forward with the contract with addition of financing contingency and the six-month feasibility study.

City Attorney Clay Adkinson suggested adding that the terms that Chelco would have to accept would be the six months feasibility study, so the Council can inspect the building and include a finance contingency.

Citizen Dr. M. Henderson asked the Council to vote no, as the building has a built-in obsolescence. She wants a new City Hall based on a Master Plan.

Councilmember K. Crystal said we are growing fast and Chelco is moving because they are placing their operations on 331 North. The cost of building and repair is similar. We have placed \$450,000 in repairs in the budget. If we try to build the complex it will be 5 or 6 million dollars.

Councilmember H. Ennis agreed with Dr. Henderson and would like to build new.

Councilmember K. Crystal asked where we are putting the people we have now? We have to make the basic decision based on what we need now.

Councilmember R. McKnight said the approval of the motion does not place the city at risk, as we have the ability to back out after the Council tours the facility. He added the site contains additional storage buildings and land.

Councilmember K. Crystal asked if we have the ability to ask Chelco for repairs. City Attorney Clay Adkinson said the contract is "as is". However, the feasibility study will give us the ability to negotiate.

City Manager M. Smigielski said the appraiser is at one half of its useful life. The long-term solution is the property it sits on. He added the current City Hall will go on the market. Then the new fire and police hall needs to be addressed, and in twenty years a new City Hall can be built.

Mayor Campbell mentioned staff from our annex could be moved to the renovated building.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Nay; Councilmember W. Graham, Nay. Ayes 3, Nays 2. Motion carried.

City Attorney Clay Adkinson added the aggregate total does not exceed the appraisals. He will present the changes to the Chelco Board.

F. Deputy City Manager C. LeJeune – Broadband Collocations on City Property located at 110 South 11<sup>th</sup> Street (Wells #1 and #3), 142 Peck Cawthon Road (Well #10), and 451 Sunrise Road

Deputy City Manager C. LeJeune stated this item was given to us by Jacobs regarding a contract with SOM1101 who would like to collocate on three city properties. There will be no interference with how we use the property. She mentioned that Jed Sconiers and Jason Cook are present to speak on the matter.

J. Sconiers, Walton County IT Director, and Jason Cook, Walton County IT Support, for the County came forward. J. Sconiers stated the County put out a bid to design, build, and install an Internet Services Provider for residential services. The County worked out an agreement to work with the city in the area to use their infrastructure. We need approval for all three locations, but definitely the one on 110 South 11<sup>th</sup> Street.

Councilmember T. Bierbaum said SOM 1101, is a revenue generating utility. He added that after two years, he would like to negotiate for lease rentals for this tower space.

J. J. Sconiers said after they generate revenue, they may be willing to negotiate. Councilmember T. Bierbaum added the city could lease the space to other entities.

Councilmember R. McKnight asked they may not need to place the equipment on all towers, and J. J. Sconiers said the grounding has been done on 11<sup>th</sup>, and it will cost \$60,000 in grounding for the other towers. J. J. Sconiers added they are not exclusive to water tanks, as planning and Eglin does not want the towers.

In response to Councilmember R. McKnight, J. Sconiers replied the County is going through the permitting process, and they will need to go through Eglin.

City Attorney Clay Adkinson advised to amend paragraph 25 and 26, stating in paragraph 25, to allow for mutual termination with 30 days advance notice, and in paragraph 26, add a \$1 per month in advance for two or three years, subject to renegotiation on the terms of the contract.

J. Sconiers added the end of 2022 would be a better anticipated completion date.

**Motion** by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to approve the broadband collocations with changes that legal spoke of to allow for mutual termination with 30 days advance notice, and add a \$1 per month in advance for three years, subject to renegotiation on the terms of the contract.

City Attorney Clay Adkinson will provide the language for the changes in the contract.

Councilmember T. Bierbaum said he would like the city to look at other fiber options. We need more than Century Link and Spectrum.

Stewart Duncan said the other towers have grounding; however, we do need to have surge protection at 142 Peck Cawthon Road. He would like to see the extra buildings at no cost of the city.

City Attorney Clay Adkinson said the terms of the buildings will fall to the County. All we are doing is providing space.

Stewart Duncan stated Jacobs does not want the inclusion inside the building. Discussion ensued on third party access to our building.

City Attorney Clay Adkinson suggested an amendment that they have to provide the building, as we will not provide the 9-square feet. He added we will provide the outdoor space, and we would have to approve it.

S. Duncan responded that they would have to tap into our power supply.

City Marshal Hurley said the police department has a box with a separate access to the water facility. If they put the generator in it, he will grant them access.

City Attorney Clay Adkinson suggested tabling the item to negotiate the implementation.

**Motion** by Councilmember R. McKnight and seconded by Councilmember H. Ennis to table the item to the next meeting.

In response to legal, **Motion** by Councilmember T. Bierbaum and seconded by Councilmember K. Crystal to substitute the original motion in order to table the issue until the next meeting.

S. Duncan asked if he could meet with the company and Council approved his request.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

City Manager M. Smigielski added Item 6G is regarding the application from Main Street for the Mistletoe Market for November 28<sup>th</sup> from 12 – 7 p.m.

Chelsea Blaich said this is a replacement for Farmers Market, and the barricades will be in the same place at the intersection of Baldwin and 8<sup>th</sup> and Baldwin and 7<sup>th</sup> Street.

**Motion** by Councilmember W. Graham and seconded by Councilmember T. Bierbaum to approve the request. All ayes. Motion carried.

City Manager M. Smigielski asked Chelsea Blaich to speak on Item 6H.

Ms. C. Blaiich stated the Small Business Saturday will have street closures on Baldwin between South 7<sup>th</sup> and South 8th for 12/5, 12/12, and 12/19 adding the event will have Santa and Mrs. Claus, carolers and train. The train will stop at 5 p.m., and the barricades will be shifted to the west to make way for Christmas Reflections.

**Motion** by Councilmember T. Bierbaum and seconded by Councilmember H. Ennis to approve the Special Event Permit for the event, as presented. All ayes. Motion carried.

Ms. C. Blaiich announced Main Street has received almost \$10,000 for the event and St. Joe Foundation gave them \$5,000 toward it.

Planning Director K. Schultz said all issues have been worked out.

**7. CITIZEN COMMENTS**

**A. General Comments from the audience**

Stewart Duncan, Jacobs, announced he is providing low country boil on Thursday from 11 – 2 at the Community Center and invited the Council.

City Attorney Clay Adkinson replied that it is an open event in response to Councilmember R. McKnight.

Dan Cosson, Forward DeFuniak, mentioned the LakeFest. He suggested adding a sprint triathlon event which consists of a 5k run, half mile swim and bicycle race. He mentioned a photo contest and Peddler's Alley would be part.

Mayor Campbell said the LakeFest Committee is under Special Events, and if there is anything out of the norm, they will bring it to the Council.

Dan Cosson said it could add 2-3,000 contestants, but they are capping it to 200 entries.

Council said they approve the concept.

**8. REQUEST TO BE ON THE AGENDA – Nothing brought forward**

**9. EXECUTIVE REQUESTS –**

**A. Mayor Campbell – Appointment to the Planning Board**

Mayor Campbell announced that Steve Youell resigned, as his wife is the new Special Magistrate.

**Motion** by Councilmember W. Graham and seconded by Councilmember H. Ennis to appoint Chris Burgess to the Planning Board.

Councilmember R. McKnight asked if he lived in the city limits and Mayor Campbell replied Mr. Burgess does reside in the city.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

#### **10. FINANCE –**

A. Finance Director Debra Gibson – Requests a motion to approve a Resolution Adopting a Capitalization Threshold Policy for Financial Reporting; and Providing for an Effective Date

Finance Director Debra Gibson said the Government Finance Officers Association has increased the threshold from \$1,000 to \$5,000. She stated it follows the Generally Accepted Accounting Principles.

**Motion** by Councilmember K. Crystal and seconded by Councilmember T. Bierbaum to approve a Resolution adopting a Capitalization Threshold Policy for Financial Reporting; and providing for an effective date.

Councilmember R. McKnight asked about the impact on our auditing. Finance Director D. Gibson said it will not impact us at all, as the items on the inventory will be kept and the property will be depreciated.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

#### **11. PUBLIC WORKS –**

A. Elissa Pettis, Dewberry, Requests approval of a Resolution supporting the City applying for Florida Recreational Development Assistance Program (FRDAP) Funding to meet the Development Goals of Improving Florence Park

Rudy Mall of Dewberry, representing Elissa Pettis, asked for support of a Resolution to apply for the Florida Recreational Development Assistance Program (FRDAP) for Florence Park.

**Motion** by Councilmember K. Crystal and seconded by Councilmember H. Ennis to approve a Resolution supporting the City applying for Florida Recreational Development Assistance Program (FRDAP) Funding to meet the Development Goals of Improving Florence Park.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

City Clerk M. Schrader stated the Resolution number is 2020-25.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

12. **PLANNING –**

- A. Planning Director Kelly Schultz – Motion to approve on 1<sup>st</sup> Reading, An **Ordinance** Amending Ord. 909, providing for the amendment of the City’s Code of Ordinances by Amending Chapter 11, “Code Enforcement”, Article I “Enforcement”, Section 11-2 “Complaints” to replace that section in its entirety with a revised Section 11-2 “Complaints”; providing for repeal of conflicting provisions, motions, resolutions, and ordinances; severability; and for an Effective Date

Planning Director Kelly Schultz said the ordinance was designed for proactive code enforcement.

**Motion** by Councilmember T. Bierbaum and seconded by Councilmember H. Ennis to approve on 1<sup>st</sup> Reading, An **Ordinance** Amending Ord. 909, providing for the amendment of the City’s Code of Ordinances by Amending Chapter 11, “Code Enforcement”, Article I “Enforcement”, Section 11-2 “Complaints” to replace that section in its entirety with a revised Section 11-2 “Complaints”; providing for repeal of conflicting provisions, motions, resolutions, and ordinances; severability; and for an effective Date.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

Planning Director Kelly Schultz read the Ordinance by title.

- B. Planning Director Kelly Schultz – Motion to approve on 1<sup>st</sup> Reading, An Ordinance Amending Ordinances 881 and 906, Providing for the Amendment of the City’s Code of Ordinances by Amending Chapter 18 “Land Development Code”, Article VII “Specific Uses”, Section 18-53 “Travel Trailers, Mobile Homes and Manufactured Homes” to Replace Subsection (A) Thereof in its Entirety with a Revised Subsection “A”; Providing for Repeal of Conflicting Provisions, Motions, Resolutions, and Ordinances; Severability; and for an Effective Date

Planning Director K. Schultz introduced the ordinance on recreational vehicles stating a workshop was held to listen to citizen input in June and a Planning Board workshop in July 2020, when the COVID restrictions were lifted. The Planning Board presented their recommendations and the ordinance.

Discussion ensued regarding setbacks from the easements and how the code enforcement officer could reliably determine whether the setback was within 10 feet of any structure.

**Motion** by Councilmember R. McKnight and seconded by Councilmember H. Ennis to disapprove as written, as it is arbitrary and punishes some citizens and that it be denied for 1<sup>st</sup> reading.

Councilmember K. Crystal asked if it is a voting conflict if a council member has a travel trailer, and City Attorney Clay Adkinson responded that it did not.

Discussion ensued on parking, enclosures, the need for the ordinance, and the length of time the issue has been discussed.

Councilmember K. Crystal said the staff has been confused on this issue, so a concrete decision needs to be made.

Discussion ensued on having a workshop, subcommittee or special meeting.

City Attorney Clay Adkinson said that Council had a workshop and the changes presented do not reflect the results of that meeting, the Planning Board was directed to hold a workshop, and the Planning Board has provided the Council with a list of recommendations, as requested. If denied, the Planning Board would have to hear it again for more consideration. He cautioned Council that we have abated actions under our Code to allow for changes, so we need to be careful about dereliction of our duty. In Ordinance 881 adjustments which included RV's which were originally considered house trailers. He suggested a special meeting and suggested the Council substitute the original motion.

**Motion** by Councilmember R. McKnight and seconded by Councilmember T. Bierbaum to substitute the original motion by disapproving the 1<sup>st</sup> reading, reject the Planning Board recommendations and have Council take it up in a Special meeting.

City Attorney Clay Adkinson said there would be a ruling on the language at that meeting to be later codified in an Ordinance.

Citizen D. Cosson came forward and asked Council to eliminate the setbacks, as RV is moved and added the items that is holding the up ordinance are minimal. He also commented on the elimination of the 24-hour period.

City Attorney Clay Adkinson said there are no temporary restrictions, but they cannot use it as a rental.

City Attorney Clay Adkinson stated the motion being taking up is to hold a Special Council meeting.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

**13. POLICE** – City Marshal James Hurley, Jr. – Motion to approve the Mayor or designee to sign the FDLE Grant for the Florida Incident Base Reporting System (FIBRS) in the amount of \$41,262.37 for the grant award for FY July 1, 2020 – June 30, 2021

**Motion** by Councilmember W. Graham and seconded by Councilmember R. McKnight to approve the Mayor or designee to sign the FDLE Grant for the Florida Incident Base Reporting System (FIBRS) in the amount of \$41,262.37 for the grant award for FY July 1, 2020 – June 30, 2021.

City Marshal Hurley said he has received an additional \$22,200 in funds including \$15,000 for a traffic grant.

**Vote:** Mayor Pro-Tem R. McKnight, Aye; Councilmember T. Bierbaum, Aye; Councilmember K. Crystal, Aye; Councilmember H. Ennis, Aye; Councilmember W. Graham, Aye. Ayes 5, Nays 0. All ayes. Motion carried.

**14. CITY ATTORNEY** – No other comment.

**15. STAFF REPORTS** –

- A. City Manager Mell Smigielski requests direction on policy change for small-scale funding

City Manager M. Smigielski suggested moving the discussion to the next meeting in interest of time.

- B. City Manager Mell Smigielski request direction on how to proceed with rental rate adjustments

City Manager M. Smigielski said the current rates he presented are for the Hall of Brotherhood and Civic Center. He suggested considering that non-profits should pay for the use and waive the fees for other governmental entities. Council agreed.

City Manager M. Smigielski asked about a damage deposit fee and Council agreed it was needed, as it is based on cleanliness, and the fee should be reasonable.

Discussion ensued on liability insurance, the rental rates needed to be higher for the Chautauqua Hall of Brotherhood because of the renovations, and whether to consider permitting alcohol.

City Manager M. Smigielski replied to Councilmember T. Bierbaum, the comparisons of Crestview and Niceville were the base point of the figures.

Citizen, Dr. M. Henderson, came forward stating the city does not have a history to develop a cost-benefit analysis. She said in the past, we did not have anything in place to keep the upkeep current. She requested that the Council place a disclaimer that fees could be adjusted.

Councilmember R. McKnight recommended that the first floor for the CHOB should be \$375 with an additional \$90 per hour with a damage deposit set at \$500. He stated the rates should be kept at a premium because it is a historic landmark with a lake and on the historic register. He suggested the second floor be broken out by room and square feet. The discussion of alcohol would have to be approached cautiously and should be discussed at another time.

Mayor Campbell said it is a good idea to allow alcohol. He said most of the conventions and seminars have a two-drink limit. He agreed the first floor should be \$100 higher. He agreed with the community center fees, as presented.

Councilmember H. Ennis stated the fees are fair, as presented.

Councilmember T. Bierbaum mentioned keeping it simple and renting the full second floor.

Councilmember K. Crystal said non-profits should not have the fees waived, as we have to break even. He also mentioned double-dipping when they receive money from the city during the budget process. We have to be able to cover the costs for cleanup.

Deputy City Manager C. LeJeune said it would be cost recovery.

City Attorney Clay Adkinson mentioned Tenant Use Liability Insurance Program (TULIP) and allowing insurance and possibly a rider option that makes insurance more viable.

Councilmember R. McKnight said simultaneous meetings could be held on the second floor, as it does feel the rooms could be split. He thinks the board room could be used at the same time as another room.

Councilmember R. McKnight asked staff to come back with numbers, as well as a damage deposit.

Councilmember H. Ennis asked for the plan for the opening and closing. City Manager M. Smigielski stated Public Works handles it now. However, they will take pictures of the building prior to locking the doors.

Councilmember T. Bierbaum suggested asking City Manager M. Smigielski to bring back fees for alcohol inclusion.

City Manager M. Smigielski announced the Special Magistrate will be held on October 29<sup>th</sup> to give people plenty of notice.

City Manager M. Smigielski stated two bids were received for the fire and police impact fee study, so he will come back with the numbers.

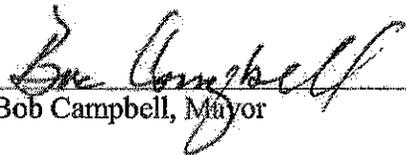
City Manager M. Smigielski also announced the surplus bid opening is tomorrow, and the Building Services are now out for bid.

**15. COUNCIL COMMENTS** – No other comments.

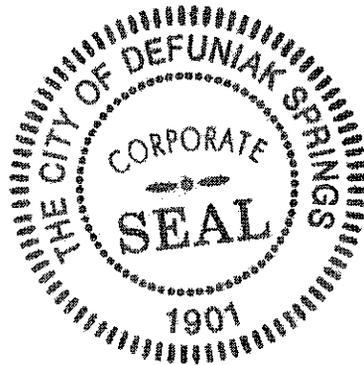
**16. MAYOR COMMENTS** – No other comments.

**17. ADJOURNMENT**

Mayor Campbell adjourned the meeting at 7:02 p.m.

  
Bob Campbell, Mayor

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





## MINUTES

### **Board of County Commissioners**

Tuesday, October 27, 2020 @ 9:00 AM

Freeport Board Room

Regular Meeting

#### COMMISSIONER ATTENDANCE

**PRESENT:** Commissioner Bill Chapman, Commissioner Danny Glidewell, Commissioner Trey Nick, and Commissioner Tony Anderson

**ABSENT:** Commissioner Melanie Nipper

**STAFF PRESENT:** Larry Jones, County Administrator and Sidney Noyes, County Attorney

#### PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND INVOCATION

#### RECOGNITION OF GUESTS

Chairman Chapman recognized Commissioners-Elect Boots McCormick and Mike Barker.

#### CALL TO ORDER

Chairman Chapman called the meeting to order.

#### CONSIDER ADDITIONS/DELETIONS

##### **Additions:**

##### **Administration**

**Add. #1 - (20-1375) Board Organizational Meeting**

##### **Planning**

**Add. #2 - (20-1378) Request approval to appoint and fill the two Affected Property Owner vacancies on the Design Review Board**

Motion by Commissioner Glidewell, second by Commissioner Nick, to approve the additions as presented.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell, Commissioner Nick, and Commissioner Anderson

## PUBLIC COMMENTS

There were no public comments voiced.

## ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION

No items were removed from the Consent Agenda.

## APPROVAL OF CONSENT AGENDA

Motion by Commissioner Anderson, second by Commissioner Glidewell, to approve the Consent Agenda as follows.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

## CLERK'S ITEMS:

1. **Approve Expenditure Approval List (EAL) excluding the Waste Management expenditures**

	Total	WM
General Fund:	\$ 1,415,891.31	\$ -
County Trans./Public Works	\$ 329,123.54	\$ -
Bldg Dept/Enterp. Fund	\$ 30,406.55	\$ -
SHIP	\$ 64,505.95	\$ -
N.W. Mosquito Control	\$ 681.98	\$ -
Mosq. Control State	\$ 4,348.00	\$ -
Fine & Forfeiture	\$ 5,255,907.94	\$ -
Criminal Justice Ed Fund: Special Law Enf. Trust Automation Fund Crime Prevention Fund	\$ 376,791.46	\$ -
Section 8 Housing /HUD	\$ 1,413.77	\$ -
Tourist Dev. Council	\$ 2,086,755.04	\$ 11,315.40
Solid Waste Enterprise	\$ 376,791.46	\$ 340,607.16
Recreation Plat Fee	\$ 760.54	\$ -
Capital Projects Fund	\$ 5,016.88	\$ -
<b>Totals</b>	<b>\$ 9,571,602.96</b>	<b>\$ 351,922.56</b>
<b>Grand Total (less WM)</b>		<b>\$ 9,219,680.40</b>

2. **Request to approve the Minutes of the September 14, 2020 and September 28, 2020 Budget Hearings and the October 13, 2020 Regular Meeting**

## ADMINISTRATIVE ITEMS:

Regular Meeting – October 27, 2020      2  
Prepared by: Dori Cordle

3. Michele Burns, CareerSource Okaloosa Walton - Request to appoint Rebecca Pazik to the CareerSource Okaloosa Walton Board of Directors
4. Request to approve and authorize the Chairman to sign the COVID Local State of Emergency Resolution (2020-135) for October 27 through November 3, 2020
5. Request to approve and authorize the Chairman to sign the Hurricane Sally Local State of Emergency Resolution (2020-136) for October 27 through November 3, 2020
6. Request to approve \$2,500 from the District 1 Rec Plat Fees for repairs at the Walton County Council on Aging
7. Request to re-open application process for not-for-profit CARES Act grants.

**BUDGET AMENDMENT RESOLUTIONS/TRANSFERS:**

8. Request to approve and authorize the Chairman to sign a resolution (2020-137) amending the E911 Fund in the FY 2020 budget for unanticipated grant revenue in the amount of \$21,836 from the E911 Board for the Rapid SOS Software
9. Request to approve and authorize the Chairman to sign a resolution (2020-138) amending the FY 2021 budget for unanticipated revenues from new grants awarded for FY 2021
10. Request to approve and authorize the Chairman to sign a resolution (2020-139) amending the General Fund in the FY 2020 budget for unanticipated grant revenue in the amount of \$115,905 from the Division of Elections through the CARES Act
11. Request to approve a budget transfer in the amount of \$10,000 in the Supervisor of Elections contingency fund for the 2020 Cares Act grant match

**AGREEMENTS/CONTRACTS:**

12. Request to approve and authorize the Chairman to sign an agreement in the amount of \$175,000 with Covenant Health and Community Services for a Remote Patient Monitoring Program to be funded from the CARES Act
13. Request to approve and authorize the Chairman to sign Florida Fish and Wildlife Commission (FWC) Grant Agreement No. 20019 for the installation of prefabricated artificial reef modules at the Inlet Beach Nearshore site

14. Request to approve and authorize the Chairman to sign the Exercise of First Option to Renew Contract No. 019-019 with ZIIC Outdoors LLC
15. Request to approve and authorize the Chairman to sign the VOIP Amendment to the Master Services Agreement – WAN & Internet Access Contract with Information Transport Solutions, Inc. A UNITI COMPANY as a sole source procurement
16. Request to approve and authorize the Chairman to sign an agreement with the Tivoli Historical Society for \$150,000 in CARES Act funding
17. Request to approve and authorize the Chairman to sign the software service agreement with Tyler Technologies for Walton County Probation
18. Request to approve and authorize the Chairman to sign the Three-Year Annual Maintenance Contract for FY 2021-2022 through FY 2023-2024 with Government Services, Group, Inc. (GSG) and Nabors, Giblin & Nickerson, P.A. (NG&G) for the Fire Rescue Assessment Program
19. Request to approve and authorize the Chairman to sign the Three-Year Annual Maintenance Contract for FY 2021-2022 through FY 2023-2024 with Government Services, Group, Inc. (GSG) and Nabors, Giblin & Nickerson, P.A. (NG&G) for the Daughette Canal Maintenance Assessment Program
20. Request to approve and authorize the Chairman to sign the Exercise of Option to Renew Contract 018-003 with Heffley & Associates, Inc. for State Lobbying Services
21. Request to approve and authorize the Chairman to sign the Memorandum of Agreement detailing the terms and conditions of the re-designation of the Northwest Rural Area of Opportunity
22. Request to approve and authorize the Chairman to sign the Agreement for Planning Department Software - Amendment No. 2 and Third Option to Renew, extending the contract with Online Solutions/Citizenserve through October 31, 2021
23. Request to approve and authorize the Chairman to sign a Submerged Lands Easement #42475 (Instrument #660357641) for Grady Brown Park.

**EXPENDITURE REQUESTS:**

24. Request to approve the purchase of security equipment for the new Code Building at a cost not to exceed \$7,798.55
25. Request to approve the purchase of security equipment for the Freeport Commons building at a cost not to exceed \$3,151.85
26. Request approval to purchase office furniture for Freeport Commons Unit 118 in an amount not to exceed \$1,600.00

#### **WASTE MANAGEMENT EAL**

27. Request to Approve the Waste Management Expenditure Approval List (EAL)

Chairman Chapman announced his conflict of interest and submitted Form 8B to the clerk.

Motion by Commissioner Anderson, second by Commissioner Glidewell, to approve the Waste Management Expenditure Approval List (EAL) in the amount of \$11,315.40

3-0-1 by the following votes:

Ayes: Commissioner Glidewell, Commissioner Nick, and  
Commissioner Anderson

Abstain: Commissioner Chapman

#### **STAN SUNDAY, ASSISTANT COUNTY ADMINISTRATOR**

##### **ADMINISTRATION**

28. COVID-19 Update

Ms. Holly Holt, Walton County Health Department Health Officer, appeared before the Board stating there have been 203 positive tests since October 13th. There has been one additional death over this past weekend. As of today, there are 2368 positive tests and 16,880 total tests administered which is 4 % positive. The median positive rate is 10.8%. She spoke briefly about testing times and locations and further stated they have not yet received the rapid tests but have been receiving results back within 48-72 hours. Chairman Chapman questioned the age of the decedent. Ms. Holt stated the individual was 65.

##### **EMERGENCY MANAGEMENT Update**

Mr. Jeff Goldberg provided an update on Hurricane Zeta stating it is moving fast. Arrival is expected Wednesday afternoon and is projected for landfall in Louisiana. They will

be watching in the event there is any easterly turn. Mr. Goldberg stated we could possibly receive 50-60 mph wind gusts or more should it turn eastward. Chairman Chapman reminded everyone the bridge would close with 45 mph sustained winds.

29. **Bill Imfeld, Director, Economic Development Alliance - BCC Endorsement of EDA's application to the Gulf Coast Triumph Board**

Mr. Imfeld stated the application is for funding for infrastructure in the Woodlawn Industrial Park and the application requires the county's recommendation.

Motion by Commissioner Anderson, second by Commissioner Nick, to approve the endorsement of EDA's application to the Gulf Coast Triumph Board for funding of infrastructure in the Woodlawn Industrial Park.

4-0 by the following votes:

**Ayes:** Commissioner Chapman, Commissioner Glidewell, Commissioner Nick, and Commissioner Anderson

30. **Request to consider an allocation of \$140,561.55 in CARES Act funding to the City of DeFuniak Springs for COVID-19 related expenditures**

Mr. Sunday stated the expenditures include audio/visual upgrades, fiber connectivity at city facilities, network/computer upgrades along with security. Ms. Melissa Thomason, Finance Director, has reviewed the request and authorized the expenditures as qualified CARES Act expenditures.

Motion by Commissioner Anderson, second by Commissioner Glidewell, to approve an allocation of \$140,561.55 in CARES Act funding to the City of DeFuniak Springs for COVID-19 related expenditures as requested.

4-0 by the following votes:

**Ayes:** Commissioner Chapman, Commissioner Glidewell, Commissioner Nick, and Commissioner Anderson

31. **Request to consider an allocation of \$140,561.55 in CARES Act funding to the City of DeFuniak Springs for COVID-19 related expenditures**

Mr. Sunday stated the request from Ms. Lena Bright is for the purchase of a county owned parcel adjacent to the Coyote East Landfill. After closure of the landfill Ms. Bright purchased 25 acres and is requesting to purchase the remaining 10 acres of which the county became owners through a tax deed.

Discussion was held regarding an adjacent property owner being allowed to purchase the property. However, there are an additional six to eight property owners. Attorney Noyes advised the law of allowing an adjoining property owner to purchase adjacent

property only applies if the value is less than \$15,000.00. The property appraiser has this 10-acre parcel valued at \$46,000.00. Attorney Noyes has informed Ms. Bright of the process she would be required to go through to obtain the parcel. The parcel can be advertised and sold to the highest bidder.

Motion by Commissioner Glidewell, second by Commissioner Anderson, to direct County Legal to move forward with the process of surplusizing the property adjacent to the Coyote Landfill.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**32. Tony Cornman, Code Compliance Director - Update on Beach Activities Workshops**

Mr. Sunday spoke about the recent workshops held and commended Mr. Cornman for the outstanding job he did holding the workshops. A report summarizing those workshops was presented for review. Mr. Sunday requested the board review the information and provide feedback at the next meeting. Mr. Sunday recommended that any changes to the ordinance be postponed until the new board is seated.

Chairman Chapman stated that with his limited time left on the board the newly elected commissioners should review it and be part of the decision-making process. Commissioner Anderson agreed.

Motion by Commissioner Anderson, second by Commissioner Nick, to table this item until the new board is seated.

Mr. Sunday recommended holding the meeting on December 8th. The board concurred to hold a Special Meeting at 2:00 on December 8th prior to the Regular Meeting. Attorney Noyes stated it would not be a Public Hearing for adoption, but for comments on the draft ordinance only.

Motion by Commissioner Anderson, second by Commissioner Nick, to modify the motion to hold the Special Meeting on December 8th at 2:00 p.m. prior to the Regular Meeting.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**Add Board Organizational Meeting  
#1**

Discussion was held regarding holding a special organizational meeting for commissioner and committee appointments. The commissioners agreed to hold an Organizational Meeting on November 16th at 10:00 a.m. after the swearing in of new commissioners with a limited agenda for the purpose of the necessary appointments.

Motion by Commissioner Glidewell, second by Commissioner Nick, to approve holding an Organizational Meeting on November 16th at 10:00 a.m. after the swearing in of new commissioners with a limited agenda for the purpose of making necessary appointments.

3-1 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell, and  
Commissioner Nick

Nays: Commissioner Anderson

**PUBLIC WORKS**

- 33. Request approval to advertise an Invitation to Bid (ITB) for the construction of the U.S. Highway 98 Westbound Deceleration Lane at Old Ferry Road utilizing leftover TIF Funds from Rene Arnette Lane towards construction cost.**

Chairman Chapman advised that road is in District One and spoke about the dangers of that intersection. He stated it has taken time working through the process with DOT because the turn lane will be on State right of way. He urged support for the request.

Chairman Chapman stepped down to make the following motion.

Motion by Commissioner Chapman, second by Commissioner Anderson, to approve advertising an Invitation to Bid (ITB) for the construction of the U.S. Highway 98 Westbound deceleration lane at Old Ferry Road utilizing leftover TIF Funds from Rene Arnette Lane towards construction cost.

Ms. Monica Douglas addressed the commissioners regarding Peach Creek Subdivision and all must use Old Ferry Road to get out. Ms. Douglas submitted a petition from the residents asking for the immediate installation of a separate westbound turn lane into the subdivision and additional lighting at the intersection. She spoke about the recent tragic accident at this intersection. When the intersection is blocked, they have no other way out, nor does emergency vehicles have a way in. It is Imperative that improvements be made. She asked for support by allowing staff to work with the residents of Peach Creek. Ms. Douglas has spoken with Mr. Michael Lewis of FDOT and he is willing to work with the residents.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

Chairman resumed the Chair position.

**34. Request approval to advertise a Request for Proposal (RFP) for artificial reef construction and deployment services for the Inlet Beach Nearshore site associated with FWC Grant No. 20019**

Mr. Sunday explained the request stating it is a \$60,000.00 grant from FWC with a \$30,000.00 match from the TDC.

Motion by Commissioner Anderson, second by Commissioner Nick, to approve to advertise a Request for Proposal (RFP) for artificial reef construction and deployment services for the Inlet Beach Nearshore site associated with FWC Grant No. 20019.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**JAY TUSA, TDC EXECUTIVE DIRECTOR**

**35. Request approval to advertise an Invitation to Bid (ITB) for the Cessna Landing Park Fishing Pier Replacement project and request to use remaining FY20 contingency funding for project**

Mr. Tusa advised the money was approved in the FY 18 budget, but the project was delayed due to permitting through the Army Corps of Engineers.

Motion by Commissioner Anderson, second by Commissioner Glidewell, to approve to advertise an Invitation to Bid (ITB) for the Cessna Landing Park Fishing Pier replacement project and request to use remaining FY20 contingency funding for project.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**36. Request approval to select an Architect/Engineer firm from the Continuing Services Contract for Task Order TDC 20-001. Design and Permit services for design, development and permits acquisition to improve Highway 283 Grayton Property (parcel #08-3S-19-25000-004-0030) to be used as municipal parking lot**

Mr. Tusa stated the services are for the Grayton parking which was purchased in 2016. They are now ready to make the improvements. He advised the shuttle program has been successful and they are ready to pave the parking area, construct restrooms and build a pavilion.

Commissioner Anderson questioned if there is a stormwater plan since the parking lot will be changed from a pervious surface to an impervious surface. Mr. Tusa stated there is a stormwater plan in place and will contact the engineers to ensure it is enough.

Motion by Commissioner Anderson, second by Commissioner Nick, to approve to select an Architect/Engineer firm from the Continuing Services Contract for Task Order TDC 20-001. Design and Permit services for design, development and permits acquisition to improve Highway 283 Grayton Property (parcel #08-3S-19-25000-004-0030) to be used as municipal parking lot.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**37. Request approval to purchase four custom shuttle vehicles for the Grayton Beach Shuttle Program in an amount not to exceed \$400,000.00**

Mr. Tusa presented pictures of the new vehicles proposed for the shuttle. He explained the difficulties with using golf carts stating they are small and loud. He explained the features of the new vehicles and stated they will seat double the amount of the golf carts and felt they are a good fit for the Grayton Beach area. The vehicles are street legal, 4x4 and can be used in emergency situations in other areas of the county if needed.

Motion by Commissioner Glidewell, second by Commissioner Anderson, to approve the purchase of four custom shuttle vehicles for the Grayton Beach Shuttle Program in an amount not to exceed \$400,000.00.

Mr. Billy Buzzett commented on his approval of these vehicles.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**SIDNEY NOYES, COUNTY ATTORNEY**

Attorney Noyes did not present any items for discussion.

**COMMISSIONER DANNY GLIDEWELL, DISTRICT TWO**

Commissioner Glidewell did not present any items for discussion.

**COMMISSIONER MELANIE NIPPER, DISTRICT THREE**

Commissioner Nipper was not present.

**VICE-CHAIRMAN TREY NICK, DISTRICT FOUR**

**38. Choctaw Beach Community Center Repair**

Commissioner Nick stated the Choctaw Beach Community Center is in disrepair and felt with it being a voting precinct the county should assist in repairs. He stated it needs to be brought up to ADA standards as well as repairing the air conditioner. He asked Commissioner Anderson if he would assist by using District 5 Recreation Plat Fee funds in an amount not to exceed \$7,782.49.

Motion by Commissioner Anderson, second by Commissioner Glidewell, to approve repairs to the Choctaw Beach Community Center in an amount not to exceed \$7,782.49 from the District 5 Recreational Plat Fee fund.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**COMMISSIONER TONY ANDERSON, DISTRICT FIVE**

Commissioner Anderson did not present any items for discussion.

**CHAIRMAN BILL CHAPMAN, DISTRICT ONE**

Chairman Chapman did not present any items for discussion.

**CITIZEN REQUESTS**

**39. Ralph Laird & Steve Young - Request roadways at Wildwood Estates be taken over for maintenance by Walton County Public Works**

Mr. Laird appeared before the board asking the board to accept the roads in Wildwood Estates, a 32-lot subdivision, for county maintenance. He said CHELCO will install the electrical infrastructure if it is a county-maintained road. The three roads are Blackberry Court, Wildwood Lakes Drive, and Evergreen Parkway. Mr. Laird stated the roads are paved and have storm water infrastructure in place. Chairman Chapman advised Mr. Laird of the standard procedure for accepting roads and stated the board can direct Public Works staff to prepare an assessment to determine if the roads meet county standards for acceptance.

Motion by Commissioner Glidewell, second by Commissioner Nick, to direct Public Works staff to evaluate the roads and bring their recommendation back to the board.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

**40. Rena F. Shaw - Land Use Issue / N. Walton County/ 994 8 Mile Cemetery Rd. / 29-6N-19-22000-06-0000**

Mr. Rena Shaw appeared before the board inquiring about a land use change on a parcel of property in north Walton; the property is currently zoned General Agriculture. The property currently has a mobile home on it, but it is in disrepair and needs to be replaced. She is under the understanding a land use change would be required.

Ms. Kristen Shell, Walton County Planning Department, stated after further research a land use change is not required and they can move forward with the process of replacing the current mobile home with a new one.

**41. Monica Douglas - Westbound turn lane from U.S. 98 onto Old Ferry Road/Lighting**

Mr. Richard Crelly appeared before the board stating he has been a resident of Peach Creek for three years. He commented on the DR Horton development of 260 homes and the potential for more. Mr. Crelly stated the traffic on Old Ferry/Coochie Road is overwhelmed leading from the industrial site to Old Ferry on to U.S. Highway 98. He stated Chairman Chapman came out and spoke with homeowners, but the problem has intensified. The need for excel and decel lanes have become more important. The speed leading into Old Ferry Road is 65 mph. He spoke about the number of huge cement trucks traversing the road and the large number of neighbors also and said the road is not adequate for the amount of traffic. There should be 2 entrances however, DR Horton was not required to build the second entrance. He requested another traffic study be performed. Mr. Crelly requested to meet with Mr. Chance Powell or the Chairman in a town hall meeting with the residents.

Chairman Chapman spoke about the meeting held at the school and the community was not happy with the results of the survey. He stated that the roads were improved when the industrial park went in there. Many of the homeowners purchased their property sight unseen. The Industrial Park was there long before DR Horton came around. He is unsure if there is room for additional lanes. When DR Horton submitted their development order, they did not have to add a second entrance. It might be time to have an updated study. He suggested the commissioners ask Public Works to work with the community for an excel and decel lane. Commissioner Anderson agreed with an excel lane but that would have to come from the state. He also agreed that another survey of that area is needed. The commissioners directed staff to move forward with a survey of the Peach Creek area intersection.

Mr. Andy Isolano spoke about the dangers of the gravel falling out of the trucks and the buildup on the roadways. He also agreed about the need for excel and decel lanes. The second issue is the need for a second exit should there be an emergency, maybe an access for emergency vehicles only and a gate that could be opened in an emergency.

Commissioner Anderson questioned if the trucks are covered. Mr. Isolano could not recall but stated the drivers are probably not aware they are losing products. They make a wide turn creating a ditch on the side of the road.

Chairman Chapman stated they have investigated the possibility of a second exit, but it would be on State Forestry land. Mr. Isolano asked if the truck drivers are required to clean up any spillage. Yes, they are required to clean it up.

### **OTHER PUBLIC COMMENTS**

There were no public comments.

### **PLANNING AND DEVELOPMENT SERVICES**

#### **Add #2 Request approval to appoint and fill the two Affected Property Owner vacancies on the Design Review Board**

Ms. Shell requested approval of the following appointees to fill the positions: Mr. Chad Williams and Mr. Johnathan Hampel.

Motion by Commissioner Glidewell, second by Commissioner Nick, to approve the appointment of Mr. Chad Williams and Mr. Jonathan Hampel to fill the vacancies on the Design Review Board.

4-0 by the following votes:

Ayes: Commissioner Chapman, Commissioner Glidewell,  
Commissioner Nick, and Commissioner Anderson

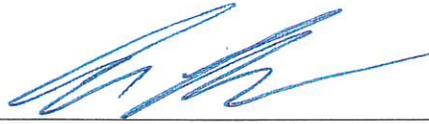
### **ADJOURN**

There being no further discussion, the meeting was adjourned at 10:04 upon motion by Commissioner Anderson.



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W. N. (Bill) Chapman, Chairman



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Attest: Alex Alford, Clerk of Court and County Comptroller