

**GULF BREEZE CITY COUNCIL
EXECUTIVE SESSION**

MAY 30, 2012
WEDNESDAY 6:30 P.M.
COUNCIL CHAMBERS

ACTION AGENDA ITEMS:

- A. Discussion and Action Regarding Special Event Application for the Gulf Breeze Quarterback Club Annual 5K Run September 8, 2012.
- B. Discussion and Action Regarding Holiday Decorations.
- C. Discussion and Action Regarding Sidewalk - Shoreline Park Loop.
- D. Discussion and Action Regarding Gilmore Bayou Dredging.
- E. Discussion and Action Regarding Updating / Replacing Accounting & Utility Billing Software.
- F. Discussion and Action Regarding City of Gulf Breeze Master Planning Invoice.
- G. Discussion and Action Regarding Natural Gas Deposit Policy : Ordinance 05-12 to Modify Section 19-281 and Resolution 09-12 Setting Deposit Schedule.
- H. Discussion and Action Regarding Natural Gas Information Sheet.
- J. Discussion and Action Regarding TDC Contribution for Baseball Tournament.
- K. Information Items

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

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



City of Gulf Breeze

Police Department

Robert C. Randle
Chief of Police

Richard Hawthorne
Deputy Chief of Police

To: Edwin Eddy, City Manager

From: Richard Hawthorne, Dep. Chief 

Ref: Special Event Application

Date: May 18, 2012

The Gulf Breeze Quarterback Club has submitted an application for their annual 5K Run. The run will be held on Saturday, September 8th and will begin at 7:30am. The run will start on Daniel Dr., proceed through the Baycliff and Plantation Hill area and end at the High School Track. Traffic Control will be done by on-duty and off-duty officers. The Quarterback Club will be responsible for paying the off-duty officers.

RECOMMENDATION: That the City Council approve the application.





City of Gulf Breeze

POLICE DEPARTMENT

PETER R. PAULDING
Chief of Police

ROBERT C. RANDLE
Deputy Chief of Police

CITY OF GULF BREEZE SPECIAL EVENT

PACKET INCLUDES

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

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

A. Randle 4/30/2012
Applicant's Signature Date





City of Gulf Breeze

POLICE DEPARTMENT

PETER R. PAULDING
Chief of Police

CITY OF GULF BREEZE

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

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

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

APPLICATION TO CONDUCT SPECIAL EVENT ON
CITY PROPERTY OR RIGHT-OF-WAY

5/1/2012
Date Submitted

1. ORGANIZATION BEING REPRESENTED:

Name GULF BREEZE QUARTERBACK CLUB
Address P.O. BOX 564 GULF BREEZE, FL 32562

2. PERSON REQUESTING PERMIT:

Name JACKIE FOXWORTH
Address P.O. BOX 564 GULF BREEZE, FL 32562
Phone (850) 341-1726

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

Name AMANDA HARRIS
Address P.O. BOX 564 GULF BREEZE, FL 32562
Phone (850) 736-9008

4. DATE, HOURS AND LOCATION OF EVENT:

SATURDAY, SEPTEMBER 8th 6am - 12pm
GBHS FIELD HOUSE

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

DOLPHIN DASH 5K Run
200 people - 1 set-up vehicle - Fundraiser
for Football/Cheer Program at GBHS

J Foxworth 4/20/2012
Applicant's Signature/Date

[Signature] 5-10-12
Police Department's Approval/Date

City Manager's Approval/Date



City of Gulf Breeze

Memorandum

To: Mayor and City Council

From: Edwin A. Eddy, City Manager

Date: 5/23/2012

Subject: Holiday Decorations

For three years now, the City has utilized a contractor (Property Innovations, Inc.) to decorate some of the medians along Gulf Breeze Parkway for the holidays. The lights and decorations are installed just after Thanksgiving and come down in January. We have spent the following on this project:

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Labor	\$11,748	\$11,948	\$12,098
Materials	6,146	4,575*	2,054
Total	<u>\$17,894</u>	<u>\$16,523</u>	<u>\$14,152</u>

*Reflects the added costs of decorations for east and west end signs.

Note that in the figures above, the cost of materials has been down from the first year. The contractor buys lights for the client (the City) and then reuses what he can each year.

We think it makes sense now after three years to rebid this project. We should specify use of LED lights as a bid alternate along with the general location and scope of decorations as a base bid.

It has been suggested that some local businesses and organizations may wish to add to our base level of decorations by adding another median to the base in return for a small 12' x 12' sign in the median acknowledging the contribution.

RECOMMENDATION:

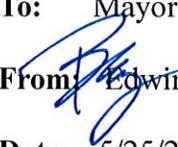
THAT THE CITY COUNCIL DIRECT STAFF TO BID OUT THE HOLIDAY DECORATION PROGRAM WITH THE SCOPE FROM 2011 AS A BASE BID. THE PACKAGE WILL INCLUDE BID ALTERNATES FOR LED LIGHT AND EXPANSION OF THE PROGRAM BASED ON CONTRIBUTIONS.



City of Gulf Breeze

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 5/25/2012

Subject: Sidewalk – Shoreline Park Loop

At the May 21st Council meeting staff was directed to work with Rebol Battle Engineering on a design for the Shoreline Park Sidewalk loop. Staff met with Rebol Battle and asked for a scope of work to be drafted for a six foot wide sidewalk along roughly the path previously discussed. On the south side of Shoreline Drive, the loop will follow the existing fire break. We will evaluate the possibility of extending the loop behind the Waste Transfer Station to the South Sunset right-of-way. On the north side of Shoreline Park, the sidewalks will form a perimeter for the football field, baseball and softball fields and will run along the north side of the driveway that will connect South Sunset.

Some excavation to the hill along the football field will be necessary. The scope of work will involve installation of retaining wall in those areas. Finally, we asked that the scope of work include the provision of low to the ground, walking lights that will likely be provided in low bollard posts either solar powered or hard wired to existing electric outlets.

A scope of work prepared by Rebol Battle is attached. The engineering/design for the lighting will be separate.

RECOMMENDATION:

THAT THE CITY COUNCIL AUTHORIZE REBOL BATTLE OF PENSACOLA TO COMPLETE THE ENGINEERING AND DESIGN FOR THE PROPOSED SHORELINE SIDEWALK LOOP FOR AN AMOUNT NOT TO EXCEED \$16,000.



REBOL-BATTLE & ASSOCIATES

Civil Engineers and Surveyors

May 24, 2012

Ron Pulley
Director of Parks and Recreation
City of Gulf Breeze
1070 Shoreline Drive
Gulf Breeze, Florida 32561

RE: Professional Civil Engineering & Surveying Services Proposal
Gulf Breeze Sidewalk Project
RBA Project No. 2012.059

Dear Mr. Pulley:

Rebol-Battle & Associates (RBA) thanks you for the opportunity to submit this proposal to provide professional civil engineering and surveying services for the above referenced project. Our services will include preparing complete construction documents and bid package including design drawings and specifications. The scope of work will in general conform to the Sidewalk Route Exhibit attached. In particular our services will provide:

- Additional survey data in all areas along the route which have not been previously surveyed as part of the recreation center expansion.
- Sidewalk construction details
- Sidewalk geometry and grading plans compliant with ADA regulations
- Cross walk design (Shoreline Drive)
- Retaining wall design (football field)
- Removable bollards design
- Bid options for miscellaneous sidewalk extensions (western fire break)
- Bid option for lighting (proposal to be separately provided by Hal Dell, PE)
- Bid option for geotextile bank erosion control in lieu of retaining wall (football field)

The following proposed fees are based upon our understanding of the anticipated scope of work:

Task 1 - Surveying Services	\$3,500.00
Task 2 – Civil Design / Bidding Services	<u>\$12,500.00</u>

Total Base Fee (Civil Engineering and Surveying):	\$16,000.00
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Professional Civil Engineering & Surveying Services Proposal
Gulf Breeze Sidewalk Project
Page 2

If this proposal is acceptable, please sign one copy and return it to us for our files. As we know the importance of this project, we will begin work immediately upon receiving your approval.

Sincerely,
REBOL•BATTLE & ASSOCIATES, LLC

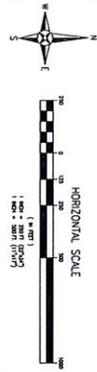


Paul A. Battle, PE

Proposal Accepted by:

Mr. Ron Pulley

Date



DP By: CBED
 CA By: RAB
 Date: 5/2/2012
 DRAWING NO.:
EXHIBIT

NOT FOR CONSTRUCTION

No.	DATE	REVISION

No.	DATE	REVISION

Gulf Breeze Recreational Center Sidewalk Extension
 GULF BREEZE, FLORIDA

CONCEPTUAL LAYOUT

REBOL-BATTLE & ASSOCIATES
 Civil Engineers and Surveyors
 6311 N. Birch Avenue, Suite 100
 Pensacola, Florida 32503
 Telephone 850-438-0269 Fax 850-438-0418
 EIS 00000657 L87918

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City of Gulf Breeze

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 5/24/2012

Subject: Gilmore Bayou Dredging

Attached are copies of staff memos presented to the Council in 2009 relative to the dredging of Gilmore Bayou. The City agreed to pay \$4,585 toward the dredging of the Bayou entrance based on the fact that the City owns Deadman's Island and property at the end of Montrose and Navy Cove. The City also agreed to be the permit holder for additional dredging to the east toward the isthmus that connects the Island to lots along Highpoint Drive.

The City never paid the amount noted toward the maintenance dredging of the mouth of the Bayou in 2009-2010.

The homeowners are again prepared to conduct a maintenance dredging project on the entrance to the Bayou. The fact that M and N Dredging is on site working on the Deadman's Island project will result in considerable savings in mobilization costs.

The homeowners have requested the City pay the \$4,585 previously approved toward the earlier project and the usual five shares of the balance on this years project. We should have a final amount based on a proposal to be submitted by M & N Dredging to the homeowners early next week.

RECOMMENDATION:

THAT THE CITY COUNCIL DIRECT STAFF TO PAY \$4,585 TOWARD THE CURRENT DREDGING OF THE ENTRANCE OF GILMORE BAYOU AND AN AMOUNT EQUAL TO FIVE SHARES OF THE BALANCE REMAINING.



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

Memorandum

To: Mayor and City Council

From: Edwin A. Eddy, City Manager

Date: 11/05/2009

Subject: Deadman's Island – Gilmore Bayou

Recent north winds have resulted in erosion damage to the northeast face of Deadman's Island. Recent grant awards include funds for erosion control, such as the installation of filter cloth and rip rap, according to consultant, Heather Reed. There is a barge contractor in the vicinity that can make about 100 cubic yards of limestone rip rap available to the City for placement on the island where the erosion is occurring. Volunteers would be used to install filter cloth and rip rap.

The total cost of this added scope of work beyond what the grants will cover is the cost of in house equipment and staff time.

This part of the project will not be done until all permits are in place. We have been advised permits will be forthcoming.

RECOMMENDATION

THAT THE CITY COUNCIL APPROVE PLACEMENT OF 100 CUBIC YARDS OF LIMESTONE RIP RAP ON THE NORTHEAST FACE OF EXISTING DEADMAN'S ISLAND TO BE FUNDED BY EXISTING GRANTS INSTALLED WITH IN HOUSE LABOR AND EQUIPMENT.

The Gilmore Bayou Homeowner's Association has been planning to dredge the mouth of the Bayou around the southwest end of Deadman's Island. Estimates are that about 300 cubic yards of spoil needs to be removed from the channel to maintain clear access. The spoil will be placed in the "bowl" type site on the southwest end of the island.

The association had estimates from dredging firms of \$40,000 to \$80,000 for the work. They planned on asking the City to pay five shares of the cost. This has been the practice in previous dredging. (There are 34 homeowners with the City agreeing to pay five shares due to public ownership of the island and other public access points, the final cost would be divided by 39.)

A fully licensed and insured dredging firm has agreed to do the work for \$35,750 if he can begin work over the next few weeks.

The cost would be equal to \$917.00 per share. For the City the total cost would be \$4,585.00. Funding for this project could be taken from the 2009 Capital fund which has a balance of \$258,054.00.

RECOMMENDATION:

THAT THE CITY COUNCIL APPROVE A CONTRIBUTION FROM 2009 CAPITAL FUNDS NOT TO EXCEED \$4,585.00 TO COVER THE COST OF FIVE SHARES OF THE DREDGING OF THE MOUTH OF GILMORE BAYOU.



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

November 24, 2009

TO: Mayor and City Council

FROM:  Edwin A. Eddy, City Manager

SUBJ: ADDITIONAL DREDGING - GILMORE BAYOU

The City Council recently approved the expenditure of \$4,585 for five shares of the cost of dredging the entrance of Gilmore Bayou. Some of the homeowners wish to complete further dredging to the northeast of the opening along the properties that back up to the Deadman's Island end of the Bayou from the isthmus to the opening. This added dredging is subject to permitting and will be paid for totally by the owners of the property that will benefit.

In the attached letter, two homeowners, Bob Ozburn and Bob Switzer, request that the City advise the permitting agencies that the City will oversee the dredging and be responsible for compliance with the permit. Heather Reed of Ecological Consulting Services is working on obtaining the permits and is being compensated by the homeowners for her work. I am confident the added dredging will be completed without a problem. It is fairly simple work and Ms. Reed will be on site for monitoring. By the City serving as the applicant, there is a better chance this project can go forward.

RECOMMENDATION:

That the City Council direct staff to prepare the appropriate correspondence for signature by the City Manager advising permitting agencies that the City will serve as the applicant for a permit for dredging in Gilmore Bayou.

EAE:msr

Memo

To: Edwin Eddy, City Manager
From: Steve Milford
Date: May 23, 2012
Re: Updating / Replacing Accounting & Utility Billing Software



Since 1995 the City has used software and software services provided by HTE and its successor organization Sungard for utility billing and the core accounting and back office processes. Currently, the City uses Sungard as a SAAS (software as a service) provider, using a secure internet connection to Sungard servers where the actual processing and data reside (the City ceased operating its own IBM AS400 server in 2007). Annual costs for Sungard services are currently just short of \$65,000 per year. The current contract expires in February 2013, but is subject to 60 day termination notice.

In addition to supporting utility billing, payroll, purchasing, payables, budgeting and general accounting, the software contract includes modules for business tax certificates (occupational licensing), code enforcement, and planning engineering.

Unfortunately, the software features included in our contract have not kept pace with features available in Windows-based products. Further, the landscape of municipal software providers has changed significantly in the past 17 years. Sungard offers a Windows-based set of software modules, however, the offering does not currently include utility billing.

I believe it is in the best interest of the City to pursue a Request for Proposal with a long time frame (4 to 6 months) to investigate and evaluate alternatives to our current software. Major objectives of the RFP will be to: 1) increase productivity in the utility billing process; 2) increase ease of integration with web access; 3) improved automated communications with customers; 4) improved interface with banking information; 5) improved internal reporting and Annual Report support, among others.

Preliminary investigation of alternatives in 2011 identified potentially satisfactory alternative software vendors; however the proposed transition costs were in the area of \$80,000 to \$100,000 one-time costs. The proposed RFP would require the winning vendor to amortize any such costs in a 3 to 5 year contract price.

Recommendation:

The City Council direct staff to issue an RFP for the City's utility billing, 'backoffice' and accounting software for the purposes of providing a recommendation to the City Council prior to current contract expiration.



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager
FROM:  David J. Szymanski, Assistant City Manager
DATE: May 23, 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: 0148004 for professional services from April 15, 2012 to May 12, 2012. in the amount of \$15,166.57. This is the third payment against this \$329,500 contract. YTD we have spent \$32,936.67. The following actions have been taken against contract tasks:

Task 1 – Context Report

- Prepare basemaps and GIS data webpage
- Review City regulatory documents to analyze existing conditions and policies that affect development
- Coordination with economic subconsultants
- Updates to master project schedule

Task 2 – Public Participation Process

- Prepare stakeholder interviews schedule, coordinate with steering committee members to confirm invited attendees
- Phone calls and emails to follow up with invitees
- Prepare worksheets and questions for stakeholders
- Round trip travel to Gulf Breeze, two days of stakeholder's interview sessions
- Begin preparing schedule and logistics for Design Charette

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, June 4, 2012 and approve payment of Invoice No. 148004 for \$15,166.57 to VHB MillerSellen.



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

Invoice

Invoice No: 0148004
May 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 April 15, 2012 to May 12, 2012

Task 00000 Reimbursables
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Context Report	25,000.00	66.00	16,500.00	10,500.00	6,000.00
Public Participation Process	105,000.00	15.70	16,485.00	7,455.00	9,030.00
Revitalization Alternatives	75,000.00	0.00	0.00	0.00	0.00
Market Analysis	54,500.00	4.60	2,507.00	2,507.00	0.00
Master Plan Preparation	55,000.00	0.00	0.00	0.00	0.00
Total Fee	314,500.00		35,492.00	20,462.00	15,030.00
Total Fee				15,030.00	

Reimbursable Expenses

Postage & Delivery	22.27	
Travel & Lodging	100.66	
Meals	13.64	
Total Reimbursables	136.57	
Total this Task		\$15,166.57
Total this Invoice		\$15,166.57

Billings to Date

	Current	Prior	Total
Fee	15,030.00	20,462.00	35,492.00
Labor	0.00	5,362.50	5,362.50
Consultant	0.00	1,291.42	1,291.42
Expense	136.57	5,820.75	5,957.32
Totals	15,166.57	32,936.67	48,103.24

Payment Due Upon Receipt.

Remittance copy



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager

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

DATE: May 23, 2012

RE: Natural Gas Deposit Policy
Ordinance 05-12 to Modify Section 19-281
Resoultion 09-12 Setting Deposit Schedule

The City Council discussed and approved changes to the natural gas deposit requirements in concept. Staff has taken its proposals and City Council input to make the two minor changes that should cover the needs as discussed in the memo dated May 11, 2012

The Ordinance will be modified to reference the deposit schedule approved by City Council and maintained in the City Clerk's office. The attached resolution will set that deposit schedule to the following: the minimum deposit will be \$50 for residential customers; \$100 for commercial customers where they are owners or Pensacola Beach master lease holders; and two months estimated usage not to exceed \$1,000 for commercial property leases or Pensacola Beach sublease holders. The ability to increase the deposit amount remains with the City Manager for cases of chronic delinquency.

The staff recommendation originally included deleting subsection (e) regarding bonds in lieu of deposits. After further consideration, only the natural gas part has been removed, as the bond option should still be available for water and sewer customers.

RECOMMENDATION: The City Council approve Ordinance 05-12 on first reading on June 4, 2012 and schedule the second reading and public hearing on June 18, 2012. Also recommended is the approval of Resolution 09-12 on June 18, 2012.

ORDINANCE 05-12

A ORDINANCE OF THE CITY OF GULF BREEZE, FLORIDA, PERTAINING TO THE COLLECTION OF DEPOSITS FOR NATURAL GAS SERVICE TO COMMERCIAL CUSTOMERS, AMENDING SECTION 19-281 OF THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING AN EFFECTIVE DATE..

WHEREAS, the City of Gulf Breeze offers natural gas service to commercial customers both within and outside of its incorporated limits; and,

WHEREAS, the City of Gulf Breeze requires that all service be secured by a form of deposit or security; and,

WHEREAS, the City Council desires to modify the deposit and security requirements to reflect current conditions in the natural gas market and facilitate the addition of large natural gas commercial customers;

NOW, THEREFORE, BE IT ORDAINED By the City Council of the City of Gulf Breeze, Florida, as follows;

SECTION 1 - Section 19-281 is hereby amended to read as follows:

- (c) Gas utility deposits.
- (1) No connection shall be made to the City's natural gas system until a deposit therefore has been paid to the City by the prospective gas service user in the amount as set forth in the utility deposit schedule in the city clerk's office and in accordance with the rules and regulations approved by the City Council applicable thereto. The rules and regulations adopted pursuant to this subsection shall provide a charge for making any such connections to the natural gas system in such a reasonable amounts as the City Council may determine. No connection shall be made to the city natural gas system until a deposit has been made to the city by the prospective gas service user in the minimum which is on file in the city clerk's office nor more than an amount not to exceed two months' estimated usage in accordance with rules and regulations which shall be adopted from time to time by the city council. The rules and regulations adopted pursuant to this subsection shall provide a charge for making any such connections in such a reasonable amount as the city council may determine.
 - (2) The city council may provide that there be no connection charge or tap fee for connections to the gas system.
 - (3) The city shall be entitled to recover the cost of making any connection, together with reasonable penalties, interest and attorney's fees, by suit in any court of competent jurisdiction. In addition and as an alternative means of collecting such cost of making connections, the city shall have a lien on such lot or parcel of land for such cost, which lien shall be of equal dignity with the lien of state, county and municipal taxes. Such lien may be foreclosed by the city in the same manner provided by state laws for the foreclosure of mortgages upon real estate.
 - (4) Each dwelling unit in an apartment house shall be considered as a separate consumer under this division and shall be separately metered and billed.

- (d) Utility deposit increases. If any customer account is on the cutoff list more than twice in any 12-month period, the city manager is authorized to increase the amount of deposit to cover an average usage of total city utilities services, including water, sewer, gas and refuse collection, for a period of two months.
- (e) Bond as utility deposit. In the event that the calculation of water, and/or sewer ~~and/or~~ gas utility deposits referenced in the preceding section results in a utility deposit in excess of \$5,000.00 for a single commercial or residential utility account, the owner or individual is whose name the utility account is registered may place a bond, letter of credit, certificate of deposit, or other guarantee, in a form acceptable to the city in lieu of the cash deposit required herein.

SECTION 2 – 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 3 – CONFLICT

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

SECTION 4 – EFFECTIVE DATE

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

PASSED ON THE FIRST READING ON THE ____ DAY OF _____, 2012.

ADVERTISED ON _____ DAY OF _____, 2012.

PASSED ON THE SECOND READING ON THE ____ DAY OF ____, 2012.

BY: _____
Beverly Zimmern, Mayor

ATTESTED TO BY:

Marita Rhodes, City Clerk

RESOLUTION 09-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA, ESTABLISHING THE NATURAL GAS SERVICE DEPOSIT AND CONNECTION FEE POLICY.

WHEREAS, the City of Gulf Breeze provides both natural gas service within and outside of its incorporated limits;

WHEREAS, the City Council has determined that a deposit and connections fees must be collected to protect the City's interests; and,

WHEREAS, the City Council also wishes to provide a policy that does not discourage new customers from utilizing the natural gas system;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA AS FOLLOWS;

SECTION 1: The Natural Gas deposits and connection fees are amended as follows:

- Residential Customers - \$50.00 minimum
- Commercial Property Owners or Pensacola Beach Master Lease Holders - \$100.00 minimum
- Commercial Lessees or Pensacola Beach Sublease Holders – two months anticipated usage, but not to exceed \$1000.00
- The City Manager, per Code of Ordinances, may approve a larger deposit up to two months average usage
- New Connection Fee - \$300.00 unless waived by Director of Public Service

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, SANTA ROSA COUNTY, FLORIDA on this _____ day of

_____, 2012.

Beverly Zimmern, Mayor

ATTEST

Marita Rhodes, City Clerk



City of Gulf Breeze

TO: Edwin A. Eddy, City Manager

FROM: Vernon L. Prather, Director of Public Services
Stephen A. Milford, Director of Finance

DATE: May 11, 2012

RE: Municipal Code Section 19-281
Deposit Requirements for Natural Gas Accounts

The expansion of the City's natural gas system to Pensacola Beach allows for the potential of numerous large commercial accounts to be added.

The City's current deposit requirement may prove to be a deterrent to obtaining new customers, as the financial burden of such a deposit may be significant and other providers of energy (i.e., propane or electric) have either no deposit requirements or issue a refund after one or two years. The current Ordinance requires a gas deposit in the amount not in excess of two months usage.

To illustrate the magnitude of the deposit requirements, we calculated Flounders restaurant as follows: Yearly estimated consumption in therms of 34,000 x \$1.34 per therm = yearly total of \$45,560 x 2/12 (.167) to arrive at a deposit of \$7,600.00 in order to achieve a two-months deposit based on monthly average usage.

Staff believes that we should modify our deposit requirements to better reflect market conditions and facilitate the connection of large commercial customers. The contemplated changes could be achieved by the following actions:

Repeal Section 19-281.4(e) in its entirety;

Restate Section 19-281.4(e) as follows:

- The City will require a \$100.00 deposit on all commercial gas accounts that are also the owner, or for Pensacola Beach the master leaseholder, of the occupied premises. Gas accounts that are for rental properties or sublease holder occupied will be governed by existing provisions of Utility Code Section 19-281 up to a maximum deposit of \$1,000.

*Approved by the City
Council on 5-21-12*

- A Reserve for Bad Debts will be established to fund any losses between final invoices for customers and their final payments and deposits to a level recommended jointly by the Director of Public Services and Director of Finance and approved by the City Manager. Any losses incurred by the reserve will be funded from revenues.

The revised deposit schedule allows the Gas System to better compete for customers and also recognizes the difference between businesses that are owner operated as compared to rental or sublease units.

The provisions contained Utility Code Section 19-281.4 (d) **Utility Deposit Increases** are still available to the City for customers who do not pay their bills in a timely manner. This section authorizes the City Manager to increase the amount of deposit for customers who are on the cutoff list more than twice in any 12 month period.

The proposed deposit requirements contained in Utility Code Section 19-281.4 (e) are for Commercial Gas only. All other utility accounts will continue to be governed by the City's existing ordinances.

Recommendation: City Council direct staff to prepare an Ordinance to amend the Municipal Code of Ordinances as described relative to gas utility deposits.

Sec. 19-281. - Utility deposits.

- (a) *Water utility deposits.*
- (1) Residential units connecting to the water system shall place on deposit with the city for water connection the amount which is on file in the city clerk's office.
 - (2) Each commercial unit connecting to the water system shall place on deposit with the city the amount which is on file in the city clerk's office.
- (b) *Sewer utility deposits.*
- (1) Residential units connecting to the sewer system shall place on deposit with the utility for sewer connection the amount which is on file in the city clerk's office.
 - (2) Each commercial unit connecting to the sewer system shall place on deposit with the utility, per licensed commercial business contained therein, the amount which is on file in the city clerk's office.
- (c) *Gas utility deposits.*
- (1) No connection shall be made to the city natural gas system until a deposit has been made to the city by the prospective gas service user in a minimum amount which is on file in the city clerk's office nor more than an amount not to exceed two months' estimated usage, in accordance with rules and regulations which shall be adopted from time to time by the city council. The rules and regulations adopted pursuant to this subsection shall provide a charge for making any such connections in such a reasonable amount as the city council may determine.
 - (2) The city council may provide that there be no connection charge or tap fee for connections to the gas system.
 - (3) The city shall be entitled to recover the cost of making any connection, together with reasonable penalties, interest and attorney's fees, by suit in any court of competent jurisdiction. In addition and as an alternative means of collecting such cost of making connections, the city shall have a lien on such lot or parcel of land for such cost, which lien shall be of equal dignity with the lien of state, county and municipal taxes. Such lien may be foreclosed by the city in the same manner provided by state laws for the foreclosure of mortgages upon real estate.
 - (4) Each dwelling unit in an apartment house shall be considered as a separate consumer under this division and shall be separately metered and billed.
- (d) *Utility deposit increases.* If any customer account is on the cutoff list more than twice in any 12-month period, the city manager is authorized to increase the amount of deposit to cover an average usage of total city utilities services, including water, sewer, gas and refuse collection, for a period of two months.
- (e) *Bond as utility deposit.* In the event that the calculation of water, sewer and/or gas utility deposits referenced in the preceding section results in a utility deposit in excess of \$5,000.00 for a single commercial or residential utility account, the owner or individual in whose name the utility account is registered may place a bond, letter of credit, certificate of deposit, or other guarantee, in a form acceptable to the city in lieu of the cash deposit required herein.

	Gas Chrgs 12 months	Average Mon. Charges	Gas Deposit	Deposit Date	Customer Number	Location Number
Gulf Breeze Hospital	\$157,088.19	\$13,090.68	\$1,500.00	Oct-85	13219	13312
Mediacom Comm	\$38,316.16	\$3,193.01	\$400.00	Feb-02	27627	18426
Gulf Coast Health Care	\$31,604.37	\$2,633.70	\$1,000.00	Aug-99	19687	1804
The Club	\$27,580.59	\$2,298.38	\$300.00	May-99	19927	16276
Bay Beach Inn	\$21,233.49	\$1,769.46	\$2,625.00	Jul-02	27613	12754
Holley by the Sea	\$21,195.37	\$1,766.28	\$500.00	Apr-03	29765	19034
Wal Mart	\$17,743.86	\$1,478.66	\$200.00	Jul-97	18565	15940
Ruby Tuesday	\$17,697.58	\$1,474.80	\$750.00	Jan-02	26823	18188
Royal Palace Buffet	\$14,555.53	\$1,212.96	\$4,500.00	Oct-09	45673	13566
IHOP	\$11,828.91	\$985.74	\$2,875.00	Nov-08	43575	18708
Gulf Breeze High School	\$10,044.17	\$837.01	\$0.00		9701	9722
Mullet Residence	\$4,691.39	\$390.95	\$50.00	Feb-02	21975	17684



City of Gulf Breeze

MEMORANDUM

TO: Edwin A. Eddy, City Manager
FROM: Thomas E. Lambert, Assistant Director of Public Services
DATE: May 23, 2012
RE: Natural Gas Information Sheet

Due to customer concern and recent articles about the cost of natural gas versus billed rates, staff believes that an information sheet for customers would be a good idea. The attached graph shows the cost of natural gas and the billed rates over the past 3 years.

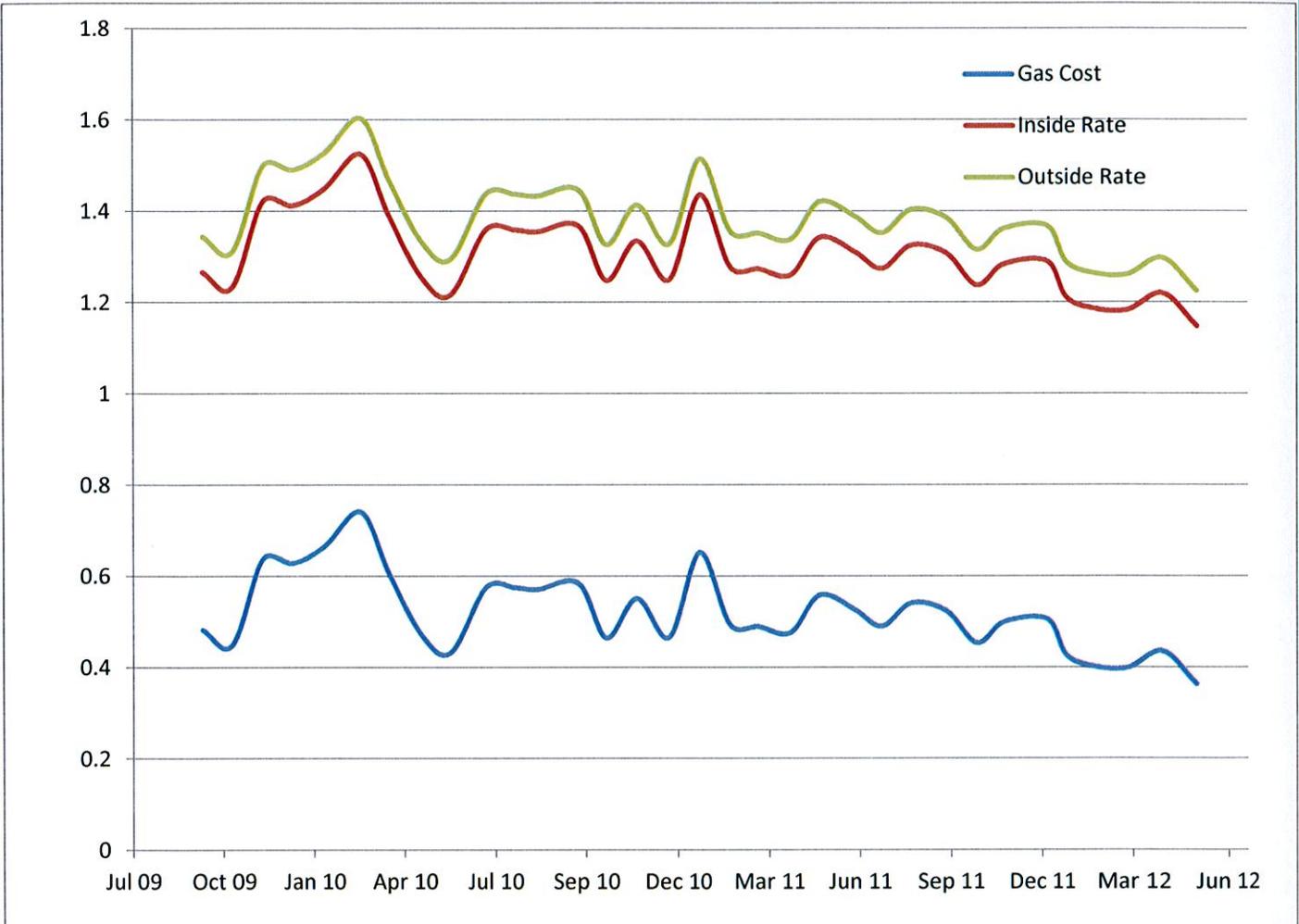
The copy emphasizes that 1) the City is passing through savings in gas cost, 2) the operation and maintenance cost is a fixed fee that does not vary with the cost of gas, and 3) that the City will leverage our new service area on Pensacola Beach to provide better rates because of economies of scale the ability to sell natural gas in the summer.

We will insert these in the utility bills and/or the mandated reports to the customers we must complete from time to time if the City Council approves of the language. The Consumer Confidence Reports must go out in June, so that may delay the insert until July.

RECOMMENDATION: The City Council approve the attached Natural Gas Information sheet as a bill insert to all customers.

THE VALUE (AND COST) OF NATURAL GAS

Natural Gas is a commodity, and as such the cost varies daily depending on supply, demand, and predictions of future needs. The City has contracts with suppliers to provide the gas at their market cost plus a transportation fee. The graph shows the blended cost from our supplier as well as the average cost for a customer inside the City and one that resides outside the City. The trend for the past three years has been a declining cost, with some variability due to changes in demand.



The natural gas rate is calculated as the total gas cost averaged over the sales, plus a fixed cost that covers operation and maintenance of the distribution system and regulatory costs. The fixed operational cost declines for customers who use more natural gas.

With the addition of Pensacola Beach, and its summer usage, to our service area; the City will be able to take advantage of opportunities to buy blocks of gas at lower rates. As always, the City's objective is provide your energy needs with the best possible service at the lowest possible rate.



NATURAL GAS RATE MONTHLY RATE COMPARISON							
		Monthly Use	Feb 2010	Nov 2011	Jul 2011	Apr 2012	% Savings 2/10 to 4/12
RESIDENTIAL							
<i>Inside</i>	Low	1	8.60	8.41	8.35	8.23	4.39%
	Average	21	39.03	35.04	33.76	31.10	20.31%
	High	687	974.02	843.63	801.86	714.75	26.62%
<i>Outside</i>	Low	1	10.69	10.50	10.44	10.31	3.53%
	Average	13	29.85	27.38	26.59	24.94	16.44%
	High	123	194.59	171.24	163.76	148.17	23.86%
COMMERCIAL							
<i>Inside</i>	Low	10	22.25	20.35	19.75	18.48	16.96%
	Average	309	441.95	383.30	364.51	325.33	26.39%
	High	13,074	16,872.46	14,391.01	13,596.12	11,938.33	29.24%
<i>Outside</i>	Low	10	25.04	23.14	22.53	21.26	15.07%
	Average	256	386.40	337.81	322.24	289.78	25.00%
	High	1973	2,917.60	2,543.12	2,423.16	2,172.99	25.52%

Note: This table includes monthly base fee but excludes gross receipts and sales taxes.



City of Gulf Breeze

Memorandum

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: 5/25/2012

Subject: Request for Funds – Baseball Tournament

Attached is a letter from Jim Lively, President of the Gulf Breeze High School Baseball Boosters, requesting a contribution of tourist development funds toward the “Gulf Breeze Summer Classic” baseball tournament.

Over the years, this tournament has drawn teams to the area all over the southeast. Due to the lack of hotel space here in the City, most of the room occupancy goes to hotels on the beach. We have contributed to soccer tournaments in the past under similar circumstances.

We have the funds in TDC revenue to make a conservative contribution of \$2,500. We can then base future contributions on the success achieved. We suggested to Mr. Lively that he petition Escambia County TDC for a contribution as their hotels mainly benefit.

RECOMMENDATION:

THAT THE CITY COUNCIL APPROVE AN EXPENDITURE OF \$2,500 FROM TOURIST DEVELOPMENT COUNCIL FUNDS FOR THE GULF BREEZE SUMMER CLASSIC BASEBALL TOURNAMENT.

Gulf Breeze High School Baseball Boosters
PO Box 716
Gulf Breeze, FL 32562

April 25, 2012

City of Gulf Breeze
PO Box 640
Gulf Breeze, FL 32562-0640
Attn: Buz Eddy



RE: Request for Donation from the (TDC) Tourist Development Council

Dear Mr. Eddy:

I represent the GBHS Baseball Boosters Association. I am sure that you already know that we have the task of raising almost all of the money required to operate and maintain the baseball program at Gulf Breeze High School. This cost including field maintenance, uniforms, baseballs and equipment runs as much as \$40,000 to \$60,000 per year.

In the past, the "Gulf Breeze Summer Classic" baseball tournament has been the primary fundraising event for this program. It is getting more and more difficult and expensive to get teams in here to play in this tournament. We need to advertise more in all of the surrounding markets, which is very expensive.

We would like to ask the Tourist Development Council for \$5000 to \$10,000 to help defray some of the costs and expenses of putting on this tournament. By the way, this tournament has brought many teams in from out of town/state with players, coaches and fans for rooms, food and fun.

Your help with this matter would be appreciated very much.

Sincerely,


Jim Lively, President
GBHS Baseball Boosters