

**GULF BREEZE CITY COUNCIL  
REGULAR MEETING**

AUGUST 2, 2010  
MONDAY, 6:30 P.M.  
COUNCIL CHAMBERS

**REMINDER: THERE WILL A BUDGET WORKSHOP SATURDAY,  
JULY 31, 2010, STARTING AT 9:00 A.M. A LIGHT  
BREAKFAST WILL BE PROVIDED**

1. Roll Call
2. Invocation and Pledge of Allegiance
3. Approval of Minutes of July 19, 2010 (Regular Meeting)  
Approval of Minutes of July 28, 2010 (Special Meeting)
- A. **PLAQUE PRESENTATION:** Air Force Cadet Program - Civil Air Patrol  
Plaque Presentation to City Council and Police Department
4. **CONSENT AGENDA ITEMS:\***
  - A. Discussion and Action Regarding Housekeeping Services Contract
  - B. Discussion and Action Regarding Capital Equipment Purchase Request - FEMA  
Alternative Project Funds - Enclosed Trailer and Tractor for Parks and Recreation
  - C. Discussion and Action Regarding Architect and Engineering Services - Softball  
Concession Stand and Restroom Facility
  - D. Discussion and Action Regarding South Santa Rosa Utility System Historical Perspective
  - E. Discussion and Action Regarding Acceptance of Payment for Legal Expenses
  - F. Discussion and Action Regarding Proposed Millage Rate

**\*These are items considered routine in nature and will be considered by one (1) motion. If any citizen wishes to voice an opinion on one of the items, you should advise the Council immediately.**

5. **ACTION AGENDA ITEMS:**

- A. Discussion and Action Regarding Replacement of Electronic Reader Board
  - B. Discussion and Action Regarding Addition to and Renovation of the Gulf Breeze Recreation Center Architect Selection Process
  - C. Discussion and Action Regarding Replacement of Red Light Cameras
6. New Business:
- 1. Discussion and Action Regarding Sidewalk Grinding
7. Open Forum
8. Adjournment

**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.**

**MINUTES OF THE REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA**

The 1,156<sup>th</sup> regular meeting of the Gulf Breeze City Council, Gulf Breeze, Florida, was held at the Gulf Breeze City Hall on Monday, July 19, 2010, at 6:30 p.m.

Upon call of the roll the following Councilmen were present: Dana Morris, J. B. Schluter, Richard C. Fulford, Joseph Henderson and Mayor Beverly Zimmern.

**APPROVAL OF MINUTES:**

Councilman Morris moved for approval of the minutes for the regular meeting held on Monday, July 6, 2010. Councilman Henderson seconded. The vote for approval was 5 - 0.

Councilman Schluter moved for approval of the minutes for the special Community Redevelopment Agency meeting held on Monday, July 6, 2010. Councilman Morris seconded. The vote for approval was 5 - 0.

**PLAGUE PRESENTATION:**

John Loftis, Loftis Marine Construction, explained the Air Force Cadet Program Civil Air Patrol will present appreciation plaques to the Gulf Breeze City Council and Gulf Breeze Police Department at the next regular City Council meeting to be held on Monday, August 2, 2010. The Police Department representative was unable to attend the July 19<sup>th</sup> meeting for the presentation.

**CONSENT AGENDA ITEMS:**

**RECOMMENDATION:**

**That the City Council approve the following Consent Agenda Items:  
A, B, C, D, E, F, and G:**

**A. SUBJECT: DISCUSSION AND ACTION REGARDING DEVELOPMENT  
REVIEW BOARD REFERRALS OF JULY 7, 2010**

Reference: Development Review Board Minutes of July 7, 2010

- I. Michael Caluda - 1125 Soundview Trail and  
Suzanne Gilchrist - 1127 Soundview Trail  
Request to Construct a Rip Rap Seawall Along  
the Rear of Their Properties

**RECOMMENDATION:**

**That the project be approved as submitted contingent upon receipt of all appropriate permits.**

- II. Britton Stamps - Post Office Box 9, Gulf Breeze  
Final Plat Approval for Proposed Subdivision Adjacent  
To the Driftwood Subdivision Located on North end of  
Oak Street

**RECOMMENDATION:**

**That the project be approved as submitted contingent upon receipt of all appropriate permits.**

- B. **SUBJECT: DISCUSSION AND ACTION REGARDING SELECTION OF ARCHITECT, EXPANSION OF AND RENOVATION OF RECREATION CENTER**

Reference: City Manager memo dated July 8, 2010

**RECOMMENDATION:**

**That the City Council endorse the staff plan of interviewing the top three firms and authorize staff to negotiate a contract for an architectural firm for the expansion and renovation of the Recreation Center.**

- C. **SUBJECT: DISCUSSION AND ACTION REGARDING ARCHITECTURAL SUPPORT - SHORELINE PARK NORTH - WEST END RESTROOMS**

Reference: City Manager memo dated July 8, 2010

**RECOMMENDATION:**

**That the City Council authorize Bay Design Associates Architects to provide the construction plans, develop bid specifications and provide construction administration for the outdoor restroom project for the total sum of \$13,044.**

**D. SUBJECT: DISCUSSION AND ACTION REGARDING REVERSE 911,  
EMERGENCY NOTIFICATION SYSTEM**

Reference: city Manager memo dated July 8, 2010

**RECOMMENDATION:**

**That the City Council authorize staff to utilize Santa Rosa County's Emergency Notification System, drop our R-911 system and improve our ability to communicate through e-mails and texts.**

**E. SUBJECT: DISCUSSION AND ACTION REGARDING SETTLEMENT  
AGREEMENT WITH THE VILLAS**

Reference: City Manager memo dated July 7, 2010

**RECOMMENDATION:**

**That the City Council approve the settlement agreement with the Villas and authorize the Mayor to execute the document.**

**F. SUBJECT: DISCUSSION AND ACTION REGARDING INMATE WORK  
CREW**

Reference: City Manager memo dated July 9, 2010

**RECOMMENDATION:**

**That the City Council direct the City Attorney to review the draft contract with the Florida Department of Corrections for inmate work crews and authorize the Mayor and/or City Manager to execute the revised contract with changes as necessary.**

**G. SUBJECT: DISCUSSION AND ACTION REGARDING NOTEBOOK  
COMPUTERS FOR COUNCIL MEMBERS**

Reference: IT Coordinator memo dated July 9, 2010

**RECOMMENDATION:**

**That the City Council approve the purchase of six Lenovo SL510 notebook computers , to be used by the City Council, Mayor and City Council, from CDW-Government for \$3,574.**

**ASSISTANT CITY MANAGER RECOMMENDATION:**

**That the six notebook computer purchase by funded from capital funds set aside after FY 2009. There is presently \$84,100 allocated to the Parks and Recreation restroom project. Council has approved the restrooms as FEMA alternative project #2 and the project has been started. Thus, leaving this money to be designated to other capital projects. That the City Council approve this change to the FY 2009 Capital Budget.**

Councilman Morris moved for approval of the Consent Agenda Items: Councilman Fulford seconded. The vote for approval was 5 - 0.

**K. INFORMATION ITEMS**

**ACTION AGENDA ITEMS:**

**A. SUBJECT: DISCUSSION AND ACTION REGARDING SEWER REPAIR AT SHORELINE DRIVE AND CAMELIA STREET**

Reference: Asst. Public Services Director memo dated July 8, 2010

**RECOMMENDATION:**

**That the City Council award the repair of the sewer main and manhole at Shoreline Drive and Camelia Street to Brown Construction of Northwest Florida for the amount of \$6,056.76.**

Councilman Morris moved for approval of the project. Councilman Henderson seconded. The vote for approval was 4 - 0 - 1, with Councilman Fulford abstaining due to a conflict of interest. (Conflict of Interest form included with the minutes.)

**J. SUBJECT: DISCUSSION AND ACTION REGARDING INITIAL BUDGET WORKSHOP**

Reference: City Manager memo dated July 9, 2010

**RECOMMENDATION:**

**That the City Council schedule an extended budget workshop for Saturday, July 31, 2010, starting at 9:00 a.m.**

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

**NEW BUSINESS: DISCUSSION AND ACTION REGARDING REPORT TO COUNCIL OF CRITICAL ACQUISITIONS AND PROCUREMENT REGARDING THE DEEPWATER HORIZON OIL SPILL**

Reference: Assistant City Manager memo dated July 15, 2010

**RECOMMENDATION:**

**That the City Council approve all expenditures to date and authorize the Mayor and City Manager to make necessary expenditures for emergencies according to Ordinance No. 07-07.**

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

**ADJOURNMENT:**

Mayor Zimmern adjourned the meeting at 6:45 p.m.

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CITY CLERK

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MAYOR

**MINUTES OF A SPECIAL MEETING OF THE  
CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA**

A special meeting of the Gulf Breeze City Council, Gulf Breeze, Florida, was held at the Gulf Breeze City Hall on Wednesday, July 28, 2010, at 7:00 p.m.

Upon call of the roll the following Councilmen were present:, Richard Fulford, Joseph Henderson and Mayor Beverly Zimmern. Councilmen Dana Morris (out of town on business) and J. B. Schluter (involved in minor accident) were absent.

The purpose of the meeting was to consider the following item

**ACTION AGENDA ITEM:**

**A. SUBJECT: DISCUSSION AND ACTION REGARDING FISHING BRIDGE  
DECONSTRUCTION BID RESULTS**

Reference: dated July 23, 2010

**RECOMMENDATION:**

**That the City Council approve the Tetra Tech work order for subsurface mapping of the Fishing Bridge area for a total price of \$17,300 and award the bid to Virginia Wrecking with bids of \$2,372,399 and alternate No. 1 bid of \$50,000 (if necessary) for a maximum bid price of \$2,422,399.**

Councilman Fulford moved for approval. Councilman Henderson seconded. The vote for approval was 3 - 0.

**ADJOURNMENT:**

Mayor Zimmern adjourned the meeting at 7:05 p.m.

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CITY CLERK

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MAYOR

**EXECUTIVE COMMITTEE REPORT**

**JULY 28, 2010**

Councilmen Present:,, Richard Fulford, Joseph Henderson and Mayor Beverly Zimmern  
Councilmen Absent: Dana Morris(out of town) and J. B. Schluter (involved in minor accident)

**ACTION AGENDA ITEMS:**

**A. SUBJECT: DISCUSSION AND ACTION REGARDING AIR FORCE CADET PROGRAM - CIVIL AIR PATROL PLAQUE PRESENTATION**

Reference: Deputy City Clerk memo dated July 20, 2010

**RECOMMENDATION:**

**No Council action necessary. Civil Air Patrol plaques to be presented by the Air Force Cadet program on Monday, August 2, 2010.**

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**B. SUBJECT: DISCUSSION AND ACTION REGARDING HOUSEKEEPING SERVICES CONTRACT**

Reference: Parks and Recreation Director memo dated July 20, 2010

**RECOMMENDATION:**

**That the City Council direct staff to seek formal competitive bids for the provisions of routine housekeeping services for City Hall, Public Works, the Police Department and the Recreation Center.**

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**C. SUBJECT: DISCUSSION AND ACTION REGARDING CAPITAL EQUIPMENT REQUEST - FEMA ALTERNATIVE PROJECT FUNDS - ENCLOSED TRAILER AND TRACTOR FOR PARKS AND REC**

Reference: Parks and Recreation Director memo dated July 21, 2010

**RECOMMENDATION:**

**That the City Council authorize the purchase, to be reimbursed by FEMA alternate project funds, of one 7' x 14' enclosed trailer from Rocky's Utility Trailers for \$3,499; and one Kubota L3540 tractor with loader and attachments from Coastal Machinery Company for \$29,772.36. (Mr. Bob Osborn, 88 Highpoint, asked if staff established a reserve to replace the new equipment in the future.)**

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**D. SUBJECT: DISCUSSION AND ACTION REGARDING REPLACEMENT OF ELECTRONIC READER BOARD SIGN**

Reference: Parks and Recreation Director memo dated July 19, 2010

**RECOMMENDATION:**

**That the City Council place this item on the agenda for Monday, August 2, 2010, for further discussion and action.**

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**E. SUBJECT: DISCUSSION AND ACTION REGARDING ARCHITECT AND ENGINEERING SERVICES - SOFTBALL CONCESSION STAND AND RESTROOM FACILITY**

Reference: City Manager memo dated July 23, 2010

**RECOMMENDATION:**

**That the City Council approve the staff selection of Bay Design for design of the concession/restroom facilities to serve the softball fields at Shoreline Park for a total fee of \$24,919.**

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**F. SUBJECT: DISCUSSION AND ACTION REGARDING ADDITION TO AND RENOVATION OF THE GULF BREEZE RECREATION CENTER ARCHITECT SELECTION PROCESS**

Reference: Parks and Recreation Director memo dated July 20, 2010

**RECOMMENDATION:**

**That the City Council place this item on the agenda for Monday, August 2, 2010, for staff recommendation and further discussion and action.**

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**G. SUBJECT: DISCUSSION AND ACTION REGARDING SOUTH SANTA ROSA UTILITY SYSTEM HISTORICAL PERSPECTIVE REPORT**

**That the City Council establish 1.9 mills, as the millage rate to be provided to the Property Appraiser for notification to property owners to accomplish "TRIM" requirements. That the Tentative Budget Hearing date for adopting the Resolution for Tentative Ad Valorem and Budget be set for a special meeting Wednesday, September 15, 2010, 6:30 p.m. at Gulf Breeze City Hall; and that the Council set Tuesday, September 21, 2010, 6:30 p.m. at Gulf Breeze City Hall as the date for the final millage, budget public hearing.**

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**K. INFORMATION ITEMS**

**Councilman Henderson asked that the City Manager direct the Police Chief to structure an ordinance that would restrict vehicle drivers from texting while driving their vehicle. (The following individuals spoke: Mr. Mike Wein, 409 Montrose Boulevard, ask about drivers participating in other activities such as eating, talking on the phone, etc, while driving their vehicle; and Mr. Matt McLeod, 211 Gulf Breeze Parkway also talked about other activities while driving.)**

Reference: Public Services Director memo dated July 21, 2010

**RECOMMENDATION:**

**That the City Council accept the South Santa Rosa Utility System Historical Perspective report and approve the Board's recommendation that South Santa Rosa Utility System continue as an enterprise fund to the City.**

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**H. SUBJECT: DISCUSSION AND ACTION REGARDING REPLACEMENT OF RED LIGHT CAMERAS**

Reference: City Manager's memo dated July 23, 2010

**RECOMMENDATION:**

**That the City Council approve the concept of utilizing red light cameras provided by Sensys America and the concept of the City providing back office services associated with the issuance of citations for running red lights by camera. (Mr. Bob Switzer, 92 Highpoint, spoke about the red light camera situation in Georgia.)**

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**I. SUBJECT: DISCUSSION AND ACTION REGARDING ACCEPTANCE OF PAYMENT FOR LEGAL EXPENSES**

Reference: City Manager memo dated July 21, 2010

**RECOMMENDATION:**

**That the City Council approve payment of \$1,250 by Yvonne Ysrael to reimburse the City for legal expenses.**

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**J. SUBJECT: DISCUSSION AND ACTION REGARDING PROPOSED MILLAGE RATE**

Reference: City Manager memo dated July 22, 2010

**RECOMMENDATION:**



# City of Gulf Breeze

TO: Edwin A. Eddy, City Manager

FROM: Ron Pulley, Director of Parks and Recreation

SUBJECT: "Addition To and Renovation of The Gulf Breeze Recreation Center"  
Architect Selection Committee Recommendation

DATE: July 30, 2010

On June 5, 2010, staff opened submittals from nineteen architectural firms, in response to our published Request for Qualifications for the above referenced project.

The committee, tasked with the evaluation and scoring of these submittals, was comprised of Ms. Jennifer Hawkins, Mr. Hank Guess, Mr. Harrold Hatcher and myself. Scores from these evaluations resulted in a ranking for each reviewer; #1 being the most suited, #19 the least suited to this project.

Based on these scores an invitation was extended to STOA Architects, Quina Grundhoefer, and Bay Design Associates to make a presentation to and field questions from the final selection committee. This committee consisted of Mr. Buz Eddy, Mr. Vernon Prather, Mr. Thomas Lambert and myself.

These interviews were held on July 27, 28, and 29, 2010. Prior to the commencement of the interviews, the committee recognized that each of these firms were well qualified, very capable and could do the job well. It would, therefore, be a difficult decision to pick one of the three to recommend to Council.

The selection committee considered and weighed the following factors heavily in making their recommendation:

**1. Community Input:** Each firm mentioned the need for community input in "programming" the building. Bay Design, however, embraced the process and offered examples of how their firm has insured that the public is heard and public input gets incorporated into the project design. Too often, public input resembles a "sales job" as staff and architects seek to generate support for how they think a building should look or function.

**2. Experience:** Each firm presented good experience with facilities similar to the Recreation Center. Bay Design's experience, however, was specifically on point, both in scope and budget. Additionally, as designer of the original Recreation Center, Bay Design possess intimate knowledge of the current facility's systems, structure and issues.



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**2. Experience:** Each firm presented good experience with facilities similar to the Recreation Center. Bay Design's experience, however, was specifically on point, both in scope and budget. Additionally, as designer of the original Recreation Center, Bay Design possess intimate knowledge of the current facility's systems, structure and issues.

3. **Operational Efficiency:** We want to be sure that the new facility is designed to meet the construction budget with the least possible impact on the operational budget. Bay Design seemed to emphasize this point.

4. **Recognition of Site Considerations:** Each firm had a good understanding of the concerns presented by the proposed site. Phasing of construction, storm water and parking must all be carefully considered. We felt Bay Design illustrated their recognition of these factors and presented a logical and effective phased plan of construction.

5. **Overall Appearance:** In addition to the new building representing what the citizens want, we want to be sure the new construction has a “wow” factor both from the outside and from the inside. We want citizens to be proud of the form and the function. This means, to us, sound, practical, smart design in addition to a striking appearance. We believe Bay Design will deliver such a design based on what the community wants.

#### **Recommendation**

**The Architect Selection Committee unanimously recommends that Council direct staff to negotiate a contract with Bay Design Associates, Inc. for the design and construction management of the addition to and renovation of the Gulf Breeze Recreation Center.**

# Memo

**TO:** Edwin A. Eddy, City Manager  
**FROM:** Vernon L. Prather, Director of Public Services *VLP*  
**DATE:** July 30, 2010  
**RE:** Sidewalk Grinding

As part of the City's approved 2010 capital improvement projects list (attached) \$25,000.00 was designated to continue our work on grinding sidewalks.

The grinding operation is performed by Precision Safety Sidewalk Corp. using a patented process (sole source contractor) to remove the sidewalk panel offsets in order to reduce and eliminate trip hazards.

We have focused our efforts on the inside loop of Shoreline Drive and Fairpoint Drive as this is a high traffic area for pedestrians. We recently completed the grinding portion of the work from Hoffman Drive and Highway 98 west to Bear Drive at a cost of \$3,500 from the existing 2010 streets budget.

The remaining high use sections to complete are:

City Hall east to Highway 98  
Navarre Street west to Bear Drive  
North Side of Fairpoint Drive

Due to our experience with this contractor, we believe sufficient funds (\$20,000.00) are available to complete the inside loop sections and also the north side of Fairpoint Drive from Highway 98 westward. The remaining \$5,000.00 will be used to purchase materials to replace panels as needed.

**Recommendation: City Council authorize Precision Safety Sidewalk Corp. to grind the following sidewalk sections at a cost not to exceed \$20,000.00.**

- A. Navarre Street west to Bear Drive
- B. City Hall east to Highway 98
- C. Fairpoint Drive, north side, from Highway 98 west to Julia Way, Pine Tree Drive west to West entrance of Highpoint Drive.

VLP/ohl

## Capital Needs: 2009

\$405,997

**Completed Projects**

<u>Department</u>	<u>Project:</u>	<u>Beginning Balance:</u>	<u>Budget Amount</u>	<u>YTD Expense</u>	<u>Council Approved</u>
Recreation Center	260 Chairs and 10 Tables		\$10,800	\$10,800	9/8/2009
General Government	Canopy Network *		\$36,000	\$26,583	10/5/2009
Streets & Drainage	1) Bear Drive & Fairpoint		\$10,874	\$10,874	9/21/2009
	2) Montrose & Berry		\$5,624	\$5,624	9/21/2009
	3) Transfer Station Entrance		\$12,482	\$12,482	9/21/2009
	4) Northcliff		\$16,166	\$16,166	9/21/2009
General Government	Gilmore Bayou Dredging		\$4,585	\$4,585	11/16/2009
General Government	12.5 Acre wetland purchase (plus closing costs split over 2 years), 40K		\$20,000	\$20,000	12/7/2009

**Remaining Projects**

**2009**

Streets & Drainage	Streets :Re-striping	\$30,000	\$0	
	Repainting worn stop bars at intersection throughout the city			
Streets & Drainage	Streets :Sidewalk Grinding	\$25,000	\$5,000	
	Continuing program of grinding down lifted sidewalk pavement			
Recreation Center	Rec Center - Project deferred and will be included in Rec Ctr Remodel	\$22,000	\$0	
	Roof repairs and some interior repairs			
Streets & Drainage	Streets – Rec Center	\$65,000	\$0	
	Improve shoulder, add irrigation to sustain grass on parking shoulder in front of Parks areas. Replacement well started.			

Parks	Hodges Park @ York and Norwich	\$20,000	\$24,172	
	New mini neighborhood playground on York. Has private matching funds.			

Parks	Parks **	\$84,100	\$0	4/28/2010
	Sunset kids park restrooms. (Included in FEMA alt proj list).			

Police	Entry-replace E-911 Voice Recorder ***	15,900	\$15,629	4/28/2010
	RD1002 ( Wade Office Equipment)			

**YTD Balance:** \$254,082

**Please note:**

\* Canopy Network System total cost lowered by 10K.  
 City received money from Santa Rosa County Intergovernmental Communication Plan.

\*\* Sunset Kids park restroom started under FEMA Alternastive Project #1.

\*\*\* Added by City Council 4/28/01. Emergency Capital project.