GULF BREEZE CITY COUNCIL
REGULAR MEETING

SEPTEMBER 18, 2012
TUESDAY, 6:30 P.M.
COUNCIL CHAMBERS

1. Roll Call

2. Invocation and Pledge of Allegiance

SPECIAL MEETING: PUBLIC HEARING REGARDING:

RESOLUTION NO. 16-12: Establishing a Final Millage Rate of 1.90 Mills
RESOLUTION NO. 17-12: Adopting Final Budget for Fiscal Year beginning October 1, 2012

3. Approval of Minutes of September 5, 2012 (Regular Meeting)
Approval of Minutes of September 5, 2012 (Community Redevelopment Agency)

4. **PUBLIC HEARING:** Resolution No. 18-12: Approving Application for a Community Development Block Grant

5. **CONSENT AGENDA ITEMS:***

A. Discussion and Action Regarding Development Review Board Referral of Sept. 4, 2012

I. Richard Hubbell - 26 Highpoint Drive
Request to Replace the Existing Seawall and Deck, Adding to the Deck Landward of the Seawall and Repairing Existing Dock

B. Discussion and Action Regarding Special Event Request - Calvary Chapel Annual Fall Harvest Festival, Saturday, October 27, 2012, 2:00 - 6:00 p.m.

C. Discussion and Action Regarding Special Event Request - St. Francis of Assisi Episcopal Church - Run/Walk with Pets, October 6, 2012 8:00 a.m.

D. Discussion and Action Regarding Approval to Bid for Purchase of 40 SCBA Bottles for the Fire Department

E. Discussion and Action Regarding SSRUS Board Recommendations of August 23, 2012
I. SRF Loan Repayment
II. Rate Increase and Final Budget Approval

F. Discussion and Action Regarding Award of Bid - Montrose and Navy Cove Boulevard Water Main Improvements

G. Discussion and Action Regarding Award of Bid - Christmas Holiday Decorations - Highway 98

H. Discussion and Action Regarding Tree Replacement - Access Road

***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:

NONE

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 1,207th regular meeting of the Gulf Breeze City Council, Gulf Breeze, Florida was held at the Gulf Breeze City Hall on Wednesday, September 5, 2012, at 6:30 p.m.

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

PUBLIC HEARING: RESOLUTION NO. 14-12: ESTABLISHING A TENTATIVE MILLAGE RATE OF 1.90 MILLS

The Resolution was read by title only by the City Clerk. The Mayor opened the floor for public comment. There were no public comments made and the Mayor closed the Public Hearing. Councilman Landfair moved for approval of the Resolution. Councilman Cleveland seconded. The vote for approval was 5 - 0.

PUBLIC HEARING: ADOPTING TENTATIVE BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2012

The Resolution was read by title only by the City Clerk. The Mayor opened the floor for public comment. There were no public comments made and the Mayor closed the Public Hearing. Councilman Schluter moved for approval of the Resolution. Councilman Henderson seconded. The vote for approval was 5 - 0.

APPROVAL OF MINUTES:

Councilman Cleveland moved for approval of the minutes for the regular meeting held on Monday, August 20, 2012. Councilman Schluter seconded. The vote for approval was 5 - 0.

ORDINANCE NO. 06-12: PERTAINING TO CODE ENFORCEMENT: AMENDING SECTIONS 8-28; 8-29; 8-37; 8-56 AND 9-128 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 Cleveland moved to approve the Ordinance. Councilman Schluter seconded. The vote for approval was 5 - 0.

CONSENT AGENDA ITEMS:

RECOMMENDATION:

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

A. SUBJECT: DISCUSSION AND ACTION REGARDING ADDING OLD COPIERS AND PRINTERS TO THE POLICE DEPARTMENT SURPLUS/SALVAGE PROPERTY TO SELL ON GOVDEALS.COM

Reference: City Clerk memo dated August 16, 2012

RECOMMENDATION

That the City Council declare the old copiers and printers as surplus property and authorize the Police Department to sell the items on Govdeals.com with other surplus property with the proceeds being deposited into the City General Fund.

B. SUBJECT: DISCUSSION AND ACTION REGARDING AWARD OF BID FOR CNG 12 PASSENGER (INMATE) VAN AND (1) CNG 3/4 TON CARGO VAN TO HUB CITY FORD

Reference: Public Services Director memo dated August 22, 2012

RECOMMENDATION:

That the City Council authorize purchase of one 12 passenger CNG van with funding assigned to FEMA Alt Project #11 for $40,999.00 and one 3/4 ton cargo van with funding assigned to SSRUS for $34,999.00 from Hub City Ford.

C. SUBJECT: DISCUSSION AND ACTION REGARDING DENTAL, VISION AND ANCILLARY BENEFITS COVERAGE FOR FISCAL YEAR 2013

Reference: Finance Director memo dated August 21, 2012

RECOMMENDATION:

That the City Council accept the recommendation of Rich & Company and maintain the current carriers for the ancillary insurance coverages at an estimated total annual increase of $6,545, or about $75 per full time employee.

D. SUBJECT: DISCUSSION AND ACTION REGARDING STORMWATER UTILITY RATE INCREASE

Reference: Assistant Public Services Director memo dated August 22, 2012

RECOMMENDATION:

That the City Council approve the $0.25 increase according to a schedule provided and that a Public Hearing on this matter be held on October 15, 2012.

E. SUBJECT: DISCUSSION AND ACTION REGARDING CITY WATER/SEWER UTILITY RATE INCREASE

Reference: Assistant Public Services Director memo dated August 22, 2012

RECOMMENDATION:

That the City Council approve the full funding of the deficit be approved according to the schedule provided with a Public Hearing held on October 15, 2012.

F. SUBJECT: DISCUSSION AND ACTION REGARDING WALMART LIFT STATION

Reference: City Manager memo dated August 22, 2012

RECOMMENDATION:

That the City Council approve a budget of $32,000 for the upgrade of the Walmart lift station. It is recommended the project be funded by the CRA.

Councilman Landfair moved for approval of Consent Agenda Items: A, B, C, D, E, and F. Councilman Cleveland seconded. The vote for approval was 5 - 0.

ACTION AGENDA ITEMS:

A. SUBJECT: DISCUSSION AND ACTION REGARDING ASSISTANCE WITH DEMOLITION COSTS, HAMPTON INN

Reference: City Manager memo dated August 28, 2012

RECOMMENDATION:

That the City Council deny the request by Banyan Properties for assistance with the demolition of the wing of the old hotel to make way for a Hampton Inn.

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

ADJOURNMENT:

Mayor Zimmern adjourned the meeting at 6:45 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 Wednesday, September 5, 2012, at 6:40 p.m.

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

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

A. SUBJECT: <u>DISCUSSION AND ACTION REGARDING CITY OF GULF BREEZE MASTER PLANNING INVOICE</u>

Reference: Assistant City Manager memo dated August 21, 2012

RECOMMENDATION:

That the City Council meet as the Board of Directors of the Community Redevelopment Agency on Wednesday, September 5, 2012 and approve payment of Invoice No. 151704 for $34,093.47 to VHB Miller Sellen.

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

B. SUBJECT: <u>DISCUSSION AND ACTION REGARDING APPROVAL OF EXPENDITURE OF $6,688 FOR SIDEWALK AT WAYSIDE PARK EAST AND CIRCULAR SIDEWALK AROUND SCULPTURE</u>

Reference: City Manager memo dated September 30, 2012

RECOMMENDATION:

That the City Council meet on Wednesday, September 5, 2012, as the Board of Directors of the Community Redevelopment Agency and approve the expenditure of $6,688 for 210 linear feet of sidewalk in Wayside Park East as well as a circular sidewalk around the sculpture and authorize Hewes Constructions to complete the work.

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

ADJOURNMENT:

Mayor Zimmern adjourned the meeting at 6:44 p.m.

CITY CLERK

MAYOR

RESOLUTION NO. 16-12

A RESOLUTION LEVYING AN AD VALOREM PROPERTY TAX FOR THE CITY OF GULF BREEZE FOR 2012; PROVIDING AN EFFECTIVE DATE.

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

SECTION 1:

An ad valorem tax of 1.90 mills is levied for 2012 against all property, both real and personal, not exempt from taxation within the corporate limits of the City of Gulf Breeze.

SECTION 2:

The 2012 ad valorem tax rate of 1.90 mills constitutes a -0.29% decrease from the Rolled-Back Rate (1.9056) as calculated according to Chapter 200, Florida Statutes.

SECTION 3:

This resolution shall take effect immediately upon its adoption by the City Council and shall be published as required by law.

ADOPTED: _____

APPROVED: _____
Beverly H. Zimmern, Mayor

ATTEST:

_____
Marita Rhodes, City Clerk

RESOLUTION NO. 17-12

A RESOLUTION TO BE ENTITLED:

A RESOLUTION ADOPTING A BUDGET FOR THE CITY OF GULF BREEZE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, MAKING APPROPRIATIONS FOR THE PAYMENT OF THE EXPENSES OF THE CITY GOVERNMENT AND ALL DEPARTMENTS THEREOF AND FOR THE PAYMENT OF ACCOUNT OF THE BONDED INDEBTEDNESS OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, REPEALING CLAUSE AND EFFECTIVE DATE.

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

SECTION 1:

That the appropriation hereinafter made are based on the estimates contained in the Budget, as indexed, submitted by the City Manager, as afterwards revised, approved and adopted by the City Council for the payment of the expenses of the City Government and all Departments of the City, and on account of the bonded indebtedness, as the same as set forth in said Budget so adopted, copies of which are on file in the Office of the City Manager, and to which reference may be made;

That said budget summarized as to estimated revenues, transfers and appropriations for fund is set forth herein;

That there is estimated there will received and available for appropriation for the Fiscal Year beginning October 1, 2012 the amounts of revenues as listed according to the respective funds; detailed by source, type, and account as set forth in said Budget;

That there be and is hereby appropriated the sums shown for the various purposes hereinafter specified, for the Fiscal Year beginning October 1, 2012, provided from the sources of revenue hereinbefore designated;

That there is determined that certain transfer of funds will be required during the Fiscal Year beginning October 1, 2012, and such transfers are hereby authorized as set forth herein:

Revenues:	General Fund	Urban Core Redevel	GB Financial	Natural Gas Fund	SSRUS Fund	Solid Waste Fund	Water & Sewer Fund	Stormwater Fund	Traffic Citation Fund	
Taxes	2,469,221	752,089								
Licenses Fees & Permits	12,500									
Intergovernmental Revenue	579,313									
Charges for Services	283,800		702,401	2,000,000	4,091,593	1,064,431	1,842,350	195,000	425,000	
Fines & Forfeits	186,900									
Miscellaneous Revenues	211,264		237,000	6,000	459,446		35,500		6,000	
Other Sources	1,868,737				227,557		105,059	9,638		
TOTAL:	5,611,735	752,089	939,401	2,006,000	4,778,596	1,064,431	1,982,910	204,638	431,000	17,770,800

Expenditures:	General Fund	Urban Core Redevelop	GB Financial	Natural Gas Fund	SSRUS Fund	Solid Waste Fund	Water & Sewer Fund	Stormwater Fund	Traffic Citation Fund
Wages	2,424,523	0	80,900	359,120	965,110	77,549	266,068	90,125	0
Taxes & Benefits	572,070	0	28,218	113,366	291,198	9,550	63,770	27,046	0
Services & Contracts	455,960	300,000	72,840	892,500	627,500	903,487	764,946	15,000	30,000
Operating Expenses	727,466	82,300	17,400	97,400	607,900	3,000	142,100	11,400	305,000
Administration	485,010	7,100	17,040	157,590	305,200	4,000	78,600	2,500	21,000
Debt Costs (Int & Prin)	444,102	0	3,756	0	1,063,042	0	113,089	42,567	0
Contribution & Grants	0	0	24,000	0	0	0	0	0	0
Transfers	178,726	193,737	500,000	191,617	271,778	66,845	399,337	16,000	75,000
	5,287,857	583,137	744,154	1,811,593	4,131,728	1,064,431	1,827,910	204,638	431,000
Capital	0	168,952	0	121,200	424,211	0	155,000	0	0
SUB TOTAL:	5,287,857	752,089	744,154	1,932,793	4,555,939	1,064,431	1,982,910	204,638	431,000
RESERVES:	323,878	0	195,247	73,207	222,657	0	0	0	0
TOTAL:	5,611,735	752,089	939,401	2,006,000	4,778,596	1,064,431	1,982,910	204,638	431,000	17,770,800

SUMMARY OF PROPOSED FUND TRANSFERS

FISCAL YEAR 2012-2013

REIMBURSEMENTS: For Internal Services

FROM:	TO:	
Solid Waste	General Fund	$ 78,838
Water Utility Services	General Fund	$ 131,116
Sewer Utility Services	General Fund	$ 86,416
Natural Gas Utility Services	General Fund	$ 191,828
South Santa Rosa Utility System	General Fund	$ 270,815
Stormwater	General Fund	$ 15,987
Red Light Camera	General Fund	$ 75,000
		$ 850,000

CONTRIBUTIONS:

FROM:	TO:	
Gulf Breeze Financial Services	General Fund	$ 500,000
Capital Trust Agency	General Fund	$ 325,000
		$ 825,000

SECTION 2:

This budget shall be administered in strict adherence to the Charter and Code of Ordinances of the City of Gulf Breeze, as amended, the Laws of the State of Florida, applicable bond covenants, and the Budget Manual as adopted by the City Council. Amendments to this budget shall be only by Supplemental Appropriations Resolution for all revenues and for all expenditures by fund and by object code; provided further that the City Manager is authorized to approve transfers of appropriated expenditures between those sub-object codes within the object codes of each fund.

SECTION 3:

All resolutions or parts of resolutions in conflict herewith are hereby repealed.

SECTION 4:

This resolution shall take effect upon its adoption by City Council immediately and shall be published as required by law.

PASSED AND ADOPTED by the City Council of the City of Gulf Breeze, Santa Rosa County, Florida, on the 18th day of September, 2012.

APPROVED:

_____
Beverly H. Zimmern, Mayor

ATTEST:

_____
Marita Rhodes, City Clerk

RESOLUTION NO. 18-12

A RESOLUTION TO BE ENTITLED:

A RESOLUTION AUTHORIZING CITY OF GULF BREEZE CITY COUNCIL, A MUNICIPAL CORPORATION AUTHORIZING THE CHIEF ELECTED OFFICIAL TO MAKE APPLICATION TO THE STATE OF FLORIDA, DEPARTMENT OF ECONOMIC OPPORTUNITY, SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT, FY 2012; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, City of Gulf Breeze is experiencing a need for physical improvements in one or more neighborhoods; and

WHEREAS, City of Gulf Breeze is experiencing a need for economic improvement and sustainability; and

WHEREAS, it is the desire of City of Gulf Breeze that local residents be assisted in creating an improved living and working environment in these areas.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF GULF BREEZE CITY COUNCIL, GULF BREEZE, FLORIDA authorizes the MAYOR to act in connection with the grant and is authorized to sign correspondence and documents on behalf of the City;

SECTION 1. That the Small Cities Community Development Block Grant (CDBG) program is declared to be a workable program for providing needed physical improvements to benefit the low-to-moderate income residents indicated in the FY 2012 CDBG application.

SECTION 2. City of Gulf Breeze herby directs the Mayor of the City to sign all necessary certifications of the CDBG application.

SECTION 3. That City of Gulf Breeze directs the MAYOR to execute and submit the CDBG application to the State of Florida, Department of Economic Opportunity for approval and in their absence directs the Vice Mayor to execute the application and all subsequent documents.

SECTION 4. That the Chief Elected Official or the Vice Mayor in his/her absence, is authorized and directed to submit additional information in a timely manner as may be required by the State of Florida, Department of Economic Opportunity.

SECTION 5. The proposed CDBG application is consistent with the local comprehensive plan.

SECTION 6. The City of Gulf Breeze commits $125,000.00 from infrastructure funds to the CDBG project contingent upon funding from the Department. These funds will be spent in an addressed needs service area and will be spent after the date of the site visit and prior to administrative closeout. These funds are currently available.

SECTION 7. That this resolution shall take effect immediately upon its passage.

DULY ADOPTED in regular session this ____ day of _____, 2012 .

APPROVED: _____
Beverly H. Zimmern, Mayor

ATTEST:

_____
Marita Rhodes, City Clerk

EXECUTIVE COMMITTEE REPORT **SEPTEMBER 12, 2012**

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

ACTION AGENDA ITEMS:

A. SUBJECT: DISCUSSION AND ACTION REGARDING DEVELOPMENT REVIEW BOARD REFERRALS - SEPTEMBER 4, 2012

Reference: Development Review Board minutes

I. Richard Hubbell - 26 Highpoint Drive
Request to Replace the Existing Seawall, Deck, Adding to the Deck Landward of the Seawall and Repairing Existing Deck

RECOMMENDATION:

That the City Council approve the project as submitted.

B. SUBJECT: DISCUSSION AND ACTION REGARDING APPROVING RESOLUTION 16-12, FINAL MILLAGE RATE OF 1.90 FOR FISCAL YEAR 2013 AND RESOLUTION 17-12, ESTABLISHING FINAL BUDGET FOR FISCAL YEAR 2012

Reference: Assistant City Manager memo dated September 7, 2012

RECOMMENDATION:

That the City Council convene a Public Hearing on Tuesday, September 18, 2012, Gulf Breeze City Hall at 6:30 p.m. and approve Resolutions 16-12 and 17-12.

C. SUBJECT: DISCUSSION AND ACTION REGARDING SPECIAL EVENT REQUEST - CALVARY CHAPEL ANNUAL FALL HARVEST FESTIVAL, SATURDAY, OCTOBER 27, 2012 2:00 - 6:00 P.M.

Reference: Deputy Police Chief memo dated August 24, 2012

RECOMMENDATION

That the City Council approve the Special Event Request from Calvary Chapel to hold the Annual Fall Harvest Festival, Saturday, October 27, 2012.

D. SUBJECT: DISCUSSION AND ACTION REGARDING SPECIAL EVENT REQUEST - ST. FRANCIS OF ASSISI EPISCOPAL CHURCH RUN/WALK WITH PETS, OCTOBER 6, 2012 8:00 A.M.

Reference: Deputy Police Chief memo dated August 31, 2012

RECOMMENDATION:

That the City Council approve the Special Event Request from St. Francis of Assisi Episcopal Church to hold a run/walk with pets.

E. SUBJECT: DISCUSSION AND ACTION REGARDING APPROVAL TO BID FOR PURCHASE OF 40 SCBA BOTTLES FOR FIRE DEPT.

Reference: Fire Chief memo dated September 4, 2012

RECOMMENDATION:

That the City Council authorize staff to move forward with bid process for 40 Scott 4,500 PDI, 30 minute carbon composite SCBA cylinders.

F. SUBJECT: DISCUSSION AND ACTION REGARDING SSRUS BOARD RECOMMENDATIONS OF AUGUST 23, 2012

Reference: Assistant Public Services Director memo dated September 5, 2012

I. SRF LOAN REPAYMENT

RECOMMENDATION:

SSRUS Board recommends to City Council that the SRF Loan be repaid in the amount of $1,008,579.48, which includes $946,645 principal and $61,934.48 in fees and deferred interest, and that the timing of the payment will be determined by staff.

II. RATE INCREASE AND FINAL BUDGET APPROVAL

RECOMMENDATION:

The SSRUS Board recommends the City Council institute a $0.50 per month increase on the sewer base fee for SSRUS customers, to be effective in November, and that the budget be approved as submitted.

G. SUBJECT: DISCUSSION AND ACTION REGARDING AWARD OF BID - MONTROSE AND NAVY COVE BOULEVARD WATER MAIN IMPROVEMENTS

Reference: Assistant Public Services Director memo dated September 5, 2012

RECOMMENDATION:

That the City Council award construction of Water Main Improvements for Montrose and Navy Cove Boulevards to Brown Construction of Northwest Florida for a total cost of $121,653.86

H. SUBJECT: DISCUSSION AND ACTION REGARDING AWARD OF BID - CHRISTMAS HOLIDAY DECORATIONS - HIGHWAY 98

Reference: Parks and Recreation Director memo dated August 29, 2012

RECOMMENDATION:

That the City Council award a three (3) year contract to Property Innovations, Inc., for the provision of Holiday Decorations within the medians of Highway 98 for an annual fee of $15,172.00 (bas bid alternate #1). Further, that Council authorize an additional $3,000.00 annually to decorate additional sites as Council may require.

I. SUBJECT: DISCUSSION AND ACTION REGARDING TREE REPLACEMENT, ACCESS ROAD

Reference: City Manager memo dated September 6, 2012

RECOMMENDATION:

That the City Council direct staff to obtain the number of trees, kind of trees and cost needed to replace those removed for the access road project.

J. SUBJECT: DISCUSSION AND ACTION REGARDING RESOLUTION 18-12 APPROVING APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT

Reference: Assistant City Manager memo dated September 5, 2012

RECOMMENDATION:

That the City Council direct staff to prepare a final version of Resolution 18-12 which approves application for a Community Development Block Grant and authorize Mayor Zimmern to execute necessary documents.

K. SUBJECT: DISCUSSION AND ACTION REGARDING PUBLIC HEARING FOR SEPTEMBER 18, 2012 FOR APPLICATION OF COMMUNITY DEVELOPMENT BLOCK GRANT IN THE AMOUNT OF $650,000

Reference: Assistant City Manager memo dated September 5, 2012

RECOMMENDATION:

That the City Council approve the following: (1) place on the agenda for the meeting to be held on Tuesday, September 18 for a Public Hearing; (2) accept staff recommendation to consider the services of Jordan & Associates for administrative consulting services for $46,800 and Baskerville Donovan for engineering services for $108,530, using their fees as leverage match for the CDBG grant application; commit $155,330 in matching funds to promote septic tank abatement, improve property values and address environmental concerns; and approve the Mayor to sign those agreements.