

MINUTES
SPECIAL COUNCIL MEETING
CITY OF NICEVILLE, FLORIDA
AUGUST 26, 2014

The Niceville City Council met in special session at 6:00 PM, August 26, 2014 in the Council Chambers, 208 N Partin Drive. All Council members and the Mayor was present. Also present were City Manager, Lannie Corbin; City Clerk, Dan Doucet; Public Works Director, Bruce Price; a member of the press and 14 visitors in the office. Mayor Wise called the meeting to order at 6:00 PM.

PUBLIC HEARING

Aid to Organizations:

Chamber of Commerce:

Ms Tricia Brunson, President and CEO of the Chamber of Commerce expressed her appreciation to the Council for the outstanding support received in the past. She provided an overview regarding the services they provide stating that approximately 50% of their revenues come from dues and the balance come from donations and support for Valparaiso and Niceville. She commended the city for an outstanding fireworks show again this year. She stated the chamber staff enjoy being the official welcome center for new residents and visitors and will continue to do so for many years to come. She is excited about the positive business development currently occurring in Niceville. In addition she advised they are looking forward to representing the business community through the RESTORE Act projects taking them well into planning for future community development and progress. She requested funding in the amount of \$5,000 to support chamber operations for next fiscal year.

Economic Development Council:

Mr Nathan Sparks the Executive Director of the Economic Development Council stated he is grateful for our long-standing partnership with the City of Niceville. He stated over the past year their staff has worked tirelessly to facilitate new jobs and investment in the local area. With the EDC's dual focus on supporting exiting industries and attracting new businesses, Okaloosa County continues to enjoy one of the lowest unemployment rates in the state, and a rate that remains lower than national averages. In fact, our exceptional job growth rate has been recognized by national publications such as USA Today, which in a December 2013 issue entitled "Cities Adding the Most Jobs" featured Crestview-Destin-Fort Walton Beach Metro Area (including Niceville) as the third ranked community in the nation for new job growth. Of course, economic development is increasingly competitive and with neighboring communities and states aggressively funding economic development strategies, we can't afford to be complacent. He advised that the EDC wishes to build on the success we have

enjoyed over the past year while diligently working to provide top notch economic development service to our community. In order to do this, we respectfully request a FY 2015 funding appropriation of \$ 5,000, representing a \$ 2,000 increase over our FY 2014 allocation of \$ 3000. He stated among other things, the additional funding will allow them to support the development of a new, state-of-the art Buildings and Sites website including numerous data and demographic overlays for properties located within the City of Niceville. We are confident that this tool will allow even more businesses to discover our wonderful community, while also providing a free source of value-added information that can be utilized by municipal leaders in planning and decision-making.

Bridgeway Center:

The City is in receipt of a letter from Mr Daniel Cobbs, CEO of the Bridgeway Center regarding the services provided by their organization requesting funding in the amount of \$3,000. A Bridgeway representative provided a short overview of the services provided.

Okaloosa - Walton Child Care Svcs/Early Learning Coalition

Ms Lynn Stephens expressed appreciation for the financial assistance provided to Child Care Services over the years. She explained because of legislative changes the newly formed Early learning Coalition will be providing these service beginning January 1, 2015. She introduced Ms Gloria Mayo the Executive Director to explain the organizational changes. Ms Mayo stated the Early Learning Coalition of Okaloosa and Walton Counties (ELC) is a not-for-profit entity responsible for administering the funding for the subsidized child care program (School Readiness) and for Florida's Voluntary Pe-kindergarten program. In existence since 2000, the Coalition utilized a sub-contract with Okaloosa- Walton Child Care Services for local delivery of Coalition programs. The ELC will be hiring staff of OWCCS and will begin directly delivering services to our families beginning January 1, 2015. During the transition both entities are cooperating to change identities with municipal and county contacts, in order to execute a smooths transition and service continuation to our economically challenged families. She stated the ELC is requesting the City of Niceville to continue its historical support to our subsidized families through a cash donation. Each dollar which Niceville contributes will draw down \$15 dollars in federal funding via the Child Care Development Block grant. Two-thousand dollars will yield access for the Coalition to \$30,000 in federal funding to provide child care for children birth to nine (9) years of age, whose parents' make-up the working/underemployed clientele of Niceville. One hundred percent (100%) of the money donated by Niceville, as well as 100% of the money earned from the Feds will be used for direct services (SLOTS) for children. None of these dollars will be spent for administrative or non-direct activities of the Coalition or Child Care Services. She stated the Coalition Through Child Care Services is charged with raising nearly \$ 240,000 in local cash contributions each year. She stated the Early Learning Coalition currently funds child care for more than 130 Niceville children. The \$ 2,000 contribution will provide care for the entire years to just fewer than nine (9) of those children. We are committed to serving as many of these children as possible.

Shelter House, Inc.

A representative of the Shelter House explained the services they provide and requested funding in the amount of \$ 500.

Northwest Fla Symphony Orchestra-NFSC

The City is in receipt of a letter for Mr Ty Handy, President of the Northwest Florida State College stating the Northwest Florida Symphony Orchestra will celebrate twenty-eight years of classical excellence for the greater community we serve! The Mattie Kelly Arts Center on the college's Niceville Campus host NFSO concerts under the direction of Jeffrey Rink who fills the Mattie Kelly Distinguished Endowed Teaching Chair in Music and Conducting at NWF State College. He stated the contributions they receive will help students attend future concerts. He expressed his appreciation for the support provided by the City in the past and requested funding in the amount of \$500.

Children's Advocacy Center, Inc.

Mr Tom Dunn representing the Children's Advocacy Center explained the various organizational elements that make up the Advocacy Center. He stated last year the Center helped 740 children, providing over 6000 services. He stated we are very proud to have our Center in the City of Niceville and truly appreciates the support the City has provided for the last 14 years. He advised the Center is requesting funding in the amount of \$ 3,000 for FY 2015.

Sharing & Caring:

The City is in receipt of a letter from Sharing & Caring requesting funding in the amount of \$5,000. The president of Sharing and Caring stated in 2013 they responded to almost 10,000 request for emergency food. They provided \$ 496,119 in food and financial assistance in support of local families. During the month of July they began their Tools for School program where assistance is provided to approximately 350 children. They expressed their appreciation to the Niceville City Council for honoring Sharing & Caring with a donation over the past eight years.

Okaloosa County Comprehensive Head Start - Child Development, Inc.

Ms Christy Shainey representing the Head Start Program advised they have provided comprehensive, quality services to low income families in Niceville since 1991. She explained they receive 80% of their funding from the Federal Government and 20 % (Non-Federal Match) from the local community. She stated their funded enrollment at the Niceville Head Start Child Development Center is 40 children in two classrooms. They have six full-time staff on site to provide quality service to children and their families. They have a full day curriculum tailored for each child's specific needs. Two USDA meals and snack is provided to each child each day. She advised they also provide dental, medical, and disability screening for each child. In addition if a child requires dental or other treatment that the family does not have the means to pay, they will. The Head Start Program is requesting funding in the amount of \$3,000.

Mayor Wise advised that a decision regarding funding individual requests will be made by the council at a later date. He thanked everyone for their presentations and advised the council will take a short recess and reconvene to discuss other budget matters.

When the council reconvened Councilman Nodjomian stated after careful thought he recommended that the City consider fully funding these requests based purely on the outstanding services these agencies provide to our residents. Discussion followed. Mr Doucet stated that we typically budget \$ 15,000 each year for this program, however, we can make the adjustment if that's what the council wants to do. A consensus was reached to budget for the new amounts, however, wait until later in the new fiscal year to fund those requests.

420 - SANITATION

REVENUE - \$2,854,800 PG 52

EXPENSE: Last Year - \$ 2,932,380 This Year - \$ 2,854,800

Mr Bruce Price provided an overview of the Sanitation and answered several questions regarding the service this department provides.

He stated the Sanitation Department has 10 full time positions and (1) part time employee. The Sanitation Department is responsible for the residential curb side removal and disposal of; yard waste, construction debris, and bulk items. Additional responsibilities include collection, storage and disposal of used motor oil and cooking oil along with certain hazardous materials such as paints, antifreeze and used tires. The once a week yard waste pick up is conducted out using boom loaders which load the debris in 22 cubic yard dump trailers. These trailers are taken back to the Cedar Avenue Complex where relay trucks transport the loaded trailers to the appropriate disposal site. The majority of the yard waste and C & D is transported to landfills located near Crestview. On average 24,000 cubic yards of this type of debris is collected and transported annually to these Crestview landfill sites. The city also handles the bulk items such as furniture & appliances along with any household solid waste not removed by Waste Management's automated pick up service. That solid waste is also picked up by city crews and transported to the Cedar Facility where it is transferred into roll off dumpsters. Waste Management picks up these dumpsters and that material is carried to the transfer station. On occasion our trucks also haul debris to the transfer station that is not permitted for the Crestview Landfills. The hazardous items we collect are taken to designated hazmat collection facilities. This

department also assists in the removal of debris generated from Public Works projects and maintenance activities. The aluminum can collection program for the fireworks fund along with numerous community sponsored events are facilitated by this department. When scheduling permits personnel from this department assist with the night time FDOT street sweeping. Normally the curb side pickup operations require three (2) man knuckle boom crews and two relay truck operators. In situations where the waste stream increases or there is a crew shortage, the supervisor will fill in and operate a loader. We also maintain 2 retired trucks that can be put back into service for breakdowns or disaster response. Presently we have (3) front line loader trucks and (2) front line Relay Trucks and (9) dump trailers. Mr Doucet stated that effective October 1, 2014 the county is increasing their tipping fee for garbage by 2 %. To accommodate this increase we typically raise our residential tipping fees at this same time. However since our Waste Management Franchise now includes the new Enhanced Recycling Program we plan to forgo the increase to our Residential Customers. Instead we will deduct the proposed increase from the reduction we plan to give them on their tipping fee savings and change the rate downward accordingly since there is no tipping fee charged on recycling. We plan to raise our Commercial Tipping by 2%. The rate changes are included in our proposed budget for FY-15. The rate reduction for residential (if we did not have the new recycling program) would have been a .27 cents per customer increase) We plan to deduct this .27 cents from the .57 cents saving from the Enhanced Recycling program which is a .30 cents savings for each residential customer. Those tipping fees will be lowered to this amount. The anticipated revenue for commercial accounts is estimated to be \$9,560.

Professional Services

Estimated Cost: \$ 15,000

Total: \$ 15,000

Auditing and Legal Fees

Estimated Cost: \$ 13,750

Total: \$ 13,750

Repair & Maintenance Vehicles/Equipment

Preventive maintenance, alternators, starters, batteries, oil & lube, tires, etc. Rebuild (3) Dump Trailers: These trailers were purchased in the 1990's. Last year the beds and boxes were replaced on two (2) of these trailers and plans are to have three additional trailers overhauled this coming FY. The cost to rebuild these trailers is approximately \$10,000 each. New trailer cost is approximately \$ 20,000.

are especially useful in areas that are not accessible by larger equipment such as narrow utility easements, storm water treatment ponds, athletic fields, right of ways and the Turkey Creek Boardwalk. They are also used in support of special events and activities such as the Mullet Festival, Mud Run and the Christmas Parade.

(2) Kubota ATV's	Estimated Cost: \$ 30,000
Replacement Loader Bucket	Estimated Cost: <u>\$ 6,000</u> PG 55
	Total: \$36,000

Equipment Reserve:	Estimated Cost: <u>\$50,000</u> PG 55
	\$50,000

430 -STORMWATER MANAGEMENT

Mr Bruce Price provided an overview of the Stormwater Management program and answered several questions from the council.

He advised that all drainage maintenance, repairs and improvements are funded through the Stormwater Utility. The original 2003 and amended 2006 Facilities Plan identifies 15 major SWMF Projects in 8 of the city's 13 drainage basins. Through grants, loans and monthly stormwater fees six (6) of these high priority SWMFs are constructed and operational. Those facilities include; Linden Avenue, Bayshore Place & 13th Street, Valparaiso Boulevard and the (3) stormwater treatment vaults in the Turkey Creek Basin. In addition to these projects, numerous other drainage system improvements are retrofits have been funded through this utility. Other O&M funded activities include the Stream Maintenance Program which is part of the ISO Community Rating System and the NPDES/MS-4 Permit Requirements (BMPs). We have identified ten (10) major Repair & Retrofit projects. Currently five (5) of these projects are in various stages of permitting and /or construction. It is very likely some of the R&R projects listed will be completed prior to the end of this FY. The "FY-14 active projects" list provides a total project cost and we estimated the remaining cost to complete. The new projects scheduled for FY 15-16 are listed separately with an estimated total project cost.

There are also (4) Facilities Plan Projects identified in the FY-15 budget under improvements Other than Buildings line items. The Bayshore & 13st Street Vault Project is shovel ready. Arrangements for funding this project with SRF Funds has been made however we are awaiting the results of the NFWF Grant which if awarded would fund the vault project along with the Thomas Branch McEwen Improvements and the Boggy Bayou Restoration Project. The total amount of that grant request is \$4,223,000 and the city has pledged \$ 500,000 as

a matching contribution. The final Facilities Plan project is the Palm Plaza/Hicks Branch Improvements which includes a capacity upgrade of the conveyance system on Palm Boulevard and the replacement of deteriorated pipes in the Pine Lake outfall system. This project will be identified as the first phase of the Hicks Branch Improvements, it will address localized flooding and improve treatment and attenuation on the Hicks Branch System.

It is the intent of the city staff along with assistance from our consultant and engineers to aggressively seek any and all available sources of funding for the remaining Facilities Plan Projects. The city staff will continue to update the City Manager and City Council on all efforts to obtain available funding for these projects.

REVENUES:

Mr Doucet stated that we anticipate receiving the following revenues:

National Fish and Wildlife Foundation (NFWF) Project Grant		<u>\$ 4,223,000</u>
	Total:	\$ 4,223,000
Charge for Services:		
Revenue from Residential Customers:		\$323,000
Revenue from Commercial Customers:		<u>\$129,000</u>
	Total:	\$ 452,000
Miscellaneous:		\$ <u>2,400</u>
	Total:	\$ 2,400
Non-Revenues: Pending SRF Loan		<u>\$ 839,000</u>
	Total:	\$ 839,000
Other Sources:		
CCF		<u>\$ 28,800</u>
	Total:	\$ 28,800
TOTAL REVENUE & NON-REVENUE		\$5,542,200

We have \$ 4,729,000 in projects to be completed as outlined in our planning documents for FY-15. We have applied for a State Revolving Loan to fund the projects.

EXPENSE: Last year: \$ 1,284,400 This year: 5,542,200

Professional Services Estimated Cost: \$ 60,000 PG 58
 Total: \$ 60,000

Engineering services for small projects & grant submittals.
 GIS Mapping of the stormwater systems & development reviews.

Repairs & Maintenance Vehicles & Equipment

Estimated Cost: \$ 7,500
 Total: \$ 7,500

Repair & Maintenance Other Estimated Cost: \$ 40,000
 Total: \$ 40,000

Preventive Maintenance (PM) and repairs to existing stormwater collection & treatment facilities. Included in this line item are all repairs that do not exceed the capital improvements cost threshold. Additional stormwater related activities include; the (CRS) Stream maintenance program & (NPDES) MS-4 Permit Requirements, pre & post storm preparation, construction site inspections, inlet marker installations, field mapping of the drainage system, street sweeping, illicit discharge detection & elimination and public service announcements.

Human Resources - R&M Other

Public Works Force account labor cost to perform all R&M activities that do not meet the cost threshold of a capitol improvement. Labor for Street Sweeping, Drainage Maint activities and Projects.

Estimated Cost: \$40,000
 Total: \$40,000

Repair & Maintenance/Contractual

Inmate Services Contract (100%). This inmate squad will be assigned to assist the street department with all drainage projects installations and repairs. In addition they will maintain 70+ retention ponds, numerous channels, ditches, drainage easements and stream crossings.

Estimated Cost: \$ 65,000
 Total: \$ 65,000

Training/Certification	Estimated Cost:	\$ <u>1,000</u>
	Total:	\$ 1,000

Buildings

Complete the Map Room at Public Works complex.	Estimated Cost:	\$ 5,000
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Campbell storage area complex.	Estimated Cost:	\$ <u>20,000</u>
	Total:	\$ 25,000

Total: 241,700

Machinery/Equipment

Mini-Excavator & Trailer	Estimated Cost:	\$ <u>45,000</u>
	Total:	\$45,000

This machine would be used in confined areas and narrow easements to install pipe and clean ditches and retention ponds.

This price includes a small heavy duty trailer to transport machine.

DRAINAGE PROJECTS

Improvements other than Buildings: \$ 4,729,000

The cost associated with these projects are based on city staff and engineer estimates. The repair and retrofit projects (R&R) will be done using city force account labor. The Facilities plan projects will be contracted. The project lists below includes (5) R & R projects presently under different stages of construction and (5) projects scheduled to start in FY 14-15. The (4) Facilities Plan Projects listed include a brief narrative with the engineer's estimate for design, permitting and construction.

FY 14 Projects under Construction (5)	Estimated Cost:	\$ 54,000
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(1) Rhonda Drive Outfall Replacement (664.29)	Estimated Cost:	\$ 10,000
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Estimated cost of this project is (16K). We are replacing 160 LF of 30 inch deteriorated metal pipe at the Rhonda

Drive retention outfall.

(2) Pin Oak & Pine Cone Cove. Replacement (664.27) Estimated Cost:\$ 16,000

Estimated project cost is **(17K)**. We are replacing 420 LF of deteriorated metal pipe on Pin Oak and Pine Cone Cove in the Pinewood Subdivision.

(3) Oak Avenue Underdrain Replacement (664.26) Estimated Cost: \$ 2,500

Estimated cost of this work is **(3K)**. We are replacing a damaged under drain system to alleviate serious standing water problems.

(4) Roscommon Out Fall System (664.30) Estimated Cost: \$ 9,500

Estimated cost of this project is **(15)K**. This project includes the installation of a inlet structure and 80 LF of 24 inch pipe along with stabilization of the right of way. This work will be completed when the upcoming water & sewer work is completed through this area.

(5) Juniper Avenue Impoundment (664.25) Estimated Cost: \$ 16,000

Estimated cost of this project is **(40K)**. The permitting for this project is nearing completion. The shoring and armoring of the roadway embankment will be the first phase of this work followed by the installation of the control structure to create the impoundment. Due to the urgent need to address other problem sites the remainder of this work will most likely occur in FY 14-15.

NEW Drainage Repairs and Retrofits (4) (106K)**1) Palm Estates Replacements**

Estimated Cost: \$ 50,000

The estimated cost of this project is **(50K)**. Thus far we have identified 3 drainage systems with deteriorated metal pipes within the Palm Estates Subdivision that must be replaced.

2) North Cedar Avenue Improvements

Estimated Cost: \$ 15,000

The estimated cost of this improvement project is **(15k)**. This project calls for the installation of approximately 800 LF of 15 inch pipe to alleviate standing water along the Cedar Avenue right of way and adjacent resident's property.

3) Kelly Road Retrofit/Realignment

Estimated Cost: \$25,000

This deteriorated pipe system at Kelly Road & SR 20 needs replacement and/or relocation. Originally we planned to coordinate this work with the development of the adjacent commercial property however that project did not materialize. It should be noted the cost of this retrofit may escalate if an alternate repair method or relocation of the new system is necessary.

4) Bayshore Drive Outfall

Estimated Cost: \$ 16,000

This project will include pipe replacement and Right of way restoration along Bayshore Drive near the new Magnolia Shores Outfall system.

Facilities Plan Projects (4) Estimated Cost: **\$ 4,623,000**

Palm Blvd/Hicks Branch Ph 1. Estimated Cost: **\$ 400,000**

This project calls for the installation of a new larger pipe system on Palm Blvd between Palm Plaza and Pine Court along with the replacement of the existing outfall pipes on Pine Court. Other planned improvements include replacing the Pine Lake control Structure similar to what was done at Bullock Lake. We plan to fund this project with a SRF loan and have asked if this project can be done with force account labor.

31st Street & Bayshore Vault Estimated Cost: **\$ 370,000**

This water quality and drainage improvement project includes the installation of a treatment vault and new drainage system on Partin Drive, Bayshore Drive and 31st Street. All previously untreated runoff from this area will be directed into this treatment vault prior to discharging into the surface waters of Boggy Bayou. The design, permitting and land acquisition are completed and this project is shovel ready. As previously mentioned this project was included in the NFWF grant application along with Thomas Branch improvements and the Boggy Bayou Restoration. If we do not receive funding from the NFWF grant we plan to fund this project through a SRF Loan.

Thomas Branch/McEwen Estimated Cost: **\$ 2,253,000**

This project would include constructing a stormwater treatment facility (SWTF) south of SR 20 near Niceville High School. This facility would provide

treatment to heavily developed property that includes the high school and SR-20. The previously untreated run

off from 58 areas will be treated and attenuated prior to discharging into Thomas Branch which eventually outfalls into Boggy Bayou near Dockside Restaurant.

Boggy Bayou Restoration

Estimated Cost: \$ 1,600,000

Total: \$ 4,623,000

This restoration project will affect approximately 2500 linear feet of shoreline in the head waters of Boggy Bayou. It will re-establish a habitat and environment designed to promote growth of native fish and wildlife. It will include creating a living shoreline, restoring sea grasses, removing exotic and invasive plants and sediment removal and relocation.

Transfer to General Fund - IS

Estimated Cost: \$80,000

Total: \$80,000

Reserved for Debt Service:

Estimated Cost: \$360,700

Reserved for Eqpt

Street Sweeper

Estimated Cost: \$ 35,000

Total: \$ 35,000

Total Expense: **\$ 5,542,200**

Mr Doucet stated the next scheduled budget workshop will be on August 28, 2014 at 6:00 PM.

The meeting adjourned at 8:30 PM.

MAYOR

ATTEST:

CITY CLERK