

# GULF BREEZE CITY COUNCIL EXECUTIVE SESSION AGENDA

SEPTEMBER 10, 2014  
WEDNESDAY, 6:30 P.M.  
COUNCIL CHAMBERS

## ACTION AGENDA ITEMS:

- A. Discussion and Action Regarding Community Planning Month Proclamation
- B. Discussion and Action Regarding Development Review Board Recommendation:  
William Lay  
110-116 Gilmore Drive  
Gulf Breeze, FL 32561  
Subdivision – Level III
- C. Discussion and Action Regarding Approval of Final Resolution No. 21-14, Approving Final Millage Rate of 1.9723 Mills and Resolution No. 22-14, Establishing Final Budget for Fiscal Year 2015
- D. Discussion and Action Regarding Purchase of Rescue Struts in the amount of \$7,480.00
- E. Discussion and Action Regarding Declaration of Surplus Property to be Auctioned on E-GovDeals
- F. Discussion and Action Regarding Purchase of Easement at 428 Dracena Way
- G. Discussion and Action Regarding SSRUS Board Recommendations to Purchase One Kubota GR2120 Lawn Tractor and One Kubota RTV-X900 Utility Vehicle from Coastal Machinery at a cost of \$18,960.40
- H. Discussion and Action Regarding Traffic Study for the Median Closure in Front of Starbucks By HSA Consulting Group at a Cost Not to Exceed \$9,960.00.
- I. Discussion and Action Regarding Membership Dues – Florida Redevelopment Association.
- J. Discussion and Action Regarding Maintenance Standards of Vacant Commercial Property
- K. Discussion and Action Regarding Tiger Point Golf Course Management
- L. Information Items
- M. Public Forum

**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*

## COMMUNITY PLANNING MONTH PROCLAMATION

**WHEREAS**, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas and other places; and,

**WHEREAS**, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and,

**WHEREAS**, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and,

**WHEREAS**, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and,

**WHEREAS**, the month of October is designated as National Community Planning month throughout the United States of America and its territories; and,

**WHEREAS**, the American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our settlements and environment; and,

**WHEREAS**, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of the West Florida Regional Planning Council and other citizens who have contributed their time and expertise to the improvement of Northwest Florida; and,

**WHEREAS**, we recognize the many valuable contributions made by professional regional planners of the West Florida Regional Planning Council and extend our heartfelt thanks for the continued commitment to public service by these professionals.

**NOW, THEREFORE, BE IT PROCLAIMED** I, Beverly H. Zimmern, Mayor of the City of Gulf Breeze, hereby designates the month of October 2014 as

### **Community Planning Month**

In the City of Gulf Breeze in conjunction with the celebration of National Community Planning Month

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, SANTA ROSA COUNTY, FLORIDA**, on this \_\_\_\_ day of September, 2014.

\_\_\_\_\_  
Leslie A. Guyer, City Clerk

\_\_\_\_\_  
Beverly H. Zimmern, Mayor



Thomas Abbott, Chair  
Gene Valentino, Vice-Chair

Terry A. Joseph, Executive Director



August 25, 2014

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

Re: Resolution Designating October as Community Planning Month in Northwest Florida

Dear Mr. Eddy,

The West Florida Regional Planning Council has designated October 2014 as "Community Planning Month" in Northwest Florida. Please find enclosed a copy of WFRPC Resolution 2014-04. We hope you will join our commitment and excitement about working together to highlight the role of planners as visionaries who work to create sustainable communities and to improve the quality of life for our citizenry.

Many people don't realize how much planning goes into developing and sustaining a community. Planning plays a vital role in the day-to-day happenings of citizens in every community. How people get to work or school, where they live, and how they shop are all planned. Multi-Modal transportation networks, emergency preparedness, land use and economic development all require planning.

We ask you to consider adopting a similar resolution as we come together to celebrate and recognize the importance of planning for our community, our region, and ourselves.

Please let us at the West Florida Planning Council know if there is anything we can do to help plan your community for future growth and improve your quality of life.

Sincerely,

A handwritten signature in blue ink, appearing to read "Terry A. Joseph".

Terry A. Joseph, Executive Director  
West Florida Regional Planning Council

RESOLUTION WFRPC 2014-04

**A RESOLUTION OF THE WEST FLORIDA REGIONAL  
PLANNING COUNCIL DESIGNATING THE MONTH OF  
OCTOBER 2014 AS COMMUNITY PLANNING MONTH.**

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**WHEREAS**, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

**WHEREAS**, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

**WHEREAS**, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

**WHEREAS**, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

**WHEREAS**, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

**WHEREAS**, the American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our settlements and environment; and

**WHEREAS**, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of the West Florida Regional Planning Council and other citizens who have contributed their time and expertise to the improvement of Northwest Florida; and

**WHEREAS**, we recognize the many valuable contributions made by professional regional planners of the West Florida Regional Planning Council and extend our heartfelt thanks for the continued commitment to public service by these professionals;

**NOW, THEREFORE**, BE IT RESOLVED THAT, the month of October 2014 is hereby designated as **Community Planning Month** in Northwest Florida in conjunction with the celebration of National Community Planning Month.

*Duly passed and adopted by the West Florida Regional Planning Council on this 18th day of August 2014.*

**WEST FLORIDA REGIONAL PLANNING COUNCIL**

BY:

  
Thomas Abbott, Chairman

ATTEST:

  
Terry A. Joseph, Executive Director  
West Florida Regional Planning Council





# *City of Gulf Breeze*

## *OFFICE OF THE CITY CLERK*

### MEMORANDUM

To: Edwin A. Eddy, City Manager  
From: Leslie A. Guyer, City Clerk  
Date: 9/05/2014  
Subject: Development Review Board Recommendation

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The Community Services Department received a request from Foret and Lundy Builders to create a new five lot subdivision out of four existing lots on Gilmore Drive. (110-116)

The Development Review Board meeting scheduled for Tuesday, September 2<sup>nd</sup> to hear this request had to be cancelled due to a lack of quorum. The meeting has been rescheduled for Monday September 9<sup>th</sup> at 6:30 p.m.

A recommendation and minutes from the Development Review Board will be provided to the Council by the September 10<sup>th</sup> Executive Council meeting.



# City of Gulf Breeze

## Memorandum

**To:** Edwin A. Eddy, City Manager  
**From:** Curt Carver, Deputy City Manager  
**Date:** 9/5/2014  
**Subject:** Proposed FY15 Budget

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Enclosed are the resolutions establishing the property tax rate for the City and adopting the FY15 budget. Both documents are consistent with the earlier draft considered and approved by the City Council at their meeting on September 3<sup>rd</sup>. To aid in the final consideration of these documents, I offer the following:

1. The 2014 property tax rate of 1.9723 is the same as last year's rate. However, due to an increase in total assessed valuation, this rate yields a 2.65% increase over the prior year as calculated by Chapter 200, Florida Statutes. \$1,284,012 in property tax revenues are anticipated.
2. The City's total budget for FY15 is \$22,045,410. This reflects an increase of approximately \$1.64 million over the prior year. Most of this increase is in the SSRUS and Tiger Point Funds. The following table offers a comparison between last year and this year along the major funds.

Fund	FY14	FY15	Difference	% Difference
<b>General</b>	\$6,006,729	\$6,223,307	\$216,578	3.6%
<b>SSRUS</b>	\$4,812,818	\$5,554,062	\$741,244	15.4%
<b>Natural Gas</b>	\$2,227,200	\$2,449,120	\$221,920	10.0%
<b>Water &amp; Sewer</b>	\$2,154,859	\$2,393,500	\$238,641	11.1%
<b>Tiger Point</b>	\$2,014,980	\$2,436,045	\$421,065	20.9%
<b>Stormwater</b>	\$230,154	\$234,499	\$4,345	1.8%

3. The budget provides a total of \$1,216,754 of interfund transfers to the General Fund reflecting general government costs associated with various fund activities. An additional \$825,000 is earmarked as a contribution to the General Fund from GBFS and the Capital Trust Agency.
4. General Fund expenses comprise approximately 28.2% of total City expenditures. General government, police, fire, parks & recreation and street maintenance are funded out of the General Fund.
5. The budget reflects water and sewer rate adjustments for both City and SSRUS customers consistent with the rates established by the City Council in December 2013. These adjustments are in the 3.4 to 5.1% range depending on customer classification.
6. Stormwater revenues reflect the recently approved fee increase from \$4.50 per ERU to \$5.07 to make this enterprise activity self-supporting.
7. The expenditures by fund are consistent with the levels approved by the City Council during the various budget workshops held earlier this year.

Please do not hesitate to contact me if you have any questions.

Enclosures



# *City of Gulf Breeze*

TO: Edwin A. Eddy, City Manager

FROM:  David J. Szymanski, Director of Budget

DATE: September 4, 2014

SUBJECT: **FINAL RESOLUTIONS, FISCAL YEAR 2014-2015 BUDGET**

Attached please find a copy of Resolution No# 21-14, which establishes the final millage rate at 1.9723 for FY 2015 and Resolution No# 22-14, which establishes a budget for the City's various funds for FY 2015.

It is now appropriate for the City Council to convene the second and final public hearing on the FY 2015 budget and approve these resolutions.

**RECOMMENDATION:**

**That the City Council convene a Public Hearing on Monday, September 15, 2014, Gulf Breeze City Hall at 6:30 pm and approve Resolutions 21-14 and 22-14.**

**RESOLUTION NO. 21-14**

**A RESOLUTION LEVYING AN AD VALOREM PROPERTY TAX FOR THE CITY OF  
GULF BREEZE FOR 2014; 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 1.9723 mills is levied for 2014 against all property, both real and personal, not exempt from taxation within the corporate limits of the City of Gulf Breeze.

SECTION 2:

The 2014 ad valorem tax rate of 1.9723 mills constitutes a 2.65% increase from the Rolled-Back Rate (1.9213) 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: September 15, 2014

APPROVED: \_\_\_\_\_  
J.B. Schluter, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Leslie Guyer, City Clerk  
Stephanie Lucas, City Clerk

**RESOLUTION NO. 22-14**

**A RESOLUTION TO BE ENTITLED:**

**A RESOLUTION ADOPTING A BUDGET FOR THE CITY OF GULF BREEZE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, 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, 2014, 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 that there be will received and available for appropriation for the Fiscal Year beginning October 1, 2014 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, 2014, 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, 2014, and such transfers are hereby authorized as set forth herein:

Revenues:	General Fund	Urban Core Redevel	GB Financial	Natural Gas Fund	SSRUS Fund	Tiger Point Golf	Solid Waste Fund	Water & Sewer Fund	Stormwater Fund	Traffic Citation Fund
Ad Valorem	1,284,012	843,665								
Non Ad Valorem Taxes	1,368,525									
Grant Revenue	589,008									
Sales Revenue	247,554		610,273	2,441,120	4,702,000	1,883,000	592,940	2,365,000	234,499	540,000
Fines & Judgements	193,163									
Misc. Revenues	233,100			8,000	473,170			28,500		
Transfers	1,216,754		167,999		378,892	553,045				
Govt Interfund	266,191									
GBFS CTA Transfer	825,000									
<b>TOTAL:</b>	<b>6,223,307</b>	<b>843,665</b>	<b>778,272</b>	<b>2,449,120</b>	<b>5,554,062</b>	<b>2,436,045</b>	<b>592,940</b>	<b>2,393,500</b>	<b>234,499</b>	<b>540,000</b>
										<b>22,045,410</b>



**SUMMARY OF PROPOSED FUND TRANSFERS**

**FISCAL YEAR 2014-2015**

**REIMBURSEMENTS:**      For Internal Services

<b><u>FROM:</u></b>	<b><u>TO:</u></b>	
Solid Waste	General Fund	\$ 82,633
Water Utility Services	General Fund	\$ 107,417
Sewer Utility Services	General Fund	\$ 89,991
Natural Gas Utility Services	General Fund	\$ 201,191
South Santa Rosa Utility System	General Fund	\$ 277,965
Tiger Point	General Fund	\$ 114,895
Stormwater	General Fund	\$ 16,269
Red Light Camera	General Fund	\$ 88,980
Natural Gas Loan	General Fund	\$ 208,469
911 Fund	General Fund	\$ 28,944
		\$ 1,216,754

**CONTRIBUTIONS:**

<b><u>FROM:</u></b>	<b><u>TO:</u></b>	
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 15 day of September, 2014.

APPROVED:

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J.B. Schluter, Mayor Pro Tem

ATTEST:

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Leslie Guyer, City Clerk  
Stephanie Lucas, City Clerk



# City of Gulf Breeze

## MEMORANDUM

TO: Edwin A. Eddy, City Manager  
FROM:  Craig S. Carmichael, Fire Chief  
DATE: September 2, 2014  
RE: **RESCUE STRUTS**

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This year's budget includes \$8,000 for the purchase of rescue struts. Rescue struts are specialized tools used to provide rapid stabilization of vehicles during extrication. The most common use is to stabilize vehicles that are on their sides or tops. However, they can also be used to stabilize compromised structures.



Fire department staff demoed several different manufacturers of struts and found that the Res-Q-Jack brand would best suit our needs. They offer a space saver version that can be easily stowed on both Engine 33 and Ladder 33. In addition to our evaluations, we found that they are also used by our neighboring departments which will help when we have to provide and receive mutual aid.

Staff is proposing the purchase of four Space Saver Jack Stands and two accessory kits for \$7,480.00. The equipment would be equally divided between Engine 33 and Ladder 33. Like Hurst (makers of the Jaws-of-Life), the company only designates one dealer per state and they are restricted to sales within their particular state. As a result, we are only able to obtain one quote for this product. Staff is requesting that this product be considered sole source and that the formal bid process be waived.

In an effort to price check this item staff referenced the GSA. While this particular brand is not offered through the GSA, similar brands were available. What we have specified is considered an intermediate vehicle stabilization kit and we found the following prices:

Kit 1 - \$6,798.45  
Kit 2 - \$8,150.91  
Kit 3 - \$7,362.87

After reviewing GSA pricing staff concluded the average price on the GSA is \$7,437.41 and that the price of the Res-Q-Jack system quoted to the City appears to be in line with similar priced products.

**RECOMMENDATION: THAT THE CITY COUNCIL AUTHORIZE THE FIRE DEPARTMENT TO SOLE SOURCE PURCHASE FOUR SPACE SAVER JACK STANDS AND TWO ACCESSORY KITS FOR A PRICE NOT TO EXCEED \$7,480.00 PLUS SHIPPING FROM THE FLORIDA RES-Q-JACK DEALER.**

CSC  
ATTACHMENTS



Southern Rescue Tools, LLC  
 1021 Parkview Lane  
 Largo, FL 33770  
 727-492-9976  
 southernrescuetools@gmail.com

**Estimate**

Date	Estimate No.
06/26/2014	1167
	Exp. Date

**Address**  
 Scott Kasper  
 Gulf Breeze Fire Rescue  
 313 Fairpoint Drive  
 Gulf Breeze, FL 32561

Date	Activity	Quantity	Rate	Amount
06/26/2014	Space Saver Jack Stand	4	1,469.00	5,876.00
06/26/2014	RQJ- Basic Accessory Package- 1 each RSWH, RSSN, SLG8, CHAN, and 3 CLST	2	802.00	1,604.00
			<b>Total</b>	<b>\$7,480.00</b>

This estimate is valid for 90 Days and does not include shipping charges

Accepted By \_\_\_\_\_

Accepted Date \_\_\_\_\_

**Res-Q-Jack® Space Saver™ Series- Compact Stabilization & Lifting Strut**

# **Res-Q-Jack®**

Extrication Struts

**NOT JUST  
ANOTHER  
STRUT  
A SERIOUS  
RESCUE TOOL!**

Res-Q-Jack®, Inc.  
133 Philo Road West  
Elmira, NY 14903



The Res-Q-Jack® Space Saver™ Struts are the ultimate in stabilization and lifting struts. They are the answer to the common problem-storage. Without compromise to the strut working load, all the features of Res-Q-Jack® that have made this rescue tool a success have been packed into this workhorse that collapses down to an amazing 36.5" without any disassembly! Fully extended, it stretches to over 102"!

**www.res-q-jack.com • sales@res-q-jack.com • 800-466-9626**

# RES-Q-JACK® SPACE SAVER™ SERIES COMPACT STABILIZATION & LIFTING STRUT

Get To Know The RJ3 Series

## LENGTH:

36 1/2" Collapsed  
102" Extended

## MATERIAL:

Galvanized Steel Tubing

## LOAD RATING:

4,000 lbs. @72" height

Minimum Extension  
Tubing is 2" Square

## MODELS:

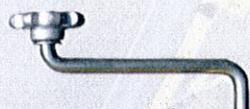
Available in jack stand and  
adjustable stand configuration

RJ3-AS-SPS  
(Adjustable Stand)

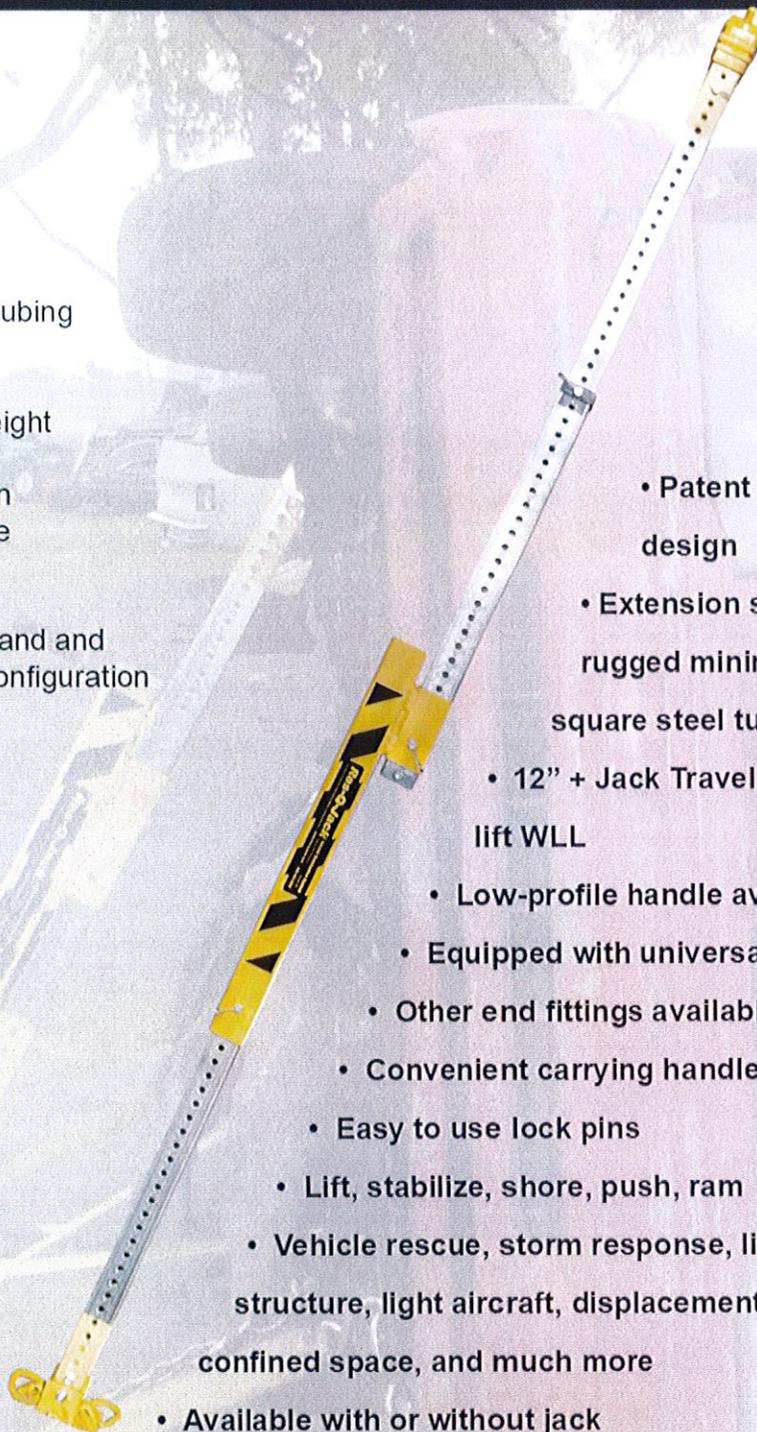
RJ2-JS-SPS  
(Jack Stand)

## OPTIONS

Optional Space  
Saving Handle



Several base, pin  
and end fitting  
options available



- Patent Pending Interlock design

- Extension sections kept at rugged minimum of 2" square steel tubing

- 12" + Jack Travel, 4,000 lb. lift WLL

- Low-profile handle available

- Equipped with universal Swivel CRG head

- Other end fittings available

- Convenient carrying handle

- Easy to use lock pins

- Lift, stabilize, shore, push, ram

- Vehicle rescue, storm response, light structure, light aircraft, displacement, confined space, and much more

- Available with or without jack

Patents: 5,964,450 6,772,984 7,296,776 7,338,025 Others Pending

www.RES-Q-JACK.com • sales@res-q-jack.com • 800-466-9626

**LIFT • PUSH • SUPPORT • STABILIZE • RESCUE • RAM • SHORE**



# City of Gulf Breeze

## Police Department

Robert C. Randle  
*Chief of Police*

Richard Hawthorne  
*Deputy Chief of Police*

September 2, 2014

To: Edwin Eddy, City Manager

From: Sharon Armstrong, Sergeant 

Re: GovDeals Auction Items

I have attached a list of property below that I wish for the City Council to deem surplus property in accordance with ordinance # 2-126. These items are of no use to the city any longer and need to be disposed of in accordance with Article 5, Gulf Breeze City Ordinance. As per our surplus property disposal procedures and unclaimed property rules, I would like to auction these items in the "Govdeals" auction site, with the proceeds being directly deposited into the city's general fund. All "Lots" indicated with an asterisk following the lot # will be restricted to bids only from police agencies and registered police sales companies.

**RECOMMENDATION:** That the City Council approves the auctioning of the attached city property in the manner described above.

311 Fairpoint Dr • Gulf Breeze, FL 32561 • Phone (850) 934-5121 • Fax (850) 934-5127



Accredited by Commission for Florida Law Enforcement Accreditation



## *Gulf Breeze Police Department*

Attachment to Surplus Memo 09-02-2014

**Lot # 99**

(1) GE 27" color television. Model 27GT271TX3. S/N – 017427866. Mfg. date April 2000 with remote

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**Lot # 100**

(3) Stalker Radar Units, S/N 004454, 28457, 002585

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**Lot # 101**

(3) Radar Units, Falcon S/N 5324, Kustom Pro 1000 S/N DS3279, Kustom Eagle S/N EE15810

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**Lot #e-5**

(1) Hohner Harmonica Bluesband with case

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**Lot #102**

(1) 2006 Ford Crown Victoria – 2FAFP71WX6X108756

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**Lot #103**

(1) 1999 Contender 23' boat – JDJ233091899



# City of Gulf Breeze

## Memorandum

To : Edwin A. Eddy, City Manager

From : Vernon L. Prather, Director of Public Services *V.P.*

Date : September 05, 2014

Subject : **15'x 130' Easement at 428 Dracena Way**

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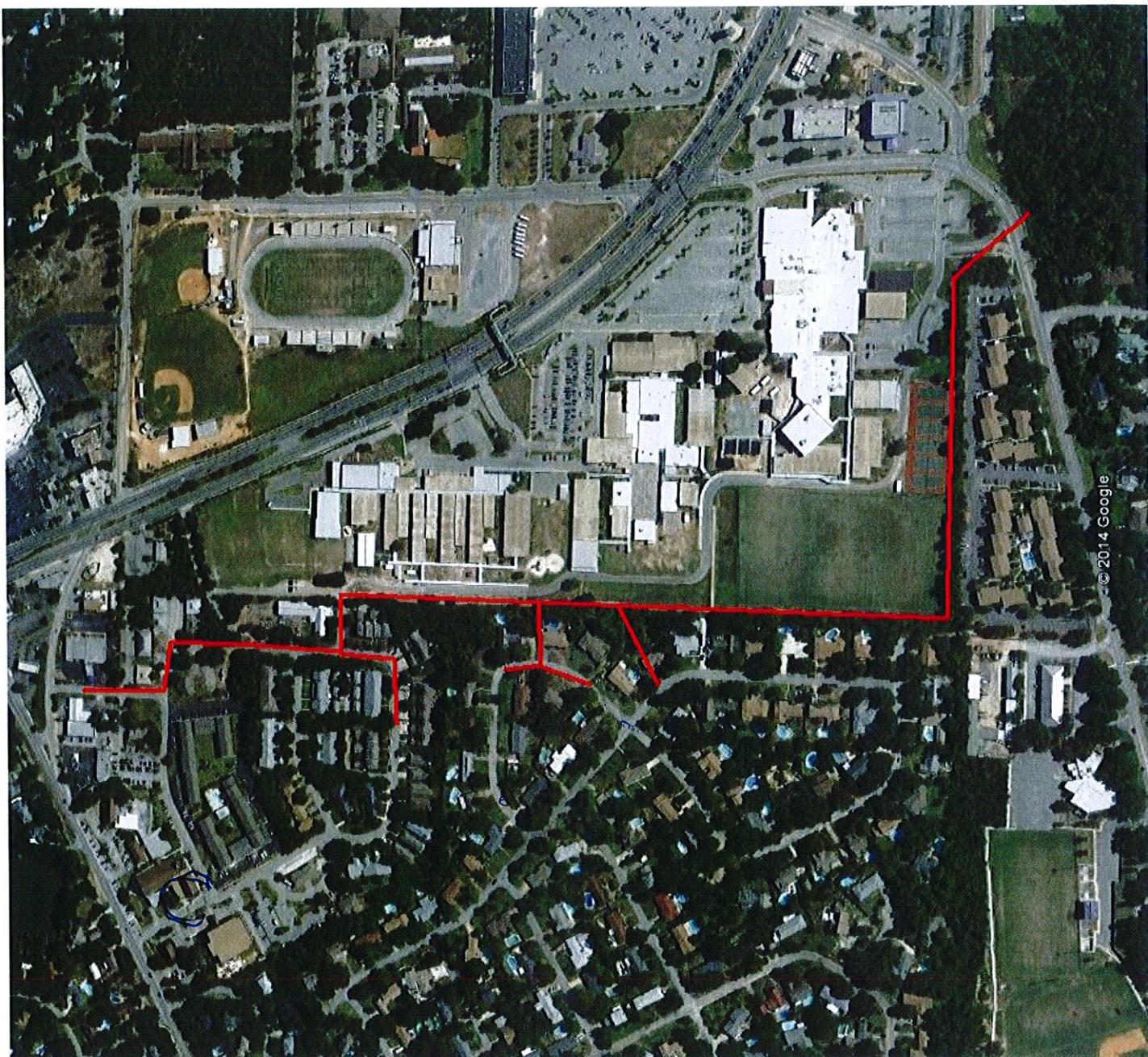
In order to install a future stormwater drainage system in the Dracena and Silverthorn areas, staff has reached a tentative agreement with the owner at 428 Dracena Way. This address has been identified as the preferred route for drain pipes to convey stormwater to the main line which is to be located in a new easement on school property.

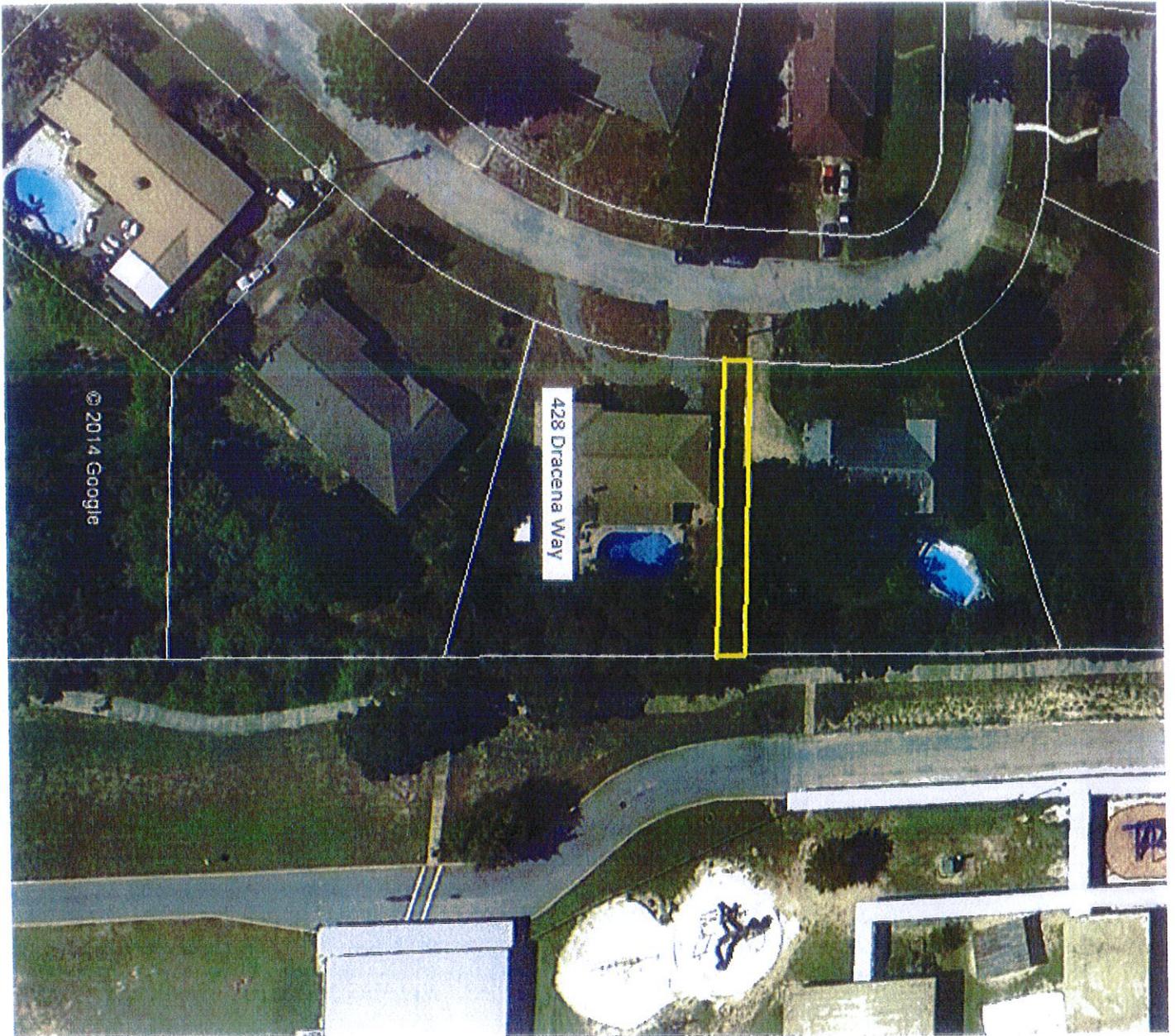
The easement is 15' wide x 130' long as indicated in the attached drawing.

In exchange for granting the easement, the property owner(s) and staff have negotiated compensation to the property owner at a cost not to exceed \$3,500.

The City's contractor will be responsible to restore the area disturbed by the installation of the stormwater line such as: replacement of sod, repair/replacement of irrigation lines and fencing.

**Recommendation: City Council authorize staff to secure the 15' wide x 130' long Stormwater Utility Easement at 428 Dracena Way, at a cost not to exceed \$3,500.**





This Instrument Prepared by:  
Matt E. Dannheisser  
Matt E. Dannheisser, P.A.  
504 N. Baylen Street  
Pensacola, Florida 32501  
(850) 434-7272

### UTILITY EASEMENT

THIS EASEMENT is made on this 1st day of August, 2014, by and between Kevin John Breshike and Mary F. Breshike, whose post office address is PSC 482 BOX 2970 FPO, AP 96362, (hereinafter "Grantor"), and CITY OF GULF BREEZE, FLORIDA, a Florida municipal corporation, whose address is P.O. Box 640, Gulf Breeze, FL 32562 (hereinafter "Grantee").

#### RECITALS:

A. Grantor is the fee simple owner of that certain property located in the City of Gulf Breeze, Santa Rosa County, Florida, more particularly described in Exhibit "A" attached hereto and made a part hereof (hereinafter the "Property") and has the right to convey the Property and/or interest therein to Grantee.

B. Grantee is a Florida municipal corporation which provides sewer, water, and other utility services (hereinafter "Utility Services") in and about the City.

C. Grantor is willing to grant this Easement for purposes of enabling Grantee to provide storm water utility services so as to enable efficient Utility Services during periods of high ground water levels and flooding events.

NOW THEREFORE, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Grantor does hereby grant, bargain, sell and convey unto Grantee, its successors and assigns, forever, the perpetual, non-exclusive right and easement to enter upon, occupy and use the Property for the purposes of installation, construction, utilization, maintenance, repair and replacement of Utility Service lines, facilities and appurtenances, specifically including but not limited to appurtenances associated therewith, as well as all facilities and equipment necessary or convenient in connection therewith (hereinafter collectively the "Facilities"), together with the right to lay, bury, construct, operate, maintain, dig up, repair, install and replace such Facilities from time to time.

2. Grantee agrees, at its sole cost and expense, to install, maintain, repair and replace all of Grantee's Facilities located within the Property, and repair or replace any damage to the ground surface and improvements (including but not limited to the buildings, trees, fences, and landscaping) located on the Property, or located on property owned by Grantor adjacent thereto, caused by the installation, construction, repair and maintenance of Grantee's Facilities located within the Property.

3. No improvements shall be constructed on the Property which may impair Grantee's use of the rights and easement contemplated herein.

4. This Easement and all rights and obligations contained herein shall be binding upon, and shall inure to the benefit of, the successors and assigns of the parties hereto and shall be deemed to run with the land.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the day and year first above written.

Witnesses:

Victoria Sai  
Print/Type Name VICTORIA SPAIN  
Yasuko Kawabata  
Print/Type Name Yasuko Kawabata  
Victoria Sai  
Print/Type Name VICTORIA SPAIN  
Yasuko Kawabata  
Print/Type Name Yasuko Kawabata

GRANTOR

By: Kevin John Breshike  
Kevin John Breshike

By: Mary F. Breshike  
Mary F. Breshike

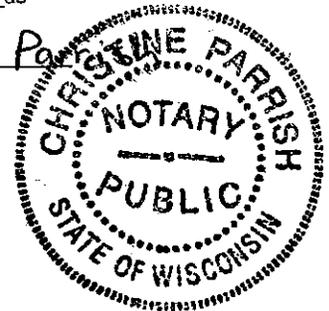
STATE OF Wisconsin  
COUNTY OF Sheboygan

The foregoing instrument was acknowledged before me this 27<sup>th</sup> day August of 2014  
By Kevin John Breshike

Who are/is  personally known to me, or ( ) have produced identification NIA as NIA

Notary Public, State of Wisconsin

Print/Type Name Christine Parrish



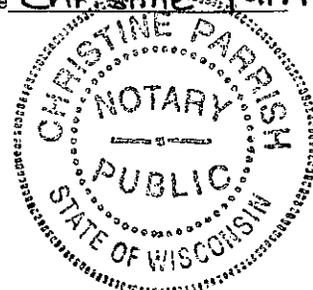
STATE OF Wisconsin  
COUNTY OF Sheboygan

The foregoing instrument was acknowledged before me this 27<sup>th</sup> day August of 2014  
By Mary F. Breshike

Who are/is  personally known to me, or ( ) have produced identification NIA as NIA

Notary Public, State of Wisconsin

Print/Type Name Christine Parrish



My Commission expires on November 14<sup>th</sup>, 2017

EXHIBIT "A"

Lot 15, Block 17, Fifth Addition to Gulf Breeze Park, according to the Plat thereof, as recorded in Plat Book B at Page 154 of the public records of Santa Rosa County, Florida.

WKBreshnik @ hotmail.com

Return to: (enclose self-addressed stamped envelope)

Name:

Address:

This Instrument Prepared by: Carol D. Eubanks  
Southland Title of Pensacola, Inc.  
Address: 1120 N. 12th Ave.  
Pensacola, Florida 32501  
File # 96-14735  
Property Appraisers Parcel Identification (Folio) Number(s):  
0538291570017000150  
Grantee(s) S.S. #(s):



WARRANTY DEED  
INDIVID. TO INDIVID.

\*\* OFFICIAL RECORDS \*\*  
BK 1547 PG 156

FILE# 9622523  
RCD: JUL 3 1996 @ 3:23 PM  
DOC STAMP \$1,013.60

DOC VERIFIED: S. Pace  
DC, SANTA ROSA COUNTY, FL

SPACE ABOVE THIS LINE FOR PROCESSING DATA

SPACE ABOVE THIS LINE FOR RECORDING DATA

6.00  
1013.60

### Warranty Deed

(The terms "grantor" and "grantee" herein shall be construed to include all genders and singular or plural as the context indicates.)

Made this 28th day of June, 1996, BETWEEN

Richard B. Earp and Brenda M. Earp, husband and wife

whose post office address is: P.O. Box 10353, Pensacola, FL 32524

of the County of Escambia, State of Florida, grantor, and

Kevin John Breshike and Mary F. Breshike, husband and wife

whose post office address is:

428 Dracena Way, Gulf Breeze, Florida 32561

of the County of Santa Rosa, State of Florida, grantee.

WITNESSETH: That said grantor, for and in consideration of the sum of Ten and 00/100 Dollars, and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said grantee, and grantee's heirs, successors and assigns forever, the following described land, situate, lying and being in ~~Escambia~~ Santa Rosa County, Florida, to-wit:

Lot 15, Block 17, Fifth Addition to Gulf Breeze Park, according to the Plat thereof, as recorded in Plat Book 8 at Page 154 of the public records of Santa Rosa County, Florida.

and said grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal the day and year first above written  
Signed, Sealed and Delivered in Our Presence:

[Signature] \_\_\_\_\_ (Seal)  
Richard B. Earp  
[Signature] \_\_\_\_\_ (Seal)  
Brenda M. Earp  
[Signature] \_\_\_\_\_ (Seal)  
Ella Hess

SANTA ROSA COUNTY, FLORIDA \_\_\_\_\_ (Seal)  
MARY M JOHNSON, CLERK

STATE OF Florida  
COUNTY OF Escambia

The Inregoing instrument was acknowledged before me this 28th day of June, 1996 by Richard B. Earp and Brenda M. Earp, husband and wife who is/are personally known to me or who has/have produced drivers license as identification and who did take an oath.

My Commission expires:

[Signature]  
Notary Public  
Serial Number:



# City of Gulf Breeze

## Memorandum

**To** : Edwin A. Eddy, City Manager  
**From** : Vernon L. Prather, Director of Public Services *V.L.P.*  
**Date** : September 05, 2014  
**Subject** : **SSRUS Board Recommendation**

---

The South Santa Rosa Utility System Board met on August 11, 2014 and made the following recommendation:

WWTP Equipment Purchase:

City Staff advertised for Bids for a Lawn Tractor and Utility Vehicle (gator) on June 19<sup>th</sup> and June 26<sup>th</sup>, 2014 and received bids on July 7<sup>th</sup>, 2014 which are listed below.

### Lawn Tractor Replacement:

Dealer:	Manufacturer/Model	Price
Coastal Machinery	Kubota GR2120	\$8,275.00
Beard Equipment	John Deere X758	\$11,039.82

### Utility Vehicle Purchase:

Dealer:	Manufacturer/Model	Price
Coastal Machinery	Kubota RTV-X900	\$10,685.40
Beard Equipment	John Deere HPX	\$10,766.34

The total cost for the equipment: \$18,960.40 which is low bid, from Coastal Machinery

**Recommendation:** SSRUS Board recommend that the City Council authorize the purchase of one (1) Kubota GR2120 lawn tractor and one (1) Kubota RTV-X900 from Coastal Machinery at a cost of \$18,960.40.

# CITY OF GULF BREEZE

## Tiger Point Wastewater Treatment Plant

### Interoffice Memorandum

DATE: 8/7/14

TO: Vernon Prather; Thomas Lambert

FROM: Jason Randell, WWTP Lead Operator

RE: WWTP Equipment Purchase

---

We have an approved capital expense in the amount of \$23,586 for FY13 which has not been used. This expense was intended for the purchase of a new 45 HP tractor and attachments.

We did not make the purchase because after the expense was approved, we purchased the golf course, and since we now have access to the tractors and back hoe, we do not need to purchase this type of equipment. We do need to replace the aging mower at the treatment facility and we need a utility vehicle which will aid in the operation and maintenance of the spray fields and in the maintenance work we perform in and around the west course.

The golf maintenance staff did not recommend using any of the golf course mowers on the plant grounds due to the uneven terrain, especially the steep berm that surrounds the storage pond. We advertised for bids June 19<sup>th</sup> and June 26<sup>th</sup>, 2014 and received bids on July 7<sup>th</sup>, 2014, for the purchase of a replacement lawn tractor and UTV. The bid results are as follows:

#### Lawn Tractor Replacement:

Dealer:	Manufacturer/Model	Price
Coastal Machinery	Kubota GR2120	\$8,275.00
Beard Equipment	John Deere X758	\$11,039.82

#### Utility Vehicle Purchase:

Dealer:	Manufacturer/Model	Price
Coastal Machinery	Kubota RTV-X900	\$10,685.40
Beard Equipment	John Deere HPX	\$10,766.34

I recommend the purchase of the Kubota lawn tractor and UTV (Coastal Machinery). Both items came in at a lower price compared to the John Deere models, and have all of the features that meet the requirements at the WWTP and spray fields.

The total cost for the equipment: \$18,960.40

**Recommendation: SSRUS Board recommend that the City Council authorize the purchase of one (1) Kubota GR2120 lawn tractor and one (1) Kubota RTV-X900 from Coastal Machinery at a cost of \$18,960.40.**

# **City of Gulf Breeze, Florida**

1070 Shoreline Drive  
Gulf Breeze, Florida 32562-0640  
PHONE: (850) 934-5115  
FAX: (850) 934-5114  
[www.CityofGulfBreeze.com](http://www.CityofGulfBreeze.com)

## **REQUEST FOR BIDS**

Sealed Bid Packages will be received at Gulf Breeze City Hall, 1070 Shoreline Drive, Gulf Breeze, Florida 32561, until

**JULY 7, 2014**  
**2:00PM Central Time**  
**for**

### **Maintenance Equipment**

- 1. Utility Vehicle**
- 2. Riding Lawn Mower**

This bid packet includes "Instructions for Submitting a Bid Package" and the "Scope of Equipment" for this project.

Please submit two (2) copies of your submittal to the City of Gulf Breeze, Attention: Leslie Guyer, City Clerk, Mailing Address: 1070 Shoreline Drive, Gulf Breeze, Florida 32561. Your submittal should be received no later than Monday, July 7, 2014 at 2:00 p.m. Central Standard Time. All bids received after the deadline will be returned unopened. If you should have any questions on this request, please contact Jason Randell, Wastewater Treatment Facility Supervisor at (850) 232-9700 or [jrandell@gulfbreezefl.gov](mailto:jrandell@gulfbreezefl.gov).

**CITY OF GULF BREEZE, FLORIDA**

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**Jason Randell**  
**Wastewater Treatment Facility Supervisor**

BID TABULATION SHEET

July 07 2014  
 MAINTENANCE EQUIPMENT RFP WWTP

Company	BASE BID	Bid Option 1 - Utility Vehicle	Bid Option 2 -Utility Vehicle
Beard Equipment		10,766.34	
Coastal Machinery		10,685.40	
Company	BASE BID	Bid Option 1 - Riding Lawn Mower	Bid Option 2 -Riding Lawn Mower
Beard Equipment		11,039.82	
Coastal Machinery		8,275	

## Scope of Equipment

### Item #1

#### Utility Vehicle

##### Bid specifications for equipment:

- 2-person (2-seater) with hydraulic cargo dump bed
- Engine: 4-cycle 3 cylinder diesel with max torque of 40.5 ft-lbs or higher
- Drivetrain: 4WD with variable speed hydrostatic transmission
- Steering: power full hydraulic
- Brakes: sealed hydraulic disc front and rear
- Payload Capacity: 1598 lbs
- Towing Capacity: 1300 lbs
- Cargo Bed Capacity: 1100 lbs
- Tires: turf tires

## Scope of Equipment

Item #2

Riding Lawn Mower

Bid specifications for equipment:

- Engine: 3 cylinder diesel, 21 horsepower or greater
- Drivetrain: all-wheel drive, shaft driven transmission and mower
- PTO Clutch System: mechanical wet multi discs
- Mower Size: 48"



# City of Gulf Breeze

## MEMORANDUM

TO: Edwin A. Eddy, City Manager

FROM:  Craig S. Carmichael, Director of Community Services

DATE: September 3, 2014

RE: **TRAFFIC STUDY**

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As per our discussions, Thomas Lambert, Robert Randle and I met with HSA Consulting Group in reference to a proposed traffic engineering study for the median closure in front of Starbucks. The study will primarily focus on the redistribution of traffic once the median is closed and will include data collection, analysis and recommendations. In addition to covering the roadways, staff requested that the study include internal traffic movements within the Gulf Breeze Shopping Center complex. Since this intersection is located in the Community Redevelopment Agency (CRA) district, CRA funds would be used to pay for the study.



**RECOMMENDATION:** THAT THE COUNCIL MEET AS THE BOARD OF DIRECTORS OF THE CRA AND APPROVE THE TRAFFIC ENGINEERING STUDY BY HSA AT A COST NOT TO EXCEED \$9,960.

CSC  
ATTACHMENT



## Scope of Services

### Analysis of Potential Closure of US 98 Eastbound Left Turn Lane/Median Opening Starbuck's in Gulf Breeze, FL

#### Data Collection

Traffic data will be collected during the hours from 7:00 to 9:00am and 2:00 to 6:00pm on a typical weekday. Data to be collected will include:

#### Peak Hour Turning Movement Counts (7-9 am and 2-6 pm)

- Left turn lane/median opening into Starbuck's
- US 98 / Fairpoint Drive – Northcliff Drive
- Northcliff Drive / Driveway to Walmart shopping center

#### U-turn Counts

US 98 / Median opening at Gulf Breeze Elementary School

#### Driveway Delay Study and Analysis

Northcliff Drive / Driveway to shopping center

#### Driveway Queue

Driveway at Starbuck's – queue of entering and exiting vehicles will be monitored

#### Crash Data

Crash reports and data will be obtained from Gulf Breeze Police Department

#### Crash Summary

Crashes at the Starbuck's driveway and left turn/median opening for the most recent five years will be summarized in tabular form, including key aspects such as type of crash, time of day, and injuries / property damage.

#### Re-Distribution of Trips

In the event the eastbound left turn lane/median opening on US98 at Starbucks is closed, trips currently entering the Starbucks site at this location will utilize other access points. A re-distribution of these trips will be conducted based on knowledge of current traffic patterns and associated assumptions regarding use of alternative access points. The re-distribution will be presented graphically for the AM and PM peak hours.

#### Synchro Traffic Operational Analysis

Traffic conditions (with the closure of the Starbuck's left turn lane assumed) will be analyzed for the AM and PM peak hours using the Synchro traffic operational analysis program. The analysis will determine whether existing impacted intersections can accommodate the resulting traffic patterns, or if improvements would be necessary. Locations at which operational analyses will be conducted are:

- US 98 / Fairpoint-Northcliff
- Northcliff / shopping center driveway
- US 98 median opening at elementary school



### **Report**

A draft report will be produced summarizing the data collection and analysis, and providing recommendations regarding closure of the Starbucks left turn lane/US 98 median opening, and any operational improvements that may be needed resulting from the redistributed trips. The report will also discuss circulation issues observed in the Walmart shopping center parking lot and will note potential options to mitigate problems. The draft report will be submitted for City staff review and comments.

Once comments are received and addressed, a final report will be submitted.

### **Meetings / Presentations**

One technical meeting will be held with City staff to review the results of the study and address any questions on the draft report.

Following completion of the Final Report, a presentation of the study findings and recommendations will be made to City Council.

### **Timeframe**

Upon notice to proceed, data collection will be initiated immediately and be completed in 5 to 7 working days. Data compilation and trip re-distribution analysis will be completed within 3 to 5 working days thereafter, and detailed operational analysis will be completed in 3 working days. Finally, findings and recommendations will be developed in a draft report.

In summary, a draft report will be submitted for staff review and comments within 14 to 21 working days from notice to proceed.

### **Fee Estimate**

The lump sum fee estimate for this scope of services is \$9960.



# City of Gulf Breeze

## Memorandum

**To:** Mayor and City Council

**From:** Leslie A. Guyer, City Clerk 

**Date:** 9/5/2014

**Subject:** Membership Dues – Florida Redevelopment Association

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Attached is an invoice for annual dues for membership in the Florida Redevelopment Association. With an annual gross budget of about \$843,000 in the City's Community Redevelopment agency, we owe \$745.00 in dues.

### **RECOMMENDATION:**

**THAT THE CITY COUNCIL MEET MONDAY, SEPTEMBER 15, 2014 AS THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY AND APPROVE PAYMENT OF \$745 .00 FOR ANNUAL MEMBERSHIP IN THE FLORIDA REDEVELOPMENT ASSOCIATION.**



Florida Redevelopment Association  
 PO Box 1757  
 Tallahassee, FL 32302-1757

Date	8/29/2014
Invoice	000000002E299FF8
Customer ID	20557
Bill ID	20557

107-3500-557-03-00  
 V#577

**Membership Renewal Notice  
 2014 - 2015**

**First Notice**

**Bill To:**

CRA, City of Gulf Breeze  
 PO Box 640  
 Gulf Breeze, FL 32562-0640

Thank you for your continued support of the FRA. Please pay the amount that would be applicable to your agency based on the budget amounts listed below and return a copy of this invoice with payment. If you need assistance please contact Jan Piland at [jpiland@flcities.com](mailto:jpiland@flcities.com) or (850) 701-3622. Thank you!

<u>Operating/Gross Budget *</u>	<u>Annual Dues Amount</u>
\$ 75,000 and under	\$245
\$ 75,001 - \$100,000	\$370
\$ 100,001 - \$300,000	\$495
\$ 300,001 - \$600,000	\$620
<u>\$ 600,001 - \$1,000,000</u>	<u>\$745</u>
\$1,000,001 - \$2,000,000	\$870
\$2,000,001 - \$3,000,000	\$995
\$3,000,001 - \$4,000,000	\$1,120
\$4,000,001 - \$5,000,000	\$1,245
\$5,000,001 - \$7,500,000	\$1,870
\$7,500,001 - \$10,000,000+	\$2,495
Economic Development Council	\$595
Individual	\$370
Non-profit/Main Street Member	\$245
Student	\$30
University	\$1,000

*NOTE: Dues Are based on an annual basis for FY October 1 through September 30. Payments to the FRA are not tax deductible as charitable contributions for federal income tax purposes. However, they may be deductible under the other provisions of the Internal Revenue Code. 46% of dues payments may be expended on lobbying activities.*

\* A Business membership rate is based upon gross annual budget.

\* A Government, non-profit and agency membership rate is based upon annual operating budget.

Method of Payment:     Check (payable to FRA)                       VISA                       MasterCard

Amount Enclosed:    \$ \_\_\_\_\_

Credit Card Number:    \_\_\_\_\_ Exp Date: \_\_\_\_\_

Cardholder's Name:    \_\_\_\_\_ Security Code: \_\_\_\_\_

Billing Address:                      \_\_\_\_\_

Mailing Address                      City                      State                      Zip

Cardholder's Signature:    \_\_\_\_\_ E-mail receipt \_\_\_\_\_

\*For Office Use Only\*

Date Rec'd \_\_\_\_\_ Amount \$ \_\_\_\_\_ Check # \_\_\_\_\_

RECEIVED

SEP - 2 2014



August 29, 2014

Edwin Eddy, City Manager  
City of Gulf Breeze  
P. O. Box 640  
Gulf Breeze, FL 32562-0640

**President**  
Jeremy Earle

**Immediate Past President**  
Steve Lindorff

**President Elect**  
Gus Gianikas

**Treasurer**  
Diane Colonna

**Elected Official Liaisons**  
Joy F. Cooper  
Eric Haynes

**At Large Directors**  
Courtney Barker  
Christine Burdick  
Kevin Crowder  
Brenna Durden  
Michael English  
Jeanette Fenton  
Marjorie Ferrer  
Sherod Halliburton  
Gail Hamilton  
Marc Kleisley  
Peter Moore  
Michael Parker

**General Counsel**  
Clifford D. Shepard

P. O. Box 1757  
Tallahassee, Florida 32302-1757  
(850) 222-9684  
Fax (850) 222-3806  
[www.redevelopment.net](http://www.redevelopment.net)

Dear Mr. Eddy:

*Our members and supporters make it possible* to maintain the absolute best place to find quick information, education, trends, data, networking and advocacy – the FRA!

Attached is a dues renewal invoice for 2014-2015. If we receive your dues by October 10, 2014, all benefits for all employees or volunteers associated with your agency or business will continue uninterrupted. This includes a member discount at FRA events and your personal password for access to the members' section of [www.redevelopment.net](http://www.redevelopment.net).

*New this year* is an added feature. IF you complete the "CRA Data Questionnaire", you will automatically be entered for a chance to win one of five free 2014 conference registrations. (If you win and have already paid, we will refund your registration fees.)

We also look forward to seeing you in *Miami October 7-10 for the Annual Conference*. The program is packed with new perspectives to help your projects and programs succeed. All information is available at [www.redevelopment.net](http://www.redevelopment.net) (top tab Annual Conference).

On behalf of the Board of Directors, fellow members and our communities, we much appreciate what you do and your support. If I may be of assistance, please feel free to contact me at (850) 701-3608 or [cwestmoreland@flcities.com](mailto:cwestmoreland@flcities.com).

Sincerely,

Carol Westmoreland  
Executive Director



# City of Gulf Breeze

## Memorandum

**To:** Edwin A. Eddy, City Manager

**From:** Curt Carver, Deputy City Manager

**Date:** 9/4/2014

**Subject:** Maintenance of Vacant Commercial Property

---

Community Services staff is in the process of revising the draft vacant commercial property maintenance standards that were reviewed by the City Council on September 3<sup>rd</sup>. The revisions will include comments from that meeting and the draft will be converted into ordinance form.

I expect this revised draft to be completed for consideration by the City Council at the Executive Committee Meeting on September 10<sup>th</sup> and would request that it be placed on the agenda for discussion. Please do not hesitate to contact me if you have any questions in the interim. Thank you.



# City of Gulf Breeze

## Memorandum

**To:** Edwin A. Eddy, City Manager  
**From:** Curt Carver, Deputy City Manager  
**Date:** 9/3/2014  
**Subject:** Tiger Point Golf Course

---

Pursuant to your direction and in response to the City Council, the following steps are currently in process:

1. Staff is refining current Tiger Point administrative costs by function. This will provide a better allocation of these expenses for evaluating both the golf and food & beverage operations.
2. We are evaluating the capabilities of the IBS system to better report activity revenues. Again, the goal is to provide better and more frequent information on revenues in order to evaluate operation economics.
3. An RFP is being developed for the management of golf course operations. This will include management of all golf course operations. The RFP will include an option for the long term lease of the facility so both alternatives can be evaluated. I expect the draft RFP will be completed by month's end.
4. We are compiling all costs associated with the acquisition, operation, rehabilitation and construction of the course to aid in future financial decisions.

Should you have any questions in the interim, please do not hesitate to contact me.

Cc: Dave Szymanski, Assistant City Manager  
Ron Pulley, Director of Parks & Recreation  
Steve Milford, Finance Director