

**GULF BREEZE CITY COUNCIL
EXECUTIVE SESSION**

FEBRUARY 15, 2012
WEDNESDAY 6:30 P.M.
COUNCIL CHAMBERS

PROCLAMATION: Proclaiming March 26, 2012 as National Epilepsy Awareness Day

ACTION AGENDA ITEMS:

- A. Discussion and Action Regarding Replacement Pumps for Berkeley Forest Lift Station
- B. Discussion and Action Regarding Codification of CRA Design Guidelines
- C. Discussion and Action Regarding Request by Sertoma to Serve Alcoholic Beverages at the Annual Fishing Rodeo, Shoreline Park South, June 23 and 24, 2012
- D. Discussion and Action Regarding Line of Credit, Bankers Branch and Trust (BB&T)
- E. Discussion and Action Regarding Amendment of Municipal Code - Prohibited Signs
- F. Discussion and Action Regarding Conflict Resolution Meeting

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

PROCLAMATION

WHEREAS, Epilepsy, also known as Seizure Disorder, has afflicted mankind since the dawn of our species and has been recognized since the earliest medical writings; and,

WHEREAS, as long ago as 400 BC Hippocrates, the Father of Medicine, repudiated ancient beliefs that Epilepsy was a visitation from the gods and sacred or that it was a curse from the gods that people afflicted with this disorder held prophetic powers. Hippocrates believed that Epilepsy was a brain disorder; and,

WHEREAS, a seizure is a sudden, brief attack of altered consciousness, motor activity or sensory phenomena. It is a sign that certain brain cells (neurons) are discharging an excessive amount of electrical impulses; and,

WHEREAS, Epilepsy can be caused by injury to the brain, lack of oxygen at birth, brain tumor, infection and brain hemorrhage. In sixty percent of the cases, the cause is unknown; and,

WHEREAS, more than two million Americans are afflicted with some type of Epilepsy. Of this number 150,000 are Florida residents; and

WHEREAS, with the administration of anticonvulsant drugs, two thirds (66.66%) of those afflicted with Epilepsy are drug controlled; and

WHEREAS, lack of education about this disorder has contributed to age old myths, superstitions and prejudices. The stigma associated with this disorder is sometimes worse than the disorder itself; and

WHEREAS, people who have Epilepsy make reliable and conscientious workers in job performance, productivity, safety, cooperation and attendance; and

WHEREAS, studies carried out in the United States over the past thirty years have indicated that of all disabilities, Epilepsy poses the greatest barrier to employment with unemployment rates estimated to fall between twenty and twenty-five percent; and

WHEREAS, Epilepsy should not be a barrier to success. In addition to the normal requirements for success, a person who has Epilepsy needs a supportive environment and employers who are willing to give them an opportunity to become productive citizens.

NOW, THEREFORE, I, Beverly H. Zimmern, Mayor of the City of Gulf Breeze, in recognition of the ongoing battle against the disease of Epilepsy and the important work of the Epilepsy Society of Northwest Florida, do hereby proclaim March 26, 2012 to be

NATIONAL EPILEPSY AWARENESS DAY

Throughout the City of Gulf Breeze, Florida and to urge citizens to show their support in the battle against Epilepsy by wearing the color purple.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Gulf Breeze, Santa Rosa County, Florida, to be affixed this _____ day of February, **2012**.

Marita Rhodes, City Clerk

Beverly H. Zimmern, Mayor



City of Gulf Breeze

DATE: February 10, 2012
TO: Edwin A. Eddy, City Manager
FROM: Vernon L. Prather, Director of Public Services *V.P.*
RE: REPLACEMENT PUMPS FOR BERKELEY FOREST LIFTSTATION

The Berkeley Forest Liftstation Submersible Wastewater Pumps were originally installed in February 2002.

Recently, one of the pumps was removed for inspection and repair. The inspection revealed that the repairs were estimated at \$7,200.00 and therefore unfeasible as repairs exceeded 80% of the cost of a new pump.

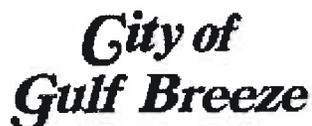
We also reviewed the operating conditions of the station and determined that the head conditions (or operating pressure) have increased from the original design calculations. The increased pressure is additional incentive to replace both pumps, as the higher head conditions cause the remaining pump to operate near cut-off condition.

We solicited quotes, which are listed below, for replacement pumps that are designed for higher head conditions as well as better efficiency:

Bruce Environmental (Pensacola)	WILO EMU FA 10.65E	\$ 8,650.00
Sheppard Electric (Theodore, AL)	WILO EMU FA 10.65E	\$ 9,585.00
Pump & Process (Pensacola)	KSB F-100 28 hp	\$10,682.00

The remaining 25hp Hydromatic pump will be removed, inspected and reserved as a spare for other liftstations with lower head conditions

RECOMMENDATION: SSRUS Board authorize the purchase of two (2) WILO EMU FA 10.65E 23.5 hp Pumps at a cost of \$8,650.00 each for a total of \$17,300.00 from Bruce Environmental



Vernon Prather <vprather@gulfbreezefl.gov>

FW: 25 hp Pump

1 message

Mike Bruce <mike@bruceenvironmental.com>

Thu, Feb 9, 2012 at 4:23 PM

To: Vernon Prather <vprather@gulfbreezefl.gov>

Cc: Ann Carlock <ann@bruceenvironmental.com>, Jeff Jones <Jeff.Jones@wilo-usa.com>

Vernon,

Here is the pricing for two options on T20.1 motor which does not come in a 25HP – a 23.50 HP and a 31.50 HP (if you want a little "beefier" motor)

Model FA 10.65 T20.1-4/22KEx air filled-wet pit only DN100 1740 RPM 23.5 HP 550 lbs. \$8,650.00

Model FA 10.65 T20.1-4/30KEx air filled – wet pit only DN100 1740 RPM 31.50 HP 571 lbs. \$9,250.00

Please deduct \$305.00 per pump if explosion-proof is not needed

Please allow 2 to 4 weeks delivery from order date.

If you have any questions, please give me a call.

Thanks

Mike Bruce

BRUCE ENVIRONMENTAL

216 Church Street

Pensacola, FL 32502

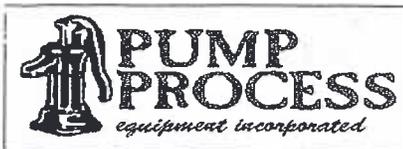
Phone: 850-437-9729

Fax: 850-437-9730

Cell: 850-449-9219

mike@bruceenvironmental.com

www.bruceenvironmental.com



3820 Hopkins Street
Pensacola, FL 32506
(850) 432-0334, fax: (850) 432-1336

Quote Number: 869 B



Quotation

To: Wally Wrenn
South Santa Rosa Water & Sewer
1108 Coronada Drive
Gulf Breeze FL 32563

Date: 1/23/2012
Project: Berkley Forest
Location: Gulf Breeze, FL.
Engineer BDB

Equipment: Replacement Pump

Terms NET 30 Days

Delivery 2-3 Weeks

We are pleased to quote on the following equipment:

Pump to replace Hydromatic model "S4Q" located in Berkely Forest Lift Station:

Option 1: KSB model "F-100-316/234XG" 28HP / 230 Volt / 3-Phase Motor and 50' power cord. Pump will pass 4" solids and has seven (7) year Warranty...10,682.00

XXXXXXXX

Option 2: Barnes model "4SHVA" with 25 HP / 230 Volt / 3-Phase motor and 50' power cord. Pump will pass 3" solids and has five (5) year warranty...\$7,637.00

NOTES:

1. If ordered, please sign this quotation form and FAX or Email back to Pump & Process Equipment, Inc.
2. Only items mentioned above are included. If it is not listed it is to be provided by others.
3. **Delivery promise date begins upon return of approved Submittal or approved drawings.**

Additional Note

1. Pump will ship with sealing flange mounted and ready to slide down existng rail system. Startup and field Certification is include and is required to qualify quoted warranties.
2. Lifting bails will be included for each pump.

This Quotation Prepared By Butch Branton

The undersigned agrees to and has the authority to bind the purchaser to the terms and conditions below and equipment as described above.

For Pump & Process Equipment, Inc.

For: South Santa Rosa Water & Sewer Date _____

Quotation good for 30 days. Prices do not include any applicable taxes. Payment terms are NET 30 days from date of shipment. Past due accounts will be charged interest at 1.5% per month. Should the services of an attorney, collection agency or other legal service become necessary for collection, purchaser will assume responsibility for all expenses accrued in the collection process including fees, court cost, serving charges, lien filing, etc. Manufacturer's warranty applies. Pump & Process Equipment, Inc. assumes no liability whatsoever for delays or damages caused by defects or any other equipment failure.

Sheppard Electric Motor Service LLC

Po Box 190817 Mobile AL 36619
 3460 Hurricane Bay Dr
 Theodore, AL 36582
 United States

Voice: 251-443-0700
 Fax: 251-443-6204

QUOTATION

Quote Number: 2813
 Quote Date: Jan 25, 2012
 Page: 1

Quoted To:
South Santa Rosa Utilities System 1070 Shoreline Dr Gulf Breeze, FL 32562-0604

Customer ID	Good Thru	Payment Terms	Sales Rep
South Santa Rosa Ut	2/24/12	Net 30 Days	Danny

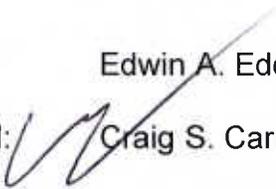
Quantity	Item	Description	Unit Price	Amount
1.00	Material	New Wilo Model FA 10.65E - T20.1-4/30K with 40 ft cord. 250 GPM @ 135 TDH. To replace Hydromatic model S4Q2500 M3-4 Adapter claw or base elbow will be extra if needed.	9,400.00	9,400.00
1.00	Shipping	Shipping	185.00	185.00
			Subtotal	9,585.00
			Sales Tax	
			TOTAL	9,585.00



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM:  Craig S. Carmichael, Director of Community Services

DATE: February 9, 2012

SUBJECT: CODIFICATION OF CRA DESIGN GUIDELINES

Attached, please find a draft copy of the proposed language for the proposed codification of the CRA Design Guidelines. The draft copy is the result of taking the CRA Design Guidelines drafted by LDI (now Littlejohn Engineering) in 2006 and editing them into an ordinance type form. Prior to putting the language into a formal ordinance for adoption into Chapter 26 of City's Land Development Code (LDC), it would be helpful if the City Council would review the proposed language to see if they want to add, delete or modify it.

RECOMMENDATION: THAT THE CITY COUNCIL REVIEW THE DRAFT LANGUAGE AND DIRECT STAFF TO PREPARE AN ORDINANCE INCORPORATING THE CRA DESIGN GUIDELINES INTO CHAPTER 26 OF THE CITY'S LDC.

CSC
Attachment

CHAPTER 26
COMMUNITY REDEVELOPMENT AREA DESIGN STANDARDS

ARTICLE I. GENERAL.

Sec. 26-1. Purpose and Intent.

26-1.1. Purpose.

The purpose of these design standards established in this chapter is to:

1. Guide the development within the Community Redevelopment Area (CRA) as referenced in Chapter 14, Article IV of the City of Gulf Breeze Code of Ordinances, toward creating a cohesive urban pattern of buildings and streetscapes that balance the pedestrian and traffic needs of residents;
2. Encourage protection and buffering of residential uses and environmental resources from the impacts of non-residential development;
3. Maintain and improve the image and appearance of development by encouraging visually sensitive designs, which will result in quality development; and
4. Preserve health, safety and welfare by promoting and requiring structures that maintain a high residual value.

26-1.2. Intent.

The design standards in this chapter are intended to encourage design diversity and variation. Special attention has been placed on the creation of standards that ensure a quality, safe and functional urban environment. The integration of effective vehicular and pedestrian standards as well as pedestrian accessibility is of primary concern for new development and redevelopment. For more detailed explanation of the standards and graphic examples of recommended, acceptable, and prohibited scenarios refer to the "City of Gulf Breeze Community Redevelopment Agency and Central Business District Design Guidelines" (CRA Design Guidelines) adopted June 2006, as amended.

Sec. 26-2. Applicability.

- A. The design standards contained in this chapter are applicable to all new development and redevelopment activities within the CRA, except for single-family residential structures, notwithstanding any provision of the Land Development Code (LDC) to the contrary, including sections 21-31 and 21-32 (non-conforming uses). Unless otherwise noted, where LDC provisions from other chapters conflict with the standards established in this chapter, the more restrictive standards of this chapter shall apply.
- B. In the event the City makes a finding that the literal enforcement of the standards of this article would result in an unnecessary or undue hardship, the board of adjustment may grant a special exception or variances pursuant to Chapter 20, Division 5 of the LDC.
- C. In the case of redevelopment, the standards set forth in this chapter shall apply if:
 1. The building floor area is being increased by more than 30%;
 2. More than 50% of the building area is being replaced; and/or,

3. The existing building is being redeveloped and the cost of redevelopment is greater than 50% of the assessed value of the building.
4. Section 26-11 shall apply in the case of replacement or repair of an existing sign when:
 - a. A sign at an existing business is replaced, even when no changes or only minor changes are contemplated to the existing structure or structures on a site;
 - b. A sign is deemed to be damaged to the point where repairs are equal to or more than 50% of the replacement value of the sign;
 - c. Improvements or modifications to a sign are contemplated that are equal to or more than 50% of the replacement value of the sign; and/or
 - d. A sign, the sign logo, reader board, or copy area of a sign is increased by 25% or more.
5. Section 26-11 shall apply in the installation of a new sign at an existing business.

D. Because the character of the land within the CRA differs from one location to another, this chapter establishes general standards that are applicable to the entire CRA District, as well as specific standards that apply to all land located within the Central Business District (CBD) and the Gulf Breeze Parkway (US 98) District, as identified in the CRA Design Guidelines.

Sec. 26-3. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

Alley means a permanent service-way providing a secondary means of public access to abutting property and not intended for general traffic circulation.

Arcade means a series of arches supported by columns or pillars, a covered passageway, or recessed galleries with columns or piers open to the street.

Arcade Hanging Sign means a sign attached to the underside of a canopy, awning, lintel, arch, or other overhead spanning member of a porch or walkway, and which is hung either perpendicular or parallel to the building façade, but not intended to be read from the street.

Architectural Style

Italianate means a style characterized by a rectangular shape, gently sloping roofs, tall, rounded windows, columned entryways, square towers or cupolas, and low-pitched or flat roofs, frequently hipped.

Mediterranean means a style characterized by asymmetrical facades, arched openings, masonry or stucco/textured walls, corner towers, balconies, and, gabled, hipped, shed, or combination roofs.

Neo-classical means a style characterized by symmetry in building form and windows, rounded entryways, columns, and elaborate doorways with decorative surrounds and pediments, cupolas, and side-gabled or hipped, medium pitched roofs.

Awning means a sheltering screen, usually of canvas fabric, supported and stiffened by a rigid frame, extending over or before any place which has windows, doors, outside walks or the like, and providing shelter or protection against the weather.

Block Face means that portion of a block that abuts an individual street.

Block Layout means the arrangement of lots and alleys contained within a city block.

Building Site means any group of one or more lot(s) or parcel(s) occupied or intended for development as a unit, whether or not as part of a larger *Development Site*.

Commercial/Main Street Building means the type of building typically found along main street settings. Commercial/Main Street buildings are normally organized into distinct sections or zones, commonly containing one or two parts.

- a. One-part (generally a one-story building) formed by a storefront and a cornice topped by a parapet. Large show windows are generally placed within this framework to display merchandise and light the interior. The wall area between the windows and the cornice provide a place for advertising and made the façade appear taller.
- b. Two-part (generally a multi-story building) organized into upper and lower zones. The design of the lower zone is essentially the same as the one part façade. The building contains different uses in each zone. The lower zone generally houses public spaces (mentioned above), while the upper zone often provides space for private uses, such as apartments, offices, hotel rooms, and meeting halls.

Development Project means any commercial project that involves the following: 1) a new use of vacant property, or 2) new construction, rehabilitation, or remodeling of any existing building or any ancillary building. However, projects involving an interior modification to an existing building are specifically excluded as a *Development Project*.

Development Site means the property under consideration for a development, which may contain one or more Building Sites and shall be under single ownership at the time of application. Should the *Development Site* contain more than one *Building Site*, any applicable Development Site setback requirements shall be established from the *Development Site* perimeter.

Facade, primary means the side of the building facing the *Primary Lot Frontage*.

Facade, secondary means the side of the building facing the *Secondary Lot Frontage*.

Landscaping means all areas of the site that consist of, but are not be limited to, grass, ground covers, shrubs, vines, hedges, trees, berms, and architectural landscape features and material.

Lot, Corner means a lot whose lines are adjacent to two or more streets from their point of intersection.

Lot Depth, mean means the mean distance from the front street line of the lot to its opposite rear line, measured in the mean general direction of the side lines of the lot.

Lot Frontage means the linear distance measured along the narrow dimension of a lot adjoining a street right-of-way.

Lot Frontage, Primary means that side of the lot abutting a street along the narrow dimension of the lot.

Lot Frontage, Secondary means that side of the lot abutting a street which is not the primary frontage.

Lot, Interior means a lot other than a corner lot.

Lot Line (or Property Line) means any legal boundary of a lot. Where applicable, the lot line may coincide with the right-of-way line.

Massing means The width, volume and proportions of a building and its parts.

Pedestrian Alleyways means corridors or courtyards used primarily for the purpose of providing a pedestrian connection between the public sidewalks and the parking areas located behind the businesses.

Plaza means corridors or courtyards used primarily for the purpose of providing a pedestrian connection between the public sidewalks and the parking areas located behind the businesses.

Right-of-Way means the strip of land owned or controlled by the City or another governmental agency over which the public has a right of passage, including the streets, parkways, medians, sidewalks, and driveways constructed thereon. For the purpose of this chapter "right-of-way" excludes alleys.

Storefronts means the type of façade a commercial-style building would have at the street level. Storefronts emphasize transparency and normally include large display windows with framing; a recessed entrance; a cornice or a horizontal sign panel at the top of the storefront to separate it from the upper façade; and low bulkheads at the base to protect the windows and define the entrance.

Street wall means a low, solid or semi-solid wall that provides a defined urban edge along an alley or street.

Transparent material means a material that admits light without appreciable diffusion or distortion, so that objects beyond are entirely visible. Examples include: clear glass and Plexiglas.

Translucent material means a material that admits diffused light, so that objects beyond cannot be clearly distinguished. Examples include: tinted glass, smoked glass, and glass block.

ARTICLE II. CRA DISTRICT STANDARDS

Sec. 26-4. Applicability.

The standards in this article are applicable to the entire CRA District to address site design, building orientation, scale, and massing, with the intent to create an aesthetically cohesive character and provide for efficient vehicular and pedestrian circulation patterns throughout the entire district.

Sec. 26-5. Block Layout.

- A. When developing large parcels, applicants shall create streets and/or a vehicular driveway pattern that connects to the surrounding streets and parcels in the vicinity, or allows for future connections.
- B. New development, except for civic and institutional uses, shall not be allowed to vacate existing rights-of-way to form mega/super blocks, unless street/vehicular drives are developed consistent with Paragraph A, above.
- C. Redevelopment of properties/blocks where rights-of-way were previously vacated shall be required to establish a new network of streets as well as alleys, if appropriate, consistent with

Paragraph A, above.

Sec. 26-6. Building Placement and Orientation.

- A. Building facades shall be oriented toward the right-of-way, which, for the purpose of this chapter, includes a public street or an entrance boulevard to a private development. If there is more than one right-of-way, such as occurs on a corner or double frontage lot, every facade that faces a public right-of-way shall have architectural detail and appearance consistent with the primary facade.
- B. The minimum front yard and side-corner setback for buildings shall be zero feet.
- C. Side yard setbacks shall be a minimum of zero feet, if the adjacent property also has a zero-foot setback, and a maximum of ten feet. In the event the side yard setback is more than ten feet, due to the location of the parking area, the building frontage shall occupy a minimum of 50% of the lot frontage and a street wall shall be installed between the building and the side property line.
- D. Parking garages located adjacent to any rights-of-way must provide a primary facade or liner (buildings) facing the rights-of-way.
- E. Large anchor stores may be located in the rear of a development site only if additional buildings are located along the street frontage meeting the required setbacks and standards of this section. These additional smaller buildings, which may be located within outparcels, shall be designed to frame the street, enclose parking lots, and create entrance boulevards.

Sec. 26-7. Architectural Styles.

- A. New buildings or redevelopment of buildings in the CRA must be built using Italianate, Neo-Classical, or Mediterranean architectural styles. The elements that comprise a building, including the building form, scale, fenestration, materials, and color, must be consistent with the style selected.
- B. Architectural style and details for accessory buildings or structures (i.e., storage buildings, canopies for gasoline pumps) shall match the style of the predominant building.
- C. If a developer/owner submits a design for a building that has an architectural style not listed in Paragraph A, above, the architecture review board shall review the compatibility of the proposed building for consistency with the required styles and adjacent architecture on a case-by case basis. The City may allow use of an alternate architectural style if:
 - 1. Use of one of the required architectural styles listed above would be inconsistent or incompatible with the architecture in adjacent buildings; and,
 - 2. Use of one of the required architectural styles listed above would be detrimental to the economic development of the City and the CRA..

Sec. 26-8. Building Form, Materials, and Color.

The elements of a new or redeveloped building located in the CRA shall meet the standards set forth in this section; provided, however, that the creative design of a building and/or creative use of building elements prohibited herein may be submitted to the City for review and approval by the architectural review board on a case-by-case basis.

26-8.1 Building Facades.

- A. Primary facades shall be enhanced by the use of vertical and horizontal elements. Long, windowless, uninterrupted walls shall not be permitted. Therefore, facades shall not exceed 20 horizontal feet, and ten vertical feet, without including a minimum of three of the following elements:
 1. A change in plane, such as an offset, reveal, or projecting rib with a depth of no less than six inches. Architectural details such as columns, arches, and niches are examples of acceptable variation.
 2. Awnings
 3. Arcades
 4. Changes in compatible colors, materials, and/or texture
 5. Doors
 6. Windows, storefront windows, or display cases
- B. The ground floor of the primary façade shall have at least two of the following elements for at least 60% of the width of the facade:
 1. Public entrances
 2. Arcades
 3. Windows/display windows
 4. Awnings
 5. Landscaping
- C. Secondary building facades shall provide at least two of the design elements required for primary facades, which shall be consistent with the primary facade.
- D. Facades shall not exceed a height-to-width ratio of 1:3 without including at least one of the following elements, in addition to three of the above requirements:
 1. A change in plane, such as an offset, reveal or projecting rib. Such plane projections or recesses shall have a width of no less than three feet, and a depth of at least six inches.
 2. Architecturally prominent public entrance.
 3. Tower or vertical mass, extending above the roof line of the rest of the building.
- E. All exterior facades of outparcel buildings shall be considered either primary facades or secondary facades and shall employ all architectural elements as required by paragraphs A-D, above.
- F. Buildings on corner lots shall include at least one of the following embellishments: cornice details, arches, peaked roof forms, corner towers, clocks, bells, or similar design features at the corner (hardscape design elements, such as pedestrian plazas with artwork or fountains, may substitute for building embellishments on corner lots).
- G. Drive-through windows shall not be placed facing a right-of-way. On lots with frontage on two streets, the drive-through window may be placed facing the secondary street provided that it is screened from the public right-of-way with landscaping. The window and canopy design shall match the overall design of the principal building.

26-8.2. Building Entrances.

A. Primary Building Facades.

Each primary building facade shall have one or more clearly defined, highly visible customer entrance(s) featuring no less than three of the following:

1. Canopies or porticos
2. Overhangs
3. Variations in building height
4. Recesses/projections (minimum three feet in depth)
5. Raised corniced parapets over the door
6. Peaked roof forms
7. Arches/Arcades
8. Columns
9. Outdoor patios
10. Architectural details such as tile work and moldings, which are integrated into the building structure and design
11. Integral planters or wing walls that incorporate landscaped areas and/ or places for sitting
12. Ornamental and structural architectural details other than cornices over or on the sides of the door
13. Other treatment meeting the intent of this section

B. Primary Entrances to Multi-Tenant Centers.

1. The primary entrances to a multi-tenant center, and the entrances to anchor stores within such a center, shall be highlighted with tower elements, special building materials, and/ or architectural details.
2. Where two major streets intersect, primary entrances shall be provided from both streets. One corner entrance will be a permitted as an exception to this requirement.

C. Secondary Entrances.

Architectural embellishments, awnings, arcades, porches, porticos, landscaping or signs should be used to mark secondary entrances.

26-8.3. Fenestration.

- A. Glass shall be transparent, without color, except for appropriate stained or art glass. The use of darkly tinted or reflective glass on windows or doors is prohibited. Reflective glass will be defined as having a visible light reflectance rating of 15% or greater. Darkly tinted glass windows include glass with a visible light transmittance (VLT) rating of 30% or less. All plans submitted to the City shall include the glass manufacturer's VLR and VLT ratings for evaluation. Glass block is not considered transparent and is not permitted in store front windows.

- B. Windows shall be recessed a minimum of one-half inch and shall include visually prominent sills, shutters, stucco reliefs, or other such forms of framing.
- C. Walls that are predominantly mirrored glass or glass curtain walls are prohibited.
- D. Arcades on commercial building facades along US 98/Emerald Coast Parkway shall have a minimum depth of six feet.
- E. Awnings, canopies, and arcades are allowed to project into the building setback, but not into the right-of-way.
- F. The minimum vertical clearance of awnings and arcades shall be eight feet from the lowest point to the sidewalk
- G. Awnings should be made of fabric. High-gloss fabrics, or fabrics that resemble plastic, are not permitted.
- H. Backlit awnings used as mansard or canopy roofs are prohibited.
- I. The highest point of a first floor awning on a multi-story building shall not be higher than the midpoint between the top of the first story window and the bottom of the second-story window sill.

26-8.4. Roofs.

- A. Buildings shall have a rooftop consisting of (but not limited to): cornice treatments, roof overhangs with brackets, steeped parapets, richly textured materials, and/or differently colored materials.
- B. Color bands are not acceptable as the only roof treatment. Bands of color that are typically used for marketing are not allowed.
- C. Cornices are encouraged and should not exceed 24 inches in width.
- D. Mansard roofs are prohibited.
- E. Flat roofs shall be hidden from public view by a parapet of no less than three feet in height.
- F. Roofs shall have no less than two of the following features:
 1. Parapets concealing a flat roof and rooftop equipment. The average height of such parapet shall not exceed 15% of the height of the supporting wall. The highest point of the parapet shall not at any point exceed 30% of the height of the supporting wall.
 2. A three-dimensional cornice treatment, a minimum of 12 inches in height and having a minimum of three vertical changes in plane, with a variety of thickness in relief ranging from the greatest at the top to the least at the bottom.
 3. Overhanging eaves, extending no less than three feet past the supporting walls.
 4. Sloping roofs that do not exceed the average height of the supporting walls, with an average slope greater than or equal to one foot of vertical rise for every three feet of horizontal run and less than or equal to one foot of vertical rise for every one foot of horizontal run
 5. Three or more roof planes per primary facade.

26-8.5 Building Material.

- A. Cedar shakes, metal or steel walls, unfinished block, textured plywood, plastic siding; corrugated or reflective metal panels, and smooth or rib-faced concrete block are prohibited materials.
- B. Encouraged exterior building materials include stucco over masonry, brick, stone, and concrete masonry units. Masonry unit exteriors shall be textured and tinted and shall not create a smooth monotonous wall.
- C. Encouraged materials for sloping roofs include standing seam metal, terracotta tiles, and architectural dimensional asphalt shingles.
- D. Whenever trellises are used, the support columns shall be brick or stone in keeping with the architectural character of the building.

26-8.6. Building Color.

- A. Colors that are garish, gaudy, loud, excessive, or otherwise constitute a glaring and invasive contrast to surrounding buildings, shall be prohibited. Black, as the predominant exterior building color, and similar monochromatic (all one paint color) schemes are prohibited.
- B. Building colors shall be selected based on the architectural style of the building and compatibility with the colors of adjacent buildings. The architectural styles required by this chapter are characterized by earth based pigments and natural stone colors. Shutters and window sashes are usually painted dark colors, primarily green or black.
- C. Building, trim and detail colors must be complementary.
- D. Paint colors shall be selected from the shades recommended by the National Trust for Historic Preservation.
- E. No more than three different colors or color shades (one primary/body color and no more than two accent/trim colors) should typically be used on a single building.

Sec. 26-9. Civic and Institutional Buildings.

- A. Civic and institutional buildings shall not be located within storefronts, shopping centers or malls, without special exception review and approval by the board of adjustment, and shall be designed in a way that stands out from adjacent developments, rather than blending in.
- B. The setbacks for civic and institutional buildings may be modified to accommodate public gathering space in front of the buildings.

Sec. 26-10. Access, Circulation and Parking.

26-10.1 Access.

- A. The use of shared access driveways is required between adjacent sites. Joint access easements will be required between property owners.
- B. Adjacent parking lots shall be connected to consolidate parking and allow for future shared parking arrangements.
- C. When it is feasible to provide vehicular access to a commercial site from a secondary street, service street or frontage road, without negatively impacting single-family residential uses, it shall be required.

26-10.2. Pedestrian Circulation.

A. Sidewalks.

1. A minimum six-foot wide sidewalk shall be required along all public rights-of-way adjacent to a development site.
2. Sidewalks located internally within private developments shall be a minimum four feet wide; however, five feet wide sidewalks are encouraged.
3. All sidewalks shall be constructed of concrete, concrete pavers, bricks, or a combination (i.e., concrete sidewalk with concrete paver or brick edging and/or expansion joints) and shall meet City specifications.
4. Internal sidewalks that cross vehicular driveways shall be slightly raised at a different grade than the driveway, incorporated into a speed hump.
5. Sidewalks shall be provided to connect the primary building entrance to public streets, external sidewalks, and outparcels. Whenever feasible, these sidewalks shall be covered or semi-covered (i.e. trellis, canopy, vines).
6. Internal sidewalks shall be provided every 200 feet, at a maximum, to connect rear parking lots to public sidewalks.
7. Covered visitor drop-off areas shall be provided at entrances to institutional and civic buildings.

B. Crosswalks.

1. All street crossings will have six-foot crosswalks of patterned, textured concrete, design and color as specified by the CRA Design Guidelines, edged with transverse white reflective lines.
2. A custom Oak Medallion (stamped asphalt), as specified in the CRA Design Guidelines shall be placed on the pavement in the center of key intersections, other than US 98, as funding allows.

26-10.3. Vehicular Circulation and Parking.

A. Parking Areas.

1. Parking areas shall be located to the rear or side of the primary building face . Parking areas located to the side of a building shall not extend more than 50% of the lot width and a street wall shall be constructed that visually extends the building frontage.
2. Where a commercial use abuts a residential zoning district, the parking area shall not be located within the required building setback abutting the residential area.
3. Parking areas shall be placed and designed to avoid conflicts between vehicular and pedestrian activities to the maximum extent possible.
4. As an incentive to reduce impervious paving and encourage landscaping, the required parking space length in commercial developments may be reduced by two feet if abutting a landscape area. Wheel stops or curbs shall be required to prevent encroachment into the required planting area.
5. Large parking lots shall be visually and functionally segmented into smaller lots with landscaped areas (i.e., landscape strips and/or islands meeting the requirements of Section

26-13).

- a. No single parking area shall exceed 120 spaces without a landscaped strip that includes a sidewalk connected to the commercial building(s). The width of the landscaped strip shall vary depending on whether vehicles are allowed a two-foot overhang and/or whether a sidewalk is included in the landscaped strip.
- b. A continuous landscaped strip shall be provided every other double row of parking and shall extend for the entire length of the row. The width of the landscaped strip shall vary depending on whether vehicles are allowed a two-foot overhang and/or whether a sidewalk is included in the landscaped strip.

6. Parked cars shall be screened from public rights-of-way.
7. Consolidated/shared parking with outparcels is encouraged to reduce the amount of asphalt.
8. Where a mix of uses creates staggered peak periods of parking demand, shared parking may be utilized to reduce the total amount of required parking. The applicant shall demonstrate that the parking supplied will be adequate to meet the needs of the various uses on the site.

B. Drive-through Facilities.

1. A pass-through lane shall be required for all drive-through facilities.
2. The pass-through lane shall be constructed adjacent to the stacking lane(s) in order to provide a way out of, or around, the stacking lane(s).

C. Transit, Pedestrian and Bicycle Facilities.

1. Mixed-use, large-scale developments and shopping centers shall incorporate bicycle parking/storage in their design.
2. Large-scale retail developments (one or more retail tenants providing 50,000 gross square feet or more) located on an existing transit route shall provide on-site accommodations for public transit access, including a bus pullout and shelter. If located on a possible future transit route, the development shall reserve an area of sufficient size to provide these accommodations in the future.

Sec. 26-11. Fences/Walls.

26-11.1. In General.

- A. Fences and walls between commercial uses are discouraged, unless they are necessary to screen a service area from public view.
- B. Large fenced areas such as garden centers and home improvement supply yards visible from the public right-of-way shall be screened with vinyl-coated chain link or other decorative fencing material. The area shall be landscaped and designed to be compatible with the design of the building facade.

26-11.2. Fence/Wall Height.

- A. Screen walls shall not exceed six feet in height measured from the lowest grade at the base.
- B. Street walls shall be a minimum of three feet and a maximum of five feet in height measured

from the lowest grade at the base. Walls greater than three feet in height shall be no more than 50% solid.

26-11.3. Fence/Wall Design and Materials.

- A. Chain link fences shall not be permitted within the CRA, except as noted specifically in this section.
- B. Screen walls and street walls shall be constructed using brick with a limestone (real or dry-cast) or stucco cap. All street walls shall be finished on both sides of the wall. Street walls may also be made of metal fencing between brick piers as long as ornamental vines are planted at 30 feet on-center. The vines shall be a three gallon minimum at planting.
- C. Corner and gate columns must include a cap piece, which may extend up to 12 inches above the allowable wall/fence height.
- D. Cast stone medallion accents are encouraged for brick piers, particularly at entrances and corners. A cast stone frieze may also be used to accent a brick street wall. The design of the medallion and frieze shall be consistent with the style of the building.
- E. Living walls of plant material shall screen electric transformers, back flow preventers, air conditioning units, and other unsightly utilities, to the extent that the operation and maintenance of these items are not jeopardized.
- F. Where slopes for a stormwater management pond are such that fencing is required, only ornamental metal fences shall be allowed. Landscaping shall be required that meets the standards established for parking lot perimeter landscaped areas (see Section 24-?).

Sec. 26-12. Pedestrian Amenities.

At least one pedestrian amenity, such as public art, decorative fountains, gazebos or trellises, outdoor seating area, play area for children, or courtyard shall be provided for every 45,000 gross square feet of development.

Sec. 26-13. Landscaping and Buffering.

- A. Existing native trees shall be maintained to the extent possible and protected during construction.
- B. Where landscape strips are located between the public sidewalk and travel lanes a minimum of one-third of the strip shall be sodded with turf grass, another one-third with a vegetative ground cover other than sod turf/grass, and the rest with shrubs.
 - 1. Sod/turf grass shall be installed in solid, staggered panels. Solid coverage of grass areas shall be required at the time of planting.
 - 2. Living groundcover shall be installed at a spacing so as to achieve solid cover within one year of planting under normal conditions.
 - 3. Ornamental shrubs shall be a three-gallon to five-gallon minimum, depending on the species.
- C. A shade tree planted every 40 feet on center or a canopy tree planted every 20 feet on center, depending on the location of overhead utility lines, is required in the landscape strip.
- D. Evergreen shrubs used for screening utilities (AC units, transformers, etc.) within the site

shall be five-gallon size, with a four-foot height minimum at planting. The number of shrubs placed along a buffer shall equal one-third of the buffer frontage in feet.

E. Drive-through lanes shall be screened from the right-of-way as follows:

- (1) Shrubs at least 30 inches in height at the time of installation shall be planted 36 inches or less on center.
- (2) Within one year of initial installation, shrubs shall have attained a minimum height of four feet to provide an opaque vegetative screen between the street and the drive-through. The shrubs must be maintained at that height and shall continue for the entire length of the drive-through cueing or stacking area. In lieu of a vegetative screen, the use of vegetated berms, with appropriate landscape materials, may be used in a manner that results in the visual separation of street right-of-way and the drive-through.

Sec. 26-14. Irrigation.

- A. All landscape and grassed areas shall be irrigated by an automatic underground irrigation system. Heads for grass areas shall be on a separate zone from landscape beds.
- B. All plant containers will be irrigated by drip tubes on zones of the irrigation systems that are dedicated to drip lines.
- C. All irrigation systems shall meet the State of Florida rain sensor requirements.

Sec. 26-15. Decorative Street Lighting.

A. General

1. The City shall provide specifications for the design, installation, and technical specifications for the decorative street lighting system for the CRA.
2. All decorative street lights shall be placed within landscape strips.
3. If bollards are desired in addition to streetlamps, they shall be lighted bollards that match the streetlamp poles.
4. Alternating street lights shall feature twin banner arms.

B. Two- to Three-Lane Streets.

1. Decorative street lamps are to line both sides of the street at a spacing to achieve the City's lighting specifications.
2. Every other light will feature twin-hanging baskets planted with seasonal color and vines alternating with banners. Drip tube for irrigating the baskets will be routed through the pole and planter arms.

C. Four- to Six-Lane Streets.

1. Decorative street lamps are to line both sides of the street at a spacing to achieve the City's lighting specifications.
2. Double head streetlights that meet the City's specifications may be placed in a landscaped median.

Sec. 26-16. Underground Utilities, Mechanical Equipment, Outdoor Storage.

- A. Utilities shall be placed underground to reduce damage and danger during strong storms. Underground utilities also improve the overall aesthetics of the streetscape.
- B. Loading areas or docks, outdoor storage, waste disposal, mechanical equipment, satellite dishes, truck parking, and other service support equipment shall be located behind the building line and shall be fully screened from the view of adjacent properties.
- C. Areas for outdoor storage, trash collection, and loading shall be incorporated into the primary building design and construction for these areas shall be of materials of comparable quality and appearance as that of the primary building. To the extent possible, areas for outdoor storage, trash collection, and loading shall not be located adjacent to residential areas. However, if necessary to locate adjacent to residential lots, they shall include a visual and solid acoustic buffer. When the loading and/or refuse collection area is adjacent to a residential district, deliveries and collections shall not occur between 10:00 pm and 7:00 am. To the extent possible, commercial vehicular idling shall not be allowed in areas adjacent to residential lots. Signage shall be installed prohibiting vehicular idling in areas adjacent to residential lots.
- D. Shopping cart storage shall be located inside the building or shall be screened by a four-foot high wall consistent with the building architecture and materials.

Sec. 26-17. Stormwater Management Ponds.

- A. Stormwater areas shall be designed as amenities if visible from the public right-of-way.
- B. Native landscaping is required to soften the visual appearance of the ponds edges. No exotic invasive plants are permitted.
- C. The pond edges should be sloped so as to avoid the necessity of fencing. Where slopes require fencing, only ornamental metal fencing will be allowed.
- D. To reduce the size of stormwater ponds that are not designed as amenities, porous concrete, underground storage and exfiltration are encouraged for paved areas.

Sec. 26-18. Signs.

26-18.1. Monument Signs.

- A. The only type of freestanding sign to be allowed is a monument sign.
- B. Monument signs shall only be allowed if the building is setback more than 15 feet from the front property line. Where allowed, the signs shall identify the business (where there is only one business on the site) or the complex (multi-tenant development).
- C. Monument signs may be displayed only if they pertain exclusively to the business carried on within the building or on the premises of the business which designates a business area or section.
- D. All components of the sign shall be architecturally compatible with the style, composition, materials, color and level of detail of the principal structure.
- E. Monument signs shall be limited to eight feet in height.
- F. Monument signs shall have 60 percent or more of the base in contact with the ground.

- G. Each individual business establishment shall have no more than 50 square feet of total sign area (100 square feet including both sides of sign), with an additional 25 square feet (50 square feet including both sides) for use by that business for a sign of the readerboard type. If a readerboard is utilized, the readerboard sign shall be a part of and shall be incorporated within the same assembly as the principal sign. If the readerboard sign is placed parallel or at an angle of not more than 45 degrees to the street, a maximum of two signs, each of not more than 25 square feet, may be utilized as readerboard signs, and the reverse side facing the business shall be blank.
- H. Each unified group of stores may have one monument sign of an area equal to ten square feet per 20 linear feet of building frontage up to a maximum sign area of 200 square feet (400 square feet including both sides).

26-18.2. Application of Chapter 23.

The provisions of Chapter 23 of the Land Development Code apply to all signs within the CRA: provided, however, in the event of conflict between the provisions of this Article and those set forth in Chapter 23, the provisions of this Article shall control and be adhered to.

Sec. 26-19. Reserved.

ARTICLE III. CENTRAL BUSINESS DISTRICT (CBD) STANDARDS.

Sec. 26-20. General.

26-20.1. Intent.

The aesthetic character for the CBD is that of a continuous building facade along the right-of-way that identifies this area as the City's center of commerce and activity. In the CBD, visitors are anticipated to park in convenient locations and walk from one establishment to another, therefore the focus in the CBD District is to accommodate pedestrians.

26-20.2. Applicability.

The design standards in this article are applicable to all development and redevelopment, except for single-family residential dwellings, within the Central Business District (CBD). The CBD District standards shall be applied in addition to the standards contained in Article II, CRA District Standards and, if located abutting US 98, the standards contained in Article IV, Gulf Coast Parkway (US 98) district. Whenever there is a conflict between Article II or Article IV and this article, the most restrictive shall apply.

Sec. 26-21. Building Placement.

- A. New buildings in the CBD District shall be located a minimum two and one half feet (2.5') from the front and side corner property lines. Major renovations and redevelopment of existing projects shall be required to meet this standard to the maximum extent feasible.
- B. Any building set back 20 feet or more from the front and side property lines, for up to 50% of the building frontage, shall provide urban landscaped sidewalks and/or pedestrian courtyards, plazas, cafes, fountains, or other public gathering places within that setback.
- C. A street wall shall be required along those portions of the street frontage where the building is recessed or there is no building, except for openings for pedestrian and vehicular entrances. A street wall shall not be required along the recessed part of a building that has at least 70%

of the front building wall meeting the required maximum setback

- D. Minimum side yard setbacks for development in the CBD District shall be zero feet, except:
1. If the adjacent development has a side yard setback of five feet or less, the proposed development shall allow for a ten-foot separation between buildings.
 2. If the adjacent development was built to the side property line, the development on the proposed development site shall also be built to the property line.
- E. In no event shall the side setbacks (both sides of the site combined) exceed 50 percent of the street frontage. The area between the building and the side property line shall include a street wall to ensure facade continuity.

Sec. 26-22. Facade Continuity.

- A. The number of gaps between buildings along the block face shall be limited. Street walls are required in the CBD to maintain this continuity (see Section 26-11).
- B. When a gap occurs between two buildings, the following alternatives shall be considered to avoid breaking the facade continuity:
1. Pedestrian passageways/courtyards maybe provided to connect the street front and the rear parking areas, especially throughout the center of a large block.
 2. A street wall or low decorative facade connecting the two buildings may be provided along the entire portion of the street frontage not devoted to pedestrian or vehicular access. The street wall shall meet the design requirements as stated in Article II of this Chapter.
 3. When vehicular access is necessary to provide access to side or rear parking, a gateway, arch or similar feature may be provided. The width of the driveway shall not exceed 24 feet.
 4. Lots that have been vacant for a period of more than six months and are located between development sites that meet the standards of this article shall install a street wall or hedge along the property line/public sidewalk.

Sec. 26-23. Outparcels/Drive-Through Facilities.

- A. Outparcels are not appropriate within the CBD, unless the sites are designed to comply with the standards of this Chapter.
- B. Drive-through facilities are discouraged in the CBD, unless they can be accommodated within the parameters of the CBD urban form. The lanes and windows must be screened entirely from the public right-of-way.

Sec. 26-24. Parking.

26-24.1. Shared/joint Parking Facilities.

Shared/joint parking facilities are encouraged within the CBD. New development or redevelopment projects shall be required to design a vehicular circulation plan that will allow for immediate or future linkage between adjacent properties' parking lots, when feasible. The owners/developers of the new development/redevelopment project shall contact the adjacent property owners and try to negotiate an agreement for shared/joint parking facilities.

26-24.2. Use of Public Parking Facilities.

Use of public parking lots within 200 feet from a development site, and on-street parking spaces adjacent to the site, may be acceptable to meet parking space requirements. The owner/developer would be required to enter into an agreement with the City to use public parking spaces.

26-24.3. Parking Lot Landscaping.

Each landscape island within a parking lot shall contain at least one canopy tree or two understory trees (four inch caliper minimum each at planting). Landscape islands adjacent to a head-to-head parking row will contain at least two canopy trees or four understory trees (four inch caliper minimum each at planting). These trees may be planted in clusters or spaced in formal rows. A palette of approved trees is included in the appendix of the CRA Design Guidelines.

Sec. 26-25. Building Perimeter Planting.

- A. There shall be a perimeter landscape strip between the public sidewalk and the building. This area shall be landscaped with accent shrubs, ground covers, vines and seasonal color. This area may be paved if containers and/ or planter boxes are used to accent the windows and doors.
- B. All plant containers and the landscape strips shall be irrigated with drip tubes on irrigation zones dedicated to drip systems.

Sec. 26-26. Right-of-Way Design.

26-26.1. Intent and Applicability.

- A. Intent. The intent of the standards in this section is to provide private developers a framework in which to provide formal, on-street parking (parallel or angled) within the right-of-way of two-lane streets located within the CBD District, which accomplishes three purposes:
 1. Vehicular traffic is slowed down so that is safer for pedestrians and parking maneuvers;
 2. Convenient parking is available close to buildings; and
 3. Provides a better design alternative to the typical surface parking lots that can be unsightly from the street.
- B. Applicability. The standards in this section shall apply to all streets located within the CBD except for Gulf Breeze Parkway/US 98 (See Article IV of this chapter). The City shall coordinate with the developer during the development review process to decide whether, and what type of, on-street parking facilities, as described below, are required.

26-26.2. On-Street Parking Requirements.

- A. Parallel and angled parking spaces shall meet the dimensions specified in Section 24-39(10). Landscape islands ("bump outs") as wide as the parking area will be required at the end of each parking row and at street intersections.
- B. Construction of a two-foot wide, Type "F" curb and gutter section is required.
- C. A minimum six-foot to maximum eight-foot wide sidewalk shall be constructed adjacent to the parking spaces comprised of materials and of a construction that meet the City's

specifications.

- D. A minimum five-foot to maximum ten-foot wide landscape strip separating the sidewalk from the building or street wall is required.
- E. A shade tree planted every 40 feet on center or a canopy tree planted every 20 feet on center, depending on the location of overhead utility lines, is required in the landscape strip.

Sec. 26-27. Streetscape Furnishings.

- A. Developers within the CBD District are encouraged, and may be required, to provide certain streetscape furnishings as described in this subsection, within the public right-of-way in front of the development site. The location of these furnishings requires coordination with and approval from the City and the FDOT if applicable. The CRA Design Guidelines includes vendors and required streetscape furnishings' styles. A. Sculptures and decorative fountains, if proposed in common areas within the CBD, shall be selected to complement the approved architectural styles.
- B. Newspaper stands, if any are proposed within the development or within the public right-of-way, shall be grouped together in a custom made black metal enclosure in keeping with the Italianate and Neo-classical st approved architectural styles.
- C. Information kiosks, if used within the development or the public right-of-way, shall be designed to coordinate with the newspaper stands.
- D. A water fountain and a bike rack shall be installed within the landscape strip adjacent to the sidewalk, spaced every 1 000 feet minimum along local interior streets.
 - 1. An additional water fountain/bike rack combination shall be installed at each public open space or plaza if not within 50 feet of the one on the public right-of- way.
 - 2. Bike racks shall be constructed of black metal and shall be set perpendicular to the street so that parked bicycles do not impede pedestrian circulation.
- E. Waste receptacles grouped with plant containers shall be installed at each street intersection on opposite corners.
 - 1. Additional waste receptacles shall be spaced every 600 feet at a maximum.
 - 2. All waste receptacles shall be grouped with one or two plant containers of staggered heights.
 - 3. Each plant container shall be planted with a feature plant of colorful foliage or flowers. The remainder of the container shall be planted with seasonal color to be replanted three times per year.
 - 4. All plant containers shall be irrigated by drip tubes on their own zone of an automatic irrigation system or on other zones dedicated to drip systems.
- F. Benches shall be located to one side of the public sidewalk spaced every 300 feet at a maximum. Benches may be located adjacent to the waste receptacle/ planter groupings.

Sec. 26-28. Traffic and Wayfinding Signs.

26-28.1. Traffic and Street Signs.

Fluted aluminum poles shall be used for traffic and street signs to match the style of the street

lamp poles. The CRA Design Guidelines includes vendors and required styles. The signage shall meet FDOT requirements.

26-28.2. Wayfinding Signs.

Wayfinding signs may be installed by the City within the public right-of-way. The location and business names to be displayed will be determined on a case by-case basis.

Sec. 26-29. Reserved

ARTICLE IV. GULF BREEZE PARKWAY (US 98) STANDARDS.

Sec. 26-30. Parking.

- A. Due to the speed and volume of traffic, no on-street parking will be permitted on US 98.
- B. Parking lots along US 98 shall be accessed through secondary streets, service roads, or entrance drives perpendicular to US 98.
- C. The use of joint access driveways is required between sites to reduce the number of access points on US 98. Appropriate cross-access easements will be required.
- D. One bay of parking is the maximum amount of parking permitted in front of buildings facing US 98. Additional parking must be located to the rear or side of the building, in shared parking lots, and/or on adjacent local roads.

Sec. 26-31. Streetscape Elements.

- A. The developer shall be responsible for improving existing sidewalks adjacent to the site to include a minimum six-foot wide sidewalk and a minimum five-foot to maximum ten-foot landscape strip separating the building/street wall from the sidewalk.
- B. Depending on the existence of overhead utility lines, a canopy street tree shall be planted every 40 feet on center, or an understory street tree shall be planted every 20 feet on center, in the landscape strip or within tree grates in the sidewalk.
- C. Improvements on US 98 require approval by FDOT.

Sec. 26-32. Fences and Walls.

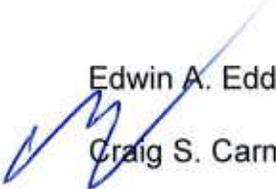
- A. Street walls are the only types of fences/walls allowed along US 98.
- B. Any parking between the building and US 98 will be screened by a street wall. The street wall will be set in the landscape area adjacent to the public sidewalk.



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM:  Craig S. Carmichael, Director of Community Services

DATE: February 10, 2012

SUBJECT: REQUEST BY SERTOMA TO SERVE ALCOHOLIC BEVERAGES AT THE ANNUAL FISHING RODEO

Attached, please find an application packet submitted by the Gulf Breeze Sertoma Club to serve beer at their annual fishing rodeo which will be held June 23 and 24, 2012 at Shoreline Park South. This will be the first time that they will offer alcoholic beverages.

The City's beverage regulations authorize the City Manager or designee to issue a Certificate of Compliance to bona fide nonprofit civic organizations which have a license authorized under F.S. (2005) § 561.422. However, since this is the first time they have requested to serve alcoholic beverages at the event, staff felt it would be best to send the request to the City Council.

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE GULF BREEZE SERTOMA CLUB'S REQUEST TO SERVE BEER AT THEIR ANNUAL FISHING RODEO WHICH WILL BE HELD JUNE 23 AND 24, 2012 AT SHORELINE PARK SOUTH.

CSC
Attachment

**DBPR ABT-6003 – Division Of Alcoholic Beverages and Tobacco Application for
One/Two/Three Day Permits or Special Sales License**

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**DBPR Form
ABT- 6003
Revised 09/2010**

NOTE – This form must be submitted as part of an application packet

If you have any questions or need assistance in completing this application, please contact the Department of Business and Professional Regulation or your local district office. Please submit your completed application to your local district office at least (7) days prior to the first date of the event to insure the permit is issued by the event date. This application may be submitted by mail, or it can be dropped off. A District Office Address and Contact Information Sheet can be found on AB&T's page of the DBPR web site at the link provided below.

<http://www.state.fl.us/dbpr/abt/contact/index.shtml>

SECTION 1 – CHECK TRANSACTION REQUESTED	
Transaction Type:	
<input checked="" type="checkbox"/> One/Two/Three Day Permit	<input type="checkbox"/> Special Sales License

SECTION 2 – LICENSE INFORMATION			
Full Name of Applicant Organization (This is the name the license/permit will be issued in) Gulf Breeze Florida Sertoma			
Department of State Division of Corporations Document #		FEIN Number 59-2587239	
Business Name (D/B/A) or Name of Event Gulf Breeze Sertoma Family Fishing Rodeo			
Location of Event (Street and Number) Shoreline Park			
City Gulf Breeze	County Santa Rosa	State FL	Zip Code 32561
Mailing Address (Street or P.O. Box) 1333 College Parkway #108			
City Gulf Breeze		State FL	Zip Code 32563
Contact Person Douglas Taylor		Telephone Number 850-777-0488 ext.	
Email Address doug.taylor@acc.us.com			
Date(s) Permit Desired June 23 & 24 2012			

ABT District Office Received / Date Stamp

SECTION 3 - SALES TAX TO BE COMPLETED BY THE DEPARTMENT OF REVENUE	
Full Name of Applicant Organization	
The named applicant for a license/permit has complied with the Florida Statutes concerning registration for Sales and Use Tax and has agreed to pay any applicable taxes due.	
Signed <u>Kara Harrison</u>	Date <u>2-2-12</u>
Title <u>Tax Specialist</u>	
Department of Revenue Stamp:	
<p><u>Deep Breeze Sertoma Club Inc</u> <u>Family Fishing Rodeo</u> <u>1,2,3 Day Event</u> <u>67-801899372-7</u></p>	
<p>APPROVED FOR REGISTRATION PENNSACOLA AREA OFFICE ✓</p>	

SECTION 4 - ZONING TO BE COMPLETED BY THE ZONING AUTHORITY GOVERNING THE EVENT LOCATION	
Location of Event (Street and Number)	
City	County
The location complies with zoning requirements for the temporary sale of alcoholic beverages pursuant to this application for a One/Two/Three Day Permit.	
Signed _____	Date _____
Title _____	

Note: College fraternities and sororities must meet certain additional conditions which can be found in the application instructions and requirements.

**SECTION 5 – DESCRIPTION OF PREMISES TO BE LICENSED
AB&T AUTHORIZED SIGNATURE REQUIRED**

Business Name (D/B/A) or Name of Event
Gulf Breeze Sertoma Family Fishing Rodeo

Neatly draw a floor plan of the premises in ink, including sidewalks and other outside areas which are contiguous to the premises, walls, doors, counters, sales areas, storage areas, restrooms, bar locations and any other specific areas which are part of the premises sought to be licensed. A multi-story building where the entire building is to be licensed must show each floor plan.



Imagery Date: 8/24/2010 1561

30° 21' 04.61" N, 87° 0' 34.40" W, elev. 311'

© 2012 Europa Technologies
© 2012 Google

Google earth
Eye alt: 356 ft

**SECTION 6 - AFFIDAVIT OF APPLICANT
FOR NON-PROFIT CIVIC ORGANIZATION ALCOHOLIC BEVERAGE PERMIT**

NOTARIZATION REQUIRED

Full Name of Applicant Organization

"This is to certify that the applicant requesting the permit in the above and foregoing application is a non-profit civic organization and that the permit, if used, will be used only by the organization making application, on the date(s) requested and at the location stated. This is to further certify that the applicant organization has not received more than three (3) permits within the calendar year, unless otherwise authorized by law, and agree that the location may be inspected and searched during the time that the permit is issued and business is being conducted without a search warrant by authorized agents or employees of the Division of Alcoholic Beverages and Tobacco, the Sheriff, his Deputies, and Police Officers for purposes of determining compliance with the alcoholic beverage laws.

I, the undersigned individual, hereby swear or affirm that I am an officer and duly authorized to make the above and foregoing statements on behalf of the applicant organization. Furthermore, I swear under oath or affirmation under penalty of perjury as provided for in Sections 559.791, 562.45, and 837.06, Florida Statutes, that the foregoing information is true to the best of my knowledge."

STATE OF _____

COUNTY OF _____

APPLICANT SIGNATURE

APPLICANT SIGNATURE

The foregoing was () Sworn to and Subscribed OR () Acknowledged Before me this _____ Day

of _____, 20_____, By _____ who is () personally
known to me (print name(s) of person making statement)

OR () who produced _____ as identification.

Notary Public Commission Expires: _____

**SECTION 7 - AFFIDAVIT OF APPLICANT
FOR SPECIAL SALES LICENSE**

NOTARIZATION REQUIRED

Full Name of Applicant Organization

"I, the undersigned individual, or if a corporation for itself, its officers and directors, hereby swear or affirm that I am duly authorized to make the above and foregoing application for a special sales license which authorizes the sale of alcoholic beverages for period of up to three (3) days. I understand this license does not permit the sale of alcoholic beverages for consumption on the premises and only allows package sales in sealed containers and agree that the location may be inspected and searched during the hours that the special sale is being conducted without a search warrant by authorized agents or employees of the Division of Alcoholic Beverages and Tobacco, the Sheriff, his Deputies, and Police Officers for purposes of determining compliance with the beverages laws.

I swear under oath or affirmation under penalty of perjury as provided for in Sections 559.791, 562.45, and 837.06, that the foregoing information is true to the best of my knowledge and that no other person or entity except as indicated herein has an interest in the special sales license and that all of the above listed persons or entities meet the qualifications necessary to hold this special sales license."

STATE OF _____

COUNTY OF _____

APPLICANT SIGNATURE

APPLICANT SIGNATURE

The foregoing was () Sworn to and Subscribed OR () Acknowledged Before me this _____ Day

of _____, 20_____, By _____ who is () personally
known to me (print name(s) of person making statement)

OR () who produced _____ as identification.

Commission Expires: _____

Notary Public

ATTESTATION

This form is to be completed by the alcoholic beverage license holder **ONLY** when the event of the non profit organization is being held at a location that is licensed by the Division of Alcoholic Beverages & Tobacco for the sale of alcoholic beverages.

Note: This attestation must have the original signature of the alcoholic beverage license holder (only persons on file with the division may sign) and must be submitted by the non-profit group along with the application for the One/Two/Three Day Permit.

Licensee:		
Business Name (DBA):		
License #:	Series of Permanent License: Type:	
Name of Non-Profit Group:		
Date(s) of Event		

IMPORTANT

A One/Two/Three Day permit is being requested for an event to be held on your licensed premises. During the event, no sales or service of alcoholic beverages may be made under your alcoholic beverage license in the area identified for use by the non-profit organization. Failure to comply will result in administrative charges being filed against your license.

Signature of Licensee: _____

Date: _____

As stated, we would only be able to access an amount equal to one-half of the \$3,000,000 on deposit with BB&T and we would only do so if expressly approved by the City Council.

These documents are standard in nature and have been reviewed by Ed Gray and the City Attorney.

RECOMMENDATION:

THAT THE CITY COUNCIL APPROVE THE ESTABLISHMENT OF A STANDBY LINE OF CREDIT AND AUTHORIZE THE MAYOR TO EXECUTE THE NECESSARY DOCUMENTS.

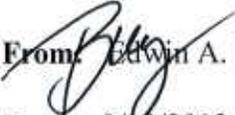


City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 2/10/2012

Subject: Line of Credit, Bankers Branch and Trust, (BB&T)

On April 4, 2011, the City Council approved on Second Reading, an Investment Policy which enabled the City to make investments with higher yield than the investments allowed without such a policy. Without an expressly spelled out policy, cities must restrict investments to the limited investment options provided in state law. Attached please find a copy of the Policy.

The Policy created an Investment Committee to manage the program. The committee decided, in accordance with the Policy, to place investments with O'Sullivan Creel and BB&T. During discussions with both firms about the availability of funds while invested, the issue of a "Line of Credit" was raised.

In the event of a dire emergency which required use of the invested funds, the City Council could decide to leave the funds invested and take out a temporary "loan" against a line of credit at a lower interest rate. We would not exercise this option unless directed to do so by the City Council. We would be eligible to "borrow" one half of the deposited amount without further examination or documentation on a moments notice.

In order to have the line of credit in place in a "pre-approved" status it is necessary for the Council to pre-approve the following documents:

1. Addendum to Promissary Note
2. Security Agreement
3. Certificate of Corporate Resolutions
4. Promissory Note
5. Extension of Credit
6. Safekeeping/Collateral Receipt
7. Assignment of Investment Management Control Agreement
8. Loan Agreement

Councilman Henderson moved for approval of the ordinance. Councilman Morris seconded. The vote for approval was 4 - 0 .

ORDINANCE NO. 03-11: ADOPTING AN INVESTMENT POLICY
SECOND READING AND PUBLIC HEARING

The ordinance was read by title only by the City Clerk. The Mayor opened the floor for public comments. There were no comments made and the Mayor closed the public hearing.

Councilman Morris moved for approval. Councilman Landfair seconded. The vote for approval was 4 - 0.

ORDINANCE NO. 04-11: CREATING DIVISION 14, CBD OVERLAY DISTRICT
FIRST READING

The ordinance was read by title only by the City Clerk. Councilman Landfair moved to approval the ordinance on first reading and to schedule a second reading and public hearing on the next regular meeting to be held on Monday, April 18, 2011. Councilman Henderson seconded. The vote for approval was 4 - 0.

CONSENT AGENDA ITEMS:

- A. SUBJECT: **DISCUSSION AND ACTION REGARDING DISCUSSION AND ACTION REGARDING TWO (2) SPECIAL EVENT REQUESTS: (1) GULF BREEZE ELEMENTARY SCHOOL ANNUAL RUN, FRIDAY, APRIL 15, 2011; (2) ST. ANN CATHOLIC CHURCH PALM SUNDAY PROCESSIONAL FROM WAYSIDE TO CHURCH, SUNDAY, APRIL 17, 2011**

Reference: Deputy Police Chief memo dated March 21, 2011

RECOMMENDATION:

That the City Council approve the following: (1) Gulf Breeze Elementary School annual run to be held on Friday, April 15, 2011, 4:30 - 5:30 p.m. and (2) St. Ann Catholic Church Palm Sunday Processional Sunday, to be held April 17, 2011, noon to 4:00 pm

ORDINANCE NO. 03-11

AN ORDINANCE RELATING TO INVESTMENT POLICIES; ADOPTING AN INVESTMENT POLICY FOR CITY OF GULF BREEZE; MAKING FINDINGS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 218.415, Florida Statutes, authorizes any unit of local government to conduct investment and reinvestment activity outside the statutory framework, provided such activity is consistent with a written investment plan adopted by the governing body; and

WHEREAS, it is the desire of the City Council and in the best interest of the citizens of the City of Gulf Breeze that a written investment plan be adopted on behalf of the City.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA:

SECTION 1. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2. The City of Gulf Breeze Investment Policy, attached hereto as Exhibit "A" and effective upon approval on Second Reading, is hereby found to be consistent and in conformance with the requirements of Section 218.415, Florida Statutes, and is hereby adopted as a written investment plan for the conduct of investment activity of surplus public funds.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. If any word, sentence, clause, phrase, or provision of this ordinance, for any reason, is held to be unconstitutional, void, or invalid, the validity of the remainder of this ordinance shall not be affected thereby.

SECTION 5. This ordinance shall take effect immediately upon its passage.

PASSED AND CERTIFIED AS TO PASSAGE this 4th day of Apr, AD. 2011.

ATTEST: Marita Rhodes
Marita Rhodes, CITY CLERK

Beverly Zimmern
Beverly Zimmern, MAYOR

Exhibit 'A'

City of Gulf Breeze Investment Policy

I. SCOPE

This policy applies to the investment of all monies of the City of Gulf Breeze, its enterprise funds, and including those held within Gulf Breeze Financial Services (the "City"), both short and long-term, with the exception of City pension funds, if any, or any other monies invested under separate ordinance, resolution, policy, or agreement.

1. **Pooling of Funds.** Except for cash in certain restricted and special funds, the City may consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation in each investment pool and in accordance with generally accepted accounting principles. Such pooling of funds shall be done when advantageous, but not an administrative requirement.

II. GENERAL OBJECTIVES

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

1. **Safety.** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
 - a. **Credit Risk.** The City will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:
 - Limiting investments to the safest types of securities;
 - Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the City will do business; and
 - Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

b. Interest Rate Risk. The City will minimize the risk that change in the market value of securities in the portfolio caused by changes in general interest rates will result in any losses, by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and
- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

2. Liquidity. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. A portion of the portfolio, sufficient to meet regular operating needs, should be placed in money market mutual funds or local government investment pools which offer same-day liquidity at par for short-term funds. The remainder of the portfolio should be structured so that securities mature concurrent with known, longer-term, cash needs (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portion of the portfolio not invested in cash-equivalent investments and not otherwise matched to specific cash flow requirements should be laddered appropriately consistent with the maturity limitations provided for in section IV and Attachment 1. The portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity).

2. Yield. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments should be limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity, with the following exceptions:

- Liquidity needs of the portfolio require that the security be sold.
- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.

III. STANDARDS OF CARE

1. **Prudence.** The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The Investments Administrator, or other employee of the City, acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

If and to the extent any derivative products authorized under section are used, the Investments Administrator shall have developed sufficient understanding and expertise in managing the instruments in question and have researched available investment options and determined that the derivative products to be used are appropriate and cost effective for the strategic portfolio management goals to be addressed. The Investments Administrator will comply with the policies, procedures and other requirements provided for in the City's Derivatives Policy, including but not limited to:

- Obtaining authorization from the Gulf Breeze City Council prior to entering into each derivative transaction;
 - Quantifying all risks associated with any proposed transactions;
 - Limiting participation in any swap transaction to counterparties with credit ratings of AA- or better; and
 - Reporting annually on the financial performance of existing derivative transactions.
2. **Ethics and Conflicts of Interest.** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose

any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

3. **Delegation of Authority.** Authority to manage the investment program is granted to the Finance Director, City Manager, or the Executive Director of Gulf Breeze Financial Services [hereinafter referred to as the Investments Administrator] as may be appointed. Responsibility for the operation of the investment program is hereby delegated to the Investments Administrator, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. To manage the investments program, the Investments Administrator may enter into agreements with financial dealers and institutions, and is authorized to appoint personnel to invest City funds in accordance with this policy and to initiate or validate wire transfers as required. In no event will anyone other than the Investments Administrator enter into written or verbal agreements or contracts, relating to investments or banking services with financial institutions or dealers, without the express written consent of the Investments Administrator.
4. **Continuing Education.** City investment personnel shall annually complete at least 4 hours of continuing education in subjects or courses of study related to investment practices and products.
5. **Business Procedures**
 - a. **Authorized Financial Dealers and Institutions.** A list will be maintained of financial institutions authorized to provide investment services. Each broker/dealer must comply with the Securities and Exchange Commission's Rule 15c3-1 regarding net capital requirements for brokers or dealers. The City will utilize only those financial institutions who meet the following criteria:-
 - (1) Broker/dealer institutions designated as "Primary Dealers" by the Federal Reserve Bank of New York.

- (2) Banking institutions that maintain a local office in the State of Florida and are broker/dealers in U.S. Government securities.
- (3) Other broker/dealers in U.S. Government securities, approved by the Investments Administrator, who meet the other requirements of this section.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following, as applicable:

- Audited financial statements
- Proof of National Association of Securities Dealers (NASD) certification
- Completed broker/dealer questionnaire, included as Attachment 2
- Certification of having read and understood and agreeing to comply with the City's investment policy, using firm's letterhead, signed by an authorized representative of the firm.
- Proof of Qualified Public Depository (if applicable)

These standards are understood to be a continuing requirement for all dealers and institutions. Dealers and institutions conducting business with the City are hereby required under this policy to immediately notify the City upon failure to retain the above listed standards. An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the Investments Administrator or his designee.

From time to time, the Investments Administrator may choose to invest in instruments offered by community financial institutions or other banking institutions within the State of Florida. In such situations, a waiver to the criteria under Paragraph 1 may be granted. All terms and relationships will be consistent with state or local law including designation of the institution as a Qualified Public Depository under Florida Statutes, Chapter 280.

- b. Internal Controls.** The Investments Administrator is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1)

the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Investments Administrator shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion
 - Separation of transaction authority from accounting and record keeping
 - Custodial safekeeping
 - Avoidance of physical delivery securities
 - Clear delegation of authority to subordinate staff members
 - Written confirmation of transactions for investments and wire transfers
 - Development of a wire transfer agreement with the lead bank
- c. **Delivery vs. Payment.** All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Safekeeping receipts or other evidence of ownership will be audited on a semi-annual basis with a variance report issued to the Investments Administrator.

IV. SUITABLE AND AUTHORIZED INVESTMENTS

1. **Investment Types.** Consistent with the Governmental Finance Officers' Association (GFOA) Policy Statement on State and Local Laws Concerning Investment Practices, and/or Chapter 218.415 of the Florida Statutes, the following investments will be permitted by this policy:
 - U.S. government obligations, U.S. government agency or instrumentality obligations, and the obligations of federal government sponsored enterprises (GSEs), which have a liquid market with a readily determinable market value;
 - Securities whose timely payment of principal and interest are fully guaranteed by any of the above;
 - Certificates of deposit and other evidences of deposit at financial institutions, provided that any such investments shall be in a

qualified public depository (as defined in Chapter 280 of the Florida Statutes) and/or be covered by FDIC insurance;

- Investment-grade obligations of state and local governments and public authorities;
- Repurchase agreements whose underlying purchased securities consist of the foregoing;
- Guaranteed Investment Contracts (GIC's) which are collateralized by the foregoing;
- Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities; and
- Local government investment pools (LGIPs) either state administered or through joint powers statutes and other intergovernmental agreement legislation;
- High grade corporate debt consisting of U.S. dollar denominated debt obligations of domestic or foreign corporations, or foreign sovereignties issued in the U.S. or in foreign markets. This shall include, but not be limited to corporate notes and bonds, medium term notes, Eurodollar notes and bonds, asset backed securities, and commercial paper, rated in a high tier (e.g., A-1, P-1, or F-1 or higher) by a nationally recognized rating agency. Any such longer-term investments in this category shall be rated investment grade or better by at least two nationally recognized rating agencies, one of which shall be Moody's or Standard & Poor's; and
- Any other qualified investment permitted under Florida Statutes then in effect.

2. **Competitive Bid.** When appropriate, the City will attempt to obtain three (3) competitive bids from qualified Dealers and Institutions prior to awarding an investment. The competitive bids may be verbal or written quotes. The investment will be awarded to the bidder who provides the greatest effective yield (best bid) on the investment. Where multiple maturities are bid, the City reserves the right to either award the investment to the bidder which provides the best bid in aggregate for all maturities, or the City may award bids by individual maturity. Any tie bid will be awarded to the financial institution which submits the earlier bid. When purchases are made in the open market by an investment manager contracted by the City, bids are not required.

3. **Repurchase Agreements.** Repurchase agreements shall be consistent with GFOA Recommended Practices on Repurchase Agreements. The City will utilize the basic form of the Master Repurchase Agreement,

recommended by The Bond Market Association, when investing funds in repurchase agreements with financial institutions. However, the Investments Administrator is authorized to amend the form of the Master Repurchase Agreement as required to achieve specific investment goals and objectives.

4. **Use of Mutual Funds and Managed Investments.** The Investments Administrator may purchase mutual funds and other managed investments either directly or through an investment manager or advisor, provided that the investments in any such mutual fund shall be materially consistent with the allowable investments provided for in this investment policy. The Investments Administrator shall monitor the composition and value of the investments in any such fund to ensure that, in combination with other investments, the other limitations of this investment policy are complied with.
5. **Securities Lending.** The Investment Administrator is authorized to participate in one or more securities lending programs. Securities from the City's portfolio may be made available to any such program, provided that participation therein will not restrict the City's ability to sell such securities as the Investment Administrator deems appropriate. Any such securities lending program will require that lent securities be collateralized at 102%, and that collateral be valued daily. The City may participate in a securities lending program through an agent or manager, acting on behalf of the City. The agents or managers of such lending programs will maintain current credit analyses of the borrowers to whom they lend, and a list of the participating borrowers will be submitted for approval by the City. The agent or manager of any lending program shall indemnify the City for any losses arising from a borrower's failure to perform.
6. **Derivatives.** The City is authorized to utilize derivative instruments, including interest rate swaps, for the limited purpose of meeting strategic investment portfolio goals such as hedging the portfolio's exposure to interest rate risk. In order to insure that these derivative instruments are utilized only for these purposes, such derivative instruments shall be appropriately matched against existing or maturing assets. The notional amount and remaining term to maturity of all derivative transactions related to the investment portfolio shall at all times be less than or equal to a like par value and remaining term to maturity of otherwise permitted investment instruments either existing or contemplated at the maturity of existing investments. Any such derivative instruments and the

related investment assets shall be maintained in complementary interest rate modes (fixed or variable).

7. Investment Parameters

a. Diversification. The investments shall be diversified by:

- limiting investments to avoid over-concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities and U.S. agency obligations),
- limiting the portion of total investments in any single security,
- limiting the portion of any single security purchased to maximize the liquidity of the City's investments,
- limiting investment in securities that have higher credit risks, investing in securities with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIP's), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

Investments are subject to the numerical limitations included in Attachment 1.

b. Maximum Maturities. To the extent possible, the City shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than ten (10) years from the date of purchase or in accordance with state and local statutes and ordinances. The City shall adopt weighted average maturity limitations consistent with the investment objectives.

Reserve funds and non-operating funds (example: Bond Sinking Funds, Electric & Water Meter Deposits) with longer-term investment horizons may be invested in securities exceeding ten years if, in the judgment of Investments Administrator, any such investments are sufficiently liquid to provide for the unexpected use of such funds. Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as LGIPs, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations. For purposes of meeting this requirement, the City may invest in securities with ostensible maturities in excess of ten

years if said securities have, in the judgment of the Investments Administrator, adequate liquidity features (e.g., VRDNs with bank supported puts) or other market liquidity sufficient to ensure the high likelihood of the City being able to access funds at par on short notice. Additionally, notwithstanding the limits provided for in Attachment 1, the City may increase the limit on State and Local Government obligations to 30% of the portfolio, for purposes of investing in liquid obligations as provided for in the previous paragraph, if, in the judgment of the Investments Administrator, said obligations provide sufficient additional return.

v. REPORTING

1. **Methods.** The Investments Administrator shall prepare an investment report at least annually, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last year. This management summary will be prepared in a manner, which will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be available to the City Manager and City Council upon request. The report will include the following:
 - Listing of individual securities held at the end of the reporting period
 - Realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities over one-year duration that are not intended to be held until maturity
 - Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks
 - Listing of investment by maturity date
 - Percentage of the total portfolio -by type of investment
2. **Performance Standards.** The investment portfolio will be managed in accordance with the parameters specified within this policy.
3. **Marking to Market.** The market value of the portfolio shall be calculated at least annually and a statement of the market value of the portfolio shall be issued at least annually.

VI. POLICY CONSIDERATIONS

1. **Exemption.** Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.
2. **Amendments.** This policy may be reviewed on an annual basis. Any changes must be approved by the City Council.

VII. LIST OF ATTACHMENTS

The following documents are attached to this policy:

- Attachment 1 - Schedule of Investment Type Limitations (based on market value)
- Attachment 2 - Broker Questionnaire



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

February 10, 2012

TO: Mayor and City Council

FROM:  Edwin A. Eddy, City Manager

SUBJ: **AMENDMENT OF MUNICIPAL CODE - PROHIBITED SIGNS**

City staff has relied upon Section 23-3(11) of the City's Code of Ordinances to prohibit signs from being placed on rights-of-way and on park property. The language is as follows:

Sec. 23-3: Prohibited Signs

The following signs are prohibited:

23-3(11) within public property, including right-of-way, only instructional, directional and informational signs shall be allowed and must be approved by the City Manager. All other signs are prohibited on public property.

One concern with the inclusion of this language in the land development code (Chapters 20-25 of the Code of Ordinances) is that a slim case could be made that only signs associated with land development are covered under the restrictive language.

We have relied upon this language to remove Real Estate Open House, garage sale and political signs from right-of-way and from parks. In order to be absolutely sure we are on solid ground, the City Attorney suggested including language with the same intent or effect in a general section of the Code of Ordinances.

RECOMMENDATION:

That the City Council direct staff and the City Attorney to develop an Ordinance which would add a prohibition of signs in the right-of-way, public property and parks to the general section of the City's Code of Ordinances.

parties or issues; active construction projects; real estate for sale, rent or lease; and business grand openings.

Trailer sign means an advertising structure mounted on skids, wheel or wheels, constructed for the sole purpose of advertising.

Tri-faced sign means a sign with three faces, oriented back-to-back so as to form a triangle or pyramid.

Vehicular sign means a sign affixed to a vehicle or trailer for the purpose of advertising.

Wall face means the entire building front; including the parapet.

Wall sign. See *Facade*.

Window sign means a sign which is painted on or displayed within a storefront window or door. (Ord. No. 04-06, § 1, 4-3-06)

Sec. 23-2. Intent.

This chapter establishes a uniformity of signs within each zoning district compatible with the intent of the land development code applicable to the districts, taking into account the economic, aesthetic and traffic factors that are reasonably consistent with the exercise of the police powers vested in this city. This is done so that there will be a minimum of conflict in relation to the need for traffic control, visual compatibility, and economic growth in order to promote the city's interest in maintaining and enhancing property values and the attractive appearance of the city. Only advertising signs designating business areas or sections or pertaining to the business carried on within the building and on the premises shall be permitted. No signs shall be erected in a right-of-way, except official state, county or city signs erected by the respective governing agency.

Sec. 23-3. Prohibited signs.

The following signs are prohibited:

- (1) Signs located off the premises of the business which the sign advertises or identifies. Relocation notices, however, may be posted for a period of 60 days.

- (2) Signs that project beyond the property line or which encroach on or over public property or rights-of-way.
- (3) Signs that contain statements, words or pictures of an obscene, indecent, or immoral character, such as will offend public morals or decency.
- (4) Signs that contain or are an imitation of an official traffic sign or signal or contain the words "stop," "go slow," "caution," "danger," "warning" or similar words.
- (5) Banner signs, except for special events and for a period of time not to exceed three weeks in any one given calendar year.
- (6) Beacon, strobe or billboard signs.
- (7) Roof signs.
- (8) Sandwich signs.
- (9) Snipe signs except for political candidates. In the case of snipe signs advertising political candidates, the signs shall not exceed 32 square feet. Political signs must be removed by the candidate within one week after the election.
- (10) Trailer signs except for grand openings or other similar special events. As used herein, a special event shall not mean a political campaign or election.
- (11) Within public property, including right-of-way, only instructional, directional and informational signs shall be allowed and must be approved by the city manager. All other signs are prohibited on public property.
- (12) Signs which convey the appearance of movement or animation in any form shall not be permitted, scrolling or flashing shall not be permitted.
- (13) Signs which obstruct the visibility constituting a hazard to vehicular and pedestrian traffic.

(Ord. No. 04-06, § 2, 4-3-06)



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 2/10/2012

Subject: Conflict Resolution Meeting

Due to the dispute among the Cities of Pensacola and Gulf Breeze, Escambia County and the Santa Rosa Island Authority over our ability to build a natural gas utility system on Pensacola Beach, it is necessary for the City Council to participate in a Conflict Resolution meeting with the other elected bodies. We have tentatively agreed to hold the meeting on Tuesday, February 28th at 5:30 p.m. at Pensacola City Hall.

We believe it would be in the City of Gulf Breeze best interest to invite the Board of the Santa Rosa Island Authority to participate in the meeting.

RECOMMENDATION:

1. **THAT THE CITY COUNCIL AGREE TO ATTEND A CONFLICT RESOLUTION MEETING ON TUESDAY, FEBRUARY 28, 2012 AT 5:30 P.M. AT PENSACOLA CITY HALL; AND,**
2. **ADOPT A RESOLUTION INVITING THE BOARD OF THE SANTA ROSA ISLAND AUTHORITY TO PARTICIPATE IN THE PROCESS.**