

City Council Pre-Agenda Workshop
Tuesday, January 3, 2017
Civic Center 105 N. 31st Street

Mayor Tom Bailey

Councilman Bill McGlothlin
Councilwoman Linda Albrecht

Councilman Jerry Wallace
Councilman Rex Putnal

1. Signage at the Canal, Parker Park and City Hall- Mayor
2. City Sewer Allocation- Mayor
3. Water and Sewer Service to Farmdale Subdivision- Mayor
4. Sewer Hookup Request for 8709 and 8711 West Hwy 98- City Administrator
5. City Docking Fees- Mayor
6. Miscellaneous
7. Review of Draft Agenda- City Clerk



City Council
Agenda Abstract Form

Agenda items must be received by the City Clerk by Noon on the Thursday preceding the desired agenda, or it will not be considered per City Ordinance.

For Clerk's Use Only
AGENDA ITEM #

| | | |
|---------------------------|---------------------------|---------------------------|
| | | |
| <i>Consent Agenda</i> | <i>Regular Agenda</i> | <i>Closed Session</i> |

PRESENTER/INFORMATION CONTACT: Mayor Bailey

ITEM TO BE CONSIDERED

Subject: Signage at the Canal, Parker Park, and City Hall

Reason For Agenda Item:

The three projects named above will be completed soon. Appropriate signage should be installed as each project is complete.

Action Requested:

1. Decision on size, nature, and wording of signs.
2. Include acknowledgements of grant funds and special contributions when so indicated.

Agenda Requested (ie: Regular Mtg, Pre Agenda, Workshop, and Special Mtg.):

PreAgenda

ISSUE OVERVIEW

Background Information & Issue Summary:

My Recommendations are attached as 3 supporting documents.

PARKER PARK SIGN

PARKER PARK

CONSTRUCTED ON THE PARKER FAMILY HOMESTEAD

DEDICATED JANUARY 2017

Preble Rish, Engineers

Partial Funding by the Bay County Board of Commissioners

Tom Bailey, Mayor

Linda Albrecht, Councilwoman

Bill McGlothlin, Councilman

Jerry Wallace, Councilman

Rex Putnal, Councilman

Mel Smigielski, City Administrator

Adrian Welle, City Clerk

**Notes: 4' x 4' Wooden Sign, placed at the entrance to the park at Hwy 98,
Design should match the colors and design of other City Signs.**

CITY HALL SIGN

CITY HALL

DEDICATED APRIL 2017

Tom Bailey, Mayor

Linda Albrecht, Councilwoman

Bill McGlothlin, Councilman

Jerry Wallace, Councilman

Rex Putnal, Councilman

Mel Smigielski, City Administrator

Adrian Welle, City Clerk

Preble Rish, Engineers

Construction by F & B Builders

Note: Bronze Plaque, 18" by 24" attached to front of building.

CANAL PARK SIGN

Note: Original Bronze plaque was preserved and contains the acknowledgement of the Florida Boater Improvement Grant. Re-install the plaque near the new sign.

**MEXICO BEACH
CITY DOCKS**

REBUILT 2017

PREBLE RISH, ENGINEERS

H. G. HARDERS CONSTRUCTION

Tom Bailey, Mayor

Linda Albrecht, Councilwoman

Bill McGlothlin, Councilman

Jerry Wallace, Councilman

Rex Putnal, Councilman

Mel Smigielski, City Administrator

Adrian Welle, City Clerk

Notes: 4' x 4' wooden sign designed like other City signs.

Installed near the entrance to the area, near the Chair. Plaque should be installed under the sign.



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PRESENTER/INFORMATION CONTACT: Mayor Bailey

ITEM TO BE CONSIDERED

Subject:

Increase the City Sewer Allocation

Reason For Agenda Item:

For the past 4 years, the City sewer usage has triggered the need for more sewer allocation from the County.

Action Requested:

Council decision on the purchase of 150,000 additional gallons per day of sewer allocation.

Agenda Requested (ie: Regular Mtg, Pre Agenda, Workshop, and Special Mtg.):

Pre Agenda

ISSUE OVERVIEW

Background Information & Issue Summary:

In 1999, the sanitary sewer system was fully installed, and began operations with a daily allocation of sewer at 323,000 per day; with a base of 1100 customers. 17 years later we have more than 2100 customers. In 2013, sewer use exceeded allocation during 3 months of the year. In 2015 and 2016, total annual sewer use was more than 80% of allocation. During 2016, the 3 month rolling average of sewer use exceeded 100% for 4 months. Per our agreement with the Bay Co Sewer System, the City of Mexico Beach is obligated to either increase our sewer allocation or seek sewer treatment from another vendor, such as Port St Joe. Since Gulf County/Port St Joe sewer does not extend to the boundary of the City, then increased allocation from Bay County is a more logical course at this time.

MEXICO BEACH SEWER USAGE - 2016

| MONTH | DAILY AVG/GALLONS (MAX 323000) | % OF ALLOCATION | % 3 MONTH ROLLING AVG | ADD 150,000 PER DAY - % OF ALLOCATION | % 3 MONTH ROLLING AVG | |
|-----------|--------------------------------|-----------------|-----------------------|---------------------------------------|-----------------------|--|
| JAN | 231806 | 71.77 | 66.56 | 49.0 | 47.49 | |
| FEB | 237448 | 73.51 | 69.03 | 50.20 | 49.17 | |
| MAR | 310172 | 96.03 | 80.44 | 65.58 | 54.93 | |
| APR | 327931 | 101.53 | 90.36 | 69.33 | 61.70 | |
| MAY | 287935 | 89.14 | 95.57 | 60.87 | 65.25 | |
| JUN | 353774 | 109.53 | 100.07 | 74.79 | 68.33 | |
| JUL | 408419 | 126.45 | 108.37 | 86.34 | 74.00 | |
| AUG | 317968 | 98.44 | 111.47 | 67.22 | 79.96 | |
| SEP | 289903 | 89.75 | 104.89 | 61.29 | 71.62 | |
| OCT | 246871 | 76.43 | 88.21 | 52.19 | 60.23 | |
| NOV | 192161 | 59.49 | 75.23 | 40.62 | 51.36 | |
| DEC (EST) | 200000 | 61.92 | 65.95 | 42.28 | 51.29 | |
| | | 87.83 | | 54.90 | | |
| | | | | | | |
| | | | | | | |

Benchmarks used to trigger changes to allocation:

1. When % of Allocation is more than 100% in any three months of the year.
2. When % of 3 Month Rolling Average exceeds 100% for 3 consecutive months.
3. When the annual average % of allocation exceeds 80%.

150,000 gallons daily = a 32% increase in allocation, at a cost of approximately \$77,000 annually, or \$6416 per month.

+/- 183 new customers will contribute enough to pay the increase without any increase in the sewer bill.

This is enough allocation to keep us below our current numbers, and add a minimum of 526 sewer customers to the system.

SEWER USE IN MEXICO BEACH
1999 TO PRESENT

| YEAR | AVG % USE OF SEWER ALLOCATION | MONTH OVER 100% OF ALLOCATION | EQUIVALENT DAYS OVER 100% | NUMBER OF SEWER CUSTOMERS |
|------|-------------------------------|-------------------------------|---------------------------|---------------------------|
| 1999 | (323,000/DAY) | 0 | 0 | 1100 |
| 2010 | 58.13 | 0 | 0 | |
| 2011 | 62.87 | 0 | 0 | |
| 2012 | 66.54 | 2 | 5.55 | |
| 2013 | 66.80 | 3 | 18.61 | |
| 2014 | 79.36 | 2 | 13.72 | |
| 2015 | 80.34 | 2 | 10.13 | |
| 2016 | 87.67 | 3 | 11.43 | 2100 |

It took 15 years to exceed the original allocation.

The first trigger alert was in 2013 with 3 months over 100% of allocation.

2015 and 2016 were over the 80% trigger.



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PRESENTER/INFORMATION CONTACT: Mayor Bailey

ITEM TO BE CONSIDERED

Subject:

Water and Sewer Service to Farmdale subdivision

Reason For Agenda Item:

Farmdale has asked the City for water and sewer service.

Action Requested:

A service agreement must be prepared which includes any special provisions and conditions.

Agenda Requested (ie: Regular Mtg, Pre Agenda, Workshop, and Special Mtg.):

Pre Agenda

ISSUE OVERVIEW

Background Information & Issue Summary:

Bay County approved a planned unit development, Farmdale, which is inside the Mexico Beach utilities service area. Paragraph 17 of the Mexico Beach Wastewater Treatment Contract designates the area East of Tyndall "an exclusive franchise for the collection, distribution, and treatment of wastewater, within such additional service area." Paragraph 16 of the reference documents further defines the use of the Mexico Beach transmission line and its sole use by Mexico Beach for the general public in our service area. Farmdale seeks to add 64 residential units to the Mexico Beach service area. This subdivision and other future developments will be a part of and added to our Wastewater system.

Mell Smigielski

From: mbirmingham@fbuilder.com
Sent: Wednesday, December 28, 2016 9:44 AM
To: Mell Smigielski
Subject: F&B Builders - Sewer Tap Request for 8709 West Hwy 98 and 8711 Westy Hwy 98.

Mr. Mell

F&B Builders is in the process of permitting two gulf front homes, 8709 West Hwy 98 and 8711 West Hwy 98, at Beacon Hill for construction and would like to request approval from the Mexico Beach City Council to purchase two sewer taps and utilize the Mexico Beach force main that is in-place on Hwy 98. The proposed start date for construction is the January 16, 2017.

Please let me know if you need any additional information.

Thanks

Matthew

Matthew Birmingham

F&B Builder's, Inc.

107A Second Street

Port St. Joe, FL 32456

850-227-4638



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PRESENTER/INFORMATION CONTACT: Mayor Bailey

ITEM TO BE CONSIDERED

Subject:

City Dock dockage rates

Reason For Agenda Item:

Final Action

Action Requested:

Discuss and finalize dockage rates effective with the completion of the project.

Agenda Requested (ie: Regular Mtg, Pre Agenda, Workshop, and Special Mtg.):

Pre Agenda

ISSUE OVERVIEW

Background Information & Issue Summary:

Reintroduce recommended rate schedule. We need to give the City Administrator and City Clerk guidance on this fee schedule.

Original recommendation is attached.

MEXICO BEACH CITY DOCKS RENTALS RATES EFFECTIVE MARCH 2017
(IN DOLLARS)

| | NIGHT | WEEK | MONTH |
|------------------------------------|-------|------|-------|
| CURRENT RATE | 20 | 115 | 175 |
| W/O POWER | | | |
| CURRENT RATE | 21 | 122 | 206 |
| W/POWER | | | |
| PROPOSED RATE | 30 | 173 | 263 |
| W/O POWER | | | |
| PROPOSED RATE | 31 | 180 | 294 |
| W/ POWER | | | |
| SPECIAL YEAR PREPAID LEASE W/POWER | | | 3000 |

DESIGNATED TRANSIENT SLIPS 1 PER FT PER NIGHT (20'-35')
WATER INCLUDED/POWER INCLUDED IF AVAILABLE

DOCK BOXES ?ALLOWED

IF SO, MAX SIZE 10'x3'x2'/ MONTHLY CUSTOMERS ONLY \$15 MONTH

No grandfathering for current users. When current prepaid rental expires, new rates will apply.

Reason for increase: The City spent \$1000000 out of the canal fund (general fund and dock fee money) to build the new city docks. The fund is near 0 balance. Canal and docks must be maintained and improved every year.

**City Council Regular Meeting
Tuesday, January 10, 2017 6:00 PM
Civic Center 105 N. 31st St.**

Mayor Tom Bailey

**Councilman Bill McGlothlin
Councilwoman Linda Albrecht**

**Councilman Jerry Wallace
Councilman Rex Putnal**

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CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

MAYOR'S COMMENT

COUNCIL COMMENTS

CITIZEN COMMENTS

CONSENT AGENDA

MINUTES

***December 6, 2016 - City Council Pre-Agenda Meeting**

***December 6, 2016 – City Council Special Meeting**

***December 13, 2016- City Council Regular Meeting**

(Items denoted by * are on consent agenda and will be considered simultaneously by the Mayor and Council.)

SCHEDULED APPEARANCES

1. Dewberry
2. CDBG- Denny Dingman

PUBLIC HEARING

1. Warehouse Commercial Development Order Approval- Al Cathey

ORDINANCES

Second Reading

ORDINANCE 660

**City Council Regular Meeting
Tuesday, January 10, 2017 6:00 PM
Civic Center 105 N. 31st St.**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH AMENDING THE LAND DEVELOPMENT REGULATIONS TO PROHIBIT FOOD TRAILERS; PROVIDING DEFINITIONS AND EXEPTIONS; GRANDFATHERING EXISTING FOOD TRAILERS; REPEALING ORDINANCES IN CONFLICT TO THE EXTENT OF THAT CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

- a. Motion to read Ordinance 660 by title only.
- b. Motion to adopt Ordinance 660.

OTHER BUSINESS

- 1. Planning and Zoning Action- City Administrator
- 2. Farmdale Development Update- Mayor

DEPARTMENT REPORTS AND ACTIONS

Police Chief – Chief Anthony Kelly

Emergency Services- Mark Stangl

Department of Public Works – Philip Hall

City Clerk – Adrian Welle

City Administrator – Mell Smigielski

ANNOUNCEMENTS

ADJOURNMENT