

**GULF BREEZE CITY COUNCIL
REGULAR MEETING**

FEBRUARY 2, 2009
MONDAY, 6:30 P.M.
COUNCIL CHAMBERS

1. Roll Call
2. Invocation and Pledge of Allegiance
3. Approval of Minutes of January 20, 2009 (Regular Meeting)
4. **ACTION AGENDA ITEMS:**
 - A. Discussion and Action Regarding Utilization of Collection Agency for Public Emergency Service Response Fee
 - B. Discussion and Action Regarding Joint Workshop with the City of Gulf Breeze and Capital Trust Agency Board
 - C. Discussion and Action Regarding Special Event Request for Gulf Breeze United Methodist Church Annual 5K Run - Saturday, February 21, 2009, 8:00 a.m.
 - D. Discussion and Action Regarding Special Event Request for St. Ann Catholic Church annual Palm Sunday Processional from Wayside Park to the Church - Sunday April 5, 2009 from 2:00 p.m. to 4:00 p.m.
 - E. Discussion and Action Regarding Requiring Commercial Special Event Permits
 - F. Discussion and Action Regarding Bay Area Resource Council Membership Dues
 - G. Discussion and Action Regarding Tall Pine Circle Drainage
 - H. Discussion and Action Regarding Improving Utility Bill Payment Process
 - I. Discussion and Action Regarding Various Board Appointments
 - J. Information Items

6. New Business:
7. Open Forum
8. Adjournment

If any person decides to appeal any decisions made with respect to any matter considered at this meeting or public hearing, such person may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and any evidence upon which the appeal is to be based.

The public is invited to comment on matters before the City Council upon seeking and receiving recognition from the Chair.

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF GULF BREEZE, FLORIDA**

The 1,120th regular meeting of the Gulf Breeze City Council, Gulf Breeze, Florida, was held at the Gulf Breeze City Hall on Monday, January 20, 2009, at 6:30 p.m.

Upon call of the roll the following Councilmen were present: Beverly Zimmern, Joseph Henderson and Mayor Gilchrist. Councilmen J. B. Schluter and Richard Fulford were out of town.

APPROVAL OF MINUTES:

Councilman Zimmern moved for approval of the minutes for the regular meeting held on Monday, January 5, 2009. Councilman Henderson seconded. The vote for approval was 3 - 0.

Councilman Henderson moved for approval of the minutes for a special Community Redevelopment Agency meeting held on Monday, January 5, 2009. Councilman Zimmern seconded. The vote for approval was 3 - 0.

**ORDINANCE NO. 01-09: AMENDING CHAPTER 8 OF THE CITY'S CODE OF
ORDINANCES REGARDING THE REGULATION OF
EXCESSIVE SOUND
SECOND READING AND PUBLIC READING**

The Ordinance was read by title only by the City Clerk. Mayor Gilchrist reviewed the reason for the ordinance and opened the floor for public comment. Mr. Scott Wheatly, 33 Gulf Breeze Parkway, spoke regarding Section 8-82 regarding measurement or assessment of sound, how the levels of sound are measured or determined. Mr. Nick Boykins, 33 Gulf Breeze Parkway also spoke regarding the Ordinance.

After general discussion Councilman Zimmern moved for approval of the Ordinance. Councilman Henderson seconded. The vote for approval was 3 - 0.

**RESOLUTION NO. 02-09: AUTHORIZING THE CITY TO APPLY FOR A LOAN
FROM THE STATE REVOLVING TRUST FUND**

The Resolution was read by title only by the City Clerk. Councilman Henderson moved for approval. Councilman Zimmern seconded. The vote for approval was 3 - 0.

ACTION AGENDA ITEMS:

- A. SUBJECT: **DISCUSSION AND ACTION REGARDING DEVELOPMENT
REVIEW BOARD REFERRAL OF JANUARY 6, 2009**

1. Wanda Forrester - 76 Highpoint Drive
Request to Replace a Wooden Seawall
With a 122 Linear Foot Vinyl Seawall

RECOMMENDATION:

That the City Council approve the project as submitted.

Councilman Zimmern moved for approval. Councilman Henderson seconded.
The vote for approval was 3 - 0.

- B. SUBJECT: DISCUSSION AND ACTION REGARDING ORDINANCE NO. 01-09, AMENDING CHAPTER 8 OF THE CITY'S CODE OF ORDINANCES REGARDING THE REGULATION OF EXCESSIVE SOUND SECOND READING AND PUBLIC HEARING**

COVERED UNDER ORDINANCE SECTION ABOVE.

- C. SUBJECT: DISCUSSION AND ACTION REGARDING STATE REVOLVING FUND, LOAN AGREEMENT**

COVERED UNDER RESOLUTION SECTION ABOVE.

- D. SUBJECT: DISCUSSION AND ACTION REGARDING SCHEDULING A BUDGET WORKSHOP FOR FEBRUARY 11, 2009**

Reference: City Manager memo dated January 8, 2009

RECOMMENDATION:

That the City Council hold a workshop on the City's budget on Wednesday, February 11, 2009, at 4:30 p.m. for the purpose of: (1) reviewing the City's previous 5 years budget information; and (2) provide direction to staff on the reduction of \$107,600 in revenue from the City's 2009 budget.

Councilman Henderson moved for approval. Councilman Zimmern seconded.
The vote for approval was 3 - 0.

E. SUBJECT: DISCUSSION AND ACTION REGARDING SECTION 20-57 OF THE CITY'S CODE OF ORDINANCES, COMPOSITION OF THE DEVELOPMENT REVIEW BOARD

Reference: City Manager memo dated January 8, 2009

RECOMMENDATION:

No action required at this time.

F. INFORMATION ITEMS

OPEN FORUM:

Mr. Drake Shepard, 202 Bear Drive, spoke regarding the number of for sale or rent homes in Gulf Breeze. Some homes stay vacant for years and sometimes creates problems for the neighborhoods with overgrown grass and at times misplaced mail may be placed in these mailboxes. Mr. Shepard informed Council that some of these home have been vacant for years, waiting for the housing market to make an upswing before selling.

Mr. Shepard suggested the Council consider charging these owners of homes that have been vacant for two years or more a yearly fee for the City to check up on the homes to make sure everything is still safe and secure. He suggested a fee of between \$500 - \$1,000 per year.

The Mayor said the City Attorney and staff will look into this matter and determine how the City may apply this idea.

ADJOURNMENT:

The Mayor adjourned the meeting at 7:15 p.m.

CITY CLERK

MAYOR

EXECUTIVE COMMITTEE REPORT

JANUARY 28, 2009

Councilmen Present: Richard Fulford, Joseph Henderson and Mayor Gilchrist
Councilmen Absent: Beverly Zimmern and J. B. Schluter

ACTION AGENDA ITEMS:

- A. SUBJECT: **DISCUSSION AND ACTION REGARDING UTILIZATION OF COLLECTION AGENCY FOR PUBLIC EMERGENCY SERVICES RESPONSE FEE**

Reference: City Manager memo dated January 22, 2009

RECOMMENDATION:

That the City Council approve the use of olddebts.com as a flat fee collection agency for collection of the Public Emergency Service Response fee. (Councilman Fulford asked that staff check to see if the firm can be used to send additional correspondence without reporting to credit bureaus.)

- B. SUBJECT: **DISCUSSION AND ACTION REGARDING JOINT WORKSHOP WITH THE CITY OF GULF BREEZE AND CAPITAL TRUST AGENCY BOARD**

Reference: City Manager memo dated January 22, 2009

RECOMMENDATION:

That the City Council and Capital Trust Agency hold a joint workshop on Friday, March 13, 2009, 8:30 a.m. to 2:30 p.m.

- C. SUBJECT: **DISCUSSION AND ACTION REGARDING SPECIAL EVENT REQUEST FOR GULF BREEZE UNITED METHODIST CHURCH ANNUAL 5k RUN - SATURDAY, FEBRUARY 21, 2009 8:00 A.M.**

Reference: Deputy Police Chief memo dated January 8, 2009

RECOMMENDATION:

That the City Council approve the Methodist Church annual 5K run to be held on Saturday, February 12, 2009, 8:00 a.m.

- D. SUBJECT: DISCUSSION AND ACTION REGARDING SPECIAL EVENT REQUEST FOR ST. ANN CATHOLIC CHURCH ANNUAL PALM SUNDAY PROCESSIONAL FROM WAYSIDE PARK TO THE CHURCH - SUNDAY APRIL 5, 2009 2:00 P.M. TO 4:00 P.M.

Reference: Deputy Police Chief memo dated January 15, 2009

RECOMMENDATION:

That the City Council approve the St. Ann Catholic Church annual Palm Sunday processional from Wayside Park to the Church, Sunday, April 5, 2009 2:00 p.m. to 4:00 p.m.

- E. SUBJECT: DISCUSSION AND ACTION REGARDING COMMERCIAL EVENT PERMITS

Reference: City Manager memo dated January 23, 2009

RECOMMENDATION:

That the City Council direct staff and the City Attorney to prepare an ordinance to amend Chapter 6, Businesses, to require special event information in the business tax process.

- F. SUBJECT: DISCUSSION AND ACTION REGARDING BAY AREA RESOURCE COUNCIL MEMBERSHIP DUES

Reference: Assistant City Manager memo dated January 22, 2009

RECOMMENDATION:

That the City Council authorize payment of \$1,500 to West Florida Regional Planning Council for Bay Area Resource Council membership dues for 2008-2009.

- G. SUBJECT: DISCUSSION AND ACTION REGARDING TALL PINE

CIRCLE DRAINAGE

Executive Committee Report
January 28, 2009
Page Three

Reference: Assistant Public Services Director memo dated January 23, 2009

RECOMMENDATION:

That the City Council direct staff to: (1) provide a drawing and corrected plans for the drainage problem to be available at their Regular meeting Monday, February 2, 2009; and (2) that Mr. Thomas Lambert, Assistant Public Service Director, attend the meeting. (Mr. Glenn Brown, 1251 Tall Pine Circle and Mr. Bill Wein, 1253 Tall Pine Circle, spoke regarding this project.)

H. SUBJECT: DISCUSSION AND ACTION REGARDING IMPROVING UTILITY BILL PAYMENT PROCESS

Reference: Finance Director memo dated January 23, 2009

RECOMMENDATION:

That the City Council approve the purchase of an e-billing software system and that staff begin researching ways to provide cycle billing.

I. SUBJECT: DISCUSSION AND ACTION REGARDING VARIOUS BOARD APPOINTMENTS

Reference: City Clerk memo dated January 23, 2009

RECOMMENDATION:

That the City Council make the following appointments:

DEVELOPMENT REVIEW BOARD:

That the City Council reappoint Mr. Bruce DeMotts and Ms. Jo-Ann Price to serve their second term and appoint the following two alternates: Mr. Farrell Hardiman, 232 Florida Avenue, and Ms. Maureen Hill, 128 Windsor Place.

BOARD OF ADJUSTMENT:

Board members to be appointed at an upcoming Council meeting.

ADVISORY PARK BOARD:

Board members to be appoint at an upcoming Council meeting.

SOUTH SANTA ROSA UTILITY SYSTEM BOARD:

One Board member to be appointed at an upcoming meeting.

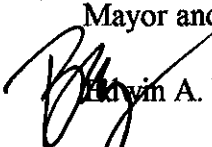
J. INFORMATION ITEMS



City of Gulf Breeze

OFFICE OF THE CITY MANAGER

January 30, 2009

TO: Mayor and City Council
FROM:  Edwin A. Eddy, City Manager
SUBJ: TALL PINE DRAINAGE

Our plan, developed by the City's engineer, Thomas Lambert, to improve the storm water drainage situation is as follows:

1. From the existing ribbon curb inward to the cul-de-sac, cut approximately 2' of existing asphalt, remove base to the depth necessary to install a new curb with about a 45° angle to a 6" height on the back. (The profile of the curb and the extent of installation are indicated on the attached drawing.)
2. At each of the three (3) driveways impacted, the last portion of the driveway near the street will be removed and repoured with a transition up to a 6" height and then back to down to existing grade.
3. The last panel of a sidewalk on the right-of-way in front of the Wein's will be removed and repoured to match the height of the back of the curb.
4. A flume will be installed between the Weins and Browns to convey the water from the gutter and road to the drainage easement on Mr. Brown's property.
5. A set of newly planted bushes on Brown's property will be relocated closer to the property line with Wein.
6. A slot drain or hump will be installed at or near the intersection to direct water to the newly installed swale on the vacant lot. (Not included in budget.)
7. It may be possible, within the same budget to cut some of the total area off the cul-de-sac.

8. The 8" pipe that the City installed from the street to the rear of Brown/Wein is no longer effective. It will be left to Mr. Wein to maintain as he sees fit.

9. The overall volume of water in the cul-de-sac would be reduced if small swales could be strategically located on the right-of-way in front of the Schroth property. (In-house work.)

10. A swale will be graded in on the Brown's portion of the drainage easement.

The curbing can be no higher than 6" and still be workable for this application. Only the most severe rain event (more than 100 year) will over run the curb.

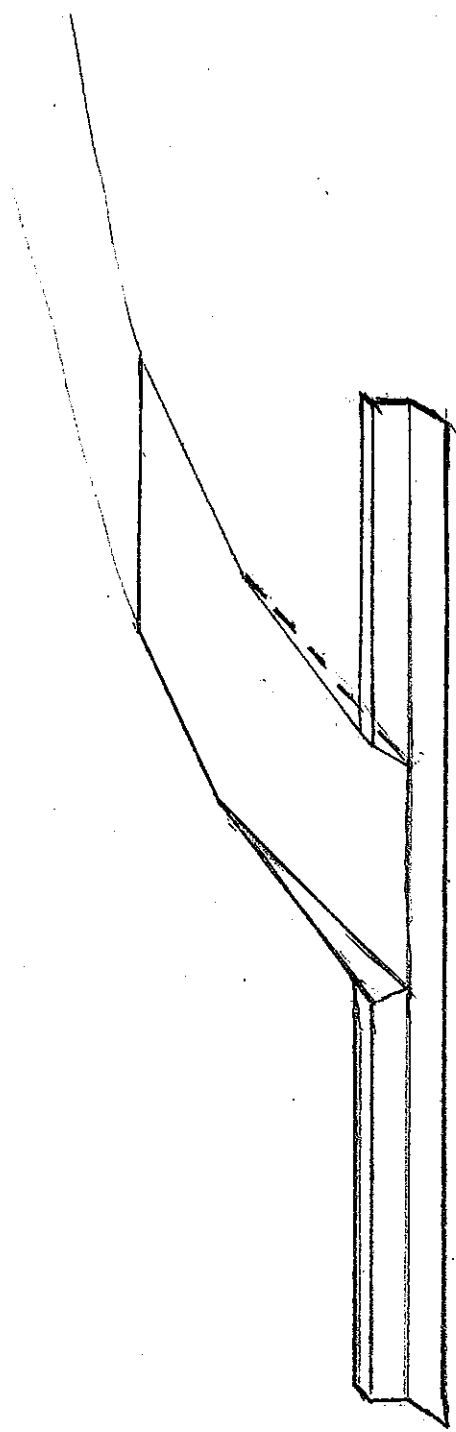
The cost of this plan is about \$21,000 per the original quote from Panhandle Paving. As there are only three (3) paving contractors in our area, and we have had good success with Panhandle. We recommend using them for this "delicate" job. We are checking other sources to see if this price is the best.

From a budgetary standpoint, we can make the curb and gutter improvements for about \$21,000. If the entire cul-de-sac is resurfaced, the cost increases to about \$27,000. In order to fund this project, we will identify savings in existing line items as noted on Wednesday. We recommend proceeding with the project for \$21,000.

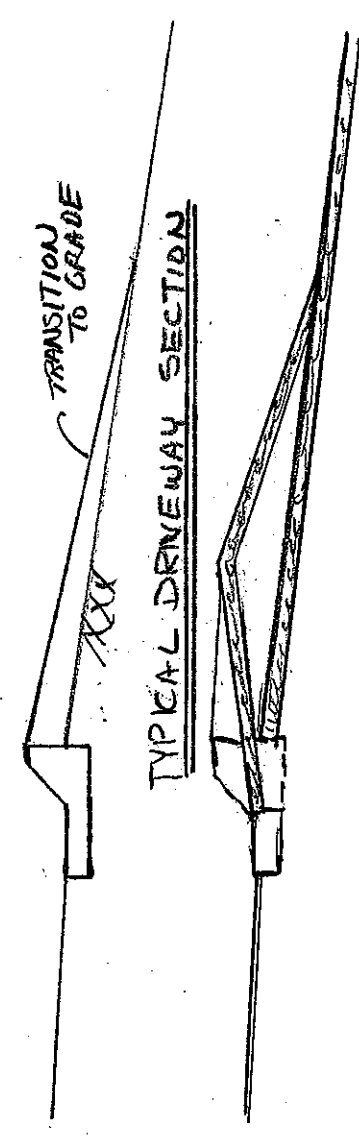
As mentioned at the Executive Session, this work is extra ordinary. The developer installed the original systems which have not been maintained. The city previously spent \$80,000 on the westerly drainage easement. If the Council decides not to proceed on this project without some contribution from those that benefit, a special assessment process could be employed.

RECOMMENDATION:

That the City Council direct staff to work with Panhandle Paving to install curbing and a flume as described herein for a cost not to exceed \$21,000 to be funded by savings from current year expenditures.



TYPICAL CURB SECTION



TRANSITION
TO GRADE

TYPICAL DRIVEWAY SECTION



Council



United States Department of the Interior

NATIONAL PARK SERVICE

Gulf Islands National Seashore

1801 Gulf Breeze Parkway

Gulf Breeze, FL 32563

Y1421 (S&RM)

January 23, 2009

Mayor Lane Gilchrist
City of Gulf Breeze
1070 Shoreline Drive
Gulf Breeze, FL 32561

Dear Mayor Gilchrist:

Gulf Islands National Seashore is planning for prescribed burns in the Naval Live Oaks Area (NLO) to be conducted sometime between February and April, 2009. The blocks to be burned are interior, reaching north along Reservation Road down to Highway 98 and along the Villa Venyce boundary. Approximately 370 acres are scheduled to be burned.

Throughout much of the Seashore, the exclusion of fire from the area's natural communities has led to the presence of two specific problems. The first is the crowding out of indigenous plant and animal species by understory growth which would otherwise be checked by fire, and the second is the endangerment of structures and property through the unnatural buildup of readily combustible ground fuels. Controlled burns conducted during the past decade within the NLO Area of the Seashore serve to protect the local communities and minimize the threat of a wildland fire spreading.

My staff will soon be contacting Gulf Breeze Fire Chief Shane Carmichael to coordinate the upcoming burn. We welcome your suggestions, thoughts and any concerns you may have about the proposed prescribed burns. If you need any additional information, please feel free to contact me at 850-934-2604 or by email at jerry_eubanks@nps.gov.

We appreciate your interest in and support for the fire management program at Gulf Islands National Seashore.

Sincerely,

Jerry A. Eubanks
Superintendent

cc: Shane Carmichael, Fire Chief