

**GULF BREEZE CITY COUNCIL  
EXECUTIVE MEETING AGENDA**

FEBRUARY 10, 2016  
WEDNESDAY, 6:30 P.M.  
COUNCIL CHAMBERS

1. ROLL CALL
2. PROCLAMATIONS AND PRESENTATIONS
3. ACTION AGENDA ITEMS
  - A. Discussion regarding needs analysis for the Public Safety facilities
  - B. Consideration of new parking requirements for continuing care retirement communities
  - C. Approval of Development Review Board Recommendation:

The Soundings Homeowners Association, 1191 Gulf Breeze Parkway  
Request to construct a common pier with seven slips
  - D. Authorization for HHH Construction of N.W.F., Inc., to perform grinding services in the amount of \$10,800 on Soundview Trail
  - E. Approval of American Diabetes Association's Special Event Application for a family fun ride bicycle event on March 19, 2016
  - F. Authorization to proceed with the Community Redevelopment Agency Master Plan amendments
  - G. Approval of Resolution No. 05-16 supporting the Bay Area Resource Council (BARC) designation as the National Estuary Program for Pensacola and Perdido Bays
  - H. Approval of Resolution No. 06-16 establishing an Tourist Development Advisory Committee
  - I. Consideration of an ordinance to limit the terms of office for the Mayor and City Council
4. NEW ITEMS
5. INFORMATION ITEMS
6. PUBLIC FORUM
7. 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 recognition from the Chair. If you are a person with a disability who needs accommodation in order to participate in a public hearing you are entitled to the provision of certain assistance. Please contact the City Clerk's office at (850) 934-5115 or at 1070 Shoreline Drive, Gulf Breeze at least one (1) week prior to the date of the public hearing.*



# City of Gulf Breeze

Office of City Manager

## MEMORANDUM

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: February 4, 2016

Subject: Needs Analysis – Public Safety Facilities

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At the end of 2015, the City Council discussed the long-term facility needs for the Police Department. We asked the architect that prepared plans for the 1998 remodeling and expansion of the Police Station for a proposal to conduct an analysis of long-term needs.

Attached is a proposal submitted by David Alsop of Sam Marshall Architects for a comprehensive study for a lump sum fee of \$22,000. Mr. Alsop will be present at the February 10 Executive Session to discuss this proposed study.



January 6, 2016

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

Re: Professional Services Proposal for a Needs Analysis – Police Station and Public Safety Facilities

Dear Mr. Eddy;

This is our proposal for the preparation of a needs analysis for the Gulf Breeze Police Station. Efforts will include conditions inspection and report for the police station and other public safety structures in the adjacent properties. The scope of services is based on the visual inspection of the buildings. We are requesting existing site boundary, topographical and utilities plans, building plans as they are available, and access to the buildings in all areas. SMA has the plans for the police station from the 1998 addition and renovation; we will use those for this study and also provide a full set to the city for your archives.

The needs analysis will include an assessment of the conditions in each building, a ranking of operational efficiency, projections for growth based on at least 3 projection modeling methods, and recommendations on spatial needs for present and future use. An opinion of probable costs will help to establish possible budget numbers for the recommend solutions. We will conduct interviews with all the user groups and city staff as directed. The report will be provided in PDF format for use by the city.

Lump Sum Fee for professional services **\$22,000.00**

Please see the attached description of the process for additional details. We can also provide examples of previous reports as guidelines for our efforts on your project.

Thanks for the opportunity to be of service.

Sincerely,

David Alsop, AIA  
Sam Marshall Architects

160106 police station study

# Gulf Breeze Police Station Expansion and Remodeling

## *Feasibility Study*

### *Approach and Methodology*

#### PHASE 1: PRE-PROJECT

- Project “Kick-Off-Meeting”
  - Define Feasibility Study Committee, roles and lines of communication
  - Confirm Goals and Objectives of study
  - Confirm all components (Departments) included in Feasibility Study and proposed location
  - Define review and approval process
  - Confirm schedule and deliverables
- Review previous studies
- Obtain any population projections completed by the City and collect available data
- Develop plan base sheets for existing space analysis and communication of study information
- Develop and issue User/Department Questionnaires
- Obtain Site Information, surveys, legal descriptions and environmental reports
- Obtain Org. Chart or staff confirmation diagram and mission statement



#### PHASE 2: STRATEGIC PLANNING

- Complete population projection models and define planning model
- Analyze Growth influences and factors
- Analyze component organization and operational philosophies
- Define space standards and complete existing space analysis including ratings and adjustments
- Confirm and document existing staffing
- Complete space and staff projection models (2026 & 2036)
- Inventory/document the existing available parking and develop parking needs projections
- Inventory and document the existing building space and systems.
- Conduct User/Department interviews
- Summarize Strategic Planning Phase and review conclusions with the Feasibility Study Committee



#### PHASE 4: CONCEPTUAL DESIGN/FINAL REPORT

- Develop conceptual Occupancy Scenarios
- Develop Occupancy Scenarios, Blocking Diagrams for selected options
- Develop conceptual site and building utilization diagrams including identified options and parking scenarios
- Develop Image concept of selected Occupancy Scenario
- Develop Statement of Probable Project Cost for each option determined viable by the Feasibility Study Committee
- Develop phasing /implementation plan if required.
- Develop an Anticipated Project Schedule to implement the selected option(s)
- Prepare and Present Feasibility Study Report to the Feasibility Study Committee and Decision Makers



#### PHASE 3: STAFF & SPACE PROGRAMMING

- Define Departmental Operational Philosophies of each division and analyze relative to state and other standards
- Develop Departmental Staffing Plan in five year increments to 2036
- Identify special programming needs including IT, Records Storage, Space Amenities, etc.
- Develop Detailed Architectural Program @ 2026 and 2036
- Define projected parking needs
- Define Critical Adjacencies
- Conduct User/Department meetings
- Summarize Staff and Space Programming Phase and review conclusions with the Feasibility Study Committee





As part of the plan approval process, one of the elements we review is off-street parking and internal traffic movements. The City's Land Development Code (LDC) only contains six parking use categories, none of which adequately addresses the proposed use.

In an effort to help solve the problem, we asked the developer's engineer, Rebol-Battle Associates, to conduct an informal parking study and come up with a set of numbers (EXHIBIT "A"). We also asked that the study include how other local jurisdictions address the issue. Based on their findings, they are proposing 99 parking spaces. Their ratios are as follows:

- IL = 1 space per unit
- AL = .5 space per unit
- MC = .5 space per unit

After reviewing their numbers, staff feels that the counts were too low for the IL and employee parking was not taken into consideration. Building off their study, staff expanded the scope of the jurisdictions. Our research found that most of the ratios in our area are based on more traditional skilled nursing facilities. Staff researched the codes from several other jurisdictions that are known to have a higher number of retirees and where this type of project might be more prevalent (EXHIBIT "B").

Staff feels that the parking ratio for the IL should be more than a one for one match. Their ratio does not account for guests and residents with more than one vehicle. Because these are more multifamily in nature and very similar to apartments, staff recommends that the ratio be established at 1.5 spaces per unit. Staff agrees with the .5 ratio for AL as some of the residents may still own and operate a vehicle. With regards to MC, the residents will not be able to own or operate a vehicle and staff recommends that the ratio be decreased to .25. This figure basically helps account for visitors to MC residents.

None of the aforementioned ratios account for employee parking and staff believes that it should be factored in to the calculations. Staff is recommending a .5 ratio per employee on the largest shift. The largest shift is usually in the daytime and corresponds with the same time that residents receive guests. This is also the same time that other parking demands will be placed on the facility such as vendors who supply materials and medical staff that provide treatment to residents on site.

Taking all of the exhibits and recommendations into consideration, staff is proposing the following parking requirements for this type of facility:

Sec. 24-51. - Off-street automobile parking and storage.

Off-street automobile storage or parking space shall be provided on every improved lot. Or, where no space is available on the lot, space shall be provided within 500 feet of such uses and such space shall be provided with vehicular access to a street or alley and shall be equal in area to at least the minimum requirements for the specific use as set forth below. For the purpose of this section, a parking or storage space shall not be less than nine feet in width and 18 feet in length (9' x 18'), excluding all driveways, entrances and exits. **Developments containing more than one use shall provide parking spaces in an amount equal to the sum total of the parking requirements applicable to each of the individual uses.**

- (1) Single-family dwellings and duplexes: Two spaces for each family dwelling unit; driveway, carport or garage area may be included in computing required parking space.
- (2) Multifamily dwellings: Two and one-half spaces for each family dwelling unit.
- (3) Hotels, motels: One space per guest unit plus one additional space for each five employees.
- (4) Churches, theaters, other places of public assemblage: One space for each four seats.
- (5) Restaurants and other eating places: One space for each 100 square feet of area devoted to patron use plus one space for every four employees. The term "area devoted to patron use" as used in this subsection (5) shall mean the area available for use as patron seating and shall not include kitchens, lobbies, waiting areas, restrooms and parking.
- (6) Commercial and professional buildings: One space for each 300 square feet of usable floor area except grocery stores which will provide two spaces for each 300 square feet of usable floor area. The term "usable floor area" as used in this subsection (6) shall mean the floor area within the inside perimeter of the outside walls of the building under consideration and shall not include restrooms, areas used principally for the storage of supplies or inventories, areas used principally for the storage of mechanical systems, and common hallways in multi-tenant structures used by multiple tenants for ingress and egress.
- (7) Continuing Care Retirement Communities (CCRC) that contain one or more of the following housing types within a unified development: independent living units, assisted-care units and/or memory care. CCRCs shall provide staff parking equal to one-half (.5) space per employee on the largest shift. In addition to the staff parking requirement, each component of a CCRC shall provide additional parking as follows:
  - a. Independent living units shall provide one and one-half spaces (1.5) per unit. For purposes of this subsection, an independent living unit is designed as an independent dwelling unit containing sleeping, cooking and bathroom facilities. An independent living unit may contain a full or partial kitchen.
  - b. Assisted care units shall provide one-half (.5) space per unit. For purposes of this subsection, assisted care units are self-contained dwelling units but do not contain a kitchen. Residents of these units are served meals through a central kitchen and dining facility.
  - c. Memory care units shall provide one-quarter (.25) space per unit. For purposes of this subsection, memory or nursing care units are independent/private rooms that are designed to provide residents with a secure and structured environment by trained staff. Residents are not capable or permitted to own or operate private vehicles.

OFF-STREET PARKING MEMO  
PG 4

Based on this concept the proposed development would have to supply 126.25 parking spaces.

IL = 51 units x 1.5 spaces  
IL = 76.5

AL = 61 units x .5 spaces  
AL = 30.5

MC = 23 units x .25 spaces  
MC = 5.75

Employees = 27 per largest shift x .5 spaces  
Employees = 13.5

If the City Council likes the concept, staff could put the aforementioned language into ordinance form and have it ready for first reading at the Regular City Council meeting on February 16, 2016.

**RECOMMENDATION:**            **THAT THE CITY COUNCIL EVALUATE THE PROPOSED CCRC PARKING REQUIREMENTS AND IF THEY ARE IN AGREEMENT WITH THEM THAT THEY DIRECT STAFF TO PUT THEM INTO ORDINANCE FORM FOR THE REGULAR CITY COUNCIL MEETING ON FEBRUARY 16, 2016.**

CSC  
ATTACHMENTS

## EXHIBIT A

The Gulf Breeze Senior Living Facility will be a mixed-use, three-story, 135 residential unit project of approximately 138,000 SF, to be located in the CRA District of Gulf Breeze, Florida. The proposed project will be named **The Arbors of Gulf Breeze** and will consist of 51 Independent Living (IL) residences, 61 Assisted Living (AL) residences, and 23 Memory Care (MC) units.

### Parking Standards for Senior Living Facilities

The table below compares parking standards of several jurisdictions for similar projects. There is no consideration listed for memory care facilities separate and apart from assisted living units.

Jurisdiction	Requirements
City of Pensacola, FL	1 space per 2 beds
City of Mobile, AL	1 space per 2 beds
City of Destin, FL	1 space per 4 beds plus 1 per employee on largest shift
Okaloosa County, FL	0.5 space per unit
Jacksonville, FL	1 space per 4 beds plus 1 per employee
West Palm Beach, FL	1 space per 6 beds, 2 guest spaces per 10 beds, and 1 space per 300SF of office/admin. space
Tampa, FL	0.17 space per tenant plus 1 space per employee on largest shift
Escambia County, FL	LDC does not specifically list ALF or senior living facilities but does provide the following information: "Uses Not Listed" Where land uses do not correspond to any categories listed in this article the Planning Official shall alternatively confirm the sufficiency of parking facilities proposed. For any such use the applicant shall estimate the number of parking spaces required to satisfy the projected demand and provide adequate information from which the demand was estimated, including the following as applicable: <ol style="list-style-type: none"> <li>1. Type of use(s)</li> <li>2. Estimated total number of vehicle trips generated during peak conditions and parking duration per trip (turnover rate)</li> <li>3. Number of employees</li> <li>4. Building design capacity</li> <li>5. Square feet of use areas</li> <li>6. Hours of operation</li> </ol>

### Recently Constructed Facilities Nearby

Facility	Location	Units	Parking	Amount Required	Amount Provided
Summer Vista	Pensacola (city)	89	0.5 space per unit	45	46
The Beacon	Gulf Breeze (unic.)	107	0.5 space per unit	54	57

### Proposed

The Arbors	Gulf Breeze (city)	135	1 space per unit (IL) 0.5 space per unit (AL) 0.5 space per unit (MC)	93	99
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**EXHIBIT "B"**

137,905 s.f., 135 units and 155 beds (51 IL, 23 Mem & 61 AL)

Panama City, FL

1 per 500 sq. ft. of gross floor area

**137,905 / 500 = 275.81**

Coral Springs, FL

Residential care facility, Category 2 and 3: One and twenty-six hundredths (1.26) parking spaces for each sleeping room.

**135 x 1.26 = 170.1**

Pompano Beach

**TABLE 155.5102.D.1: MINIMUM NUMBER OF OFF-STREET PARKING SPACES**

Note: This table is best viewed in PDF, click [HERE](#)

TABLE 155.5102.D.1: MINIMUM NUMBER OF OFF-STREET PARKING SPACES			
Use Category	Use Type	Minimum Number of Parking Spaces 1,2,3	
<b>Residential Uses</b>			
Household Living Uses	Dwelling, live/work	1 per DU	
	Dwelling, multifamily <sup>9</sup>	Efficiency DUs	1 per DU
		DUs with 1 or 2 bedrooms	1.5 per DU
		DUs with 3+ bedrooms	2 per DU
		Townhouse guest spaces	1 per 5 townhouse units; in addition to the required parking spaces based on dwelling unit
Dwelling, single-family		2 per DU	
Dwelling, single-family (zero lot line)		2 per DU	
Household Living Uses	Dwelling, two-family	2 per DU	
	Dwelling, mixed-use	1 per DU	
	Family care home	1 per 4 beds	
	Mobile home park	1.5 per mobile home space	
Group Living Uses	Assisted living facility	1 per 3 beds	
	Community residential home	1 per 3 beds	
	Continuing care retirement community	Sum of minimum for component parts—see Section <a href="#">155.5102.D.3</a>	
	Rooming or boarding house	1 per guest room	

**3. Multiple Use Developments**

a. Except for shopping centers (See [Table 155.5102.D.1](#), Minimum Number of Off-Street Parking Spaces.) and hotels or motels and apartment hotels (See b below.), developments containing more than one principal institutional or commercial use shall provide parking spaces in an amount equal to the total of the requirements applied to all individual principal uses.

b. Where more than 20 percent of the total gross floor area of a hotel or motel or an apartment hotel is occupied by non-sleeping or non-dwelling principal or accessory uses (e.g., office, retail, service, restaurant, bar, nightclub, ballrooms, banquet rooms, meeting rooms), off-street parking shall be provided for each such use in an amount equal to 50 percent of the parking requirement applicable to the use if it were an individual principal use—except that where a hotel contains 50 or more guest rooms and a restaurant and/or bar advertised by exterior signage, off-street parking shall be for such restaurant and/or bar in an amount equal to 75 percent of the parking requirement(s) applicable to a restaurant and/or bar as a principal use.

c. These provisions shall not limit the opportunity to reduce the minimum number of required off-street parking spaces through approval of an alternative parking plan that justifies the feasibility of shared parking (See Section [155.5102.J.3](#), Shared Parking.)

**IL = 51 units x 1.5 = 76.5**

**AL + MC = 74 beds / 3 = 26.6    TOTAL = 103.1**

## Bonita Springs

### Sec. 4-1732. - Required spaces.

All uses permitted under this chapter are subject to the following minimum requirements:

- (1) Dwelling, housing and living units. For all common parking lots, in addition to the spaces required in this subsection, additional parking spaces equal to ten percent of the total required must be provided to accommodate guest parking.
  - a. Single-family, duplex, two-family attached and mobile home units. The minimum requirement is two spaces for each dwelling unit. Stacking of vehicles in the driveway is permitted.
  - b. Townhouses. Minimum requirements are as follows:
    1. For townhouses with individual parking driveways on each lot, two spaces per dwelling unit. Stacking of vehicles in the driveway is permitted.
    2. For townhouses sharing a common parking lot, two spaces per dwelling unit. Stacking of vehicles in the driveway is not permitted.
  - c. Multiple-family buildings. Stacking of vehicles is not permitted. Minimum requirements are as follows:
    1. Studio or efficiency: 1.25 spaces per unit.
    2. One bedroom 1.5: spaces per unit.
    3. Two bedrooms: 1.75 spaces per unit.
    4. Three or more bedrooms: two spaces per unit.
  - d. Assisted living facilities (section 4-1182), continuing care facilities (section 4-1183), health care facilities, Groups I and II (section 4-408(c)(19)), social services, Groups III and IV (section 4-408(c)(4) and other similar uses).
    1. Any living unit designed as a dwelling unit and intended primarily as a self-care facility will be treated as a dwelling unit and will be required to provide parking spaces as set forth in section 4-1732(1)a through c for similar type dwelling units. For purposes of this section, a microwave oven or other cooking facilities such as a toaster or a hot plate using 115-120 volt electrical service do not constitute customary cooking facilities. Where the living units are maintained under unified control and the residents are not capable or permitted to bring or operate private vehicles on the same premises, community development may authorize up to a 75 percent reduction in required parking spaces; provided sufficient parking is provided for employees and visitors.
    2. Living units which do not contain customary cooking facilities within the individual units but instead have a central kitchen for food preparation and where meals are served in a central dining area or individual rooms must calculate parking requirements as follows: one parking space per four residents or four beds (whichever is greater), plus ten percent. Where the living units are maintained under unified control and the residents are not capable or permitted to own or operate private vehicles on the same premises, community development may authorize up to a 75 percent reduction in required parking spaces; provided sufficient parking is provided for employees and visitors.
  - e. Group quarters, excluding living units subject to section 4-1732(1)d. The minimum requirement is one parking space per bedroom or one space per two beds, whichever is greater.
  - f. Hotels and motels. See division 19 of this article.

IL 2 BDRM @ 6 X 1.75 = 10.5  
1 BDRM @ 42 X 1.5 = 63  
1 STDO @ 3 X 1.25 = 3.75  
77.25

AL 64 BEDS / 4 X .1 = 17.6  
MC (10 BEDS/4 X .1) / .75 = 2.0  
19.6

TOTAL = 96.85

**MINUTES  
DEVELOPMENT REVIEW BOARD  
FEBRUARY 2, 2016  
TUESDAY.....6:30 P.M.  
CITY HALL OF GULF BREEZE**

**PRESENT**

Joe Henderson  
George Williams  
Laverne Baker  
Ramsey Landry  
Bill Clark  
John Adams

**ABSENT**

Maggie Thorp

**STAFF**

Shane Carmichael  
Leslie Guyer

The meeting was called to order at 6:30 p.m. by Chairman George Williams.

The City Clerk called roll and gave the invocation and pledge.

After Roll Call, a motion was made by Mrs. Baker to approve the minutes as written. Mayor Pro Tem Henderson seconded the motion. The minutes from the meeting of January 5, 2016, were approved unanimously.

Mr. Williams asked if any members had any exparte communications regarding the pending cases. Mr. Adams advised he had written and oral communications in October and December of 2015 with FDEP and Wetland Sciences in regards to the case. These communications were prior to his January 19, 2016 appointment to the Development Review Board.

Mr. Adams recused himself from the vote regarding the case before the board as the disposition of the matter may potentially decrease his property value. (Form 8B attached)

**PROJECT NO. JDPL3-16-0001: SOUNDING HOMEOWNERS ASSOCIATION, 1191 GULF BREEZE PARKWAY, GULF BREEZE, FL, REQUEST TO CONSTRUCT A COMMON PIER WITH SEVEN SLIPS.**

Jason Taylor with Wetland Sciences Inc., 3308 Gulf Breeze Hwy, Pensacola, FL, appeared before the Board on behalf of the applicant. Mr. Taylor presented the plans and answered questions. Mr. Taylor reported that the proper permits for the project has been secured from FDEP and ACOE. The Soundings HOA is now finalizing a Submerged Land Lease with FDEP.

Shane Carmichael, Director of Community Services, presented the staff report to the Board and answered questions. Mr. Carmichael advised the Board that this case went before the Board of Adjustment on May 26, 2015 and received the following variances:

Variance 1 – Increased the maximum permissible length of the pier specified in Chapter 24, Art V, Div. 3, Sec 24-191(1)(b) to 320 feet.

Variance 2 – Decreased the minimum setbacks specified in Ch. 24, Art V, Div. 3, Sec 24-191(2) to encroach 25 feet into the side lot setback.

Mr. Carmichael advised other than the two aforementioned variances, the project complies with the intent of the City's Land Development Code.

Mrs. Baker made a motion to approve the project as submitted. Mr. Clark seconded. The vote to approve the project carried by a vote of 4-1, with Mr. Landry dissenting. Mr. Adams abstained from the vote.

Mr. Carmichael stated the project is classified as a Level III Development and the case would go before the City Council for final approval on February 15, 2016.

**OPEN FORUM**      None

**NEW INFORMATION:**

**ADJOURNMENT:** The meeting was adjourned at 6:51 p.m.

ATTESTED TO:



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

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Adams John	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Development Review Board
MAILING ADDRESS 516 Eventide Drive	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY Gulf Breeze Santa Rosa	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 02-02-16	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, John Adams, hereby disclose that on February 2, 20 16 :

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_;
- inured to the special gain or loss of my relative, \_\_\_\_\_;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Feb 2, 2016  
Date Filed

[Signature]  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

**DRB Member Adams' Exparte Communications regarding Project JDPL3-16-0001, IAW Section 20-47:**

- **Written Communications.**

- On October 23, 2015, I sent a letter to Florida Department of Environmental Protection (FDEP), a copy of which <sup>is</sup> was included in the DRB package for February 2, 2016 meeting.
- On December 8, 2015, I sent a letter to FDEP, with essentially the same content as the letter of October 23, 2015.
- On December 11, 2015, I received a letter from Wetland Sciences Incorporated responding to my concerns expressed in my December 8, 2015, letter to the Florida Department of Environmental Protection.

- **Oral Communications.**

- On October 26, 2015, I received a phone call from Wade Dandridge, FDEP, responding to my letter of October 23, stating that FDEP had and would continue to review the project according to Florida law.
- On or about December 10, 2015, I received a phone call from Jason Taylor, Wetland Sciences Corporation, regarding my letter to FDEP of December 8, 2015, asking me to elaborate on my concerns regarding the project. I summarized the content of my letter.

- **Site Visits.**

- As a waterfront resident of Eventide Subdivision living approximately 250 feet from the project site, I see the project site daily.

**ADAMS' ABSTAINING STATEMENT:**

My prior engagement with the case before the Board today may constitute a conflict of interest, as the disposition of this matter may potentially decrease my property value. Moreover, I have absolute confidence in this Board's competence to decide upon this matter on its merits. Therefore, in order to preserve both the Board's and my integrity, I will refrain from voting on this matter, and accordingly provide a disclosure form to the City Clerk. Thank you for your understanding.



# City of Gulf Breeze

## DEVELOPMENT REVIEW BOARD

### STAFF REPORT

PROJECT NO: JDPL3-16-0001  
APPLICATION DATE: 01/05/2016  
DESCRIPTION: SUBDIVISION PIER – LEVEL III  
PROJECT LOCATION: 1191 GULF BREEZE PKWY



PARCEL INFORMATION: SRC PARCEL ID: 043S290000042010000  
SUBDIVISION: THE SOUNDINGS  
LOT / BLOCK: N/A  
SIZE: N/A  
ZONING: RC  
FLU: MDR  
MISC: WATERFRONT

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PROPERTY OWNER:           **THE SOUNDINGS HOMEOWNERS ASSOCIATION, INC.**  
  **1191 GULF BREEZE PKWY**  
  **GULF BREEZE, FL 32561**

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AGENT:                           **WETLAND SCIENCES, INC.**  
  **3308 GULF BEACH HWY**  
  **PENSACOLA, FL 32507**  
  **(850) 453-4700**

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PROJECT DIMENSIONS:

<b>ACCESS PIER</b>	<b>295 FT X 5 FT</b>	<b>1,475 FT<sup>2</sup></b>
<b>TERMINAL</b>	<b>25 FT X 15 FT</b>	<b>375 FT<sup>2</sup></b>
<b>FINGER PIERS (8)</b>	<b>20 FT X 2 FT</b>	<b>320 FT<sup>2</sup></b>
<b>SLIPS (7)</b>	<b>20 FT X 12 FT</b>	<b>1,680 FT<sup>2</sup></b>
<b>TOTAL</b>		<b>3,850 FT<sup>2</sup></b>

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REGULATORY INFORMATION:

<u>DESCRIPTION</u>	<u>REQUIREMENT</u>	<u>PROPOSED</u>
LENGTH	200 FT MAX	320 FT †
SETBACK EAST	25 FT MIN	0 FT †
SETBACK WEST	25 FT MIN	115.5 FT
HEIGHT	35 FT MAX	10 FT

† - VARIANCE LENGTH AND SETBACK APPROVED BY THE BOA ON MAY 26, 2015

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STAFF COMMENTS:

**THE SOUNDINGS HOMEOWNERS ASSOCIATION, INC. (HOA) IS REQUESTING TO CONSTRUCT A COMMON PIER WITH SEVEN SLIPS THAT WOULD SERVE THEIR PRIVATE SUBDIVISION. ACCORDING TO THE APPLICANTS AGENT, WETLAND SCIENCES, INC., THE PROJECT CONSISTS OF THE FOLLOWING:**

<b>ACCESS PIER</b>	<b>295 FT X 5 FT</b>	<b>1,475 FT<sup>2</sup></b>
<b>TERMINAL</b>	<b>25 FT X 15 FT</b>	<b>375 FT<sup>2</sup></b>
<b>FINGER PIERS (8)</b>	<b>20 FT X 2 FT</b>	<b>320 FT<sup>2</sup></b>
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<b>TOTAL</b>		<b>3,850 FT<sup>2</sup></b>

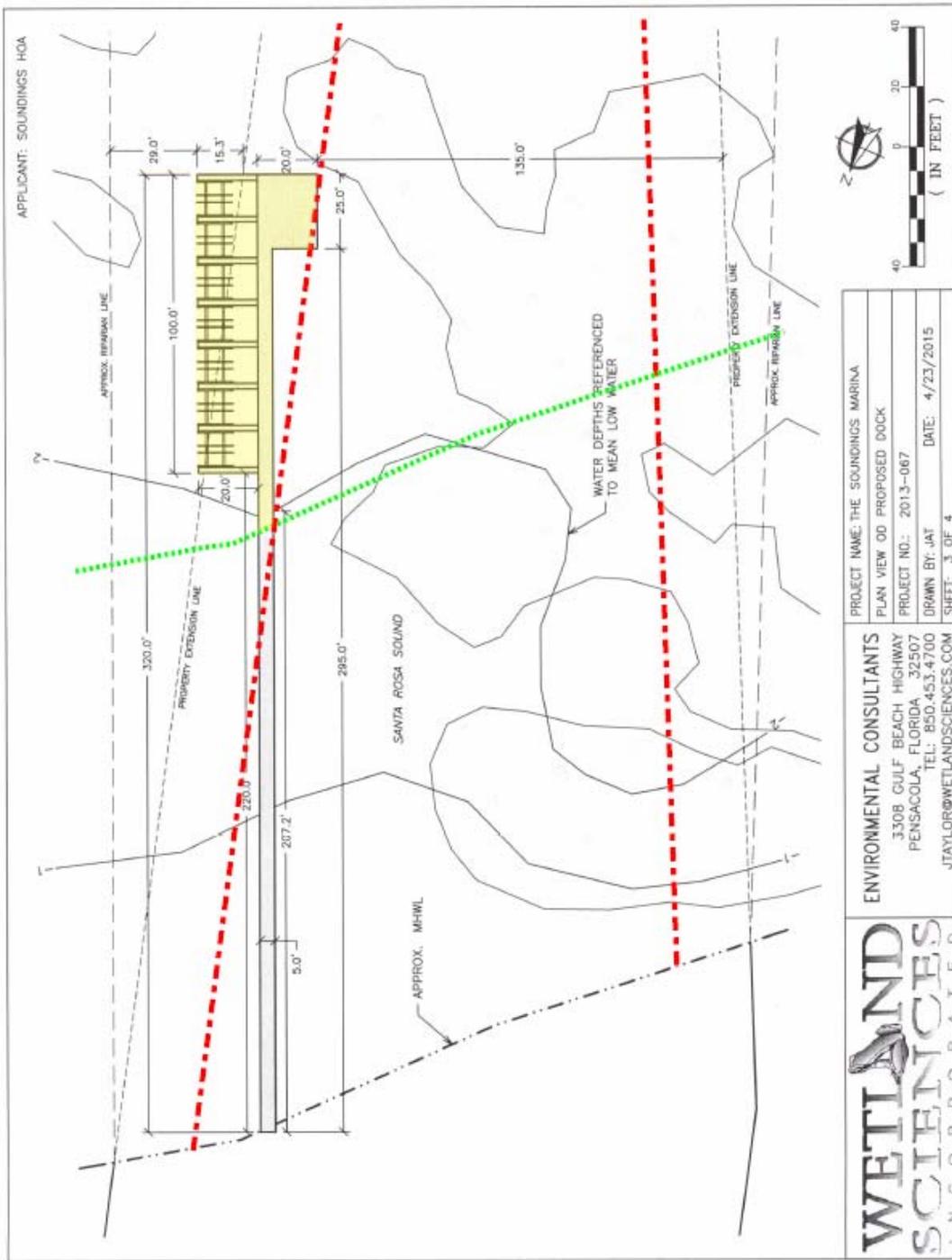
**PRIOR TO HURRICANE IVAN, THE SUBDIVISION HAD A PIER THAT MEASURED 385 FT IN LENGTH. THE HOA WISHES TO INSTALL A SHORTER PIER IN THE SAME GENERAL LOCATION. THE OLD PIER WAS PERMITTED IN 2001 BY BOTH THE DEVELOPMENT REVIEW BOARD (DRB) AND THE BOARD OF ADJUSTMENT (BOA). IN MAY OF 2015, THE APPLICANT APPLIED FOR AND RECEIVED TWO VARIANCES:**

- 1) EXTENDING THE PIER LENGTH TO 320 FT.
- 2) DECREASING THE EAST SETBACK TO 0 FT.

**AERIAL IMAGE OF OLD PIER – 08/2003**



**PLAN VIEW OF NEW PIER**



**STAFF HAS REVIEWED THE PROJECT AND BASED ON THE AFOREMENTIONED REGULATORY INFORMATION AND VARIANCES, IT APPEARS THAT IT MEETS THE INTENT OF THE CITY'S LAND DEVELOPMENT CODE. STAFF RECOMMENDS THAT THE DRB APPROVE THE PROJECT AS SUBMITTED.**



# City of Gulf Breeze

**RECEIVED**  
 JAN 5 REC'D  
 BY: \_\_\_\_\_

LEVEL II AND III DEVELOPMENT  
ORDER APPLICATION

PROPERTY OWNER INFORMATION			PROJECT LOCATION INFORMATION:								
NAME: The Soundings Homeowners Association			PHYSICAL ADDRESS: 1191 Gulf Breeze Parkway								
ADDRESS: 1191 Gulf Breeze Pkwy			SUBDIVISION NAME: The Soundings								
ADDRESS 2:			PARCEL ID #:		4	3S	29	0	4201	0000	
CITY: Gulf Breeze			ZONING DESIGNATION: RC		SEC	TWN	RNG	SUB	BLK	LOT	
STATE: Florida			IS THE PROPERTY A CORNER LOT? <input type="checkbox"/> YES <input type="checkbox"/> NO								
PHONE #:		ZIP: 32561		DRIVING DIRECTIONS:							
FAX:		CELL #: 850-393-6329		See attached site location map							
E-MAIL: dwilson@gulf.net											
DESCRIPTION OF PROJECT:											
TYPE OF PROJECT: <input type="checkbox"/> RENOVIATION <input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> POOL <input checked="" type="checkbox"/> MARINE <input type="checkbox"/> DEMO <input type="checkbox"/> OTHER:											
SCOPE OF WORK: Construct a 295' by 5' access pier, a 25' by 20' terminal platform, and install 7 uncovered boat lifts											
OCCUPANCY CLASSIFICATION: <input checked="" type="checkbox"/> RESIDENTIAL <input type="checkbox"/> ASSEMBLY <input type="checkbox"/> BUSINESS <input type="checkbox"/> MERCANTILE <input type="checkbox"/> STORAGE <input type="checkbox"/> OTHER:											
INTENDED USE: Private multi-family dock											
DIMENSION:		320.00	44.00					4,427.00			
		LENGTH	WIDTH	HEIGHT	STORIES		SQUARE FEET				
ESTIMATED COST OF CONSTRUCTION:					ESTIMATED COMPLETION DATE: 06/30/2016						
UTILITY INFORMATION:											
UTILITIES: <input type="checkbox"/> WATER <input type="checkbox"/> SEWER <input type="checkbox"/> SEPTIC TANK <input type="checkbox"/> GAS <input type="checkbox"/> ELECTRIC											
WATER TAP SIZE: <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2" <input type="checkbox"/> 4" <input type="checkbox"/> 6"											
LIST GAS APPLIANCES:											
WILL THE STRUCTURE HAVE FIRE SPRINKLERS: <input type="checkbox"/> YES <input type="checkbox"/> NO											
<b>SECTION 21-263 OF THE CITY'S CODE OF ORDINANCES REQUIRES THAT ALL NEW DEVELOPMENT AND REDEVELOPMENT WITH A CONSTRUCTION PERMIT EVALUATION EXCEEDING 50 PERCENT OF THE MOST RECENTLY ASSESSED VALUE OF THE PROPERTY, SHALL BE REQUIRED TO PLACE ALL UTILITIES UNDERGROUND, INCLUDING ELECTRICAL AND TELEPHONE LINES.</b>											

**MARINE CONSTRUCTION:**

TYPE OF PROJECT:  RETAINING/SEA WALL  DOCK/PIER  BOATHOUSE  UNCOVERED LIFT

BODY OF WATER:  PENSACOLA BAY  SANTA ROSA SOUND  HOFFMAN BAYOU

WOODLAND BAYOU  GILMORE BAYOU

IF A DOCK/PIER, BOATHOUSE OR UNCOVERED LIFT, WHAT IS THE LENGTH MEASURED FROM THE MHWL? 320

IF A DOCK/PIER, BOATHOUSE OR UNCOVERED LIFT, WHAT IS THE TOTAL SQUARE FOOTAGE? 4311

IF A BOATHOUSE OR UNCOVERED LIFT, WHAT IS THE SQUARE FOOTAGE? 2016

WHAT IS THE DISTANCE FROM THE FURTHERMOST EXTENT OF THE DOCK/PIER, BOATHOUSE OR UNCOVERED BOAT LIFT FROM THE PROPERTY LINE?

LEFT: -15.30 RIGHT: 135.00

SECTION 24-172 OF THE LAND DEVELOPMENT CODE REQUIRES THAT ALL DOCKS, PIERS, BOATHOUSES, UNCOVERED SLIPS OR SIMILAR STRUCTURES PROVIDE CONTINUING PUBLIC ACCESS TO ALL SOVEREIGN LANDS, HOW WILL THIS BE ACCOMPLISHED FOR THIS PARTICULAR PROJECT?

Dock will commence at the mean high water line and will not restrict access along the beach

IF A DOCK/PIER BOATHOUSE OR UNCOVERED SLIP, ALONG WHAT SECTION OF SHORELINE WILL THE PROJECT BE LOCATED:

- NAVAL LIVE OAKS - BOB SIKES BRIDGE (200' MAX)  BOB SIKES - SHORELINE PARK (200' MAX)
- SHORELINE PARK - DEER POINT (200' MAX)  DEER POINT - ZAMARA CANAL (300' MAX)
- ZAMARA CANAL - FAIRPOINT (475' MAX)  FAIRPOINT - PENSACOLA BAY BRIDGE (225' MAX)
- PENSACOLA BAY BRIDGE - NAVAL LIVE OAKS (200' MAX)  INLAND BAYOU (25'MAX)

IF A RETAINING/SEA WALL, WHAT IS IT'S DISTANCE FROM THE MHWL?

WHAT IS THE VERTICAL HEIGHT OF THE RETAINING/SEA WALL? SEAWARD LANDWARD

ARE COPIES OF FEDERAL AND STATE PERMITS ATTACHED?  YES  NO

**POOL INFORMATION:**

POOL TYPE:  BELOW GROUND  ABOVE GROUND  SPA/HOT TUB

DIMENSION:				
	LENGTH	WIDTH	DEPTH	SQUARE FEET

IS THE YARD FENCED OR WILL IT BE FENCED?  YES  NO

IS SO, WHAT IS THE HEIGHT?

WILL THE POOL HAVE SCREENED ENCLOSURE?

IS SO, WHAT ARE THE DIMENSIONS:				
	LENGTH	WIDTH	HEIGHT	SQUARE FEET

I, \_\_\_\_\_, NOW ENGAGING OR ABOUT TO ENGAGE IN THE CONSTRUCTION OF A SWIMMING POOL UPON MY OWN PREMISES AS DESCRIBED ON THE REQUIRED BUILDING PERMIT APPLICATION AND LOCATED IN SANTA ROSA COUNTY, FLORIDA, DO HEREBY ACKNOWLEDGE THE REQUIREMENT OF AN APPROVED BARRIER AT LEAST 48 INCHES (4 FEET) ABOVE GRADE, MEASURED ON THE SIDE OF THE BARRIER WHICH FACES AWAY FROM THE SWIMMING POOL, IS TO BE ERECTED PRIOR TO FILLING THE POOL WITH WATER. FURTHERMORE, I ACKNOWLEDGE THE REQUIREMENT OF AN ALARM ON ALL DOORS AND WINDOWS WITHIN A DWELLING UNIT HAVING DIRECT ACCESS TO THE POOL THROUGH A WALL (OR WALLS) THAT SERVES AS PART OF THE BARRIER.

I FURTHER ACKNOWLEDGE THAT THE FOREGOING IS REQUIRED BY SECTION 315 OF THE STANDARD SWIMMING POOL CODE AND CITY ORDINANCE.

_____	_____	_____	_____
CONTRACTOR'S SIGNATURE	DATE	OWNER'S SIGNATURE	DATE
_____	_____	_____	_____
PRINTED NAME		PRINTED NAME	

**COMMERCIAL DEVELOPMENT:**

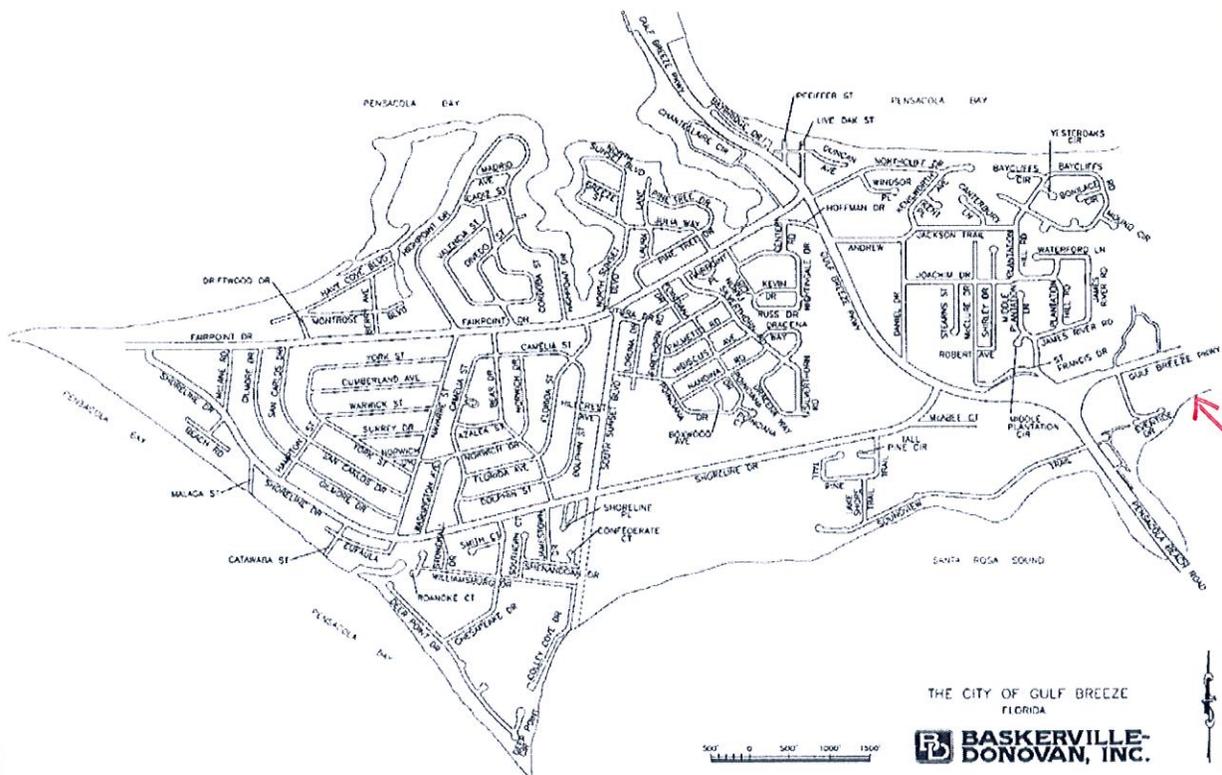
ENGINEER'S NAME:		ARCHITECT'S NAME:	
ADDRESS:		ADDRESS:	
ADDRESS 2:		ADDRESS 2:	
CITY:		CITY:	
STATE:		STATE:	
PHONE #:	ZIP:	PHONE #:	ZIP:
FAX:	CELL #:	FAX:	CELL #:
E-MAIL:		E-MAIL:	
STATE LICENSE #:		STATE LICENSE #:	

**AGENT INFORMATION:**

NAME: Jason Taylor Wetland Sciences, Inc.	
ADDRESS: 3308 Gulf Beach Highway	
ADDRESS 2:	
CITY: Pensacola	
STATE: Florida	
PHONE #: 850-453-4700	ZIP: 32507
FAX:	CELL #:
E-MAIL: jtaylor@wetlandsciences.com	
STATE LICENSE #:	

**LOCATION MAP:**

PLEASE MARK THE PROJECT LOCATION ON THE MAP.



PROJECT  
LOCATION

**DEMOLITION INFORMATION:**

PLEASE ATTACH A SURVEY DEPICTING THE STRUCTURES TO BE REMOVED.

IF UTILITIES ARE TO REMAIN ONSITE, WHAT MEASURES WILL BE TAKEN TO PROTECT THEM FROM DAMAGE?

DISPOSAL OF MATERIAL:

SANTA ROSA COUNTY LANDFILL

ESCAMBIA COUNTY LANDFILL

OTHER: \_\_\_\_\_

**ASBESTOS NOTIFICATION STATEMENT**

PER FLORIDA BUILDING CODE 105.9 ASBESTOS. THE ENFORCING AGENCY SHALL REQUIRE EACH BUILDING PERMIT FOR THE DEMOLITION OR RENOVATION OF AN EXISTING STRUCTURE TO CONTAIN AN ASBESTOS NOTIFICATION STATEMENT WHICH INDICATES THE OWNER'S OR OPERATOR'S RESPONSIBILITY TO COMPLY WITH THE PROVISIONS OF SECTION 469.003, FLORIDA STATUTES, AND TO NOTIFY THE DEPARTMENT OF ENVIRONMENTAL PROTECTION OF HIS OR HER INTENTIONS TO REMOVE ASBESTOS, WHEN APPLICABLE, IN ACCORDANCE WITH STATE AND FEDERAL LAW.

**469.003 LICENSE REQUIRED**

1. NO PERSON MAY CONDUCT AN ASBESTOS SURVEY, DEVELOP AN OPERATION AND MAINTENANCE PLAN, OR MONITOR AND EVALUATE ASBESTOS ABATEMENT UNLESS TRAINED AND LICENSED AS AN ASBESTOS CONSULTANT AS REQUIRED BY THIS CHAPTER.
2. (A) NO PERSON MAY PREPARE ASBESTOS ABATEMENT SPECIFICATIONS UNLESS TRAINED AND LICENSED AS AN ASBESTOS CONSULTANT AS REQUIRED BY THIS CHAPTER.  
 (B) ANY PERSON ENGAGED IN THE BUSINESS OF ASBESTOS SURVEYS PRIOR TO OCTOBER 1, 1987, WHO HAS BEEN CERTIFIED BY THE DEPARTMENT OF LABOR AND EMPLOYMENT SECURITY AS A CERTIFIED ASBESTOS SURVEYOR AND WHO HAS COMPLIED WITH THE TRAINING REQUIREMENTS OF S. 469.013(1)(B), MAY PROVIDE SURVEY SERVICES AS DESCRIBED IN S. 255.553(1), (2) AND (3). THE DEPARTMENT OF LABOR AND EMPLOYMENT SECURITY MAY, BY RULE, ESTABLISH VIOLATIONS, DISCIPLINARY PROCEDURES, AND PENALTIES FOR CERTIFIED ASBESTOS SURVEYORS.
3. NO PERSON MAY CONDUCT ASBESTOS ABATEMENT WORK UNLESS LICENSED BY THE DEPARTMENT UNDER THIS CHAPTER AS AN ASBESTOS CONTRACTOR, EXCEPT AS OTHERWISE PROVIDED IN THIS CHAPTER.

I CERTIFY THAT I HAVE READ AND UNDERSTAND AND WILL COMPLY WITH THE PROVISIONS OF THIS ASBESTOS NOTIFICATION STATEMENT AND THAT I WILL COMPLY WITH ALL STATE AND FEDERAL REGULATIONS PERTAINING TO ASBESTOS.

\_\_\_\_\_  
LICENSE HOLDER/CONTRACTOR SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LICENSE HOLDER/CONTRACTOR PRINTED NAME LICENSE NUMBER

**AUTHORIZATION:**

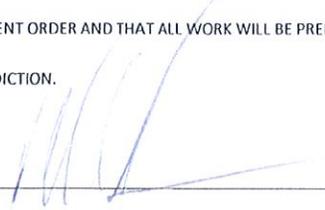
APPLICATION IS HEREBY MADE TO OBTAIN A DEVELOPMENT ORDER TO THE WORK AS INDICATED IN THE ATTACHED PLANS AND SPECIFICATIONS. I (WE)

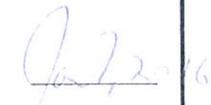
CERTIFY THAT NO WORK HAS COMMENCED PRIOR TO THE ISSUANCE OF THE DEVELOPMENT ORDER AND THAT ALL WORK WILL BE PERFORMED IN

ACCORDANCE WITH ALL LAWS REGULATING CONSTRUCTION AND ZONING IN THIS JURISDICTION.

\_\_\_\_\_  
CONTRACTOR'S SIGNATURE

\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
OWNER'S SIGNATURE

  
\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME

  
\_\_\_\_\_  
PRINTED NAME





516 Eventide Drive  
Gulf Breeze, FL 32561  
October 23, 2015

Florida Department of Environmental Protection  
3900 Commonwealth Boulevard M.S. 49  
Tallahassee, Florida 32399

Dear Sir or Madam,

As a property owner in the immediate proximity of a proposed marina construction project that appears to pose a risk to the health of our local riparian and aquatic environment, I would like to request the Florida Department of Environmental Protection to assess the environmental impact of the construction proposed at these coordinates on the Santa Rosa Sound shoreline, in the City of Gulf Breeze, Santa Rosa County: 30.356760° N; -87.154986° W. As indicated by FDEP's assessment, I also request that FDEP take appropriate action to minimize the environmental risks, to include restricting the project as necessary.

Of note, this construction project is in the immediate vicinity of the western boundary of the Santa Rosa Sound side of Gulf Islands National Seashore's Naval Live Oak reservation.

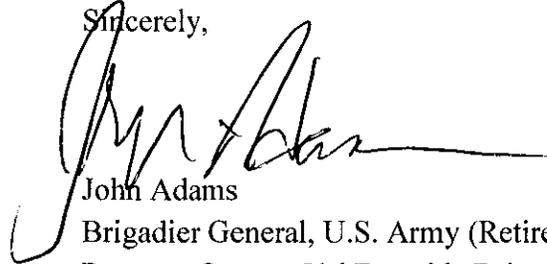
The project proposes the construction of a 320-foot long, 5-foot wide pier from the shore extending into Santa Rosa Sound, terminating in a 25-by-20-foot rectangular section with 7 boat-slips. The project organizers are already in the process of acquiring the necessary permits from the City of Gulf Breeze; further details as to location and dimensions are available from the City's Department of Community Services, under reference number JVBL1-15-0001. Attached is a copy of the draft plan.

Among the environmental risks that appear to be posed by this construction project:

- Damage and permanent modification to the natural topography of a riparian area already prone to severe storm damage.
- Damage to the plant and animal life in the affected riparian and aquatic area, notably to seagrass beds upon which the project appears to encroach.
- Increased watercraft traffic, potential discharge of toxic and hazardous materials into the water by watercraft, and potential discharge of toxic and hazardous materials by boaters improperly servicing their watercraft at the mooring slips.

Thank you for consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "John Adams", written over the printed name.

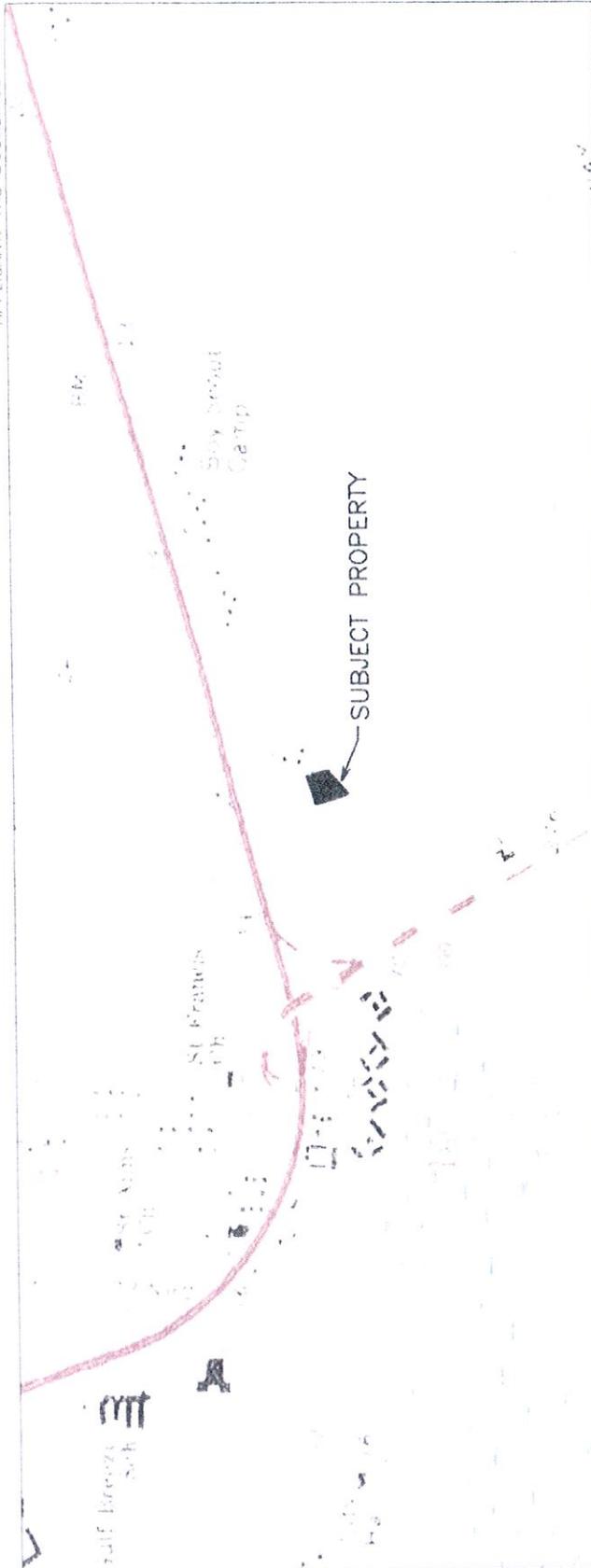
John Adams

Brigadier General, U.S. Army (Retired)

Property Owner, 516 Eventide Drive, Gulf Breeze

Attachment: Copy of Marina Project Plan

cc: Director of Community Services, City of Gulf Breeze



DIRECTIONS TO THE SITE FROM DOWNTOWN PENSACOLA: START OUT GOING EAST ON CHASE STREET/US-98 TOWARDS GULF BREEZE. CONTINUE TO FOLLOW US-98 FOR APPROXIMATELY 4.8 MILES. TURN RIGHT INTO THE LIVE OAK VILLAGE SHOPPING CENTER AFTER THE BAPTIST HOSPITAL/US-98 INTERSECTION. ENTRANCE TO THE SUBJECT PROPERTY IS LOCATED BEHIND THE SHOPPING CENTER. PLEASE CALL 850-453-4700 WITH ANY QUESTIONS.

SUBJECT PROPERTY

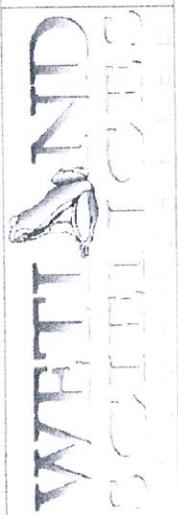
PARCEL ID#  
 04-35-29-0000-04201-0000  
 PROPERTY OWNER  
 THE SOUNDINGS HOMEOWNERS ASSOC.  
 1191 GULF BREEZE PKWY  
 GULF BREEZE, FL 32561

PROJECT LOCATION

1191 GULF BREEZE PKWY  
 GULF BREEZE, FL 32561  
 LAT: 30.356760°  
 LONG: -87.154986°

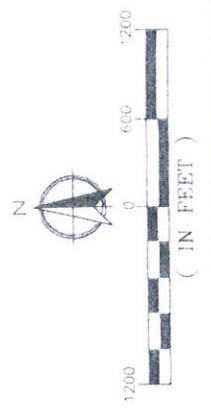
INDEX OF SHEETS

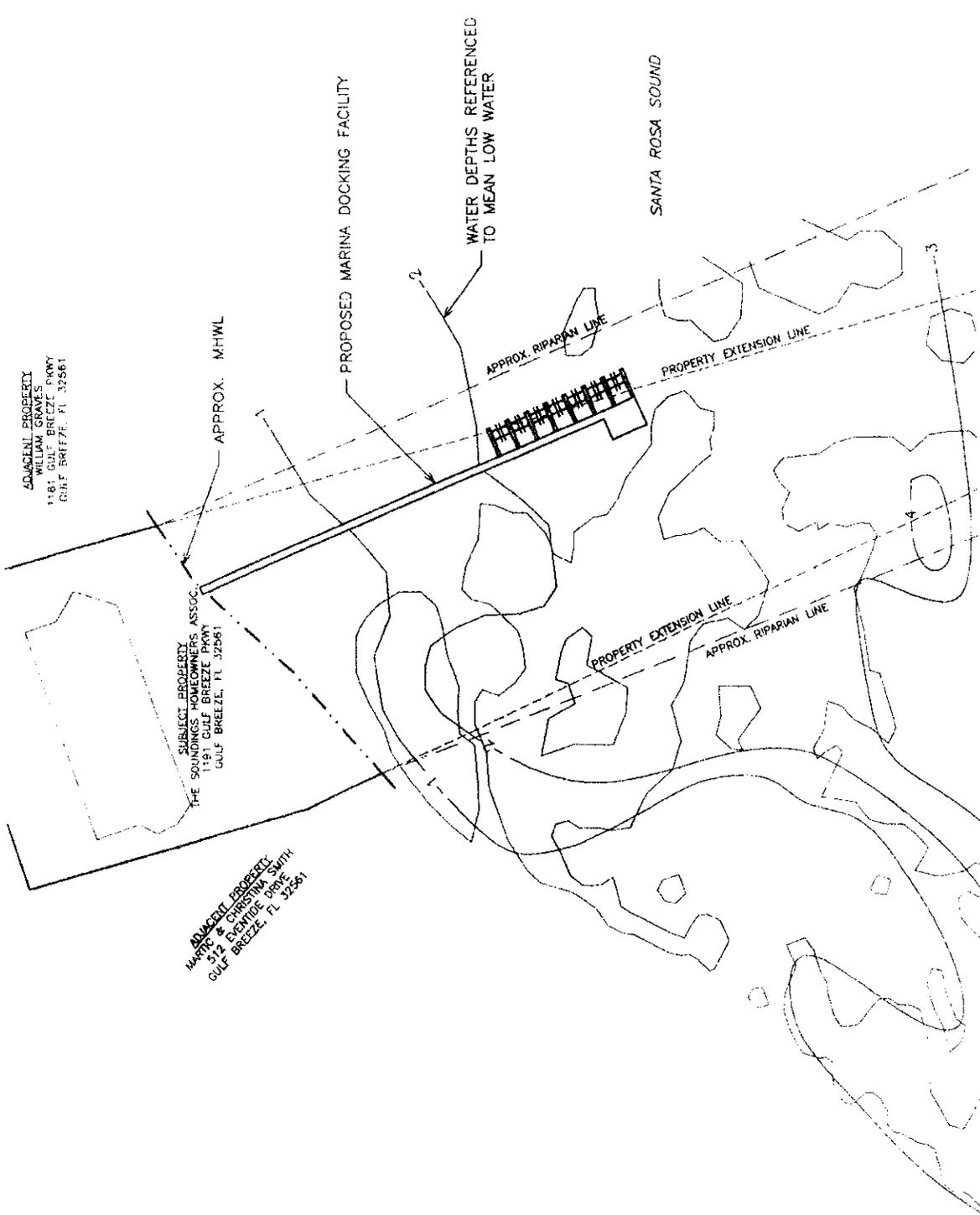
SHEET NO.	DESCRIPTION
1	SITE LOCATION MAP
2	PLAN VIEW DEPICTED ONTO AERIAL
3	PLAN VIEW OF PROPOSED DEVELOPMENT PLAN
4	CLOSE-UP PLAN VIEW OF MOORING AREA



**ENVIRONMENTAL CONSULTANTS**  
 3308 GULF BEACH HIGHWAY  
 PENSACOLA, FLORIDA 32507  
 TEL: 850.453.4700  
 JTAYLOR@WETLANDSCIENTISTS.COM

PROJECT NAME: THE SOUNDINGS MARINA
SITE LOCATION MAP
PROJECT NO.: 2013-067
DRAWN BY: JAT DATE: 4/23/2015
SHEET: 1 OF 4





PROJECT NAME: THE SOUNDINGS MARINA

PLAN VIEW DEPICTED ONTO AERIAL

PROJECT NO.: 2013-067

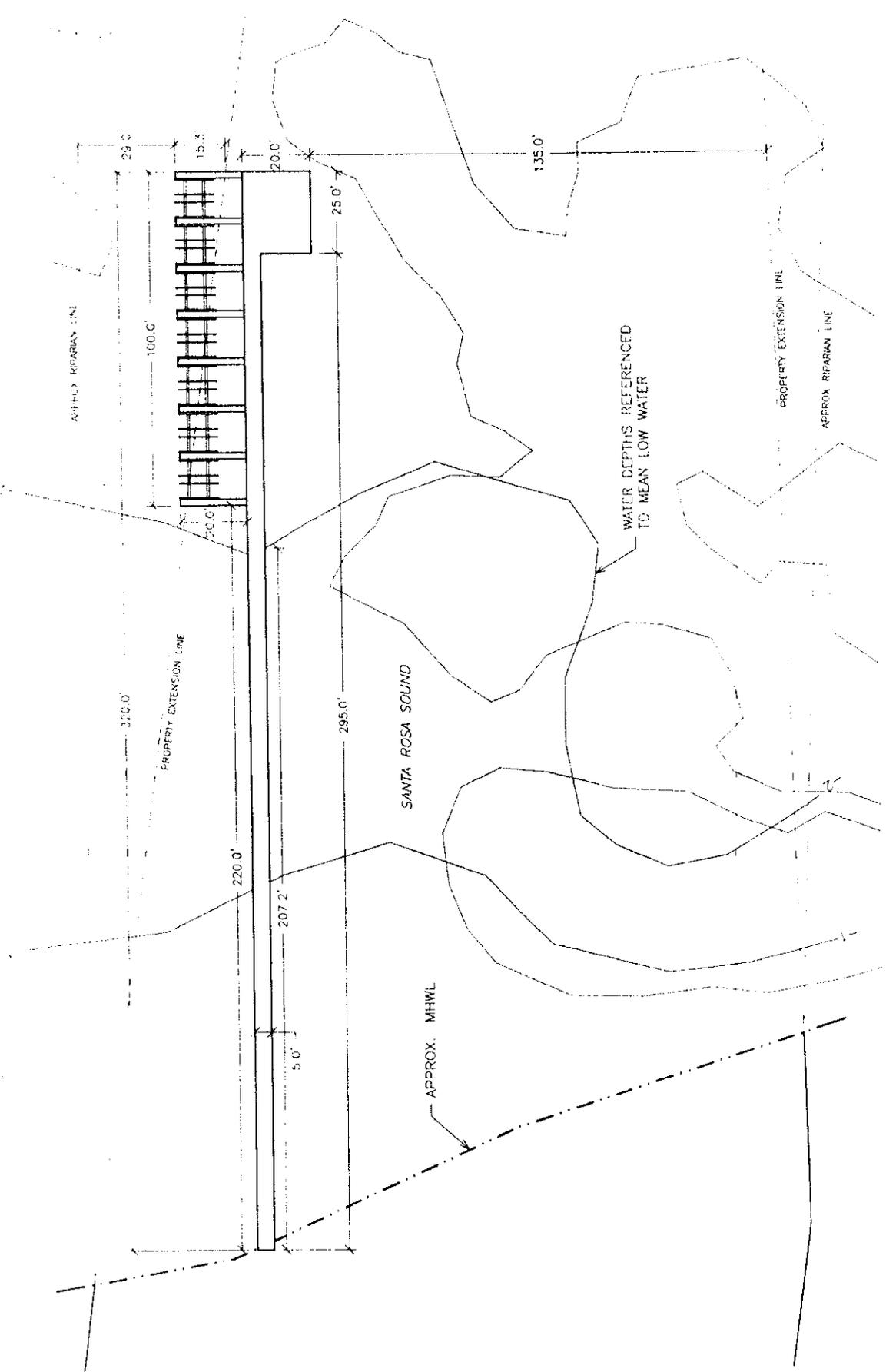
DRAWN BY: JAT DATE: 4/23/2015

SHEET: 2 OF 4

ENVIRONMENTAL CONSULTANTS

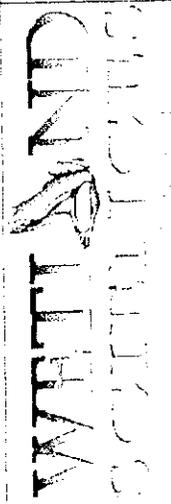
3306 GULF BEACH HIGHWAY  
PENSACOLA, FLORIDA 32507  
TEL: 850.453.4700  
JAT@OROWITLANDSCAPES.COM



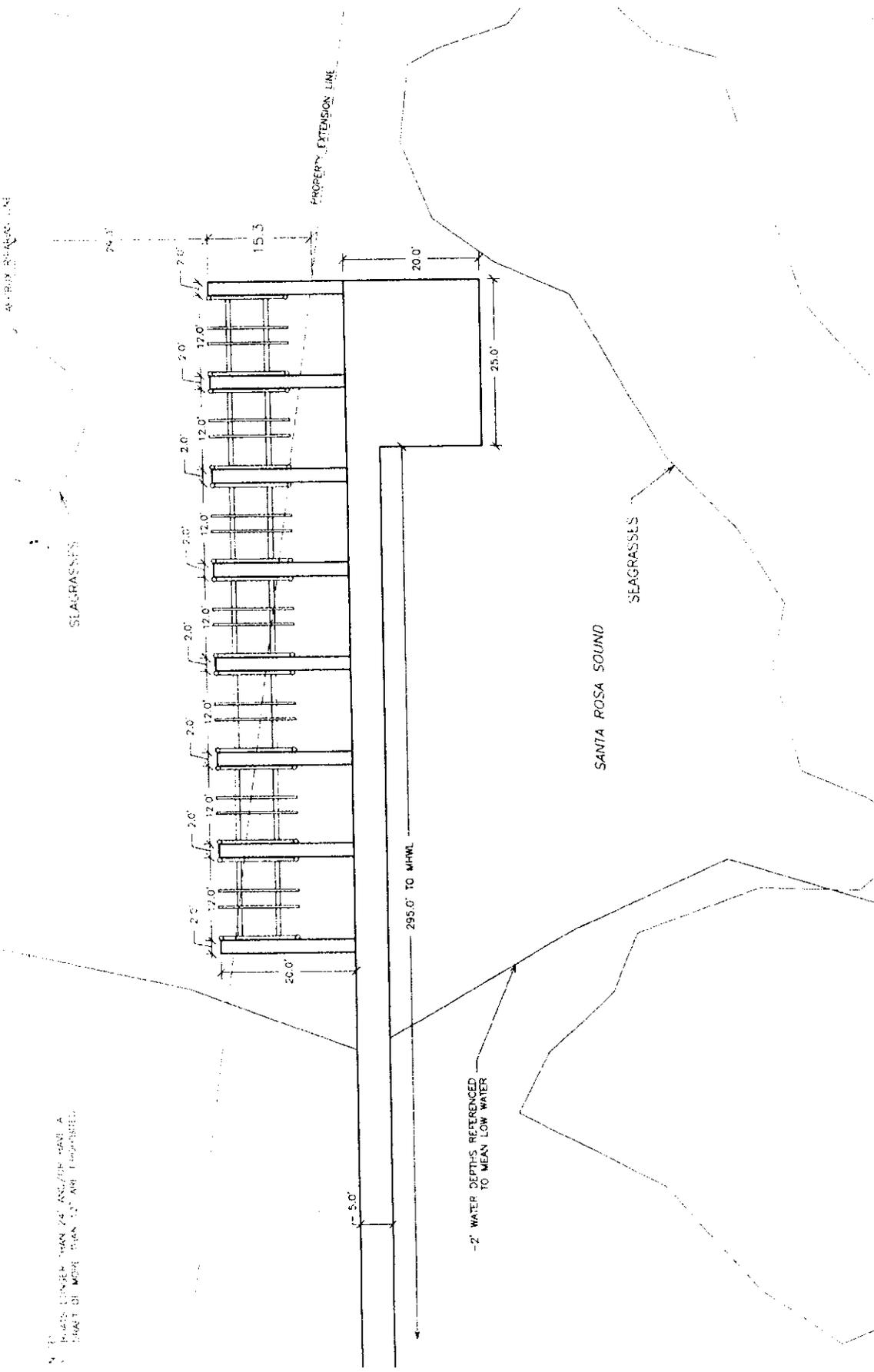


PROJECT NAME: THE SOUNDINGS MARINA  
 PLAN VIEW OF PROPOSED DOCK  
 PROJECT NO.: 2013-067  
 DRAWN BY: JAI  
 DATE: 4/23/2015  
 SHEET: 3 OF 4

**ENVIRONMENTAL CONSULTANTS**  
 3309 GULF BEACH HIGHWAY  
 PENSACOLA, FLORIDA 32507  
 TEL: 850.453.4700  
 JAI@WETLANDSCIENTISTS.COM

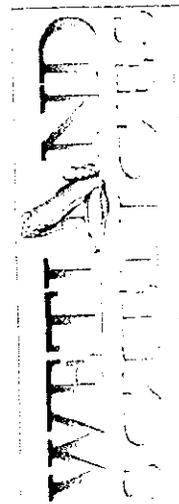


NOTES:  
 1. DIMENSIONS LONGER THAN 24" INCLUDE MORE THAN 2 PARTS OF MORE THAN 1" ARE EMPHASIZED.



PROJECT NAME: THE SOUNDINGS MARINA  
 PLAN VIEW - CLOSE UP MOORING AREA  
 PROJECT NO.: 2013-067  
 DRAWN BY: JAT  
 DATE: 4/23/2015  
 SHEET: 4 OF 4

**ENVIRONMENTAL CONSULTANTS**  
 5308 GULF BEACH HIGHWAY  
 PENSACOLA, FLORIDA 32507  
 TEL: 850.453.4700  
 JTAYLOR@WETLANDSCIENCES.COM





# City of Gulf Breeze

January 21, 2016

The Soundings Homeowners Assoc Inc.  
1191 Gulf Breeze Pkwy  
Gulf Breeze, FL 32561

**RE: Development Review Board Application**

Dear Sir or Madam:

Your application regarding construction of a common pier with seven slips will be reviewed by the Development Review Board on Tuesday, February 2, 2016, at 6:30 p.m. in the Council Chambers, Gulf Breeze City Hall located at 1070 Shoreline Drive. To have your case heard, you or your agent must be present to answer any questions the Board may have.

If I may be of further assistance to you, please do not hesitate to call me at 934-5115.

Sincerely,

A handwritten signature in blue ink that reads "Stephanie D. Lucas".

Stephanie D. Lucas  
City Clerk

cc: C.S. Carmichael, Director of Community Services  
Jason Taylor, Wetland Sciences, Inc.

Project Number:JDPL3-16-0001



# City of Gulf Breeze

TO: Edwin A. Eddy, City Manager

FROM: Vernon L. Prather, Director of Public Services 

DATE: January 25, 2016

RE: Drainage Maintenance, Soundview Trail

The City owns approximately 28 acres of wetlands as shown in the attached map. The wetlands typically receive stormwater from the north and have historically discharged the stormwater flow through easements or natural drainage paths located at the following locations:

- a) Between 1316 and 1317 Soundview Trail
- b) Between 1403 and 1405 Soundview Trail
- c) City Property to the west of 1119 Soundview Trail

Staff has noticed that the water level in the wetlands remains high, even in periods of drought. We surveyed the area to inspect for beaver dams or other conditions impacting the wetland. Our observation revealed that a large number of fallen pine trees in conjunction with sediments have most likely caused the elevated water level.

The elevated water level has contributed to more frequent occurrences of stormwater sheet flowing out of the wetland, crossing the road, and ultimately through several residential properties.

The wetlands were dramatically impacted during Hurricane Ivan due to the storm surge and salt water being introduced to the wetland in large quantities. This area contained a large number of pine trees which subsequently died as a result of the storm surge and salt water. These trees remained standing for a number of years, but eventually all have fallen over and are causing impediments to drainage.

We performed an exploratory grinding in 2014, in a smaller area and determined that the channels in the wetlands have been impacted by the fallen trees and sediments over time.

In order to help identify obstructions and promote drainage from each of the discharge points, staff believes that grinding a path through each easement area adjacent to the

water channel, (as outlined in red) of the attached drawing, is a vital first step. The path as shown in the drawing will be 15' wide and approximately 7,920' long.

The proposed grinding will provide access and facilitate the restoration of the various water channels with the subsequent removal of fallen trees and sediments. This will help restore flow in the wetland and provide for better control during storm events.

This work is best done during the winter months as plant regrowth will be much slower over the next several months.

Staff inquired of contractors with the necessary experience and specialized equipment to operate in the swampy conditions and HHH construction of NWF is best qualified to perform this service. Their equipment can operate on land or water with minimal impact. We did not find another contractor with the specialized equipment.

Their fee to complete the 15' wide x 7,920' grinding project is \$10,800.

**RECOMMENDATION:** City Council authorize HHH Construction of NWF to perform the grinding service as described for \$10,800.

HHH Construction of N.W.F.,Inc.

8190 Belle Pines Ln  
Pensacola, FL 32526

# Proposal

Date	Estimate #
1/22/2016	327

Name / Address
City of Gulf Breeze ATTN: Accounts Payable P.O. Box 640 Gulf Breeze, FL 32562-0640

Job Description
Tall Pine/Soundview

Description	Total
Mulch 15' wide paths as flagged by City of Gulf Breeze on city parcel off Soundview Trail (approx 7,920 LF)	10,800.00

**Total** \$10,800.00

Phone #	Fax #	E-mail
850-944-1606	850-944-1608	hhhconstruction3@aol.com





Total Mulching Distance  
7,920'  
15' wide as shown



20' Drainage Easement

20' Drainage 1316 & 1317 Soundview Tr

10' Drainage 1403 & 1405 Soundview Tr



## *Gulf Breeze Police Department*

To: Edwin Eddy, City Manager

From: Rick Hawthorne, Interim Chief 

Ref: Special Event Application

Date: February 3, 2016

The American Diabetes Association has submitted an application for their annual family fun ride bicycling event. The event will occur on March 19, 2016 from 7:30am to 10:00am. Approximately 100 riders are expected to complete the 62 mile course. The 62 mile course for the event will begin on Pensacola Beach at the Casino Beach Parking lot. The riders will travel across the Bob Sikes Bridge, onto Hwy 98 and into Pensacola. The riders will return from Pensacola, travel the Fairpoint / Shoreline loop, turn onto Tall Pine Trail to Soundview Trail and then turn onto SR399 and proceed back to Pensacola Beach. The other shorter courses will stay on Pensacola Beach. ADA will hire two off duty officers to assist with traffic control.

**RECOMMENDATION: That the City Council approve the ADA special event application.**



## ***Gulf Breeze Police Department***

**311 Fairpoint Drive  
Gulf Breeze, FL 32561**

**Office 850-934-5121  
Fax 850-934-5127**

**Chief Robert Randle  
Deputy Chief Rick Hawthorne**

### **City of Gulf Breeze Special Event**

#### **Packet Includes:**

1. Copy of Requirements to conduct special events.
2. Application to conduct special events.

The above documents must be signed, dated and returned to:

**The Gulf Breeze Police Department  
311 Fairpoint Drive  
Gulf Breeze, FL 32561**

At least (30) days prior to the special event

*Sydney Crawford*      *1/13/16*  
\_\_\_\_\_  
Applicant's Signature                      Date



## ***Gulf Breeze Police Department***

**311 Fairpoint Drive  
Gulf Breeze, FL 32561**

**Chief Robert Randle  
Deputy Chief Rick Hawthorne**

**Office 850-934-5121  
Fax 850-934-5127**

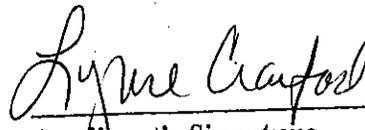
### **City of Gulf Breeze**

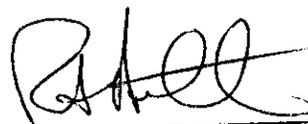
#### **REQUIREMENTS TO CONDUCT SPECIAL EVENT ON CITY PROPERTY OR IN THE CITY OF GULF BREEZE**

Applicant must provide the following information 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 the telephone number of the person(s) 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 the 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 the necessary fire prevention rules, regulations and guidelines.

- (i) Assurance of indemnification and insurance coverage. The applicant shall agree to indemnify and hold harmless the City, its servants agents and employees for any and all claims caused by or arising out of the activities permitted. The applicant shall provide certification of an appropriate policy of insurance to protect the City from liability which might arise from the special event. The policy occurrence limits shall not be less than \$1,000,000. A Copy of the policy shall be submitted at the time of application.
- (j) Sponsors shall be required to submit a detailed map illustrating the location of the event and the streets which may be affected by the event. Per City Council action, no event will be allowed on U.S. Highway 98.
- (k) Such other information as the Chief of Police and/or the City Manager may deem necessary in order to provide for traffic control, street and property maintenance and the protection of the public health, safety and welfare.
- (l) Event sponsors will be responsible for cleanup of the event site and/or route. Failure by the sponsor to cleanup the site will result in the city doing the cleanup and billing the sponsor for the actual cost.

 1/13/16  
Applicant's Signature Date

 2-3-16  
Police Department's Approval Date

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

1-13-16  
Date Submitted

1. ORGANIZATION BEING REPRESENTED:

Name American Diabetes Association  
Address 12385 Sorrento Rd # A2 Pensacola, FL 32509

2. PERSON REQUESTING PERMIT:

Name American Diabestes Assoc. - Lynne Cranford  
Address \_\_\_\_\_  
Phone 850-712-9194

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

Name Same  
Address \_\_\_\_\_  
Phone \_\_\_\_\_

4. DATE, HOURS AND LOCATION OF EVENT:

3-19-16 - Tour de Cure - Officers needed from  
7:30AM to approximately 10AM 3 locations

5. GENERAL DESCRIPTION OF ACTIVITIES, ESTIMATED ATTENDANCE, NUMBER AND TYPE OF VEHICLES, IF ANY. IF A FUND RAISING EVENT, INDICATE PROPOSED USE OF FUNDS: 100 cyclist - Fundraising event  
3 officers at marked locations -

Lynne Cranford 1/13/16  
Applicant's Signature/Date

R. Hall 2-3-16  
Police Department's Approval/Date

\_\_\_\_\_  
City Manager's Approval/Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/14/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> The Novick Group One Church Street Suite 400 Rockville MD 20850	<b>CONTACT NAME:</b> Margretta Palya, AAI <b>PHONE (A/C, No, Ext):</b> (301) 795-6600 <b>FAX (A/C, No):</b> (301) 795-6610 <b>E-MAIL ADDRESS:</b> mpalya@novickgroup.com													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Philadelphia Insurance Companies</td> <td>18058</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Philadelphia Insurance Companies	18058	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER C:														
INSURER D:														
INSURER E:														
INSURER F:														
<b>INSURED</b> American Diabetes Association Attn: Doug Meyer 1701 N. Beauregard Street Alexandria VA 22311														

**COVERAGES**

CERTIFICATE NUMBER: Events

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Participant Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		PHPR1272862	2/1/2016	1/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Gulf Breeze is an Additional Insured, but only with respect to claims arising out of the negligence of the Named Insured during the Tour de Cure event on 3/18/16 - 3/19/16.

**CERTIFICATE HOLDER****CANCELLATION**

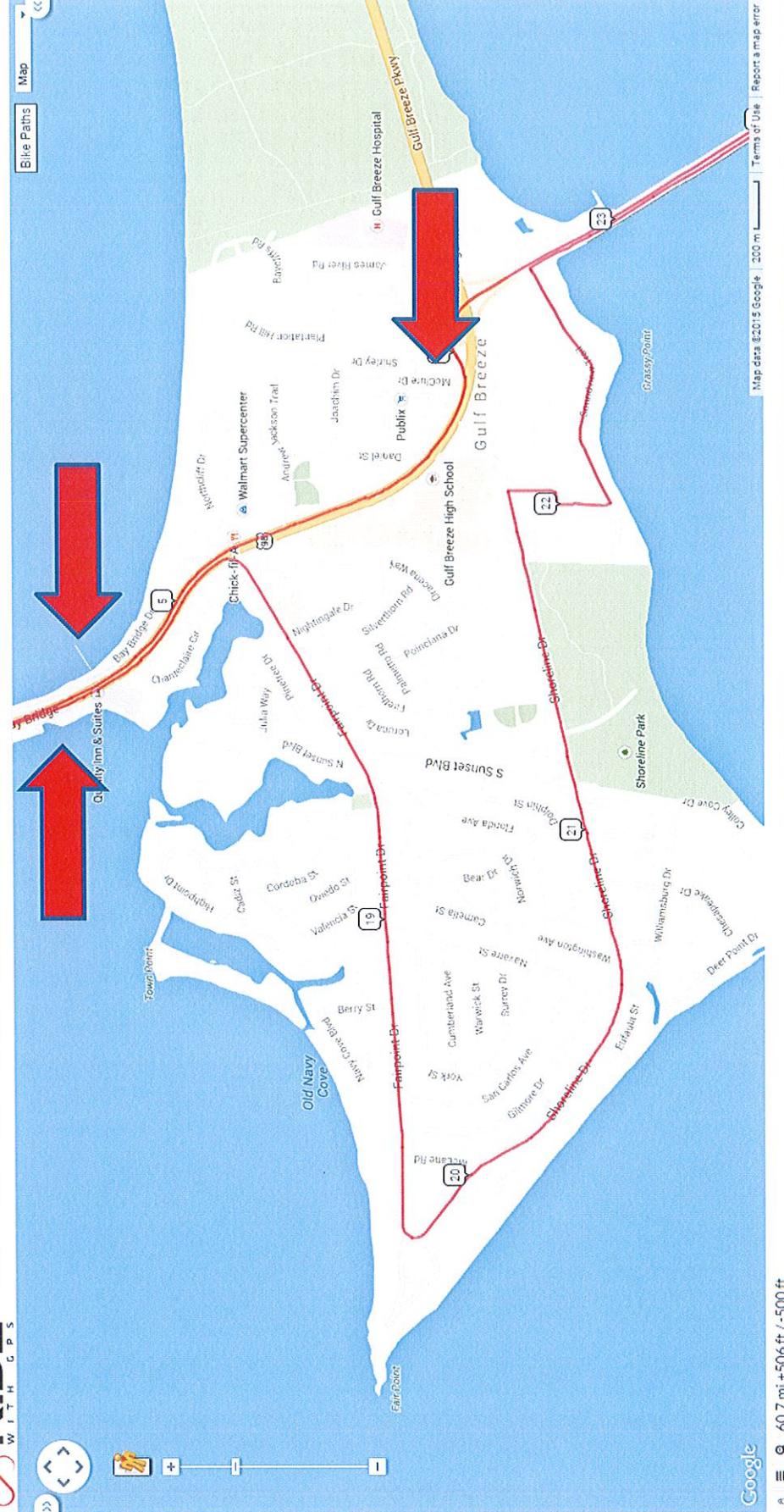
City of Gulf Breeze  
 311 Fairpoint Drive  
 Gulf Breeze, FL 32561

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Louis Novick/PALYA

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# 62 Mile Gulf Breeze Route

# American Diabetes Association® **Tour de Cure® 2016**

Gulf Coast Tour de Cure

Saturday, March 19, 2016

Starting and Finish Location – Casino Beach

Route Length	Check-In Time	Start Time
61 Mile Route	6:30 AM	7:30 AM
36 Mile Route	6:30 AM	8:15 AM*
18 Mile Route	7:00 AM	9:30 AM**

\*36 Mile Route cycles from Pensacola Beach to Navarre and back

\*\* 18Mile Ride begins at Navarre Beach Pavilion

We are requesting to have Gulf Breeze Police Service at the foot of the bridge coming from Pensacola Beach at the curve (See map) and also at the Gulf Breeze side of the 3-Mile Bridge going into Pensacola until the last rider passes. Once last rider has passed, provide Police Service at the foot of the 3-Mile Bridge coming into Gulf Breeze.

Contact Lynne Cranford

850-712-9194

# City of Gulf Breeze

## Memorandum

**To:** Edwin A. Eddy, City Manager  
**From:** Curt Carver, Deputy City Manager  
**Date:** 2/3/2016  
**Subject:** CRA Plan Amendment

---

On February 28, 2014, the City approved amendment No 1 to the 2012 agreement with Vanasse Hangen Brustlin (VHB) that contained the following tasks:

- Prepare amendments to the City's Comprehensive Plan
- Prepare Land Development Code (LDC) amendments
- Prepare amendments to the Community Redevelopment Area (CRA) Plan

A copy of that amendment No1 is enclosed. As you know the first two tasks are completed. The third task is outstanding. Updating the CRA Master Plan is key to the continued viability of the CRA and the use of the funds derived therefrom. Completion of these amendments was also identified in the City's Master Plan as a "near term" action item to be completed between 2013 and 2018.

The lump sum fee for this work is \$84,000, plus expenses. Funding for this project was included in the FY16 CRA Budget, which was approved on September 21, 2015 as Resolution 24-15. While the original proposal made sense in 2013, it is advisable to alter the scope of work somewhat. The current CRA expires in 2019. The City would be better served if the project paid less attention to a detailed financial feasibility analysis of the catalyst sites and instead, updates the current plan and extends the sunset date another 30 years. If the Plan were to expire, unspent monies would need to be released to affected taxing authorities. Even if the City were to create a new CRA Plan after expiration of the current one, the base tax year would be changed and certain properties would be excluded because they may no longer meet the blight criteria. Both of these factors would reduce the amount of CRA funding.

A revised scope of work includes extending the CRA to 2049, including coordination with other taxing authorities and the completion of documents to be filed with the State. It would include new tax increment financing projections, updating plan policies and a schedule of capital

improvements to include projects identified in the Master Plan. It may also include additional programs and projects located in the CRA boundary. The revised tasks are enclosed. The cost for this revised scope of work is comparable to the 2014 amendment, but provides more practical value considering the expiration of the CRA in 2019.

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

**Recommendation: That the City Council meet as the CRA Board of Directors on February 16, 2016 and authorize proceeding with Task #3 CRA Master Plan Amendments, as revised, pursuant to Amendment No 1 of the contract between VHB and the City dated February 25, 2014.**

Enclosures



# City of Gulf Breeze

## MEMORANDUM

**To :** Mayor and City Council

**From :**  Edwin A Eddy, City Manager

**Date :** February 7, 2014

**Subject:** Implementation of "Most Livable Cities" Plan

---

The Most Livable City Master Plan was completed last year through citizens input, the considerable efforts of the Steering Committee, and the Council. The next step is to undertake action necessary to incorporate the Most Livable City Plan into the City's Comprehensive Plan and Land Development Code (LDC).

This action is necessary for the City to be able to apply for State funding and other grants for the development of roadways and other infrastructure. Incorporation of the Plan into the Comprehensive Plan and LDC removes questions from the developer level as to what is required.

An example of how this process would work is made clear if you consider the parcels between the WalMart Center and the Northeliffs area. The Master Plan calls for mixed use residential and commercial on that site. The City's Land Use Plan (which is a section of the Comprehensive Plan) and the Land Development Code indicate "Commercial" for that property.

We need to undertake the additional review necessary to change parcel by parcel land use and zoning designations and specifically plan roads and infrastructure.

VHB MillerSellen is the consulting firm best situated to assist with this effort. Attached please find a description of the work necessary and a cost estimate. We suggest the Council undertake the necessary efforts to prepare amendments to the Comprehensive Plan (\$53,000), amend the Land Development Code (\$58,000), and amend the Community Redevelopment Agency Master Plan (\$84,000). The total cost of these three items is \$195,000 and can be funded through the CRA.

By completing these three tasks, the City will be well situated to prepare for economic development in the future and assimilate the additional traffic from the new Bay Bridge.

**RECOMMENDATION:**

**THAT THE CITY COUNCIL MEET AS THE BOARD OF DIRECTORS OF THE CRA AND AUTHORIZE VHB MILLERSELLEN AND STAFF TO UNDERTAKE THE THREE WORK TASKS LISTED ABOVE.**



**Client Authorization**

Landmark Center Two  
Suite 300  
225 E. Robinson Street  
Orlando, FL 32801

New Contract  
 Amendment No. 1

Date February 25, 2014  
Project No. 61691.01

Telephone 407.839.4006  
Fax 407.839.4008

www.vhb.com

Transportation  
Land Development  
Environmental Services

Project Name: City of Gulf Breeze Most Livable City Plan

To:	Cost Estimate	Amendment	Contract Total
Mr. Edwin "Buz" Eddy City Manager City of Gulf Breeze 1070 Shoreline Dr. Gulf Breeze, FL 32561	Labor	\$195,000	

Fixed Fee       Time & Expenses  
 Cost + Fixed Fee       Other - Lump Sum

Estimated Date of Completion 9-12 months

Pursuant to the original agreement, Vanasse Hangen Brustlin, Inc., d/b/a VHB MillerSellen (VHB-MS) provides this amendment for the additional services as outlined below. The services will be accomplished in accordance with the conditions of the original agreement. The additional scope of work is described below.

**1. Comprehensive Plan Amendments - \$53,000**

VHB-MS will prepare amendments to the City's Comprehensive Plan in order to provide legal standing for the Most Livable City Plan and integration into the City's growth management policies. VHB-MS will complete the following:

- Prepare new Goals, Objectives, and Policies to integrate the Most Livable City Plan into the City's Comprehensive Plan Elements.
- Prepare new Future Land Use Map to reflect the Most Livable City Plan vision.
- Attend one (1) Steering Committee meeting to review draft Goals, Objectives, and Policies and the proposed Future Land Use Map.
- Prepare Future Land Use Map amendments consistent with the Most Livable City Plan
- Attend two (2) Public Meetings to present draft Comprehensive Plan Amendments
- Attend one (1) Local Planning Agency Hearing
- Attend one (1) City Council Transmittal Hearing
- Prepare written response to state agency comments
- Attend one (1) City Council Adoption Hearing

**2. Land Development Code Amendments - \$58,000**

VHB-MS will prepare zoning and Land Development Code amendments that provide for the development standards described in the Most Livable City Plan. VHB-MS will perform the following services:

- Attend one (1) stakeholder focus group meeting to discuss existing land development code barriers and opportunities.
- Prepare draft amendments to the City's existing land development code in strikethrough/underline format
- Attend one (1) Public Meeting to present draft Land Development Code Amendments

*Two originals of this Authorization need to be executed. One original needs to be forwarded to Accounting Contract Files.*

- Attend one (1) Local Planning Agency Hearing
- Attend two (2) City Council Public Hearings

3. **Community Redevelopment Area (CRA) Master Plan Amendments - \$84,000**

VHB-MS will prepare amendments to the City's Community Redevelopment Area (CRA) Master Plan in order to incorporate capital projects identified in the Most Livable City Plan into the CRA schedule of improvements and permit CRA funds to be used on these projects. VHB-MS will perform the following services:

- Updates to the demographic/economic profile; real estate market conditions; and market analysis/development programming of the 2011-12 market analysis as per Section 163, Florida Statutes requirements
- Prepare detailed financial feasibility analyses of specific catalyst projects identified by the City to understand overall investment viability and capacity to fund specific public realm improvements as identified in the Master Plan. Fee assumes financial studies will be completed for two (2) catalyst projects.
- Calculate tax increment revenues, by use for two (2) catalyst projects based on financial analysis described above
- Estimate economic impacts generated by catalyst projects
- Attend two (2) stakeholder focus group meetings in Gulf Breeze
- Attend two (2) Public Meetings to present draft CRA Master Plan Amendments.
- Prepare draft and final report for CRA Master Plan Amendments

**SCHEDULE**

VHB-MS will begin performance of the above services within one week from the date written authorization to proceed is received. The schedule is also subject to timely delivery of information promised by the Client and is exclusive of Client and local review of interim products.

**COMPENSATION**

VHB-MS will perform the Scope of Services contained in this Agreement on a lump sum basis per task except as indicated below.

Task	Lump Sum Fee
1.0 Comprehensive Plan Amendments	\$53,000
2.0 Land Development Code Amendments	\$58,000
3.0 CRA Master Plan Amendments	\$84,000
<b>TOTAL</b>	<b>\$195,000</b>

In addition to the labor compensation, VHB-MS shall be reimbursed for expenditures made specifically for the project such as: printing and reprographics; travel and subsistence; computer charges; telephone charges; shipping, postage, and courier service charges; purchase of maps and similar documents; etc. These direct expenses will be billed at 1.00 times their actual cost.

**Prepared By: C.Ostrodka/J.Sellen**

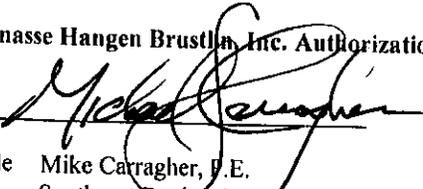
**Department Approval:**

Please execute this Client Authorization for Vanasse Hangen Brustlin, Inc. to proceed with the above scope of services at the stated estimated costs. No services will be provided until it is signed and returned to VHB.

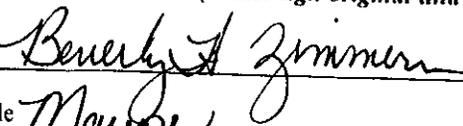
Subject to attached terms & conditions.

Subject to terms & conditions in our original agreement dated 2/23/12.

**Vanasse Hangen Brustlin, Inc. Authorization**

By   
 Title Mike Carragher, P.E.  
 Southeast Regional Manager  
 Date February 25, 2014

**Client Authorization (Please sign original and return)**

By   
 Title Manger  
 Date February 28, 2014

*Two originals of this Authorization need to be executed. One original needs to be forwarded to Accounting Contract Files.*

**3. Community Redevelopment Area (CRA) Master Plan Amendments - \$84,000**

VHB will prepare amendments to the City's Community Redevelopment Area (CRA) Master Plan to extend the expiration date from 2019 to 2049. This is necessary in order to incorporate capital projects identified in the Most Livable City Plan into the CRA schedule of improvements and permit CRA funds to be used on these projects. VHB will perform the following services:

- Update the demographic/economic profile; real estate market conditions; and 20-year market analysis/development programming from the 2011-12 market analysis as per Section 163, Florida Statutes requirements
- Review/confirm assumptions regarding potential growth scenarios with City over planning horizon
- Translate supportable development programming, by land use, into five- or 10-year increments for phasing purposes for the 2049 planning horizon, and to inform the schedule of capital improvements
- Calculate overall tax increment revenues generated by land uses in the CRA for the 2049 planning horizon,
- Estimate economic impacts generated by up to two (2) catalyst projects as identified in the Most Livable City Plan and confirmed in the market analysis update
- Prepare market and TIF analysis update report as supporting documentation to CRA Master Plan Amendments
- Update the schedule of capital improvements, including cost estimates for new projects.
- Update plan policies, if necessary, for consistency with the Most Livable City Plan and recently adopted Comprehensive Plan
- Prepare notice to taxing authorities to inform them of amendments to the plan, as per Section 163.346, Florida Statutes
- Attend up to two (2) meetings with relevant taxing authorities (Santa Rosa County and Santa Rosa School Board) to discuss potential amendments to the CRA Master Plan
- Attend two (2) Master Plan Steering Committee meetings in Gulf Breeze
- Attend one (1) Public Meeting to present draft CRA Master Plan Amendments
- Attend one (1) City Council Executive Committee meeting to present the proposed ordinance.
- Attend two (2) City Council Public Hearings to present the proposed ordinance.
- Prepare draft and final CRA Master Plan Amendments



# City of Gulf Breeze

Office of City Manager

## MEMORANDUM

To: Mayor and City Council  
From:  Edwin A. Eddy, City Manager  
Date: February 3, 2016  
Subject: National Estuary Program

---

We have been advised by the Bay Area Resource Council (BARC) that the Federal Environmental Protection Agency (EPA) is planning to allocate \$2,000,000 for the creation of a national estuary program (NEP). It was reported to the BARC that there is interest at EPA and the State of Florida Department of Environmental Protection that a national estuary program be set up to serve Pensacola Bay and Perdido Bay. The BARC would like to be the host agency for the development management of an NEP.

An NEP would identify issues in the watershed and programs to mitigate negative impacts on the Bay system. For example, if an NEP for this area identified a particular point source responsible for excessive nutrients entering the Bay system, the plan would also contain steps to reduce nutrients from this point source.

The level of nutrients in a particular estuary can become a limiting factor on development much like overcapacity streets or an overburdened potable water source. With an NEP, there would be a plan ready for nutrient reduction. The type of nutrient reduction that is the biggest problem would also be identified.

An NEP is also an acceptable and recognizable document to serve as a guide in grant applications. In some cases, grant awarding agencies require regional recognition of the problem to be solved through an NEP. Expectations are that money available for watershed restoration will be more likely awarded to projects within an NEP. It is likely that an NEP will be formed for Northwest Florida. If BARC is the host agency, the cities of Gulf Breeze, Milton, and Pensacola and Santa Rosa and Escambia Counties will have a voice in preparing and monitoring the NEP.

At this point, the BARC has requested adoption of a Resolution by the City Council supporting BARC as the designated NEP host and manager. A draft Resolution is attached as prepared by BARC staff.

To: Mayor and City Council  
February 3, 2016  
Page 2

**RECOMMENDATION:**

**THAT THE CITY COUNCIL DIRECT STAFF TO PREPARE A RESOLUTION FOR ADOPTION ON TUESDAY, FEBRUARY 16, SUPPORTING THE DESIGNATION OF THE BAY AREA RESOURCE COUNCIL AS THE HOST OF A NATIONAL ESTUARY PROGRAM FOR PENSACOLA ND PERDIDO BAYS.**

**RESOLUTION NUMBER 05-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA, EXPRESSING SUPPORT FOR AND REQUESTING THAT THE BAY AREA RESOURCE COUNCIL (BARC) BE DESIGNATED AS THE ENTITY FOR THE PENSACOLA BAY AND PERDIDO BAY ESTUARY PROGRAMS WHICH WILL MANAGE COMPREHENSIVE PLANS FOR THE RESTORATION AND PROTECTION OF PENSACOLA BAY AND PERDIDO BAY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Pensacola Bay and Perdido Bay and their associated waterways provide boating, fishing, hunting and other outdoor recreational and economic opportunities for citizens and visitors of Florida; and

**WHEREAS**, mismanagement of Pensacola Bay and Perdido Bay may exacerbate flooding and property loss, negatively impact water quality and estuarine habitat, negatively affect the local economy, and threaten the health, safety and welfare of Florida's citizens and visitors; and

**WHEREAS**, the U.S. Environmental Protection Agency (USEPA) is seeking funding to "stand up" and establish one (1) Estuary Program in Perdido Bay, Pensacola Bay, or other bays in Northwest Florida in order to coordinate management and improvement of the water bodies; and

**WHEREAS**, the Bay Area Resource Council (BARC) is an intergovernmental organization established in 1987 with elected officials from five local governments (Escambia County, Santa Rosa County, City of Pensacola, City of Gulf Breeze, and City of Milton); and

**WHEREAS**, the BARC has the purpose of improving Pensacola Bay and Perdido Bay through community coordination and participation from stakeholders including federal, state and local governments, citizens, academia, and the private sector; and

**WHEREAS**, the Bay Area Resource Council (BARC) has the organizational structure, history and experience with local issues pertaining to Pensacola Bay and Perdido Bay to be the entity for the Pensacola Bay and Perdido Bay Estuary Programs.

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

**Section 1.** That the City Council finds the above recitals to be true and correct and incorporates them herein by reference.

**Section 2.** That the City of Gulf Breeze hereby expresses its support for and requests that the Bay Area Resource Council (BARC) be designated as the Estuary Program organization to manage a comprehensive plan for the restoration and protection of Pensacola Bay and Perdido Bay.

**Section 3.** That this resolution shall take effect immediately upon its adoption by the City Council of the City of Gulf Breeze.

**Section 4.** That the Clerk shall forward a copy of this Resolution to Secretary Jonathan P. Steverson of the Florida Department of Environmental Protection in Tallahassee; Director Shawn Hamilton of the Florida Department of Environmental Protection Northwest District in Pensacola; Executive Director Brett Cyphers of the Northwest Florida Water Management District in Havana; Gulf Coast Ecosystem Restoration Council Chair and Secretary of the Department of Commerce Penny Pritzker in Washington, DC; Gulf Coast Ecosystem Restoration Council Executive Director Justin R. Ehrenwerth in Washington, DC; USEPA Secretary Gina McCarthy in Washington, DC; and USEPA Assistant Administrator for the Office of Water Ken Kopocis in Washington, DC.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, SANTA ROSA COUNTY, FLORIDA ON THIS \_\_\_\_\_ DAY OF FEBRUARY, 2016.**

\_\_\_\_\_  
Matt E. Dannheisser, Mayor

ATTEST

\_\_\_\_\_  
Leslie A. Guyer, City Clerk or  
Stephanie D. Lucas, City Clerk



Edwin Eddy &lt;eaeddy@gulfbreezefl.gov&gt;

---

**EPA Estuary Program**

1 message

**Traci Goodhart** <traci.goodhart@wfrpc.org>  
To: "eaeddy@gulfbreezefl.gov" <eaeddy@gulfbreezefl.gov>  
Cc: "RBookout@gulfbreezefl.gov" <RBookout@gulfbreezefl.gov>

Tue, Feb 2, 2016 at 12:33 PM

Buzz,

At the Bay Area Resource Council (BARC) meeting held January 28th, the Board motioned to bring forth Resolutions to each respective members County/City Board, recognizing the BARC as the governing structure to support the establishment of an Estuary Program for Perdido and Pensacola Bay. Last year, the Gulf Breeze City Council approved a similar resolution. However, the EPA is offering \$2M in funding to support the creation of one. The RFP will come out sometime this spring/summer. BARC Staff and the BARC Technical Advisory Committee will serve as the lead in developing the proposal.

Attached is a **DRAFT** Resolution that I would like to have added to an upcoming City Council meeting for consideration, which includes revised language. I welcome the opportunity to meet with you and your staff to discuss in detail. Please let me know if you have any questions, or concerns.

Respectfully,

**Traci E. Goodhart – BARC Staff**

Planner II - Environment

West Florida Regional Planning Council ● Since 1964 – *50 years and still growing!*

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*Emails to or from WFRPC employees are public records and available to the public or media upon request.*

**BARC Resolution \_EPA Estuary Program.docx**

25K

RESOLUTION NUMBER 2016- \_\_\_\_\_

A RESOLUTION OF THE **[Respective County or City]**, FLORIDA, EXPRESSING SUPPORT FOR AND REQUESTING THAT THE BAY AREA RESOURCE COUNCIL (BARC) BE DESIGNATED AS THE ENTITY FOR THE PENSACOLA BAY AND PERDIDO BAY ESTUARY PROGRAMS WHICH WILL MANAGE COMPREHENSIVE PLANS FOR THE RESTORATION AND PROTECTION OF PENSACOLA BAY AND PERDIDO BAY; PROVIDING FOR AN EFFECTIVE DATE

**WHEREAS**, Pensacola Bay and Perdido Bay and their associated waterways provide boating, fishing, hunting and other outdoor recreational and economic opportunities for citizens and visitors of Florida; and

**WHEREAS**, mismanagement of Pensacola Bay and Perdido Bay may exacerbate flooding and property loss, negatively impact water quality and estuarine habitat, negatively affect the local economy, and threaten the health, safety and welfare of Florida's citizens and visitors; and

**WHEREAS**, the U.S. Environmental Protection Agency (USEPA) is seeking funding to "stand up" and establish one (1) Estuary Program in Perdido Bay, Pensacola Bay, or other bays in Northwest Florida in order to coordinate management and improvement of the water bodies; and

**WHEREAS**, the Bay Area Resource Council (BARC) is an intergovernmental organization established in 1987 with elected officials from five local governments (Escambia County, Santa Rosa County, City of Pensacola, City of Gulf Breeze, and City of Milton); and

**WHEREAS**, the BARC has the purpose of improving Pensacola Bay and Perdido Bay through community coordination and participation from stakeholders including federal, state and local governments, citizens, academia, and the private sector; and

**WHEREAS**, the Bay Area Resource Council (BARC) has the organizational structure, history and experience with local issues pertaining to Pensacola Bay and Perdido Bay to be the entity for the Pensacola Bay and Perdido Bay Estuary Programs.

**NOW, THEREFORE, BE IT RESOLVED BY THE **[Respective County or City]**, AS FOLLOWS:**

**Section 1.** That the City Council finds the above recitals to be true and correct and incorporates them herein by reference.

**Section 2.** That the **[Respective County or City]** hereby expresses its support for and requests that the Bay Area Resource Council (BARC) be designated as the Estuary Program organization to manage a comprehensive plan for the restoration and protection of Pensacola Bay and Perdido Bay.

**Section 3.** That this resolution shall take effect immediately upon its adoption by the **[Respective County or City].**

**Section 4.** That the Clerk shall forward a copy of this Resolution to Secretary Jonathan P. Steverson of the Florida Department of Environmental Protection in Tallahassee; Director Shawn Hamilton of the Florida Department of Environmental Protection Northwest District in Pensacola; Executive Director Brett Cyphers of the Northwest Florida Water Management District in Havana; Gulf Coast Ecosystem Restoration Council Chair and Secretary of the Department of Commerce Penny Pritzker in Washington, DC; Gulf Coast Ecosystem Restoration Council Executive Director Justin R. Ehrenwerth in Washington, DC; USEPA Secretary Gina McCarthy in Washington, DC; and USEPA Assistant Administrator for the Office of Water Ken Kopocis in Washington, DC.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

# National Estuary Program

From Wikipedia, the free encyclopedia

In the United States, the **National Estuary Program** was created by the 1987 amendments (P.L. 100-4) to the Clean Water Act (P.L. 92-500, as amended) to provide grants to states where governors identify nationally significant estuaries that are threatened by pollution, land development, or overuse. Governors have identified a total of 28 estuaries, and the Environmental Protection Agency awarded grants to these states to develop comprehensive management plans to restore and protect the estuaries.

The National Estuary Program is made up of 28 smaller organizations set up regionally by estuary. Each of the 28 organizations is headed by the community. It is the job of the National Estuary Program to help communities better protect, restore and maintain their estuaries. Unlike traditional environmental governance approaches, the National Estuary Program targets a broader range of issues and participates more effectively in local communities. Before the National Estuary Program, there was only a mishmash of small grassroots organizations that had limited effect. The programs now focus not just on improving water quality in an estuary, but on maintaining the integrity of the system as a whole. If all parts of the estuary are not addressed it will be unable to balance the changes and may ecologically collapse, doing more harm than good. That includes chemical, physical, and biological properties, as well as its economic, recreational, and aesthetic public values. This allows communities that live in watersheds to have local as well as national protection.<sup>[1]</sup> <sup>[2]</sup>

## See also

- Maryland Coastal Bays Program, one of the 28 organizations
- Partnership for the Delaware Estuary, one of the 28 organizations
- San Francisco Estuary Partnership, one of the 28 organizations
- San Juan Bay National Estuary Program, one of the 28 organizations

## References

1. US EPA. 2011. "How does the National Estuary Program help?" 29 September. Accessed 3 December 2011 <<http://water.epa.gov/learn/kids/estuaries/nep.cfm>>.
  2. US EPA. 2011. "Estuaries and Coastal Watersheds." 29 September. Accessed 2 December 2011 <<http://water.epa.gov/type/oceb/nep/>>.
- © This article incorporates public domain material from the Congressional Research Service document "Report for Congress: Agriculture: A Glossary of Terms, Programs, and Laws, 2005 Edition" (<http://ncseonline.org/nle/crsreports/05jun/97-905.pdf>) by Jasper Womach.

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Categories: United States Environmental Protection Agency

- This page was last modified on 4 December 2013, at 14:39.
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# City of Gulf Breeze

Office of City Manager

## MEMORANDUM

To: Mayor and City Council

From:  Edwin A. Eddy, City Manager

Date: February 4, 2016

Subject: Resolution No. 06-16, Establishing an Advisory Committee Relative to Expenditure of Tourist Development Taxes

---

The City has received from Santa Rosa County since the 1990s proceeds from tourist development taxes generated within the City. These funds, as well as much more in general City revenues, have been expended in pursuit of tourist activity. In order to focus the City's tourist development activities in the future on specific projects and actions that will increase tourism, the City Council decided to form an advisory committee on the subject of tourist development.

Attached is a Resolution drafted for this purpose for your consideration. The Council would then direct staff to communicate with the public and the businesses in the City that generate tourist development taxes to solicit names of persons with expertise in this field who are interested in serving on the advisory committee. The Council would subsequently approve five members to be on the advisory committee.

The advisory committee would hold meetings to organize the advisory process including identifying the sources of funds, obtaining input from those sources on activities to generate added funds, and a process to be used to apply for tourist development funds and to monitor the success of tourist development activities.

The advisory committee would be supported by City staff and would meet as needed in advance of the Council's budget review process.

**RECOMMENDATION:**

**THAT THE CITY COUNCIL ADOPT RESOLUTION NO. 06-16, ESTABLISHING AN ADVISORY COMMITTEE ON TOURIST DEVELOPMENT.**

**RESOLUTION NUMBER 06-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA, ESTABLISHING AN ADVISORY COMMITTEE RELATIVE TO EXPENDITURE OF TOURIST DEVELOPMENT TAXES.**

**WHEREAS**, in the 1990s, the City began receiving from Santa Rosa County, tourist development tax proceeds generated within the City; and,

**WHEREAS**, the City Council desires to receive advice, input, and recommendations on expenditure of tourist development revenue received from Santa Rosa County.

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

1. A Tourist Development Advisory Committee consisting of five (5) individuals is hereby authorized.
2. The Tourist Development Advisory Committee members will be, to the extent possible, individuals with expertise in the hospitality industry.
3. The committee will meet as needed with the purposes of creating an annual plan for expenditure of tourist development tax proceeds, monitoring execution of the plan and review of the plan once executed.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GULF BREEZE, SANTA ROSA COUNTY, FLORIDA ON THIS \_\_\_\_\_ DAY OF FEBRUARY, 2016.**

CITY OF GULF BREEZE, FLORIDA

By: \_\_\_\_\_  
Matt E. Dannheisser, Mayor

ATTEST

\_\_\_\_\_  
Leslie A. Guyer, City Clerk or  
Stephanie D. Lucas, City Clerk



# City of Gulf Breeze

Office of City Manager

## MEMORANDUM

To : Mayor and City Council

From : *By* Edwin A. Eddy, City Manager

Date : February 4, 2016

Subject: Limits Upon Terms of Mayor and City Council

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Please recall that at your January 30<sup>th</sup> visioning workshop, Mayor Pro Tem Henderson mentioned the subject of an amendment to the City Charter implementing limits on the terms of office for the Mayor and City Council. The subject is being placed on the agenda at Mayor Pro Tem Henderson's request. Attached is an email from him on the subject as well as a draft of the ordinance he had prepared.



Curt Carver <ccarver@gulfbreezefl.gov>

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## Proposed Term Limit Ordinance

---

joseph henderson <joehenderson62@att.net>

Sat, Jan 30, 2016 at 4:19 PM

Reply-To: joseph henderson <joehenderson62@att.net>

To: Edwin Eddy <eaeddy@gulfbreezefl.gov>, Curt Carver <ccarver@gulfbreezefl.gov>

Mr Eddy/Mr Carver

Please add this proposed ordinance to the executive city council agenda for February 10th. Thank you

**Joe**

Joseph B. Henderson  
Councilman  
City of Gulf Breeze

Florida has a very broad public records law.  
All e-mail communication may be subject to public disclosure.

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 **Proposed Ordinance - Term Limits (MJS Final) (1).docx**  
22K

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF GULF BREEZE, FLORIDA, PURSUANT TO SECTION 166.031, FLORIDA STATUTES, PROPOSING THAT SECTION 3 OF THE GULF BREEZE CHARTER BE AMENDED TO ESTABLISH TERM LIMITS FOR THE MAYORAL AND CITY COUNCIL MEMBER POSITIONS; SETTING THE GENERAL ELECTION OF \_\_\_\_\_ AS THE DATE OF THE REFERENDUM; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Florida Statutes Section 166.031 provides the City Council with the authority to propose by ordinance a charter amendment; and

**WHEREAS**, the City of Gulf Breeze shall follow Florida Statutes Section 100.342 concerning notice of a referendum and Florida Statutes Section 101.161 concerning preparation of the referendum ballot; and

**WHEREAS**, the City Council desires to establish term limits for the City of Gulf Breeze's elected officials; and

**WHEREAS**, the City Council desires that the proposed referendum appear on the General Election ballot of \_\_\_\_\_.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GULF BREEZE, FLORIDA:**

Section 1: An amendment of the Gulf Breeze Charter Section 3 shall hereby be presented as a referendum to the voters of Gulf Breeze. The question appearing on the ballot shall have the following title: "Referendum – Mayoral and City Council Member Term Limits." The question appearing on the ballot shall be worded as follows:

Shall the City of Gulf Breeze Charter be amended to provide for a term limit of a total of four (4) years for the mayor and term limits of a total of eight (8) years for city council members, with services in the position prior to the date of referendum not counting toward these limitations?

\_\_\_\_\_  
YES

\_\_\_\_\_  
NO

Section 2: In the event of the passage of the proposed charter amendment set forth in Section 1. above, Section 3 of the Gulf Breeze Charter shall be amended as follows:

**Section 3. - Creation and composition of city government.**

- (a) The government of the city and all powers of the city, its administration and government shall be vested in a city council with the presiding officer being the mayor.
- (b) The city council shall be comprised of five (5) members. One council office of the city council may be the office of mayor, which shall be a separate office and qualified electors offering themselves as candidates shall file for that office and in that event, there shall be four (4) qualified electors elected to the office of city council. There shall be separate elections for each city council office. Each council office, except the office of mayor, shall be designated by separate seats ("A," "B," "C" and "D"). All members of the city council shall be elected at-large throughout the city and shall be elected by a majority vote of the qualified voters of the city voting in the particular election. Each qualified elector may vote for one candidate for each city council office then to be elected.

Should there be no candidate for the office of mayor, the city council shall select a mayor within a period of forty-five (45) days after the election, either from among their members or may appoint a mayor from the qualified electors of the city. Should a mayor be appointed from the qualified electors of the city, he shall be the presiding officer of the council and the executive officer of the city, but shall not have the right or power to cast any vote in the deliberations of the city council.

- (c) The mayor shall act as executive officer of the city and shall perform the duties commensurate with such office. The mayor pro tem of the city shall be elected by a majority of the council from one of its members within a period of forty-five (45) days after the election. During the absence or disability of the mayor, the mayor pro tem shall act as mayor and shall perform the duties commensurate with such office.
- (d) The term of mayor shall be two (2) years, beginning thirty (30) days after the date of election. Terms of each city council office, except the office of mayor, shall be four (4) years. Terms of office for members of the city council, excluding the office of mayor, shall be staggered such that two offices of [the] city council are elected at the general election every two (2) years. However, no person shall serve more than a total of four (4) years in the position of mayor. No person shall serve more than a total of eight (8) years in the position of city council member. No previous term, or term in progress as of the effective date of

this provision, shall be counted toward the limitations contained herein. If the term limit occurs during a term in office, the person holding the office may complete the term. If a person is appointed to the position of mayor or city council member to fill the remaining term of a mayor or city council member, the unexpired time remaining on the mayoral or city council member term shall/shall not count towards the term limits for either of those positions.

- (e) The city clerk, the marshal, deputy marshals and fire marshal shall be appointed by the city council and hold office at the pleasure of the city council, and provided further that no person holding elective office shall be eligible for municipal appointive office.
- (f) At the general election on November 3, 1992, two seats of the city council, seats "A" and "B," shall be elected for terms of four (4) years and the candidates elected to those seats shall hold office for the duration of that term. The remaining two seats of the city council, seats "C" and "D," shall be elected for an initial term of two (2) years and the candidates elected to those seats shall hold office for the duration of that term. At the general election in November, 1994, Seats "C" and "D" of the city council shall be elected for terms of four (4) years and the candidates elected to those seats shall hold office for the duration of that term. Thereafter, elections of seats of the city council shall be timed to coincide with general elections in November of even numbered years, and the members of the city council, except the office of mayor, elected at said general elections shall be elected for terms of four (4) years and the mayor elected at said general elections shall be elected for a term of two (2) years. All members of the city council, including the mayor, shall take office thirty (30) days after said general election.
- (g) No person shall be elected a member of the council who is not a qualified elector and resident of the city. A member of the council ceasing to possess any of the qualifications specified in this section or convicted of a felony while in office, shall immediately forfeit his office.
- (h) Vacancies in any office of the city shall be filled by vote of the city council and such vacancies shall be held until the next general election of the city.
- (i) No salary, in excess of one dollar (\$1.00) per year, shall be paid to the city council or mayor.
- (j) The salary of the city clerk, marshal, deputy marshals and fire marshal shall be set by the city council.
- (k) The council shall have the right to remove from office any councilmember or city officer or employee for incompetence, corruption, misconduct, malfeasance or misfeasance in office, or for unreasonable or inexcusable neglect of duty, but only after due notice, and after giving to such person opportunity to be tried and heard in his defense.
- (l) The council shall be the judge of the elections and qualifications of all members of the city government and, in such case, shall have power to subpoena witnesses and compel the production of all pertinent books, records and papers; but the decision of the council, in any case, shall be subject to review by the courts. The council shall determine its own rules and order of business and keep a journal of all proceedings. It shall have the power to compel the attendance of absent members, may punish its members for disorderly behavior, and by vote of not less than four (4) members, may expel a member for disorderly conduct or for

violation of its rules; but no member shall be expelled unless notified of the charges against him and be given an opportunity to be heard in his own defense.

- (m) A majority of the members elected to the council shall constitute a quorum to do business, but a lesser number may adjourn from time to time to compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance. The affirmative vote of a majority of the members elected to the council shall be necessary to adopt any ordinance, resolution, order of vote; except that a vote to adjourn or regarding the attendance of absent members, may be adopted by a majority of the members present. No member shall be excused from voting except on matters involving the consideration of his official conduct, or when his financial interests are involved.
- (n) All meetings of the council shall be public and shall be held at such times and such places as may be set forth by ordinance. The mayor, or any three (3) members of the council, may call special meetings of the council [on] one (1) day's notice, and in such cases, notices may be waived by the members.
- (o) The mayor, the council, or any committee thereof, duly authorized by the council so to do, may investigate the financial transactions of any office or department of the city government and the official acts of any city official, and by similar investigation may secure information upon any matter relating to the city's business. In conducting such investigations, the mayor, the council, or any committee thereof, may require the attendance of witnesses and production of books, papers and other evidences, and for that purpose may issue subpoenas which shall be signed by the presiding officer of the council or the chairman of such committee, as the case may be, which may be served and executed by any policeman or marshal.
- (p) [Editorially deleted.]
- (q) No employee or officer of the city shall enter into any commercial transaction with the city.
- (r) The city council shall provide by ordinance for the method of making contracts and incurring obligations for the current operation of the city; provided that all contracts for construction or materials, except for personal services, obligating the city in an amount in excess of five thousand dollars (\$5,000.00) shall be let by public bid in a manner to be provided by ordinance. In the event the city manager shall enter into a contract on behalf of the city for construction or materials, except for personal services, in an amount in excess of one thousand dollars (\$1,000.00) and not exceeding five thousand dollars (\$5,000.00), and a documented formal procedure was not utilized by the city manager, then and under those circumstances, the city manager shall report to the city council at its next regularly scheduled meeting the purpose of the contract, the amount of the contract, the reason for not utilizing the documented formal procedure, and the name of the contractor. Any contract entered into by the city manager on behalf of the city in an amount of one thousand dollars (\$1,000.00) or less shall be exempt from any reporting procedure as set forth herein except for invoices which shall be utilized for payment, accounting and finance purposes only.

The city council of the City of Gulf Breeze may enter into contracts for construction or materials without public bid under the following circumstances:

- (1) When the same or similar construction or materials has been submitted to public bid by the State of Florida, any of its agencies, Escambia County or Santa Rosa County, and

any of their agencies, or by any municipality in Escambia County or Santa Rosa County, chartered by the State of Florida and located in either Santa Rosa or Escambia County, and if said governmental body has accepted said bid after public hearing; and

- (2) When the city council of Gulf Breeze decides that additional public bids would be of no financial benefit to the City of Gulf Breeze; or
- (3) When any emergency exists, and the additional time incurred by an additional public bid process would be detrimental to the City of Gulf Breeze, Florida.

Section 3: The City Clerk is hereby authorized and instructed to take all necessary and proper action to place the referendum question set forth in Section 1, above, on the General Election ballot of \_\_\_\_\_, and to provide notice of the referendum election as provided by law.

Section 4: If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

Section 5: All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

Section 6: This Ordinance shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the City Clerk.

Read and passed on first reading at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

Read and passed on final reading at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

Authenticated by the presiding officer and City Clerk of the commission on the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
\_\_\_\_\_, MAYOR

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, CITY CLERK