

**City Council Regular Meeting
Tuesday, July 12, 2016 6:00 PM
Civic Center 105 N. 31st St.**

Mayor Tom Bailey

**Councilwoman Mary Blackburn
Councilwoman Linda Albrecht**

**Councilman Jerry Wallace
Councilman Rex Putnal**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

MAYOR'S COMMENT

COUNCIL COMMENTS

CITIZEN COMMENTS

CONSENT AGENDA

MINUTES

- *June 8, 2016 - City Council Pre-Agenda Meeting**
- *June 14, 2016- City Council Regular Meeting**
- *June 21, 2016- City Council Emergency Special Meeting**
- *June 28, 2016- City Council Special Meeting**
- *June 28, 2016- City Council Workshop**

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

SCHEDULED APPEARANCES

1. Dewberry

ORDINANCES

First Reading

ORDINANCE 640

**City Council Regular Meeting
Tuesday, July 12, 2016 6:00 PM
Civic Center 105 N. 31st St.**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA AMENDING THE APPROPRIATION OF FUNDS OF THE BUDGET FOR THE FISCAL YEAR 2015-2016, FOR THE PURPOSE OF PROVIDING FUNDS FOR THE GENERAL FUND AND PROVIDING AN EFFECTIVE DATE.

- a. Motion to read Ordinance 640 by title only

ORDINANCE 641

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA REPEALING ORDINANCE NUMBER 617 AND PROVIDING AN EFFECTIVE DATE.

- a. Motion to read Ordinance 641 by title only

ORDINANCE 642

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA AMENDING ORDINANCE NO. 621, ESTABLISHING LONG TERM BOAT TRAILER PARKING AT THE BOAT RAMP, REPEALING ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE AND PROVIDING AN EFFECTIVE DATE.

- a. Motion to read Ordinance 642 by title only

DEPARTMENT REPORTS AND ACTIONS

Police Chief – Chief Glenn Norris

Emergency Services- Mark Stangl

Department of Public Works – Philip Hall

City Clerk – Adrian Welle

City Administrator – Mell Smigielski

ANNOUNCEMENTS

ADJOURNMENT

City Council Pre-Agenda Workshop
Wednesday, June 8, 2016 6pm
Civic Center 105 N. 31st Street

Mayor Tom Bailey

Councilwoman Mary Blackburn
Council Jerry Wallace

Mayor Bailey called the Workshop to order at 6:01 pm

1. City Hall

F and B Builders was present to entertain questions on the bid received for the construction of City Hall. Mrs. Blackburn spoke about her concerns that the city is not comparing apples to apples on the bids received. An overview of what is included in the bid was provided to the council. Discussion ensued.

2. Fish Cleaning Stations

City Administrator Smigielski asked for direction from the council on whether or not they wanted to proceed with stations on the canal. Discussion ensued. The item will be placed on the regular meeting agenda for a vote.

3. Boat Ramp Parking

City Administrator Smigielski stated that the issue of boat trailer parking has come up again and he has received a number of calls and emails. Mr. Smigielski asked for direction from the council on how to proceed and if they wanted to re-visit the topic of boat trailer parking. Discussion ensued. The item will be placed on the regular meeting agenda for direction.

4. Planner Contract

City Administrator Smigielski presented the draft contract to the council regarding planning services for review and discussion. Discussion ensued on how the council wants to move forward with the contract regarding planning services with Panhandle Engineering. City Administrator Smigielski will go back to Panhandle and discuss whether or not they will accept the City terms.

5. Beach Markers

Emergency Services Director Stangl requested permission from the council to place beach markers along the beach to help residents and guests to identify where they are in case of an emergency. Mr. Stangl estimated a total cost of approximately \$500, as long as funding is available they council stated to proceed with the project.

6. Flood Zone A-

Mrs. Blackburn spoke to the council about the City requirements for Flood Zone A are stricter than the state and she is requesting the City adopt the state requirement. Discussion ensued on changing the requirement from the City 3 foot requirement to the State of Florida 2 foot requirement. The ordinance will remain at 3 feet for the ordinance adoption.

7. Floodplain Ordinance

City Administrator Smigielski stated that we will advertise for the second reading of the Floodplain Ordinance for the July Regular Meeting.

8. Police Vehicles

Police Chief Norris requested approval from the council to surplus vehicles that have reached their useful life, he also presented documents and pricing for a down payment on the purchase of two new 4x4 vehicles using insurance proceeds from the totaled pickup truck. Discussion ensued on how many vehicles the department needs. Surplus of vehicles will be on the Regular Meeting Agenda. At this time, the council stated they will purchase 1 new vehicle as previously approved.

9. Planning and Zoning Recommendations

City Administrator Smigielski updated the council on the Planning and Zoning recommendations. P and Z has recommended denying the request for the zoning change. The P and Z also did not provide a recommendation for the variance request. The items will be placed on the regular meeting agenda for a hearing. Mr. Smigielski also provided the council with an updated zoning map.

10. Miscellaneous

Mayor Bailey stated he has been working on looking into some alleged property damage due to the canal project. Jeff Britain from Dewberry stated they are still in the fact finding stages of this allegation.

Mayor Bailey requested the council to submit agenda coversheets to the Clerk by Thursday's at noon.

Mrs. Blackburn asked a question about a 4-wheeler that was purchased by the police department and what had happened to the beach mule. The mule has been moved to the Public Works department to be used for right of way maintenance.

11. Review of Draft Agenda- City Clerk

City Clerk Welle provided the council with a draft agenda.

Mrs. Blackburn made a motion to adjourn, Mr. Wallace seconded.

Meeting adjourned at 7:58 pm

By: _____
Mayor Tom Bailey

Attest: _____
Adrian Welle, City Clerk

**City Council Regular Meeting
Tuesday, June 14, 2016 6:00 PM
Civic Center 105 N. 31st Street**

Present:

**Mayor Tom Bailey
Councilman Jerry Wallace
Councilwoman Mary Blackburn**

Also Present:

**Mell Smigielski, City Administrator
Adrian Welle, City Clerk
Glenn Norris, Police Chief
Philip Hall, Public Works Director**

Mayor Bailey called the meeting to order at 6:00 p.m.

Mayor Bailey spoke to the public about the sanitation ordinance and gave a breakdown of the utility bills and how much actually goes to garbage. Mayor Bailey stated that he would like the council to go back and review the ordinance and go back to the way it was.

Mrs. Blackburn welcomed Mr. Wallace to the council.

Jack Mullen 121 Miramar Drive was present to discuss his concerns with the changes to the sanitation service with Ordinance 633.

Al Cathey 120 Palm Street spoke to the council regarding the sanitation ordinance. Mr. Cathey gave a background on the City sanitation service. Mr. Cathey urged the city to go back and change the ordinance.

Connie Rissinger 504 Maryland Blvd thanked the police department for all of their hard work and dedication to protecting the city.

Nate Odom 4000 Hwy 98 spoke to the council about fish cleaning stations and the boat ramp. He read a letter to the council from a man named Chuck O'Neil regarding the boat ramp and the towing of his boat trailer that was left at the boat ramp. Mr. Odom suggested a 10 day time limit on allowing trailer parking.

Motion by Mrs. Blackburn and seconded by Mr. Wallace to approve the consent agenda. Motion carried unanimously.

Jeremy Novak on behalf of Corry Coastal Properties spoke to the council and requested 2 action items from the council. The first is the drafting of an ordinance to be introduced at the July meeting ratifying the PUD conceptual from 1999 and the second item is the opportunity to speak with the City Attorney and City Administrator regarding the discrepancies regarding this project.

**City Council Regular Meeting
Tuesday, June 14, 2016 6:00 PM
Civic Center 105 N. 31st Street**

Jeff Brittain from Dewberry was present and updated the council on the various projects going on in the City. They are requesting direction on the fish cleaning stations. The alternate water source grant has been extended.

Discussion ensued on fish cleaning stations and grinder stations.

The Public Hearing regarding the rezoning at 2004 Highway 98 was called to order at 6:26pm.

City Administrator Smigielski provided to the council a background on the request for Mrs. Martin's request to change zoning at 2004 Highway 98 from tourist residential to tourist commercial.

Mrs. Martin spoke to the board about her request to allow her to remodel her bottom floor apartment to continue her bakery business "Cupcake Me Away", in order to be allowed to do this, the state will require her property to be zoned commercial. She also provided a statement to the council stressing her options and how she arrived at the rezoning request.

Chesley Fensom 2005 Hwy 98 spoke in opposition of the zoning change. He also cited a court case regarding covenants and restrictions.

Lena G stated that she does not see any reason why she cannot have this bakery.

(Name) stated they do not want to see businesses in their residential neighborhood.

Debbie Alley 106 20th street would like to see the area stay as a residential lot.

Vivian Miller 105 21st street stated she was against the rezoning because of the opportunity for another business to come in.

The Public Hearing was closed at 6:55pm.

Discussion of the council ensued. Mr. Wallace stated that if we continue to say no we prohibit growth of the City and is in favor of this change. Mrs. Blackburn stated it has nothing to do with the bakery but fears the change in precedent in the city regarding zoning requests. Mayor Bailey stated that he feels it is spot zoning and stated that this is a tough decision.

Motion by Mr. Wallace to approve the change to zoning and start the process of a comprehensive plan amendment. Motion died for lack of second.

Motion by Mr. Wallace to table. Dies for a lack of second

**City Council Regular Meeting
Tuesday, June 14, 2016 6:00 PM
Civic Center 105 N. 31st Street**

Motion by Mrs. Blackburn and seconded by Mayor Bailey to deny the request.
Motion carried 2-1 with Mr. Wallace voting no.

Second Public Hearing for 101 Ocean Plantation Circle was called to order at 7:00pm.

City Administrator Smigielski presented background on the Beirne variance request for a stairway to encroach on public right-of-way at 101 Ocean Plantation Circle.

Jeanne Beirne was present to speak on the variance request. Ms. Beirne stated that they have an encroachment on the set back requirement with their stairs on their house. She is requesting approval to allow her stairs to stay as constructed.

Public Hearing was closed at 7:07pm.

Discussion of the council ensued. Mrs. Blackburn stated that she does not see any hardship to approve the request.

Motion by Mrs. Blackburn to deny the variance request, seconded by Mayor Bailey. Motion carried 2-1 with Mr. Wallace voting no.

ORDINANCES

ORDINANCE 638

**AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF MEXICO BEACH, FLORIDA
AMENDING THE APPROPRIATION OF FUNDS
OF THE BUDGET FOR THE FISCAL YEAR
2015-2016, FOR THE PURPOSE OF PROVIDING
FUNDS FOR GENERAL FUND AND PROVIDING
AN EFFECTIVE DATE.**

- a. Motion by Mrs. Blackburn and seconded by Mr. Wallace to read Ordinance 638 by title only.
- b. Motion by Mrs. Blackburn and seconded by Mr. Wallace to adopt Ordinance 638. Motion carried unanimously.

Motion by Mr. Wallace and seconded by Mayor Bailey to appoint Mrs. Blackburn as Mayor Pro Tem. Motion carried unanimously.

**City Council Regular Meeting
Tuesday, June 14, 2016 6:00 PM
Civic Center 105 N. 31st Street**

The council set its annual board appointments. Appointing Mr. Wallace to the TPO and Mrs. Blackburn to the Bay League of Cities.

Motion by Mrs. Blackburn and seconded by Mr. Wallace to place all councilmembers on the City bank documents to be signatories on checks to include Mayor Tom Bailey, Mrs. Mary Blackburn, Mrs. Linda Albrecht, Mr. Rex Putnal and Mr. Jerry Wallace. Motion carried unanimously.

Motion by Mr. Wallace and seconded by Mrs. Blackburn to surplus two Police Vehicles as requested by Police Chief Norris. Motion carried unanimously.

Motion by Mrs. Blackburn and seconded by Mr. Wallace to accept the contracts from Panhandle Engineering and TPC for planner services. Motion carried unanimously.

Mayor Bailey requested that the signs at the boat ramp prohibiting overnight parking be covered and improvements be made to the boat ramp. Upon completion of the improvements a fee of \$5 be implemented per day for trailers to be left at the boat ramp. Discussion ensued. The ordinance will be further reviewed to determine the most effective way to implement boat trailer parking at the boat ramp. The item will be workshopped and the parking signs will be covered until an ordinance can be adopted.

Motion by Mr. Wallace and seconded by Mrs. Blackburn to award the City Hall bid to F&B Builders in the amount of \$416,000. Motion carried unanimously.

Chief Norris gave the Police report to the council.

City Clerk Adrian Welle gave his financial report to the council.

City Administrator Mell Smigielski gave his report to the council.

Mrs. Blackburn made a motion to adjourn the meeting. Mr. Wallace seconded the motion. Motion carried unanimously.

The meeting adjourned at 8:13 p.m.

By: _____
Mayor Tom Bailey

Attest: _____
Adrian Welle, City Clerk

**City Council Special Emergency Meeting
Tuesday, June 21, 2016 9am
Civic Center 105 N. 31st Street**

Mayor Tom Bailey

Council Jerry Wallace

Mayor Bailey called the Workshop to order at 9:00 am

A QUORUM OF THE COUNCIL WAS NOT PRESENT

1. Sanitation Ordinance

Mayor Bailey stated that the meeting was called to discuss the sanitation ordinance and discuss going back to back door service. He stated he has concerns of the mess of trash throughout town. Discussion ensued, and Mr. Wallace agreed. Comments were heard from the public supporting the council discussion to go back to the old ordinance structure and remove the curbside requirement.

A special meeting has been called for Tuesday June 28, preceding the City Council Workshop to discuss how to move forward with proposed changes.

Meeting adjourned at 9:16 am

By: _____
Mayor Tom Bailey

Attest: _____
Adrian Welle, City Clerk

**City Council Special Meeting
Tuesday, June 28, 2016 6pm
Civic Center 105 N. 31st Street**

Mayor Tom Bailey

**Councilman Jerry Wallace
Councilwoman Linda Albrecht**

**Councilwoman Mary Blackburn
Councilman Rex Putnal**

Mayor Bailey called the Workshop to order at 5:59 pm

1. Sanitation Ordinance

Mayor Bailey stated that the meeting was called to discuss the Sanitation Ordinance and requests the council to adopt an Emergency Ordinance to start back door service again. This would allow 90 days to discuss how to proceed and further look at the Ordinance. Discussion ensued with the council.

Al Cathey spoke to the council that the customers never came forwarded requesting change and asked why the City would change a customer driven service without a request to change.

Bobby Pollock 215 Kim Kove stated that he has lived here for 12 years and he has never noticed the trash until the council made the change requiring curbside. He further stated people ask that we don't change it and that if it isn't broke don't fix it.

Chuck Guilford 104 Miramar Dr. spoke to the board that Mexico Beach has been the cleanest City around until the garbage service was changed.

Jack Mullen 121 Miramar Dr. stated he opposes this Ordinance because the council raised the rates last year and then the City cut the service. He further stated other councils have looked at this before.

Diane Lanier 37th Street spoke to the council that they have no land to put these garbage cans on and would like the council to explain where they would like the cans placed. She also stated she did a time study and that her street is not the problem, the problem is in the rural areas.

Sandy Bailey 205 Carolina Ave. stated that she was under the understanding the cans would be returned to the location at the house and wondered why that isn't happening. Clarification was made that they will be brought back to the house.

Bill Hill 214 Water Drive stated that they will return the cans back to the house but not where they belong.

Richard Hookem 104 B S 37th stated that he cannot drag his can around the house and why does the City require him to do so.

Motion by Mrs. Blackburn and seconded by Mrs. Albrecht to read Ordinance 639 by title only

Motion by Mr. Wallace and seconded by Mr. Putnal to adopt Ordinance 639. Motion carried unanimously.

Meeting adjourned at 7:19 pm

By: _____
Mayor Tom Bailey

Attest: _____
Adrian Welle, City Clerk

City Council Workshop
Tuesday, June 28, 2016 6pm
Civic Center 105 N. 31st Street

Mayor Tom Bailey

Councilman Jerry Wallace
Councilwoman Linda Albrecht

Councilwoman Mary Blackburn
Councilman Rex Putnal

Mayor Bailey called the Workshop to order at 7:23 pm

1. Boat Trailer Parking

City Administrator Smigielski updated the council on his research regarding the property the City has leased from the St Joe Company. The board discussed how to proceed with the issue of boat trailer parking. Consensus of the council is to use the money from the boat ramp fund to expand the boat ramp area to allow for trailer parking. Discussion ensued on whether to charge for trailer parking or to use the boat ramp fee to cover trailer parking. City staff will draft an ordinance to allow for Boat Trailer Parking. CDC President Shoaf stated that she will ask her board if they would be interested in assisting in paying for the improvements.

2. Miscellaneous

City Clerk Welle set the first budget meeting for 9am on July 11, 2016.

Discussion ensued on how to handle debris left on the side of the road, whether household debris or yard debris. This will be discussed further when we work on changing the sanitation ordinance.

Motion by Mrs. Albrecht and seconded by Mr. Wallace to adjourn.

Meeting adjourned at 8:05 pm

By: _____
Mayor Tom Bailey

Attest: _____
Adrian Welle, City Clerk



Prepared For:
CITY OF MEXICO BEACH
COUNCIL MEETING
July 12, 2016
6:00 p.m.

Dewberry | Preble-Rish Projects Update

City Council members:

Mayor Tom Bailey
Mary Blackburn
Linda Albrecht
Jerry Wallace
Rex Putnal
Mell Smigielski, City Administrator

Prepared By:

Jeff Brittain, P.E., Senior Project Manager

Existing Projects

035.160 **Alternate Water Source**

Project is funded by a Legislative Project (LP) Grant secured by Dewberry | PRI. A property on the north side of the City limits has been identified as a potential well site. Dewberry | PRI met onsite with the operator of the business, and received positive feedback regarding a willingness to facilitate conversations with the property owner. Dewberry | PRI expects to hear further from the owner by the time of the meeting on Tuesday evening.

035.173 **Canal Improvements**

Agreement with FWC and NRDA was executed in the amount of \$2,513,554 in funding. A grant from The Coastal Partnership Initiative Grant Program (CPI) was also obtained that can be applied towards the channel markers and/or fish cleaning stations. The grant requires a 50-50 match with total grant funding of \$30K available. Construction Engineering Inspection, Grant Administration, and Post-design Engineering Services fees were included in the funding cost estimate and approved by the funding agency. The construction contract with HG Harders is currently \$2,504,443.20. Construction has started.

Current construction activities include:

- Continuing to prepare forms for the concrete cap on the wall.
- Backfilling behind sheet pile wall.
- Pouring of the concrete cap on the sheet pile wall.
- Compacting soils for the sidewalk.
- Demolition activities.
- Earth moving and grading activities.

Conduits for utilities were completed for the southern portion of the project in the last month. The Contractor is on schedule.

Dewberry | PRI and City staff are working on the first reimbursement package with FWC.

The following are open items on the Canal project:

- **Channel Markers:** Research on less expensive solutions is ongoing. The previously proposed steel piles with navigational aids cost \$77K to install.

035.155 **NFWFMD Stormwater Grant**

Stormwater project has been completed – erosion around the headwall has re-emerged. Dewberry | PRI is working with the City to monitor and determine cause of the erosion issue. The erosion appears to have stabilized.

The final project construction cost was \$428,280.94. NFWFMD funding paid for \$420,590.43. The City's portion of the project was \$7,690.51.

- 035.159 **Stormwater Master Plan**
Dewberry | PRI has submitted an application for funding to NFWFMD. Currently, Dewberry | PRI is exploring additional funding options for the stormwater priorities identified in the Masterplan Study. The City's installation of the two baffle boxes at the 8th Street Canal and the fees paid by the City for the Stormwater Master Plan study may be used as a match, amounting to \$291,450. This project can be leveraged for additional grant applications.
- 035.161 **City Hall at Municipal Park**
Dewberry | PRI remains ready to finalize the plans based on final building location at the park and configuration. Plans are currently 90% complete for the Municipal Park site. FRDAP funding in the amount of \$50,000 has been approved and the Agreement has been executed for funding. No match is required by the City. Dewberry | PRI will proceed with final plans and bid documents when the City gives direction to proceed. Commencement documents have been submitted to FRDAP. Project must be implemented by end of calendar year 2017.
- 035.170 **Parker Park**
The City received \$50K from FRDAP for playground equipment. These funds may be used for a splash pad recreation area. A kick-off meeting was held on Thursday, July 7th. Construction layout activities should begin on Friday, July 8th. Construction activities should commence the week of July 11th.
- 035.163 **Under the Palms Park**
Paving of the trail has been completed. Playground equipment has been installed. The total FRDAP approved funding for the Park is \$50,000. No City match is required. Construction of the trail and playground totals \$49,409.22. Currently, there is \$590.78 remaining in the funds for installation of park benches. Dewberry | PRI is preparing the reimbursement submittal package to submit to FDEP.
- 034.176 **Updated Zoning Map**
Dewberry | PRI was asked by the City to update the City's Zoning Map with all of the Zoning changes that occurred in City Ordinances since 2001. The zoning map has been submitted to the City. The map was also provided to the County for coordination with the county's GIS online mapping.

New Projects & Grant Application Submittals

- **FDOT Transportation Alternatives Program (TAP) - 15th Street Sidewalks.**
- **FDEP Local Government Funding Request & RESTORE ACT Application** – Dewberry | PRI submitted an application to FDEP for the funding of improvements to the sand bypass system, the east and west jetty as well as beach re-nourishment using vehicular sand by-passing. The application was modified to reflect multiple construction projects to be performed annually to excavate the sand trap areas.
- **RESTORE ACT Application: 8th Street Canal Offshore Discharge** – Dewberry | PRI submitted an application with supporting documents for the survey, design, construction, inspection and certification for this project. Proposed project would include the collection of runoff from the ditch, installation of piping to an offshore location and discharge structure with stabilization. This is a multi-phase project.
- **RESTORE ACT Application: Salt Creek Culvert Replacement** - Dewberry | PRI submitted an application with supporting documents for the survey, design, construction, inspection and certification to replace the existing culvert at Salt Creek. Proposed project would include the repair of failing seawalls, existing banks, removal of the existing culvert, installation of new more eco-friendly culverts and eco-friendly bank stabilization, and the repaving of the section of roadway over the creek.
- **RESTORE ACT Application: Pier structural repairs.** An application was submitted for funding to cover the cost of design, bidding, construction, inspection and certification for the repairs identified in the pier structural report.
- **RESTORE ACT Application: Sanitary Sewer Improvements.** An application was submitted for funding to cover the cost of design, bidding, construction, inspection and certification of the existing Mexico Beach sanitary sewer collection and transmission system.
- **RESTORE ACT Application: Regional Stormwater Project.** An application was submitted for funding to cover the cost of design, bidding, construction, inspection and certification for a regional stormwater management system improvement project as identified in the City's Stormwater Master Plan. The project is located south of 15th Street in Mexico Beach, Bay County, within the St. Andrew Bay Watershed, which has been identified as a SWIM priority according to NFWFMD. The project area includes a drainage basin that has been developed with a residential neighborhood located south of 15th Street and bounded to the east by 5th Street and to the west by Robyn Lane.

cc: Mr. Mell Smigielski, City Administrator, (via email mell@mexicobeachgov.com)
Adrian Welle, City Clerk, (via email a.welle@mexicobeachgov.com)

ORDINANCE NO. 640

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA AMENDING THE APPROPRIATION OF FUNDS OF THE BUDGET FOR THE FISCAL YEAR 2015-2016, FOR THE PURPOSE OF PROVIDING FUNDS FOR THE GENERAL FUND AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mexico Beach, Florida adopted its FY 2015-2016 budget on September 28, 2015.

WHEREAS, it is desired to amend said approved budget to provide for capital improvement to the Boat Ramp.

WHEREAS, the City Council has determined that it is in the best interests of the people of the City of Mexico Beach that this ordinance be enacted, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF MEXICO BEACH, FLORIDA:

The FY 2015-2016 general fund budget be updated from \$9,345,542 to \$9,355,542 with a break down in line items as described in Attachment A.

This ordinance shall become effective as provided by law.

INTRODUCED at the Regular Meeting of the City Council on the 12th day of July, 2016. Adopted at the Regular Meeting of the City Council on the 9th day of August, 2016.

CITY OF MEXICO BEACH, FLORIDA

Tom Bailey, Mayor

ATTEST:

Adrian Welle, City Clerk

	Revenue Budget	FY 16 Adopted	FY 16 Amended	Difference
001-381-3850	Other Transfers	\$ 1,062,638.01	\$ 1,072,638.01	\$ 10,000.00
	Expense Budget			
001-584-5300	Road Material	\$ 64,222.01	\$ 74,222.01	\$ 10,000.00

Other Transfers:

From Boat Launch Fund \$ 10,000.00

ORDINANCE NO. 641

**AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF MEXICO BEACH, FLORIDA REPEALING
ORDINANCE NUMBER 617 AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the City Council has determined that it is in the best interests of the people of the City of Mexico Beach that this ordinance be enacted, therefore

**BE IT ORDAINED BY THE CITY COUNCIL OF MEXICO BEACH,
FLORIDA:**

That Ordinance Number 617, also known as the meeting agenda ordinance, hereby be repealed and replaced by a resolution defining the structure for meetings of the City Council of Mexico Beach

This ordinance shall become effective as provided by law.

INTRODUCED at the Regular Meeting of the City Council on the 12th day of July, 2016. Adopted at the Regular Meeting of the City Council on the 9th day of August, 2016.

CITY OF MEXICO BEACH, FLORIDA

Tom Bailey, Mayor

ATTEST:

Adrian Welle, City Clerk

ORDINANCE NO. 642

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA AMENDING ORDINANCE NO. 621, ESTABLISHING LONG TERM BOAT TRAILER PARKING AT THE BOAT RAMP, REPEALING ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has determined that it is in the best interests of the people of the City of Mexico Beach that this ordinance be enacted, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF MEXICO BEACH, FLORIDA:

Section 7. Boat Trailer Parking

- A. Long Term Boat Trailer Parking will be allowed ONLY in designated areas at the Boat Ramp.
- B. Long Term Boat Trailer Parking shall be defined as no longer than 14 calendar days.
- C. Vehicles will be prohibited from parking in the designated trailer parking area.
- D. Signs will be placed designating the specific area for Boat trailers.
- E. Any vehicles or trailers parking outside of the designated area overnight will be subject to fine or tow at the owners expense.

This ordinance shall become effective as provided by law.

INTRODUCED at the Regular Meeting of the City Council on the 12th day of July, 2016. Adopted at the Regular Meeting of the City Council on the 9th day of August, 2016.

CITY OF MEXICO BEACH, FLORIDA

Tom Bailey, Mayor

ATTEST:

Adrian Welle, City Clerk



MEXICO BEACH POLICE DEPARTMENT

118 N. 14th St. • PO Box 13425 • Mexico Beach, FL 32410

Phone 850.648.4790

Fax 850.648.4579

Chief J. Glenn Norris

To: City Council and City Administrator

From: Chief J. Glenn Norris

Date: 7/08/2016

Re: Council Report for Police Department June, 2016

ADMINISTRATION:

We have seen a large increase in the number of visitors here this year compared to years past. With that, we also have increased numbers of criminals in the area. Violent and non-violent crimes are occurring, and we have made arrests on every violent case including an armed robbery at the Express Lane. We have also seen an increase in thefts, especially unsecured Yetti coolers. We ask everyone to secure their vehicles, property, and homes. Intoxicated people are also causing problems which leads to fights, disturbances, and other issues. We ask everyone to drink responsibly if they are going to drink.

Items being left on the beach: Due to the increased visitors, we have seen a tremendous increase in tents, beach chairs and supplies being left on the beach. As previously stated in previous Council meetings/ reports, the need to get emergency vehicles on the beach is hindered by these items. I have personally taken the 4 wheeler on the beach twice and have a hard time getting thru anywhere on the beach with it. It is virtually impossible to get an SUV or 4wd truck on the beach with the visitors and tents/ chairs. A designated distance line away from the dunes needs to be established to help us get on the beach and thru the areas. This would assist us in getting through the beach while people and items are on the beach during an emergency. It would be even better if no items were left on the beach at the end of each day. It is also the Sea Turtle laying season and we have had numerous false crawls reported because of the items on the beach interfering with the natural process of the sea turtles egg laying. We have also seen an increase in trash being left on the beach.

SGT John Bailey has returned to work with extreme light duty restrictions. He has been assisting Ms. Metcalf in Administration and Officer Brenna in Code Enforcement. We are extremely happy to have SGT Bailey back even in his limited status.



MEXICO BEACH POLICE DEPARTMENT

118 N. 14th St. • PO Box 13425 • Mexico Beach, FL 32410

Phone 850.648.4790

Fax 850.648.4579

Chief J. Glenn Norris

The two used Chargers we purchased from Gretna have 90% of the equipment re-installed and has been marked. We have them in use but they needed some repairs that had to be done for officer safety; brakes, struts, steering components, and tires. They should be fully operational by July 08, 2016.

The two vehicles the Council agreed to surplus have almost all of the police equipment removed and the remainder will be completed as soon as we can finish them. They both will then be put on GovDeals Auction site for auction.

TRAINING:

Online Training Continued for all the officers.

Attachments

CAD Call Summary Report

Summary From 06/01/2016 @ 12:01 To 06/30/2016 @ 11:59

Included Agencies : Mexico Beach Police

All Zone/Areas Included

All Dispositions Included

Signal	Call Type	Count
01	Drunk Driver	1
02	Drunk Pedestrian	2
03V	Hit & Run Vehicle	1
04N	Accident W/ No Injury	2
07H	Hospice Death	1
08A	Missing Adult	1
11	Abandoned Vehicle	1
12	Reckless Driver	3
13	Suspicious Vehicle	11
13P	Suspicious Person	2
14	Information	10
15	Special Detail	3
15F	Funeral Escort	1
16	Highway Obstruction	4
21	Burglary See #1	1
21C	Burglary Vehicle See #2	1
22P	Disturbance / Physical	1
22V	Disturbance Verbal	2
25	Fire /Other	1
25S	Fire /Structure	1
32	Theft See #6	6
38	Criminal Mischief See #7	2
41H	Alarm / Holdup See #5	1
41R	Alarm / Residence	3
42	Trespass / Unwanted Guest	3
43	Civil	4
44	Juvenile	3
45	Animal Complaint	4
46	Sick / Injured	20
46D	Medical - Overdose	2
47	Aid Other Agency	4
48	Ncic / Fcic Hit #4	2
53	Building Check	65
54	Public Service	40
54D	Disabled Vehicle	2
54S	Supervisor Contact	2
56	Noise Complaint	4
57	Fireworks	2
58	Other Offense	84
60	Traffic Stop	64
61	Recovered Property	1
62	Lost Property	2
63	Harassments / Threats	2
65	Unverified 911	1
67V	Domestic Violence Related - Ve	1
68A	Fraud / Credit Card / Etc See #3	1
75	Beach Ordinance	6
75A	Beach Ordinance / Animal On Be	4
77	Welfare Check	3
90	Follow Up	11

Signal	Call Type	Count
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#1 - Closed (F) Property located

#2 - Closed (M) unbanded

#3 - Closed (F) Exception drug related
Other Jurisdiction

#4 - Cleared by arrest

#5 - F Cleared by arrest

#6 - (M) Pending
(M) unbanded
(F) Closed Not ref Co-op
(M) Closed Civil
(M) Closed Not theft lost

(D) - Listed As Burglary
Closed Not Dispatched

#7 - (M) Closed unbanded
Closed Other jurisdiction

located

C

Cleared by Arrest

CAD Call Summary Report

Summary From 06/01/2015 @ 00:01 To 06/30/2015 @ 23:59

Included Agencies : Mexico Beach Police

All Zone/Areas Included

All Dispositions Included

Signal	Call Type	Count
01	Drunk Driver	2
02	Drunk Pedestrian	2
03V	Hit & Run Vehicle	1
04I	Accident W/ Injury	1
04N	Accident W/ No Injury	3
09	Stolen Tag	1
12	Reckless Driver	10
13	Suspicious Vehicle	6
13P	Suspicious Person	2
14	Information	10
14S	Sex Offender Verification	2
20	Mental Illness	1
21	Burglary #1	2
22P	Disturbance / Physical #2	3
22V	Disturbance Verbal	8
25	Fire /Other	1
31	Drug Offense	1
32	Theft #3	5
33	Assault / Battery #4	2
41	Alarm /Business	2
41H	Alarm / Holdup	1
41R	Alarm / Residence	2
42	Trespass / Unwanted Guest	1
43	Civil	2
44	Juvenile	2
45	Animal Complaint	3
46	Sick / Injured	14
46L	Medical - Life Threatening	1
47	Aid Other Agency	4
53	Building Check	87
54	Public Service	28
54D	Disabled Vehicle	2
54S	Supervisor Contact	2
54U	Unlock Vehicle	1
56	Noise Complaint	11
57	Fireworks	3
60	Traffic Stop	26
61	Recovered Property	3
62	Lost Property	1
65	Unverified 911	2
67V	Domestic Violence Related - Ve	1
75	Beach Ordinance	9
77	Welfare Check	4
90	Follow Up	6

Signal	Call Type	Count
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#1 - F Pending #2 - M Arrest
 F unknown ~~Ⓜ~~ Ⓜ No Report

#3 - Ⓜ Pending Ⓜ No Report

Ⓜ Pending

Ⓜ Pending

Ⓜ Pending - Abandoned

#4 - No Battery closed

closed victim refused

In the month of June fire/ESU responded to 31 calls for service

28 medical emergencies

1 vehicle accident

2 fires

Maintenance was completed on both fire engines

Monthly training

Monthly Report

Jun-16

Utilities Department

34	Locates
169	Rereads/Gulf County
12	Read in Read Out
16	Service Line Repair
1	New Installation
75	Field Maintenance (meter boxes, degreasing, weed trimming, etc.)
19	Customer Service (check readings, check for leaks, locate meter, etc.)
11	Turn Offs
20	Reconnects
13.708	Million gallons of water used
0.543	Max Daily Usage
0.456	Daily Avg.
208	Lift Stations checked for the month (26 lift stations checked 8 times each)

Public Works Departments

97	Field Maintenance
22	Beach Cleaning
18	Beach Raking

Canal Department

We dredged twice for the month of June, June 2nd and June 24th

Sanitation Department

Waste Pro- 387,720 lbs / 193.86 tons

New Incinerator Operation- 79,440 lbs / 39.72 tons

Yard Debris- 17 trucks or 884 yards

Mr. Mark Garrison picked up the yard debris before the July 4th weekend. They started on June 30th and finished on July 2nd.



**City of Mexico Beach
Financial Report FY 2015/2016
Month Ended May 31, 2016**

Unaudited – Intended for Management Purposes Only

GENERAL FUND AT-A-GLANCE

Category	Budget	YTD Actual	% To Date	% Prior Year
Revenues	\$9,163,589.29	\$2,512,888.45	27.42%	94.03%
Expenditures	\$9,160,149.47	\$2,822,502.18	30.81%	71.11%
Revenues Over Expenditures	\$3,439.82	-\$309,613.73		

GENERAL FUND REVENUES

General Fund Revenues for the month ended May FY 16 were \$2,512,888.45. Last year's revenues for the month were \$2,207,899.11; \$304,989.34 more than FY 15 collected revenues.

GENERAL FUND EXPENDITURES

General Fund expenditures for the month ended May FY 16 were \$2,822,502.18 and FY 15 expenditures were \$1,669,562.42 a difference of \$1,152,939.76. The breakdown of expenses for FY 16 is: \$800,204.84 for personnel costs, \$387,536.62 in operating costs, and \$1,542,633.49 in capital.

Description	Fiscal Year 2015 Final Budget	Fiscal Year 2016 Budget	2015 Actual	2016 Actual
Revenue				
Property Taxes	\$1,627,634.84	\$1,684,316	\$1,580,337.51	\$1,598,653.74
Other Taxes	\$363,344	\$373,372	\$234,142.14	\$202,157.98
Licenses & Permits	\$21,000	\$36,500	\$23,025.22	\$28,865.59
Intergovernmental Revenue	\$129,300	\$5,070,605.28	\$204,952.89	\$528,688.05
Charges for Services	\$66,709	\$66,325	\$40,170.00	\$40,835.87
Fines & Forfeitures	\$2,000	\$2,000	\$2,637.93	\$5,288.30
Miscellaneous Revenue	\$100,000	\$112,500	\$122,633.42	\$108,398.92
Other Sources	\$35,000	\$1,817,971.01	\$0	\$0
Revenue Total	\$2,347,988	\$9,163,589.29	\$2,207,899.11	\$2,512,888.45
Expense				
Personal Services	\$1,421,973	\$1,389,025.18	\$953,498.12	\$800,204.84
Operating Expenditures	\$521,672	\$1,294,461.01	\$356,367.88	\$387,536.62
Capital Outlay Expenditures	\$77,384	\$6,090,088.28	\$303,947.14	\$1,542,633.49
Debt Service	\$110,531	\$118,575	\$55,749.28	\$92,127.23
Other Sources	\$211,428	\$268,000	\$0	\$0
Expense Total	\$2,347,988	\$9,160,149.47	\$1,669,562.42	\$2,822,502.18

*Items will be confirmed during audit

Cash Account	
General Fund Operating	(\$39,647)
Reserve Investments	\$100,000
General Fund Reserve	\$1,002,927
Canal Reserve	\$970,626
Paving & Maintenance	\$570,758
Utility Tax Fund	\$733,096
Parks & Recreation Impact Fees	\$132,438
Police Impact Fees	\$37,129
Fire/ESU Impact Fees	\$104,552
Water Operating	\$69,263
Water Impact Fee	\$170,895
Sewer Operating	\$559,601
Sewer Impact Fee	\$879,923
Sanitation Operating	\$360,905

Summary

This report is based on detail information produced by the City Clerk's Office. If you would like additional information, or have any questions about this report, please call 648-5700, Adrian Welle.

2016 Building Permits

2015 2014 2013

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Total	Total	Total
New House	3	3	1	4	2								13	25	19	8
Duplex		1											1	2	0	0
Triplex													0	1	0	0
HVAC	3	6	3	7	6	6							31	63	46	28
Roof	1	5	5	11	2	8							32	55	48	54
Siding				1		1							2	3	2	4
Electric	5	4	1	8	2	2							22	56	44	34
Plumbing	6	7	5	2	5	2							27	36	26	12
Storage Shed	1				2	1							4	8	5	4
Cell Antenna													0	1	1	0
Screen Enclosure													0	4	3	4
Demolition			1		2								3	2	4	4
Kitchen Remodel													0	2	0	0
Carport/Garage		2	1	2		1							6	2	3	2
Door					2								2	5	2	2
Porch			1										1	0	5	2
Gas													0	1	0	0
Stair Replace				1		1							2	1	2	0
Security System													0	1	0	1
Renovation	2	1	1										4	5	8	6
Reinspection						1	1						2	2	0	0
Seawall					1								1	1	2	0
Boat House													0	1	2	0
Boat Cover													0	0	2	1
Boat Lift													0	2	1	1
Dock, Steps				2									2	1	1	0
Pool				1		1							2	3	1	3
Pool Heater													0	0	0	1
Soffit													0	1	0	0
Fire Safety													0	1	2	1
Windows/Siding Addition	2	1			2								5	2	11	10
Deck		1		2									2	1	2	1
Sign						1							2	2	5	5
Sign													0	1	1	1
Bathroom													0	1	0	0
Awnings				1	1								2	1	0	1
Sewer													0	0	3	0
Replace Shower													0	0	1	0
Pole Barn				1									1	0	1	3
Foundation				1		1							2	0	2	0
Garage Repair													0	0	1	0
Police Modular													0	0	1	0
Telecom Repair													0	0	1	0
Septic Abandon													0	0	2	0
Pergola													0	0	0	2
Elevator	1												1	0	0	0
Cover Stoop													0	0	1	0
Amended Permit													0	1		
	24	32	22	40	28	26	0	0	0	0	0	0	172	294	261	195