



Walton County Board of County Commissioners

Meeting Agenda - Final

76 N. 6th Street
DeFuniak Springs, FL
32433
www.co.walton.fl.us

Board of County Commissioners

Tuesday, April 25, 2017

9:00 AM

DeFuniak Springs Board Room

Regular Meeting

COMMISSIONER ATTENDANCE

OPENING COMMENTS

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND INVOCATION

RECOGNITION OF GUESTS

CALL TO ORDER

CONSIDER ADDITIONS/DELETIONS

APPROVAL OF AGENDA WITH ADDITIONS AND/OR DELETIONS

[17-0566](#)

Additions:

Under Administration

Add. 1 (17-0565) Request approval to hire Charles "Mac" Carpenter as Director of Planning & Development

Under TDC

Add. 2 (17-0572) Request approval to open Hwy 283 / Grayton Property for free parking

Deletions:

Under Administration

19. (17-0554) Request approval of the updated Personnel Policy and Procedures Manual

PUBLIC COMMENTS: Please limit comments to three minutes or less

ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION:

APPROVAL OF CONSENT AGENDA**Clerk's Items:**

1. [17-0520](#) Approve Expenditure Approval List (EAL) excluding the Waste Management expenditures
2. [17-0519](#) Approve Minutes of the April 11, 2017 Public Workshop and April 11, 2017 Regular Meeting

Administrative Items:

3. [17-0440](#) Request to surplus BCC#4571 2003 Ford Taurus from the Planning Department
Attachments: [Consent Agenda for April 25, 2017](#)
[Backup for 11252017](#)
4. [17-0543](#) Request to approve the Quarterly Report for the Second Quarter (January, February and March 2017) from the Life Enrichment Senior Center

Attachments: [County Revenue and Expense Report Second Quarter 2016-2017](#)
5. [17-0549](#) Request to approve and authorize the Chairwoman to sign the Satisfaction of Mortgage for a SHIP Mortgage for Meghan L. Smith
Attachments: [Satisfaction of Mortgage](#)
[Copy of Memorandum from West Florida Regional Planning Council](#)
[Copy of Payoff Check](#)

Budget Amendment Resolutions/Transfers:

6. [17-0495](#) Request to approve a resolution amending the FY 2017 budget in the E911 Fund in the amount of \$50,000.00 for unanticipated revenue from the E911 Board through a special disbursement
Attachments: [RESOLUTION TO AMEND 911 budget for special assessment](#)
[special disbursement memo 3-14-17](#)
7. [17-0496](#) Request to approve a resolution amending the FY 2017 budget in the E911 Fund in the amount of \$38,825.00 for unanticipated grant revenue through the Fall 2016 State Grant Program for the E911 recorder replacement
Attachments: [RESOLUTION TO AMEND 2017 BUDGET for FALL 16 E911 GRANT](#)
[Award Letter for Fall 2016 State Grant Recorder Replacement](#)

8. [17-0523](#) Request to approve a resolution amending the FY 2017 General Fund budget in the amount of \$25,000.00 for unanticipated revenue from Tri-County Community Council for relocation to another County facility
Attachments: [Resolution for Tri-County Unanticipated Revenue](#)
[Tri-County Community Council Agreement](#)
[Exhibit A](#)
9. [17-0534](#) Request to approve a resolution amending the FY 2017 budget in the Fine and Forfeiture Fund for unanticipated revenue from Auction Proceeds, Insurance Proceeds, and Training Reimbursements in the amount of \$65,345.00
Attachments: [Resolution for Sheriff Unanticipated Revenues](#)
[Misc Revenue Amendment #3](#)

Agreements/Contracts:

10. [17-0550](#) Request to approve and authorize the Chairwoman to sign an agreement with Kelly Bird to provide for an alternate retirement plan as set forth in Chapter 8, Section D(2) of the Walton County Personnel Policy Manual
Attachments: [Agenda Request Form](#)
[Bird Kelly Agreement](#)
11. [17-0541](#) Request to approve and authorize the Chairwoman to sign the lease agreement for the Valley View Community Center
Attachments: [Valley View Lease Agreement](#)
[Legal Description](#)

Expenditure Requests:

12. [17-0555](#) Request to purchase an access control system for the Administration building from Advanced Protective Technologies in an amount not to exceed \$7,956.03
Attachments: [Quotes](#)

Grant Applications:

13. [17-0564](#) Request approval for the Grants Department and Public Works Department to work with the City of Freeport to apply for a Safe Routes for Schools Grant from the Florida Department of Transportation
Attachments: [County Department Agenda Request Form](#)

WASTE MANAGEMENT EAL

14. [17-0521](#) Approval of the Waste Management Expenditure Approval List (EAL)

LARRY D. JONES, COUNTY ADMINISTRATOR

ADMINISTRATION

15. [17-0556](#) Major Donald Clark - Request to approve the purchase the 55 acres (02-3N-19-19000-003-0000 and 01-3N-19-19000-004-0000) located adjacent to the jail property in the amount of \$155,000.00
 Attachments: [Citizen Request Form](#)
16. [17-0552](#) Request to approve, award and authorize the Chairwoman to sign the Ambulance/EMS Billing Services Contract with Life Line Billing Systems, LLC, d/b/a Lifequest
 Attachments: [Contract w- Exhibits](#)
 [Bid Tab Ambulance and EMS Billing System worksheet](#)
17. [17-0517](#) Request to acknowledge the collective bargaining unit's name change from Emergency Service Professionals of Walton County, IAFF, Local 4413 to Professional Firefighters of Walton County, IAFF, Local 4413
 Attachments: [Order](#)
18. [17-0435](#) Update on this year's cold weather sheltering operations and request the Board to approve the updated Cold Weather Emergency Shelter Plan
 Attachments: [Cold Weather Emergency Shelter Plan - 2017](#)
19. [17-0554](#) Request approval of the updated Personnel Policy and Procedures Manual
 Attachments: [Agenda Request Form](#)
 [Final Draft Policy and Procedures Manual 2016](#)
- Add. 1 [17-0565](#) Request approval to hire Charles "Mac" Carpenter as Director of Planning & Development

PUBLIC WORKS

20. [17-0525](#) Request approval to utilize budgeted TIF funds in the amount of \$348,798.00 for a capital leasehold improvement project to provide installation of ball field lighting at the South Walton Boys and Girls Club fields
 Attachments: [South Walton Boys and Girls Club Soccer 185197 3-13-17](#)
 [Email Ballfield quote](#)
21. [17-0526](#) Request approval to transfer \$30,000.00 from Road Maintenance and Material account to the CR183N Kidd Road SCRAP project account
 Attachments: [Budget Transfer form CR183 N Kidd Road](#)
 [Email RE Mitigation](#)
22. [17-0524](#) Request to award, approve and authorize the Chairwoman to sign Contract No 017-008 Automated Fuel Management System with MECO, Inc. in the amount of \$196,400.00; the cost of this system will be paid with budgeted funding in the Public Works capital expenditures account and \$35,000.00 from the Road Maintenance and Materials account.
 Attachments: [Contract w- Exhibits](#)
 [Budget Transfer form Automated Fuel System](#)
23. [17-0558](#) Request approval to apply for a Land and Water Conservation Fund grant to construct components of the Choctawhatchee Paddle Trail Improvements and for staff to hold a public meeting to discuss the Choctawhatchee Paddle Trail project
24. [17-0559](#) Request to approve a Resolution to amend the CIP to include the Choctawhatchee Paddle Trail and associated boat landings
 Attachments: [RESOLUTION TO AMEND cip for Choctawhatchee Paddle Trail](#)
25. [17-0560](#) Request approval to earmark \$550,000 of the preservation fund for the Choctawhatchee Paddle Trail project

OMB/FINANCE

26. [17-0516](#) Request approval to allocate up to \$4,000.00 in District 4 Recreational Plat Fees to complete the splash pad and construct a fence at Choctaw Beach Park

JAY TUSA, TDC EXECUTIVE DIRECTOR

27. [17-0547](#) Update on Shuttle Marketing Proposal

28. [17-0546](#) Request to approve and authorize the Chairwoman to sign the purchase agreement with Amalfi Coast Development, Inc. for the Miramar Beach property (Parcel # 33-2S-21-42195-000-00A0) in the amount of \$4,200,000.00
Attachments: [Amalfi](#)
29. [17-0538](#) Request to award, approve and authorize the Chairwoman to sign the 30A South Parking Improvements Construction Contract with Gulf Coast Utility Contractors, LLC
Attachments: [30A South Parking Improvements CONSTRUCTION CONTRACT](#)
[BID TAB ITB 017-006 30A South Parking Improvements](#)
30. [17-0551](#) Approval for Improvements to Grayton Grand property parking area and construction of temporary gravel parking area
31. [17-0553](#) Request approval to advertise for ITB for renovation of maintenance facility
- Add. 2 [17-0572](#) Request approval to open Hwy 283 / Grayton Property for free parking
32. [17-0522](#) Updates

PUBLIC HEARING

33. [17-0510](#) Request to approve a resolution and bring forward \$2,459,156.00 in General Fund Reserves for the purchase of property at Freeport Business Park and for renovations of Constitutional offices at the South Walton Annex
Attachments: [Resolution for Freeport Business Park](#)
[Public Hearing #3 Signed](#)
34. [17-0511](#) Request to approve a resolution to bring forward \$15,900,000 in reserves into the FY 2017 Tourist Development Fund budget for the purchase of properties in South Walton
Attachments: [Resolution for TDC Property](#)
[Public Hearing #3 Signed](#)

MARK DAVIS, COUNTY ATTORNEY

35. [17-0530](#) Request to approve and authorize the Chairwoman to sign a resolution making a legislative finding that the expenditure of TDT funds is appropriate for the purchase of real property with a property identification number as 24-3S-19-25050-000-0062 being purchased from GPMM, LLC.
Attachments: [Resolution for GPMM LLC Property Purchase](#)

36. [17-0536](#) Request to authorize the Chairwoman to sign all necessary documents to close the purchase by the county of the real property with Parcel ID Number 24-3S-19-25050-000-0062 being purchased from GPMM, LLC.
- Attachments:** [Affidavit of Authority of County Commissioners for Walton County, Florida](#)
[Closing Affidavit](#)
[Commitment for Title Insurance](#)
[General Warranty Deed](#)
[HUD-1 Settlement Statement](#)
[Real Estate Closing Agreement](#)
37. [17-0529](#) Request to approve and authorize the Chairwoman to sign a resolution making a legislative finding that the expenditure of TDT funds is appropriate for the purchase of real property with a property identification number as 24-3S-19-25050-000-0061 being purchased from 30AMM, LLC.
- Attachments:** [Resolution for 30AMM LLC Property Purchase](#)
38. [17-0532](#) Request to authorize the Chairwoman to sign all necessary documents to close the purchase by the county of the real property with Parcel ID Number 24-3S-19-25050-000-0061 being purchased from 30AMM, LLC.
- Attachments:** [Closing Affidavit](#)
[Commitment for Title Insurance](#)
[General Warranty Deed](#)
[HUD-1 Settlement Statement](#)
[Real Estate Closing Agreement](#)
39. [17-0531](#) Request to approve and authorize the Chairwoman to sign a resolution making a legislative finding that the expenditure of TDT funds is appropriate for the purchase of real property with a property identification number as 24-3S-19-25050-000-0060 being purchased from Becky Ann Burkhart-Smith
- Attachments:** [Resolution for Becky Ann Burkhart-Smith Property Purchase](#)

40. [17-0539](#) Request to authorize the Chairwoman to sign all necessary documents to close the purchase by the county of the real property with Parcel Id Number 24-3S-19-25050-000-0060 being purchased from Becky Ann Burkhardt-Smith
- Attachments:** [Addendum to Settlement Statement](#)
[Affidavit of Buyer Regarding Waiver of Survey](#)
[Bradley Title Combined Statement](#)
[Commitment for Title Insurance](#)
[Compliance and Tax Proration Agreement](#)
[Escrow Agreement](#)
[Florida Insurance Premium Disclosure & Settlement Agent Certification](#)
[Substitution Agreement – Notice of Assignment of Sale](#)
[Warranty Deed](#)
41. [17-0562](#) Request to authorize the Chair to sign all necessary documents to close the purchase by the county of the real property for units 2, 3, 4, 5, 6, 7, 8, 9, 10, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, and 29 being purchased from Freeport Center, LLC.
- Attachments:** [Acknowledgement Form](#)
[Assignment of Leases and Rents](#)
[Assignment of Purchase and Sale Agreement](#)
[Assignment of Security Deposits and Indemnification Agreement](#)
[Closing Agreement](#)
[Commitment for Title Insurance](#)
[Florida Insurance Premium Disclosure & Settlement Agent Certification](#)
[Form 8283 Noncash Charitable Contributions](#)
[General Warranty Deed](#)
[HUD-1 Settlement Statement](#)
[Privacy Statements](#)
42. [17-0537](#) Request to approve or disapprove a resolution of the Board of County Commissioners determining the highest and best use of certain real property (Property Identification Number 12-3S-20-34000-001-0061). Request a second Motion to authorize the advertisement of a Notice to Bidders.
- Attachments:** [Resolution](#)
[Advertisement](#)
43. [17-0544](#) Request to appoint members to the Zoning Board of Adjustment for the seats in District 4, District 5 and At Large
- Attachments:** [ZBA Roster](#)
[Application](#)

44. [17-0557](#) Request the commission to approve advertising an ordinance regarding a half cent transportation sales tax and to authorize a referendum for the same
Attachments: [Walton Transportation Surtax Ordinance](#)
45. [17-0542](#) Request to review proposed changes in the Land Development Code to move all quasi-judicial hearings to a Special Magistrate including Development Order Hearings, Board of Adjustment Hearings, and Code Board Hearings. Request to set first public hearing before the Planning Commission for recommendations.
Attachments: [Relevant Portions of the BCC Minutes](#)
[Special Magistrate LDC Ch 8-11 Draft](#)
46. [17-0540](#) Request to accept the tendered resignation of Mark D. Davis as the County Attorney effective May 19, 2017
Attachments: [Letter of Resignation](#)
[Contract with current County Attorney](#)
47. [17-0563](#) Request direction from the Commission regarding filling the County Attorney vacancy

COMMISSIONER TONY ANDERSON, DISTRICT FIVE

COMMISSIONER SARA COMANDER, DISTRICT FOUR

COMMISSIONER MELANIE NIPPER, DISTRICT THREE

VICE-CHAIR BILL CHAPMAN, DISTRICT ONE

48. [17-0561](#) Request to obligate \$30,000.00 in District One Recreational Plat Fees for the Valley View Community Center

CHAIRWOMAN CECILIA JONES, DISTRICT TWO

CITIZEN REQUESTS

49. [17-0535](#) **Suzin Arce - Request to officially change the name of a portion of Seacrest to Seacrest Beach**

Attachments: [Suzin Arce - Citizen Request](#)
[Seacrest Beach Case Brief from USBGN](#)
[Seacrest Beach Walton County Commissioners recommendation form](#)
[Seacrest Beach clarification](#)
[Seacrest Beach proposal](#)
[Seacrest Beach local resident support letters and emails](#)
[Seacrest Beach HOA Letter of Support](#)

OTHER PUBLIC COMMENTS: Please limit comments to three minutes or less

PLANNING AND DEVELOPMENT SERVICES

LEGISLATIVE ITEMS

QUASI-JUDICIAL ITEMS

ADJOURN

SPECIAL MEETING FOR PUBLIC HEARING

50. [17-0545](#) **Special Meeting / Public Hearing to hear an update from the Walton County Sheriff's Office and discuss the Fire Rescue Feasibility Study**

Attachments: [Legal Ad](#)
[Fire Fact Finding Report](#)