



Monthly
City Manager
Report
JUNE 2017

America's Most Livable City

CONTENTS

City Manager Welcome	3
Office of the City Manager	
- Administration	4
- City Clerks	5
- Information Technology	8
Police Department	10
Fire Department	16
Water & Sewer (SSRUS)	18
Natural Gas	20
Streets/Stormwater	21
Community Services	22
Finance Department	26
Parks & Recreation	27
Tiger Point Golf Club	40

Welcome from the City Manager



Dear Mayor and Council,

The month of June was a productive and busy month for all our departments. A total of 21.92 inches of rain fell in June. Tropical Storm Cindy produced much of the precipitation and thankfully was summed up as a “training exercise” by our Public Services and Public Safety departments.

On June 21, 2017, the Gulf Breeze Police Department was re-accredited by the Commission for Florida Law Enforcement Accreditation, Inc., receiving the prestigious “Excelsior Recognition” for professionalism and adherence to excellence. Police staff, officers and leadership should be commended for this recognition and high standards of excellence.

In the month of June, all departments reviewed their preliminary budgets with my office and Finance. The Council continued to consider capital expenditures as part of the City’s first ever Ten-Year Capital Improvement Plan. To that end, meetings were held with outside professionals to determine costs and feasibilities. Of these projects, Tiger Point Golf Club, East Basin drainage improvements, Highway 98 utilities, and South Santa Rosa Utilities expansions received particular focus in June.

While progress around the City is hard to miss, there is so much more that staff works on day in and day out. I present for your review, the monthly City Manager report for June 2017.

Sincerely,

Samantha Abell

Interim City Manager

Administration



Assistant to the City Manager:

PUBLIC INFORMATION/COMMUNITY OUTREACH

- Coordinated media interview with Gulf Breeze News and Chief Richard Hawthorne, focused on proposed Police Department facility.
- **263** Followers on Twitter, **1,007** Followers on Facebook (923 “Likes”)
- Prepared the 1st City of Gulf Breeze Monthly City Manager Report.
- Prepared ppt slides for Santa Rosa Economic Development South End Industry Luncheon.
- Handled 8 phone inquiries from media.

RISK CONTROL/SAFETY & INSURANCE

- Submitted consideration of FMIT Matching Safety Grant for **\$1817.00**. The grant is for portion match for the purchase of 18 ballistic body armor vests for Police Department Officers purchased earlier this year.
- Handled 1 auto claim for June 2017.
- Coordinated repair of damage to US 98 Fence adjacent to school property – repair is slated for July 2017.
- Added new 150 KW Generator post purchase to insurance schedule – Gulf Breeze Water Plant.

ADMINISTRATION

- Attended a workshop with City Clerks on Truth in Millage Reporting for 2018.
- Drafted a sample ordinance for golf cart usage in the City.
- Compiled information related to the City Energy Savings Performance Contract for review.
- Coordinated partnership with the University of West Florida Global Hospitality & Tourism Management Chair, Dr. Lisa Assante. Dr. Assante presented to the July 20th Tourist Development Advisory Committee meeting, consulting the group on best practices in the hospitality industry and branding.
- Coordinated planning meetings with WAS Design Inc. to hand the median landscape project on to Community Services Department.
- Advertised approved Fire Department and Public Works surplus equipment for bids.
- Worked with the State of Florida on PW 945 – FEMA Alternate Project for Tiger Point facilities. Funding has been obligated for this project. Staff is anticipating an approval July 2017.
- Provided assistance with FY 18 Budget Work Sessions.

City Clerks



May Highlights:

- Eight City Council and/or committee meetings were held in June 2017.
- City Clerks attended three video conferences with iCompass representatives to begin the implementation of the new agenda management software.
- Attended the Florida Association of City Clerks (FACC) summer conference.
- Attended a Truth in Millage (TRIM) webinar with City Manager and Assistant to City Manager
- Met with and/or held telephone conferences with City Attorney and Information Technology Manager regarding response to most recent public records request from Property Appraiser. Prepared Staff time and Information Technology Spreadsheet in response to the request. Exchanged various emails, met with and/or had phone calls with various Department Directors to obtain information to prepare cost estimate. Several phone calls and emails with the City Attorney and IT Manager to review and revise estimate provided to the City Attorney.
- Assisted Chairman of Police Pension Board with coordination of quarterly meeting
- Coordinated and attended CIP workshop
- Coordinated "Soggy Bottom" Tour for City Council
- Coordinated individual budget brief meetings with Councilmembers
- Coordinated departmental budget meetings with City Manager, Assistant to City Manager, and Finance Director for all directors
- Attended General Government budget meeting with City Manager, Assistant to City Manager, and Finance Director
- Processed various legal invoices for payment
- Met with Combined Insurance to discuss the health insurance renewal rates and to review alternate plans to determine potential savings
- Review Dental and Vision insurance renewal rates through Metlife. Review of Dental and Vision plans provided by PRM, as well as a rate comparison between the PRM plan rates and Metlife.
- Prepared a census report to be used in obtaining quotes from other Dental/Vision insurance carriers. (shopping the market)
- Negotiated a new service rate with Mitchell Regulatory Reporting for Workers Compensation State Reporting, saving the City \$1,000 (from \$1500 to \$500 a year)
- Medical bill entry and reporting in State of Florida MDMS system (2 open cases from self-insured Worker's Compensation cases)
- Processed 29 Form 1's (Statement of Financial Interests) and submitted them to the Santa Rosa County Supervisor of Elections

- Petty Cash reconciliation for 3rd quarter
- Research advertising rates with surrounding new agencies
- Research information on Job Class Codes
- Attending SSRUS June 12th meeting; coordinated SSRUS Budget workshop for July

Statistics/Performance Data:

- 8 meetings (City Council, SSRUS, CIP workshop, Tourist Development Advisory Committee)
- 1 Request for Proposal/Bid/Qualifications advertisement/bid attendance:
 - Utility Relocation
- 10 Public Records Requests
- 21 inquiries from City website
- 3 Notary Public services (offered free to residents)

Human Resources:

- 8 new hires processed (1 full time & 7 part time)
- 3 terminations processed (part time)
- 9 Workers Compensation cases year to date; 2 in the month of June

Strategic Priorities Update:

Implementation of meeting/agenda management software. (Update: Due to budget preparation, of the hard launch date has been moved to October 1, 2017.) The City Clerks' office received Council approval for and purchased an agenda management software program from iCompass. This software will allow for the following (1) creation of meeting schedules, agendas, minutes, voting, and attendance records more efficiently; (2) provide a link from the City's website to the agenda/minute portal; and (3) provide for online access to historical and archived records for public and/or staff use. We are on schedule for a soft launch in July and a hard launch during the second set of meetings in August.

Completion of City Hall Renovation. (Staff has engaged a volunteer to assist with replacement of the council chairs and mayoral picture display and hope to meet with her in the near future to begin these projects.) In the summer of 2014, the City Council approved the expenditure of \$50,000 for renovations to the interior of City Hall. Although a majority of the renovations are complete, there are a couple items needed to finish the project: purchase of 50 chairs for the Council Chambers and updating of the mayoral pictures within a display design. Recently added to the scope of renovation is updating the kitchen and possible redesign of the Administrative offices.

(No update on the below items at this time.)

Development of a Public Records Management Program/Policy and the destruction of documentation pursuant to Florida's records retention schedules. The City Clerks' office has not destroyed public records/documentation since 2006. There are a vast number of public records that can now be destroyed. There is a need to properly document and dispose of records that have met their retention requirements according to the State of Florida records retention schedule. In addition, the City Clerks' office would like to develop a public records management program/policy. This program allow for the efficient, effective, and economical management of the City's public records. A records management program/policy will benefit the City by lowering the risk of litigation, the timely retrieval of records, ensuring compliance, and a better knowledge of the records we have.

Create a City Clerks page on the City's website. The City Clerks' office will create a "City Clerks" page within the City's website. This page will allow citizens to submit a public records request electronically. The requestor will receive an automatic response acknowledging receipt of the request. The request will go directly to one email that both City Clerks receive (CityClerks@gulfbreeze.fl.gov). The purpose of the City Clerks' page is to streamline and prioritize requests as they are received. In addition, this page will provide quick links to our minutes, agendas, code of ordinances, and related websites. The City Clerks' office would not refuse to fulfill any request should the person choose not to use the webpage portal.



Information Technology

The IT Division responded to over 30 work order requests in June 2017.

Cyber Threat Assessment

- ❖ Staff will be cyber threat tested by email, phone systems and USB flash drive drops.
- ❖ Cyber tests will show effectiveness of current security systems in place.
- ❖ Current cyber prevention systems: Firewalls, Enterprise Anti-virus system, App River email and web filtering, Google filters, Server Security and WAN/LAN security.

Network Security Checks

- ❖ National cyber security company will be conducting a free analysis of networks to check for security holes.

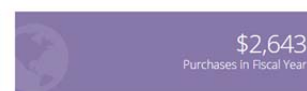
IP Address Conflicts

- ❖ IT department released and freed up IP addresses to minimize bottle-necking of local internet traffic.
- ❖ This has decreased load on local LAN server.

Asset Inventory

- ❖ Exhaustive asset inventory has been completed for all IT assets. Management now has access to information on IT assets stored in the cloud.
- ❖ We currently are in the process of converting BSNA file of 1,900 assets into the Asset Tiger Inventory System.

Dashboard dashboard & statistics



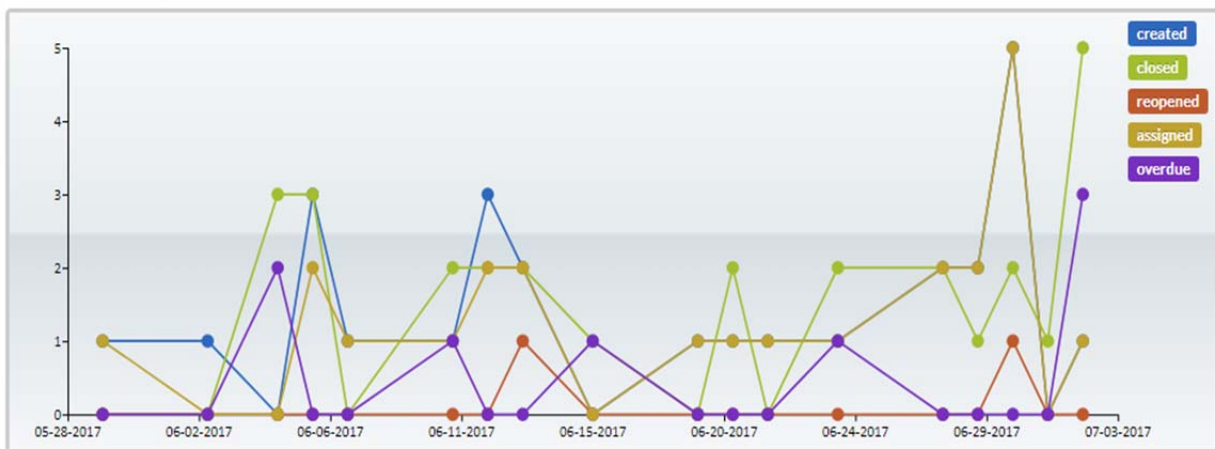
Intern

- ❖ Intern Eric Giles has done a great job tackling and completing his tasked assignments.
- ❖ Intern has completed a very lengthy creation for a mobile web app for the city's citizens who connect with a mobile device to our main web site. 60% of our web traffic comes from mobile devices.
- ❖ Intern has completed the IT computer inventory.
- ❖ Intern updated firmware for phones to be used for Tiger Point.

Digital IT Ticketing System

- ❖ The IT department has been using a digital IT trouble ticketing system which has been working well to manage IT resources and maintain work continuity of all staff.
- ❖ We are averaging around 30 submitted through the system. 40 to 50 a month total if you include those staff not using the ticket system.

Ticket Activity





Police Department

Administration

The Police Administration consists of the Chief of Police, Deputy Chief, Administrative Assistant, Records Clerk, Part time Red Light Camera Clerk and I.T.

- 19 welcome letters were handed out to new residents by officers.
- 33 contacts with Records Clerk that individuals paid for fingerprints, reports etc. (does not include phone calls).
- 293 Red Light Camera contacts made in regards to payments (either mailed in, in person or by phone), this does not include phone calls regarding questions about a Red Light Camera Ticket.
- 593 contacts with individuals at the front window or phone calls needing assistance.
- Attended the Florida Law Enforcement Accreditation Conference and received the Excelsior Re-accreditation Award.

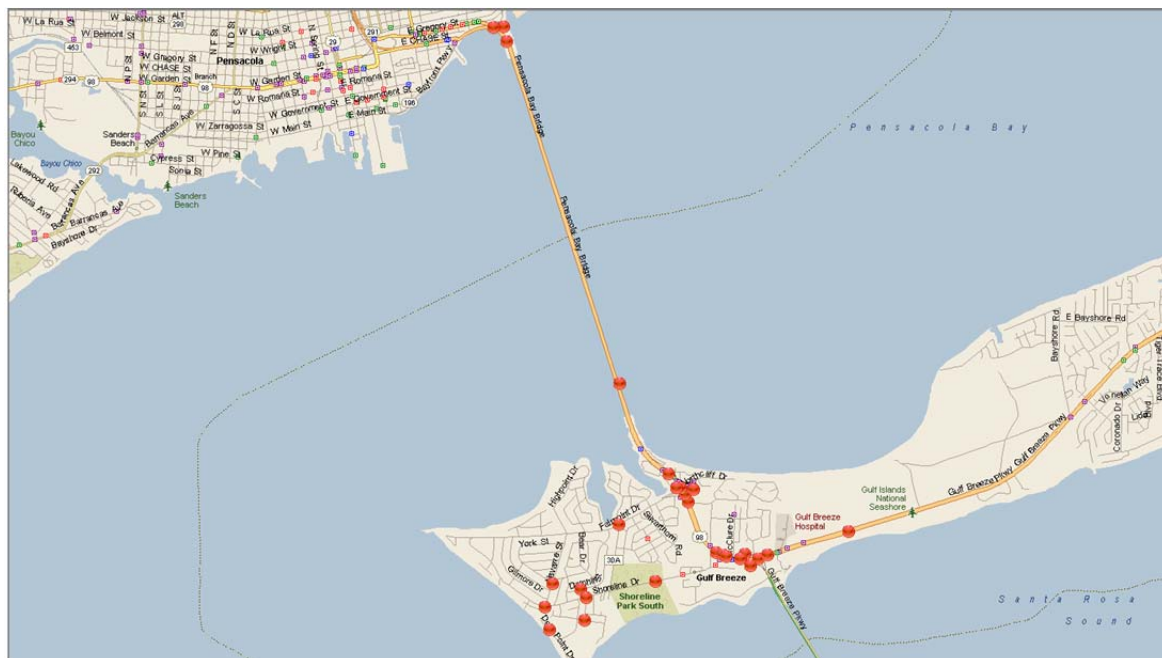
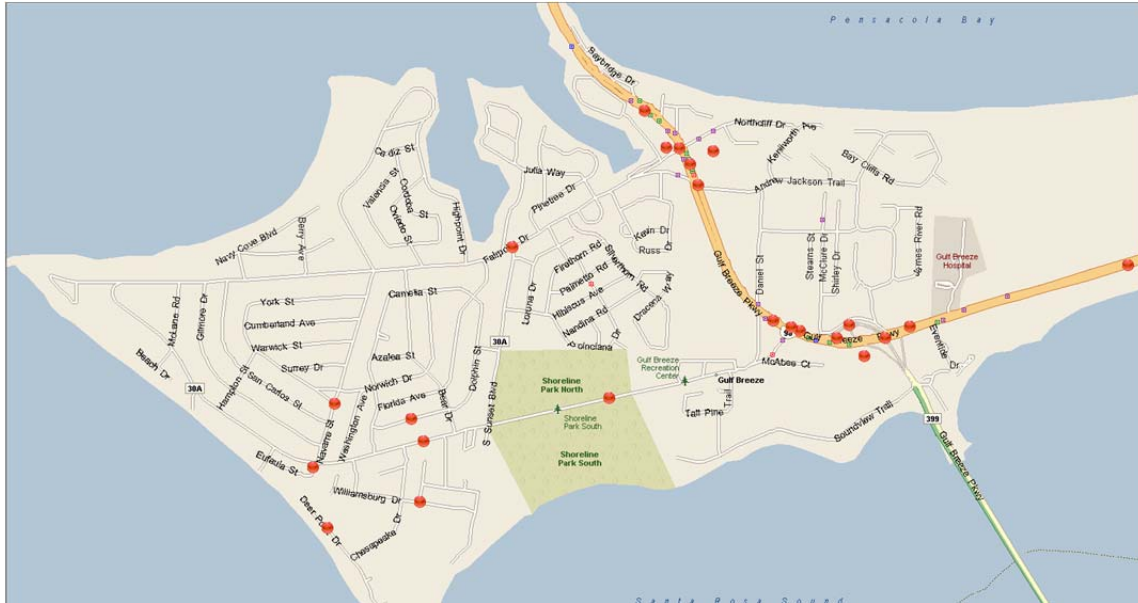


Uniform Patrol

The Patrol Division is divided into four 12 hour shifts. There are currently 3 Sergeants assigned to Patrol and 8 full time Patrol officers. The Patrol Unit is supplemented by 5 part time officers.

	Days Worked	Reports	Crashes	Traffic Stops	Citations	Arrests	Warrant Affidavit
Average Day		4.1	1.9	22.7	19	1.9	.5

Number of Crashes in June: 41



Criminal Investigation Unit

There are currently 2 Investigators and 1 Sergeant assigned to the criminal investigations unit. One investigator is assigned to the DEA and is working in their HIDTA unit.

During the month of June 2017, the Investigation's Division has participated in 2 ICAC search warrants.

A number of illegal firearms were recovered during a death investigation. All firearms were delivered to ATF for inspection and identification.

The Investigation's Division currently has 23 open cases it is actively working and has attended 1 autopsy this month.

One investigator attended training in Jacksonville for speed measurement instructional purposes.

Our narcotics officer participated in 4 search warrants, attended a 4 day marijuana investigation school and helped with a federal forfeiture of \$63,000.

Our Investigations Division processed into our evidence vault 252 pieces of evidence this month.

Communications Center

The Communications Division of the Gulf Breeze Police Department receives calls for service via 3 incoming phone lines and 2 incoming 911 lines. We also monitor and dispatch over the radio for the Gulf Breeze Police Department, Gulf Breeze Fire Rescue, and the National Park Service Law Enforcement Rangers. In addition, we handle after-hours calls for Gulf Breeze Public Works, South Santa Rosa Utility Service, and the Florida sections of the Gulf Islands National Seashore, National Park (Perdido Key, Fort Pickens, Santa Rosa, and Naval Live Oaks).

In addition to the incoming phone calls, and radio traffic, Dispatchers also make outgoing phone calls to surrounding agencies and jurisdictions to initiate / coordinate out of area response for additional Law Enforcement or Fire / Rescue needs.

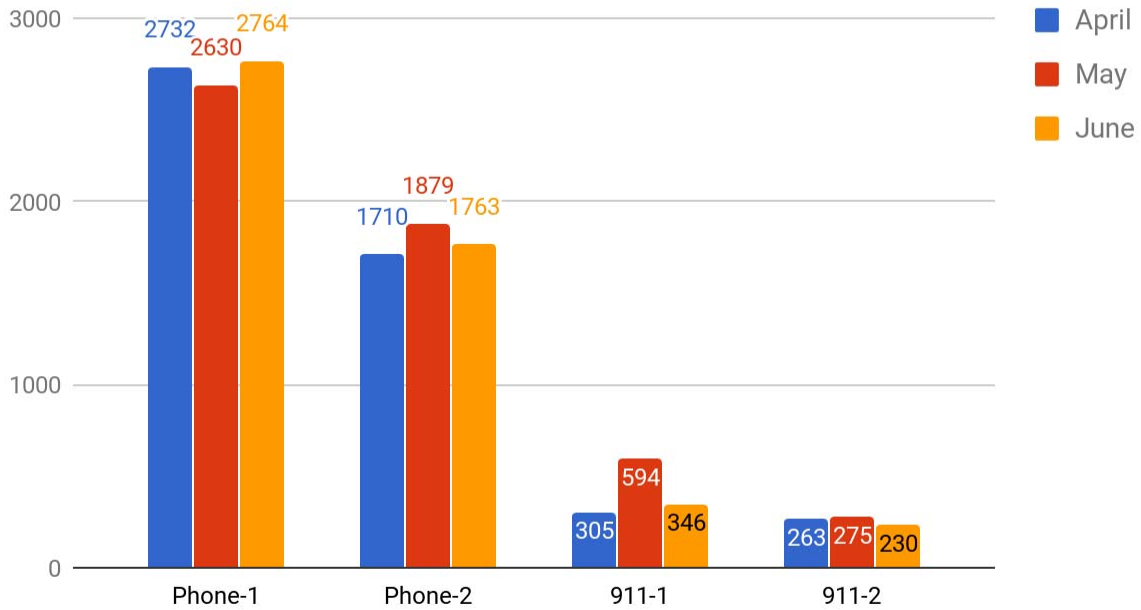
Communications Division is staffed by four Full-Time Dispatchers (which includes a Lead Dispatcher) and 7 Part-Time Dispatchers. Two of the dispatchers are currently in training. There are Two Dispatchers scheduled during the day time, Monday - Friday, and every Evening Shift (2pm - 10pm). All other shifts (Day Shifts on Saturday and Sunday, and Every Midnight Shift) is covered by one Dispatcher.

June Nixle: 13,785 subscribers. 353 increase from May. 96 Messages sent.

Phone / 911 Calls

During the month of June, 2017, Communications Division received a total of 5,103 total phone calls via normal phone lines, and the 911 lines.

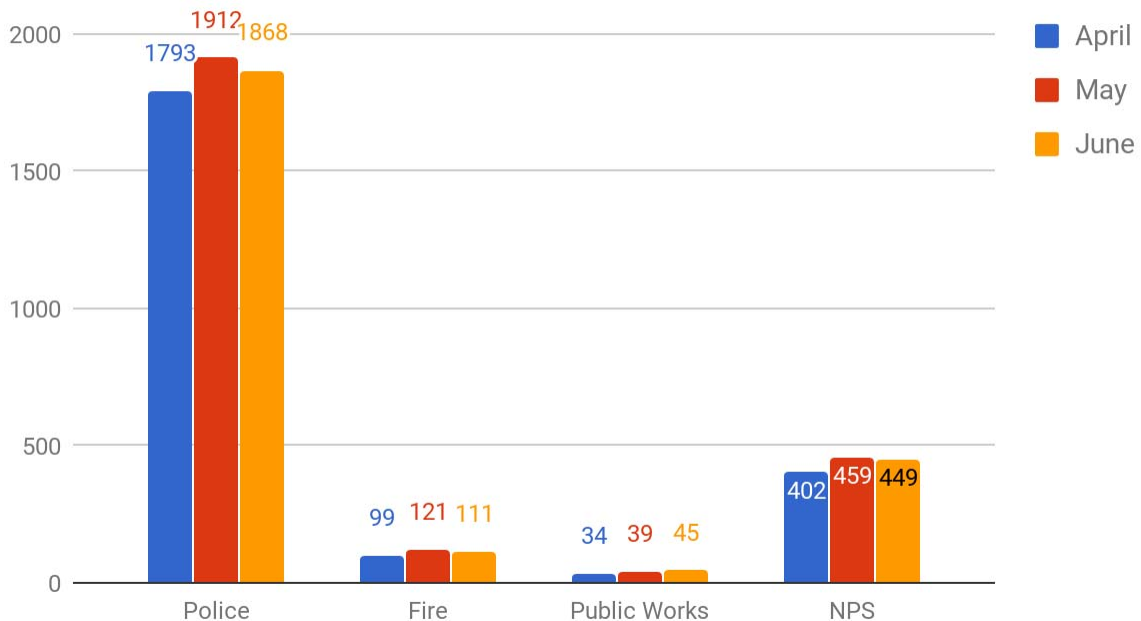
Phone / 911 Calls



Computer Aided Dispatch

Gulf Breeze Communications utilizes a Computer Aided Dispatch tool to track Calls Created by either incoming phone calls from complainants, or self-generated activity by Police or Fire units. During the month of June, there were a total of 2,473 calls generated.

CAD Calls Created



Significant Events

There were a number of significant events that demanded heightened attention, and / or extra performance from the Communications Division during June, 2017:

There were a number of significant events that demanded heightened attention, and / or extra performance from the Communications Division during June, 2017. These events are significant because of the attention needed from Dispatch either because of their life-threatening nature, or because of the multiple simultaneous actions being conducted by Dispatch:

- Three Cardiac Arrests throughout the month which requires dispatch to coordinate the response of both Fire and Police for the most successful outcome. At least one of these occurred while there was only one dispatcher working.
- Two reported structure fires (one a large multi-story residence, one a large commercial structure - Gulf Breeze Elementary School). Both of these events required coordination of multiple radio talk groups; increase in number of units / apparatus communicating to Dispatch; multiple outgoing phone calls by dispatch to request assistance from surrounding Fire Departments; coordination of response between Police and Fire. Additionally, both of these events occurred while there was just one Dispatcher.
- Possible Barricaded Suicidal Subject with a Firearm - lone Dispatcher working by himself fielded a call from an out of state relative of a resident. Gulf Breeze resident had told the caller that she had a gun, and was going to commit suicide. Dispatcher relayed the info to Police. Then, the lone Dispatcher had to attempt to stay in contact with the caller, make outgoing calls to multiple Law Enforcement agencies to request assistance, attempt to make an outgoing call to the suicidal subject, make outgoing calls to EMS to request an ambulance standby, dispatch the Fire Department for the EMS standby, and keep responding officers updated on the situation by radio (all while also fielding other incoming calls for service).
 - An off-duty Dispatcher who heard the activity, thankfully took the initiative to return to work to assist. This 2nd Dispatcher was able to take over the Fire / EMS radio, field other incoming calls, coordinate with Cell Phone companies to request and receive cell phone location information for the suicidal subject, and continue to call the suicidal subject's cell phone attempting to make contact. This 2nd Dispatcher (who just luckily heard the commotion, and was nearby) was instrumental in fielding an incoming call, and making contact with the suicidal subject in order to successfully and safely resolve this event.
 - **During this event which lasted just under an hour and a half (from the time of the first phone call until EMS was on scene with the suicidal subject) there were 89 incoming / outgoing telephone calls, and 357 incoming / outgoing radio communications.**
 - Involved agencies that were coordinated by Gulf Breeze Dispatch (including patched radio talk groups) were Gulf Breeze PD, Santa Rosa Sheriff's Office, Escambia Sheriff's Office, Florida Highway Patrol, Gulf Breeze Fire Department, and Santa Rosa EMS. Several phone calls, emails, and fax were also sent and received between Gulf Breeze Dispatch and the Cell Phone provider.

VIPS Activity Report

June 2017

Day	Date	VIPS	Miles Driven	Citizen Assist	Warnings	Hours
Mon	06-05	Tom Sembrot /Don Shopmyer	22	0	0	5
Thur	06-08	Jerry LaPier/Mike Romeo	59	0	0	6
Thur	06-08	Jerry LaPier/Mike Romeo	26	0	1	4
Tue	06-13	Race -- St.Ann's	54	1	0	5
Thur	06-15	Philip Kiklis/Don Shopmyer	58	0	0	5
Wed	06-21	Tom Sembrot/Don Shopmyer	40	0	0	6
Thur	06-22	Mike Romeo/Jerry LaPier	65	0	1	5
Mon	06-26	Tom Sembrot /Don Shopmyer	54	0	1	5
Wed	06-28	Tom Sembrot / Don Shopmyer	35	0	1	5
Totals:			Notes:			
Number of Volunteers:			12	Patrol	46hr	100%
Miles Driven:			413			
Citizen Assists:			1			
Warnings Mailed:			3			
Total Hours			46			
Total Days:			8			



Gulf Breeze Fire-Rescue

June 2017 Incidents

Fire	0	Average Incident Response Time – 00:04:28
Rescue and EMS	68	Average Turnout Per Incident - 4
Hazardous Condition	0	Station Manning – 553.93 man hours
Service Call	8	Busiest Alarm Hour – 1 PM to 2 PM – 13 Calls
Good Intent	28	Busiest Day of Week – Wednesday – 22 Calls
False Call	7	
TOTAL	111	

Noteworthy Incidents



6/11/17 Vessel in Distress – Boat 33 24 FT sail boat in distress with a damaged mast line and no gas. Made contact with vessel, towed boat with father and son on board to Shoreline South.



6/14/17 Medical call/Death - Squad 33 responded to a medical call. Arrived prior to EMS, provided CPR. FD EMT rode with EMS to hospital to assist with patient care.



6/17/17 Medical Call/Death - Squad 33 responded to a medical call. Patient was found unresponsive, pulseless, and cold to the touch. CPR was withheld. EMS arrived on scene and released fire.



6/24/17 Standby for GBPD – Squad 33 requested for a suicidal person possibly armed with a pistol. Call began in neighborhood off of Fairpoint Dr and ended in front on CVS. GBPD located combative patient and Squad 33 provided patient assessment and assisted EMS.



6/28/17 MVA – Squad 33 and Engine 33 responded to a rolled over vehicle. One patient was transported to Gulf Breeze Hospital, assisted Police with traffic control.

Training

6/6/17 Medical Training- Refresher on vitals (11 members in attendance)

6/13/17 Fire Training - Building Search and Rescue exercises (18 members in attendance)

6/20/17 Fire Board/Corporation Meeting (22 members in attendance)

6/27/17 Maintenance (12 members in attendance)

Outside Training

Assistant Chief Kasper conducted training for the Parks and Recreation summer camp employees. 30 were certified in First Aid and 10 in CPR.

Fire Hydrant Maintenance & Fire Inspections

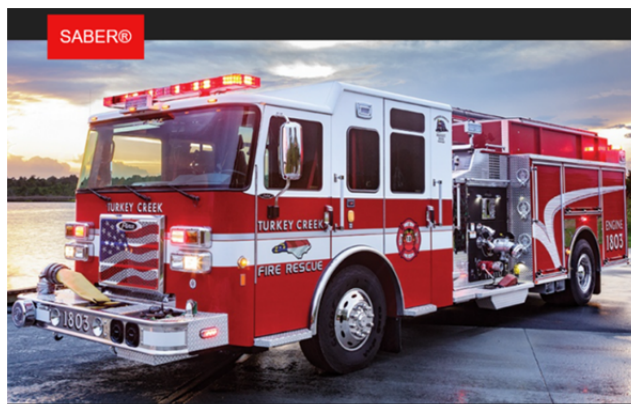
- » 0 hydrants were repainted this month due to rain.
- » All fire hydrants have been inspected and flushed. The inspections found 7 hydrants deemed unusable and they were placed out of service. 5 out of the 7 have been repaired. The remaining 2 are waiting on parts.
- » The private hydrant system at Baybridge Condominium Association has been tested and all hydrants in that system have passed.
- » Inspector Kasper conducted 5 fire inspections. No major problems were found. Inspector Kasper met with representatives from Sunchase Condominium Association to discuss fire lane issues and how to keep people from illegally parking and blocking fire truck access.

Meetings

Assistant Chief Kasper and Police Chief Hawthorne attended Traffic Incident Management meeting with Skanska. This meeting was to discuss traffic management for the July 4th Celebration and Blue Angel's Airshow. The next meeting is scheduled for late August, time TBA.

The Fire Chief and the Assistant Fire Chief met with a representative from Ten-8 Fire about the specifications for the new pumper truck.

The Fire Chief presented a proposal to the City Council for the purchase a Pierce Saber pumper truck off of the Florida Sheriff's Association Cooperate Bid for Fire Apparatus and Equipment for \$427,908.70.





Water & Sewer / South Santa Rosa Utility System -Public Services

June Highlights: A total of 21.92 inches of rain fell in June which is excessive. In 2016, the monthly rainfall was 4.63 inches. A tropical storm during the week of June 19th resulted in 12" of rain for the week, which contributed to back-ups in the sewer system and 5 minor sanitary sewer overflows. Each incident was reported to DEP in accordance with the state reporting guidelines. The wastewater treatment facility was inundated with excessive flow without any reportable incidents. Normal monthly flows for this time of year average 45 million gallons (1.5 MGD). June's monthly total flow was 63.993 Million gallons (2.1331 MGD).

No drinking water outages nor boil water notices were issued during the period.

Wastewater Treatment Facility: Golf irrigation lines were successfully relocated on the Ganges Trail property by utility staff. The WWTF automation project is 95% completed. The elevated reclaimed tank has been painted and the plumbing crew will be making the final tie-ins to the reclaim main before the end of July. The application for the WWTF permit renewal was completed and submitted to DEP.

Water Distribution & Sewer Collection: A new chlorine analyzer was installed to the SSRUS water plant which provides more reliable monitoring of the facility. The Summerset and Lighthouse Point lift stations were rehabbed with new pumps and rails systems. A new pump was installed at the Gondelier & Venetian lift station. A de-ragging system was installed at the Plantation Hills lift station for a 60 day trial period. So far the system appears to be working well. A total of 252 hydrants were flushed in June. All of the city lead and copper sampling is complete. Sampling outside the city is 95% completed and Innerarity Island is 90% finished. The annual water quality reports for both water systems were sent to customer as bill inserts or direct mailing for those who do not receive bills.

Bids for the relocation of water mains in conflict with the new bridge construction were received on June 29th. Staff continues to respond to coordination requests from the contractor.

Operator Certifications: Nick Prather received his "C" Wastewater Operators certificate. Keenan Elders received his Water Distribution III certification.

Statistics/Performance Data:

Potable Water Pumped:	50.182	million gallons
City	27.571	million gallons
SSRUS	22.611	million gallons
Water Main/Service Repairs:	1/17	
City	0/8	
SSRUS	1/9	
Work Orders		
Total Generated/Completed:	234/223	

Wastewater Treated:	63.993	million gallons
Taps:	2/11	
City Water / Sewer	0 / 0	
SSRUS Water/ Sewer	2/ 11	
Locates Completed:	413	
City	48	
SSRUS	365	
Disconnects:	135	
City	24	
SSRUS	111	
After Hour Calls:	25	

Strategic Priorities Update:

1. Operator Training Program: Staff has begun preliminary discussion to create a formal operator training program to promote employees to obtain licenses required for the water and sewer systems, as well as incentive programs for retention. Completion expected in November of 2017
2. Reclaimed Irrigation Supply Plan: Staff is developing a reclaimed master plan of future reclaimed irrigation in conjunction with potential. Completion expected in August of 2017.

Ten-Year Capital Improvement Plan Update:

The following items are in progress or have been completed in fiscal year 2017:

	Allocated Funds	Complete
Fire Hydrant Upgrades	\$100,000	0%
Water Main Upgrades	\$125,000	0%
Water/Sewer Machinery & Equipment	\$145,000	75%
Sewer Main Rehabilitation	\$150,000	5%
Lift Station Rehabilitation	\$230,000	45%
Oak Street Forcemain	\$210,000	0%
Reuse Elevated Tank	\$1,183,000	85%
WWTF Equipment	\$52,000	100%



Natural Gas – Public Services

June Highlights: Natural Gas completed the annual inspection with the Public Service Commission. Staff continued the annual emergency valve maintenance and cathodic surveys in the month of June. Routine monthly reports of charts stations and odorant reports were completed. We also started water meter inspections within the City limits.

Staff continues to coordinate and monitor the work by Skanska on the new Pensacola Bay Bridge. Bids for relocation of natural gas mains were received on June 29th.

Statistics/Performance Data:

Locates Received/Performed	414
Service Orders	269
After Hour Calls	2
Natural Gas Customers Services	21
Main Extensions	1

Strategic Priorities Update:

1. **Supply Master Plan:** Staff will review current purchase agreements and suppliers as well as develop any opportunity to purchase all or a percentage of gas supply at a lower cost (Henry Hub versus WCOG). The first formal draft is expecting December 2017, however, this will be reviewed annually after this point.

Ten-Year Capital Improvement Plan Update:

The following items are in progress or have been completed in fiscal year 2017:

	Allocated	Complete
Machinery & Equipment	\$27,000	50%
Vehicle Purchase	\$35,000	100%
Building Repairs	\$30,000	25%
CNG Fueling Expansion	\$60,000	2%
Sabine Crossing	\$70,000	15%



Streets/Stormwater -Public Services

June Highlights: Staff and inmate crew completed the routine activities of drainage and pump station inspections, roadway and right of way maintenance. With the tropical storm in June, the City received 20 inches of rainfall for the month. Staff deployed pumps and hoses for Palmetto, Shirley, McClure, Berry, and Plantation Hill. The miscellaneous streets and drainage projects including Daniel Drive crosswalk improvement, sidewalk repair at 92 Shoreline, McAbee drainage improvements, and Robert Ave. stormwater manhole collar were completed in June.

Statistics/Performance Data:

Streets

Signs Replaced/Installed	4
Sidewalk Repaired/Replaced (feet)	50 feet
Inmate Hours	102

Stormwater

Rainfall for the month (inches)	20.53
Pump station runtime hours	4848
Basins Cleaned	262
Pipe Inspected	0

NPDES Permit Activities

Private Drainage System Inspections	0
Construction Site Inspections	9
Educational Outreach Activities	0
Illicit Discharge Inspections	1713

Ten-Year Capital Improvement Plan Update:

The following items are in progress or have been completed in fiscal year 2017:

	Allocated	Complete
2017 Resurfacing	\$496,393	15%
Bear Drive Drainage	\$320,000	0%

Community Services



PERMITS

ACCESSORY STRUCTURE	3
DEMOLITION	1
POTABLE STORAGE UNIT	3
DRB APPLICATIONS	2
FENCE	5
NEW SFR	1
POOL	2
PSU	2
REMODEL	1
SCREENED ENCLOSURE	1
TEMP SIGN	3
TREE REMOVAL	12
ZONING VERIFICATION	9

TOTAL 45

CODE ENFORCEMENT

INOPERABLE VEHICLE	2
PARKING PROHIBITED	1
PERMIT REQUIRED	2
PUBLIC NUISANCES	13
UNAUTHORIZED CONSTRUCTION	1
UNAUTHORIZED TREE REMOVAL	1
WEEDS / GRASSES	3

TOTAL 26

INSPECTIONS

TOTAL PERMIT FOLLOW UPS	135
SITE INSPECTIONS	72
PERMITS CLOSED	28
FAILED INSPECTION	1

BUSINESS TAX RECEIPTS - NEW BUSINESS

WEATHER SHIELD METAL ROOFING – 1101 GULF BREEZE PKWY	\$25.00
TOTAL	\$25.00

BUSINESS TAX RECEIPTS - RENEWAL

AMERICAN FIDELITY	\$300.00
TOTAL	\$300.00

TRANSFER STATION

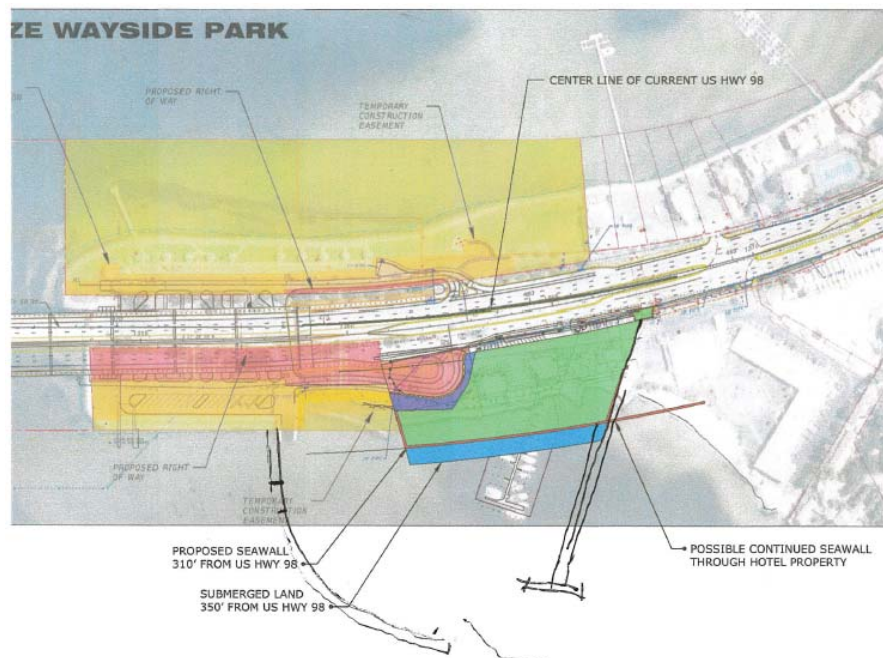
CUSTOMERS	477
HOUSEHOLD DEBRIS VOLUME	800 CY
SCRAP METAL VOLUME	120 CY
VEGETATIVE DEBRIS VOLUME	55 CY
APPLIANCES	24
SCRAP TRAILER REVENUE	\$196
TOTAL REVENUE	\$9,120

DEVELOPMENT ACTIVITY

- » The Director and the Interim City Manager met with the President of the Chanteclair HOA and their consultant, Heather Reed about a potential special assessment for dredging Hoffman Bayou.
- » The Director and the Police Chief met with the Pensacola New Journal about potential traffic impacts associated the construction of the Pensacola Bay Bridge.
- » The Development Review Board (DRB) and Board of Adjustment (BOA) did not have any cases to be heard for June. Two DRB submittals were received for the July meeting and staff reviewed the projects and published the July agenda packet.
- » The Director corresponded with Gulf Breeze Parkway Animal Hospital about the potential impacts associated with the Henghold MOB project.

CRA ACTIVITY

- » The Director, Code Enforcement Officer (CEO) Chamberlin and the Interim City Manager met with about the Highway 98 underground utilities project. Staff collected and provided all the previous work the City has completed on this project. We also discussed the multi-use path and potential development of the Wheatley property.



- » The Director, CEO Chamberlin and the Interim City Manager finalized the CRA budget except for the list of current CRA capital improvement projects.

SPECIAL PROJECTS

98/399 LANDSCAPING PROJECT

- » Finalized bid specifications and construction documents from WAS design and advertised them in the Gulf Breeze News.
- » Worked with WAS to finalize the FDOT application and maintenance schedule for the 98 landscaping project.

MEDICAL MARIJUANA

- » The Director worked with the City Attorney on zoning regulations for Medical Marijuana Treatment Centers; however, all work was ceased after Senate Bill 8-A was signed by the Governor. It preempted a majority of what zoning regulations could be put into place. However, the new law does allow local governments to completely ban them if they wish. In presenting this information to the City Council, they directed staff and the City Attorney to draft an ordinance banning them.

MULTI-USE PATH

- » CEO Chamberlin registered for the FDOT Title 6 training in reference to the LAP certification for TAP grant.

STRATEGIC GOAL INITIATIVES

FLOODPLAIN REGULATIONS OVERHAUL

- » Coordinated replacement ordinance with review by City Attorney and FDEM. The FDEM has signed off on the draft ordinances implementing changes and they are ready for the Council's consideration in the first part of July.

ONLINE ACCESS TO BOARD MINUTES, AGENDA AND PACKETS

- » Department staff continues to participate in training and planning sessions for the implementation of agenda management software that will enable online access to BOA and DRB minutes, agenda's and packets.

OTHER ACTIVITY

- » The Director met with the Interim City Manager and the Director of Finance and reviewed the budgets for: Community Services, Solid Waste and Fire Department.

Finance Department



Utility Bills Outstanding

	Current	0 - 30	30 - 60	60 - 90	90 - 180	> 180	Total
Active	\$ 541,105	\$ 41,793	\$ 2,984	\$ 773	\$ 746	\$ 101	\$ 587,502
Inactive	\$ 2,076	\$ 2,378	\$ 1,848	\$ 2,327	\$ 5,672	\$ 112,499	\$ 126,801
Total	\$ 543,181	\$ 44,171	\$ 4,832	\$ 3,100	\$ 6,418	\$ 112,600	\$ 714,303

Customer Service Summary for the Month

May 2017 customer call volume: **2,459**

April 2017 call volume: **2,454**

421 Customers at risk of cutoff on prior Friday for late payments
417 Customers contacted/alerted by phone, text or email
136 Customers actually subject to cutoff

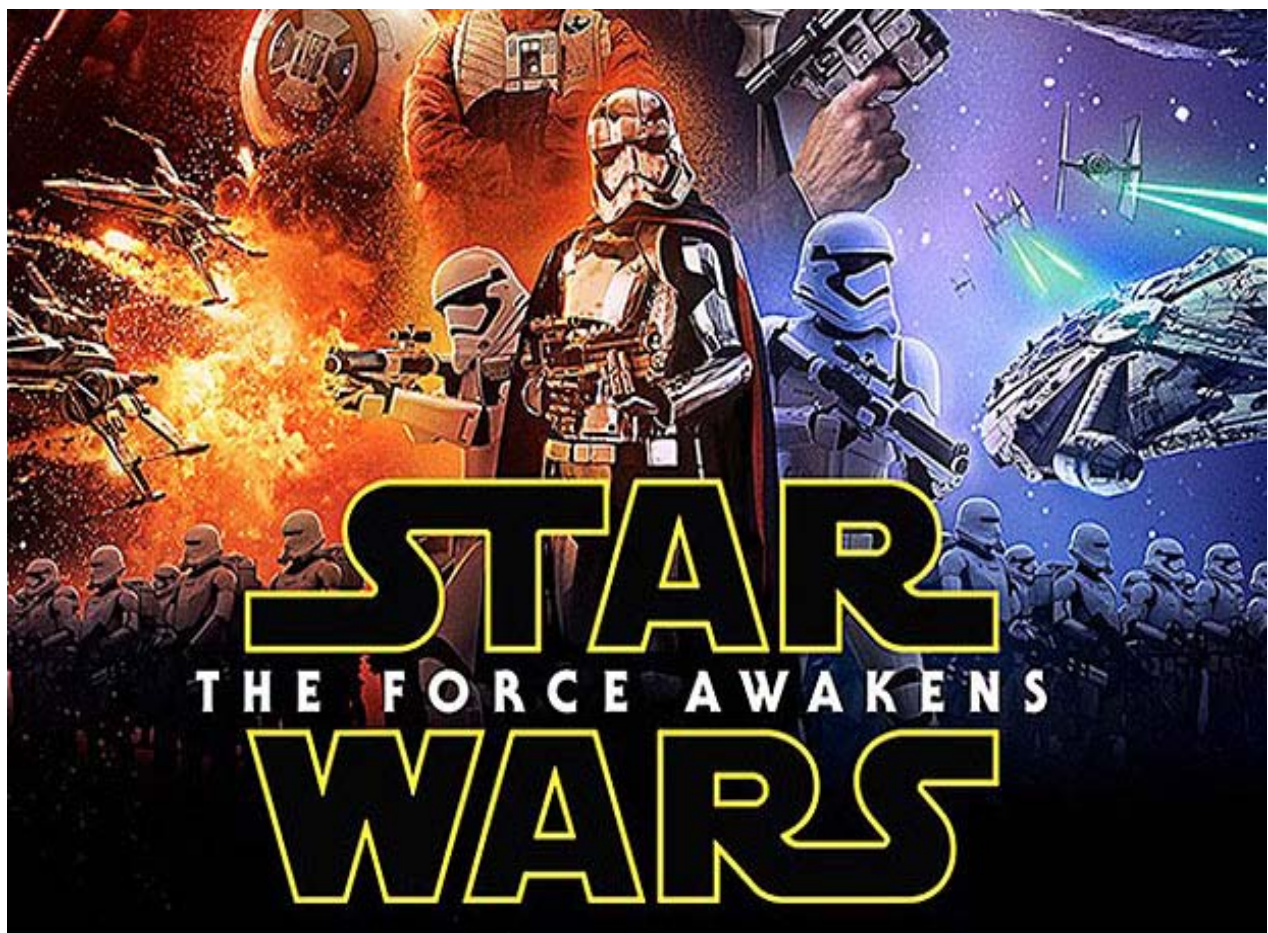
Areas of Focus:

- Training new personnel (temp to hire) in front window / utility billing after losing 2 staff to private sector in May.
- Addressing over 180 day account reports (write off actual accounts against existing doubtful account reserves).
- Development of 2018 budget materials.



Parks and Recreation

June Highlights: On June 10, 2017, The Parks and Recreation Department hosted the final Movie scheduled for the Spring Series. The Featured film was Star Wars – The Force Awakens. This fun filled night began at 6:30 p.m. with a Wacky Obstacle Course, games and activities for the kids, costume contest, Trivia Pursuit, light saber sword fights and much more. **173** people attended this awesome night under the stars. The Fall Movie Series will be held October 21, November 18 & December 16th.



Statistics/Performance Data:

A. SUMMER DAY CAMP

Week	Date	Monday	Tuesday	Wednesday	Thursday	Friday	Total	Revenue
1	June 5 - 9	91	102	111	102	88	494	
		\$ 1,645.00	\$ 1,255.00	\$ 2,016.00	\$ 1,407.00	\$ 1,216.00		\$ 7,539.00
2	June 12 - 16	86	107	97	95	87	472	
		\$ 3,611.00	\$ 1,432.00	\$ 1,315.00	\$ 1,232.00	\$ 1,326.00		\$ 8,916.00
3	June 19 - 23	97	98	95	95	84	469	
		\$ 3,984.00	\$ 2,131.50	\$ 755.00	\$ 1,351.00	\$ 1,105.00		\$ 9,326.50
4	June 26 - 30	98	106	126	86	98	514	
		\$ 3,956.00	\$ 1,531.00	\$ 2,203.00	\$ 1,359.00	\$ 1,209.00		\$10, 258.00
5						TOTALS	1949	\$36,039.50

B. COMMUNITY CENTER PROGRAMS:

Meetings:

Group	Date	Room	Event	Part #	Total
NuMOTION	June 1, 2017 Oct 7, 2017	Room 209	Training for Wheelchairs	20	\$ 100.00
PSA	June 7, 2017	Gym B	Baseball Banquet	350	\$ 200.00
GBSA	June 12, 2017	Clay Ford	Board Meeting	14	
GB Historical Society	June 22, 2017	Clay Ford Rm	Board Meeting	20	
				354	\$300.00



Clay Ford Room – Training Session

Men's Open Basketball (Morning 6:00 a.m. -7:30 a.m.)

This group is made up of men ages 18 and up that meet on Monday, Wednesday, Friday - 6:30 a.m. – 8:00 a.m.
This class does not have a fee structure.

Week	Dates	Monday	Wednesday	Friday	Total
1	June 1- 4	0	0	40	40
2	June 5 - 9	42	39	44	125
3	June 12 - 16	35	37	39	111
4	June 19 – 23	32	33	35	100
5	June 26 – 30	40	39	40	119
				TOTAL	495

Bridge/Ladies Bridge: (Morning 9:00 a.m. – 2:00 p.m.)The Bridge Program is offered in the Clay Ford Room every Monday, Wednesday and Friday. The Participants Are Charged \$1.00 per class.

Week	Date	Monday	Wednesday (Ladies)	Friday	Total	Revenues
1	June 1- 4	0	0	31	31	\$31.00
2	June 5 - 9	12	0	24	36	\$ 36.00
3	June 12 – 13	16	8	28	52	\$ 52.00
4	June 19 – 23	12	0	20	32	\$ 32.00
5	June 26 - 30	16	8	28	52	\$ 52.00
				TOTAL	203	\$ 175.00

Farmer's Market: The Gulf Breeze Farmer's Market continued to meet every Tuesday from 4:00 p.m. until DARK. The following is a weekly report of the number of Vendors and total Revenue collected with 20% of revenues going back to the City of Gulf Breeze at the end of the month:

Date	Vendors	Total Revenue @\$ 10.00	20%	
June 6, 2017	8	8 x \$ 10.00 = \$ 80.00	\$ 16.00	\$ 16.00
June 13, 2017	0	0	0	
June 20, 2017	0	0	0	
June 27, 2017	12	12 X 10 - \$ 120.00	\$ 24.00	\$ 24.00
			TOTAL	\$ 40.00

Trivia Trek: This program is offered on Sunday's from 7:00 a.m. – 5:00 p.m. The cost for participants is \$2.00 per person to enjoy our beautiful nature trail and answer 12 FUN and Family Oriented Trivia questions along the way. A prize is given to a winner who answers all the questions correctly.

Date	Participation #	Revenue Number
June 3 & 4	2	\$4.00
June 10 & 11	1	\$2.00
June 17 & 18	RAIN OUT	0
June 24 & 25	RAIN OUT	0

Vending Machine: The vending machine is located in the main lobby and is stocked and operated by the Recreation Center Staff. All proceeds are collected and deposited once a week as a fund-raising effort for programs and supplies. Total Revenue for the Month: **TOTAL: \$1351.00**

Senior Luncheon & Bingo: This program meets the second Thursday of every month in the Clay Ford room for Senior Citizens to eat a nice catered lunch and participate in a book swap and a few games of Bingo. The program is free of charge to all citizens 55 and over. The Total number of participants during the June:

TOTAL: 21

Adult Pickle Ball: The Adult Pickle Ball League is designed for adults age 18 and over to enjoy three to four nights per week in a friendly match of pickle ball. This program meets on Saturday Evenings, Sunday afternoon and Wednesday mornings: Participants can either pay \$75.00 per year or \$3.00 per class until they reach \$65.

	Dates	Wednesday	Thursday	Saturdays	Sundays	TOTAL	Revenues
1	June 1- 4	0	7/ \$ 3.00	16 / \$ 21.00	20 / \$ 12.00	43	\$ 36.00
2	June 5 - 11	14 / \$9.00	18/ \$ 12.00	13 / \$ 9.00	23/\$ 33.00	68	\$ 63.00
3	June 12 - 18	16 / \$ 12.00	23/ \$ 21.00	16 / \$ 25.00	13 / \$ 12.00	68	\$ 30.00
4	June 19 - 25	CANCELLED	21/ \$ 18.00	19 / \$ 15.00	18 / \$ 9.00	58	\$ 42.00
5	June 26 - 30	19 / \$12.00	15/\$15.00			34	\$ 27.00
					TOTALS	271	\$ 198.00

NOTE: June 21, 2017 was cancelled due to inclement weather and moving British Soccer Camp inside Gym B.

Open Gym (Sundays): Open Gym is held every Sunday (When available) from 2:00 p.m. – 5:00 p.m. with a \$2.00 Non- Resident Fee. Individuals that come to play pick- up basketball games must be 16 years of age or older and present a valid picture I.D. and \$2.00 to participate.

Saturday/Sunday	Participation #	Revenue
June 3 & 4	CLOSED	CLOSED
June 10 & 11	38	\$ 28.00
June 17 & 18	37	\$ 17.00
June 24 & 25	44	\$ 41.00
TOTALS	119	\$ 86.00

Jazzercise: (Meets 9 Times per week): This group pays 20% of all participation fees to the center. The following is a class time schedule with numbers:

M & W & F	8:30 a.m.	Saturday	8:00 a.m.
			9:00 a.m.
M & T & TH	6:00 p.m.	Sunday	4:30 p.m.

Date	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
June 1- 4	0	0	0	27	30	18	7	82
June 5 - 9	34	11	18	26	43	10	6	148
June 12 - 16	19	17	37	30	16	19	5	143
June 19 - 23	26	25	23	27	20	22	6	149
June 26 – 30	24	31	31	24	18	0	0	128
							TOTAL	650
						TOTAL	Revenue	\$ 318.20

Pilates Instructor: This is a 1 Hour Mat class that focuses on core strength, posture, flexibility and toning. Drop in rate is \$10.00 per class or \$50.00 per month. (8) classes. This class meets every Tuesday and Thursday from 8:00 a.m. – 9:00 a.m. in Room 209. Note: **Most participants will pay the 3 month package at \$120.00 for all 3 months.**

Week	Date	Tuesday	Thursday's	Total Participation	Revenues
1	June 1 - 4	8	8	16	
2	June 5 - 9	8	8	16	
3	June 12 - 16	0	0	0	
4	June 19 - 23	8	0	8	
5	June 26 - 30	0	0	0	
			TOTAL	40	\$ 12.00

Kangoo Jumps: This class is designed to utilize specialized boots to incorporate fitness and enhance safe jogging, running, enhance heart health and reduce mental stress. This class meets every Tuesday and Thursday from 9:30 a.m. – 10:00 a.m. **The cost is \$15.00 per class and a \$10.00 boot rental.**

Week	Date	Tuesday	Thursday's	Total Participation	Revenues
1	June 1 - 4	3	1	4	
2	June 5 - 9	3	4	7	
3	June 12 - 16	1	2	3	
4	June 19 - 23	3	1	4	
5	June 26 - 30	2	1	3	
			TOTAL	21	\$ \$ 40.20

Bombshell Moms (Meets M, W, F): This class is designed as a training camp for moms and moms to be in a fun and supportive workout atmosphere. This class pays 20% of all participation fees to the center. Classes meet every M&W&F from 9:30 a.m. – 10:30 a.m. in room #101.

Week	Dates	Monday	Wednesday	Friday	Total
1	June 1 – 4	0	3	1	4
2	June 5 - 9	1	0	0	1
3	June 12 - 16	2	2	2	6
4	June 19 - 23	2	0	0	2
5	June 26 - 30	0	0	1	1
				TOTAL	14
			TOTAL	REVENUE	\$ 22.00

Senior Fit (Meets T & Th 9:00 – 10:00 a.m.). This class is specifically designed to meet the needs of senior adults, age 50 and older with an emphasis placed on stretching, low impact aerobics, muscle strengthening and toning with resistance. This program is not charged a percentage that goes to the city because it is for Senior Citizens over the age of 55.

Week	Date	Tuesday	Thursday	Total
1	June 1 – 4	0	14	14
2	June 5 - 9	15	15	30
3	June 12 - 16	17	15	32
4	June 19 - 23	10	10	20
5	June 26 – 30	17	15	32
			TOTAL	128

4ShoreFit: This is a four-week fitness boot camp using indoor and outdoor activities focusing on strength and conditioning.

Week	Date	Monday	Tuesday	Wednesday	Thursday	Friday	Total
1	June 1 - 4	0	0	0	6	12	18
2	June 5 – 12	14	23	29	23	16	105
3	June 19 - 23	21	24	14	16	16	91
4	June 26 - 30	20	24	15	14	0	73
						TOTAL	287

Zumba Gold: (Meets M, W, F): This class is designed for senior citizens (55 Over) to participate in a fun and safe upbeat aerobics class.

Week	Dates	Monday	Wednesday	Friday	Total
1	June 2, 2017	0	0	15	15
2	June 5 - 9	20	0	15	35
3	June 12 - 16	20	0	16	36
4	June 19 - 23	19	0	17	36
5	June 26 - 30	17	0	17	34
				TOTAL	156
			TOTAL	REVENUE	\$ 149.00

COMMUNITY CENTER RENTALS:

Renter	Date	Room	Event	Cost/Hr	Total
Private Party	6/4/14	Room 101	Birthday party	\$ 50.00	\$ 50.00
Life Church	6/3/2017	Gym B, th, 209	Church	\$ 350.00	\$ 350.00
Life Church	6/11/2017	Gym B, Th, 209	Church	\$ 350.00	\$ 350.00
Life Church	6/18/2017	Gym B, th, 209	Church	\$ 350.00	\$ 350.00
Private Party	6/18/2017	Theatre Room	Party	\$ 75.00	\$ 75.00
Life Church	6/24/17	Gym B,th, 209	Church	\$ 350.00	\$ 350.00
Private Party	6/27/17	Room 101	Baby Shower	\$ 150.00	\$ 150.00
Private Party	6/29/2017	Theatre		\$ 200.00	0
			TOTALS		\$1, 675.00



Gym Set up for Sports Banquet in June

D. TENNIS LESSONS AND LEAGUES:

Whitney Man, Tennis Pro

LESSONS:

Pro – Private Lesson.5 hour - \$ 27.50
 Pro, Private Lesson 1 hour = \$ 55.00
 Pro,Private Lesson 1.5 hour = \$ 82.50
 Pros- ladies League Lesson 1 hour = \$ 110.00
 Pro's Ladies League Lesson 1.5 hour = \$ 160.00

ADULT CLINICS: 1 hour 15 minutes = \$ 15.00

KIDS CLINICS:

*1 hour = \$ 15.00 per clinic or \$ 104.00 for 8 clinics.
 1.5 hour = \$ 20.00 per clinic or \$ 144.00 for 8 clinics

LEAGUES: \$ 100.00 per Ladies League Team

QUADS:

Monday Mixed Quads = \$ 25.00 for 6 weeks
 Ladies Quads= \$ 30.00 for 6 weeks
 Men's Quads = \$ 30.00 for 6 weeks

Program	Revenue Total	10%	20%	100%	Total to City
Kids Clinic	\$ 35.00	\$35.00			\$ 35.00
Adult Clinics	\$ 45.00	\$ 4.50			\$ 4.50
Tennis Pro Lessons	\$2,160.50	\$216.50			\$216.50
Quads	\$270.00	\$27.00			\$27.00
Reservations	\$ 100.00				\$ 100.00
Retail					
Assist. Tennis Pro	\$1,064.00		\$212.80		\$212.80
				TOTAL	\$ 595.35

GBSA Baseball & Softball League: Baseball Leagues: The Softball and Baseball All Star Tournaments were held during the first two weeks of June finishing up the 2017 Season. The Softball All Start Games were held (out of town) and the Baseball tournaments were held with the USSA All Star Tournament at Shoreline Park. The following is a list of teams that competed in the tournament during the week of June 14 – 18, 2017.

USSA BASEBALL ALL STAR TOURNAMENT: The USSSA sponsored the Drafted League World Series on June 15 – 18 with 51 Teams participating from all across the area. The cities represented included Pensacola, Navarre, Fort Walton, Destin, Robertsedale, Crestview and Niceville.

League	Teams	Participants	Spectators	Total
Rookie	10	100	200	300
Minor	12	144	288	432
Major	15	130	260	390
Senior	14	140	280	420
	51 TEAMS		TOTAL	1542
			Total Revenue	\$ 1, 454.35

British Soccer Camp: The Annual British Soccer Camp was held at Gulf Breeze Community Center Athletic Fields from June 19th – June 23rd with 87 children participating per day and 435 per Week.



Gulf Breeze Interfaith Co-Ed Softball League: The Interfaith Co- Ed Adult Softball League began on June 20, 2017 with 10 teams participating. Each team paid a \$ 100 entry fee and are guaranteed ten games on Monday, Tuesday and Thursday evenings. Starting at 6:30 p.m. The following churches participated in this 6 weeks, fun filled event. Total of 9 teams and an average of **300** spectators per week.

- Life Church of Gulf Breeze
- Story Time Baptist Church
- Coastline Calvary Church
- Momentum Church
- * Saint Ann's Catholic Church (2)
- * Community Life Church
- * Light House Church
- * Gulf Breeze Presbyterian Church



Interfaith Co-Ed Softball League (June, 2017)

PARKS DIVISION:



***Boat Ramp:** The Boat Ramp Attendants currently work every day throughout the summer months and provide assistance at Shoreline South. The following is a detail report on all revenues collected during the month.

Date	Box #		Daily Pass	Total
June 1, 2017	1	\$70.00	\$ 65.00	\$ 135.00
June 2, 2017	1	\$ 70.00	\$ 375.00	\$475.00
June 2, 2017	2	\$ 90.00	\$ 140.00	\$ 230.00
June 3, 2017	1	\$60.00	\$ 75.00	\$ 135.00
June 3, 2017	2	\$ 40.00		\$40.00
June 4, 2017	1	\$ 130.00	\$ 140.00	\$270.00
June 4, 2017	2	\$ 70.00	\$ 75.00	\$ 145.00
June 5, 2017	3	\$ 20.00		\$ 20.0
June 7, 2017	Office	\$ 55.00		\$ 55.00
June 8, 2017	3	\$ 130.00	\$ 50.00	\$ 180.00
June 8, 2017	1	\$ 60.00		\$ 60.00
June 9, 2017	1	\$ 130.00	\$ 140.00	\$ 270.00
June 9, 2017	3	\$ 150.00	\$ 125	\$ 275.00
June 10, 2017	1	\$ 220.00	\$ 125.00	\$ 345.00
June 10, 2017	2	\$210.00	\$ 365.00	\$ 575.00
June 11, 2017	1	\$ 100.00	\$ 165.00	\$ 265.00
June 11, 2017	3	\$100.00		\$100.00
June 12, 2017	0	Rain	RAIN OUT	0
June 13, 2017	0	Rain	RAIN OUT	0
June 14, 2017	3	\$ 10.00		\$ 10.00
June 14, 2017	0		HONOR POLE	\$ 170.00
June 15, 2017				
June 16, 2017	3	\$ 80.00	\$ 115.00	\$ 195.00
June 17, 2017	1	\$ 160.00	\$ 150.00	\$ 310.00
June 17, 2017	3	\$ 140.00		\$ 140.00
June 18, 2017	1	\$ 220.00	\$ 315.00	\$ 535.00
June 18, 2017	3	\$ 200	\$ 90.00	\$ 290.00
June 19, 2017	1	\$ 50.00	\$ 115	\$ 165.00
June 19, 2017	3	\$ 70.00		\$ 70.00
June 20, 2017	0	0	STORM – CINDY	0
June 21, 2017	0	0	STORM – CINDY	0
June 22, 2017	0	0	STORM – CINDY	0
June 23, 2017	1	\$ 90.00		\$ 90.00
June 23, 2017	3	\$ 150.00	\$ 115	\$ 265.00
June 24, 2017	1	\$ 130.00	\$ 215.00	\$ 345.00
June 24, 2017	3	\$ 180.00	\$ 65.00	\$ 245.00
June 25, 2017	1	\$100.00	\$140.00	\$ 240.00
June 25, 2017	3	110.00	\$ 50	\$ 160.00
June 26, 2017	3	\$60.00	\$ 65.00	\$ 125.00
June 26, 2017	1	\$ 140.00	\$ 65.00	\$ 205.00
June 27, 2017	3	\$ 50.00		\$ 50.00

June 27, 2017	1	\$40.00		\$ 40.00
June 27, 2017	Honor	POLE	\$ 200.00	\$ 200.00
June 28, 2017	1	\$10.00	\$40.00	\$ 50.00
June 28, 2017	3	\$30.00	\$ 75.00	\$ 105.00
June 29, 2017	3	\$ 20.00		\$ 20.00
June 30, 2017	1	\$ 90.00	\$ 150.00	\$ 240.00
June 30, 2017	3	\$ 90.00	\$ 75.00	\$ 165.00
			TOTAL REVENUE	\$ 7,635.00

SHORELINE SOUTH – PICNIC GAZEBO

Rental Date	Event- Date	Event	Cost	Total
June 7, 2017	Oct 22	Church Service	\$ 60.00	\$ 60.00
June 8, 2017	Aug 26, 2017	Birthday party	\$ 70.00	\$ 70.00
June 7, 2017	Sept 10, 2017	Church Service	\$ 60.00	\$ 60.00
June 26, 2017	Oct 26, 2017	Rehearsal Party	\$ 70.00	\$ 70.00
June 27, 2017	June 27, 2017	Girl Scout Party	\$ 45.00	\$ 45.00
			TOTAL	\$ 190.00

KIDS PARK RENTALS:

Rental Date	Event Date	Hours	Event	Cost	Total
6/20/17	6/24/17	2	Birthday Party	\$ 20.00	\$ 20.00
				TOTAL	\$ 20.00

STRATEGIC PRIORTIES UPDATE:

***Shoreline South Gazebo Rehabilitation Project:** On June 21, 2017 a Council Memo was written with the consideration of a bid to construct a pre- engineered hexagonal gazebo, a wood toll house, and a bath house. In April of this year, Council directed staff to engage Dewberry Engineers, Inc. to provide project scope recommendations and design services for the rehabilitation of (10) gazebos, (1) toll house and (1) bath house located at Shoreline Park South. Three options were presented for the rehabilitation of the existing structures or demo and replace with new steel structures or demo and replace with pre – engineered wood structures. Dewberry is recommending option #3 which involves removing and replacing the existing structures with pre – engineered wood structures. Estimated at \$ 305,000 – 320,000, this option is greater than the rehabilitation of the existing structures (275,000-320,000) and less than the removal and replacement with steel structures (355,000 – 395,000). Due to the pre – engineered design of the replacement structures used in option # 3, no architect support will be required. The existing concrete bases/ foundations would continue to be used.

With the Council's permission to proceed, staff expects to open bids in early August and award a contract by September 1, 2017. Anticipating 8 – 12 weeks for fabrication, actual construction should

begin in early December and be completed by March 30, 2018. The FY – 17 approved budget contains \$ 60,000.00 designated for this project. We propose an additional \$ 115,000.00 allocated from reserves in FY – 17 and an additional capital reserve allocation of \$ 175,000 in the FY – 18 Budget.

***Hodges Park – Addition of a Gazebo:** Mrs. Hodges presented a proposal to add a gazebo to the park. To be located in the west corner, the gazebo would be 16' X 12' on a concrete slab with a shingle roof supported by 4 brick columns. Mrs. Hodges secured a quote from a local contractor who has committed to construct this gazebo for \$ 10,000.00. The Hewes Construction Company completed the project in early June. Parks and Recreation staff is thankful to Mrs. T.K. Hodges and her family for this generous donation and beautiful addition to our park.



TEN- YEAR CAPITAL IMPROVEMENT PLAN UPDATE:

PROJECT	PHASES/BENCHMARKS	COST
Sunset Drive Sod and Irrigation	*Estimate for total in House work *Estimate for Subcontracted work *Estimate for General Contractor	\$ 7,500.00 \$ 30, 691.00 \$ 42,000.00
Lights for School Fields	*Estimated cost for LED Lights Elementary *Estimated cost for non LED lights at Elementary	\$ 155,000-165,000 \$ 115,000.00
BVC-Lights and Bleachers	*Estimate for Aluminum Bleachers (5 Row) *Estimate cost for electrical work *Estimate for 2 concrete pads (20 x15)	\$ 5,855.00 \$ 14,000.00 \$ 8,000.00 Total \$27,855.00
Beach Side Dog Park	*Dewberry/Preble-Rish received quote to delineate the wetlands on the proposed park area	\$600.00
Shoreline Gazebo Repair	*Dewberry/Preble-Rish had been instructed by City Manager to investigate alternative to original scope of work and update project cost estimates.	\$ 30,000
Navy Cove Improvements	*Heather Reed has indicated grants available for seawall repair and kayak ramp construction	\$ 8,000.00 (Estimate)
Woodlawn Park	*Staff proposal currently in development to construct a new pier for personal watercraft launch and access	\$ 23,262.25

	sidewalk south (ADA)	
Splash Pad	*Presented 2 conceptual designs for Parks Board approval. Recommended to proceed forward with RFP. Budget currently has \$80,000.00 but will need additional \$100,000.00	\$ 180,000.00
GBSA Batting Cages	*GBSA will provide city with \$70,000.00 to build indoor batting cages. Will need an additional 29,000.00 to complete project.	\$ 96,000.00
Shoreline Park Walking Trail	proposal was submitted in 2015. No further information since.	Pending

Tiger Point Golf Club



Revenue

Golf	\$52,709.77
F&B	\$30,829.72
Retail	\$6,889.15
Membership	\$12,716.93
Total Revenue	\$103,145.57

Performance Factors

Sod was laid on holes #2, #7, and #18 in stressed areas. New flags were installed on the Putting Green. The greens were aerified on 6-5 and 6-6, this was the major aerification of the Summer. We transitioned from CBI to Sysco as our food vendor. The bathrooms at the turn on holes #8 and #14 were painted and look much better. New Callaway Rental Sets arrived on 6-21. Trent hired two new crew members and Chase McKeithen who was the Assistant Superintendent at Pensacola Country Club accepted the same position here at Tiger Point, he will begin work on 7-14.

Marketing Activity

Marketing staff contacted previous groups that had events at Tiger Past in the past and members that have not renewed (40) while Integrity was in management. The groups and individuals were invited to come play and check out the facility. Marketing staff attended a wedding bootcamp on 6-12 and met with several hotels on Pensacola Beach promoting Tiger Point. Staff signed an agreement with Gulf Coast Friends who are a return group that has signed on for 9 events during the year with 80-100 participants. Golf Tournament Sales and Charity Outings Power Point Presentations were completed with the help of Troon's Marketing department.

Rounds

Total Rounds	1990
Member	583
Paid	1407
Comp	18
Green fee per paid round	\$30.65

Weather

8 entire days were lost to weather and several others were affected by storms or the forecast. Tropical Storm Cindy dumped well over 12 inches of rain in four days saturating the course.

Playable days – 22 out of 30

Memberships

Total	110
Additions	4
Deletions	0
Membership Dues collected	\$12,716.93

Agronomic Conditions

Sod was installed to the course and the wedding site. Pine Straw was applied to the course, clubhouse grounds, and the wedding site. Trent and his crew continue to adjust and repair the irrigation system. New flags were installed on the Putting Green. The greens were aerified on 6-5 and 6-6 and top dressed. All worn tires were replaced on all of our greens mowers. The greens were sprayed with Pro star fungicide mixed with a wetting agent for Ferry ring control and localized dry spots. Repairs to the irrigation system continued throughout the month.

F&B

Coke replaced all the Pepsi coolers and installed a new fountain system behind the bar and in the Server's station. A new spreadsheet was developed for the Liquor and Food and Beverage inventories with the assistance of Joe Wilson from Troon. Burger Night on Wednesday's and Happy Hour on Friday's continue to perform well, reservations are now being taken due to their popularity.

Equipment Update

All equipment is functioning properly. 52 interim Golf Carts were delivered on 6-8. Tires were replaced on all Greens mowers and the Walk-in cooler was serviced as it lost cooling, a problem with the defroster was repaired. A new compressor will be installed at the Maintenance shop, it is on property.