

**GULF BREEZE CITY COUNCIL
REGULAR MEETING**

MAY 7, 2012
MONDAY, 6:00 P.M.
COUNCIL CHAMBERS

REMINDER: TOWN HALL MEETING - 6:00 P.M.

1. Roll Call
2. Invocation and Pledge of Allegiance
3. Approval of Minutes of April 23, 2012 (Regular Meeting)
Approval of Minutes of April 23, 2012 (Special CRA Meeting)
4. Ordinance No. 04-12: Amending Section 20-112 of the Code of Ordinances Relative
To Expiration of Special Exceptions and Variances
SECOND READING AND PUBLIC HEARING

**PROCLAMATION: CONGRATULATING GULF BREEZE HOSPITAL FOR
RECEIVING THE PRESTIGIOUS 100 TOP HOSPITALS
AWARD BY THOMPSON REUTERS**

**PROCLAMATION: DECLARING THE WEEK OF MAY 7, 2012 TO MAY 11, 2012
AS TEACHER APPRECIATION WEEK**

PROCLAMATION: DECLARING THE MONTH OF MAY TO BE CIVILITY MONTH

5. **CONSENT AGENDA ITEMS:***
 - A. Discussion and Action Regarding Special Event Request from Cap't Fun Runners for Annual 5K run, Saturday, August 4, 2012 - 7:30 a.m.
 - B. Discussion and Action Regarding South Santa Rosa Utility System Board Recommendations
 - I. Franchise Release
 - II. Concrete Water Main Replacement
 - III. CNG Camera Van Purchase
 - C. Discussion and Action Regarding Fire Hydrant Replacements

- D. Discussion and Action Regarding Settlement of Ethics Complaint, Peter Paulding
- E. Discussion and Action Regarding Pensacola Beach Natural Gas System: Non-Exclusive Franchise Escambia County Ordinance 2012-7

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

ACTION AGENDA ITEMS:

- A. Discussion and Action Regarding Proposed Modification to Existing Solid Waste Franchise Contract
- B. Discussion and Action Regarding Board Appointments
- C. Discussion and Action Regarding Appointment to Fill City Council Seat A

- 6. New Business
- 7. Open Forum
- 8. Adjournment

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

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

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

The 1,198th regular meeting of the Gulf Breeze City Council, Gulf Breeze, Florida was held at the Gulf Breeze City Hall on Monday, April 23, 2012, at 6:30 p.m.

Upon call of the roll the following Councilmen were present: Mayor Pro Tem J. B. Schluter, David G. Landfair, Joseph Henderson and Mayor Zimmern.

APPROVAL OF MINUTES:

Councilman Schluter moved for approval of the minutes for the regular meeting held on Monday, April 2, 2012. Councilman Landfair seconded. The vote for approval was 4 - 0.

Councilman Schluter moved for approval of the minutes for the special Community Redevelopment Agency meeting held on Monday, April 2, 2012. Councilman Henderson seconded. The vote for approval was 4 - 0.

Councilman Landfair moved for approval of the minutes for the special Chick-fil-A variance request meeting held on Wednesday, April 11, 2012. Councilman Schluter seconded. The vote for approval was 4 - 0.

**PROCLAMATION: MOTHERS AGAINST DRUNK DRIVING (MADD)
PROCLAIMING APRIL 21, 2012 AS POWERTALK 21 DAY**

The Mayor read the proclamation in its entirety and presented it to Ms. Marilyn Dorsey with the Mothers Against Drunk Driving organization.

**ORDINANCE NO. 02-12: CODIFICATION OF CHAPTER 26, DEVELOPMENT
STANDARDS FOR COMMUNITY REDEVELOPMENT
DISTRICT - SECOND READING AND PUBLIC
HEARING**

The Ordinance was read by title only by the City Clerk. The City Manager reviewed the purpose of the Ordinance and the Mayor opened the Public Hearing for comments. There were no comments made and the Public Hearing was closed.

Councilman Schluter moved for approval. Councilman Henderson seconded. The vote for approval was 4 - 0.

**ORDINANCE NO. 04-12: EXPIRATION OF SPECIAL EXCEPTIONS AND
VARIANCES - FIRST READING**

The Ordinance was read by title only by the City Clerk. The City Manager explained the purpose of the Ordinance and how and why it was brought to Council's attention.

Councilman Schluter moved for approval of the Ordinance on First Reading and to schedule the Second Reading and Public Hearing for Monday, May 7, 2012. Councilman Henderson seconded. The vote for approval was 4 - 0.

RESOLUTION NO. 07-12: APPROVAL OF CONTRACTUAL RENEWAL - CITY OF GULF BREEZE AND FLORIDA DEPARTMENT OF TRANSPORTATION-MAINTENANCE OF U.S. HWY 98

The Resolution was read by title only by the City Clerk. Councilman Henderson moved for approval. Councilman Landfair seconded. The vote for approval was 4 - 0.

CONSENT AGENDA ITEMS:

RECOMMENDATION:

That the City Council approve the following Consent Agenda Items: A, B and C:

- A. SUBJECT: DISCUSSION AND ACTION REGARDING SALE OF POLICE DEPARTMENT SURPLUS/SALVAGE ITEMS ON GOVDEALS.COM**

Reference: Police Chief memo dated March 27, 2012

RECOMMENDATION:

That the City Council allow the Police Department to proceed with selling the Police Department surplus property on the Govdeals.com auction site with the proceeds being deposited into the City General Fund.

- B. SUBJECT: DISCUSSION AND ACTION REGARDING SCULPTURE PROJECT**

Reference: City Manager memo dated April 5, 2012

RECOMMENDATION:

That the City Council approve payment of \$20,000 to Lou Courtney for a sculpture to be placed in Woodland Park.

C. SUBJECT: DISCUSSION AND ACTION REGARDING AWARD OF BID FOR DEADMAN'S ISLAND

Reference: City Manager memo dated April 10, 2012

RECOMMENDATION

That the City Council approve the award of bid for transporting sand fill from Woodland Bayou to Deadman's Island to M & N of Alabama LLC for a cost not to exceed \$191,400.

Councilman Henderson moved to approval Consent Agenda Items A, B, and C. Councilman Landfair seconded. The vote for approval was 4 - 0.

ACTION AGENDA ITEM:

A. SUBJECT: DISCUSSION AND ACTION REGARDING APPOINTMENT TO FILL CITY COUNCIL SEAT A

Reference: City Manager memo dated April 4, 2012

Mayor Zimmern started the discussion by providing information regarding Ms. Fitch. The following individuals spoke in favor of Ms. Fitch being appointed: Mr. Gary Michael, 1201 Soundview Trail and Ms. Suzie Gilchrist, 1127 Soundview Trail.

RECOMMENDATION:

Mayor Zimmern passed the gavel to Mayor Pro Tem and nominated Ms. Cherry Fitch. Mayor Pro Tem returned the gavel to the Mayor and seconded. The vote for appointing Ms. Fitch was 2 - 2, with Councilmen Henderson and Landfair dissenting.

NEW BUSINESS: DISCUSSION AND ACTION REGARDING APPROVAL OF SITE PLAN FOR CHICK-FIL-A

Reference: City Manager memo dated April 17, 2012

RECOMMENDATION:

That the City Council approve the plans for the Chick-Fil-A restaurant at 310 Gulf Breeze Parkway.

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

NEW BUSINESS: DISCUSSION AND ACTION REGARDING RETAINING THE SEVENTH MEMBER OF THE FLORIDA REGIONAL UTILITY SYSTEM

Reference: Verbal report by the City Manager

RECOMMENDATION:

That the City Council authorize the City Manager to nominate Mr. Daryl Lynchard to stay on the Florida Regional Utility System Board as the 7th member.

Councilman Henderson moved for approval. Councilman Schluter seconded. The vote for approval was 4 - 0.

OPEN FORUM:

The following individuals spoke: Suzie Gilchrist, 1127 Soundview Trail; Gary Michael, 1201 Soundview Trail; Ms. Samantha Rine, 203 North Sunset Boulevard; Ms. Elaine Davis, 315 Plantation Hill Road and Janna DeMotts, 827 Bay Cliffs.

ADJOURNMENT:

The Mayor adjourned the meeting at 7:20 p.m.

CITY CLERK

MAYOR

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
FOR THE COMMUNITY REDEVELOPMENT AGENCY**

A meeting of the Board of Directors for the Community Redevelopment Agency, Gulf Breeze, Florida, was convened at the Gulf Breeze City Hall on Monday, April 23, 2012, at 7:02 p.m.

Upon call of the roll for the Community Redevelopment Agency the following members were present: Mayor Pro Tem J. B. Schluter, David G. Landfair, Joseph Henderson and Mayor Beverly Zimmern.

The purpose of the meeting was for the Board of Directors of the Community Redevelopment Agency to consider the following item:

A. SUBJECT: DISCUSSION AND ACTION REGARDING INVOICE FOR MASTER PLANNING, VHB MILLERSELLEN

Reference: Assistant City Manager memo dated April 4, 2012

RECOMMENDATION:

That the City Council meet as the Board of Directors of the Community Redevelopment Agency and approve payment of Invoice No. 145430 for \$11,489.67 to VHB MillerSellen.

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

ADJOURNMENT:

Mayor Zimmern adjourned the Community Redevelopment Agency meeting at 7:04 p.m.

CITY CLERK

MAYOR

ORDINANCE NO. 04-12

AN ORDINANCE OF THE CITY OF GULF BREEZE FLORIDA, PERTAINING TO EXPIRATION OF SPECIAL EXCEPTIONS AND VARIANCES; AMENDING SECTION 20-112 OF THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Gulf Breeze has adopted certain, rules, regulations and procedures relative to special exceptions and variances; and,

WHEREAS, the City Council desires to adjust the rules, regulations and procedures relative to the expiration of special exceptions and variances.

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

SECTION 1 - Section 20-112 is hereby amended to read as follows:

Sec. 20-112. Expiration of special exceptions and variances.

If any building or structure for which a special privilege has been granted is removed, destroyed or abandoned, the variance or special exception becomes null and void.

The preceding sentence notwithstanding, if any building or structure for which a special privilege or variance has been granted is damaged or destroyed by an act or acts of God or other circumstances beyond the owner's control, the special exception or variance shall remain in force and the building or structure can be replaced provided: (i) it is rebuilt in the same location (ii) it is rebuilt with the same dimension, height and density and/or floor area, (iii) the principal use of the building(s), structure(s) and property remain the same (iv) it is rebuilt within two (2) years of the date it was damaged or destroyed.

SECTION 4 - SEVERABILITY

If any section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held by any court to be unconstitutional, inoperative, invalid or void, such holding shall not in any manner affect the validity of the remaining portions of this Ordinance.

SECTION 5 - CONFLICT

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

SECTION 6 - EFFECTIVE DATE

This Ordinance shall become effective upon its adoption by the City Council.

PASSED ON THE FIRST READING ON THE 23RD DAY OF APRIL, 2012.

ADVERTISED ON THE ON THE 26TH DAY OF APRIL, 2012.

PASSED ON THE SECOND READING ON THE 7TH DAY OF MAY, 2012.

By: _____
Beverly Zimmern, Mayor

ATTESTED TO BY:

Marita Rhodes, City Clerk

Councilmen Present: Joseph Henderson, David G. Landfair, and Mayor Beverly Zimmern
Councilman Absent: Mayor Pro Tem J. B. Schluter

ACTION AGENDA ITEMS:

- A. SUBJECT: DISCUSSION AND ACTION REGARDING PROCLAMATION CONGRATULATING GULF BREEZE HOSPITAL FOR RECEIVING THE PRESTIGIOUS 100 TOP HOSPITALS AWARD BY THOMPSON REUTERS**

Reference: Proclamation

RECOMMENDATION:

That the City Council congratulate Gulf Breeze Hospital for receiving the prestigious 100 Top Hospital award by Thompson Reuters.

- B. SUBJECT: DISCUSSION AND ACTION REGARDING PROCLAMATION DECLARING THE WEEK OF MAY 7, 2012 TO MAY 11, 2012 AS TEACHER APPRECIATION WEEK**

Reference: Proclamation

RECOMMENDATION:

That the City Council declare the week of May 7, 2012 to May 11, 2012 as Teacher Appreciation week.

- C. SUBJECT: DISCUSSION AND ACTION REGARDING PROCLAMATION DECLARING THE MONTH OF MAY TO BE CIVILITY MONTH**

Reference: Proclamation

RECOMMENDATION

That the City Council declare the month of May to be Civility Month.

- D. SUBJECT: DISCUSSION AND ACTION REGARDING ORDINANCE 04-12 AMENDING SECTION 20-112 OF THE CODE OF ORDINANCES**

**RELATIVE TO EXPIRATION OF SPECIAL EXCEPTIONS AND
VARIANCES - SECOND READING AND PUBLIC HEARING**

Reference: City Manager memo dated April 26, 2012

RECOMMENDATION:

That the City Council hold a Public Hearing on May 7, 2012 and approve Ordinance No. 04-12 on second and final reading.

- E. SUBJECT: DISCUSSION AND ACTION REGARDING SPECIAL EVENT REQUEST FROM CAP'T FUN RUNNERS FOR ANNUAL 5K RUN, SATURDAY, AUGUST 4, 2012 - 7:30 a.m.**

Reference: Deputy Police Chief memo dated April 23, 2012

RECOMMENDATION:

That the City Council approve the Cap't Fun Run scheduled for Saturday, August 4, 2012 - 7:30 a.m.

- F. SUBJECT: DISCUSSION AND ACTION REGARDING SOUTH SANTA ROSA UTILITY SYSTEM BOARD RECOMMENDATIONS**

Reference: Assistant Public Services Director memo dated April 20, 2012

RECOMMENDATIONS:

FRANCHISE RELEASE:

SSRUS Board recommend to the City Council the request to release the Village AT Grand Ridge from the SSRUS water franchise be denied and that Fabre Engineering to be authorized to complete design and permitting of the water main extension needed to serve the project at a cost not to exceed \$4,500.

CONCRETE WATER MAIN REPLACEMENT:

The SSRUS Board recommends that the City Council authorize Polyengineering, Inc., to begin work on the design of the 2012 concrete water main replacement project for a fee of \$15,000.

CNG CAMERA VAN PURCHASE:

The SSRUS Board recommends that the City Council to purchase a 2500 CNG Chevrolet van in accordance with the previously awarded CNG van bid from Bartow Chevrolet in the amount of \$35,424.

G. SUBJECT: DISCUSSION AND ACTION REGARDING FIRE HYDRANT REPLACEMENTS

Reference: Assistant Public Services Director memo dated April 25, 2012

RECOMMENDATION:

That the City Council approve Utility Service Company to replace four fire hydrants at the following locations within the City at a cost of \$16,437: Kent/Kenilworth intersection; 416 Deer Point Drive; 1303 Soundview Trail and 1405 Soundview Trail.

H. SUBJECT: DISCUSSION AND ACTION REGARDING PROPOSED MODIFICATION TO EXISTING SOLID WASTE FRANCHISE CONTRACT

Reference: Finance Director memo dated April 23, 2012

RECOMMENDATION:

That the city Council approve the modification of the Solid Waste franchise contract for a three year extension with recommended adjustments and instruct staff to draft a contract modification to be executed by the Mayor and/or City Manager. (The following individuals spoke regarding the solid waste franchise:

Ralph Mills, Waste Pro, 3113 Temporary Drive, Tallahassee, FL 32309; Pam LaCourse, Waste Management, 2561 Weeping Willow Lane, Navarre; Rory Cassedy, Allied Waste, City's current solid waste carrier.)

I. SUBJECT: DISCUSSION AND ACTION REGARDING SETTLEMENT OF ETHICS COMPLAINT, PETER PAULDING

Reference: City Manager memo dated April 26, 2012

RECOMMENDATION:

That the City Council accept the settlement payment of \$21,000 in legal fees reimbursed due to the baseless and frivolous nature of ethics complaints against Peter Paulding.

J. SUBJECT: DISCUSSION AND ACTION REGARDING PENSACOLA BEACH NATURAL GAS SYSTEM: NON-EXCLUSIVE FRANCHISE ESCAMBIA COUNTY ORDINANCE 2012-7

Reference: Public Services Director memo dated April 27, 2012

RECOMMENDATION:

That the City Council accept non-exclusive natural gas franchise for Pensacola Beach via Escambia County Ordinance 2012-7 with an effective date of May 10, 2012 and authorize the Mayor to execute with any changes the City Attorney has approved.

K. SUBJECT: DISCUSSION AND ACTION REGARDING BOARD APPOINTMENTS

Reference: Deputy City Clerk memo dated April 26, 2012

RECOMMENDATION:

No action necessary at this time. The City Council will submit nominations for the various boards at a later date.

L. SUBJECT: DISCUSSION AND ACTION REGARDING SCHEDULING TOWN MEETING FOR MONDAY, MAY 7, 2012 AT 6:00 P.M.

Reference: Assistant City Manager memo dated April 27, 2012

RECOMMENDATION:

That the City Council hold a Town Meeting on Monday, May 7, 2012, at 6:00 p.m.

M. SUBJECT: DISCUSSION AND ACTION REGARDING APPOINTMENT TO FILL CITY COUNCIL SEAT A

Reference:

RECOMMENDATION:

This item to be placed on the agenda for the next regular meeting to be held on Monday, May 7, 2012 for further discussion and action. (The following individuals spoke for appointment of Ms. Cherry Fitch: Mr. Mark Proctor, 115 Shoreline Dr.; Mr. Paul Snider, 345 James River Road; Doug Dasinger, 407 Canterbury Lane; and Ms. Cherry Fitch, 306 Plantation Hill Road.

N. SUBJECT: DISCUSSION AND ACTION REGARDING APPRAISAL OF PARCELS, THE FORMER CIRCLE K PROPERTY AND THE CHAMBER PROPERTY

Reference: City Manager memo dated April 25, 2012

RECOMMENDATION:

That the City Council meet as the Board of Directors of the Community Redevelopment Agency on Monday, May 7, 2012 and authorize Brantley and Associates of Pensacola to complete an appraisal, not to exceed \$5,800 of the formal Circle K property at the corner of Hoffman Drive and Gulf Breeze Parkway and Chamber property which is owned by the School Board of Santa Rosa County. (The City Attorney recommended the appraisal price of the property not be released until 30 days after the appraisal has been provided to the City.)

- O. SUBJECT: DISCUSSION AND ACTION REGARDING CITY OF GULF BREEZE MASTER PLANNING INVOICE FROM VHB MILLER SELLEN**

Reference: Assistant City Manager memo dated April 27, 2012

RECOMMENDATION:

That the City Council meet as the Board of Directors of the Community Redevelopment Agency on Monday, May 7, 2012 and approve payment of Invoice No. 146539 for \$21,447 to VHB Miller Sellen.

**COMMUNITY REDEVELOPMENT AGENCY
BOARD OF DIRECTORS**

MAY 7, 2012
MONDAY, 6:30 P.M.
COUNCIL CHAMBERS

**THIS MEETING WILL BE HELD AT THE END OF THE
REGULAR CITY COUNCIL MEETING**

- A. Discussion and Action Regarding Appraisal of Parcels, the Former Circle K Property and the Chamber Property, Community Redevelopment Agency
- B. Discussion and Action Regarding City of Gulf Breeze Master Planning Invoice from VHB MillerSellen

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 the recognition from the Chair.



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

April 25, 2012

TO: Mayor and City Council

FROM:  Edwin A. Eddy, City Manager

SUBJ: APPRAISAL OF PARCELS, COMMUNITY REDEVELOPMENT AGENCY

At a recent Council meeting, staff was directed to pursue the purchase of two distinct parcels in the CRA: (1) the former Circle K property at the corner of Hoffman Drive and Gulf Breeze Parkway; and, (2) the parcel known as the Chamber property which is owned by the School Board of Santa Rosa County.

The future use of these parcels may be commercial development which can be better directed by the City as owner, highway beautification, and for a natural gas filling station along Gulf Breeze Parkway.

The first step in the effort to purchase the parcels is to obtain an appraisal of the two separate parcels. We asked Shawn Brantley, of Brantley and Associates, for a price for an appraisal report on both parcels. His response is attached. We have worked with Mr. Brantley in the past. We have always been satisfied with his work.

RECOMMENDATION:

That the City Council meet as the Board of Directors of the Community Redevelopment Agency on Monday, May 7, 2012 and authorize Brantley and Associates of Pensacola to complete an appraisal of the two subject parcels.



Edwin Eddy <eaeddy@gulfbreezefl.gov>

Appraisal Proposal

1 message

Shawn Brantley <shawnbrantley@brantleyassociates.com>
To: eaeddy@gulfbreezefl.gov

Thu, Apr 19, 2012 at 5:54 PM

Mr. Edwin A. Eddy
City Manager
City of Gulf Breeze Florida
eaeddy@gulfbreezefl.gov

Dear Mr. Eddy:

It was a pleasure speaking with you on the phone concerning appraisals that the City needs. Thank you for contacting us for real estate appraisal services. The parcels are identified as follows: (1) +-0.47 acres at corner of Hoffman Dr. & Gulf Breeze Parkway owned by Vicki Jenkins, Trustee 04-3S-29-0000-00101-0000 AND (2) +-1.03 acres at 409 Gulf Breeze Parkway with building owned by Santa Rosa County School Board 04-3S-29-0000-00501-0000

We can complete both of these reports for total fee of \$5,800 and deliver to you within 30 days or less. The appraisals will be in a detailed narrative format, fully compliant with the Uniform Standards of Professional Appraisal Practice, and MAI certified.

If you wish to engage us to proceed with this work, the following information would be helpful to us: (1) Your reply in the affirmative to this email authorizing us to proceed, (2) The names and phone numbers of anyone we should notify prior to going onto the property to make our inspection or whom we should interview about the property, (3) copies of any site plans or surveys of the property.

Please let me know if you have any questions or if we may assist you with this project.
Kind regards, -Shawn

Brantley & Associates Real Estate Appraisal Corp.
R. Shawn Brantley, MAI, CCIM, M.S., SRA
FL: State Certified General Real Estate Appraiser RZ289
AL: Certified General Real Property Appraiser G00419
Regular Mail: POB 12505, Pensacola, FL 32591-2505
Overnight: 100 North Spring Street, Pensacola, FL 32502
Email: shawnbrantley@brantleyassociates.com
Phone: 850-433-5075
Fax: 850-438-0617
Web: www.brantleyassociates.com

Reference: City Manager memo dated December 7, 2011

RECOMMENDATION:

Provided for information only. No Council action required.

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

ACTION AGENDA ITEMS:

- A. SUBJECT: DISCUSSION AND ACTION REGARDING (1) AWARD OF DESIGN OF COMPRESSED NATURAL GAS STATION, FEMA ALTERNATIVE PROJECT #13 AND (2) LEASE EXTENSION FOR CHAMBER OF COMMERCE BUILDING AND PROPERTY**

Reference: Public Services Director memo dated December 7, 2011

FIRST RECOMMENDATION:

That the City Council authorize staff to proceed with negotiating with Zeit Energy to design/procure final cost of the Compressed Natural Gas Facility, FEMA Alternative Project #13, for subsequent approval by the City Council for Award of Construction.

SECOND RECOMMENDATION:

That the City Council authorize staff to investigate the potential for a lease extension with the School Board beyond 2020 for the Chamber of Commerce property, parcel #04-3S-29-0000-00501-0000.

Councilman Henderson moved for approval of both recommendations.
Councilman Landfair seconded. The vote for approval for both recommendations was 5 - 0.

NEW BUSINESS:

- A. SUBJECT: DISCUSSION AND ACTION REGARDING GIFT CARDS FOR CITY EMPLOYEES**

Reference: Verbal discussion



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM:  David J. Szymanski, Assistant City Manager

DATE: April 27, 2012

SUBJECT: City of Gulf Breeze Master Planning Invoice

On May 9, 2011, the City Council directed staff to draft a Request for Proposal for a Master Planning consultant for the City and Hwy 98. On November 7, 2011 the City Council selected VHB MillerSellen for the Master Plan Project and directed staff to negotiate scope of work and a contract. An agreed upon contract was signed by the Mayor in February 2012.

We have received Invoice No: 0146539 for professional services from March 17, 2012 to April 14, 2012. in the amount of \$21,447.00. This is the second payment against this \$329,500 contract. YTD we has spent \$11,489.67. The following actions have been taken against contract tasks:

Task 1 – Context Report

Preparation for and facilitation of Staff Kickoff meeting
Field observation of potential catalyst sites
Obtain and organize GIS data for base mapping

Task 2 – Public Participation Process

Preparation for and facilitation of Steering Committee meeting #1
Prepare and submit meeting summary, ongoing Committee coordination.
Begin preparations for Stakeholder Interview.

Task – 4 Market Analysis

Begin update of previous market analysis, WTL=a attendance at staff and steering committee kickoff meeting

It is recommended that Council approve payment. This project is funded by the Community Redevelopment Agency.

RECOMMENDATION: That the City Council meet as the Board of Directors of the Community Redevelopment Agency on Monday, May 7, 2012 and approve payment of Invoice No. 146539 for \$21,447.00 to VHB MillerSellen.



VHB MillerSellen

101 Walnut Street, PO Box 9151, Watertown, MA 02471
617.924.1770 • FAX 617.924.2286

Invoice

Invoice No: 0146539
April 18, 2012

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

VHB Project # 61691.00

Gulf Breeze Master Plan

Professional Services from March 18, 2012 to April 14, 2012

Task 00000 Reimbursables
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Context Report	25,000.00	42.00	10,500.00	5,000.00	5,500.00
Public Participation Process	105,000.00	7.10	7,455.00	1,050.00	6,405.00
Revitalization Alternatives	75,000.00	0.00	0.00	0.00	0.00
Market Analysis	54,500.00	4.60	2,507.00	0.00	2,507.00
Master Plan Preparation	55,000.00	0.00	0.00	0.00	0.00
Total Fee	314,500.00		20,462.00	6,050.00	14,412.00
	Total Fee			14,412.00	

Consultants

Subcontractor					
4/12/2012	W. Thomas Lavash		1,291.42		
	Total Consultants		1,291.42	1,291.42	

Reimbursable Expenses

Postage & Delivery			16.24		
Travel & Lodging			3,112.12		
Meals			162.75		
Printing			52.47		
	Total Reimbursables		3,343.58	3,343.58	

Total this Task \$19,047.00

Task 00700 Coordination with Agencies

Professional Personnel

	Hours	Rate	Amount	
Technical/Professional 13	8.00	155.00	1,240.00	
Technical/Professional 12	8.00	145.00	1,160.00	
Totals	16.00		2,400.00	
	Total Labor			2,400.00

Payment Due Upon Receipt.

Remittance copy

Project	61691.00	City of Gulf Breeze/Master Plan/Santa Ro	Invoice	0146539
			Total this Task	\$2,400.00
			Total this Invoice	\$21,447.00

Billings to Date

	Current	Prior	Total
Fee	14,412.00	6,050.00	20,462.00
Labor	2,400.00	2,962.50	5,362.50
Consultant	1,291.42	0.00	1,291.42
Expense	3,343.58	2,477.17	5,820.75
Totals	21,447.00	11,489.67	32,936.67

Outstanding Invoices

Number	Date	Balance
0145430	3/21/2012	11,489.67
Total		11,489.67



Edwin Eddy <eaeddy@gulfbreezefl.gov>

Updated project schedule

1 message

Ostrodka, Curtis <COstrodka@vhb.com>

Thu, Apr 26, 2012 at 4:10 PM

To: Edwin Eddy <eaeddy@gulfbreezefl.gov>, "dszymanski@ci.gulf-breeze.fl.us" <dszymanski@ci.gulf-breeze.fl.us>, Leslie Guyer <lguyer@gulfbreezefl.gov>, Dan Kopack <vaard1@gmail.com>, Alex Bell <alexbell@muniad.com>
Cc: "McNeill, Geoffrey" <GMcNeill@vhb.com>, "Lewis, Laurence" <LLewis@vhb.com>, "Sellen, James" <JSellen@vhb.com>

Team, here is an updated project schedule. Key upcoming events include the following:

- Stakeholder Interviews: May 9-10. City Council chambers.
- First Public Workshop ("Kickoff"): June 7. (Dave S to check on facilities)
- Second Public Workshop ("Design Charrette"): June 26-29. (Dave S to check on facilities)

I have also included a listing of confirmed attendees for the Stakeholder Interview and attempted contact notes. We are doing very well filling some of the sessions, but have some ground to make up on others.

As always, please let me know if you have any questions or concerns.

Curtis M. Ostrodka, AICP, LEED AP
Sr Project Manager, Planning

VHB MillerSellen
Transportation | Land Development | Environmental Services

225 E. Robinson Street, Suite 300
Landmark Center Two
Orlando, FL 32801
Phone: 407.839.4006 x8049 | Fax: 407.839.4008
Mobile: 407.916.9629

costrodka@vhb.com

www.vhbmillersellen.com

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2 attachments

 **Gulf Breeze Schedule 4-26-12.pdf**
188K

Stakeholder Interviews Schedule and Confirmed Attendees

City of Gulf Breeze Master Plan

VHB Project 61691.00

Wednesday May 9	Time	Group	"Champion"	Confirmed Attendees	Working Notes
Session 1	9:00 – 10:30	Businesses Part 1 (Live Oak Village, AppRiver, Publix Shopping Center, etc)	Dan Kopack / Matt Dannheisser	<ul style="list-style-type: none"> Scott and Nick Wheatley, Bridge Bar 	<ul style="list-style-type: none"> Pravin Chauhan, left voicemail and email Jim and Bob Moulton, left voicemail and email Larry Entreken, Exposition Properties, LLC (Live Oak Village), Tom Lavash setting up call for 4-30 or 5-1 Need contacts from Dan K and Matt D. Josie has it "under control", Curt to follow up to get list of confirmed contacts
Session 2	10:30 – noon	Chamber of Commerce membership	Josie Cotti		
Session 3	1:00 – 2:30	"Young Professionals"	Alex Bell/Amy Klotz	<ul style="list-style-type: none"> Trey Manderson, Coldwell Banker (Amy Klotz's brother) Laura Hall, East Hill Animal Hospital Uriah Matthews, AppRiver Thomas Lunsford, 3Delta Systems Kara Szostek, 3Delta Systems Scott Wheatley, Pier One Marina 	<ul style="list-style-type: none"> Jeremy Branning, Clark Partington, Hart, Larry, Bond and Stackhouse – invited but out of town Kerry Anne Schultz – Fountain, Shultz, & Associates – invited but out of country.
Session 4	2:30 – 4:00	Real Estate/Development	Cherry Fitch/Lee Brown	<ul style="list-style-type: none"> Rick Sprague, Sprague Construction Bob Cleveland, Highpointe Hotel Corporation Grey Burge, realtor/broker Debbie Cedarquist, realtor Sam Lundy, developer Gary Michaels, realtor Ed Gray, businessman, former council member/mayor 	<ul style="list-style-type: none"> Dave Cleveland, left voicemail and email David Davidson, left email Dick Fulford, left voicemail and email Rodney Sutton, left voicemail and email
Session 5	4:00 –	School District	Cherry Fitch / ??	<ul style="list-style-type: none"> Renee Bookout 	<ul style="list-style-type: none"> Jason Weeks, GBHS Principal? Dave S to confirm

	5:30				<ul style="list-style-type: none"> Cherry Fitch called Principals at all three schools,
Thursday May 10					
	Time	Group	"Champion"	Confirmed Attendees	
Session 6	9:00 – 10:30	Businesses Part 2 (Bridge Bar, Hotel, Harbortown, etc)	Dan Kopack / Matt Dannheisser	<ul style="list-style-type: none"> Wayne Wheatley, Pier One Marina Denise Wheatley, Pier One Marina 	<ul style="list-style-type: none"> Need contacts from Dan K and Matt D Leslie G to identify head of the owners association at Harbortown
Session 7	10:30 – noon	Medical / Health Industry (Baptist / Andrews)	Bob Harriman / Barbara Jowers	<ul style="list-style-type: none"> Bob Harriman, Administrator, Gulf Breeze Hospital & the Andrews Institute; Chad Gilliland, COO, the Andrews Institute; Don Russell, Manager, Plant Operations, Gulf Breeze Hospital 	
Session 8	1:00 – 2:30	Community / Civic	Tom Naile / Allan Bell	<ul style="list-style-type: none"> Tom Anderson Marguerite Burr, Nurse Practitioner Nina Cobia, construction business Kris Elliott, retired Marine Corps JAG Msgr Luke Hunt, Pastor, St Ann Amy Kemp, St Ann Volunteer Coordinator Elaine Purdy, homemaker Andrea Sullivan, wife of retired Marine 	

All sessions to occur in City Council Chambers