

MINUTES  
CITY COMMISSION MEETING

November 13, 2023

The City Commission met this date in regular session in the Commission Chambers. Mayor Smith gave the Invocation. Mayor Smith recited the Pledge of Allegiance. 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
	:	Clark T. Browning IV
City Clerk	:	Tammy Johnson
City Attorney	:	Hayward Dykes
City Administrator	:	Carl Scott
Police Chief	:	Joe Hart
City Engineer	:	Beth Brant
Fire Chief	:	Tommy Mayville
Public Works Director:		Nathan Kelley (camera)
VBCS General Mgr.	:	James Butler
Recorder	:	Beth Millsaps

Others in attendance: (Not Inclusive): Marie Hallion, Glenda Glover, Barbara Palmgren, Adam Smith, Julie Weitzel, JD Cameron, William Royal, Annie Cameron, Kelly Irwin, Grant Williams, Barbara & Bobby Cowan, Susan Ennis, Terri Robles, John Loftis, Bryan Griffin, Terry Griffin, R G Kuhn, Les Chambers, Javier Escobar, Lynn Boone, Ray & Dianne Fiedler, Terry Emley, Tara Emley Sandlin, Neal Shermer

Mayor Smith welcomed everyone this evening, said he thought many may be here for the same reason and said he wanted everyone to address the Commission but there was a five minute limit.

**APPROVAL OF MINUTES**

**COMM. BROWNING MADE A MOTION TO APPROVE THE MINUTES FROM OCTOBER 9, 2023, EXECUTIVE SESSION AS SUBMITTED. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE 4 TO 0.**

**COMM. BROWNING MADE A MOTION TO APPROVE OCTOBER 9, 2023, REGULAR COMMISSION MEETING MINUTES AS SUBMITTED. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF 4 TO 0.**

**1. CITIZENS' CONCERNS (non-agenda items) Resident**

Mr. Robert Cowan, 244 Grandview Avenue, said he would like to discuss the stormwater issue on Grandview and Bayshore Drive, he moved there about 10 years ago. Mr. Cowan said he and three neighbors inherited a retention pond. Mr. Cowan said he has talked to Mr. Scott who agrees it is a problem and getting worse. He said he tried several times to contact Comm. Wasdin by phone and email and he hasn't received any response, except to when he received an "ok" to a text. Mr. Cowan said he will be so glad when we can elect someone to look over stormwater, he would like someone to do something. Comm. Wasdin said she and Ms. Brant, the city engineer, came out and met with Mr. Cowan. We have adjusted the street to cut down on the amount of stormwater that flows off the street and Mrs. Brant said we are going to adjust the sidewalk that is all we have control over. Comm.

1 Wasdin said an idea was to install a pipe behind houses to Florida Park, but several of the owners in  
2 that area do not want a pipe through their private property. I have suggested the property owners  
3 engage an engineer. Mr. Cowan said the city should get grant money to pump the water out into the  
4 street. Mayor Smith said he doesn't know if the city could use grant money to cover a private property  
5 issue.

6 Mr. Adam Smith, 1193 N Bayshore Drive, said he was here this evening because he can't get  
7 anyone with Cox Communications to call him back. He said they bored into his sewer line. Mayor  
8 Smith said that Comm. Hamilton would be the person to contact, she is out of town this evening. Mr.  
9 Butler said he could ask her and get a good contact for Cox because she has been on the phone with  
10 them several times due to issues with the boring. Mr. Smith said they also damaged his retaining wall;  
11 it has been compromised. Mayor Smith said he has seen the damage, get word to GCU to repair it.  
12 Mr. Dykes said to contact GCU, provide them with the evidence he has shown the Commission  
13 tonight, it may be a matter of them filing an insurance claim. Mr. Dykes said because they are working  
14 in the city they have accident insurance that should cover this situation. Mr. Dykes suggested that the  
15 city also contact GCU and advocate for Mr. Smith because it may carry more weight if the city does it.

16 Mr. Javier Escobar, 425 Marquette, said he would like to thank Comm. Wasdin for getting the  
17 state moving forward on paving. He asked if there was a timeline in place? Comm. Wasdin said  
18 Mittauer and Associates has the contract ready to go out to bid. Mrs. Johnson said bid opening will be  
19 December 5, 2023, and hopefully we will have a bid to accept at the December regular commission  
20 meeting.

21 Mr. Bill Royal, 409 Lincoln Avenue, said we need to make sure that DOT pays attention this  
22 time. He has seen several holes in the road, and spots on highway 85 that are open. Mr. Royal said he  
23 issue this evening is with the cable. He said no less than 15 times did "no valid bit rate" come up when  
24 he was trying to watch football. Mr. Royal said the information we are getting is coming from  
25 Facebook not the city website. Mr. Butler said he has been working on the circuit since last year and  
26 believes it will be completed at 5pm. Mr. Royal said he leaves messages and sends emails and no one  
27 responds. He said this had been months ago. Mr. Butler verified the email he was sending messages  
28 to. Mr. Butler said from last November to now, it has been a settling down period. Mr. Royal asked if  
29 Mr. Butler could believe the SFN provider, if they actually told the truth. Mr. Butler said yes, mostly,  
30 they have had a good bit of turnover and that has caused some issues also. Mr. Royal said did they  
31 have these turnovers before we started with them, Mr. Butler said no.

32 Ms. Terry Emley, 93 Akron, said she is disappointed in the way the cable has worked since the  
33 turnover. She has a 92 year old neighbor, she has never had internet access and now there is no tv for  
34 her. Ms. Emley said yes there was a blurb on a bill saying that tv wasn't going out of business but for

1 these folks it has. Ms. Emley asked if they would receive a refund for all the problems over the last  
2 few months. Mr. Butler said yes, half October and half of November would be credited.

3 Ms. Emley also asked about grant writers. She said she was told that we have a “writer” that  
4 doesn’t even live here, who writes our grants? Mr. Scott said it honestly depends on what grant, some  
5 small projects we do in house, he generally would do. Mr. Scott said one of the reasons we don’t  
6 qualify for as many grants as Niceville, is because we do not have a lower income area like Niceville  
7 so that limits that for which we qualify. Mr. Scott said grants are very specific, and there isn’t just one  
8 person who writes them for the city.

9 Ms. Julia Weitzel, senior center representative, said she is so happy and very grateful to the  
10 Commission for the sign they have placed. She said they served 250 hot meals. Ms. Weitzel asked  
11 about the decorations for Christmas that had been done before. Mrs. Johnson said that was probably  
12 handled by the Community Center Board last year and Ms. Weitzel would need to speak to a board  
13 member.

14 Mr. Cowan said he isn’t happy that Facebook seems to be the city’s way of information getting  
15 out to citizens. He said modern society has left elderly people behind. Mr. Cowan said he hates  
16 Facebook and Twitter; this city should provide an environment for older people to exist. Mayor Smith  
17 agrees.

## 18 **2. CITIZENS’ CONCERNS (Non-Agenda Items) Non-Resident**

19 Ms. Lynn Boone, from Okaloosa County Teachers Federal Credit Union, said she would like to  
20 ask about the new town hall and the discussion they have had with the city about leasing a portion of it.  
21 She asked if we had a lease agreement or contract for review? When would their area be ready for  
22 them to start working? Ms. Boone said they have to leave where they are right now by January 5,  
23 2024. She asked several questions regarding construction. Mr. Scott said he doesn’t believe that  
24 January 5 is doable, at this time due to ongoing construction there is no power in the drive thru. Mr.  
25 Scott said we are still waiting to get an elevator contract approved. Ms. Boone said either she or her  
26 CEO needed to stay in contact. She asked if it would be 6 months? Mr. Scott said he didn’t know, at  
27 least 16 weeks to get the elevator. Mr. Scott said he can deal with her regarding the construction but as  
28 for contract or lease that would be supplied by the Commission. Ms. Boone asked if she would be able  
29 to get in and look at the drive thru and the area around it. Mr. Scott said just to reach out to him, and  
30 he would be glad to let her in. Mr. Dykes said he could prepare a standard commercial lease  
31 agreement. Mrs. Brant said it would also be helpful to have the total square footage they are looking  
32 for. Mayor Smith asked Ms. Boone to work with Mr. Scott and said Mr. Dykes will get to work on the  
33 contract.

## 34 **Heritage Museum**

1 Ms. Barbara Palmgreen, Ms. Marie Hallion and Ms. Glenda Glover are here tonight on behalf  
2 of the Heritage Museum. Ms. Palmgreen would like to invite everyone to the Yule of Yesteryear at the  
3 museum on December 9<sup>th</sup>, this is a free event as a thank you for being in this community. She said  
4 after 7 years of applying they have received the \$100,000 from Impact 100. Ms. Palmgreen said with  
5 this money our own James Taylor would be able to add 1400 square foot to the museum. She would  
6 like to encourage the Commission to look into creating a historic district. Thinks it would be fabulous  
7 for the community.

8 Ms. Hallion said she would like to thank Mayor Smith. She said he recently came to the  
9 museum and spoke with forty international students who had wanted to meet the mayor of Valparaiso  
10 and they appreciated Mayor Smith's helpfulness.

11 **1. ACTION ITEMS – Added Agenda Items**

12 Nothing to add this evening.

13 **2. ACTION ITEMS – Amended Proclamation to Amend City Code on Chickens**

14 Mayor Smith read the Proclamation. Mr. Dykes said the reason we need to amend the  
15 proclamation is due to feedback we received from the Supervisor of Elections. **COMM. BROWNING**  
16 **MADE A MOTION TO APPROVE THE AMENDED PROCLAMATION. COMM. CROSBY**  
17 **SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE**  
18 **COMMISSION 4 TO 0.**

19 **3. ACTION ITEMS- Resolution No. 15-11-13-23 Amend FY23 Budget**

20 Mayor Smith read the title of Resolution No. 15-11-13-23, a resolution amending the fiscal  
21 year 2023 budget; due to an increase in expenditures in the ARPA (American Rescue Plan Act) fund.  
22 Expenditures are capital generators, electrical equipment, ARPA Grant administration services  
23 engineering services, and capital fire apparatus. Funds will be taken from the ARPA Cash fund  
24 account. **COMM. WASDIN MADE A MOTION TO APPROVE RESOLUTION NO. 15-11-13-23**  
25 **AS PRESENTED. COMM. BROWNING SECONDED THE MOTION, WHICH PASSED BY**  
26 **UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

27 **4. ACTION ITEMS – Resolution No. 16-11-13-23 Sale of Surplus Equipment**

28 Mayor Smith read the title to Resolution No. 16-11-09-23, a resolution to approve the sale of  
29 surplus equipment of several satellite receivers, several set-top boxes, 7 satellite dishes and 5 server  
30 chassis. Mr. Butler said this is all the equipment that we no longer use since the change from linear  
31 cable. He said hopefully sale as much as we can and whatever we are left with donate to the  
32 Valparaiso Observatory on Okaloosa and the STEMM school. **MAYOR SMITH MADE A**  
33 **MOTION TO ACCEPT RESOLUTION NO. 16-11-13-23 AS READ, COMM. CROSBY**  
34 **SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE**  
35 **COMMISSION 4 TO 0.**

1     **5.     ACTION ITEMS – Discussion On Shipping Containers as Accessory Structures**

2             Mr. Dykes prepared a draft ordinance for review by the Commission for shipping containers as  
3     accessory structures. Mr. Dykes said his draft ordinance comes from last month’s draft ordinance that  
4     was submitted by Mr. Bachelor on behalf of the Planning Commission. After a brief discussion, Mr.  
5     Scott said we shouldn’t put in a fine as that will lessen the magistrate’s fines. Mr. Dykes said we could  
6     always set the bottom and leave the ceiling open. Mr. Dykes said he will make edits he could have for  
7     the December meeting, for first reading.

8     **6.     ACTION ITEMS – Proposal Fire Alarm & Quote Elevator for New City Hall**

9             Mr. Scott said that B&C fire safety were the only ones to reply for fire alarm system in new  
10    city hall of \$59,859. Mr. Scott said the new city hall has an antiquated system that will need to be  
11    brought up to date. Mr. Dykes said he had some edits he would suggest before signing. Mayor Smith  
12    said he isn’t really happy with 50% down to do the work. Mr. Scott said he did not want approval  
13    tonight he will try to get more proposals.

14            Mr. Scott said he and Mr. McElroy have called everyone most of Florida and parts of Georgia  
15    and Alabama to get quotes for an elevator. Mr. Scott said a concrete shaft has to be built because  
16    everything must go around it. **COMM. WASDIN MADE A MOTION TO APPROVE THE**  
17    **MOWREY ELEVATOR QUOTE OF \$73,000 FOR THE COMPLETE INSTALLATION OF**  
18    **ONE HOLELESS HYDRAULIC ELEVATOR TO BE LOCATED AT 23 JOHN SIMS**  
19    **PARKWAY. COMM. BROWNING SECONDED THE MOTION.** Mayor Smith said we have  
20    been working on getting this elevator for six to seven months and this is the only quote we’ve been  
21    able to attain. **VOTE OF THE COMMISSION IN FAVOR OF THE MOTION BY**  
22    **UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

23            Mr. Scott said the building has been demolished on the inside and has been reframed, you can  
24    now see where customer service will be, the dais for the Commission, it is coming together. Mr. Scott  
25    said once we have built the elevator shaft, he would like to frame in the atrium so it will be a bit of a  
26    sound buffer between the first and second floors. Mr. Scott said it will give us an additional  
27    1200square feet of useable space upstairs and also give them pathways for things to go through the  
28    ceiling. Mr. Scott said he has spoken with Ms. Brant about his idea. **COMM. BROWNING MADE**  
29    **A MOTION TO APPROVE FRAMING OUT THE ATRIUM BETWEEN THE 1ST AND 2<sup>ND</sup>**  
30    **FLOORS. MAYOR SMITH SECONDED THE MOTION, WHICH PASSED BY**  
31    **UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

33    **7.     ACTION ITEMS – Ground Lease Agreement between the City and Liveoak Fiber**

34            Mr. Butler answering Comm. Wasdin’s questions said the location is at the Head End on  
35    Adams Avenue. Mr. Dykes said this lease agreement was provided by LiveOak; he would recommend

1 the Commission allow him to work with Mr. Scott to negotiate the terms of the lease. Mr. Butler said  
2 their first choice is the head end because it is in the center of Valparaiso, which is why they want to  
3 lease it there. Mr. Dykes said after the discussion he could bring back what is negotiated for the  
4 December meeting. **COMM. WASDIN MADE A MOTION TO ALLOW MR. DYKES TO GO**  
5 **FORWARD WITH THE GROUND LEASE AGREEMENT WITH LIVEOAK FIBER. MAYOR**  
6 **SMITH SECONDED THE MOTION WHICH PASSED BY UNANIMOUS VOTE OF THE**  
7 **COMMISSION 4 TO 0.**

8 **8. ACTION ITEMS—Accept Bid for Lincoln Park Boat Ramp and Dock Improvements**

9 Ms. Brant said the city received a grant for this work some time ago, \$414,000 on plans, a few  
10 years ago and we received three bids. Ms. Brant said the boat ramp is not in good condition, and for us  
11 to be able to keep what is required of the grant, the cost is up to \$1 million dollars. Mrs. Johnson said  
12 she has looked at the numbers today, and talked to Mr. Van Zant regarding the scope of work, if ARPA  
13 funds can be used and he felt it would be an allowable expense. Mrs. Johnson said she would refer to  
14 Mr. Dykes to see if half cent sales tax money could be used. Mr. Dykes said he would review, not sure  
15 on the answer just yet. Mrs. Johnson said if the repairs aren't done we will need to close the ramp.  
16 Comm. Wasdin said parks are part of the core of Valparaiso, she thinks we should move forward and  
17 decide what funds to use later, we have a few sources Mr. Dykes said there will need to be a contract  
18 once bid is approved. **COMM. WASDIN MADE A MOTION TO APPROVE THE BID FROM**  
19 **LOFTIS MARTIN, LLC FOR THE LINCOLN PARK BOAT RAMP AND DOCK**  
20 **IMPROVEMENTS FOR \$996,585. COMM. BROWNING SECONDED THE MOTION.** Mr.  
21 Neal Shermer, 391 Glendale, asked if this would widen the ramp. Comm. Browning said it would  
22 replace the ramp that is there now; Mr. Shermer asked how wide the new ramp would be. Mr. Kelley  
23 said twenty-seven feet wide. Mr. Daniel Irwin, 184 Chicago Ave, asked if anyone had contacted the  
24 TDC (tourist development council)? Mrs. Johnson said in order to have money for this from the TDC  
25 it would have needed to be presented by March of last year. Mr. Irwin said he thinks it fits the bill for  
26 what we are doing. He said he looked up and Valparaiso hasn't attended a TDC meeting in 2 years.  
27 Ms. Brant said the grant wasn't ready to fit into their timeline. Ms. Brant said just because we haven't  
28 attended the meetings we have been keeping tabs on the money. Comm. Wasdin said we have a grant;  
29 we have ARPA funds and half cent sales tax fund. Mr. Irwin said he recommends someone from the  
30 Commission to be at the November 17<sup>th</sup> meeting of the TDC. Mr. Dykes said he would look into  
31 which fund is most appropriate to use. **MOTION PASSED BY UNANIMOUS VOTE OF THE**  
32 **COMMISSION 4 TO 0.**

33 Mayor Smith said he would also like to let everyone know the boat at the old chamber park has  
34 been removed as of today. He said he wanted to thank Chief Hart because he did a lot to facilitate that  
35 happening.

1     **9.     ACTION ITEMS – Special Exemption 428 Edge Avenue**

2             Mr. Scott said he attended the Planning Commission meeting earlier this month where they  
3 approved the special exemption for 428 Edge Avenue. He said in 94.29 of the Code of Ordinance, in  
4 the outline of Planning Commission duties, that they are the Commission responsible for special  
5 exemptions. The hearing was duly advertised. Mr. Scott said section 94.82 “the decision of the  
6 planning commission in variance, nonconforming use and special exception hearings will be  
7 considered as final with no recommendation necessary to the mayor and city commissioners unless  
8 appealed.” He believes this special exception was done correctly. Mr. Scott said the code does not  
9 require signs to be physically posted on property. Mrs. Johnson asked how do citizens know that there  
10 will be this change, or possibly this change? Mr. Scott said we have always done things this way. Mr.  
11 Dykes asked if property was posted. Mr. Scott said no. Mrs. Johnson said so you are taking a  
12 residential home and putting a business in it? Ms. Terri Robles, 423 Davenport Avenue, said that no  
13 one in the area knew what was going on. Mr. Scott said you can come to my office to file an appeal.  
14 Chief Hart said section of ordinances list all but R1A is primarily family. Mr. Scott said that is why  
15 you get a special exception, from R1A to C1 jump. Mr. Scott said if they would like to change  
16 procedures fine, but this is the way it has always been done. Mrs. Kelley Irwin, 184 Chicago Avenue,  
17 attended the planning commission meeting and it was said that business would be appointment only.  
18 Mr. Scott agreed. Mr. Dykes said he would have to research because a year or so back the Florida  
19 Legislature changed due to COVID, and if certain requirements are met, that might trump an appeal.  
20 Mayor Smith advised Ms. Robles of her right to appeal against the special exception decision.

21     **10.    ACTION ITEMS – Vacation of R-O-W Lansing Street Directly Behind Kodiak**

22             Mr. Scott said he met with the TRC committee, which is himself, Mr. Kelley, Public Works  
23 Director, and Mr. Bachelor, Chair of the Planning Commission regarding vacation of R-O-W. Mr.  
24 Scott said after their review, the TRC thinks Commission should approve R-O-W. He said he could  
25 provide a summary of the meeting. Mr. Kelley confirmed no utilities. Mr. Dykes said usually with  
26 vacation of R-O-W, half of the R-O-W goes to the property on either side. Mr. Dykes suggested if the  
27 Commission is going to vacate the R-O-W that it be by resolution or ordinance so it could be recorded.  
28 He also recommends the applicant do a survey to show what twenty feet they are receiving they will  
29 need for their new legal description.

30             **OLD BUSINESS – Update New City Hall Renovations**

31             Mr. Scott said previously discussed earlier.

32     **1.     OLD BUSINESS – Legal Update**

33             Mr. Dykes said in the legal matter with Grand American for 363 Washington, we received  
34 good news the city was successful in getting a summary judgment, the court ruled in our favor. He

1 said the city is not required to accept Grand America. Mr. Dykes said however he did receive order  
2 that Grand American will be appealing the decision. We will continue to press on.

3 **2. OLD BUSINESS – Ordinance No. 722 City Manager**

4 Mr. Dykes said this will be the second and final reading of ordinance no. 722. Mrs. Johnson  
5 said we have proof of publication that both Ordinance numbers 722 and 723 were advertised in the  
6 NWFL Daily news on 11/03/2023 and notarized by Kaitlyn Helsing. Mayor Smith read the title of  
7 Ordinance No. 722 establishing the office of the city manager. **COMM. WASDIN MADE A**  
8 **MOTION TO APPROVE ORDINANCE NO. 722, AS SUBMITTED, COMM. CROSBY**  
9 **SECONDED THE MOTION.** Comm. Browning said he doesn't feel the city needs a manager.  
10 **VOTE OF 3 TO 1 FOR APPROVAL WITH COMM. BROWNING VOTING IN THE**  
11 **NEGATIVE.**

12 **3. OLD BUSINESS – Ordinance No. 723 Municipal Election Date**

13 Mayor Smith read the title to Ordinance No. 723, an ordinance of the revising Article XII.  
14 Electors and elections, Section 7, of the Valparaiso Code of Ordinances. Mr. Dykes said this is the  
15 final reading of Ordinance No. 723, this allows the city to change the date of the election to go along  
16 with the primary voting, it saves the city money to do so. **MAYOR SMITH MADE A MOTION TO**  
17 **APPROVE THE FINAL READING OF ORDINANCE NO. 723 AS SUBMITTED. COMM.**  
18 **CROSBY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE**  
19 **COMMISSION 4 TO 0.**

20 **1. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – TPO/DOT**

21 Comm. Wasdin said the meeting will be in Shalimar Courthouse on the 16<sup>th</sup> of November. If  
22 anyone would like to attend, just let her know.

23 **2. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Stormwater**

24 Mr. Scott said stormwater issues had been discussed earlier.

25 **3. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Community Liaison Report**

26 Mr. Chambers said he had a meeting with his counterpart on Eglin set for November 27<sup>th</sup>.

27 **4. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Regional Sewer Update**

28 Comm. Crosby said nothing new to report.

29 **5. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Planning Commission Update**

30 Mr. Bachelor said the planning commission has finished chapter 6 of the land development  
31 code, with more chapters to work though in December. He said they are also working on a new  
32 projects list for 2024.

33 **6. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Community Center Update**

34 No representative in attendance.

35 **7. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Department Updates**



1 Comm. Crosby said they had found mold in the fire station; we are waiting for the insurance  
2 company to get back with us to see if or what they will pay. Comm. Crosby said they were also going  
3 out for bids, Mrs. Johnson asked if it was quotes? Comm. Crosby said yes, not bids, quotes for repairs.  
4 Chief Mayville said he & Assistant Chief Webster went to Ohio to build the City of Valparaiso  
5 fire truck. He said the City of Niceville's comes in on Thursday, and Valparaiso's will be identical.  
6 He also mentioned it maybe up to two years before Valparaiso's truck is ready.

7  
8 **8. REPORTS/CORRESPONDENCE/ANNOUNCEMENT –**  
9 **Disbursements**

10 **COMM. WASDIN MADE A MOTION TO PAY THE BILLS AS OUTLINED IN THE**  
11 **FINANCIALS. COMM. BROWNING SECONDED THE MOTION, WHICH PASSED BY**  
12 **UNANIMOUS VOTE OF THE COMMISSION 4 TO 0.**

13 **9. REPORTS/CORRESPONDENCE/ANNOUNCEMENT – Etc.**

14 Comm. Browning wanted to mention the City of Niceville/Valparaiso Christmas parade will be  
15 December 2<sup>nd</sup>.

16 **ADJOURN**

17 There being no further business to be brought before the Commission, the meeting was  
18 adjourned at 8:25PM.

19  
20  
21  
22 \_\_\_\_\_  
23 Hubert B. Smith  
24 Mayor

25  
26 \_\_\_\_\_  
27 Catherine Hamilton  
28 Chair, VCA

29 ATTEST:

30  
31 \_\_\_\_\_  
32 Tammy Johnson, CMC  
33 City Clerk

34 \*\*\*A recording of the November 13, 2023, Commission meeting will be kept on the City's  
35 secure file server as a permanent part of these minutes.\*\*