COMMUNITY REDEVELOPMENT AGENCY
BOARD OF DIRECTORS

DECEMBER 16, 2013
MONDAY, 6:30 P.M.
COUNCIL CHAMBERS

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

CONSENT AGENDA ITEMS:*

A. Discussion and Action Regarding Replacement of Dead Trees along St. Francis Drive *(Memo previously distributed)*

B. Discussion and Action Regarding Master Planning Invoice from VHB MillerSellen

***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.**

Public Forum

Adjourn

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 ensure 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

MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM: David J. Szymanski, Assistant City Manager

DATE: December 11, 2013

SUBJECT: City of Gulf Breeze Master Planning Invoice

On September 17, 2013, the City Council as the Board of Directors of the Community Redevelopment Agency approved a budget for continued support by VHB Miller Sellen associated with implementation of the Master Plan. The approved budget was $40,000.00. This addition to the original contract was for services in conjunction with the implementation of the City's Master Plan, meetings with Florida Department of Transportation and follow-up.

We have received Invoice No: 1709149 for professional services for September 2013. in the amount of $7,645.92 YTD we have spent $8,132.66. The following actions have been taken against contract tasks:

Task 00700- Coordination with Agencies
Prepare for and attend FDOT and RS&H meeting in Milton, FL.
Prepare exhibits that demonstrate FDOT inconsistency with City's adopted master plan.
Review FDOT provided CAD files to determine impacts on private properties resulting from west central alignment.
Prepare new concept plans for bridge landing catalyst site with west central alignment to determine if development program can be accommodated.

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

(850) 934-5109 • FAX (850) 934-5114
P.O. BOX 640 • 1070 SHORELINE DRIVE • GULF BREEZE, FLORIDA 32562-0640

RECOMMENDATION: That the City Council meet as the Board of Directors of the Community Redevelopment Agency on Monday, December 16, 2013 and approve payment of Invoice No. 170919 for $7,645.92 to VHB Miller Sellen.

VANASSE HANGEN BRUSTLIN, INC 2361

VHB MillerSellen

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

Invoice

Invoice No: 0170919
October 02, 2013

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 September 01, 2013 to September 30, 2013

Task 00000 Reimbursables
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Context Report	25,000.00	100.00	25,000.00	25,000.00	0.00
Public Participation Process	105,000.00	100.00	105,000.00	105,000.00	0.00
Revitalization Alternatives	75,000.00	100.00	75,000.00	75,000.00	0.00
Market Analysis	54,500.00	100.00	54,500.00	54,500.00	0.00
Master Plan Preparation	55,000.00	100.00	55,000.00	55,000.00	0.00
Total Fee	314,500.00		314,500.00	314,500.00	0.00
	Total Fee			**0.00**	

Reimbursable Expenses

Postage & Delivery	.46	
Travel & Lodging	1,805.01	
Printing	102.95	
Total Reimbursables	**1,908.42**	**1,908.42**
	Total this Task	**$1,908.42**

Task 00700 Coordination with Agencies
Professional Personnel

	Hours	Rate	Amount	
Technical/Professional 12	18.50	145.00	2,682.50	
Technical/Professional 11	14.50	135.00	1,957.50	
Technical/Professional 10	3.00	125.00	375.00	
Technical/Professional 06	1.00	85.00	85.00	
Technical/Professional 05	8.50	75.00	637.50	
Totals	45.50		5,737.50	
Total Labor				**5,737.50**
		Total this Task		**$5,737.50**
		Total this Invoice		**$7,645.92**

Payment Due Upon Receipt.

Original Copy