

MINUTES
CITY COMMISSION MEETING
September 12, 2023

The City Commission met on this date for a special meeting in the Commission Chambers. A quorum being present, the meeting was called to order at 6:00 PM with the following in attendance.

Mayor	:	Hubert B. Smith
Commissioners	:	Christine Wasdin
	:	Edward Crosby
	:	Kay Hamilton
	:	Clark (Tom) Browning
City Clerk	:	Tammy Johnson
Police Chief	:	Joe Hart
Asst. Fire Chief	:	Matthew Webster
Library Director	:	Hope Willis
Public Works Director	:	Nathan Kelley (camera)
Recorder	:	Beth Millsaps

Others in Attendance: (Not Inclusive) Bob Bachelor, Kelly Irwin, Joseph Hutcheson

1. TENTATIVE BUDGET HEARING

a. Resolution No. 06-09-12-23 Adopt Tentative Mileage

Mayor Smith turned the meeting over to Mrs. Johnson. She said there were some changes in revenues from the State and she added the part time building official trainee of \$2,000 to the budget. We have a balanced budget with mileage rate at 5.024% as it is currently, we also have included 3% COLA and 2% merit raises for staff. Mayor Smith said sounds good to him, asked if anyone had any questions? He said this means that the city taxes stay the same at 5.024%, the increase in taxes will not come from the city but most likely with the county and school taxes.

Mayor Smith read Resolution No. 12-09-12-23, a resolution of the City of Valparaiso, Florida adopting the tentative levying of ad valorem taxes for fiscal year 2024; providing for an effective date.

1 **COMM. HAMILTON MADE A MOTION TO APPROVE**
2 **RESOLUTION NO. 12-09-12-23 AS READ. COMM. CROSBY**
3 **SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS**
4 **VOTE OF THE COMMISSION 5 TO 0.**

5 **b. Ordinance No. 721 Adopt FY 2023 Budget – First Reading**

6 Mrs. Johnson said this will be the first reading of Ordinance No. 721,
7 with the final reading being held on September 25, 2023, at 6PM. Mayor
8 Smith read the title of Ordinance No.721. **COMM. HAMILTON MADE A**
9 **MOTION TO APPROVE ORDINANCE NO. 721, FOR A SECOND**
10 **READING. COMM. BROWNING SECONDED THE MOTION,**
11 **WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5**
12 **TO 0.** The second and final reading will be at our final budget meeting,
13 September 25, 2023.

14 **2. ACCEPT BID FOR ADAMS AVENUE PAVING**

15 Mrs. Johnson said the bids were opened and received today at Poly
16 Engineering for paving Adams Avenue. Comm. Wasdin said it is the part
17 behind Ken's Piping where the new homes are going in. Comm. Wasdin
18 said the lowest bid was from Construction Service Co. for a total of
19 \$293,180.00. Mayor Smith this is a local company and have a lot of their
20 equipment here and that helps with the cost of the job. We have done
21 projects with them before and work well together. **COMM. WASDIN**
22 **MADE A MOTION TO APPROVE CONSTRUCTION SERVICE CO.**
23 **BID A TOTAL OF \$293,180.00 TO PAVE ADAMS AVENUE. COMM.**
24 **BROWNING SECONDED THE MOTION, WHICH PASSED BY**
25 **UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.** Three houses
26 have been completed and they will be receiving CO's tomorrow.

1 **3. OVERLOOK SUBDIVISION ESCROW REQUIREMENT**

2 Mayor Smith said last night we briefly discussed this but until we
3 received the bid award today we didn't have a solid figure as to the money
4 that should be put in escrow for the paving project. The total cost share with
5 the developer is \$55,380, so they will need to give the city \$27,690 for
6 escrow. **COMM. HAMILTON MADE A MOTION TO APPROVE**
7 **DEVELOPER COST SHARE AMOUNT AS \$55,380 WITH \$27,690**
8 **GOING INTO ESCROW FOR PAVING PROJECT. COMM.**
9 **BROWNING SECONDED THE MOTION, WHICH PASSED BY**
10 **UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.** Mayor Smith
11 said he has spoken with the developer, and they are ready to submit.

12 **ADJOURN**

13 With no further business before the Commission this evening, the
14 meeting adjourned at 6:15PM

15
16
17 _____
18 Hubert B. Smith
19 Mayor
20

21
22 _____
23 Katherine Hamilton
24 Chair, VCA

25 ATTEST:

26
27
28 _____
29 Tammy Johnson, CMC
30 City Clerk

31 ***A recording of the September 12, 2023, Commission meeting will
32 be kept on the City's secure file server as a permanent part of these minutes.

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