

**MINUTES  
REGULAR MEETING  
OF**

**CITY COMMISSION – CITY OF CARRABELLE, FL**

**1001 GRAY AVENUE  
CARRABELLE, FL 32322**

**PHONE: (850) 697-2727  
or (850) 697-3618**

DATE: THURSDAY, OCTOBER 5, 2017

TIME: 6:00 P.M.

PLACE: CITY MUNICIPAL COMPLEX

1001 GRAY AVE

6:00 P.M. **CALL TO ORDER**

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG

Commissioner Allen motions to amend the agenda to add Proclamation 02-2017,  
Commissioner Mathes seconds, all in favor, motion carried.

**CONSENT AGENDA**

September 7, 2017 Minutes

September 13, 2017 Tentative Budget Hearing Minutes

September 14, 2017 Special Meeting Minutes

September 25, 2017 Final Budget Hearing Minutes

Attorney Invoices

Commissioner Millender motions to approve consent agenda, Commissioner Walden seconds, all  
in favor, motion carried.

**PUBLIC COMMENT:**

“Public Comment” comments are kept at a maximum of 5 minutes. Items brought forth during Public Comment  
requiring a Commission vote will be requested to be placed on the upcoming meeting agenda.

Steve Allen announces Lantern Festival

Kip Cane- Ducks Unlimited has new chapter in Carrabelle

Palm trees on Ryan Dr. need to be trimmed

**COMMISSIONERS' REPORTS:**

Comm. Millender: none

Comm. Walden: none

Comm. Mathes: none

Comm. Allen: none

Mayor La Paz: attached

Inovia: Molly reviews attached report

Waterfronts Partnership: Tamara Allen reviews attached report

Carrabelle Aviation Advisory Board (CAAB): Tim Sullivan reviews attached report

EDC: David Butler gives oral report

Attorney Report:

Commissioner Millender motions to have attorney send letter to owner of old Ice House, Commissioner Mathes seconds, all in favor, motion carried.

City Administrator:

- Special Meeting for Parliamentary Procedures webinar on October 26<sup>th</sup> at 2:00 to 4:00 p.m.
- Schedule Special Meeting week of November 15<sup>th</sup> for tour of C-WTP and WWTP.
- Reminder of ethics training tomorrow in Marianna.
- CRA Board to meet one-half hour early for sound check of upgrades to sound system on October 17<sup>th</sup>.
  - MEET at 1:00 p.m. for sound check only. Regular meeting will start as usual at 1:30 p.m.

City Clerk: none

**PUBLIC HEARING:**

**Proclamation 02-2017**

Commissioner Allen motions to approve, Commissioner Mathes seconds, all in favor, motion carried.

**NEW BUSINESS**

- Item 1. Appoint Mayor Pro Tem  
Commissioner Mathes motions to appoint Commissioner Allen, Commissioner Walden seconds, all in favor, motion carried.
- Item 2. Discussion and possible action concerning insurance payments. Requested by Commissioner Millender  
Commissioner Millender motions to table until workshop can be scheduled, Commissioner Mathes seconds, all in favor, motion carried.

Moved for consideration of professional's time

- Item 2: Discussion and possible action regarding contracting a human resources consultant to assist with developing employee pay grades, pay scales, minimum and maximum pay levels, merit pay increases, job descriptions, and other issues relating to personnel policies.  
Commissioner Mathes motions to table until next month for more time to research, Commissioner Allen seconds, all in favor, motion carried.
- Item 1: Discussion and possible action concerning contracting a building permitting and inspections company to provide services in Carrabelle.  
Commissioner Millender motions to have Mayor sign contract with EPCI and would like the acronyms to be spelled out, Commissioner Mathes seconds, all in favor, motion carried.
- Item 3: Discussion and possible action concerning a one-time bonus payment to employees in December 2017.  
Commissioner Millender motions to approve a one-time gross pay incentive bonus payment of \$500 to all full-time employees, \$100 to two part-time employees, and \$25 net pay to volunteer fire department on December 4<sup>th</sup>. No future incentive pay shall be made without commission approval. Commissioner Walden seconds, all in favor, motion carried.
- Item 4: Discussion and possible action concerning Relocation of City Hall.  
Commissioner Walden motions to continue with building and site plans on the approved building, Commissioner Millender seconds, Commissioners Allen and Mathes vote nay, Mayor votes in favor, motion carried.
- Item 5: Discussion and possible action concerning negotiations with School Board.  
No Action
- Item 6: Discussion and possible action concerning future uses, marketing, and associated documents related to the Carrabelle Industrial Building.  
Commissioner Millender motions to table until next month, Commissioner Walden seconds, all in favor, motion carried.
- Item 7: Discussion and possible action concerning City of Carrabelle boat ramp fees, collection procedures, and developing an ordinance.  
Commissioner Allen motions to table and have Administrator research other facilities and bring back suggestions, Commissioner Walden seconds, all in favor, motion carried.
- Commissioner Mathes motions to adjourn, Commissioner Allen seconds, all in favor, motion carried. 9:40

**NOTE: Anyone needing action taken by the Commission needs to be placed on the agenda and all required paperwork submitted by Wednesday, 8 days prior to meeting.**

If an individual decides to appeal any decision made by the City Commission with respect to this meeting, a

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verbatim transcript may be required. If so, the individual should make provision for a transcript to be made at the meeting. (RE: Florida Statute 286.0105). Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodation to participate in this meeting is asked to advise the city at least 48 hours before the meeting by contacting Keisha Messer at the above address or phone number.