

**GULF BREEZE CITY COUNCIL
EXECUTIVE SESSION**

JUNE 1, 2011
WEDNESDAY 6:30 P.M.
COUNCIL CHAMBERS

ACTION AGENDA ITEMS:

- A. Discussion and Action Regarding Request from Woodland Bayou Association for Advancement of Engineering Fees.
- B. Discussion and Action Regarding Annual Request for Funds by Gulf Breeze Area Chamber of Commerce.
- C. Discussion and Action Regarding Selection of Engineer for South Sunset Boulevard Project.
- D. Discussion and Action Regarding City of Gulf Breeze Response to Department of Community Affairs Review of the Proposed Comprehensive Plan Amendments and Public Hearings.
- E. Discussion and Action Regarding Santa Rosa County, Florida Multi-Jurisdictional Mitigation Plan Update.
- F. Discussion and Action Regarding Architectural Services-Community Playground Equipment Replacement.
- G. Discussion and Action Regarding Gas Pipeline To Pensacola Beach-Pipe Cost FEMA Alternative Project No.05
- H. Discussion and Action Regarding Resolution Approving Memorandum of Agreement Between The City and The Florida Department of Transportation Re: Maintenance of U.S. 98.
- I. Discussion and Action Regarding Changes in Florida Retirement System (FRS) Contributions Effective July 1, 2011.
- J. Discussion and Action Regarding Request for Proposals, Engineering and Design Services, Hazard Mitigation Grant.
- K. Discussion and Action Regarding Request for St. Francis Road and Adjacent Right-of-Way.

L. Discussion and Action Regarding Designation of Voting Delegate, Florida League of Cities Conference.

M. 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.

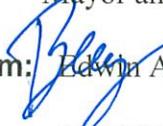


City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 5/26/2011

Subject: Request from Woodland Bayou Association for Advancement of Engineering Fees

The Woodland Bayou Homeowners Association has decided to undertake an extensive dredging project for areas in the middle of the Bayou. The permitting process for such a project requires recent hydrographic surveys of the areas to be dredged. The Association is requesting, via the attached letter, that the City advance fund the \$10,000 fee necessary to get the engineering and surveying started.

As stated in the letter, if the Association is successful in obtaining a grant to help fund this project, the \$10,000 advance as well as the remaining costs will be reimburseable from the grant. If no grant becomes available, the Association will pay the City back for the amount advanced via an assessment of the homeowners.

The advantage to the Association from proceeding in the manner proposed is to be able to start the work immediately and get in line for grants. Otherwise, an assessment process would be required now which would consume valuable time.

RECOMMENDATION:

THAT THE CITY ADVANCE FUND \$10,000 FOR ENGINEERING AND SURVEYING TO BE UNDERTAKEN BY THE WOODLAND BAYOU ASSOCIATION IN ORDER TO PURSUE PERMITS AND GRANTS FOR DREDGING THE BAYOU.

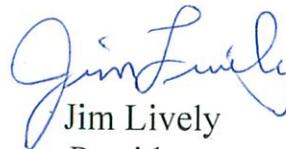
WOODLAND BAYOU HOMEOWNERS ASSOCIATION
PO BOX 612
GULF BREEZE, FL. 32562

CITY OF GULF BREEZE
PO BOX 640
GULF BREEZE, FL. 32562

ATT: BUZ EDDY

Buz, as you are aware, We, the association, are working with Heather Reed at Ecological Consulting Services to get the interior of the bayou dredged. Heather is now ready to apply for the permit to do this dredging. A hydrographic survey is required prior to application for this permit. The hydrographic survey cost is around \$20,000. of which \$10,000 is due up front. We are asking the city to front this \$10,000 to Ecological Consulting to get this process started.

Once we get this permit, Heather will apply for grants to pay for all or most of this dredging cost. The citys \$10,000 would be included in the funds covered by the grants, and the balance, if any, covered by a assessment to the homeowners. If we do not get a grant covering all, or most of the cost, the city would recover their expenditure with a assessment to the homeowners.


Jim Lively
President



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM:  David J. Szymanski, Assistant City Manager

DATE: May 24, 2011

SUBJECT: ANNUAL REQUEST FOR FUNDS BY GULF BREEZE AREA CHAMBER OF COMMERCE

Each year the City receives a letter from the Gulf Breeze Area Chamber of Commerce similar to the one attached which asks the City for reimbursement of costs for TDC related services from Tourist Development Council Funds. The Chamber is requesting a reimbursement of \$11,800. The Tourist Development Fund is budgeted each year for tourism programs within the City of Gulf Breeze.

This years budget includes funding of \$6,000 in anticipation of this annual Chamber request. This 2011 budget was developed at \$20,000 for year and with the oil spill in mind. Year to date TDC revenues are \$10,506 and we project to finish the year at \$25,000. This is mainly due to the great start to the tourist season. We have disbursed \$5,173 to date in 2010 to the Gulf Breeze Arts.

RECOMMENDATION: That the City Council approve the amount of FY2011 TDC funds budgeted to the Gulf Breeze Area Chamber of Commerce in the amount of \$6,000.



GULFBREEZE
AREA CHAMBER OF COMMERCE

May 6, 2011

City of Gulf Breeze
Mr. Edwin A. Eddy, City Manager
1070 Shoreline Dr.
Gulf Breeze, FL 32561



Dear Buz,

On behalf of the Board of Directors and members, I'd like to thank you, the City Council and everyone at the City of Gulf Breeze for your continued support of the Gulf Breeze Area Chamber of Commerce. As we embark on a challenging economic year in 2011, we are proud to be playing an integral role in the continued growth of the Gulf Breeze community and to be "Your Partner in Business." We are committed to supporting our local businesses and encouraging the community to "shop local and buy local" to stimulate our economy right here in Gulf Breeze! Each year we work to improve our services to our business members to fulfill our mission of encouraging economic growth and we actively participate in the welfare and growth of the community at-large. Through the efforts of Chamber members and volunteers, thousands of outside visitors come to Gulf Breeze annually to attend Chamber sponsored community events such as: the "Gulf Breeze Holiday Parade & SantaFest!", "Gulf Breeze Business & Family Expo" and "Pet Fest".

One of our priorities is to continue to represent the Gulf Breeze community to tourists, visitors and new businesses in a welcoming and professional manner. Our location on Highway 98 enables us to be a one-stop visitor center and source of information for many visitors and tourists seeking information regarding lodging, camping, food, special events and recreational services. We are often the first point of contact for visitors to the City of Gulf Breeze, whether it's on the phone, in person or by e-mail. Last month alone we had over 40,000 visitors to our website! In order to accommodate the many requests for tourist and relocation information, the Gulf Breeze Chamber funds and produces an area map, an annual Gulf Breeze Relocation Guide & Membership Directory, and in February 2007, we launched *Gulf Breeze Magazine*. The magazine serves as a visual showcase of the Gulf Breeze area and includes a quarterly area events calendar, tourism, lifestyle & economic development features and information valuable to area visitors.

Since the Gulf Breeze Chamber does play such an integral role in tourism development for the Gulf Breeze Area, we are requesting reimbursement from the Tourist Development Council (TDC) fund set aside for tourism programs for Gulf Breeze. The following details our additional estimated costs for the period from October 1, 2010 through September 30, 2011:

Mailings

Cost per packet \$5.00 x an average of 35 per month = \$175 per month, thus \$2100 per year.

Gulf Breeze Magazine and Annual Relocation Guide & Membership Directory

October 1, 2010- September 30, 2011 - (4 X's a year) Postage only- \$600

Administrative support

Estimating one-fourth of an administrative assistant's time is spent on tourism requests, at an annual salary of \$30,000 translates to \$7,500 per year. One-fourth of the monthly Web site hosting expenses and telephone expenses are estimated at \$1600.

Our total request for reimbursement for the above stated time period is \$11,800. We anticipate a similar request for the period from October 1, 2011 through September 30, 2012.

All of us at the Chamber are very grateful for the City of Gulf Breeze's support and look forward to another year of exciting growth and opportunity. Thank you for your consideration of this request.

Yours in service,



Meg Peltier
President/CEO
Gulf Breeze Area Chamber of Commerce
Cc: Mayor Beverly Zimmern; Gulf Breeze Chamber Executive Committee



Karen Jurkowich
Chairman of the Board



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

DATE: May 25, 2011

FROM: Thomas E. Lambert, Assistant Director of Public Services 

RE: South Sunset Boulevard Project

The City Council has approved an option for the conceptual design of South Sunset Boulevard and authorized staff to advertise a Request for Qualifications for Roadway Engineering Consultant. The Request was advertised February 24th and March 3rd, with a response deadline of March 29th.

The City received three responses. Three staff members recently completed the evaluation process and selected Kenneth Horne & Associates to complete the design phase. The final ratings are shown on the attached sheet.

The Qualifications package specifically listed all roadway design for the next 3 years, and specifically mentioned the Water Plant Road and St. Francis Drive paving projects, in addition to the South Sunset Boulevard project.

RECOMMENDATION: The City Council approve Kenneth Horne & Associates as the City's Roadway Paving Consultant and authorize staff to negotiate the contract and fees for the South Sunset Boulevard Project.



City of Gulf Breeze
Roadway Consultant RFQ Final Rating

Certified by: *Thomas E. Lambert*
 Thomas E. Lambert, Assistant Director

5/25/11
 Date

| FINAL TALLY | | | |
|--|----------------------------------|------------------------------|-------------|
| Criteria | Kenneth Horne & Associates | Rebol-Battle & Associates | Preble-Rish |
| 1. Did the submittal overall meet the minimum requirements of the RFQ? | 14 | 13 | 14 |
| 2. Does the firm meet minimum qualifications? | 13 | 13 | 12 |
| 3. Rate the firm's general experience. | 15 | 12 | 13 |
| 4. Rate the firm's experience with projects similar to this one. | 14 | 12 | 12 |
| 5. Is the firm's workload manageable? | 13 | 14 | 10 |
| 6. Does the firm seem adequately staffed for the workload? | 12 | 11 | 13 |
| 7. Does the firm have adequate resources to perform the work without billing in advance? | 13 | 11 | 14 |
| 8. Do individual staff qualifications meet the requirements of the RFQ? | 14 | 13 | 14 |
| 9. Does the firm offer extra specialists or certifications that would benefit this project | 11 | 10 | 12 |
| 10. Does the firm provide an adequate QA/QC program? | 11 | 8 | 10 |
| 11. Does the project approach meet the needs of the City? | 14 | 11 | 12 |
| 12. Is the firm committed to an adequate project schedule? | 13 | 10 | 11 |
| | 0 | 0 | 0 |
| | 0 | 0 | 0 |
| TOTAL | 157 | 138 | 147 |



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM:  David J. Szymanski, Assistant City Manager
DATE: May 25, 2011

SUBJECT: City of Gulf Breeze Response to Department of Community Affairs
Review of the proposed Comprehensive Plan Amendments and Public Hearings

The City Council held two public hearings on the redraft of our Comprehensive Plan as required by law prior to transmittal of the new plan to the State Department of Community Affairs. Ms. Peggy Fowler, was hired to quickly finish up our comprehensive plan amendment process. She hand delivered to DCA our Comprehensive Plan Amendments on September 29, 2010. Consistent with Section 163, Part II, of Florida Statutes, DCA had 120 days to review and prepare a Objections, Recommendations and Comments (ORC) Report.

The City received the ORC Report back from DCA. Staff and Ms. Fowler reviewed the document and determined that the issues in their report can be readily resolved. DCA stated that there are no material defects in the Plan. Ms. Peggy Fowler has now completed the City's response to DCA. Staff has not attached the ORC because there are not substantive changes to the Comprehensive Plan but can provide a copy if requested by City Council.

The City needs to hold two final hearings on adoption of the amendments to the Gulf Breeze Comprehensive Plan based on the City's adopted Evaluation and Appraisal Report. The Gulf Breeze City Council needs to hold an advertised public hearing on June 20, 2011 at which time the Council will approve on first reading the adopted EAR-based amendments. A second advertised public hearing needs to be held on July 18, 2011 at which time the Council adopted the EAR-based amendments on second reading and authorized transmittal of the amendment to the Department of Community Affairs. The public hearings will advertised in the Gulf Breeze News.

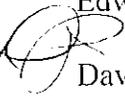
RECOMMENDATION: That the City Council direct staff to advertise a public hearing on June 20, 2011 for the 1st reading on adopted EAR-based amendments and July 18, 2011 for a second reading on the adopted EAR-based amendments and authorize transmittal of the amendments to the Department of Community Affairs.



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM:  David J. Szymanski, Assistant City Manager

DATE: May 24, 2011

SUBJECT: Santa Rosa County, FL Multi-jurisdictional Hazard Mitigation Plan Update

Santa Rosa County is threatened by a number of different types of natural hazards. These hazards endanger the health and safety of the population of the county, jeopardize its economic vitality, and imperil the quality of its environment. Because of the importance of avoiding or minimizing the vulnerabilities to these hazards, Santa Rosa County and community members of Santa Rosa County and the City of Milton, City of Gulf Breeze, and Town of Jay have joined together to create a Local Mitigation Strategy Task Force to undertake a comprehensive planning process that has culminated in the publication of the Santa Rosa County Local Mitigation Strategy (LMS) Plan.

In accordance with the Federal Emergency Management Agencies, the Santa Rosa Local Mitigation Plan must be updated every five years. The Santa Rosa County LMS Task Force over the past twelve months has been preparing that update.

The Task Force is now ready to send the update to the Florida Division of Emergency Management for compliance. A copy of the entire LMS Plan (830 pages) can be viewed on the front page of the City's web site. The resolution before you is adopting the plan update.

RECOMMENDATION: That the City Council approve Resolution No. 07-11, adopting the 2010-2015 Local Mitigation Strategy Plan for the City of Gulf Breeze, The Town of Jay, The City of Milton and Santa Rosa County, Florida as this jurisdiction's Multi-Hazard Mitigation Plan.

Resolution 07-11

A RESOLUTION TO BE ENTITLED:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GULF BREEZE, SANTA ROSA COUNTY, FLORIDA ADOPTS THE SANTA ROSA COUNTY 2010-2015 LOCAL MITIGATION STRATEGY PLAN.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA:

WHEREAS, the City of Gulf Breeze, with the assistance from the Santa Rosa County Local Mitigation Strategy Task Force, has gathered information and prepared the 2010-2015 Local Mitigation Strategy Plan for the City of Gulf Breeze, The Town of Jay, The City of Milton and Santa Rosa County, Florida; and,

WHEREAS, the 2010-2015 Local Mitigation Strategy Plan for the City of Gulf Breeze, The Town of Jay, The City of Milton and Santa Rosa County, Florida has been prepared in accordance with FEMA requirements at 44 C.F.R. 201.6; and,

WHEREAS, the City of Gulf Breeze is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the City Council has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Gulf Breeze adopts the 2010-2015 Local Mitigation Strategy Plan for the City of Gulf Breeze, The Town of Jay, The City of Milton and Santa Rosa County, Florida as this jurisdiction's Multi-Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

PASSED AND ADOPTED by the City Council of Gulf Breeze, Santa Rosa County, Florida, on the ____ day of _____, 2011.

CITY OF GULF BREEZE, FLORIDA

BY _____
Beverly H. Zimmern, Mayor

ATTEST:

Marita Rhodes, City Clerk



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager

FROM: Ron Pulley, Director of Parks and Recreation 

SUBJECT: Architectural Services - Community Playground Equipment Replacement

DATE: May 25, 2011

The approved FEMA alternate project funding includes \$300,000 to provide replacement playground equipment in four of our five community parks. Additionally, FEMA is providing separate funds for Architectural, Engineering and Construction Management services.

At my request, Bay Design Associates Architects has submitted a proposal to assist in the preparation, solicitation and evaluation of a Request For Proposal (RFP) for this replacement playground equipment (See Attached). Their proposal also provides assistance in construction management.

In light of the multiple construction projects that are currently underway, plus the beginning of the new Community Center bid/construction process that is scheduled for June 1st, and the participatory oversight required by the Department's ongoing programs and activities; Bay Design's assistance will enable us to move forward with this equipment replacement project in a much more expeditious manner.

Recommendation

That Council accept Bay Design Associates Architect's proposal for Limited Professional Services for the replacement of playground equipment in four of the City's community parks, for the sum of \$4,400 (Four thousand four hundred dollars).

720 BAYFRONT PARKWAY SUITE 200 ■ PENSACOLA, FLORIDA 32502 ■ 850.432.0706 FAX: 850.433.0508



23 March 2011

Mr. Ron Pulley, Director
City of Gulf Breeze Parks and Recreation
800 Shoreline Drive
Gulf Breeze, FL 32561

Subject: City of Gulf Breeze – Playground Equipment RFP

Dear Mr. Pulley:

Per our recent discussions we are pleased to offer this proposal for Limited Professional Services in assisting you in the preparation and solicitation of a Request for Proposals (RFP) for new (replacement) playground equipment at the city's four community parks. It is our understanding although each of the parks will be 'independent' in design, etc. there will be ONE single contract awarded for all four parks.

Our scope of services will include:

1. Assist and review-editing of bid solicitation.
2. Absent surveys of each existing facility, we will assist in development-preparation of a site plan for general layout and informational purposes (per each park). (A copy of an existing plan of Williamsburg Park is attached for information purposes)
3. Assist in review and evaluation of proposals/bids.
4. Assist in review of construction progress and evaluation of contractors applications for payment.

Fee Proposal: our fee for the above described scope of services is a fixed sum amount of \$4,400 (Four thousand four hundred dollars).

We further understand you are prepared to immediately proceed with this project.

Thanking you for this opportunity of providing professional services to the Parks and Recreation Department, we remain,

Yours truly,

George D. Williams, AIA
For the firm

STEVE JERNIGAN, FAIA, LEED AP BD+C
FL ARCHITECT AR9953

GEORGE D. WILLIAMS, AIA
FL ARCHITECT AR9434

Florida Certificate of Authorization AA 003597



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM: Vernon L. Prather, Director of Public Services

DATE: May 26, 2011

RE: Gas Pipeline to Pensacola Beach – Pipe Cost
FEMA Alternative Project # 05

The City approved the contract in April for the construction of this project. During finalizing contracts and placing material orders, the contractor was told that the pipe manufacturer would not honor their quote. Other manufacturers have told us that prices are increasing and they can not match the quote given either. In order to lock in the price and prevent further increases in cost, the pipe must be purchased soon. We are told this is a result of increased demand from other industrial sectors for the resin that is used to make the pipe. Petroleum prices are also to be factored in.

The City asked the Contractor to hold prices for 90 days (6/22/2011). We are now negotiating a later start date to avoid negatively impacting the Pensacola Beach tourism. Doing this will open us to exposure for price increases on material.

In order to minimize exposure for the contractor and the City, the City could direct purchase the pipe immediately to fix the price and save the sales tax. The original price plus sales tax of \$171,353.85 could be reduced from the original price. The City would then directly purchase the pipe for \$174,821.43. The total additional cost to the City for the pipe price increase would only be \$3,467.58. The contractor has agreed that no additional cost for handling the pipe or additional time would be charged.

RECOMMENDATION: City Council approve direct purchase of the materials from Consolidated Pipe and Supply Company for \$174,821.43 and reduce the contract amount with Utility Service Company by \$171,353.85.

| ORIGINAL | Fund 402 | FEMA Project Accounting | |
|--------------------------|-----------------|-----------------------------|-----------------|
| Engineering | -\$171,898.00 | | |
| Construction | -\$1,422,795.50 | FEMA Project Amount | \$2,083,000.00 |
| | | | |
| Total Cost | -\$1,594,693.50 | Total Cost | -\$1,594,693.50 |
| FEMA/State Reimbursement | \$1,554,826.16 | Remainder to Other Projects | \$488,306.00 |
| City Portion | -\$39,867.34 | | |
| | | | |

| REVISED | Fund 402 | FEMA Project Accounting | |
|--------------------------|-----------------|-----------------------------|-----------------|
| Engineering | -\$171,898.00 | | |
| Construction | -\$1,251,441.65 | FEMA Project Amount | \$2,083,000.00 |
| Direct Pipe Purchase | -\$174,821.43 | | |
| Total Cost | -\$1,598,161.08 | Total Cost | -\$1,598,161.08 |
| FEMA/State Reimbursement | \$1,558,207.05 | Remainder to Other Projects | \$484,838.92 |
| City Portion | -\$39,954.03 | | |
| | | | |



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 5/26/2011

Subject: Resolution Approving Memorandum of Agreement Between The City and The Florida Department of Transportation RE: Maintenance of U.S. 98

The City performs or has contractors perform certain maintenance activities on U.S. 98 (Gulf Breeze Parkway) for the FDOT. We are then partially compensated for the costs via a Memorandum of Agreement with FDOT.

Attached is the memo for the period July 1, 2011 through June 30, 2012. As shown in the exhibit, the City will receive \$38,790.56 for the work performed. The form of the memo is the same as we have received from FDOT in recent years.

RECOMMENDATION:

THAT THE CITY COUNCIL DIRECT STAFF TO PREPARE A RESOLUTION FOR ADOPTION AT THE JUNE 7, 2011 COUNCIL MEETING APPROVING THE MEMORANDUM OF AGREEMENT WITH FDOT FOR MAINTENANCE OF U.S. 98 AND AUTHORIZING THE CITY MANAGER TO SIGN THE AGREEMENT.



RECEIVED

MAY 17 2011

Florida Department of Transportation

RICK SCOTT
GOVERNOR

1074 Highway 90
Chipley, Florida 32428

OFFICE OF THE
SECRETARY

March 10, 2011

Mr. Ron Pulley, Director of Parks and Recreation
City of Gulf Breeze
800 Shoreline Drive
Gulf Breeze, Florida 32561

RE: Memorandum of Agreement with City of Gulf Breeze

Dear Mr. Pulley:

Enclosed are four (4) original copies of Memorandum of Agreement between the City of Gulf Breeze and the Florida Department of Transportation. If your city desires to enter into this agreement with the Department, please execute and seal each copy and return all copies to this office along with the Resolution covering this work. Final execution of this agreement is contingent upon funding.

Please return your executed agreements to our office by May 30, 2011. If circumstances will not allow you to return these documents by this date, please notify our office as soon as possible.

We appreciate your assistance in preparation of this agreement. When final execution is accomplished, a copy will be forwarded to you for your records. If you have any questions, please feel free to call Thalon Hobbs, District Maintenance Contracts Administrator toll-free at 1-888-638-0250, extension 727 or via e-mail at thalon.hobbs@dot.state.fl.us.

Sincerely,

Thalon P. Hobbs
District Maintenance
Contracts Administrator

Enclosure

cc: Mr. Steve Hunt, Ms. Meshelle England, Ms. Dustie Moss

CONTRACT NO. _____
 FINANCIAL PROJECT NO. 42378217819
 F.E.I.D. NO. 590948304001

MAINTENANCE

MEMORANDUM OF AGREEMENT

THIS AGREEMENT is between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, a component agency of the State of Florida, "DEPARTMENT," and the City of Gulf Breeze, a political subdivision of the State of Florida, existing under the Laws of Florida, "City".

WITNESSETH

WHEREAS, as a part of the continual updating of the State of Florida Highway System, the DEPARTMENT, for the purpose of safety, protection of the investment and other reasons, has constructed and does maintain 2 and 4 lane (State Road 98) highway facilities outlined in Exhibit "A" (Scope of Services) attached hereto and incorporated by reference herein, within the corporate limits of the City; and

WHEREAS, the City is of the opinion that said highway facilities that contain roadside areas shall be attractively maintained by mowing, mechanical sweeping, edging and sweeping, and litter removal.

WHEREAS, the parties hereto mutually recognize the need for entering into an Agreement designating and setting forth the responsibilities of each party; and

WHEREAS, the City by Resolution No. _____ dated _____, 2011, attached hereto and by this reference made a part hereof, desires to enter into this Agreement and authorized its officers to do so.

NOW THEREFORE, for and in consideration of the mutual benefits to flow each to the other, the parties covenant and agree as follows:

1. The City shall perform the following standards:
 - A. Mow, cut and/or trim grass or turf in accordance with the guidelines set forth by the DEPARTMENT on an annual basis.
 - B. Edging and sweeping to eliminate excess growth of grass and/or vegetation along all curbs and sidewalks.
 - C. Removal of all litter and debris from within the limits of the highway rights-of-way.
 - D. Sweeping along all curbs including median and outside curbs.

The above named functions to be performed by the City shall be subject to periodic inspections by the DEPARTMENT. Such inspection findings will be shared with the City and shall be the basis of all decisions regarding payment reduction, reworking, agreement termination, or renewal.

2. If at any time after the City has assumed the maintenance responsibility above mentioned, it shall come to the attention of the DEPARTMENT's District Secretary that the limits of Exhibit "A" or a part thereof is not properly maintained pursuant to the terms of this Agreement, the District Secretary may at his option issue a written notice that a deficiency or deficiencies exist(s), by sending a certified letter in care of (Mr. Ron Pulley, Director of Parks and Recreation, 800 Shoreline Drive, Gulf Breeze, Florida 32561) to place said City, on notice thereof. Thereafter, the City shall have a period of thirty (30) calendar days within which to correct the cited deficiencies. If said deficiencies are not corrected within this time period, the DEPARTMENT may at its option, proceed as follows:
 - (a) Maintain the roadside areas or a part thereof, within the DEPARTMENT or Contractor's personnel and deduct the cost of such work from the City's payment said work or part thereof, or
 - (b) Terminate Agreement in accordance with Paragraph 5 of this Agreement and remove, by DEPARTMENT or private contractor's personnel, all of the items not desirable to maintain installed under this Agreement or any preceding agreement except as to items to remain and charge the City for the reasonable cost of such removal.
3. It is understood between the parties hereto that the maintenance items covered by this Agreement may be removed, relocated or adjusted at any time in the future as determined to be necessary by the DEPARTMENT in order that the adjacent state road be widened, altered or otherwise changed to meet with future criteria or planning of the DEPARTMENT. The City shall be given sixty (60) calendar days notice to remove said maintenance items after which time the DEPARTMENT may remove said maintenance items.

4. The DEPARTMENT agrees to pay to the City quarterly compensation for the cost of routine maintenance of maintenance items identified in Exhibit "A". The lump sum payment will be in the amount of \$9,697.64 per quarter for a total sum of \$ 38,790.56 per year.
 - (a) Payment shall be made only after receipt and approval of goods and services as provided in Section 215.42, Florida Statutes, "F.S."
 - (b) Any penalty for delay in payment shall be in accordance with Section 215.422(3)(b), F.S.
 - (c) Invoices shall be submitted by the City in detail sufficient for a proper pre-audit and post-audit thereof, based on quantifiable, measurable and verifiable deliverables as established in Exhibit A. Deliverables must be received and accepted in writing by the DEPARTMENT's Project Manager or designee prior to payment.
 - (d) Supporting documentation must establish that the deliverables were received and accepted in writing by the City and must also establish that the required minimum level of service to be performed as specified in Paragraph 1 was met, and that the criteria for evaluating successful completion as specified in Paragraph 1 was met.
 - (e) Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to the DEPARTMENT at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the DEPARTMENT upon request. Records of costs incurred includes the City's general accounting records, together with supporting documents and records, of the City and all subcontractors performing work, and all other records of the City and subcontractors considered necessary by the DEPARTMENT for a proper audit of costs.
5. This Agreement may be terminated under any one of the following conditions:
 - (a) By the DEPARTMENT if the City fails to perform its duties under Paragraph 2, following ten (10) days written notice.
 - (b) By the DEPARTMENT, for refusal by the City to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, F.S., and made or received by the City in conjunction with this agreement.
 - (c) By either party following sixty (60) calendar days written notice.
 - (d) By both parties, thirty (30) calendar days following the complete execution by both parties, of an agreement to terminate this agreement.
6. The term of this Agreement commences on July 1, 2011 and continues thru June 30, 2012.
7. This Agreement may be renewed on a yearly basis, for a maximum of two one-year renewals. Any renewal must be agreed upon by both parties in writing thirty (30) days prior to the expiration of the existing agreement.
 - (a) This Agreement and all subsequent renewals are subject to availability of funds. Any renewal of this Agreement will be paid according to the terms of this Agreement.
 - (b) Any renewal shall be contingent upon satisfactory performance by the DEPARTMENT as described in Paragraph 1 above.
8. The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. In the event this Agreement is in excess of \$25,000 or has a term for a period of more than one year, the provisions of Section 339.135, (6)(a), F.S., are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any agreement which, by its terms involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any agreement verbal or written made in violation of this subsection shall be null and void, and no money shall be paid thereon. The Department shall require a statement from the Comptroller of the Department that funds are available prior to entering into any such agreement or other binding commitments of funds. Nothing herein shall prevent the making of agreements for a period exceeding one year, but any agreement so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years, and this paragraph shall be incorporated verbatim in all agreements of the Department which for any amount in excess of twenty-five thousand dollars and having a term for a period of more than one year."
9. This writing embodies the entire Agreement and understanding between the parties hereto and there are no other Agreements and understanding, oral or written, with reference to the subject matter hereof that are not merged herein and superseded hereby.
10. The DEPARTMENT's District Secretary shall decide all questions, difficulties and disputes of any nature whatsoever that may arise under or by reason of this Agreement, the prosecution or fulfillment of the service hereunder and the character, quality, amount and value thereof; and his decision upon all claims, questions and disputes shall be final and conclusive upon the parties hereto.

11. Vendors providing goods and services to an agency should be aware of the following time frames. Upon receipt, an agency has five (5) working days to inspect and approve the goods and services unless the bid specifications, purchase order, or contract specifies otherwise. An agency has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved.

If a warrant in payment of an invoice is not available within 40 days after receipt of a properly completed invoice, a separate interest penalty in accordance with Section 55.03(1), F.S., will be due and payable, in addition to the invoice amount to the City. Interest penalties of less than one (1) dollar will not be enforced unless the vendor requests payment. Invoices which have to be returned to a vendor because of vendor preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the DEPARTMENT.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for vendors who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Department of Financial Services Hotline, 1-877-693-5236.

12. This Agreement may not be assigned or transferred by the City in whole or in part without consent of the DEPARTMENT.
13. City shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:
- (a) All persons employed by the City during the term of the Contract to perform employment duties within Florida; and
 - (b) All persons, including subcontractors, assigned by the City to perform work pursuant to the contract with the DEPARTMENT.
14. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, current Department of Transportation Specification and Department of Transportation Standard Indices. In the event of a conflict between any portion of the contract and Florida law, the laws of Florida shall prevail.
15. Travel expenses are not authorized under this Agreement.
16. The effective date of this Agreement shall be the latest date on which either party executes this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates set forth below.

CITY OF GULF BREEZE

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

BY: _____
NAME: _____
TITLE: _____
DATE: _____

BY: _____
District Secretary for District Three
DATE: _____

ATTEST: _____ (Seal)

ATTEST: _____ (Seal)
Executive Secretary

LEGAL REVIEW:

Office of the General Counsel

EXHIBIT "A"
THE CITY OF GULF BREEZE
BASIS OF ESTIMATE

SITES:

- Site 1 – Hwy 98 from M.P. 0.000 (Escambia County Line, Pensacola Bay Bridge) to M.P. 4.441 (Gulf Breeze City Limits – Past Live Oak National Seashore Park)

COST ESTIMATE FOR ONE YEAR

| PAY ITEM No. | ACTIVITY No. | DESCRIPTION | UNITS PER CYCLE | COST PER UNIT | CYCLES PER YEAR | TOTAL COST |
|--------------------|-----------------|-------------------------|--------------------|---------------------|-----------------------|---------------------|
| E104-4-1 | 471 | LARGE MACHINE MOWING | 33.356 AC. | \$ 15.00 | 7 | \$ 3,502.38 |
| E104-4-2 | 482 | SLOPE MOWING | 1.200 AC. | \$155.30 | 7 | \$ 1,304.52 |
| E104-4-4 | 484 | INTERMEDIATE MOWING | 4.255 AC. | \$ 50.27 | 7 | \$1,497.29 |
| E110-30 | 541 | LITTER REMOVAL | 72.411 AC. | \$ 6.45 | 12 | \$ 5,604.61 |
| E110-31 | 543 | MECHANICAL SWEEPING | 7.017 PM | \$ 84.96 | 12 | \$ 7,153.97 |
| E110-32-1 | 545 | EDGING AND SWEEPING | 10.239 MI. | \$602.64 | 3 | \$ 18,511.29 |
| E580-3-2 | 493 | LANDSCAPE MAINT. | 0.811 AC. | \$125.00 | 12 | \$ 1,216.50 |
| GRAND TOTAL | | | | | | \$ 38,790.56 |

(QUARTERLY \$ 9,697.64)

Memo

To: Edwin Eddy, Mayor & City Council
From: Steve Milford 
Date: May 19, 2011
Re: Legislated changes in Florida Retirement System (FRS) contributions effective July 1, 2011

The Florida Retirement System is a legacy 'defined benefit' plan that nine (9) remaining employees are participating in (an additional five (5) are in the DROP alternative, and the remainder of the City employees participate in a defined *contribution* retirement plan).

On May 6th, 2011 the state legislature enacted SB2100 which made a variety of changes to the FRS, of which two have specific consequences to the City and its participants:

1. Participating employees are now required to make a mandatory 3% (pre-tax) contribution toward the plan. This is effective for all plan participants (except those in DROP) as of July 1, 2011.
2. The new provisions of the plan result in contribution DECREASES required of the City by approximately 6% for regular employees (six impacted) and 9% for special risk (police – three impacted).

Numerous counties and municipalities throughout the state are making adjustments to affected employee base pay, funded by the employer savings, so that cuts in take-home pay do not result from these changes.

RECOMMENDATION: The City Council approve a one time adjustment in base pay of those nine (9) employees subject to new mandatory employee contributions for participation in the Florida Retirement System equal to 3% of their current rates.

Memo

To: Edwin Eddy, City Manager

From: Steve Milford

Date: May 17, 2011

Re: Florida Retirement System (FRS) contribution changes recently passed

On May 6th, 2011 the legislature passed SB 2100 which made numerous changes to the FRS retirement program. At this time, there are 9 employees who will be subject to these changes which will become effective on July 1, 2011 (there are an additional 5 employees who are currently in or will be in the 'DROP' alternative program as of that date who will not be impacted). The remainder of (and future new) City employees are participants in a defined contribution retirement plan.

Numerous changes have been made regarding vesting, retirement age, and determination of base compensation levels for employees joining FRS after the July 1, 2011 date, which impact actuarial calculation and have enabled reductions in the required employer contribution levels. Of special note for is that the interest rate for the DROP program will reduce from 6.5% to 1.3% for those entering DROP after 7/1/2011. Current DROP participants make no contribution.

Contribution Changes mandated by SB2100:

| Payor | Now | 7/1/11 | 7/1/12 | Difference from Current | |
|--------------------------------------|--------|---------|--------|-------------------------|---------|
| | | | | 2011 | 2012 |
| Employee (non-DROP) | 0.0% | 3.0% | 3.0% | + 3.0% | + 3.0% |
| Employer | | | | | |
| Regular - Base | 9.63% | 3.28% | 3.28% | | |
| Special - Base | 22.11% | 10.21% | 10.21% | | |
| DROP - Base | 11.14% | 3.31% | 3.31% | | |
| -Admin | 1.11% | 1.11% | 1.11% | | |
| -Health | 0.03% | 0.03% | 0.03% | | |
| Employer Unfunded Liabilities | | | | | |
| Regular - | 0.00% | 0.49% | 2.16% | | |
| Special - | 0.00% | 2.75 % | 8.21% | | |
| DROP - | 0.00% | 0.00% | 6.36% | | |
| Employer Total | | | | | |
| Regular - | 10.77% | 4.91% | 6.58% | - 5.86% | - 4.19% |
| Special - | 23.25% | 14.10 % | 19.56% | - 9.15% | - 3.69% |
| DROP - | 11.14% | 4.45% | 10.81% | - 6.69% | - 0.33% |



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 5/26/2011

Subject: Request for Proposals, Engineering and Design Services, Hazard Mitigation Grant

On April 4th, the City Council directed staff to correspond with the State of Florida regarding funding for design of drainage improvements in the City. We have been advised that our request has been approved. A total of \$116,808 is available now for design of the improvements. Our match should be around \$25,000.

The City should also be in line for grant funding for the actual improvements as well.

The next action to be taken is to prepare an RFP for design and engineering services for the projects.

RECOMMENDATION:

THAT THE CITY COUNCIL DIRECT STAFF TO PREPARE AND ADVERTISE A REQUEST FOR PROPOSALS FOR DESIGN AND ENGINEERING OF CERTAIN STORMWATER PROJECTS.

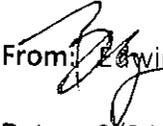


City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 3/24/2011

Subject: Hazard Mitigation Grant Program

Following heavy rainfall events in the 2005-2007 time frame, the City assembled a list of storm water drainage projects to be part of an application for funding through the HMGP. HMGP projects are funded based on damage sustained in an area from hurricanes and other disasters.

We did not make the funding cut in 2007. We have been advised that the State is reconsidering applications made previously. The first step is to request funds for design. In this case we would like to request approximately \$120,000 as a design grant with \$90,000 funded by the grant and \$30,000 funded by the City as a match. (We are only making application for funds at this time. Any expenditure would be based on funding commitments through actual award of a grant.)

To make application, we need to send in a letter as attached.

RECOMMENDATION:

THAT THE CITY COUNCIL DIRECT STAFF TO PREPARE AND TRANSMIT THE NECESSARY LETTERS TO THE STATE OF FLORIDA IN ORDER TO REAPPLY FOR HMGP FUNDING FOR STORMWATER DRAINAGE IMPROVEMENTS.

CITY LETTERHEAD

Date:

Ms. Florence Aihe
Project Manager, HMGP IVAN Disaster
Florida Division of Emergency Management
Mitigation Bureau
2702 Directors Row
Orlando, FL 32809

Re: HMGP Project 1551-43-R (1551-48) City of Gulf Breeze Pump Station, Drainage Project

This is to inform you know that the City of Gulf Breeze wish to reinstate the above mentioned project for HMGP funding. We would like to continue with the project as the City will be able to provide its local match for the project and would also request the cost share of 75% Federal Share and 25% Local Share for the project.

Initially, when this project was awarded in 2007, the City was unable to meet the match share of the project because, its global match project 1551-45 was denied due to the project not able to meet eligibility requirement.

Please bear in mind; the City requested for pre-award cost in our letter to DEM dated 10/11/2007 and a HMGP Pre-Award Cost Form was dully completed. A copy is hereby attached for reference.

We therefore, request for a total sum of \$116,080.00 for Phase 1 engineering study; of which the federal share should be \$87,060.00 (75%) and Local Share \$29,020.00 (25%).

We understand we will provide updated scope of work and budget for Phase II during our Phase 1 deliverables.

Please let me know if you have any questions.

Sincerely

Edwin A. Eddy
City Manager

CITY OF GULF BREEZE
WORKING ORDER STORMWATER LIST

| | |
|--|-------------------------|
| | Completed Priorities |
| | Funded Priorities |
| | Unfunded Priorities |
| | Other Unfunded Projects |

| Site | In Progress | Priority | COSTS | | FUNDS | | | | |
|---|-------------|----------|----------------|-------------|----------------------|-------|----------------------|------------|-----------|
| | | | Projected Cost | Actual Cost | Florida Forever 2005 | HW/GP | Florida Forever 2007 | City Funds | |
| San Carlos/York/Gilmore/Hampton | Comp | 1 | | \$628,874 | \$628,874 | | | | \$0 |
| Bay Cliffs Road | Comp | 4 | | \$313,703 | \$313,703 | | | | \$0 |
| McClure/Shirley/Stems/Roberts | Comp | 5 | | \$395,042 | \$57,423 | | | | \$337,619 |
| Tall Pine Drive | Comp | 6 | | \$78,851 | \$78,851 | | | | \$78,851 |
| Shoreline Park North | Comp | 8 | | \$48,975 | \$48,975 | | | | \$48,975 |
| Washington/Dolphin/Williamsburg/Florida | Unfunded | 3 | | \$822,353 | | | | | \$822,353 |
| Camellia/Bear/Navarre/York/Berry/Surry/Cumberland/Warwick/Norwich | Unfunded | 2 | | \$706,132 | | | | | \$706,132 |
| Nightingale at Fairpoint | Unfunded | 7 | | \$327,648 | | | | | \$327,648 |
| Dracena/Nightingale/Russ/PoINCIanna/Laruna/Firethorn/Palmetto | Unfunded | 10 | | \$369,315 | | | | | \$369,315 |
| Driftwood/Navy Cove | Unfunded | 11 | | \$164,871 | | | | | \$164,871 |
| South Sunset Blvd. | Unfunded | 9 | | \$305,809 | | | | | \$305,809 |
| Five Soundings (Outfall Treatment) | Unfunded | 14 | | \$75,000 | | | | | \$75,000 |
| Pfeiffer Street Outfall (Treatment and Discharge Control) | Unfunded | 15 | | \$275,000 | | | | | \$275,000 |
| Eufaula (Outfall Treatment) | Unfunded | 16 | | \$175,000 | | | | | \$175,000 |
| Beach Drive (Outfall Treatment) | Unfunded | 17 | | \$175,000 | | | | | \$175,000 |
| Bay Cliffs Road Outfall Connection | Unfunded | | | \$70,000 | | | | | \$70,000 |
| St. Ann's Church | GRA | | | | | | | | |

| | | | | | | |
|-------------------------|-------------|-------------|-------------|-----|-----|-------------|
| Unfunded Priorities | \$3,466,127 | \$1,465,445 | \$1,000,000 | \$0 | \$0 | \$3,931,573 |
| Other Unfunded Projects | \$2,696,127 | | | | | |
| | \$770,000 | | | | | |



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager
FROM:  David J. Szymanski, Assistant City Manager
DATE: May 26, 2011
SUBJECT: Request for St. Francis Road and adjacent right-of-way

In March 2011, the City Council asked staff to investigate what it would take to install street trees along St. Francis Drive from the 4 way stop at McClure around to the church. In developing a project timeline, one of the first things that had to be done was having Florida Department of Transportation mark the FDOT right-of-way around St. Francis Drive.

It was City staffs belief that St. Francis Drive was a City road. But after FDOT completed marking their right-of-way, it was clear that St. Francis was still in the FDOT inventory. What staff would like to propose is requesting from FDOT the road and all the right-of-way be declared surplus and transferred to the City.

The benefits to the City include: 1) FDOT considers the road a service road. 2) FDOT has no plans to resurface the road. 3) St Francis Drive is in desperate need of resurfacing. 4) St Francis is no longer just a service road. It now has two major traffic intersections at each end of the road. The road provides traffic the opportunity to travel from the Sea Shell Shopping Center to the Gulf Breeze Hospital without having to utilize Highway 98.

In order for FDOT to consider this matter, a formal letter must be submitted.

RECOMMENDATION: That the City Council authorize staff to prepare a letter for signature by Mayor Zimmern requesting FDOT to consider granting St. Francis Drive and adjacent surplus right-of-way to the City.



ST Francis Drive

Print Date: 05/26/2011
Image Date: 02/07/2009
Level: Community



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 9/25/2011

Subject: Designation of Voting Delegate, Florida League of Cities Conference

Attached is a letter from the FLC requesting the City designate a voting delegate for the August 11-13, 2011 FLC Conference. The delegate must be the Mayor or a Councilmember that will be in attendance at the conference.

RECOMMENDATION:

THAT THE CITY COUNCIL DESIGNATE A VOTING DELEGATE FOR THE AUGUST 11-13, 2011 FLORIDA LEAGUE OF CITIES CONFERENCE.



301 South Bronough Street • Suite 300 • P.O. Box 1757 • Tallahassee, FL 32302-1757 • (850) 222-9684 • Fax (850) 222-3806 • www.flcities.com



TO: Municipal Key Official
FROM: Michael Sittig, Executive Director
DATE: May 16, 2011
SUBJECT: 85th Annual FLC Conference – Cities Work
VOTING DELEGATE AND RESOLUTION INFORMATION
August 11-13, 2011 – World Center Marriott, Orlando

As you know, the Florida League of Cities' Annual Conference will be held at the World Center Marriott, Orlando, Florida on August 11-13. This year we are celebrating Cities Work which will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

It is important that each municipality designate one official to be the voting delegate. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will make decisions that determine the direction of the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida for 2010, which are the same as the 2010 Census.

Registration materials will be sent to each municipality the week of June 1st. Materials will also be posted on-line. Call us if you need additional copies. The League adopts resolutions each year to take positions on commemorative, constitutional or federal issues. We have attached the procedures your municipality should follow for proposing resolutions to the League membership. A resolution is not needed to become a voting delegate. If you have questions regarding resolutions, please call Allison Payne at the League at (850) 701-3602 or (800) 616-1513, extension 3602. Proposed resolutions must be received by the League no later than July 6, 2011.

If you have any questions on voting delegates, please call Gail Dennard at the League (850) 701-3619 or (800) 616-1513, extension 3619. Voting delegate forms must be received by the League no later than August 1, 2011.

Attachments: Form Designating Voting Delegate
Procedures for Submitting Conference Resolution

**85th Annual Conference
Florida League of Cities, Inc.
August 11-13, 2011
Orlando, Florida**

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. League By-Laws requires that each municipality select one person to serve as the municipalities voting delegate. Municipalities do not need to adopt a resolution to designate a voting delegate.

Please fill out this form and return it to the League office so that your voting delegate may be properly identified.

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Municipality of: _____

AUTHORIZED BY:

Name

Title

Return this form to:
Gail Dennard
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Or Fax to Gail Dennard at (850) 222-3806

**Procedures for Submitting Resolutions
Florida League of Cities' 85th Annual Conference
World Center Marriott
Orlando, Florida
August 11-13, 2011**

In order to fairly systematize the method for presenting resolutions to the League membership, the following procedures have been instituted:

- (1) Proposed resolutions must be submitted in writing, to be received in the League office by July 6, 2011, to guarantee that they will be included in the packet of proposed resolutions that will be submitted to the Resolutions Committee.
- (2) Proposed resolutions will be rewritten for proper form, duplicated by the League office and distributed to members of the Resolutions Committee. (Whenever possible, multiple resolutions on a similar issue will be rewritten to encompass the essential subject matter in a single resolution with a listing of original proposers.)
- (3) Proposed resolutions may be submitted directly to the Resolutions Committee at the conference; however, a favorable two-thirds vote of the committee will be necessary to consider such resolutions.
- (4) Proposed resolutions may be submitted directly to the business session of the conference without prior committee approval by a vote of two-thirds of the members present. In addition, a favorable weighted vote of a majority of members present will be required for adoption.
- (5) Proposed resolutions relating to state legislation will be referred to the appropriate standing policy committee. Such proposals will not be considered by the Resolutions Committee at the conference; however, all state legislative issues will be considered by the standing policy councils and the Legislative Committee, prior to the membership, at the annual Legislative Conference each fall. At that time, a state Legislative Action Agenda will be adopted.

Municipalities unable to formally adopt a resolution before the deadline may submit a letter to the League office indicating their city is considering the adoption of a resolution, outlining the subject thereof in as much detail as possible, and this letter will be forwarded to the Resolutions Committee for consideration in anticipation of receipt of the formal resolution.

Important Dates

May 27, 2011

Notice to Local and Regional League Presidents and Municipal Associations
regarding the Resolutions Committee

June 15

Appointment of Resolutions Committee Members

July 6

Deadline for Submitting Resolutions to the League office

August 11

League Standing Council Meetings
Resolutions Committee Meeting
Voting Delegates Registration (also available Aug. 12th)

August 13

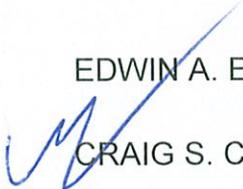
Immediately Following Breakfast – Pick Up Voting Delegate Credentials
Followed by Annual Business Session



City of Gulf Breeze

MEMORANDUM

TO: EDWIN A. EDDY, CITY MANAGER

FROM:  CRAIG S. CARMICHAEL, FIRE CHIEF

DATE: MAY 17, 2011

SUBJECT: VOLUNTEER FIRE DEPARTMENT STIPEND PROGRAM

It is my understanding that the City Council requested a summary of the volunteer fire department's stipend program. The program was adopted in 2000 and is used to help offset expenses incurred by our volunteers in the performance of their official duties. For example, it helps cover gas and clothing expenses. In addition, it also serves to boost the morale by saying thank you for a time consuming and labor intensive job. Almost all of the volunteer fire departments in Escambia and Santa Rosa provide some type of reimbursement. Our program is similar in nature to others in the area.

The program was revamped in January 2010. Basically, we adjusted the rates to more closely reflect what volunteers in Escambia were receiving. As you are aware, Escambia is one of our automatic aid departments and we felt it was important to try and be competitive with their rates for retention reasons. While our reimbursement rates are not equal to Escambia County Fire – Rescue's rates, they are comparable to other smaller departments in Santa Rosa County.

In order to qualify for payment, the member must meet certain training and performance criteria:

- a. Complete orientation (typically takes 3 months to complete).
- b. Must obtain certification as Florida Firefighter I within one (1) year of joining department.
- c. Attend 2 approved training sessions and respond to 20% of the department's calls for the particular month.

Reimbursement starts at \$100 dollars a month for a firefighter trainee and increases based on rank. Prior to adjusting the rates, the City's monthly payout was \$1,400 monthly or \$16,800 annually and it was expected that the monthly payout would increase to \$2,000 monthly or \$24,000 annually. However, over the past 16 months, or since we adjusted the rates, the City's monthly payout has averaged \$2,856 a month. This equates to approximately \$34,800 annually. This unexpected increase is due to the following:

1. The number of people participating in the program increased; and,
2. The previous policy did not recognize firefighter trainees and we underestimated the number of individuals who qualified under this particular classification.

RECOMMENDATION: NONE, PROVIDED FOR INFORMATIONAL PURPOSES ONLY.

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 \$275 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.

- 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 further 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 4th 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

Memorandum

To: Edwin A. Eddy, City Manager

From: Vernon L. Prather, Director of Public Services *V.L.P.*

Date: 5/9/2011

**RE: Inspection of City and SSRUS Water Systems,
By The Department of Environmental Protection**

D.E.P. inspected the City's water systems on April 27, 2011. The inspection reviews the overall operation of the system as well as compliance with backflow protection, water sampling, staffing and other requirements.

I am pleased to report that no deficiencies were identified for the water systems operated by the City (PWS ID No. 1570316, City and PWS ID No. 1570593, SSRUS).

Special thanks to our staff Ron Davis, Dale Overlay, and Angel Jackson for their conscientious and superb work on the operation and maintenance of our water systems.

Cc: SSRUS Board
Dennis Durnil, Water and Sewer System Supervisor
Ron Davis, Foreman, Water
Dale Overly, Foreman, Water
Angel Jackson, Administrative Assistant



Florida Department of Environmental Protection

Northwest District
160 W. Government Street, Suite 308
Pensacola, Florida 32502-5740

Rick Scott
Governor

Jennifer Carroll
Lt. Governor

Herschel T. Vinyard, Jr.
Secretary

May 4, 2011

BY ELECTRONIC MAIL
vprather@ci.gulf-breeze.fl.us

Mr. Vernon Prather
Director of Public Services
City of Gulf Breeze
Post Office Box 640
Gulf Breeze, Florida 32562-0640

Dear Mr. Prather:

A compliance inspection of the City of Gulf Breeze (PWS ID No. 1570316) was completed on April 27, 2011. The assistance provided by Mr. Ron Davis, Mr. Dale Overly, and Ms. Angel Dailey during the inspection was greatly appreciated.

The purpose of this inspection is to evaluate the capability of the water system to continually produce safe drinking water. Public water systems in this state are regulated by the Department under the Florida Safe Drinking Water Act as enacted in Florida Administrative Code.

No deficiencies were identified during the inspection, although there are remarks and recommendations which should be addressed. These items could become deficiencies over time if not corrected. Recommendations enclosed within the report do not require a written response unless otherwise stated.

If you have any questions, please contact me at toni.touart-rohlke@dep.state.fl.us or (850) 595-0658.

Sincerely,

Toni Touart
Environmental Specialist

Enclosure

c: Ron Davis, Operator (rdavis@ci.gulf-breeze.fl.us)



BASIC INSPECTION AND SYSTEM INFORMATION

| | | |
|--|---|--|
| Water system: <u>CITY OF GULF BREEZE</u> | System PWS #: <u>1570316</u> | Date of inspection: <u>4/27/11</u> |
| System address: <u>1070 SHORELINE DRIVE</u> | City: <u>GULF BREEZE</u> | State: <u>FL</u> Zip: <u>32561</u> |
| System phone: <u>850-934-5100</u> | Cell: <u>850-232-9702 (Ron Davis)</u> | |
| Fax number: <u>850-934-5150</u> | Email: <u>vprather@ci.gulf-breeze.fl.us</u> | |
| Owner name: <u>MR. VERNON PRATHER</u> | Owner title: <u>DIRECTOR OF PUBLIC SERVICES</u> | |
| Owner address: <u>POST OFFICE BOX 640</u> | City: <u>GULF BREEZE</u> | State: <u>FL</u> Zip: <u>32562</u> |
| Owner phone: <u>850-934-4058</u> | Cell: <u>850-232-9701</u> | |
| Fax number: <u>850-934-5150</u> | Email: <u>vprather@ci.gulf-breeze.fl.us</u> | |
| Operator required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If "No", Operator sections not applicable) | | |
| Operator name: <u>RON DAVIS</u> | | Operator Email: <u>rdavis@ci.gulf-breeze.fl.us</u> |
| Phone: <u>850-232-9702</u> | | Fax: <u>850-934-5150</u> |

S=Satisfactory U=Unsatisfactory -=Not Applicable *=See comment below

SOURCE

| | |
|---|-----------|
| PWS Name of supplier | Fairpoint |
| PWS number of supplier | 1570349 |
| Chlorine residual at entry point | 1.16 mg/L |
| <p style="background-color: yellow;">Comment: Purchasing solely from Fairpoint. System has permanent connection with Fairpoint and an emergency interconnect with ECUA.</p> | |

| | | |
|--------------|-----------------------------------|-----|
| DISTRIBUTION | Water system map compliant? | Yes |
| | Flushing of dead ends compliant? | Yes |
| | Valve maintenance compliant? | Yes |
| | Chlorine residual > 0.2 mg/L | Yes |
| PUMPS | Number of high service pumps? | 4 |
| | High service pumps functional? | Yes |
| MANAGEMENT | CCC devices tested annually? | Yes |
| | Flow meter accuracy checked? | Yes |
| | ERP, Pb&Cu, DBP, & CCC Plan? | Yes |
| OPERATOR | Permits in use without clearance? | NA |
| | Operator visits compliant? | Yes |
| | Plant checked 5 times per week? | Yes |
| | MORs submittal compliant? | Yes |

| | | | | | |
|---|--|--|-----|----------------|-----------|
| Plant number | | | 1 | Comment | |
| O & M manual /log compliant? | | | S/S | | |
| Cl storage compliant (no organics/acid/sun) | | | S | | |
| Spare chlorinator compliant? | | | S | | |
| Loss of chlorine alarm compliant? | | | S | | |
| Treated sample tap provided? | | | S | | |
| Security measures compliant? | | | S | | |
| HYPO | Chlorine residual at entry point? | | | | |
| | Chlorine residual at entry point? | | | | |
| GAS | Cl room compliant?(separate/ventilation) | | | S | Pre- 1993 |
| | Scales compliant? | | | S | |
| | Auto switchover provided? | | | S | |
| | Safety:(SCBA/Gloves/Ammonia/Panic HW) | | | S | |
| OTHER | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

| | |
|--|-----|
| FOLLOW-UP TO LAST INSPECTION OR SURVEY | |
| Last inspection fully compliant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (see below) | |
| Number of deficiencies last cited? | 1 |
| Were any of the deficiencies "repeat"? | No |
| Response from system submitted? | Yes |
| Have deficiencies been addressed? | Yes |

| | | |
|----------------------------|----------------------|-----------------|
| MONITORING SCHEDULE | | |
| CHEMICAL | ANALYSIS DATE | NEXT DUE |
| Asbestos | 2-03 | 2011 |
| TTHM/HAA5(tri) | 7-08 | 2011 |
| Pb/Cu (tri) | 2010 | 2012 (deferred) |

STORAGE

| | | | |
|---|-----|-----|--|
| Tank Number | E | G | |
| Inspections compliant? (annual/5yr) | S/S | S/S | |
| Overflow/Vents compliant? (elevated) | S | S | |
| Pressure relief valve provided? (hydro) | ~ | ~ | |
| Security measures compliant? | S | S | |

| | | | | | | |
|-------------------------------|-----------------|---|-------------|-----------------------------|----------|------------|
| FIELD SAMPLING RESULTS | Plant Cl (mg/L) | S | 1.15/7.4 pH | Distribution Cl (mg/L) / pH | 1.03/7.5 | Peak's Pt. |
|-------------------------------|-----------------|---|-------------|-----------------------------|----------|------------|

COMMENTS

- One high service pump is for emergencies and does not alternate with the other three; however, it can be added to the rotation if needed.
- The back-up high service pump has separate auxiliary power supply (natural gas engine) for redundancy. The entire plant has a generator as the main auxiliary power supply.
- System has an emergency interconnect with Emerald Coast Utilities Authority which normally is closed.
- Fairpoint interconnect - 1.16 Cl/7.3 pH



REMARKS AND RECOMMENDATIONS

Notes on Maintenance for Gulf Breeze System:

- The loss of chlorine alarm is tested monthly and recorded to insure it is functional at all times.
- A new 8" distribution main was installed to service the GINS Naval Live Oak Park. Although the chlorine level at the meter is adequate, the low flow at the park makes it difficult to maintain adequate chlorine residuals. Park personnel were advised to flush monthly to maintain the chlorine residual.

Bacteriological Sampling Plan

The Bacteriological Sampling Plan should be updated to include the raw water sampling requirements under the Federal Ground Water Rule (GWR), specifically but not limited to:

- Triggered raw samples must be taken from each well that was in use within 24 hours of a distribution total coliform positive (TC+) sample. If a raw sample was taken within 24 hours of the TC+ it may be used as a triggered raw sample. If there is more than one TC+ sample in the distribution then a like number of raw triggered samples must be pulled from each of the wells.
- An E. coli positive raw water sample will initiate a boil water notice (Tier 1 notice) unless the well can be shut off immediately and distribution samples that were taken on the same day as the raw sample came back total coliform negative (TC-). In this case, a Tier 1 notice must be issued but without the boil water notice portion.
- After notification of an E. coli positive result from a raw water source (well), the system is required to pull five raw samples from the affected well. Upon the receipt of raw TC- results, the boil water notice may be lifted and/or the well may be put back into service.

Distribution System Licensing – May 2011

As of May 2011, Distribution System Licensing is required for on-site charge of any water distribution maintenance or activity that may affect water quality or quantity unless the activity is being performed by a licensed underground utility and excavation contractor or licensed plumbing contractor.

Activities which are considered to affect water quality or quantity are as follows: cleaning (swabbing, pigging, scraping, or air-purging) existing water mains; tapping, depressurizing/dewatering, or disinfecting existing water mains; dewatering, cleaning, or disinfecting existing finished-water storage tanks; and manually operating existing pumps, or adjusting automatic controls or automatic control valves, as necessary to regulate water distribution system flow or pressures.

Class C or higher licensed operator may also oversee these projects.

Water treatment plant or distribution system operators must maintain one or more operation and maintenance (O&M) log(s) for each water distribution system.

Please note the following additional guidance:

On-site licensed operator supervision is not required for meter repair or replacement as long as the meter is in a service line and change out of the meter does not involve depressurizing/dewatering a water main. If the meter is in a water main or if change out of the meter otherwise involves depressurizing/ dewatering a water main, on-site licensed operator supervision would be required.



Emergency Response Plan

The Emergency Response Plan needs to be updated to include current contact information, Drought Management and Disaster specific plans. The plan that could be located did not have all this information.

Additionally, please update the Disinfection Byproduct plan to reflect current information as discussed during the inspection.

OCULUS

The Department’s Potable Water Section is going paperless. New documents are currently being added to our OCULUS electronic document management system. This system is accessible to the public and may be accessed at the following site: <http://wrmedms/Oculus/>. Older documents may still be obtained, for now, in paper format only.

All documents (including sampling, permitting, enforcement, etc...) will be accessible through this site. If you have any questions concerning access, please contact Ms. Toni Touart at (850) 595-0658.



Numerous logbooks kept up-to-date.



Chlorine room air intake does not facilitate air tight closure.



Sampling taps for FRUS entry and GB after treatment.

Inspector: Toni Touart Date: May 4, 2011
Toni Touart

Reviewer: Scott Grubbs Date: May 4, 2011
Scott Grubbs



Florida Department of Environmental Protection

Northwest District
160 W. Government Street, Suite 308
Pensacola, Florida 32502-5740

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Secretary

May 4, 2011

BY ELECTRONIC MAIL

vprather@ci.gulf-breeze.fl.us

Mr. Vernon Prather
Director of Public Services
South Santa Rosa Utility Company
Post Office Box 640
Gulf Breeze, Florida 32562-0640

Dear Mr. Prather:

A compliance inspection of the South Santa Rosa Utility Company (PWS ID No. 1570593) was completed on April 27, 2011. The assistance provided by Mr. Ron Davis, Mr. Dale Overly, and Ms. Angel Dailey during the inspection was greatly appreciated.

The purpose of this inspection is to evaluate the capability of the water system to continually produce safe drinking water. Public water systems in this state are regulated by the Department under the Florida Safe Drinking Water Act as enacted by Florida Administrative Code.

No deficiencies were identified during the inspection, although there are remarks and recommendations which need to be addressed. These items could become deficiencies over time if not corrected. Recommendations enclosed within the report do not require a written response unless otherwise stated.

If you have any questions, please contact me at toni.touar-rohlke@dep.state.fl.us or (850) 595-0658.

Sincerely,

Toni Touart
Environmental Specialist

Enclosure

c: Ron Davis, Operator (rdavis@ci.gulf-breeze.fl.us)



| | | | | | | | |
|---|--------------------|---|---------------|-------------------------------|---------------------|--------------|--------------|
| BASIC INSPECTION AND SYSTEM INFORMATION | Water system: | SOUTH SANTA ROSA UTILITIES | System PWS #: | 1570593 | Date of inspection: | 4/27/11 | |
| | System address: | 1116 CORONADO DRIVE | City: | GULF BREEZE | State: | FL Zip 32561 | |
| | System phone: | 850-934-4058 | Cell: | 850-554-1504 (Dale) | | | |
| | Fax number: | 850-934-5150 | Email: | N/A | | | |
| | Owner name: | VERNON PRATHER | Owner title: | DIRECTOR OF PUBLIC WORKS | | | |
| | Owner address: | POST OFFICE BOX 640 | City: | GULF BREEZE | State: | FL Zip 32562 | |
| | Owner phone: | 850-934-5100 | Cell: | N/A | | | |
| | Fax number: | 850-934-5150 | Email: | vprather@ci.gulf-breeze.fl.us | | | |
| | Operator required? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If "No", Operator sections not applicable) | | Operator name: | RON DAVIS | | |
| | Operator Email | RDAVIS@CI.GULF-BREEZE.FL.US | | Phone | 850-232-9702 | Fax: | 850-934-5150 |

S=Satisfactory U=Unsatisfactory ~ =Not Applicable * =See comment below

| SOURCE | PWS Name of supplier | Fairpoint / Midway | | DISTRIBUTION | Water system map compliant? | Yes | | | | | | | | | | | | |
|---|--|--|---------|-----------------------------------|--|--|----------|---------------|----------|----------|------|------|----------------|------|------|-------|----------|----------|
| | PWS number of supplier | 1570349 / 1570470 | | | Flushing of dead ends compliant? | Yes | | | | | | | | | | | | |
| | Chlorine residual at entry point | Not taken/0.99 mg/L | | | Valve maintenance compliant? | Yes | | | | | | | | | | | | |
| | Comment: System uses water from Midway to aid in maintaining consistent pressure. Major source of water is from Fairpoint. | | | | Chlorine residual > 0.2 mg/L | Yes | | | | | | | | | | | | |
| TREATMENT | Plant number | 1 | Comment | PUMPS | Number of high service pumps? | 3 | | | | | | | | | | | | |
| | O & M manual compliant? | S | | | High service pumps functional? | Yes | | | | | | | | | | | | |
| | Cl storage compliant (no organics/acid/sun) | S | | | CCC devices tested annually? | Yes | | | | | | | | | | | | |
| | Spare chlorinator compliant? | S | | | Flow meter accuracy checked? | Yes | | | | | | | | | | | | |
| | Loss of chlorine alarm compliant? | S | | MANAGEMENT | ERP, Pb&Cu, DBP, & CCC Plan? | Yes Update as noted | | | | | | | | | | | | |
| | Treated sample tap provided? | S | | | Permits in use without clearance? | NA | | | | | | | | | | | | |
| | Security measures compliant? | S | | | Operator visits compliant? | Yes | | | | | | | | | | | | |
| | | | | | Plant checked 5 times per week? | Yes | | | | | | | | | | | | |
| | STORAGE | HYPO | | | OPERATOR | MORs submittal compliant? | Yes | | | | | | | | | | | |
| | | | | | | FOLLOW-UP TO LAST INSPECTION OR SURVEY | | | | | | | | | | | | |
| GAS | | Cl room compliant?(separate/ventilation) | S | | | Last inspection fully compliant? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (see below) | | | | | | | | | | | | |
| | | Scales compliant? | S | | | Number of deficiencies last cited? | N/A | | | | | | | | | | | |
| | | Auto switchover provided? | S | | Were any of the deficiencies "repeat"? | N/A | | | | | | | | | | | | |
| | | Safety:(SCBA/Gloves/Ammonia/Panic HW) | S | | Response from system submitted? | N/A | | | | | | | | | | | | |
| OTHER | | | | Have deficiencies been addressed? | N/A | | | | | | | | | | | | | |
| | Other: ORTHO-POLY PHOSPHATE | S | | MONITORING SCHEDULE | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>CHEMICAL</th> <th>ANALYSIS DATE</th> <th>NEXT DUE</th> </tr> </thead> <tbody> <tr> <td>Asbestos</td> <td>8-02</td> <td>2011</td> </tr> <tr> <td>TTHM/HAA5(ann)</td> <td>7-10</td> <td>2011</td> </tr> <tr> <td>Pb/Cu</td> <td>6-9/2010</td> <td>6-9/2011</td> </tr> </tbody> </table> | | | | | | | CHEMICAL | ANALYSIS DATE | NEXT DUE | Asbestos | 8-02 | 2011 | TTHM/HAA5(ann) | 7-10 | 2011 | Pb/Cu | 6-9/2010 | 6-9/2011 |
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| Asbestos | 8-02 | 2011 | | | | | | | | | | | | | | | | |
| TTHM/HAA5(ann) | 7-10 | 2011 | | | | | | | | | | | | | | | | |
| Pb/Cu | 6-9/2010 | 6-9/2011 | | | | | | | | | | | | | | | | |
| STORAGE | Tank Name/Number | E | G | Consecutive system | | | | | | | | | | | | | | |
| | Inspections compliant? (annual/5yr) | S/S | S/S | | | | | | | | | | | | | | | |
| | Overflow/Vents compliant? (elevated) | S | S | | | | | | | | | | | | | | | |
| | Pressure relief valve provided? (hydro) | ~ | ~ | | | | | | | | | | | | | | | |
| | Security measures compliant? | S | S | | | | | | | | | | | | | | | |

| | | | | | | |
|------------------------|-----------------|---|---------------|-----------------------------|----------|-----------|
| FIELD SAMPLING RESULTS | Plant Cl (mg/L) | S | 1.09/7.7 (pH) | Distribution Cl (mg/L) / pH | 1.14/7.6 | Oak Point |
|------------------------|-----------------|---|---------------|-----------------------------|----------|-----------|

COMMENTS

- One of the high service pumps was being repaired.
- Midway interconnect at Tiger Lake chlorine and pH = 0.99/7.7



REMARKS AND RECOMMENDATIONS

Notes on Maintenance for SSRU :

1. The loss of chlorine alarm is tested monthly and recorded to insure it is functional at all times.

Emergency Response Plan

The Emergency Response Plan needs to be updated to include current contact information, Drought Management and Disaster specific plans. The plan that could be located did not have all this information.

Additionally, please update the Disinfection Byproduct plan to reflect current information as discussed during the inspection.

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All documents (including sampling, permitting, enforcement, etc...) will be accessible through this site. If you have any questions concerning access, please contact Ms. Toni Touart at (850) 595-0658.

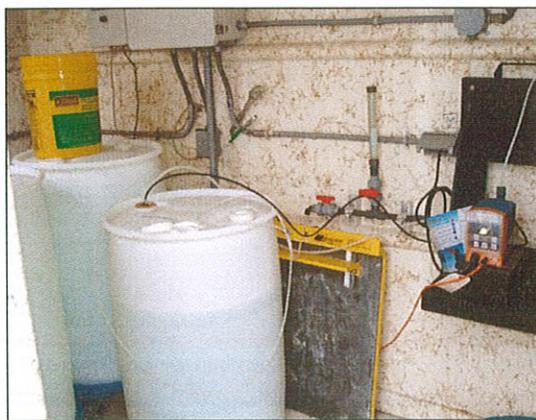
Outstanding Permit

Our records indicate that the following listed permit has not been completely cleared by this office. Please submit a written status report for the permit within 15 days.

The 'status' would fall into one of the following categories, A, B, C, D, or E:

- A) not started
- B) started, but not completed
- C) completed, but not in use
- D) completed, and in use
- E) project abandoned (will not be built)

| Date Issued | Cleared | Last Cleared Date | Permit Number | Project Name |
|---------------|---------|-------------------|---------------------|--|
| July 24, 2008 | partial | October 8, 2008 | 0005114-010-WCGO/01 | Gulf Breeze Field Operations (uncleared portion only) |



AquaMag (ortho-poly phosphate) addition for corrosion control.

Inspector: Toni Touart Date: May 4, 2011
Toni Touart

Reviewer: Scott Grubbs Date: May 4, 2011
Scott Grubbs