

**GULF BREEZE CITY COUNCIL
EXECUTIVE SESSION**

JANUARY 27 , 2010
WEDNESDAY 6:30 P.M.
COUNCIL CHAMBERS

ACTION AGENDA ITEMS:

- A. Discussion and Action Regarding Ordinance No. 02-10, Amending Section 21-72 of the Municipal Code of Ordinance Relative to Allowing Front Yard Fences if Certain Criteria are Met
- B. Discussion and Action Regarding Presentation on Deadman's Island by Heather Reed
- C. Discussion and Action Regarding Special Event Request from American Diabetes Association Bicycle Ride to be Held April 10, 2010, 7:00 a.m.
- D. Discussion and Action Regarding Senior Community Service Employment Program (SCSEP)
- E. Discussion and Action Regarding Quality Assurance for Alternative Projects Documentation
- F. Discussion and Action Regarding Employee Wellness Assessments
- G. Discussion and Action Regarding (1) Reduction of Expenditure from Capital Improvements and (2) Authorization to Accept \$14,583 from Santa Rosa County Intergovernmental Communication Plan
- H. Discussion and Action Regarding Fire Department Stipend Program
- I. Discussion and Action Regarding Additional Board Appointments
- J. Information Items

If any person decides to appeal any decisions made with respect to any matter considered at this meeting or public hearing, such person may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and any evidence upon which the appeal is to be based.

The public is invited to comment on matters before the City Council upon seeking and receiving recognition from the Chair.



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From: Edwin A. Eddy, City Manager

Date: 1/22/2010

Subject: Ordinance 02-10, Amending Section 21-72 of the Municipal Code of Ordinance Relative to Allowing Front Yard Fences If Certain Criteria are Met.

Attached please find a copy of the Ordinance listed above. Attached also are the staff memos previously provided to the Council on this matter.

We are recommending that the Code of Ordinances be amended to allow a front yard fence, from the front of the house to the lot line on both sides with a fence across the front, parallel to the street, if conformance with the listed criteria is demonstrated to the Board of Adjustment. The Board would then make a determination.

RECOMMENDATION:

THAT ORDINANCE NO. 02-10 BE APPROVED ON FIRST READING AND THAT A PUBLIC HEARING AND SECOND READING BE SCHEDULED FOR TUESDAY, FEBRUARY 16, 2010.

ORDINANCE NO. 02-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA, AMENDING SECTION 21-72 OF THE CODE OF ORDINANCES RELATIVE TO FENCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council enacted certain rules and regulations regarding the design and placement of fences on residential lots; and,

WHEREAS, these rules and regulations currently preclude the placement of a fence forward of the front of a primary structure on a residential lot; and,

WHEREAS, the City Council desires to amend these rules and regulations to allow the placement of fence forward of the front of a primary structure in certain instances and when certain design criteria are met.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Gulf Breeze, as follows:

SECTION 1: Section 21-72, Fence Requirements is hereby amended to read as follows:

Sec. 21-72. Fence requirements.

- (a) No fence of any description shall be erected nearer to the front lot line than the front of the house on the lot or, in the case of a vacant lot, nearer to the front lot line than that point on the lot where a house could be located when and if built, except as follows: in the case where a house is built closer to the setback limit than a house immediately abutting, then the house further away from the front street may extend the side yard fence to a point equal to the extent of the abutting front yard fence which extends further toward the street. In no case can a side yard fence extend closer to the right-of-way than the setback limit. In the case of a corner lot no fence shall be erected nearer to the side street line than the side street setback line for that particular lot. In those instances on a corner lot in which the front of the house faces the side street lot line, then the section of fence that faces the front lot line shall not be located any closer to the front lot line than 15 feet. The maximum height of such fence shall be eight feet, except that on a corner lot, the height of such fence that protrudes beyond the side of the house facing the side street where the fence joins the house, and that portion of the fence that runs parallel with the side street side of the lot, shall not exceed 6 feet in height. All other sections of a fence located on the lot shall not exceed the maximum height of eight feet.

(b) Special exceptions.

Fences meeting the following criteria may be located forward of the front of the house but not forward of the front lot line. The Board of Adjustment will determine if the

criteria listed below have been met in accordance with Section 20-108 of the Code of Ordinances.

1. The fence shall be decorative or ornamental in design and match the overall architectural style of the principal structure. No chain link, wire, wooden panel or picket fence shall qualify for a special exception. The design of the fence must be brick, stone or stucco columns joined by metal panels. The metal panels must be less than thirty-three percent (33%) opaque.
2. Landscaping must be installed on the street side of the fence in such a manner as to shield the metal panels from view within three (3) years from the date of construction. Plant material must consist of ornamental shrubs which grow to a height of five (5) to six (6) feet under normal conditions (Recommended species are included in Table 1. Other species with similar attributes may be utilized).
3. The maximum height of the fence panels shall not exceed six (6) feet in height; however, columns may be up to eight (8) feet high. The height measurement will be taken from grade.
4. The minimum distance between columns shall be eight (8) feet. The maximum distance between columns shall be fifteen (15) feet.
5. The minimum lot or parcel size shall be three quarters (.75) of an acre. The fence may extend across adjacent lots provided that they are under common ownership.
6. The lot must have frontage on a street and the rear property line must adjoin the bay, sound or bayou.
7. Any fence that utilizes a gate or similar device to restrict access to the driveway shall be equipped with a rapid entry system as specified in Section 21-265.

SECTION 2: SEVERABILITY

It is not the intent of this Ordinance to supersede or conflict with any law, rule, or regulation that has been reserved to or is preempted by laws, rules, and regulations of the State of Florida. If any section, sentence, clause, phrase, or word of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this Ordinance. Further, in the event that any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then it is hereby declared to be the intent of the Gulf Breeze4 City Council that this Ordinance be construed to the fullest extent possible in a manner that is valid

and constitutional and excepting only such portions of this Ordinance that are necessary in order for the remaining portions hereof to be valid and lawful.

SECTION 3: CONFLICT

The provisions of this Ordinance shall be deemed to control and prevail over any ordinance or portion thereof in conflict with the terms herein.

SECTION 4: EFFECTIVE DATE

This ordinance shall become effective upon its adoption by the City Council of the City of Gulf Breeze.

PASSED ON FIRST READING ON THE _____ DAY OF _____, 2010.

PUBLISHED ON THE _____ DAY OF _____, 2010.

PASSED AND ADOPTED ON THE SECOND READING ON THE _____ DAY OF _____, 2010.

CITY OF GULF BREEZE, FLORIDA

BEVERLY H. ZIMMERN, MAYOR

ATTEST:

MARITA RHODES, CITY CLERK

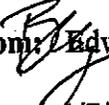


City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 1/7/2010

Subject: Amendment of the City's Code of Ordinance, Special Exception for Front Yard Fences

The City Council recently directed staff to develop an amendment of the City's Code of Ordinances to allow fences in front yards under certain specific conditions and only upon specific approval by the City.

The attached is our first draft of an attempt to codify the Council's intent. The language in red entitled Special Exceptions is new.

Item 1. Through this language, we hope to require the fence to be attractive and an improvement to the area where it is located.

Item 2. This section farther specifies that plant material should, for the most part, shield the metal panels after three (3) years.

Item 3. We propose to limit the metal panel part of the fence in the front yard to six (6) feet. The brick columns can be up to eight (8) feet in height.

Item 4. Similar to the reference to the fence not being more than 33% opaque, this requirement that the columns be at least eight (8) feet apart would help limit the "mass" of a front yard fence.

Item 5&6. This provision is included to address the "need" side. A smaller lot may not have the same need for a front yard fence as a large lot which has both frontage on a street and a rear yard on the water.

Item 7. This language is included so that public safety personnel can always gain access to a property.

RECOMMENDATION:

THAT THE CITY COUNCIL APPROVE THESE CONCEPTS AND DIRECT STAFF AND THE CITY ATTORNEY TO FINALIZE AN ORDINANCE FOR FIRST READING

Sec. 21-XX. Fence requirements.

(a) No fence of any description shall be erected nearer to the front lot line than the front of the house on the lot or, in the case of a vacant lot, nearer to the front lot line than that point on the lot where a house could be located when and if built, except as follows: in the case where a house is built closer to the setback limit than a house immediately abutting, then the house further away from the front street may extend the side yard fence to a point equal to the extent of the abutting front yard fence which extends further toward the street. In no case can a side yard fence extend closer to the right-of-way than the setback limit. In the case of a corner lot no fence shall be erected nearer to the side street line than the side street setback line for that particular lot. In those instances on a corner lot in which the front of the house faces the side street lot line, then the section of fence that faces the front lot line shall not be located any closer to the front lot line than 15 feet. The maximum height of such fence shall be eight feet, except that on a corner lot, the height of such fence that protrudes beyond the side of the house facing the side street where the fence joins the house, and that portion of the fence that runs parallel with the side street side of the lot, shall not exceed 6 feet in height. All other sections of a fence located on the lot shall not exceed the maximum height of eight feet.

(b) Special exceptions.

Fences meeting the following criteria may be located forward of the front of the house but not forward of the front lot line.

1. The fence shall be decorative or ornamental in design and match the overall architectural style of the principal structure. No chain link, wire, wooden panel or picket fence shall qualify for a special exception. The design of the fence must be brick, stone or stucco columns joined by metal panels. The metal panels must be less than thirty-three percent (33%) opaque.
2. Landscaping must be installed on the street side of the fence in such a manner as to shield the metal panels from view within three (3) years from the date of construction. Plant material must consist of ornamental shrubs which grow to a height of five (5) to six (6) feet under normal conditions (Recommended species are included in Table 1. Other species with similar attributes may be utilized).
3. The maximum height of the fence panels shall not exceed six (6) feet in height; however, columns may be up to eight (8) feet high. The height measurement will be taken from grade.
4. The minimum distance between columns shall be eight (8) feet. The maximum distance between columns shall be fifteen (15) feet.

5. The minimum lot or parcel size shall be three quarters (.75) of an acre. The fence may extend across adjacent lots provided that they are under common ownership.
6. The lot must have frontage on a street and the rear property line must adjoin the bay, sound or bayou.
7. Any fence that utilizes a gate or similar device to restrict access to the driveway shall be equipped with a rapid entry system as specified in Section 21-265.

TABLE 1

MEDIUM SHRUBS

SCIENTIFIC NAME COMMON NAME	SCIENTIFIC NAME COMMON NAME	SCIENTIFIC NAME COMMON NAME
<i>Abelia grandiflora</i> Glossy abelia	<i>Hydrangea quercifolia</i> Oakleaf hydrangea	<i>Photonia glabra</i> Redtip photinia
<i>Aucuba japonica</i> Aucuba	<i>Ilex cornuta</i> 'Burfordii Compacta' Dwarf burford holly	<i>Rhaphiolepis indica</i> Indian hawthorn
<i>Berberis julianae</i> Wintergreen barberry	<i>Ilex crenata</i> Japanese holly	<i>Rhododendron</i> spp. Native azaleas
<i>Berberis mentorensis</i> Mentor barberry	<i>Jasminum mesnyi</i> Primrose jasmine	<i>Rhododendron simsii</i> Indian hybrid azaleas
<i>Berberis thunbergii</i> Japanese barberry	<i>Juniperus chinensis</i> Chinese juniper	<i>Spiraea cantoniensis</i> Reeves spirea
<i>Callicarpa americana</i> Beauty berry	<i>Leucophyllum frutescens</i> Texas sage	<i>Spiraea thunbergii</i> Thunberg spirea
<i>Cephalotaxus harringtonia</i> Japanese plum-yew	<i>Loropetalum chinense</i> Loropetalum	<i>Tetrapanax papyriferus</i> Rice-paper plant
<i>Fatsia japonica</i> Fatsia	<i>Mahonia bealei</i> Leatherleaf mahonia	<i>Viburnum suspensum</i> Sandankwa viburnum
<i>Gardenia augusta</i> Gardenia	<i>Mahonia lomariifolia</i> Chinese holly-grape	<i>Viburnum tinus</i> Laurestinus
<i>Hydrangea macrophylla</i> French hydrangea	<i>Myrtus communis</i> Myrtle	<i>Yucca gloriosa</i> Spanish dagger

LARGE SHRUBS

SCIENTIFIC NAME COMMON NAME	SCIENTIFIC NAME COMMON NAME	SCIENTIFIC NAME COMMON NAME
<i>Callistemon citrinus</i> Lemon bottle brush	<i>Juniperus chinensis</i> Chinese juniper	<i>Platycladus orientalis</i> Oriental arborvitae
<i>Callistemon rigidus</i> Bottle-brush	<i>Lagerstroemia indica</i> Crape myrtle	<i>Podocarpus macrophyllus</i> Yew podocarpus
<i>Camellia japonica</i> Camellia	<i>Ligustrum japonicum</i> Japanese privet	<i>Podocarpus nagi</i> Nagi podocarpus
<i>Camellia sasanqua</i> Sasanqua	<i>Michelia figo</i> Banana shrub	<i>Prunus caroliniana</i> Cherry laurel
<i>Cocculus laurifolius</i> Cocculus	<i>Myrica cerifera</i> Southern wax myrtle	<i>Pyracantha coccinea</i> Firethorn
<i>Euonymus japonica</i> Japanese euonymus	<i>Nerium oleander</i> Oleander	<i>Taxus floridana</i> Florida yew
<i>Acca sellowiana</i> Pineapple guava	<i>Osmanthus x fortunei</i> Fortune's osmanthus	<i>Ternstroemia gymnanthera</i> Japanese cleyera
<i>Fortunella japonica</i> Kumquat	<i>Osmanthus fragrans</i> Sweet osmanthus	<i>Viburnum odoratissimum</i> Sweet viburnum
<i>Ilex cornuta</i> Chinese holly	<i>Osmanthus heterophyllus</i> Holly osmanthus	<i>Xylosma</i> spp. Xylosma
<i>Ilex vomitoria</i> Yaupon holly	<i>Photinia serrulata</i> Chinese photinia	<i>Yucca aloifolia</i> Spanish bayonet
<i>Illicium parviflorum</i> Anise	<i>Pittosporum tobira</i> Pittosporum	<i>Yucca elephantipes</i> Spineless yucca

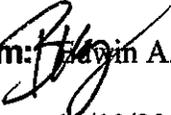


City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Marvin A. Eddy, City Manager

Date: 12/10/2009

Subject: Conditional Use, Front Yard Fences

At a recent meeting the council discussed setting a hearing date for Dr. and Mrs. Gupta, 111 Shoreline Drive, to present their case relative to the front yard fence they built across their property, parallel to Shoreline Drive. During that discussion, there was some thought among the Council that the City may wish to revisit the issue of front yard fences.

Attached is my previous memo on the subject. There may exist certain conditions under which a front yard fence could be approved:

1. A large parcel
2. Water front
3. A parcel that fronts a busy street such as Shoreline Drive.
4. No sight triangle problems
5. Meets construction and maintenance standards (brick columns, metal panels, and opaque landscaping)

Stated another way, if the property owner can demonstrate that the conditions necessary exist and will continue to exist, a front yard fence may be allowed. If one or more of the conditions cease, the fence is no longer in compliance.

RECOMMENDATION:

THAT THE CITY COUNCIL DIRECT STAFF AND THE CITY ATTORNEY TO DRAFT AN AMENDMENT TO THE APPROPRIATE SECTIONS OF THE CITY'S CODE TO ALLOW FRONT YARD FENCES AS A CONDITIONAL USE.

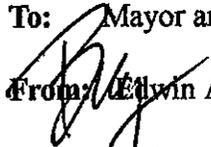


City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 2/5/2009

Subject: Front Yard Fences- Conditional Use

Attached please find a copy of Section 21-72 of the Code which sets forth the requirements for fence installation in the predominant zoning designation in the City, R-1AA. Fences are not allowed in the front yard of a residence no matter what conditions are present and no matter how aesthetically pleasing the fence may be constructed.

We have allowed "living fences" in front yards which consist of columns spaced across the front yard joined by hedges or trees. We have also allowed a front yard fence in a few isolated cases where a fence existed on the lot before the City had a restriction on front yard fences.

Sunil and Lisa Gupta have built a "front yard fence" at their home at 111 Shoreline Drive. The fence consists of metal sections connected to brick columns. The metal sections are lined with vegetation which will hide the fence from view in a few years. We have advised the Guptas that their fence does not comply with the City's Code. We have further advised that the fence should be removed or a variance sought.

As we proceed in this case, we wish to inform the council of our action and solicit input.

The conditions which exist at the Gupta residence regarding a front yard fence are significantly different than the conditions that exist in nearly all other R-1AA lots in the City. Would the Council be interested in pursuing an amendment to the Code to allow front yard fences as long as certain conditions exist such as:

The site in question is more than 1.5 acres in size. A fence on a lot or plot 1.5 acres in area or more would not as likely block the view of the house or create a "boxed in" character as a front yard fence would on Bear Drive or Florida Street.

The fact that 111 Shoreline Drive has Pensacola Bay as its rear lot line and Shoreline Drive as its front lot line means that such a large lot on the water and a main street invites passersby to seek access to the water through an unprotected lot.

Large, waterfront lots do not have an area that is conducive to being fenced in for children or pets as in the case with rear yards in most R-1AA areas.

A front yard fence such as the one the Guptas have constructed does not constitute any sort of sight obstruction and is aesthetically pleasing.

Language could be added to the City Code allowing front yard fences as long as certain conditions are met. For example, the "conditional use" is only available on waterfront lots/plots of more than 1.25 acres. These lots would have to have as a front or rear lot line Pensacola Bay or Santa Rosa Sound. Construction of a front yard fence could be limited to metal panels joined by brick columns and shielded by vegetation. Front yard fences would only be allowed if there is no sight obstruction created on adjacent driveways or streets.

RECOMMENDATION:

THAT THE CITY COUNCIL DIRECT STAFF AND THE CITY ATTORNEY TO DRAFT AN AMENDMENT TO THE APPROPRIATE SECTIONS OF THE CITY'S CODE TO ALLOW FRONT YARD FENCES AS A CONDITIONAL USE.

Councilman Zimmern moved for approval of Consent Agenda Items A and C. Councilman Henderson seconded. The vote for approval was 3 - 0.

ACTION AGENDA ITEMS:

B. SUBJECT: DISCUSSION AND ACTION REGARDING SHORELINE DRIVE AND SOUTH SUNSET BOULEVARD STRIPING

Reference: Public Service Director memo dated February 5, 2009

RECOMMENDATION:

That the City Council authorize Gulf Coast Traffic Engineering, Inc., to do the Shoreline Drive striping project for a total of \$4,880.00 and that the South Sunset portion be included in a future re-paving of that road.

Councilman Schluter moved for approval. Councilman Zimmern seconded. The vote for approval was 3 - 2, with Councilmen Fulford and Henderson dissenting.

D. SUBJECT: DISCUSSION AND ACTION REGARDING FRONT YARD FENCES - CONDITIONAL USE

Reference: City Manager memo dated February 6, 2009

RECOMMENDATION:

That the City Council direct staff to allow columns with vegetation to be used as fencing. No type of fencing is to be used between columns. Council directed staff to prepare an ordinance prohibiting fences in front yards after completion of construction.

Councilman Henderson moved for approval. Councilman Fulford seconded. The vote for approval was 4 - 1, with Councilman Zimmern dissenting.

E. SUBJECT: DISCUSSION AND ACTION REGARDING (1) COMPOSITION OF THE DEVELOPMENT REVIEW BOARD (2) FORMALIZATION OF THE ARCHITECTURAL REVIEW BOARD



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 1/21/2010

Subject: Presentation on Deadman's Island

Heather Reed of Coastal Solutions, Inc. our consultants on the restoration of Deadman's Island, has some exciting news to share with the City Council.

1. The partial installation of plants, breakwater structures and rip rap on the northeast corner of Deadman's Island appears to be working; and,
2. There is more grant money on the way to complete the job.

We would like to have Heather make a brief (ten minute) presentation to Council at the February 1, 2010 regular meeting.



City of Gulf Breeze

POLICE DEPARTMENT

PETER R. PAULDING
Chief of Police

ROBERT C. RANDLE
Deputy Chief of Police

To: Edwin Eddy, City Manager
From: Robert Randle, Dep. Chief
Re: Special Event Application
Date: January 12, 2010

The American Diabetes Association has submitted a special event application for a bicycle ride to be held on April 10, 2010 at 7:00am. The ride will have approximately 300 participants and the course will be 60 miles in length. The ride will begin at the Andrews Institute and proceed north bound on the Bay Bridge into Pensacola and then back again into Gulf Breeze, out Hwy. 98 to Navarre Beach and up the Beach Rd. to Pensacola Beach and culminate back at the Andrews Institute. This is not an event that we will have to provide traffic support for and any officer utilized will be paid off-duty by the ADA. There should be little impact in the City by this ride.

RECOMMENDATION: That the City Council approve this application.





City of Gulf Breeze

POLICE DEPARTMENT

PETER R. PAULDING
Chief of Police

ROBERT C. RANDLE
Deputy Chief of Police

CITY OF GULF BREEZE SPECIAL EVENT

PACKET INCLUDES

- 1) COPY OF REQUIREMENTS TO CONDUCT SPECIAL EVENTS
- 2) APPLICATION TO CONDUCT SPECIAL EVENT

ABOVE DOCUMENTS MUST BE SIGNED, DATED AND RETURNED TO
THE GULF BREEZE POLICE DEPARTMENT
AT LEAST (30) DAYS PRIOR TO THE SPECIAL EVENT

Dusti DeMaly 11/1/2010
Applicant's Signature Date

311 FAIRPOINT DRIVE • GULF BREEZE, FLORIDA 32561 • Phone (850) 934-5121 • FAX (850) 934-5127



Accredited by Commission for Florida Law Enforcement Accreditation



City of Gulf Breeze

POLICE DEPARTMENT

PETER R. PAULDING
Chief of Police

CITY OF GULF BREEZE

REQUIREMENTS TO CONDUCT SPECIAL EVENT ON CITY PROPERTY OR IN THE CITY OF GULF BREEZE

Applicant must provide at least (30) days prior to the Special Event:

- (a) The name, address, and telephone number of the person requesting the permit.
- (b) The name and address of the organization or group he or she is representing.
- (c) The name, address and telephone number of the person or persons who will act as chairman of the special event and be responsible for the conduct thereof.
- (d) The purpose of the event, a general description of the activities to take place, the estimated number of persons to participate or otherwise attend, and the number and types of vehicles (if any) to participate.
- (e) The date the event is to be conducted and the hours it will commence and terminate.
- (f) The specific location(s) where the event is to take place.
- (g) Sponsors of special events will be responsible for all costs incurred by the city in providing required public safety personnel. Cost for public safety personnel will include FICA, retirement, and overtime. We will attempt to use auxiliary and part-time officers to keep the expense down, but should we have to utilize full time personnel the cost will increase considerably.
- (h) Assurance that the applicant will conform to necessary fire prevention rules, regulations and guidelines.

- (i) Assurance of indemnification and insurance coverage. The applicant shall agree to indemnify and hold harmless the City, its servants agents and employees for any and all claims caused by or arising out of the activities permitted. The applicant shall provide certification of an appropriate policy of insurance to protect the City from liability which might arise from the special event. The policy occurrence limits shall not be less than \$1,000,000. A Copy of the policy shall be submitted at the time of application.
- (j) Sponsors shall be required to submit a detailed map illustrating the location of the event and the streets which may be affected by the event. Per City Council action, no event will be allowed on U.S. Highway 98.
- (k) Such other information as the Chief of Police and/or the City Manager may deem necessary in order to provide for traffic control, street and property maintenance and the protection of the public health, safety and welfare.
- (l) Event sponsors will be responsible for cleanup of the event site and/or route. Failure by the sponsor to cleanup the site will result in the city doing the cleanup and billing the sponsor for the actual cost.

Dustin Dumay 11
Applicant's Signature Date

Robert C. Rando 1/12/10
Police Department's Approval Date

APPLICATION TO CONDUCT SPECIAL EVENTS ON
CITY PROPERTY OR RIGHT OF WAY

Date Submitted

1. ORGANIZATION BEING REPRESENTED:

Name American Diabetes Association
Address 12385 Sorrento Rd Suite A-2 Pensacola, FL 32507

2. PERSON REQUESTING PERMIT:

Name Dusti DeMaha
Address 12385 Sorrento Rd A-2 Pensacola FL 32507
Phone 850-748-4701

3. PERSON ACTING AS CHAIRMAN AND RESPONSIBLE FOR CONDUCT THEREOF:

Name Dusti DeMaha
Address 12385 Sorrento Rd
Phone 850-748-4701

4. DATE, HOURS AND LOCATION OF EVENT:

April 10, 2010
Andrews Institute, Gulf Breeze, FL
6:00 AM - 4:00 PM

5. GENERAL DESCRIPTION OF ACTIVITIES, ESTIMATED ATTENDANCE, NUMBER AND TYPE OF VEHICLES, IF ANY, IF A FUNDRAISING EVENT, INDICATE PROPOSED USE OF FUNDS:

Cycling event for American Diabetes Association
Approx. 300 riders

Dusti DeMaha 11/1/2010
Applicant's Signature Date

Robert C. Rando 1/14/2010
Police Department's Approval Date

City Manager's Approval Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/6/2010

PRODUCER (301)795-6600 FAX: (301)795-6610
 The Novick Group
 One Church Street
 Suite 400
 Rockville MD 20850

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
 American Diabetes Association
 National Center
 1701 N. Beauregard Street
 Alexandria VA 22311

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: St. Paul Travelers Companies,	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	CK09008011	1/1/2010	1/1/2011	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person)	\$ 0
	<input checked="" type="checkbox"/> Participant Liab.				PERSONAL & ADV INJURY	\$ 1,000,000
	<input checked="" type="checkbox"/> Per Event				GENERAL AGGREGATE	\$ 10,000,000
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				PRODUCTS - COMPIOP AGG	\$ 2,000,000
	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS					
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
	<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC AGG	\$
	EXCESS / UMBRELLA LIABILITY				EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
	<input type="checkbox"/> DEDUCTIBLE					\$
	<input type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)				E.L. EACH ACCIDENT	\$
	If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	\$
	OTHER				E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 RE: ADA EAST Division; Tour de Cure on April 10, 2010. EVIDENCE OF INSURANCE.

CERTIFICATE HOLDER

City of Gulf Breeze
 1070 Shoreline Drive
 Gulf Breeze, FL 32561

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
 Louis Novick/HOLLIE

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

Saturday, April 10, 2010 Gulf Breeze, Florida

ROUTE:	CHECK-IN:	START:
62 miles	6:00	7:00
42 miles	6:30	7:30
Family Fun Ride	9:00	10:00

START/FINISH: Andrews Institute

EVENT DESCRIPTION:

This beautiful route will begin at Andrews Institute and take you over the Pensacola Bay Bridge into historic Pensacola and back over the bridge down Highway 98 thru the National Seashore. Follow along the beautiful beaches of Navarre and Pensacola returning to Andrews Institute for a Fabulous time! Whether you are a seasoned cyclist or just enjoy a leisurely ride for a good cause, we have a route that is perfect for you. For the first time riders, there will be a family fun ride. For the leisurely cyclist a 42mile ride. And for adventurous riders a 62 mile ride.

HOW TO RAISE \$350 IN ONE WEEK

- Day 1: Begin by putting in your own contribution of \$25
- Day 2: Ask two members of your family to sponsor you for \$25 each
- Day 3: Ask your employer to contribute \$25 and ask about matching funds for employee contributions to your campaign
- Day 4: Ask five friends to contribute \$10 each
- Day 5: Ask five co-workers to sponsor you for \$10 each
- Day 6: Ask five neighbors to contribute \$10 each
- Day 7: Ask your dry cleaner, pharmacy, grocery, doctor and favorite restaurant (or five other businesses you frequent) for a \$20 contribution

HELPFUL HINTS

1. **USE THE ONLINE FUNDRAISING TOOLS!** Send emails to friends and family in a few easy steps. We've already created a personal Tour page for you.
2. **SHARE YOUR STORY!** Let people know how you're preparing for Tour de Cure and what it means to you.
3. **FORM A TEAM!** Who do you ride with? Ask others to join you and form a team.
4. **FUNDRAISE!** Ask your family, co-workers, friends and neighbors to contribute to your goal.
5. **CARRY YOUR COLLECTION ENVELOPE!** Always have your collection envelope with you when you see potential donors and insert their checks/cash.
6. **DOUBLE YOUR FUNDRAISING!** Find out if your employer has a matching gifts program and make your fundraising worth twice as much.

CALL 1-888-DIA



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager

FROM: Ron Pulley, Director of Parks and Recreation

SUBJECT: The Senior Community Service Employment Program (SCSEP)

DATE: January 21, 2010

The City of Gulf Breeze has been invited to serve as a host agency for The Senior Community Service Employment Program.

The Senior Community Service Employment Program is a work based training program for senior citizens who want to re-enter the private workforce, provided by the United States Department of Labor, Employment and Training Administration. It was authorized by Congress in Title V of the Older Americans Act of 1965 to provide subsidized, part-time, community service work based training for low-income persons age 55 or older who have poor employment prospects.

Program participants are paid directly by the program and work an average of 20 hours a week, for a period of 6 to 12 months. They are paid the highest of Federal, State or local minimum wage, or the prevailing wage. They are placed in a wide variety of community service activities at non-profit and public facilities, including day-care centers, senior centers, schools and hospitals. It is intended that these community service experiences serve as a bridge to other employment positions that are not supported with Federal funds.

Program participants must be at least 55 and have a family income of no more than 25% over the Federal poverty level.

As a host agency, the City would have the opportunity to screen, interview and accept or reject each program participant presented for consideration. Each accepted participant would serve at the pleasure of the City. The City is responsible for on the job training, day to day supervision, documentation of time worked, provision of a safe work environment and periodic performance evaluations.

Use of SCSEP program participants is permissible only *in addition* to employment that would otherwise be funded by the City. Use of SCSEP program participants by the City;

1. Must result in an increase in employment opportunities in addition to those that would be otherwise be available.

2. Must not result in the displacement of currently employed workers, including partial displacement such as a reduction in hours of non-overtime work, wages, or employment benefits.
3. Must not impair existing contracts for service or result in the substitution of federal funds for other funds in connection with work that would otherwise be performed.
4. Must not substitute SCSEP funded positions for existing federally assisted jobs
5. Must not employ or continue to employ any participant to perform work that is the same or substantially the same as that performed by any other person who is on layoff.

As a host agency, The City might use program participants to provide additional customer service activities in all areas, as well as Parks & Recreation, .

Recommendation

That Council direct staff to establish the City of Gulf Breeze as a Host Agency with the Senior Community Service Employment Program.

CITY MANAGER'S NOTE:

Some examples of work that could be accomplished by a SCSEP person are as follows:

1. Provide additional presence in the Park during heavy activity time periods such as the upcoming baseball season.
2. Provide additional customer service at the boat ramps and other Waterfront areas during periods of heavy activity.
3. Provide additional assistance in the front office of City Hall or the Police Department for filing, etc.
4. Provide additional support in Public Works/Utilities.

Memo

To: Edwin Eddy
From: Steve Milford 
Date: January 18, 2010
Re: Quality Assurance for Alternative Projects Documentation

Recent communications from the Deputy Director of FEMA for the State of Florida (attached) are very encouraging and suggest our efforts regarding the Fishing Pier Alternative Projects may be coming to fruition before too long.

Throughout the process of achieving this grant, we have relied on our own home-grown expertise and the guidance of local and state-level FEMA personnel. As a result of the significant size of the potential grant for the Alternative Projects, I believe it is prudent to take measures to assure ourselves that we have made every effort to minimize any prospect of future invalidation of the monies (to be) received, due to FEMA closeout, or future audits by Federal General Accounting Office, or Office of Inspector General. (Note: In 2007 OIG invalidated some \$2.3 million in costs FEMA had paid to a nearby municipal agency, requiring a refund of those monies.)

To provide this "Quality Assurance" on the files and basis for our Alternative Project funding, I have held preliminary discussions with Adjusters International (AI). AI has developed an outstanding reputation as disaster recovery program managers. They are currently representing the Port of New Orleans relating to FEMA projects for hurricane Katrina and were the program coordinators for the 9-11 recovery for the State of New York. Within Florida they have represented Lee County, Sanibel Island and Palm Beach for FEMA recoveries in recent years. In my experience, their knowledge of FEMA rules, regulations and processes as well as their understanding of the inner workings of FEMA is second to none.

AI has offered to spend up to three days reviewing our documentation and providing a 'diagnostic' report of needs or weaknesses (see attached proposal). Personnel would be dispatched from New Orleans in mid to late February if the proposal is approved. I believe this is an outstanding opportunity to increase our peace-of-mind relating to the Alternative Projects for minimal costs (not to exceed \$2,000.)

Recommendation:

That the City Council authorize staff to engage AI under the terms of the attached proposal.

Stephen Milford

From: Dotson, Darrell [Darrell.Dotson@dhs.gov]
Sent: Thursday, January 14, 2010 2:26 PM
To: Stephen Milford
Cc: Seibert, Robert; Brewer, James; Zgodzinski, Joseph; Prevost, Julie; Melton, Sidney
Subject: RE: Gulf Breeze

Steve,

I will wait for the State's recommendation regarding the materials, however, I see no immediate issues with the submission.

Kindest Regards,

DARRELL J. DOTSON

Deputy Director, Infrastructure Branch
US Department of Homeland Security
FEMA Region IV/Florida Recovery Office
Office: (407) 268-8578
Cell: (407) 375-1590
Fax: (407) 268-8976

36 Skyline Drive
Lake Mary, FL 32746

From: Stephen Milford [mailto:smilford@ci.gulf-breeze.fl.us]
Sent: Monday, January 11, 2010 10:44
To: Seibert, Robert; Dotson, Darrell; Brewer, James; Prevost, Julie; Zgodzinski, Joseph
Subject: RE: Gulf Breeze

Any comments on submitted materials or status updates?

I believe we have provided all requested deliverables from Bob's 12/17/09 memo.

Thank you,

Steve Milford
City of Gulf Breeze

From: Stephen Milford
Sent: Monday, December 28, 2009 9:14 AM
To: Seibert, Robert; Dotson, Darrell; Brewer, James; Prevost, Julie; Zgodzinski, Joseph
Subject: RE: Gulf Breeze

Please substitute the attached for the three page summary subproject list originally forwarded. The difference is 1 corrected typo and correct cross street for final subproject (I had erroneously listed Breeze – the correct cross street is Berry – maps and supporting materials had correctly identified location.)

Thanks,

Steve Milford

1/17/2010

City of Gulf Breeze

From: Seibert, Robert
Sent: Thursday, December 17, 2009 2:42 PM
To: Malone, Joyce
Cc: Dotson, Darrell
Subject: RE: Summary of Conference Call this A.M. on Gulf Breeze

Joyce,
 Conference Call – Gulf Breeze; State; FEMA
 Subject:
 Gulf Breeze Fishing Pier Alternate Project PW3817 – DR1551

List of Participants:

FEMA Darrell Dotson; Julie Prevost
 State Bob Seibert; Joe Zgodzinski; Jim Brewer
 Gulf Breeze Steve Milford; Mike Syzmanski

The following summarizes the conference call:

- The details of the alternate project requirements relative to which type of sub-project types are eligible within the PA Program. It was noted that the items presented were understood by Gulf Breeze.
- Deliverable 1 due from Gulf Breeze: The information required from Gulf Breeze specific to each sub-project was provided in order to properly document the Alternate Projects involved. This included the following data items: 1) Complete description of the sub-project 2) Projected Cost by sub-project 3) Estimated time frame for completion of each sub-project in order to establish the need for proper time extensions and to remain within the approved performance period. ETA for this information is within two weeks.
- Deliverable 2 due from Gulf Breeze: Department of Environmental Protection Permit which defines the Scope of Work for the Debris cleanup of underwater related activity. ETA for this item is one week.
- Deliverable 3 due from Gulf Breeze: Signed copies of new versions of the affected PWs for this projects which were PW3817 and PW2139 both of which involve removing Debris Related Costs from the Alternate Project and moving the same costs to a Category A Debris only Project. ETA on this item is one week for proper City signature authority.
- The receipt of proper prior maintenance documentation was acknowledged, which satisfied the final outstanding eligibility deliverable from Gulf Breeze to move the project forward.
- The ETA for all projects to be written, approved and obligated is 30 days from 12 /17/09.

Summary:

- All questions were answered and understood by the participants.
- All eligibility issues have been resolved for the Alternate Project and the final deliverable of the list of sub-projects is understood.
- The processes relative to the Alternate Project as well as the Debris Project going forward were discussed in detail and understood by all.

Bob

Robert M. (Bob) Seibert
Lead Deputy Public Assistance Officer
Florida Division of Emergency Management
Phone: 407-268-8609
Blackberry: 850-528-5096
email: robert.seibert@em.myflorida.com

1/17/2010



January 15, 2010

Mr. Stephen Milford
Finance Manager
City of Gulf Breeze
1070 Shoreline Dr.
Gulf Breeze, FL. 32561

Subject: **Proposal for Recovery – Assessment (Phase I)**

Dear Milford:

Thank you for discussing with us how we can work with you to review your disaster recovery process to date and help Gulf Breeze (Santa Rosa County) realize the insurance proceeds and FEMA public assistance grant funding it is entitled to as a result of Hurricane Ivan. We feel it is vitally important to gain a complete understanding of where the City is in the process, which will allow us to be able to properly develop a FEMA public assistance strategy to maximize and retain all funds available for recovery. As discussed, we are submitting this proposal for the assessment phase of our work.

Principal Goals of Your Recovery

We understand that the principal goals during your disaster-recovery processes are to:

- Claim all damages that are eligible for insurance and FEMA funding.
- Obtain the maximum funding to which you are legally entitled under the Stafford Act (FEMA), and existing insurance policies.
- Account for all disaster-related expenses in such a way as to satisfy a future audit.
- Maximize funding from alternate project proposals

Scope of Work

The primary goals of this needs assessment are to understand the current status of your recovery and claims effort and identify issues and priorities for maximizing and retaining Federal funding. During this preliminary assessment, we will:

- Gain an initial understanding of the extent and types of projects to be funded
- Interview appropriate personnel and review photos of damages and narratives provided by departments



Corporate Office
126 Business Park Drive
Utica, New York 13502
1-800-382-2468
Outside the U.S.: (315)-797-3035
Fax: (315)-797-1090

- Develop a preliminary understanding of your organization and of your approach to capturing and documenting costs to evaluate your ability to meet FEMA grant requirements
- Determine if mandatory insurance reductions and insurance settlements have been reconciled if applicable
- Determine if alternate project proposals are in conformance with policy requirements
- Determine if contract procurement is in compliance with Federal regulations
- Assist in developing a recovery strategy if applicable

Product

The product of this needs-assessment will be an oral presentation and a bulleted written report outlining our findings and providing recommendations for areas where the City may be most vulnerable with regard to *obtaining* and *retaining* its maximum financial recovery available under the law. Our report will include a summary of the current status of the City's recovery, any issues we identify, and our recommendations for how to address these issues. The report is intended to provide the City a road map with which to move forward, whether by contracting our services, formulating a request for qualifications, or on its own.

Approach and Work Steps

Our approach is as follows:

1. Review project worksheets and documentation methods used
2. Review all pertinent insurance policies and settlement documents
3. Review proposed alternate projects
4. Interviews with a technical and accounting/budgeting representative from major departments having costs associated with the projects. Examples of such departments include:
 - Engineering
 - Emergency Management
 - Finance
 - Risk Management
 - Facilities
 - Sheriff's Department
5. Preparation of our needs assessment report

Information to be provided by the City

To assist us in completing our assignment, we will need the City to provide the following information and resources:



ADJUSTERS INTERNATIONAL

Corporate Office
126 Business Park Drive
Utica, New York 13502
1-800-382-2468
Outside the U.S.: (315)-797-3035
Fax: (315)-797-1090

- Knowledgeable people who can answer questions and provide information as needed
- Access to the Florida PA website
- Access to your record keeping files
- List of all identified damage areas to date
- Insurance policies and correspondence pertaining to all damaged facilities
- A work area, such as a conference room
- Access to a printer, telephone, internet and fax

In order to expedite and facilitate the interviews, it will be the City's responsibility to set up department meetings if required.

Compensation and Schedule for Phase I

We propose to be compensated for expenses only. Expenses for the professional services outlined above are estimated to be \$2,000.

Our team will consist of one (1) Senior Consultant, and one (1) Consultant working on location with the City for a period of three (3) days.

Thank you again for this opportunity to assist the City. If this proposal is acceptable to you, please sign and return one original copy at the above address. If you have any questions, please contact me at 315-415-2963.

Very truly yours,


John W Marini
Vice President

AGREED TO AND APPROVED BY

BY (NAME): _____

SIGNATURE: _____

TITLE: _____

DATE: _____

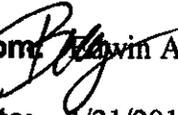


City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 1/21/2010

Subject: **Wellness**

Mayor Zimmern has encouraged staff to improve the wellness of our work force in 2010 in an effort to reduce usage of sick leave, improve productivity and to have a long term beneficial impact on the cost of our employee health insurance.

We are providing several opportunities to encourage our employees to exercise more and to learn about wellness. We contacted Chip's Gym regarding a group discount for City Staff. They responded with a very generous, half price membership offer (see attached).

We have also had conversations with two personal trainers who are willing to share instruction on diet and exercise with City employees.

One of the key elements of an effective wellness program is a baseline assessment of a person's condition from which a private individual exercise program can be developed. Baptist Health Care can come in and conduct such a baseline assessment for \$40.00 per person. (We would select Option listed as #2 on the attached proposal.)

If all of our full time regular employees choose to participate, the cost would be around \$4,000. Charges would be divided among the various funds. We would anticipate a minimal impact on the budget.

Once the baseline is established the next step would be to have a qualified and certified trainer meet with employees to plan a diet, exercise and/or smoking cessation program. We plan to use surplus space in the old fire station as an exercise equipment room.

RECOMMENDATION:

THAT THE CITY COUNCIL AUTHORIZE STAFF TO UTILIZE THE SERVICES OF BAPTIST HEALTH CARE OCCUPATIONAL HEALTH TO CONDUCT WELLNESS ASSESSMENTS FOR FULL TIME CITY EMPLOYEES.



BAPTIST

Occupational Health

9400 University Parkway
Pensacola, Florida 32514
(850) 208-6400

January 8, 2010

PROPOSAL TO PROVIDE HEALTH AND WELLNESS PROGRAMS

FOR

THE CITY OF GULF BREEZE

Baptist Occupational Health Wellness Program can provide health and wellness services, counseling and education for your employees.

The assessment services offered include:

Height and Weight

Blood Pressure

Body Fat Percentage Analysis with BMI

Hip and Waist Ratio

Lung Function

Grip Strength

Bone Density Screening (Females only)

Fasting Lipid Profile (Total Cholesterol, LDL, HDL, Triglycerides, Ratio) and Glucose

Personalize counseling regarding improving individual's health status

Options for Delivery of Health and Wellness Services:

1. **Provide lab draws and assessments in two steps:**

Baptist Occupational Health staff members will make a visit to the company to draw fasting lipid profile and glucose. Then, at a later date, conduct "Health Fairs" to include the physical assessments and counseling regarding the results of the lab work and the assessments.

2.

Provide lab draws and assessments in one step:

Conduct lab draws and physical assessments on the same day. The results of the fasting lipid profile and glucose would be mailed to the participants homes.

The above services are provided for \$40 per participant with a \$500 minimum for an onsite visit.

If participants want to participate in the physical assessments but do not want blood drawn, the cost of the assessment is \$25 per participant with a \$500 minimum for all services provided for the onsite visit.

If participant wants just blood drawn for the lipid profile and glucose, the cost is \$25 per participant with a \$500 minimum for all services provided for the onsite visit.

3. Provide focused programs as requested or monthly or quarterly:

Educational presentations can be provided at the convenience of the participants. There are opportunities for morning (breakfast), "Lunch and Learn" and evening sessions. The presentations are \$75 per hour with a two hour minimum.

Individual assessments that are related to the topic presented can be provided at these sessions, such as blood pressure, height and weight, and body fat analysis. There would be a minimum charge per person for the assessments.

4. First Aid and Heartsaver® CPR and AED for Adult and Child

Baptist Occupational Health is pleased to offer American Hearth Association cardiopulmonary respiration training (CPR), first aid training, automatic external defibrillation (AED). This course provides instruction on adult and child CPR, AED and relief of choking of adult victim, first aid, medical and injury care of emergencies for a victim until professional help responds. The cost includes a manual and CD with supplemental information.

COST: \$65 per participant. There is a 6 participant minimum and a 12 participant maximum for on-site classes.

Baptist Occupational Health's Wellness Program staff looks forward to providing the City of Gulf Breeze with these services. Please do not hesitate to contact me if you have any questions or need more information.

Briana Sartain, B.S.
Wellness Coordinator/Educator
Baptist Occupational Health
Office- 850-208-6415
Fax- 850-208-6419
Email: briana.sartain@bhcpns.org



To : All City of Gulf Breeze Employees

From : Chip's 24 Hour Health & Racquet Club.

Re : Membership Fees.

Date : January 2010.

First of all we would like to take this opportunity to thank all City of Gulf Breeze employees for the wonderful job they do in maintaining the high standards set for our city. Everyone works very hard to make Gulf Breeze such a desirable spot to live and work in. For that, we are greatly appreciative.

In recognition of this, we would like to offer to all city employees a nominal fee of **\$14.08 per month (\$15 with tax) or \$135.21 for the year (\$144 with tax)** for the full use of our facility. A one time fee of \$20 for a access card will get you 24 hour access to the fitness center.

These prices are set at an extremely reduced rate from our normal membership rates as we value your patronage greatly. Our normal **1 month rate runs at \$42.25 per month (\$45 with tax)**. Therefore city employees make a **huge saving of \$30 per month** if they choose to go monthly or

an incredible saving of \$252.18 off of the yearly rate.

We would like to encourage any other of your colleagues to take advantage of this wonderful deal. Remember we are a 24 hour facility so that you can work-out any time of the day, 24 hours a day, 7 days a week, 365 days of the year!

Once again we thank all of you for the wonderful job that you perform in the community and we appreciate you choosing Chip's 24 Hour Health & Racquet Club as your place to work-out.

If you have any questions or comments please do not hesitate to contact either Chip or James at 916-24HR(2447). We look forward to seeing you.

Yours sincerely,

Chip Holston & James Kober.

Chip Holston Owner
Chip's 24 Hour Health & Racquet Club
100 McAbee ct.
Gulf Breeze FL 32561
850-916-24HR (2447)
Web Site chips24hrhealth.com



City of Gulf Breeze

January 22, 2010

TO: Mayor and City Council

FROM: Edwin A. Eddy, City Manager

Buz: mk

SUBJ: **(1) Reduction of Expenditure from Capital Improvements Fund**

(2) Authorization to Accept \$14,583 from Santa Rosa County Intergovernmental Communication Plan

Attached is a memo recapping the process of implementing our canopy system. Staff has determined that joining with Santa Rosa County on this matter will reduce the cost for the City and increase inter agency communication. We have two recommendations:

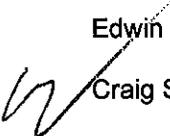
1. **That the City Council reduce the City expenditure for the Canopy Network System by \$10,000 from the 2009 Capital Improvements Fund. (Total Expenditure will be \$26,583 rather than \$36,000)**
2. **Authorize staff to work with Santa Rosa County to interconnect the City's canopy system with Santa Rosa County and accept \$14,583 from the County Intergovernmental Communication Plan.**

EAE:msr



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager
FROM:  Craig S. Carmichael, Fire Chief
DATE: January 20, 2010
SUBJECT: **Canopy System**

As you are aware, the City Council recently authorized the expenditure of \$36,000 from the 2009 Capital Improvement Fund to purchase a Canopy Network System from CES/Team One Communications. After staff starting moving forward with implementing the project, we discovered that Santa Rosa County uses the Canopy System to transport radio traffic to their various fire, ems and law enforcement transmitter sites and that there was a possibility that they would want to use a portion of our system to expand their coverage into the City. By virtue of the system being able to serve multiple agencies and enables interoperability, it opened up the possibility that a portion of the project could be funded through Inter Governmental Communication Plan ("ICP") funds. After speaking with representatives from the County we confirmed that they would indeed be interested and we put the project on hold until we could present it to the Santa Rosa County Communications Committee ("Committee"). The Committee is charged with administering ICP funding.

We presented the project to the Committee on January 21, 2010 and requested funding for the purchase and installation of equipment for the Oak's water tank. The Oak's water tank is the common denominator for both systems and is the starting point where their data would enter our proposed system. The cost for the Oak's site is \$9,583.00. The Committee unanimously approved the request and authorized an additional \$5,000 for the procurement and installation of a piece of equipment that will need to be installed at the Fairpoint water tank to decode their signal. The Fairpoint site is the hopping off point for their data. The total funds approved by the Committee for the project is \$14,583.00. This increases the total project cost to \$41,000.00.

The supplemental funding will reduce the overall cost of the project to the City to \$26,417.00. With this in mind, we would like to move forward with the project and authorize CES/Team One Communications to start the project.

RECOMMENDATION:

THAT THE CITY COUNCIL APPROVE THE EXPENDITURE OF \$26,417.00 FROM THE 2009 CAPITAL IMPROVEMENT FUND AND \$14,583.00 FROM THE COUNTY'S ICP FUND (\$41,000.00 PROJECT TOTAL) FOR THE PURCHASE AND INSTALLATION OF THE CANOPY SYSTEM FROM CES/TEAM ONE COMMUNICATIONS.

CSC
Attachments

H. SUBJECT: DISCUSSION AND ACTION REGARDING PURCHASE OF CANOPY NETWORK SYSTEM

Reference: City Manager memo dated September 25, 2009

RECOMMENDATION:

That the City Council approve the expenditure of \$36,000 in 2009 capital improvement funds to purchase a Canopy Network System from CES/Team One Communications.

Councilman Schluter moved for approval. Councilman Henderson seconded. The vote for approval was 5 - 0.

I. INFORMATION ITEMS

NEW BUSINESS: DISCUSSION AND ACTION REGARDING APPOINTMENT TO BAY AREA RESOURCE COUNCIL (BARC) AND TOURIST DEVELOPMENT COUNCIL (TDC)

Reference: City Manager memo dated October 1, 2009

RECOMMENDATION:

That the City Council approve J. B. Schluter as its representative on the Bay Area Resource Council and Joseph Henderson on the Tourist Development Council.

Councilman Henderson moved for approval. Councilman Schluter seconded. The vote for approval was 5 - 0.

ADJOURNMENT:

Mayor Zimmern adjourned the meeting at 6:47 p.m.

CITY CLERK

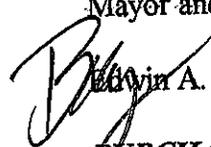
MAYOR



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

September 25, 2009

TO: Mayor and City Council
FROM:  Edwin A. Eddy, City Manager
SUB: **PURCHASE OF CANOPY SYSTEM**

On the list of capital project for the end of Fiscal Year 2009, we included purchase of a Canopy Network System for an estimated cost of \$36,000.

The Canopy System is a unified data network which uses dish technology rather than wires. Several benefits will be achieved from acquisition and installation of this system:

1. Elimination of 6 - 8 individual telephone lines at the Recreation Center, SSRUS Field Operations, the Fire House and other maintenance facilities;
2. Improved internet and telephone communication at each remote location;
3. Potential addition of security camera and traffic monitoring locations via the network

The payback for this project is estimated at three years. We estimate elimination of at least \$1,000 per month in costs for individual phone lines and DSL connections.

We propose to purchase a Motorola system and have it installed by the local Motorola dealer - CES/Team One Communications. Motorola equipment will easily interface with our existing Motorola equipment. Over the years, Motorola has proved to be reliable. CES has done considerable work for the City and is familiar with our equipment.

RECOMMENDATION:

That the City Council approve the expenditure of \$36,000 in 2009 capital improvement funds to purchase a Canopy Network System from CES/Team One Communications.



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager
FROM: *MS* Craig S. Carmichael, Fire Chief
DATE: January 20, 2010
SUBJECT: **Fire Department Stipend Program**

Attached, please find a revision to the fire department's stipend program. As you are aware, several years ago the City established the program to help offset the expenses that volunteers incur while providing services to the City. It also is a nominal fee used to express the City's gratitude for providing this service. The fees have not been adjusted since the program was established in 2000.

The existing policy provided reimbursement as follows

Firefighter	\$100
Lieutenant	\$125
Captain	\$150
Assistant Chief or Deputy Chief	\$200
Chief	\$300

An additional \$10 is given for a first responder certification and \$25 for an EMT or paramedic certification.

The new policy will increase the rate of reimbursement as follows:

Firefighter Trainee	\$100
Firefighter	\$200
Lieutenant	\$250
Captain	\$300
Assistant Chief or Deputy Chief	\$350
Chief	\$400

The new policy includes a new provision for a firefighter trainee. This classification is being added for those individuals who have joined the

department but have yet to complete their State mandated training and we utilize in support roles. When the program was first instituted, the Stated mandated training was only forty hours. It is now 250 hours.

The new policy eliminates the payment for first responder, EMT and paramedic certifications. By way of the State mandated training, all firefighters are now trained to the level of first responder.

A provision is also being added to recognize station manning. If a qualified individual stands-by at the station for duration longer than four hours, they receive call credit. Not only does this help decrease our response times but we also garner credit with the ISO.

In establishing the new reimbursement rates, we compared the proposed fees with last years and found that the overall payout by the City would still remain under the annual budgeted amount of \$25,000.

Old Fee Schedule	Proposed Schedule
\$16,295	\$24,517

It is anticipated that the new firefighter trainee classification might spur more participation in the program; however, there are only 3 to 4 individuals who fall under this classification and the excess fees would be less than \$5,000 and could be absorbed by cutting back in other line items.

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE FIRE DEPARTMENT'S REVISED STIPEND POLICY AS SUBMITTED AND MAKE IT RETROACTIVE TO JANUARY 1, 2010.

**CSC
Attachment**

TITLE: Standard Operating Guidelines for the Administration of the Volunteer Firefighter Stipend Program

ADOPTED: January 1, 2010

PURPOSE: To promulgate policy and guidelines for payment of a stipend to volunteers who provide more than minimal services to our local citizens, and in so doing, incur personal expenses. While it is beyond the scope of the relationship to maintain detailed expense and reimbursement records, this Stipend will in some measure help cover those personal expenses.

REQUIRED QUALIFICATIONS AND PAYMENT SCHEDULE:

I. Firefighter Trainee: will receive \$100 if:

- a. Completes orientation.
- b. Must obtain certification as Florida Firefighter I within one (1) year of joining department or no further stipend payments will be made until a Florida firefighter certification is obtained
- c. Attends 2 approved training sessions and responds to 20% of the department's calls per month.

II. Firefighter I or II: will receive \$200 if:

- a. Certified as Florida Firefighter I or II, attends 2 approved training sessions and responds to 20% of the department's calls per month.

III. Lieutenant: will receive \$250 if:

- a. Certified as Florida Firefighter I or II, attends 2 approved training sessions and responds to 20% of the department's calls per month.

IV. Captain: will receive \$300 if:

- a. Certified as Florida Firefighter I or II, attends 2 authorized training sessions and responds to 20% of the department's calls per month.

V. Assistant Chief or Deputy Chief: will receive \$350 if:

- a. Certified as Florida Firefighter I or II, attends 2 authorized training sessions and responds to 20% of the department's calls per month.

VI. Chief: will receive \$400 if:

- a. Certified as Florida Firefighter I or II, attends 2 authorized training sessions and responds to 20% of the department's calls per month.

VII. EMTs & Paramedics: will receive \$200 if:

- a. This classification is for individuals who do want to serve the community as a firefighter; however, they have skills that can be used to provide emergency care to the citizens of the community and is within the scope of services provided by the department.
- b. Certified as a Florida EMT or Paramedic, attends 2 authorized training sessions and responds to 20% of the department's calls per month.
- c. EMTs and Paramedics can hold the ranks of Lieutenant through Assistant Chief or Deputy Chief and will receive a stipend payment equal to the appropriate rank listed above.

DISASTER PAYMENT:

In the event of a local, state, or national disaster, volunteer firefighters who are recalled to maintain full-time emergency staffing by the Fire Chief or his/her designee, for a period no less than 72 hours may receive a one-time supplemental stipend payment not to exceed \$500. This payment is contingent upon available funding and must be approved by the City Council.

PROCEDURES:

The department utilizes computer software to document and log all activities, including: dispatched calls, training sessions, and special details. If possible, an Officer or the highest ranking Firefighter will be responsible for entering the activity report into the computer. After completing the report the Officer or highest ranking Firefighter shall ensure that the activity report is saved in the software thereby locking the report to all users except those who have

administrator privileges. Only users who have administrator privileges will have access to add individuals to an activity report once it has been locked and will do so only after it has been authorized by the Chief.

The Chief will prepare a monthly stipend report at the end of each month that will include, but not be limited to, the following information: number of calls the department ran; number of members, by rank, who met qualifications and would be eligible to receive the Stipend, the total number of members in the department, and number of calls, drills, and special details each member participated in. The monthly stipend report will be submitted to City's Director of Finance or designee, no later than the 10th of the following month, for processing and payment.

The Chief shall be responsible for maintaining personnel files and training records, which accurately reflect each individual's qualifications for their stipend level. These records shall be available for audit.

ADDITIONAL GUIDANCE:

- I. Credit may be received in lieu of calls runs for standing duty. Duty is defined as personnel manning the station for a set period of time ("shift"). The minimum shift is 4 hours. For this service there will be an allotment of call counts to add to the person's percentage as follows:

4 hour shift:	1 call
8 hour shift:	2 calls
12 hour shift:	3 calls
24 hour shift:	4 calls

During a shift, a Firefighter must participate in all departmental activities including but not limited to training, incident response and public relations events.

- II. Credit maybe given for special details. Special details should be a minimum of two (2) hours and must be approved and authorized by the Chief. Examples include but are not limited to parades, sporting event stand-bys and etc. Each special detail shall count for one call.
- III. Orientation will include is required for trainees and shall include:
 - a. Basic equipment and truck familiarization

- b. Safety
 - c. Use of SCBA
 - d. Personal Protective Equipment
 - e. General Operating Guidelines
- IV. In the event that a Firefighter is involved in official fire department business such as classes, special meetings, association meetings, out of town training and upon approval of the Chief shall get credit for any calls run during that time
- V. In the event that a Firefighter is sick, has to attend school or must work during regular scheduled training meetings the Fire Chief may grant them an excuse from the training meeting attendance requirement for that particular month provided that they have met all other requirements. It is incumbent for the Firefighter to provide documentation of the absence by providing a written doctor's excuse for an illness or in the case of working, a paycheck stub or other documented proof. In the case of attending school, a copy of the student's schedule will suffice. It is up to the Firefighter to provide notification of an excused absence. Once the monthly statics have been compiled and submitted to the Finance Department, no furthers changes will be made.
- VI. Any member who submits false paperwork, generates misleading or false incident reports to qualify for payment or commits a similar type of fraudulent act which results in the payment when payment is not due shall immediately be terminated from the Department. Additionally, the Department may pursue criminal charges for defrauding a governmental entity.
- VII. Authorized training sessions shall be the two general membership training sessions that take place on the 1st and 3rd Tuesday of each month, the monthly maintenance meeting that occurs on the 3rd Tuesday of each month, the explorer training session that takes place on Thursday of each week, or any other training approved by the Fire Chief. In order to receive credit for a training session, the Firefighter must actively participate unless assigned another task by the Fire Chief or instructor.



City of Gulf Breeze

January 20, 2010

TO: Edwin A. Eddy, City Manager
FROM: Marita Rhodes, City Clerk *MR*
SUBJ: ADDITIONAL BOARD APPOINTMENTS

At their regular meeting held on Tuesday, January 19, 2010, the Gulf Breeze City Council made a few appointments to various advisory boards. There are still positions on the Development Review Board and Board of Adjustment to be filled. I spoke with Mr. David Landfair and Mr. John Schuster and they are interested in serving on the Development Review Board. I spoke with Ms. Maggie Tamburro, who had expressed an interest in serving on one of the City boards again, and she expressed an interest in serving on the Board of Adjustment.

RECOMMENDATIONS:

DEVELOPMENT REVIEW BOARD:

That the City Council appoint Mr. David Landfair, 701 Baycliffs Road, and Mr. John Schuster, 405 Navy Cove Boulevard, to the Development Review, terms to expire in 2012. (Two alternates are still needed for this Board.)

BOARD OF ADJUSTMENT:

That City Council appoint Ms. Maggie Tamburro to the Board of Adjustment, term to expire in 2013. (Two alternates are still needed for this Board.)



City of Gulf Breeze

POLICE DEPARTMENT

PETER R. PAULDING
Chief of Police

ROBERT C. RANDLE
Deputy Chief of Police

MEMO TO FILE

January 12, 2010

Re: Compliment- Officer Christopher Lanzetta

On this day I had the pleasure to talk with Tom Scialabba who called in to recognize our officer, Chris Lanzetta. On January 11, 2010, Mr. Scialabba had an accident at the CVS Pharmacy. Chris assisted with this accident and he called to say throughout the ordeal Chris was "very, very nice". Mr. Scialabba recently moved from South Florida and is getting used to the area and said about Chris, "this guy was exceptionally nice". Mr. Scialabba was ticketed by Officer Lanzetta and I teased that he was calling in to give an officer that ticketed him a compliment. He stated that he knew the accident was his fault and he had to call and be the first to give him an "Atta boy for his excellent service". He asked us to "keep this guy, will ya, he's good".

Way to go Chris!

Dedra Thomas

Cc: Chief Peter Paulding, Deputy Chief Robert Randle

Compliment
Lanzetta - I'll
file when you
read. Thks,
Ded re

Harold Bolding
201 Pensacola Beach Rd C2
Gulf Breeze, FL 32561

Nov. 21, 2009

Dear Officer Lanzetta,

Timothy Manning phoned me and came
by C2 on his new bike which he said
cost \$80. I paid him that amount and
got a receipt.

He told me that the cut on
his right ankle was not bad enough
to require sutures and that the
bruise on his left leg was there
before the accident. Said his cell
phone number was 346-7401.

I would like to thank you
again for all your help and to
give you my best wishes for
a pleasant holiday.

Best regards.

Yours very truly,
HB