



# City of Pensacola

## City Council

### Agenda - Final

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Thursday, December 12, 2019, 5:30 PM

Council Chambers, 1st Floor

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#### ROLL CALL

#### INVOCATION

#### PLEDGE OF ALLEGIANCE

#### FIRST LEROY BOYD FORUM

#### AWARDS

#### APPROVAL OF MINUTES

#### APPROVAL OF AGENDA

#### CONSENT AGENDA

1. [19-00290](#) AWARD OF BID #19-019 12TH AVENUE AND CROSS STREET HMGP STORMWATER IMPROVEMENT PROJECT

*Recommendation:* That City council award Bid #19-019 12th Avenue and Cross Street HMGP Stormwater Treatment Enhancement Project to Site and Utility, LLC, of Pensacola, Florida, the lowest and most responsible bidder with a base bid of \$657,904.00 plus a 10% contingency in the amount of \$65,790.40 for a total amount of \$723,694.40. Further that City Council authorize the Mayor to execute the contract and take all actions necessary to complete the project.

*Sponsors:* Grover C. Robinson, IV

*Attachments:* [Bid Tabulation, Bid No. 19-019](#)

[Final Vendor Reference List, Bid No. 19-019](#)

[Map- 12th Avenue and Cross Street HMGP Stormwater Treatment Enhance](#)

2. [19-00514](#) AWARD OF BID #20-003 PENSACOLA INTERNATIONAL AIRPORT NURSING ROOM MODIFICATION

**Recommendation:** That City Council award Bid #20-003 Pensacola International Airport Nursing Room Modification to McDelt LLC, the lowest and most responsible bidder with a base bid of \$54,600 plus a 10% contingency in the amount of \$5,460 for a total amount of \$60,060. Further that City Council authorize the Mayor to execute the contract and take all actions necessary to complete the project.

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [ITB #20-003 Bid Tab](#)  
[ITB #20-003 Final Vendor Reference List.pdf](#)

3. [19-00499](#) DISPOSITION OF SURPLUS PROPERTY - 2420 NORTH 7TH AVENUE, PARCEL REFERENCE NUMBER 00-0S-00-9020-043-090

**Recommendation:** That City Council approve the conveyance via quit claim deed of 2420 North 7th Avenue, parcel reference number 00-0S-00-9020-043-090, account number 133609100 to Escambia County Housing Finance Authority. Further, that City Council authorize the Mayor to negotiate and execute all necessary documents related to the conveyance of the property. Finally, that any proceeds, after costs associated with the final transaction, are allocated to the City Housing Initiatives Fund.

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [Escambia County Housing Finance Authority - Letter of Interest](#)  
[GIS Map - 2420 North 7th Avenue](#)  
[Appraisal - 2420 North 7th Avenue](#)

4. [19-00526](#) ACCEPTANCE OF PROPERTY- 900 BLOCK W. BLOUNT STREET

**Recommendation:** That the City Council approve the recommendation of the Community Redevelopment Agency (CRA) to accept the donation of property located within the 900 Block of W. Blount Street.

**Sponsors:** Jewel Cannada-Wynn

**Attachments:** [BHI - Quit Claim Deed](#)  
[Title Search on Blount Street Property](#)  
[ESPCA - 900 BLK W BLOUNT ST 32501](#)

5. [19-00527](#) APPROVAL OF OVERFLOW PARKING AGREEMENT WITH MOUNT CANAAN MISSIONARY BAPTIST CHURCH FOR THE CHAPPIE JAMES MUSEUM AND FLIGHT ACADEMY

**Recommendation:** That the City Council approve the Community Redevelopment Agency recommendation to approve the agreement for use of the Mount Canaan Missionary Baptist Church parking lot as overflow parking for the Chappie James Museum and Flight Academy.

**Sponsors:** Jewel Cannada-Wynn

**Attachments:** [MCBC Shared Parking - 091219](#)

6. [19-00528](#) APPROVAL OF OVERFLOW PARKING AGREEMENT WITH MOVEMENT FOR CHANGE FOR THE CHAPPIE JAMES MUSEUM AND FLIGHT ACADEMY

**Recommendation:** That the City Council approve the recommendation from the Community Redevelopment Agency (CRA) to approve the agreement for use of the Movement for Change parking lot as overflow parking for the Chappie James Museum and Flight Academy.

**Sponsors:** Jewel Cannada-Wynn

**Attachments:** [MOA-Updated 112219](#)

7. [19-00511](#) APPOINTMENT - BOARD OF TRUSTEES-FIREMEN'S RELIEF & PENSION FUND

**Recommendation:** That City Council appoint a city resident to the Board of Trustees - Firemen's Relief and Pension Fund for a term of two years, expiring December 31, 2021.

**Sponsors:** Jewel Cannada-Wynn

**Attachments:** [Member List](#)  
[Application of Interest - Samuel A Horton](#)  
[Resume - Samuel A. Horton](#)  
[Ballot](#)

**8. [19-00512](#) APPOINTMENTS - INTERNATIONAL RELATIONS ADVISORY BOARD**

**Recommendation:** That City Council appoint five individuals to the International Relations Advisory Board for a term of two years, expiring December 31, 2021.

**Sponsors:** Jewel Cannada-Wynn

**Attachments:** [Member List](#)

[Application of Interest - Laverne Baker](#)

[Application of Interest - Nan Harper](#)

[Bio - Nan Harper](#)

[Application of Interest - Jena Melancon](#)

[Resume - Jena Melancon](#)

[Application of Interest - Elizabeth Partington](#)

[Application of Interest - Douglas Trelfa](#)

[Ballot](#)

**9. [19-00529](#) 2020 CITY COUNCIL MEETING SCHEDULE**

**Recommendation:** That City Council adopt the 2020 City Council Meeting Schedule.

**Sponsors:** Jewel Cannada-Wynn

**Attachments:** [Copy of 2020 Tentative Council Meeting Schedule \(002\)](#)

**REGULAR AGENDA****10. [19-00479](#) PUBLIC HEARING - REQUEST FOR VOLUNTARY ANNEXATION - BAPTIST HOSPITAL OWNED PROPERTIES**

**Recommendation:** That City Council conduct the second of two (2) required public hearings on December 12, 2019 to consider the voluntary annexation of thirty-four (34) parcels owned by Baptist Hospital.

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [Letter from Baptist Hospital requesting annexation of parcels dated 10/17/19](#)

[Map of Annexation Area - Baptist Hospital Properties and Adjacent Property](#)

[Proposed Ordinance Draft](#)

[AERIAL MAP AS REQUESTED DURING AGENDA CONFERENCE](#)

[PROOF OF PUBLICATION - PUBLIC HEARING](#)

[OVERHEAD GRAPHICS](#)



11. [37-19](#) PROPOSED ORDINANCE NO. 37-19 - REQUEST FOR VOLUNTARY ANNEXATION - BAPTIST HOSPITAL OWNED PROPERTIES
- Recommendation:** That City Council adopt Proposed Ordinance No. 37-19 on second reading.
- AN ORDINANCE INCORPORATING AND ANNEXING A CERTAIN AREA CONTIGUOUS AND ADJACENT TO THE CITY OF PENSACOLA INTO THE CITY OF PENSACOLA, AND DECLARING SAID AREA TO BE A PART OF THE CITY OF PENSACOLA; REPEALING CLAUSE, AND PROVIDING AN EFFECTIVE DATE.
- Sponsors:** Grover C. Robinson, IV
- Attachments:** [Proposed Ordinance No. 37-19 Rev 1 CC](#)  
[Map of Annexation Area - Baptist Hospital Properties and Adjacent Propert](#)  
[Property Appraiser Map and Draft Survey of Annexation Area - Baptist Hos](#)
12. [19-00506](#) APPOINTMENT - COMMUNITY REDEVELOPMENT AGENCY BOARD CHAIR
- Recommendation:** That City Council appoint one member of the Community Redevelopment Agency (CRA) Board as Chair of the Board for a period of one year, expiring in December 2020.
- Sponsors:** Jewel Cannada-Wynn
- Attachments:** [Nomination Form - Ann Hill](#)  
[Nomination Forms - Jared Moore](#)  
[Ballot](#)
13. [19-00507](#) APPOINTMENT - COMMUNITY REDEVELOPMENT AGENCY BOARD VICE CHAIR
- Recommendation:** That City Council appoint one member of the Community Redevelopment Agency (CRA) Board as Vice Chair of the Board for a period of one year, expiring December 2020.
- Sponsors:** Jewel Cannada-Wynn
- Attachments:** [Nomination Forms - Ann Hill](#)  
[Nomination Form - John Jerrals](#)  
[Ballot](#)

14. [19-00515](#) DEDICATION OF COURT 22 AT ROGER SCOTT TENNIS CENTER IN THE NAME OF BRIAN SAKEY

**Recommendation:** That City Council approve the dedication of Court 22 at the Roger Scott Tennis Center in the name of Brian Sakey.

**Sponsors:** Jared Moore

**Attachments:** [Request to Name Court 22](#)  
[Draft Parks and Recreation Board Minutes - 10/17/2019](#)

15. [19-00497](#) FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS

**Recommendation:** That City Council accept the FY 2020 Florida Department of Transportation (FDOT) Subgrant for Highway Traffic Safety Funds in the amount of \$46,000. Further, that City Council ratify the Mayor's action taken to accept the grant. Finally, that City Council adopt a supplemental budget resolution appropriating the grant funds.

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [Letter of Authorization for Subrecipient re FY 2020 Impaired Driving Enforcement](#)  
[FDOT Subgrant for Highway Traffic Safety Funds](#)  
[Supplemental Budget Resolution No. 2019-68](#)  
[Supplemental Budget Explanation No. 2019-68](#)

16. [2019-68](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-68 FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS

**Recommendation:** That City Council adopt Supplemental Budget Resolution No. 2019-68.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [Supplemental Budget Resolution No. 2019-68](#)  
[Supplemental Budget Explanation No. 2019-68](#)

17. [2019-69](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-69 - LAW ENFORCEMENT TRUST FUND (LETF) PURCHASES FOR THE PENSACOLA POLICE DEPARTMENT

**Recommendation:** That the City Council adopt Supplemental Budget Resolution No. 2019-69.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [Supplemental Budget Resolution No. 2019-69](#)  
[Supplemental Budget Explanation No. 2019-69](#)  
[Letter of Certification 2019-69](#)  
[Favor House of NW Florida LETF Application](#)  
[Waterfront Rescue Mission LETF Application](#)

18. [2019-70](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-70 - FY 2020 NON-ENCUMBERED CARRYOVER BUDGET RESOLUTION

**Recommendation:** That City Council adopt Supplemental Budget Resolution No. 2019-70.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [Supplemental Budget Resolution No. 2019-70](#)  
[Supplemental Budget Explanation No. 2019-70](#)

19. [35-19](#) PROPOSED ORDINANCE NO. 35-19 - REQUEST FOR ZONING MAP AMENDMENT - 14 WEST JORDAN STREET
- Recommendation:* That City Council adopt Proposed Ordinance No. 35-19 on second reading:
- AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; REPEALING CLAUSE AND EFFECTIVE DATE.
- Sponsors:* Grover C. Robinson, IV
- Attachments:* [Proposed Ordinance No. 35-19](#)  
[14 W. Jordan St. Planning Board Zoning Map Amendment Application - 08/](#)  
[Planning Board Minutes - 10/08/19 \(DRAFT\)](#)  
[Zoning Map dated October 2019](#)
20. [36-19](#) PROPOSED ORDINANCE NO. 36-19 - REQUEST FOR FUTURE LAND USE AMENDMENT - 14 WEST JORDAN STREET
- Recommendation:* That City Council adopt Proposed Ordinance No. 36-19 on second reading:
- AN ORDINANCE AMENDING THE FUTURE LAND USE CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; REPEALING CLAUSE AND EFFECTIVE DATE.
- Sponsors:* Grover C. Robinson, IV
- Attachments:* [Proposed Ordinance No. 36-19](#)  
[14 W. Jordan St. Planning Board Rezoning Application - 08/10/19](#)  
[Planning Board Minutes - 10/08/19 \(DRAFT\)](#)  
[Future Land Use Map, dated October 2019](#)

## COUNCIL EXECUTIVE'S REPORT

## MAYOR'S COMMUNICATION

## COUNCIL COMMUNICATIONS

## CIVIC ANNOUNCEMENTS

**SECOND LEROY BOYD FORUM****ADJOURNMENT**

***Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.***

*If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

*The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 435-1606 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.*



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00290

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

AWARD OF BID #19-019 12<sup>TH</sup> AVENUE AND CROSS STREET HMGP STORMWATER IMPROVEMENT PROJECT

**RECOMMENDATION:**

That City council award Bid #19-019 12<sup>th</sup> Avenue and Cross Street HMGP Stormwater Treatment Enhancement Project to Site and Utility, LLC, of Pensacola, Florida, the lowest and most responsible bidder with a base bid of \$657,904.00 plus a 10% contingency in the amount of \$65,790.40 for a total amount of \$723,694.40. Further that City Council authorize the Mayor to execute the contract and take all actions necessary to complete the project.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

This project is part of the Hazard Mitigation Grant Program (HMGP) administered by the Florida Department of Emergency Management (FDEM) for neighborhoods that demonstrate historical repetitive flooding issues. The project scope consists of purchasing four residential properties along East Fisher Street that will be demolished to make room for increasing the storage volume of the existing stormwater pond immediately adjacent to the residential properties. This will also provide additional stormwater treatment and ultimately reduce flooding occurrences in the general area.

**PRIOR ACTION:**

March 28, 2019 - Hazard Mitigation Grant Program (HMGP) Grant - Acquisition of Properties located at 1104, 1106, 1108, and 1112 East Fisher Street.

**FUNDING:**

Budget:	\$ 1,307,983.00	HMGP Grant Award - Natural Disaster Fund
	<u>232,795.00</u>	Additional Anticipated HMGP Award
	<u>\$ 1,540,778.00</u>	Total

Actual:	\$ 657,904.00	Construction Contract
	65,790.40	10% Contingency
	118,293.81	Engineering Design (Completed)
	656,534.01	Acquisition of Properties (Completed)
	25,000.00	Engineering Management/Inspection (Estimate)
	5,000.00	Construction Testing and Misc. (Estimate)
	<u>\$ 1,528,522.22</u>	Total

**FINANCIAL IMPACT:**

Funding for this HMGP Grant Project is appropriated in the Natural Disaster Fund. Additional HMGP funding in the amount of \$232,795.00 is anticipated to become available once the HMGP Grant Program approves a request to increase the budget due to the acquisition of properties being higher than projected in the grant agreement for Phase II of the Construction/Demolition portion of the project for a total amount of \$1,540,778.00. Should the additional anticipated HMGP funding not become available sufficient funds are available in the Stormwater Capital Projects Fund Stormwater Vaults City-Wide to complete this project. To date, \$788,923.86 has been expended for completed items related to Engineering Design and Acquisition of Properties located at East Fisher Street leaving a budget balance of \$751,854.14, which includes the additional anticipated HMGP Grant funding. The remaining budget balance is sufficient to cover the remaining items that have yet to be completed/expended.

**CITY ATTORNEY REVIEW:** Yes

12/2/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
L. Derrik Owens, Director of Public Works and Facilities/City Engineer

**ATTACHMENTS:**

- 1) Bid Tabulation, Bid No. 19-019
- 2) Final Vendor Reference List, Bid No. 19-019
- 3) Map - 12<sup>th</sup> Avenue and Cross Street HMGP Stormwater Treatment Enhancement Project

**PRESENTATION:** No

TABULATION OF BIDS

BID NO: 19-019  
 TITLE: 12TH AVENUE AND CROSS STREET  
 HMGP STORMWATER TREATMENT ENHANCEMENT PROJECT

OPENING DATE: June 6, 2019	SITE & UTILITY, LLC Pensacola, FL	GULF ATLANTIC CONSTRUCTORS, INC. Pensacola, FL	J. MILLER CONSTRUCTION, INC. Pensacola, FL	ROADS, INC. OF NWF Cantonment, FL	B&W UTILITIES, INC. Pensacola, FL
OPENING TIME: 2:30 P.M.					
DEPARTMENT: Engineering					

Base Bid    \$657,904.00    \$749,797.10    \$835,128.71    \$942,385.06    \$986,921.84

Attended Prebid    Yes    Yes    Yes    Yes    Yes

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**FINAL VENDOR REFERENCE LIST**  
**12TH AVENUE AND CROSS STREET HMGP STORMWATER TREATMENT ENHANCEMENT PROJECT**  
**ENGINEERING**

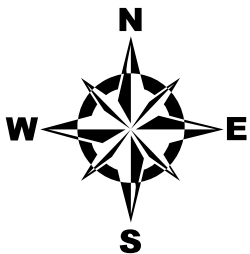
Vendor Name	Address	City	St	Zip Code	SMWBE
004632 A E NEW JR INC	460 VAN PELT LANE	PENSACOLA	FL	32505	
067544 AFFORDABLE CONCRETE & CONSTRUCTION LLC	4089 E JOHNSON AVE	PENSACOLA	FL	32515	Y
044957 ALL SEASONS CONSTRUCTION LLC	6161 BLUE ANGEL PARKWAY	PENSACOLA	FL	32526	
068571 B&W UTILITIES INC	1610 SUCCESS DRIVE	CANTONMENT	FL	32533	
002504 BARNES FEED STORE INC	8650 NORTH PALAFOX HWY	PENSACOLA	FL	32534	Y
069786 BEAR GENERAL CONTRACTORS LLC	2803 E CERVANTES ST STE C	PENSACOLA	FL	32503	
036997 BELLVIEW SITE CONTRACTORS INC	3300 GODWIN LANE	PENSACOLA	FL	32526	Y
073772 BIGGS CONSTRUCTION COMPANY INC	PO BOX 1552	PENSACOLA	FL	32591	Y
053457 BIRKSHIRE JOHNSTONE LLC	507 E FAIRFIELD DR	PENSACOLA	FL	32503	Y
065013 BKW INC	8132 PITTMAN AVE	PENSACOLA	FL	32534	Y
070527 BLOWERS, BENJAMIN DBA INNOVIS USA LLC	5540 LEESWAY BLVD	PENSACOLA	FL	32504	
022856 BROWN CONSTRUCTION OF NW FL INC	10200 COVE AVE	PENSACOLA	FL	32534	Y
041503 BROWN, AMOS P JR DBA P BROWN BUILDERS LLC	4231 CHERRY LAUREL DRIVE	PENSACOLA	FL	32504	Y
050107 CANTONMENT BUILDING MATERIALS INC	990 HIGHWAY 29 N	CANTONMENT	FL	32533	
042045 CHAVERS CONSTRUCTION INC	1795 WEST DETROIT BLVD	PENSACOLA	FL	32534	Y
049653 CHRISTOPHER C BARGAINEER CONCRETE CONSTRUCTION INC	6550 BUD JOHNSON ROAD	PENSACOLA	FL	32505	Y
045454 COASTLINE STRIPING INC	8840 FOWLER AVENUE	PENSACOLA	FL	32534	
071766 CONSTRUCTION MANAGEMENT ADVISORS LLC	4547 LASSASSIER	PENSACOLA	FL	32504	
036146 CRONIN CONSTRUCTION INC	99 S ALCANIZ ST SUITE A	PENSACOLA	FL	32502	Y
070475 CRUZ, SHAWN C DBA COASTAL PROPERTY PREPARATION LLC	5700 ALMAX COURT	PENSACOLA	FL	32506	
033554 D K E MARINE SERVICES	P O BOX 2395	PENSACOLA	FL	32513	Y
070603 D+B BUILDERS	670 MOLINO ROAD	MOLINO	FL	32577	
007055 DAVIS MARINE CONSTRUCTION INC	8160 ASHLAND AVENUE	PENSACOLA	FL	32534	Y
065871 ECSC LLC	8400 LITLE JOHN JUNCTION	NAVARRE	FL	32566	Y
072705 EVAN CHASE CONSTRUCTION INC	2991 SOUTH HIGHWAY 29	CANTONMENT	FL	32533	Y
032038 EVANS CONTRACTING INC	400 NEAL ROAD	CANTONMENT	FL	32533	
039109 FRANK KELLY INDUSTRIAL SALES	744 E BURGESS RD A105	PENSACOLA	FL	32504	Y
074355 GANNETT MHC MEDIA INC DBA PENSACOLA NEWS JOURNAL	2 NORTH PALAFOX ST	PENSACOLA	FL	32502	
032792 GATOR BORING & TRENCHING INC	1800 BLACKBIRD LANE	PENSACOLA	FL	32534	Y
050495 GB GREEN CONSTRUCTION MANAGEMENT & CONSULTING INC	303 MAN'O'WAR CIRCLE	CANTONMENT	FL	32533	Y
053862 GFD CONSTRUCTION INC	8771 ASHLAND AVE	PENSACOLA	FL	32514	
058714 GREG ALLEN CONSTRUCTION INC	5006 PERSIMMON HOLLOW ROAD	MILTON	FL	32583	Y
000591 GULF ATLANTIC CONSTRUCTORS INC	650 WEST OAKFIELD RD	PENSACOLA	FL	32503	Y
044100 GULF BEACH CONSTRUCTION	1308 UPLAND CREST COURT	GULF BREEZE	FL	32563	Y
069565 GULF COAST INDUSTRIAL CONSTRUCTION LLC	12196 HWY 89	JAY	FL	32565	Y
074827 GULF COAST MINORITY CHAMBER OF COMMERCE INC	321 N DEVILLERS ST STE 104	PENSACOLA	FL	32501	
017352 GULF COAST TRAFFIC ENGINEERS	8203 KIPLING STREET	PENSACOLA	FL	32514	
036662 H H H CONSTRUCTION OF NWF INC	8190 BELLE PINES LANE	PENSACOLA	FL	32526	
070385 HANTO & CLARKE GENERAL CONTRACTORS LLC	1401 EAST BELMONT STREET	PENSACOLA	FL	32501	
056716 HOWELL, KENNETH C, JR DBA KEN JR CONSTRUCTION LLC	1102 WEBSTER DRIVE	PENSACOLA	FL	32505	
022978 INGRAM SIGNALIZATION INC	4522 N DAVIS HWY	PENSACOLA	FL	32503	Y
049240 J MILLER CONSTRUCTION INC	201 SOUTH "F" STREET	PENSACOLA	FL	32501	Y
053163 J2 ENGINEERING INC	2101 WEST GARDEN STREET	PENSACOLA	FL	32502	
071564 JOSEPH BRIDGES DBA JOE'S LINE UP	222 EHRMANN ST	PENSACOLA	FL	32507	
043857 KBI CONSTRUCTION CO INC	9214 WARING RD	PENSACOLA	FL	32534	
068161 LEA, DOUGLAS C DBA L&L CONSTRUCTION SERVICES LLC	9655 SOUTH TRACE ROAD	MILTON	FL	32583	Y

**FINAL VENDOR REFERENCE LIST**  
**12TH AVENUE AND CROSS STREET HMGP STORMWATER TREATMENT ENHANCEMENT PROJECT**  
**ENGINEERING**

Vendor Name	Address	City	St	Zip Code	SMWBE
058332 LEIDNER BUILDERS INC	409 N PACE BLVD	PENSACOLA	FL	32505	Y
058801 M & H CONSTRUCTION SERVICES INC	1161 W 9 1/2 MILE RD	PENSACOLA	FL	32534	Y
053467 MIDSOUTH PAVING INC	PO BOX 198495	ATLANTA	GA	30384	
016210 NORD, STEVE DBA SEA HORSE GENERAL CONTRACTORS INC	4238 GULF BREEZE PKWY	GULF BREEZE	FL	32563	Y
059552 NOVA ENGINEERING AND ENVIRONMENTAL LLC	3900 KENNESAW 75 PKWY STE 100	KENNESAW	GA	30144	
002720 PANHANDLE GRADING & PAVING INC	P O BOX 3717	PENSACOLA	FL	32516	
058953 PARSCO LLC	714 NORTH DEVILLIERS STREET	PENSACOLA	FL	32501	Y
060344 PENSACOLA BAY AREA CHAMBER OF COMMERCE DBA GREATER PENSACOLA CHAMBER	117 W GARDEN ST	PENSACOLA	FL	32502	
003956 PENSACOLA CONCRETE CONSTRUCTION CO INC	P O BOX 2787	PENSACOLA	FL	32513	
055028 PERDIDO GRADING & PAVING	PO BOX 3333	PENSACOLA	FL	32516	Y
073174 PERRITT, CHRIS LLC	5340 BRIGHT MEADOWS ROAD	MILTON	FL	32570	Y
066152 PRINCIPLE PROPERTIES INC	3773 HIGHWAY 87 S	NAVARRE BEACH	FL	32566	Y
051133 PUGH, KEVIN D DBA KEVIN D PUGH SITE & DOZER WORKS LLC	5731 STEWART ROAD	WALNUT HILL	FL	32568	Y
021834 R & L PRODUCTS INC	9492 PENSACOLA BLVD	PENSACOLA	FL	32534	
018305 R D WARD CONSTRUCTION CO INC	15 EAST HERMAN STREET	PENSACOLA	FL	32505	
049671 RADFORD & NIX CONSTRUCTION LLC	7014 PINE FOREST ROAD	PENSACOLA	FL	32526	Y
001681 RANDALL, HENRY DBA RANDALL CONSTRUCTION	1045 S FAIRFIELD DRIVE	PENSACOLA	FL	32506	
031881 ROADS INC OF NWF	106 STONE BLVD	CANTONMENT	FL	32533	
017634 ROBERSON EXCAVATION INC	6013 SOUTHRIDGE ROAD	MILTON	FL	32570	Y
067564 ROBERSON UNDERGROUND UTILITY LLC	9790 ROBERSON WAY	MILTON	FL	32570	Y
055499 ROCKWELL CORPORATION	3309 LINGER COURT	PENSACOLA	FL	32526	Y
042044 SALTER/3C'S CONSTRUCTION CO	4512 TRICE RD	MILTON	FL	32571	
065450 SITE AND UTILITY LLC	PO BOX 30136	PENSACOLA	FL	32503	Y
068159 SOUTHERN DRILL SUPPLY INC	1822 BLACKBIRD LANE	PENSACOLA	FL	32534	
011457 SOUTHERN UTILITY CO INC	P O BOX 2055	PENSACOLA	FL	32513	Y
028060 THE GREEN SIMMONS COMPANY INC	3407 NORTH W STREET	PENSACOLA	FL	32505	Y
062939 THREE TRADE CONSULTANTS	5690 JEFF ATEES RD	MILTON	FL	32583	Y
069066 UNDERGROUND SOLUTIONS LLC	3070 GODWIN LN	PENSACOLA	FL	32526	Y
002482 UTILITY SERVICE COMPANY INC	4326 GULF BREEZE PARKWAY	GULF BREEZE	FL	32563	
030317 W P R INC	4175 BRIARGLEN RD	MILTON	FL	32583	Y
030448 WARRINGTON UTILITY & EXCAVATING INC	8401 UNTREINER AVE	PENSACOLA	FL	32534	Y
021725 WHITESELL-GREEN INC	P O BOX 2849	PENSACOLA	FL	32513	
069212 YERKES SOUTH INC	634 LAKEWOOD RD	PENSACOLA	FL	32507	Y

Vendors: 79
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# 12TH. AVENUE & CROSS STREET HMGP STORMWATER IMPROVEMENT PROJECT



**DEPARTMENT OF PUBLIC WORKS AND FACILITIES  
ENGINEERING AND CONSTRUCTION SERVICES DIVISION**



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00514

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

AWARD OF BID #20-003 PENSACOLA INTERNATIONAL AIRPORT NURSING ROOM MODIFICATION

**RECOMMENDATION:**

That City Council award Bid #20-003 Pensacola International Airport Nursing Room Modification to McDelt LLC, the lowest and most responsible bidder with a base bid of \$54,600 plus a 10% contingency in the amount of \$5,460 for a total amount of \$60,060. Further that City Council authorize the Mayor to execute the contract and take all actions necessary to complete the project.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The Pensacola International Airport currently has one nursing room available for mothers. The area is located prior to the security checkpoint on the first floor of the terminal. No separate facilities exist post-security for mothers waiting to depart.

The FAA Reauthorization Act of 2018 contains provisions for large and medium hub airports to provide facilities for mothers in the post-security areas. The Act requires that the location be shielded from view and free from intrusion from the public; has a door that can be locked; includes a place to sit, a table or other flat surface, a sink or sanitizing equipment, and an electrical outlet; is readily accessible to and usable by individuals with disabilities, including individuals who use wheelchairs; and is not located in a restroom.

While a post-security nursing room is not specifically required for Pensacola International Airport given our designation as a small hub facility, Airport Staff feels the inclusion of an area in the concourse for mothers to be an important item to better serve our patrons. Airport Staff has identified an area that could be readily modified, and even be in compliance with the provisions of the FAA Reauthorization Act.

Atkins North America, Inc. provided the architectural, mechanical and electrical design services under Work Order 23.

Bid 20-003, Nursing Room Modification, was advertised on October 9, 2019. Two bids were received. Airport Staff recommends that the Mayor execute a contract with McDelt LLC, the lowest bidder, in the amount of \$54,600.

**PRIOR ACTION:**

N/A

**FUNDING:**

Budget: \$ 69,400

Actual: \$ 60,060

**FINANCIAL IMPACT:**

Funds were budgeted in the Airport's FY 2019 Capital Improvement Program for design and construction of the nursing room modifications and have been carried forward on Supplemental Budget Resolution No. 2019-70.

**CITY ATTORNEY REVIEW:** Yes

11/21/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Daniel E. Flynn, Airport Director

**ATTACHMENTS:**

- 1) ITB 20-003 Bid Tabulation
- 2) ITB 20-003 Final Vendor Reference List

**PRESENTATION:** No

**TABULATION OF BIDS**

BID NO: 20-003

TITLE: NURSING ROOM MODIFICATION AT PENSACOLA INTERNATIONAL AIRPORT

OPENING DATE: November 7, 2019 OPENING TIME: 2:30 P.M.  DEPARTMENT: Airport	MCDELTA, LLC  Pensacola, FL	GSI CONSTRUCTION CORPORATION, INC.  Pace, FL
BASE BID	\$54,600.00	\$138,000.00
Pre-bid attendance	Yes	Yes

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Opening Date: 11/07/19

Bid No.: 20-003

FINAL VENDOR REFERENCE LIST  
PENSACOLA INTERNATIONAL AIRPORT NURSING ROOM MODIFICATIONS  
AIRPORT

Vendor	Name	Address	City	St	Zip Code	SMWBE
004632	A E NEW JR	460 VAN PELT LANE	PENSACOLA	FL	32505	
069786	BEAR GENERAL CONTRACTORS LLC	2803 E CERVANTES ST STE C	PENSACOLA	FL	32503	
073772	BIGGS CONSTRUCTION COMPANY INC	PO BOX 1552	PENSACOLA	FL	32591	Y
063759	BILL MCBRIDE CONSTRUCTION LLC	320 WEST LLOYD STREET	PENSACOLA	FL	32501	Y
065158	BOSS LADY CONCRETE CO LLC	5801 CLEARWATER AVENUE	PENSACOLA	FL	32505	Y
042045	CHIVERS CONSTRUCTION INC	1795 DETROIT BLVD	PENSACOLA	FL	32534	Y
066983	DEMOLITION PROS LLC	366-B AIRPORT BLVD	PENSACOLA	FL	32503	Y
062631	DOMINGUEZ DESIGN BUILD INC	4340 DEVEREUX DRIVE	PENSACOLA	FL	32504	Y
049947	EMERALD COAST CONSTRUCTORS INC	9425 WANDA DR	PENSACOLA	FL	32514	
072705	EVAN CHASE CONSTRUCTION INC	2991 SOUTH HIGHWAY 29	CANTONMENT	FL	32533	Y
074355	GANNETT MHC MEDIA INC DBA PENSACOLA NEWS JOURNAL	2 NORTH PALAFOX ST	PENSACOLA	FL	32502	
058714	GREG ALLEN CONSTRUCTION INC	5006 PERSIMMON HOLLOW ROAD	MILTON	FL	32583	Y
063457	GSI CONSTRUCTION CORP INC	2993 WALLACE LAKE ROAD	PACE	FL	32571	Y
069565	GULF COAST INDUSTRIAL CONSTRUCTION LLC	12196 HWY 89	JAY	FL	32565	Y
074827	GULF COAST MINORITY CHAMBER OF COMMERCE INC	321 N DEVILLERS ST STE 104	PENSACOLA	FL	32501	
070385	HANTO & CLARKE GENERAL CONTRACTORS LLC	1401 EAST BELMONT STREET	PENSACOLA	FL	32501	
002923	HUEY'S WORKS	1206 N "W" STREET	PENSACOLA	FL	32505	Y
070661	MCDELTA, LLC	4675 BALMORAL DRIVE	PENSACOLA	FL	32504	Y
073522	MOORE BETTER CONTRACTORS, INC	1721 EAST CERVANTES STREET	PENSACOLA	FL	32501	Y
016210	NORD, STEVE DBA SEA HORSE GENERAL CONTRACTORS INC	4238 GULF BREEZE PKWY	GULF BREEZE	FL	32563	Y
060344	PENSACOLA BAY AREA CHAMBER OF COMMERCE DBA GREATER PENSACOLA CHAMBER	117 W GARDEN ST	PENSACOLA	FL	32502	
069116	RJH & ASSOCIATES INC	215 GRAND BLVD STE 102	MIRAMAR BCH	FL	32550	Y
057076	SUNRISE CONTRACTING SVCS INC	1509 JOHN CARROLL DRIVE	PENSACOLA	FL	32504	Y
025454	TOMPKINS PAINTING AND GENERAL CONTRACTOR INC	3516 NORTH S STREET	PENSACOLA	FL	32505	
027461	VISION CONSTRUCTION	P O BOX 9604	PENSACOLA	FL	32513	Y
041432	WATERS GENERAL CONTRACTORS INC	10070 SCENIC HWY	PENSACOLA	FL	32514	Y
021725	WHITESSELL-GREEN INC	P O BOX 2849	PENSACOLA	FL	32513	
069212	YERKES SOUTH INC	634 LAKEWOOD RD	PENSACOLA	FL	32507	Y

Vendors: 28



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00499

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

DISPOSITION OF SURPLUS PROPERTY - 2420 NORTH 7TH AVENUE, PARCEL REFERENCE NUMBER 00-0S-00-9020-043-090

**RECOMMENDATION:**

That City Council approve the conveyance via quit claim deed of 2420 North 7th Avenue, parcel reference number 00-0S-00-9020-043-090, account number 133609100 to Escambia County Housing Finance Authority. Further, that City Council authorize the Mayor to negotiate and execute all necessary documents related to the conveyance of the property. Finally, that any proceeds, after costs associated with the final transaction, are allocated to the City Housing Initiatives Fund.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The unimproved property located at 2420 North 7th Avenue was approved by City Council as surplus property. The property is approximately 0.0633 acres and zoned R-1A.

On September 26, 2019, City Council declared the City owned property at 2420 North 7th Avenue surplus and authorized the Mayor to enter into direct negotiation for disposition of the parcel. In accordance with the Policy for Disposition of City-Owned Real Property, property owners within a 300 foot radius of the parcel received public notice of the disposition of the property by mail on October 1, 2019 and an appraisal of the property was conducted. The estimated market value of the subject property as appraised by Fruitticher-Lowery Appraisal Group, Inc. on October 29, 2019 is \$15,400.

Escambia County Housing Finance Authority, a not for profit area affordable housing provider, expressed an interest in acquiring this parcel in support of their Urban Infill Housing Development Loan Program for development of workforce housing. The City of Pensacola and Escambia County Housing Finance Authority have determined that participation in this Program will allow both parties to develop workforce housing which will support redevelopment initiatives within the City.

In accordance with Section 166.0451 Florida Statutes, in 2008 City Council established by Resolution 08-08 a list of City owned real property that was appropriate for use as affordable



housing. This parcel is one of the properties identified on the list.

**PRIOR ACTION:**

September 26, 2019 - City Council declared the City-owned property located at 2420 North 7th Avenue as surplus and authorized the Mayor to enter into direct negotiation for disposition of the parcel.

April 24, 2008 - City Council established by Resolution 08-08 an inventory list of City owned real property determined appropriate for use as affordable housing

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

After recovery of fixed expenses, any proceeds from the sale of the property to a qualified buyer will be split equally between the City of Pensacola and the Escambia County Housing Finance Authority. City of Pensacola proceeds will be allocated to the City Housing Initiatives Fund.

**CITY ATTORNEY REVIEW:** Yes

11/15/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Marcie Whitaker, Housing Administrator

**ATTACHMENTS:**

- 1) Escambia County Housing Finance Authority - Letter of Interest
- 2) GIS Map - 2420 North 7<sup>th</sup> Avenue
- 3) Appraisal - 2420 North 7<sup>th</sup> Avenue

**PRESENTATION:** No



**ESCAMBIA COUNTY  
HOUSING FINANCE AUTHORITY**  
WWW.ESCAMBIAHFA.COM

700 South Palafox Street, Suite 310  
Pensacola, Florida 32502-5958

Phone: (850) 432-7077  
Fax: (850) 438-5205  
Toll Free: (800) 388-1970

*Serving 1<sup>st</sup> Time Homebuyers throughout Florida since 1982*

September 10, 2019

Ms. Marcie Whitaker, Housing Administrator  
Pensacola Housing Division  
420 West Chase Street  
Pensacola, Florida 32502

RE: City Owned Parcel located at 2420 North 7<sup>th</sup> Avenue  
(Property Reference 000S009020043090)

Dear Marcie:

We would like to thank the City of Pensacola for its interest in working with the Escambia County Housing Finance Authority as we continue to implement the Authority's Urban Infill Housing Development Loan Program. We are pleased to partner with you as you continue to explore partnership opportunities for the City's Housing Initiatives Fund. We know there is opportunity for great synergy between our initiatives.

The vacant infill lot located at 2420 North 7<sup>th</sup> Avenue (as referenced above) is suitable for residential development with a single family for sale home in compliance with the income and program parameters of the Authority's Urban Infill Program. Given our mutual interest in enhancing effective housing strategies through a combined effort, we respectfully ask that the City of Pensacola donate, or transfer the parcel to the Authority at the minimal cost possible, specifically for use in meeting affordable workforce housing needs within the City of Pensacola. Our intent is to proceed with development of this parcel in close cooperation with your office regarding design, compatibility and marketing/sale of the home to an eligible buyer. This cooperative action supports the City's commitment to affordable housing as stipulated in the City's Affordable Housing Incentive Plan, the Escambia Consortium Consolidated Plan and the Housing Element of the City's Comprehensive Plan. Likewise, this cooperative venture falls squarely within the Authority's mission to provide safe, sanitary and decent housing by helping to alleviate the shortage of affordable homes available to persons of moderate, middle and low income in our community.

We see the redevelopment of this parcel with a quality home as an additional step in our long-term partnership. We look forward to working with you in the coming months to make this a reality.

Sincerely

Patricia D. Lott  
Executive Director



We are an Equal Opportunity Lender.



E SCOTT ST

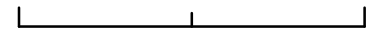
N 7TH AVE



2420 N 7th Ave --- 00-0S-00-9020-043-090

L:\GIS\Map\_Archives\Housing\CityOwnedSurplus111219\2420N7thAve.mxd

0 30 60 Feet

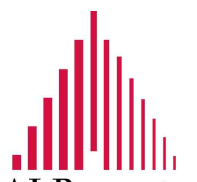


Date: 11/12/2019



This map was prepared by the GIS section of the City of Pensacola and is provided for information purposes only and is not to be used for development of construction plans or any type of engineering services based on information depicted herein. It is maintained for the function of this office only. It is not intended for conveyance nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.

**PENSACOLA**  
FLORIDA'S FIRST & FUTURE

 <b>AI Reports™</b> Form 120.05*	Client File #:	RP #822330	Appraisal File #:	RL19121L-E
	<b>Appraisal Report · Land</b>			
	Appraisal Company: <b>Fruitticher-Lowery Appraisal Group, Inc.</b>			
	Address: <b>3000 Langley Avenue, Suite 402, Pensacola, FL 32504</b>			
Phone: <b>850-477-0419</b>		Fax:		Website:

Appraiser: <b>Rodger K. Lowery, MAI</b>	Co-Appraiser:
AI Membership (if any): <input type="checkbox"/> SRA <input checked="" type="checkbox"/> MAI <input type="checkbox"/> SRPA <input type="checkbox"/> AI-GRS <input type="checkbox"/> AI-RRS	AI Membership (if any): <input type="checkbox"/> SRA <input type="checkbox"/> MAI <input type="checkbox"/> SRPA <input type="checkbox"/> AI-GRS <input type="checkbox"/> AI-RRS
AI Affiliation (if any): <input type="checkbox"/> Candidate for Designation <input type="checkbox"/> Practicing Affiliate	AI Affiliation (if any): <input type="checkbox"/> Candidate for Designation <input type="checkbox"/> Practicing Affiliate
Other Professional Affiliation:	Other Professional Affiliation:
E-mail: <b>RLowery@FLAG1.Net</b>	E-mail:
Client: <b>City of Pensacola</b>	Contact: <b>Ms. Karen K. Thompson, AICP</b>
Address: <b>420 West Chase Street, Pensacola, FL 32502</b>	
Phone: <b>850-858-0319</b>	Fax:
E-mail:	

<b>SUBJECT PROPERTY IDENTIFICATION</b>			
Address: <b>2420 N 7th Ave</b>			
City: <b>Pensacola</b>	County: <b>Escambia</b>	State: <b>FL</b>	ZIP: <b>32503</b>
Legal Description: <b>North 40' of West 70' of Lot 4, Block 90, East King Tract</b>			
Tax Parcel #: <b>00-0S-00-9020-043-090</b>	RE Taxes: <b>0</b>	Tax Year: <b>2019</b>	
Use of the Real Estate As of the Date of Value: <b>Vacant Residential Lot</b>			
Use of the Real Estate Reflected in the Appraisal: <b>Vacant Residential Lot</b>			
Opinion of highest and best use (if required): <b>Single-Family Residential</b>			

<b>SUBJECT PROPERTY HISTORY</b>	
Owner of Record: <b>City of Pensacola</b>	
Description and analysis of sales within 3 years (minimum) prior to effective date of value:	<b>None noted three years prior to the date of value for the subject.</b>
Description and analysis of agreements of sale (contracts), listings, and options:	<b>I am unaware of any listings, contracts or option agreements regarding the subject property.</b>

<b>RECONCILIATIONS AND CONCLUSIONS</b>	
Indication of Value by Sales Comparison Approach	\$ 15,400
Indication of Value by Cost Approach	\$
Indication of Value by Income Approach	\$
Final Reconciliation of the Methods and Approaches to Value: <b>The appraiser has utilized only the Sales Comparison Approach in preparing this appraisal report. The Sales Comparison Approach is the only applicable approach in a valuation of vacant land. The Intended User of this appraisal report is the City of Pensacola. The Intended Use is to evaluate the property that is the subject of this appraisal to determine the current market value, subject to the stated Scope of Work, purpose of the appraisal, reporting requirements of this appraisal report form, and Definition of Market Value. No additional Intended Users are identified by the appraiser.</b>	
Additional Certification: <b>Prior Assignment Disclosure-I have performed no other services regarding the subject property within the three years prior to the engagement of this service. This appraisal assignment was not based upon a requested minimum valuation or a specific valuation, or any proposed financing. The final estimate of market value as of October 29, 2019 was \$15,400.</b>	

Opinion of Value as of: <b>10/29/2019</b>	<b>\$ 15,400</b>
Exposure Time: <b>3 Months</b>	
The above opinion is subject to: <input type="checkbox"/> Hypothetical Conditions and/or <input checked="" type="checkbox"/> Extraordinary Assumptions cited on the following page.	

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Client:	City of Pensacola	Client File #:	RP #822330
Subject Property:	2420 N 7th Ave, Pensacola, FL 32503	Appraisal File #:	RL19121L-E

**ASSIGNMENT PARAMETERS**

Intended User(s): **City of Pensacola**

Intended Use: **Value surplus property for potential sale.**

This report is not intended by the appraiser for any other use or by any other user.

Type of Value: **Market Value** Effective Date of Value: **10/29/2019**

Interest Appraised:  Fee Simple  Leasehold  Other

Hypothetical Conditions: (A hypothetical condition is that which is contrary to what exists, but is asserted by the appraiser for the purpose of analysis. Any hypothetical condition may affect the assignment results.)

Extraordinary Assumptions: (An extraordinary assumption is directly related to a specific assignment and presumes uncertain information to be factual. If found to be false this assumption could alter the appraiser's opinions or conclusions. Any extraordinary assumption may affect the assignment results.) **It is an extraordinary assumption of this report that although the lot is not a "Lot of Record", due to the Affordable Housing Incentive Plan approved by the City of Pensacola, the property is developable with the setbacks relaxed to allow for an approximate 1,040 square foot building footprint.**

This is an Appraisal Report in accordance with Standard Rule 2-2(a) of the Uniform Standard of Professional Appraisal Practice (USPAP).

**SCOPE OF WORK**

Definition: The scope of work is the type and extent of research and analysis in an assignment. Scope of work includes the extent to which the property is identified, the extent to which tangible property is inspected, the type and extent of data research, and the type and extent of analysis applied to arrive at credible opinions or conclusions. The specific scope of work for this assignment is identified below and throughout this report.

Scope of Subject Property Inspection/Data Sources Utilized	Approaches to Value Developed
<p><b>Appraiser</b>  Property Inspection: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Date of Inspection: <b>10/29/2019</b>  Describe Scope of Property Inspection, Source of Area Calculations and Data Sources Consulted: <b>I physically inspected the parcel and the surrounding neighborhood. The County Property Appraiser's website was used in determining the land area square footage.</b></p>	<p><b>Cost Approach:</b>  <input type="checkbox"/> Is necessary for credible results and is developed in this analysis  <input checked="" type="checkbox"/> Is not necessary for credible results; not developed in this analysis  <input type="checkbox"/> Is not necessary for credible results but is developed in this analysis</p>
<p><b>Co-Appraiser</b>  Property Inspection: <input type="checkbox"/> Yes <input type="checkbox"/> No  Date of Inspection:  Describe Scope of Property Inspection, Source of Area Calculations and Data Sources Consulted:</p>	<p><b>Sales Comparison Approach:</b>  <input checked="" type="checkbox"/> Is necessary for credible results and is developed in this analysis  <input type="checkbox"/> Is not necessary for credible results; not developed in this analysis  <input type="checkbox"/> Is not necessary for credible results but is developed in this analysis</p>
	<p><b>Income Approach:</b>  <input type="checkbox"/> Is necessary for credible results and is developed in this analysis  <input checked="" type="checkbox"/> Is not necessary for credible results; not developed in this analysis  <input type="checkbox"/> Is not necessary for credible results but is developed in this analysis</p>

Additional Scope of Work Comments: **I inspected the subject property and the neighborhood, researched recent residential land sales and listings and interviewed active Realtors in the market.**

Significant Real Property Appraisal Assistance:  None  Disclose Name(s) and contribution:

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Client:	City of Pensacola	Client File #:	RP #822330
Subject Property:	2420 N 7th Ave, Pensacola, FL 32503	Appraisal File #:	RL19121L-E

**MARKET AREA ANALYSIS**

<b>Location</b> <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural	<b>Built Up</b> <input type="checkbox"/> Under 25% <input type="checkbox"/> 25-75% <input checked="" type="checkbox"/> Over 75%	<b>Growth</b> <input type="checkbox"/> Rapid <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Slow	<b>Supply &amp; Demand</b> <input type="checkbox"/> Shortage <input checked="" type="checkbox"/> In Balance <input type="checkbox"/> Over Supply	<b>Value Trend</b> <input checked="" type="checkbox"/> Increasing <input type="checkbox"/> Stable <input type="checkbox"/> Decreasing	<b>Typical Marketing Time</b> <input type="checkbox"/> Under 3 Months <input checked="" type="checkbox"/> 3-6 Months <input type="checkbox"/> Over 6 Months
<b>Neighborhood Single Family Profile</b> Price: <b>\$18</b> Low      Age: <b>0</b> <b>\$290</b> High <b>91</b> <b>\$100</b> Predominant <b>45</b>		<b>Neighborhood Land Use</b> 1 Family <b>60%</b> Commercial <b>20%</b> Condo      %      Vacant <b>15%</b> Multifamily <b>5%</b> %		<b>Neighborhood Name: East King Tract</b> PUD <input type="checkbox"/> Condo <input type="checkbox"/> HOA: \$ / Amenities:	

Market area description and characteristics: **The subject's neighborhood is the downtown area of Pensacola primarily north of Cervantes Street, east of Palafox Street, east of South 9th Avenue and south of Fairfield Drive. This neighborhood has experienced increased demand over the last few years due to the influx of buyers wanting to be in the downtown area. New infill construction has been ongoing on vacant lots and dilapidated homes have been razed for new construction. These trends are continuing and no changes are expected in the foreseeable future.**

**SITE ANALYSIS**

Dimensions: <b>40' x 70'</b>	Area: <b>2,800 Sq.Ft.</b>
View: <b>Residential</b>	Shape: <b>Rectangular</b>
Drainage: <b>Appears Adequate</b>	Utility: <b>Average</b>
<b>Site Similarity/Conformity To Neighborhood</b>	<b>Zoning/Deed Restriction</b>
Size: <input checked="" type="checkbox"/> Smaller than Typical <input type="checkbox"/> Typical <input type="checkbox"/> Larger than Typical	Zoning: <b>R-1A, Medium Density Residential</b> <input checked="" type="checkbox"/> Legal <input type="checkbox"/> No zoning <input type="checkbox"/> Legal, non-conforming <input type="checkbox"/> Illegal
View: <input type="checkbox"/> Favorable <input checked="" type="checkbox"/> Typical <input type="checkbox"/> Less than Favorable	Covenants, Condition & Restrictions <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown Documents Reviewed <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Ground Rent \$ /
<b>Utilities</b>	<b>Off Site Improvements</b>
Electric <input type="checkbox"/> Public <input type="checkbox"/> Other Gas <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other Water <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other Sewer <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other	Street <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private Alley <input type="checkbox"/> Public <input type="checkbox"/> Private Sidewalk <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private Street Lights <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private

Site description and characteristics: **The minimum lot size in the R-1A zoning district is 3,500 SF. The property is not a Lot of Record, however due to the Affordable Housing Incentive Plan approved by the City, the setbacks would be reduced to 10' from Scott Street, 20' from 7th Avenue, 4' from the south property line and 10 feet from the east property line. This would allow for a 1,040 square foot building pad. This appraisal is based upon the extraordinary assumption that the parcel developable under the Affordable Housing Incentive Plan with the relaxed setback requirements.**

**HIGHEST AND BEST USE ANALYSIS**

<input type="checkbox"/> Present Use <input type="checkbox"/> Proposed Use <input checked="" type="checkbox"/> Other <b>Improved Residential</b>
Summary of highest and best use analysis: <b>Given the location and shape of the property, the highest and best use of the site as vacant is improved single-family residential.</b>

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Client:	City of Pensacola	Client File #:	RP #822330
Subject Property:	2420 N 7th Ave, Pensacola, FL 32503	Appraisal File #:	RL19121L-E

**SITE VALUATION**

**Site Valuation Methodology**

- Sales Comparison Approach: A set of procedures in which a value indication is derived by comparing the property being appraised to similar properties that have been sold recently, then applying appropriate units of comparison and making adjustments to the sale prices of the comparables based on the elements of comparison. The sales comparison approach may be used to value improved properties, vacant land, or land being considered as though vacant; it is the most common and preferred method of land valuation when an adequate supply of comparable sales are available.
- Market Extraction: A method of estimating land value in which the depreciated cost of the improvements on the improved property is estimated and deducted from the total sale price to arrive at an estimated sale price for the land; most effective when the improvements contribute little to the total sale price of the property.
- Alternative Method: (Describe methodology and rationale)

**Site Valuation**

ITEM	SUBJECT	COMPARISON 1		COMPARISON 2		COMPARISON 3	
Address	2420 N 7th Ave Pensacola, FL 32503	2400 N 6th Ave Pensacola, FL 32503		507 E Scott St Pensacola, FL 32503		1807 N 7th Ave Pensacola, FL 32503	
Proximity to Subject		0.07 miles SW		0.10 miles W		0.43 miles S	
Data Source/ Verification		MLS #544592 Public Records		MLS #552158 Public Records		MLS #534283 Public Records	
Sales Price	\$		\$ 18,500		\$ 28,000		\$ 18,500
Price / Sq.Ft.	\$		\$ 3.38		\$ 2.56		\$ 5.58
Sale Date		6/17/2019		5/29/2019		9/28/2018	
Location	East King Tract	East King Tract		East King Tract		East King Tract	
Site Size	2,800 Sq.Ft.	5,475 Sq. Ft. +2		10,950 Sq. Ft. +2.56		3,315 Sq. Ft.	
Site View	Residential	Residential/Avg.		Residential/Avg.		Residential/Avg.	
Site Improvements	None	None		None		None	
Zoning	R-1A	R-1A		R-1AA		R-1A	
Net Adjustment (Adj. s, N.A. & I.V. are in \$ / Sq.Ft.)		<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$ 2		<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$ 2.56		<input type="checkbox"/> + <input type="checkbox"/> - \$	
Indicated Value		Net Adj. 59.2 % (\$ 2.00/Sq.Ft.) Gross Adj. 59.2 % \$ 5.38		Net Adj. 100 % (\$ 2.56/Sq.Ft.) Gross Adj. 100.1 % \$ 5.12		Net Adj. % Gross Adj. % \$ 5.58	
Prior Transfer History	None noted three years prior.	Tax Deed \$2,100 4/7/2017		None noted three years prior.		Probate Transfer-CertofDeath 7/18/2018	

Site Valuation Comments: The three comparables are the best available in valuing the subject parcel. The sales reflected a price range from \$18,500 to \$28,000 with a price per square foot range from \$2.56 to \$5.58 per square foot. Sale three is the most similar to the subject for size containing 3,315 square feet as compared to the subject's 2,800 square feet. Both sale one and two are larger requiring upward size adjustments. Based upon a comparison of sale three to sales one and two, I apply an upward adjustment of \$2/SF to sale one and \$2.56/SF to sale two. Once these adjustments are applied, no other adjustment appears to be supported. The sales reflect an adjusted range from \$5.12 to \$5.58 per square foot. With sale three requiring no adjustment, most weight is given to this sale in reconciling a value at \$5.50 per square foot.

Site Valuation Reconciliation: Applying a reconciled value of \$5.50 per square foot to the subject's 2,800 square feet indicates a value of \$15,400 as of October 29, 2019. This is based upon the extraordinary assumption that the parcel is developable and can be developed as a single-family residential lot.

**Opinion of Site Value** \$ 15,400

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<b>Client:</b>	<b>City of Pensacola</b>	<b>Client File #:</b>	<b>RP #822330</b>
<b>Subject Property:</b>	<b>2420 N 7th Ave, Pensacola, FL 32503</b>	<b>Appraisal File #:</b>	<b>RL19121L-E</b>

## STATEMENT OF ASSUMPTIONS AND LIMITING CONDITIONS

This appraisal is subject to the following assumptions and limiting conditions:

- This report is prepared using forms developed and copyrighted by the Appraisal Institute. However, the content, analyses, and opinions set forth in this report are the sole product of the appraiser. The Appraisal Institute is not liable for any of the content, analyses, or opinions set forth herein.
- No responsibility is assumed for matters legal in character or nature. No opinion is rendered as to title, which is assumed to be good and marketable. All existing liens, encumbrances, and assessments have been disregarded, unless otherwise noted, and the property is appraised as though free and clear, having responsible ownership and competent management.
- I have examined the property described herein exclusively for the purposes of identification and description of the real property. The objective of my data collection is to develop an opinion of the highest and best use of the subject property and make meaningful comparisons in the valuation of the property. The appraiser's observations and reporting of the subject improvements are for the appraisal process and valuation purposes only and should not be considered as a warranty of any component of the property. This appraisal assumes (unless otherwise specifically stated) that the subject is structurally sound and all components are in working condition.
- I will not be required to give testimony or appear in court because of having made an appraisal of the property in question, unless specific arrangements to do so have been made in advance, or as otherwise required by law.
- I have noted in this appraisal report any significant adverse conditions (such as needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) discovered during the data collection process in performing the appraisal. Unless otherwise stated in this appraisal report, I have no knowledge of any hidden or unapparent physical deficiencies or adverse conditions of the property (such as, but not limited to, needed repairs, deterioration, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) that would make the property less valuable, and have assumed that there are no such conditions and make no guarantees or warranties, express or implied. I will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because I am not an expert in the field of environmental hazards, this appraisal report must not be considered as an environmental assessment of the property. I obtained the information, estimates, and opinions furnished by other parties and expressed in this appraisal report from reliable public and/or private sources that I believe to be true and correct.
- I will not disclose the contents of this appraisal report except as provided for in the Standards and Ethical Rules under which this appraisal was developed and reported and/or applicable federal, state or local laws.
- The Client is the party or parties who engage an appraiser (by employment contract) in a specific assignment. A party receiving a copy of this report from the client does not, as a consequence, become a party to the appraiser-client relationship. Any person who receives a copy of this appraisal report as a consequence of disclosure requirements that apply to an appraiser's client, does not become an intended user of this report unless the client specifically identified them at the time of the assignment. The appraiser's written consent and approval must be obtained before this appraisal report can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.
- If this valuation conclusion is subject to satisfactory completion, repairs, or alterations, it is assumed that the improvements will be completed competently and without significant deviation.

## VALUE DEFINITION

Market Value Definition (below)

Alternate Value Definition (attached)

MARKET VALUE is defined as the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

Source: The Dictionary of Real Estate Appraisal, 6th ed., Appraisal Institute

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Client:	City of Pensacola	Client File #:	RP #822330
Subject Property:	2420 N 7th Ave, Pensacola, FL 32503	Appraisal File #:	RL19121L-E

**APPRAISER CERTIFICATION**

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analysis, opinions, and conclusions are limited only by the report assumptions and limiting conditions, and are my personal, unbiased professional analysis, opinions, and conclusions.
- I have no present (unless specified below) or prospective interest in the property that is the subject of this report, and I have no (unless specified below) personal interest with respect to the parties involved.
- I have no bias with respect to any property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon the developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analysis, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- Individuals who have provided significant real property appraisal assistance are named below. The specific tasks performed by those named are outlined in the Scope of Work section of this report.

None       Name(s)

As previously identified in the Scope of Work section of this report, the signer(s) of this report certify to the inspection of the property that is the subject of this report as follows:

Property Inspected by Appraiser       Yes       No

Property Inspected by Co-Appraiser       Yes       No

- Services provided, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment:       None       Specify services provided:

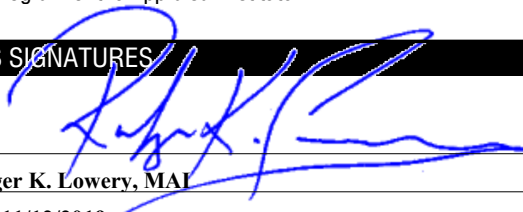
**ADDITIONAL CERTIFICATION FOR APPRAISAL INSTITUTE MEMBERS, CANDIDATES AND PRACTICING AFFILIATES**

Appraisal Institute Designated Member, Candidate for Designation, or Practicing Affiliate Certify:

- The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.
- The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.

▪ I am a Designated Member of the Appraisal Institute.  
As of the date of this report, I have completed the continuing education program of the Appraisal Institute.

**APPRAISERS SIGNATURES**

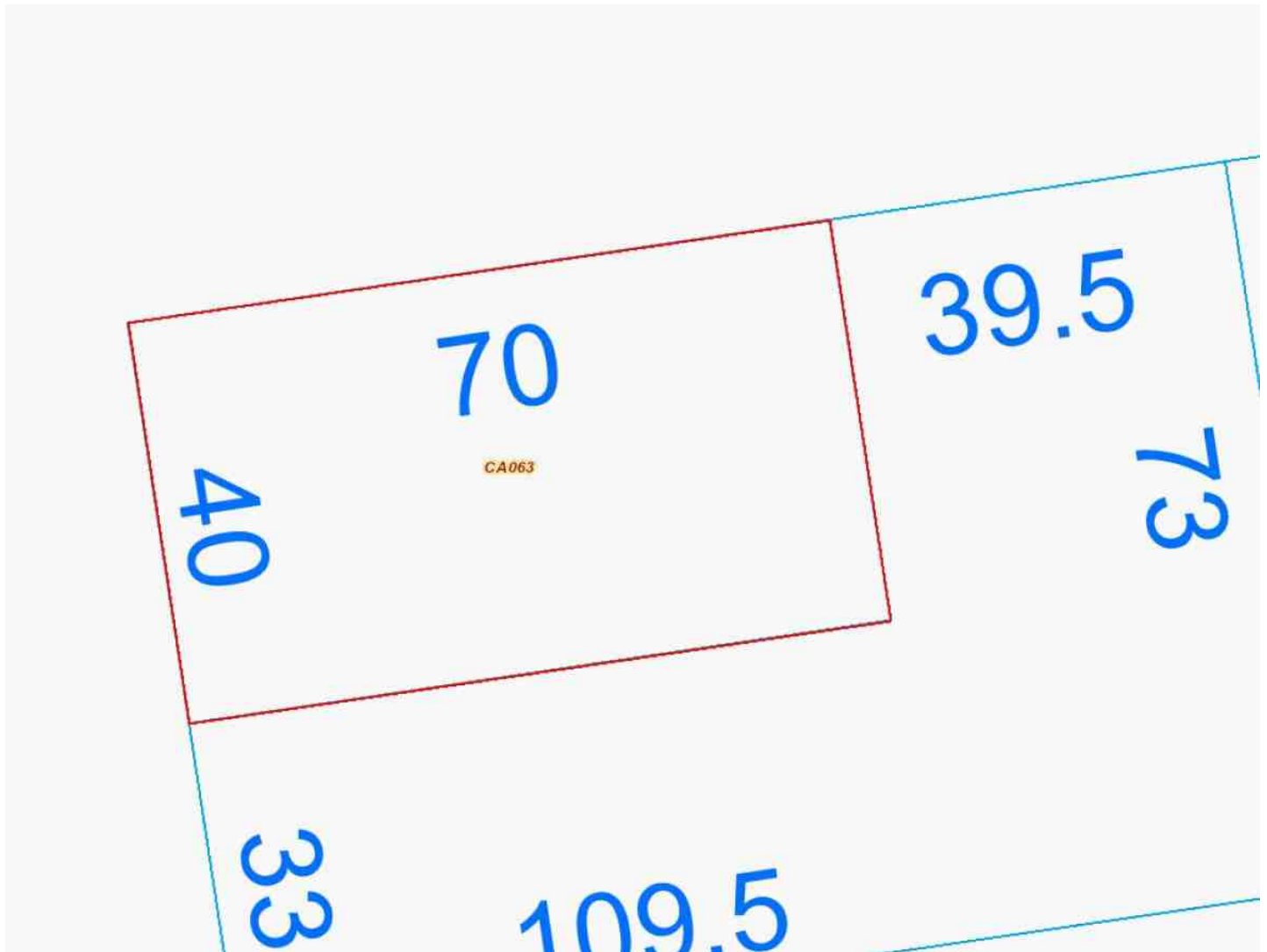
APPRAISER:  
Signature   
Name **Rodger K. Lowery, MAI**  
Report Date **11/12/2019**  
Trainee  Licensed  Certified Residential  Certified General   
License # **St.Cert.Gen.REA #0001922** State **FL**  
Expiration Date **11/30/2020**

CO-APPRAISER:  
Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Report Date \_\_\_\_\_  
Trainee  Licensed  Certified Residential  Certified General   
License # \_\_\_\_\_ State \_\_\_\_\_  
Expiration Date \_\_\_\_\_

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# PLAT

Borrower	City of Pensacola						
Property Address	2420 N 7th Ave						
City	Pensacola	County	Escambia	State	FL	Zip Code	32503
Lender/Client	City of Pensacola						



# AERIAL

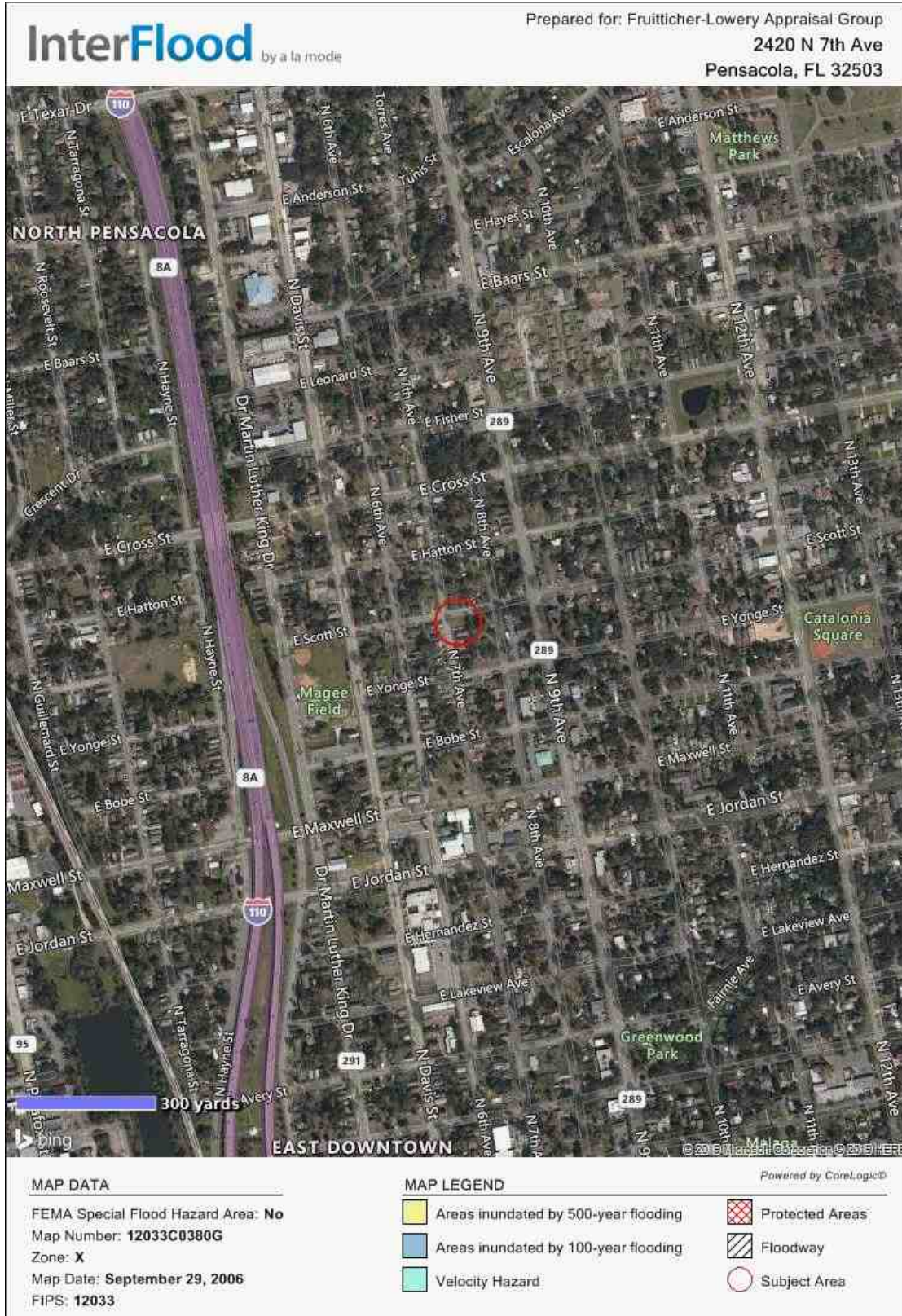
Borrower	City of Pensacola						
Property Address	2420 N 7th Ave						
City	Pensacola	County	Escambia	State	FL	Zip Code	32503
Lender/Client	City of Pensacola						





# Flood Map

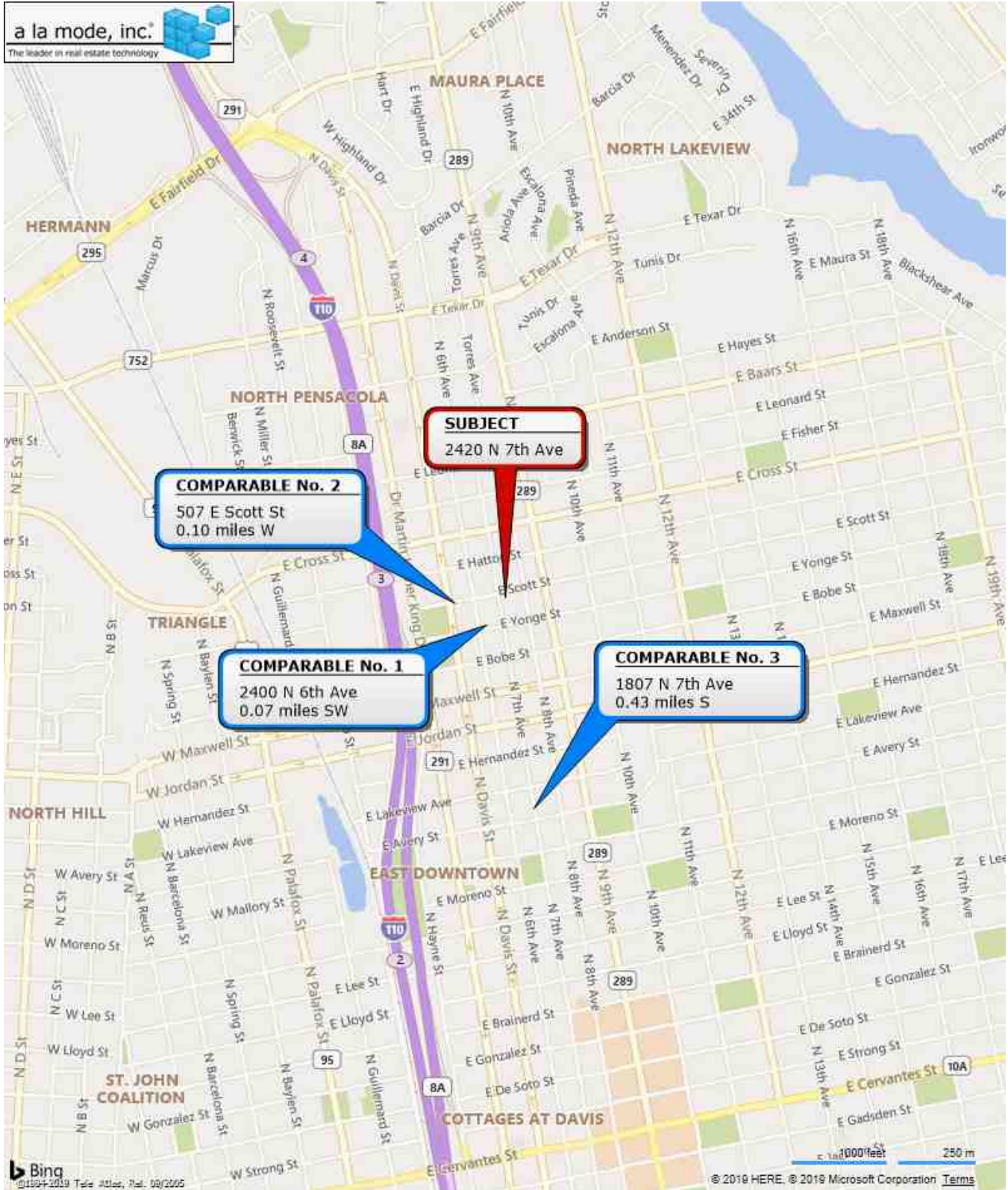
Borrower	City of Pensacola			
Property Address	2420 N 7th Ave			
City	Pensacola	County Escambia	State FL	Zip Code 32503
Lender/Client	City of Pensacola			





## Location Map

Borrower	City of Pensacola				
Property Address	2420 N 7th Ave				
City	Pensacola	County	Escambia	State	FL
Lender/Client	City of Pensacola				
				Zip Code	32503



## Photograph Addendum

Borrower	City of Pensacola				
Property Address	2420 N 7th Ave				
City	Pensacola	County	Escambia	State	FL Zip Code 32503
Lender/Client	City of Pensacola				



View from East Scott Street



View from North 7th Avenue



## Photograph Addendum

Borrower	City of Pensacola				
Property Address	2420 N 7th Ave				
City	Pensacola	County	Escambia	State	FL Zip Code 32503
Lender/Client	City of Pensacola				



Street Scene East on Scott Street

## Photograph Addendum

Borrower	City of Pensacola				
Property Address	2420 N 7th Ave				
City	Pensacola	County	Escambia	State	FL Zip Code 32503
Lender/Client	City of Pensacola				



Comparable #1



Comparable #2



## Photograph Addendum

Borrower	City of Pensacola						
Property Address	2420 N 7th Ave						
City	Pensacola	County	Escambia	State	FL	Zip Code	32503
Lender/Client	City of Pensacola						



Comparable #3



# Chris Jones Escambia County Property Appraiser

- Real Estate Search
- Tangible Property Search
- Sale List

[Back](#)

◀ Navigate Mode  Account  Reference ▶

[Printer Friendly Version](#)

<p><b>General Information</b></p> <p><b>Reference:</b> 000S009020043090  <b>Account:</b> 133609100  <b>Owners:</b> PENSACOLA CITY OF  <b>Mail:</b> PO BOX 12910                  PENSACOLA, FL 32521  <b>Situs:</b> 2420 N 7TH AVE 32503  <b>Use Code:</b> VACANT RESIDENTIAL   <b>Taxing Authority:</b> PENSACOLA CITY LIMITS  <b>Tax Inquiry:</b> <a href="#">Open Tax Inquiry Window</a>                  Tax Inquiry link courtesy of Scott Lunsford                  Escambia County Tax Collector</p>	<p><b>Assessments</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Year</th> <th>Land</th> <th>Imprv</th> <th>Total</th> <th>Cap Val</th> </tr> </thead> <tbody> <tr> <td>2019</td> <td>\$5,600</td> <td>\$0</td> <td>\$5,600</td> <td>\$5,600</td> </tr> <tr> <td>2018</td> <td>\$5,600</td> <td>\$0</td> <td>\$5,600</td> <td>\$5,600</td> </tr> <tr> <td>2017</td> <td>\$5,320</td> <td>\$0</td> <td>\$5,320</td> <td>\$5,320</td> </tr> </tbody> </table> <p style="text-align: center;"><b><u>Disclaimer</u></b></p> <hr/> <p style="text-align: center;"><b><u>Tax Estimator</u></b></p> <hr/> <p style="text-align: center;"><b>&gt; <u>File for New Homestead Exemption Online</u></b></p>	Year	Land	Imprv	Total	Cap Val	2019	\$5,600	\$0	\$5,600	\$5,600	2018	\$5,600	\$0	\$5,600	\$5,600	2017	\$5,320	\$0	\$5,320	\$5,320
Year	Land	Imprv	Total	Cap Val																	
2019	\$5,600	\$0	\$5,600	\$5,600																	
2018	\$5,600	\$0	\$5,600	\$5,600																	
2017	\$5,320	\$0	\$5,320	\$5,320																	

<p><b>Sales Data</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Sale Date</th> <th>Book</th> <th>Page</th> <th>Value</th> <th>Type</th> <th>Official Records (New Window)</th> </tr> </thead> <tbody> <tr> <td>05/2002</td> <td>4908</td> <td>519</td> <td>\$4,000</td> <td>WD</td> <td><a href="#">View Instr</a></td> </tr> <tr> <td>02/1995</td> <td>3727</td> <td>796</td> <td>\$100</td> <td>WD</td> <td><a href="#">View Instr</a></td> </tr> <tr> <td>03/1993</td> <td>3379</td> <td>466</td> <td>\$100</td> <td>QC</td> <td><a href="#">View Instr</a></td> </tr> <tr> <td>08/1992</td> <td>3379</td> <td>463</td> <td>\$100</td> <td>QC</td> <td><a href="#">View Instr</a></td> </tr> </tbody> </table> <p>Official Records Inquiry courtesy of Pam Childers                  Escambia County Clerk of the Circuit Court and                  Comptroller</p>	Sale Date	Book	Page	Value	Type	Official Records (New Window)	05/2002	4908	519	\$4,000	WD	<a href="#">View Instr</a>	02/1995	3727	796	\$100	WD	<a href="#">View Instr</a>	03/1993	3379	466	\$100	QC	<a href="#">View Instr</a>	08/1992	3379	463	\$100	QC	<a href="#">View Instr</a>	<p><b>2019 Certified Roll Exemptions</b>                  MUNICIPAL OWNED</p> <hr/> <p><b>Legal Description</b>                  N 40 FT OF W 70 FT OF LT 4 BLK 90 EAST KING TRACT OR                  4908 P 519 CA 63</p> <hr/> <p><b>Extra Features</b>                  None</p>
Sale Date	Book	Page	Value	Type	Official Records (New Window)																										
05/2002	4908	519	\$4,000	WD	<a href="#">View Instr</a>																										
02/1995	3727	796	\$100	WD	<a href="#">View Instr</a>																										
03/1993	3379	466	\$100	QC	<a href="#">View Instr</a>																										
08/1992	3379	463	\$100	QC	<a href="#">View Instr</a>																										

Parcel Information [Launch Interactive Map](#)

**Section Map Id:**  
CA063

**Approx. Acreage:**  
0.0643

**Zoned:**   
R-1A

**Evacuation & Flood Information**  
[Open Report](#)

[View Florida Department of Environmental Protection \(DEP\) Data](#)

**Buildings**

Images  
None

2500 SF

Amey

Sec. 12-2-4. - Medium density residential land use district regulations.

The regulations in this section shall be applicable to the one-and two-family zoning districts: R-1AA, R-1A and R-1B.

- (A) *Purpose of district.* The medium density residential land use district is established for the purpose of providing a mixture of one- and two-family dwellings with a maximum density of seventeen and four-tenths (17.4) dwelling units per acre. Recognizing that, for the most part, these zoning districts are located in older areas of the city, the zoning regulations are intended to promote infill development which is in character with the density, intensity and scale of the existing neighborhoods.
- (B) *Uses permitted.*
- (a) Single-family detached dwellings.
  - (b) Accessory residential units subject to regulations in section 12-2-52
  - (c) Single-family attached dwellings (townhouse construction, maximum two (2) units).
  - (d) Two-family attached dwellings (duplex).
  - (e) Community residential homes licensed by the Florida Department of Health and Rehabilitative Services with six (6) or fewer residents providing that it is not to be located within one thousand (1,000) feet of another such home. If it is proposed to be within one thousand (1,000) feet of another home it shall be permitted with city council approval after public notification of property owners in a five hundred-foot radius.
  - (f) Cemeteries, when:
    - 1. Seventy-five (75) percent of all owners of adjacent dwellings within one hundred seventy-five (175) feet of the boundary of the cemetery give their written consent, and;
    - 2. The provisions of section 12-2-56 have been met.
  - (g) Residential design manufactured homes are permitted in the R-1A district, with a maximum density of twelve and four-tenths (12.4) units per acre subject to regulations in section 12-2-62
  - (h) Schools and educational institutions having a curriculum the same as ordinarily given in public schools and colleges subject to regulations in section 12-2-65
  - (i) Libraries and community centers opened to the public and buildings used exclusively by the federal, state, county and city government for public purposes subject to regulations in section 12-2-61
  - (j) Churches, Sunday school buildings and parish houses subject to regulations in section 12-2-57
  - (k) Home occupations subject to regulations in section 12-2-33

- (l) Municipally owned and operated parks and playgrounds.
  - (m) Private stables which shall be no closer than two hundred (200) feet to a property line and further provided that more than seventy-five (75) percent of the owners of dwelling houses within a radius of three hundred (300) feet of the stable have given their written consent to the stable and further provided that there shall not be kept more than one horse for each two (2) acres of property.
  - (n) Minor structures for the following utilities: unoccupied gas, water and sewer substations of pump stations, electrical substations and telephone substations subject to regulations in section 12-2-59
  - (o) Accessory structures, buildings and uses customarily incidental to the above uses not involving the conduct of a business subject to regulations in section 12-2-31
  - (p) Family day care homes licensed by the Florida Department of Children and Family Services as defined in the Florida Statutes.
- (C) *Conditional uses permitted.*
- (a) Residential design manufactured homes when proposed in the R-1AA zoning district subject to regulations in section 12-2-62.
  - (b) Bed and breakfast subject to regulations in section 12-2-55.
  - (c) Childcare facilities subject to regulations in section 12-2-58.
  - (d) Accessory office units subject to regulations in section 12-2-51.
- (D) *Development permitted.*
- (a) Conventional subdivision subject to regulations in section 12-2-76.
  - (b) Special planned development subject to regulations in section 12-2-77.
- (E) *Regulations for development within the medium density residential land use district.* Table 12-2.2 and 12-2.3 describes requirements for the one-and two-family residential zoning districts.

**TABLE 12-2.2  
REGULATIONS FOR THE MEDIUM DENSITY RESIDENTIAL ZONING DISTRICTS**

Standards	R-1AA			R-1A		
	Single Family Detached	Two-Family Attached (Duplex)	**Single Family Attached (Townhouses)	Single Family Detached	Two-Family Attached (Duplex)	**Single Family Attached (Townhouses)

Maximum Residential Gross Density	8.7 units per acre	11.6 units per acre	11.6 units per acre	12.4 units per acre	17.4 units per acre	17.4 units per acre
Minimum Lot Area	5,000 s.f.	7,500 s.f.	3,750 s.f.	3,500 s.f.	5,000 s.f.	2,500 s.f.
Lot Width at Minimum Building Setback Line	40 feet	60 feet	30 feet	30 feet	50 feet	25 feet
Minimum Lot Width at Street R-O-W Line	40 feet	50 feet	25 feet	30 feet	50 feet	25 feet
Minimum Yard Requirements *Front Yard Side Yard Rear Yard	(Minimum Building Setbacks) 30 feet 6 feet 30 feet			(Minimum Building Setbacks) 20 feet 5 feet 25 feet		
Off-Street Parking	1 space/unit		2 sp./unit	1 space/unit		2 sp./unit
Maximum Building Height	35 feet (Except as provided in <u>Sec. 12-2-39</u> )			35 feet (Except as provided in <u>Sec. 12-2-39</u> )		

\* The front yard depths in the R-1AA and R-1A districts shall not be less than the average depths of all front and street side yards located on either side of the block face, up to the minimum yard requirement; in case there are no other dwellings in the block, the front yard depths shall be no less than the footages noted.

\*\* Each single-family attached dwelling unit must be located on its own lot. If a development requires subdivision procedures it shall be subject to and must comply with subdivision regulations as set forth in Chapter 12-8.

\*\*\* All future residential development on parcels changed to a Medium Density Residential (MDR) zoning district via the passage of Ord. No. 23-16, effective on August 18, 2016, shall be considered legal non-conforming and may utilize the R-1A zoning district standards applicable to lot width, lot area and setbacks.

TABLE 12-2.3

Standards	R-1B		
	Single Family Detached	Two-Family Attached (Duplex)	**Single Family Attached (Townhouses)
Maximum Residential Gross Density	8.7 units per acre	11.6 units per acre	17.4 units per acre
Minimum Yard Requirements *Front Yard Side Yard Rear Yard	(Minimum Building Setbacks)		
	10 feet		
	5 feet		
	10 feet		
Off-Street Parking	1 space/unit		

Maximum Building Height	45 feet (Except as provided in <u>Sec. 12-2-39</u> )		
Lot Coverage Requirements For All Single-Family, Duplex, Townhouse or Zero-Lot-Line Residential Units	Maximum 50% (See Note 4)		
Lot Coverage Requirements For All Development Other Than Single-Family, Duplex, Townhouse or Zero-Lot-Line Residential Units: The maximum combined area occupied by all principal and accessory buildings	<p style="text-align: center;">Building Height</p> <p style="text-align: center;">1—4 stories</p> <p style="text-align: center;">5—7 stories</p> <p style="text-align: center;">8—9 stories</p> <p style="text-align: center;">(See note 4)</p>	<p style="text-align: center;">Building Coverage</p> <p style="text-align: center;">30%</p> <p style="text-align: center;">25%</p> <p style="text-align: center;">20%</p>	
<p>* The front yard depths in the R-1AA, R-1A and R-1B districts shall not be less than the average depths of all front and street side yards located on either side of the block face, up to the minimum yard requirement; in case there are no other dwellings in the block, the front yard depths shall be no less than the footages noted.</p>			
<p>** Each single-family attached dwelling unit must be located on its own lot. If a Development requires subdivision procedures it shall be subject to and must comply with subdivision regulations as set forth in Chapter 12-8.</p>			

(Ord. No. 6-93, § 2, 3-25-93; Ord. No. 29-93, § 2, 11-18-93; Ord. No. 45-96, § 2 (Exhibit 1), 9-12-96; Ord. No. 6-02, § 2, 1-24-02; Ord. No. 11-16, § 1, 5-12-16; Ord. No. 23-16, § 1, 8-11-16)





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00526

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

ACCEPTANCE OF PROPERTY- 900 BLOCK W. BLOUNT STREET

**RECOMMENDATION:**

That the City Council approve the recommendation of the Community Redevelopment Agency (CRA) to accept the donation of property located within the 900 Block of W. Blount Street.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

A key project proposed for the West Moreno District in the Westside Redevelopment Area is the proposed reconstruction of the stormwater pond at Lee and F Streets as a dual-purpose stormwater and recreation facility. This facility is scheduled to be expanded by Public Works and Engineering to increase its stormwater retention capacity due to repetitive flooding in the area and in the wake of the severe April 2014 flood event.

CRA is partnering with Public Works and Engineering to enhance this project as a recreational asset. The West Moreno District has precious little outdoor open space, green or park space.

To facilitate the project, Baptist Hospital has agreed to donate a parcel of property immediately adjacent to the existing pond. The parcel is currently used for parking.

**PRIOR ACTION:**

None

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

None

**STAFF CONTACT:**

Don Kraher, Council Executive  
M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

- 1) Baptist Hospital Inc. - Quit Claim Deed
- 2) Title Search on Blount Street Property
- 3) ESPCA - 900 BLK W BLOUNT ST 32501

**PRESENTATION:** No

This Instrument Prepared By:

Jessica C. Andrade  
Attorney at Law  
Beggs & Lane, RLLP  
501 Commendencia Street, 32502  
Pensacola, Florida 32591-2950  
850/432-2451  
Florida Bar No.: 111336

Parcel ID#: 000S009050009054

The preparer of this Quit Claim Deed represents that this document has been prepared at the express direction of the Grantor solely from the legal description provided to the preparer by the Grantor; that no title search, survey, or inspection of the property described below has been performed by the preparer; that the title to the property described below has not been examined by the preparer; and that the preparer makes no representations, warranties or guarantees whatsoever as to the status of the title to or ownership of said property.

QUIT CLAIM DEED

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

KNOW ALL MEN BY THESE PRESENTS: That the undersigned, **BAPTIST HOSPITAL, INC.**, a Florida not-for-profit corporation (herein "**Grantor**"), whose address is 1717 North "E" Street, Suite 320, Pensacola, Florida 32501, for and in consideration of the sum of Ten Dollars (\$10.00), the receipt whereof is hereby acknowledged, do remise, release and quit claim unto the **CITY OF PENSACOLA**, a Florida municipal corporation (herein "**Grantee**"), whose address is 222 W. Main Street, Pensacola, Florida 32502, its successors and assigns, in fee simple forever, the following described real estate situate, lying and being in the County of Escambia, State of Florida, to-wit:

SEE EXHIBIT "A" ATTACHED AND INCORPORATED HEREIN

Together with all and singular the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining, free from all exemptions and right of homestead, in fee simple forever.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this \_\_\_ day of November, 2019.

Signed, sealed and delivered  
in the presence of:

BAPTIST HOSPITAL, INC.,  
a Florida not-for-profit corporation

Trina Goraum  
Print Name: Trina Goraum

By: Scott Raynes  
Scott Raynes, President

Clayton A Romano  
Print Name: Clayton A Romano

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 5<sup>th</sup> day of November, 2019, by Scott Raynes, as President of Baptist Hospital, Inc., a Florida not-for-profit corporation, on behalf of the corporation, who did not take an oath and who:

- is personally known to me.
- produced current Florida driver's license as identification.
- produced \_\_\_\_\_ as identification.

(Notary Seal Must Be Affixed)

Penny J. Boyce  
Notary Public  
Penny J. Boyce  
Name of Notary Printed  
My Commission Expires: 12-29-2020  
Commission Number: GG52944

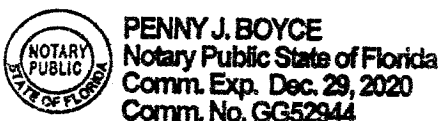


EXHIBIT "A"

Lots 9 through 13 of Block 54, North Hill Highlands, City of Pensacola, Escambia County, Florida, according to the Dallas Land Company's Resubdivision of a part of the Dallas Tract as shown by map of said tract recorded in Deed Book 62 at Page 244 of the Public Records of said County and the North ten feet (10.0') of the alley adjacent and contiguous to the above described property which was vacated by Ordinance Number 60-80, and recorded in O.R. Book 1519 at Page 241.

## PROPERTY INFORMATION REPORT

Order No.: 8021410  
Customer Reference Number 19493-74404

Addressee:  
Beggs & Lane, RLLP  
501 Commendencia Street  
Pensacola, FL 32591  
850-432-2451 Ext.4267  
850-469-3331

Chicago Title Insurance Company has caused to be made a search of the Public Records of Escambia County, Florida, ("Public Records"), from 09/27/1989, through 11/13/2019 8:00 AM, as to the following described real property lying and being in the aforesaid County, to-wit:

Lot 9 through 13, all in Block 54, North Hill Highlands, City of Pensacola, Escambia County, Florida, according to the Dallas Land Company's Resubdivision of a part of the Dallas Tract as shown by map of said tract recorded in Deed Book 62 at Page 244 of the Public Records of said County.

As of the effective date of this Report, the apparent record Fee Simple title owner(s) to the above-described real property is/are:

Baptist Hospital, Inc. by virtue of that Corporation Warranty Deed recorded in Official Records Book 2759, Page 432.

The following liens against the said real property recorded in the aforesaid Public Records have been found:

1. Corporation Warranty Deed from Baptist Hospital, Inc., a Florida not-for-profit corporation and City of Pensacola, a municipal corporation of Florida recorded 12/13/2001 in Official Records Book 4817, Page 782, of the Public Records of Escambia County, Florida.

NOTE: No open mortgage(s) were found of record. Agent must confirm with the owner that the property is free and clear.

Proof of payment, satisfactory to the Company, of taxes for the year(s) 2019 in the gross amount of \$390.82 under Tax Folio Number: 000S009050009054.

Public Records shall be defined herein as those records currently established under the Florida Statutes for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without knowledge.

This Report shows only matters disclosed in the aforesaid Public Records, and it does not purport to insure or guarantee the validity or sufficiency of any documents noted herein; nor have the contents of any such documents been examined for references to other liens or encumbrances. This Report is not to be construed as an opinion, warranty, or guarantee of title, or as a title insurance policy; and its effective date shall be the date above specified through which the Public Records were searched. This Report is being provided for the use and benefit of the Addressee(s) only, and it may not be used or relied upon by any other party. This Report may not be used by a Chicago Title Insurance Company agent for the purpose of issuing a Chicago Title Insurance Company title insurance commitment or policy.

Order No.: 8021410  
Customer Reference Number 19493-74404

This Report is not title insurance. Pursuant to s. 627.7843, Florida Statutes, the maximum liability of the issuer of this property information report for errors or omissions in this property information report is limited to the amount paid for this property information report, and is further limited to the person(s) expressly identified by name in the property information report as the recipient(s) of the property information report.

Chicago Title Insurance Company

*JoAnne Mc Namara*

JoAnne McNamara

15-  
350-

This Instrument Prepared by:  
JoAnne M. Gregory  
Gulf Coast Title Partners, LLC  
1403 East Belmont Street  
Pensacola, Florida 32501  
P-01-403

OR BK 4817 PG0782  
Escambia County, Florida  
INSTRUMENT 2001-910887

DEED DOC STAMPS PD @ ESC CO \$ 350.00  
12/13/01 ERNIE LEE WHELAN, CLERK  
By: *[Signature]*

Property ID: 00-0S-00-9050-009-054

LESS OUT

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

CORPORATION WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, that, **Baptist Hospital Inc.**, a Florida not-for-profit corporation, (herein "Grantor"), for and in consideration of the sum of Ten Dollars and other good and valuable considerations, the receipt, adequacy and sufficiency of which is hereby acknowledged, does hereby bargain, sell, remise, confirm, convey and grant unto **City of Pensacola**, a municipal corporation of Florida, (herein "Grantee"), whose address is 180 Governmental Center, Pensacola, Florida 32501, its successors and assigns, forever, the following described real property located in Escambia County, Florida:

See Exhibit "A" attached hereto and incorporated herein by this reference

Subject to zoning restrictions, prohibitions and other requirements imposed by governmental authorities, all easements, encumbrances and restrictions of record or on the Plat, if there is a recorded Plat, affecting the above-described property; easements and mineral reservations of record affecting the property, if any, which are not hereby reimposed, any liens for ad valorem real property taxes for the year 2002, and subsequent years; and any other matters arising subsequent to the date hereof.

Together with all and singular the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining, free from all exemptions and right of homestead, in fee simple forever. And Grantor covenants that Grantor is well seized of an indefeasible estate in fee simple in said property and has a good right to convey the same; that it is free of lien or encumbrances, and that Grantor, its heirs, executors, administrators, successors and assigns, in the quiet and peaceful possession and enjoyment thereof, against all persons whomsoever lawfully claiming the same, shall and will forever warrant and defend, subject to the exceptions set forth herein.

IN WITNESS WHEREOF, the said corporation, Grantor, in pursuance of the due and legal action of its stockholders and Board of Directors, has executed these presents, causing its name to be signed by its President, and its corporate seal to be affixed hereto this 10th day of December, 2001.

Signed, sealed and delivered

Baptist Hospital Inc., a Florida  
not-for-profit corporation

*JoAnne M. Gregory*  
Name: JoAnne M. Gregory  
*Debbie Morgan*  
Name: Debbie Morgan

By: *John Heer*  
John Heer, President  
1000 West Moreno Street  
Pensacola, Florida 32501

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 10th day of December, 2001, by John Heer, as President of Baptist Hospital Inc., a Florida corporation, on behalf of the corporation, who did not take an oath and who:

is/are personally known to me.  
 produced current Florida driver's license as identification.  
 produced \_\_\_\_\_ as identification.

(Notary Seal Must Be Affixed)

*JoAnne M. Gregory*  
Notary Public  
Name of Notary Printed  
My Commission Expires: \_\_\_\_\_  
Commission Number: \_\_\_\_\_

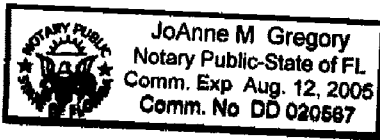




Exhibit "A"

DESCRIPTION (PREPARED BY BASKERVILLE-DONOVAN, INC.)

LOTS 19 THROUGH 25 AND THE WEST HALF OF LOT 26, ALL IN BLOCK 54 OF NORTH HILL HIGHLANDS, CITY OF PENSACOLA, ESCAMBIA COUNTY, FLORIDA, ACCORDING TO THE DALLAS LAND COMPANY'S RESUBDIVISION OF A PART OF THE DALLAS TRACT AS SHOWN BY MAP OF SAID TRACT RECORDED IN DEED BOOK 62 AT PAGE 244 OF THE PUBLIC RECORDS OF SAID COUNTY; AND ALSO THE SOUTH 10 FEET OF A 20 FOOT WIDE ALLEY ADJACENT TO AND CONTIGUOUS WITH THE ABOVE DESCRIBED PROPERTY WHICH WAS VACATED BY ORDINANCE NUMBER 60-80, AND RECORDED IN O.R. BOOK 1519 AT PAGE 241 OF THE PUBLIC RECORDS OF ESCAMBIA COUNTY, FLORIDA; CONTAINING 0.77 ACRES MORE OR LESS.

RCD Dec 13, 2001 08:11 am  
Escambia County, Florida

ERNIE LEE MAGAHA  
Clerk of the Circuit Court  
INSTRUMENT 2001-910887



# Chris Jones Escambia County Property Appraiser

- Real Estate Search
- Tangible Property Search
- Sale List

[Back](#)

← Navigate Mode  Account  Reference →

Printer Friendly Version

**General Information**

**Reference:** 000S009050009054  
**Account:** 144116000  
**Owners:** BAPTIST HOSPITAL INC  
**Mail:** 1000 W MORENO ST  
 PENSACOLA, FL 32501  
**Situs:** 900 BLK W BLOUNT ST 32501  
**Use Code:** PARKING LOTS

**Taxing Authority:** PENSACOLA CITY LIMITS  
**Tax Inquiry:** [Open Tax Inquiry Window](#)

Tax Inquiry link courtesy of Scott Lunsford  
 Escambia County Tax Collector

**Assessments**

Year	Land	Imprv	Total	Cap Val
2019	\$27,000	\$5,430	\$32,430	\$32,430
2018	\$27,000	\$5,430	\$32,430	\$32,430
2017	\$26,550	\$5,430	\$31,980	\$31,980

[Disclaimer](#)

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[Tax Estimator](#)

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> [File for New Homestead Exemption Online](#)

**Sales Data**

Sale Date	Book	Page	Value	Type	Official Records (New Window)
09/1989	2759	432	\$38,000	WD	<a href="#">View Instr</a>
06/1989	2713	514	\$38,700	CT	<a href="#">View Instr</a>
10/1986	2302	144	\$51,500	WD	<a href="#">View Instr</a>
08/1980	1467	249	\$17,000	WD	<a href="#">View Instr</a>

Official Records Inquiry courtesy of Pam Childers  
 Escambia County Clerk of the Circuit Court and

**2019 Certified Roll Exemptions**  
 FRATERNAL AND OTHER

---

**Legal Description**

LTS 9 TO 13 AND N 10 FT OF ALLEY ADJOINING SD LTS  
 NORTH HILLS HIGHLAND BLK 54 PLAT DB 62 P 244  
 VACATED BY ORD 60-80...

---

**Extra Features**  
 ASPHALT PAVEMENT  
 CHAINLINK FENCE

Comptroller

Parcel Information


Launch Interactive Map

Section Map

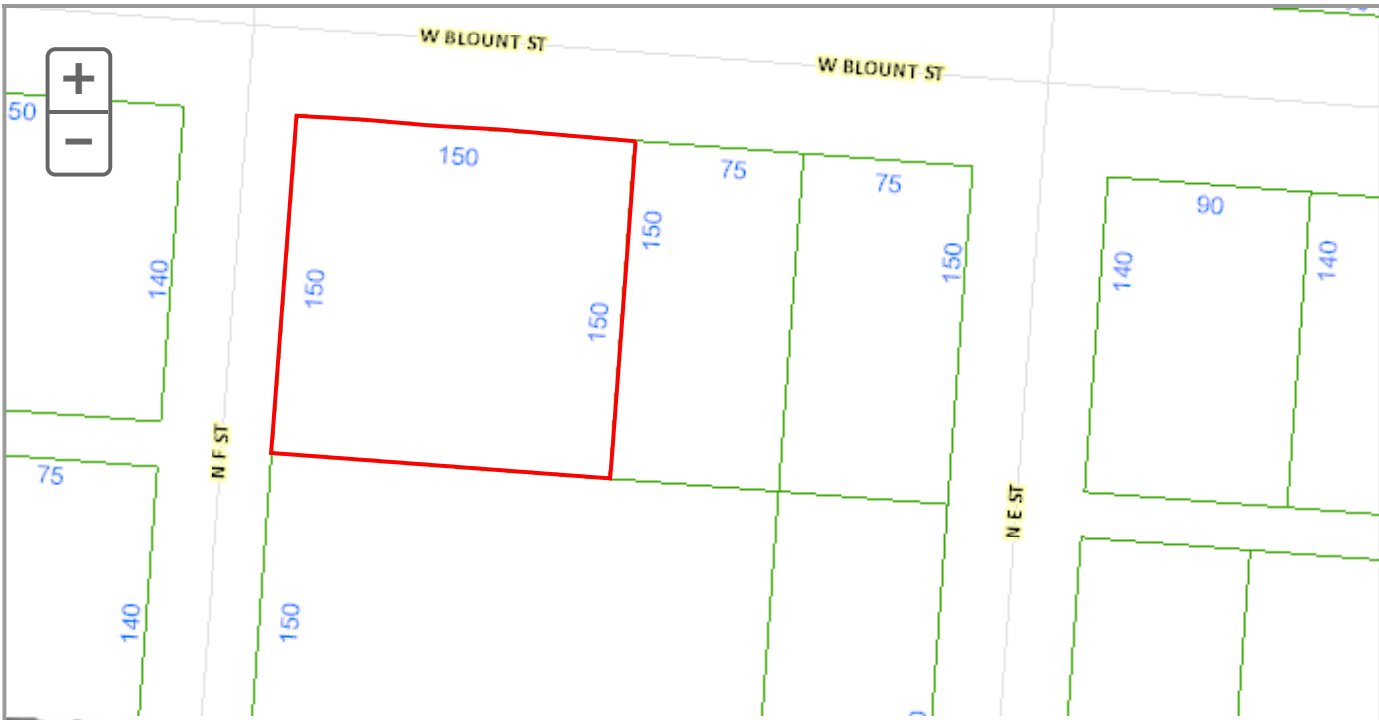
Id:

[CA107](#)

Approx. Acreage:  
0.5165

Zoned:   
R-2

Evacuation & Flood Information  
[Open Report](#)



[View Florida Department of Environmental Protection\(DEP\) Data](#)

Buildings

Images



10/9/15

The primary use of the assessment data is for the preparation of the current year tax roll. No responsibility or liability is assumed for inaccuracies or errors.

Last Updated:11/07/2019 (tc.7027)



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00527

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

APPROVAL OF OVERFLOW PARKING AGREEMENT WITH MOUNT CANAAN MISSIONARY BAPTIST CHURCH FOR THE CHAPPIE JAMES MUSEUM AND FLIGHT ACADEMY

**RECOMMENDATION:**

That the City Council approve the Community Redevelopment Agency recommendation to approve the agreement for use of the Mount Canaan Missionary Baptist Church parking lot as overflow parking for the Chappie James Museum and Flight Academy.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The CRA rehabilitated the historic home of General Daniel "Chappie" James and constructed new facilities located within the General Daniel "Chappie" James Memorial Park supporting the General Daniel "Chappie" James, Jr. Commemorative Museum and community-based Youth Flight Academy located at 1606 - 1608 Dr. Martin Luther King, Jr. Drive. The programming and use of the Museum and Flight Academy, from time to time, require the provision of parking beyond the availability of the parking located on-site.

Mount Canaan Missionary Baptist Church maintains an unimproved parking lot at the corner of Moreno Street and Sixth Avenue that is generally not in use during the hours of operation of the Museum and Flight Academy. Mount Canaan is willing to allow shared use of its parking lot by the Museum and Flight Academy when space is available

**PRIOR ACTION:**

None

**FUNDING:**

N/A

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**FINANCIAL IMPACT:**

None

**STAFF CONTACT:**

Don Kraher, Council Executive  
M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

- 1) MCMB Shared Parking - 091219

**PRESENTATION:** No

**MEMORANDUM OF AGREEMENT**  
**FOR SHARED PARKING**

THIS AGREEMENT FOR SHARED PARKING (“Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, by and between the City of Pensacola (“City”), a Florida municipal corporation created and existing under the laws of the State of Florida, whose address is 222 W. Main Street, Pensacola, FL 32502, and the Mount Canaan Missionary Baptist Church, Inc. (“MCMBC”), a Florida nonprofit corporation, whose address is 500 E. Moreno Street, Pensacola FL 32503, both collectively referred to herein as the Parties.

**WITNESSETH:**

**WHEREAS**, the City owns the rehabilitated historic home of General Daniel “Chappie” James and newly constructed facilities located within the General Daniel “Chappie” James Memorial Park to support a commemorative museum (“Museum”) and community-based youth flight academy (“Flight Academy”) operated by independent operators through lease agreements with the City; and

**WHEREAS**, the Museum and Flight Academy (“City property”) are located at 1606 - 1608 Dr. Martin Luther King Jr. Drive, Pensacola, Florida 32503, as shown in Exhibit A and hereby incorporated by this reference; and

**WHEREAS**, such programming and use of the Museum and Flight Academy, from time to time, requires the provision of parking beyond the availability of parking located on-site; and

**WHEREAS**, MCMBC owns certain real property, located at 1521 N. 6<sup>th</sup> Avenue, Pensacola, Florida (“MCMBC Property”), as shown in Exhibit A and hereby incorporated by this reference; and

**WHEREAS**, such MCMBC Property is used for the provision of overflow parking for the Mount Canaan Missionary Baptist Church located at 500 East Moreno Street, Pensacola, Florida 32503, and is maintained by the church as an unimproved parking facility; and

**WHEREAS**, MCMBC desires to make such parking space contained within the MCMBC Property available to the City for overflow parking for the Museum and Flight Academy; and

**WHEREAS**, the City desires to utilize the MCMBC’s Property to provide for the overflow parking space required by the Museum and Flight Academy; and

**WHEREAS**, the Parties now desire to enter into this Agreement pursuant to the terms and conditions contained herein.

**NOW, THEREFORE**, in consideration of one hundred dollars (\$100.00), the receipt and sufficiency of which is hereby acknowledged by the Parties, and in consideration of the mutual promises herein, the Parties agree as follows:

Section 1. Recitals. The Parties agree the recitals above are true and correct and are incorporated into this Agreement by this reference.

Section 2. Agreement for Shared Use. MCMBC agrees to share with, and hereby grants, the City, guests, and tenants of the Museum and Flight Academy, the right to use parking space contained within the MCMBC Property, without charge, unencumbered by any conditions that would interfere with its use as such. To provide for such parking space, MCMBC shall ensure the continued availability of such parking space and non-exclusive use by the City, guests and tenants of the Museum and Flight Academy for such purpose in accordance with Section 3 below. Such use shall be for the sole purpose of providing overflow parking for visitors of the Museum and Flight Academy.

Section 3. Hours of Parking Use and Availability. It is presumed that the majority of parking usage by the Parties will occur at alternating times. Parking usage generated by the Museum and Flight Academy is anticipated to occur primarily during daytime, weekday hours. Church usage is anticipated to occur primarily during evening and weekend hours. Should either party foresee a potential or anticipated conflict based on the presumed schedule of use, such party shall notify the other party in writing no less than seven (7) days prior to the occurrence of such conflict.

Section 4. Property Improvements. MCMBC shall notify the City in writing no less than thirty (30) days prior to commencement of any modifications, alterations or improvements to the MCMBC Property that would interrupt the availability and use of parking by the City, including guests and tenants of the Museum and Flight Academy as described herein. MCMBC shall schedule the work to avoid interference with any major need by the other party for the use thereof during the time of such work. In mutual covenant, the City shall take reasonable action to avoid parking conflicts during the time that work is to commence and be underway.

Section 5. Change of Use. Should either party alter or change the use of the MCMBC Property, such party shall notify the other party in writing no less than thirty (30) days prior to the date that the change of use is to occur.

Section 6. Term and Termination. The term of this Agreement (“Term”) shall commence upon the date first written above and shall terminate as hereinafter provided. This Agreement shall terminate upon the conclusion of a fifteen (15) year period from the date of commencement or as provided in Section 7, whichever is earlier.

Section 7. Termination for Convenience. MCMBC, in its sole discretion, may terminate this Agreement for convenience, without cause or penalty, upon thirty (30) days notice to the City of its intent to terminate. The City, in its sole discretion, may terminate this Agreement for convenience, without cause or penalty, upon thirty (30) days notice to MCMBC of its intent to terminate.

Section 9. No Assignment. This Agreement is non-assignable by either party. Any attempted assignment shall be null and void and without legal effect.

Section 10. Hold Harmless. To the extent permitted by law, the City of Pensacola agrees to be responsible for damages arising out of the City of Pensacola's use of the subject parking lot, but only if those damages arise solely out the negligence of the City of Pensacola. Nothing contained herein shall be construed or interpreted as denying the City of Pensacola any remedy or defense available under the laws of the State of Florida; the consent of the City of Pensacola to be sued; or a waiver of sovereign immunity of the City of Pensacola beyond the waiver provided in section 768.28 of the Florida Statutes.

Section 11. Venue. Venue for any claim, action or proceeding arising out of this Agreement shall be Escambia County, Florida.

Section 12. *This section intentionally left blank.*

Section 13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

Section 14. Notices. All notices by either party to the other shall be made either by utilizing the registered or certified mail of the United States of America, postage prepaid, or by utilizing any other method of delivery requiring signature for receipt, and such notice shall be deemed to have been delivered and received on the date of such utilization. All notices, demands or other communications required hereunder shall be written to the addresses set forth below:

To City:                   CITY ADMINISTRATOR  
City of Pensacola  
222 W Main Street  
Pensacola Florida 32502

To MCMBC:               FRED D. YOUNG, III, Pastor  
Mount Canaan Missionary Baptist Church, Inc.  
500 E Moreno Street  
Pensacola Florida 32503

Section 15. Public Records Act. The parties acknowledge and agree to fulfill all obligations respecting required contract provisions in any contract entered into or amended after July 1, 2016, in full compliance pursuant to Section 119.0701, *Florida Statutes*, and obligations respecting termination of a contract for failure to provide public access to public records. The parties expressly agree specifically that the contracting parties hereto shall comply with the requirements within Attachment "A" attached hereto and incorporated by reference.



Section 16. Modifications. No waiver, alterations, consent or modification of any of the provisions of this Agreement shall be binding unless in writing and executed in the same formality herewith.

Section 17. No Other Agreements. The Parties agree the Agreement contains all the terms and conditions agreed upon by the Parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party.

**IN WITNESS WHEREOF**, the Parties hereto have signed this instrument the day and year first written above.

MOUNT CANAAN MISSIONARY  
BAPTIST CHURCH, INC.

THE CITY OF PENSACOLA, FLORIDA

\_\_\_\_\_  
Fred D. Young, III, Pastor/President

\_\_\_\_\_  
Grover C. Robinson, IV, Mayor

ATTEST:

ATTEST:

\_\_\_\_\_  
Corporate Secretary

\_\_\_\_\_  
Ericka Burnett, City Clerk

(SEAL)

(SEAL)

Approved as to substance:

\_\_\_\_\_  
M. Helen Gibson, CRA Administrator

Legal in form and valid as drawn:

\_\_\_\_\_  
Susan A. Woolf, City Attorney

## **Attachment "A"**

**PUBLIC RECORDS:** Consultant/Contractor/Vendor shall comply with Chapter 119, Florida Statutes. Specifically, Consultant/ Contractor/Vendor shall:

- A. Keep and maintain public records required by the City to perform the service.
- B. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following the completion of the Agreement if Consultant/ Contractor/Vendor does not transfer the records to the City.
- D. Upon completion of the Agreement, transfer, at no cost, to City, all public records in possession of Consultant/Contractor/Vendor or keep and maintain public records required by the City to perform the service. If Consultant/Contractor/Vendor transfers all public records to City upon completion of the Agreement, Consultant/ Contractor/Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Consultant/Contractor/Vendor keeps and maintains public records upon completion of the Agreement, Consultant/Contractor/Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request of the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

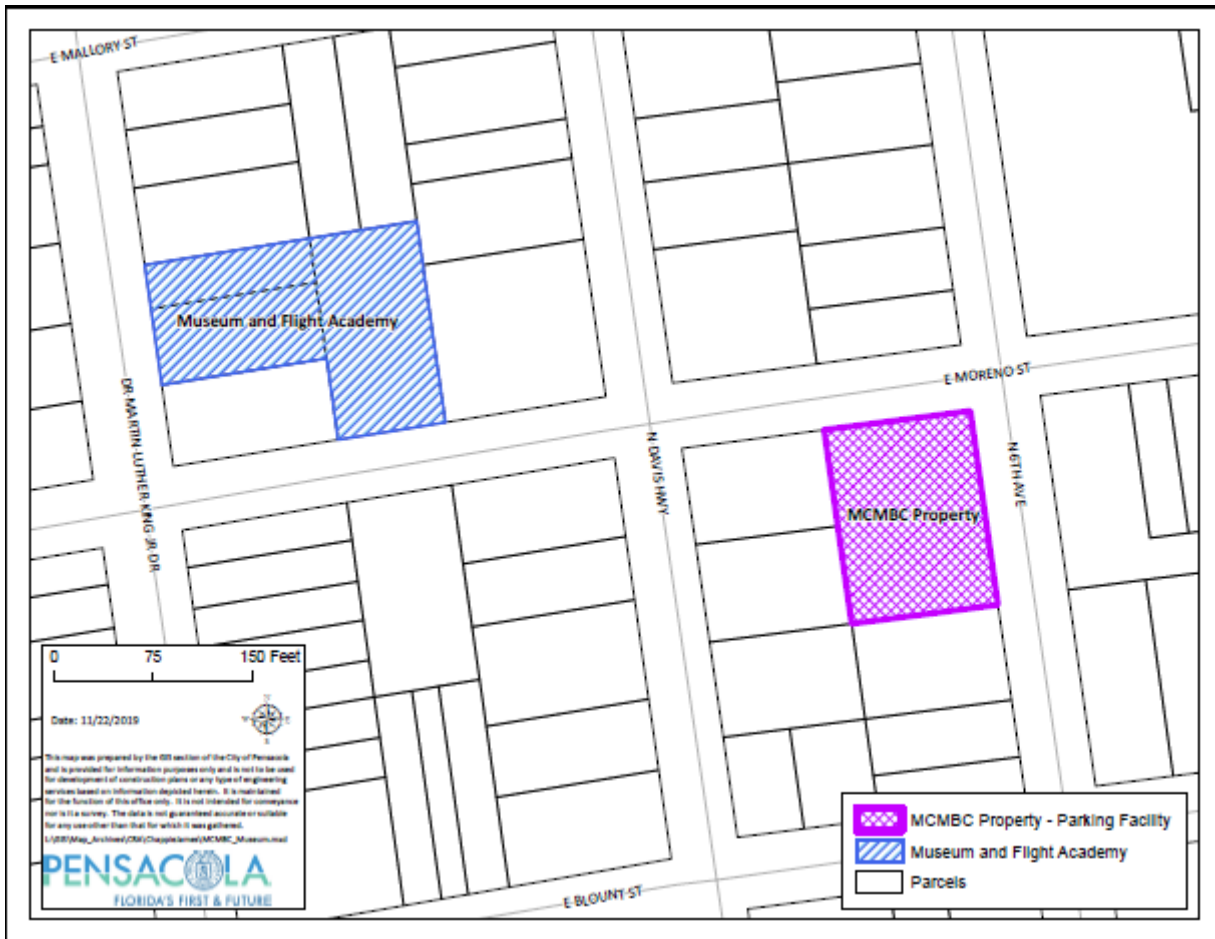
Failure by Consultant/Contractor/Vendor to comply with Chapter 119, Florida Statutes, shall be grounds for immediate unilateral cancellation of this Agreement by City.

**IF CONSULTANT/CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS**

**AT: THE OFFICE OF THE CITY ATTORNEY, (850) 435-1715,  
[PUBLICRECORDS@CITYOFPENSACOLA.COM](mailto:PUBLICRECORDS@CITYOFPENSACOLA.COM), 222 WEST MAIN STREET,  
PENSACOLA, FL 32502.**

**EXHIBIT "A"**

**PROPERTY LOCATIONS: GENERAL "CHAPPIE" JAMES MUSEUM & FLIGHT ACADEMY &  
MT. CANAAN MISSIONARY BAPTIST CHURCH PARKING FACILITY**





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00528

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

APPROVAL OF OVERFLOW PARKING AGREEMENT WITH MOVEMENT FOR CHANGE FOR THE CHAPPIE JAMES MUSEUM AND FLIGHT ACADEMY

**RECOMMENDATION:**

That the City Council approve the recommendation from the Community Redevelopment Agency (CRA) to approve the agreement for use of the Movement for Change parking lot as overflow parking for the Chappie James Museum and Flight Academy.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The CRA rehabilitated the historic home of General Daniel "Chappie" James and constructed new facilities located within the General Daniel "Chappie" James Memorial Park supporting the General Daniel "Chappie" James, Jr. Commemorative Museum and community-based Youth Flight Academy located at 1606 - 1608 Dr. Martin Luther King Jr. Drive. The programming and use of the Museum and Flight Academy, from time to time, require the provision of parking beyond the availability of the parking located on-site.

The Movement for Change offices and parking area, located at 1603 N. Davis Highway, Pensacola, Florida ("MFC Property"), are immediately adjacent to the Chappie James site on the east. Movement for Change is willing to allow shared use of its parking lot by the Museum and Flight Academy when space is available, at no charge.

**PRIOR ACTION:**

None

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

None

**STAFF CONTACT:**

Don Kraher, Council Executive  
M. Helen Gibson, AICP, CRA Administrator  
Victoria D'Angelo, Assistant CRA Administrator

**ATTACHMENTS:**

- 1) MOA-Updated 112219

**PRESENTATION:** No



**MEMORANDUM OF AGREEMENT**  
**FOR SHARED PARKING- MOVEMENT FOR CHANGE, INC.**

THIS AGREEMENT FOR SHARED PARKING (“Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, by and between the City of Pensacola (“City”), a Florida municipal corporation created and existing under the laws of the State of Florida, whose address is 222 W. Main Street, Pensacola, FL 32502, and the Movement For Change, Inc. (“MFC”), a Florida nonprofit corporation, whose address is 1603 N. Davis Highway, Pensacola FL 32503, both collectively referred to herein as the Parties.

**WITNESSETH:**

**WHEREAS**, the City owns the rehabilitated historic home of General Daniel “Chappie” James and newly constructed facilities located within the General Daniel “Chappie” James Memorial Park supporting a commemorative museum (“Museum”) and community-based youth flight academy (“Flight Academy”) operated by independent operators through lease agreements with the City; and

**WHEREAS**, the Museum and Flight Academy (“City property”) are located at 1606 - 1608 Dr. Martin Luther King Jr. Drive, Pensacola, Florida 32503, as shown in Exhibit A and hereby incorporated by this reference; and

**WHEREAS**, such programming and use of the Museum and Flight Academy, from time to time, requires the provision of parking beyond the availability of parking located on-site; and

**WHEREAS**, MFC owns certain adjacent real property, located at 1603 N. Davis Highway, Pensacola, Florida (“MFC Property”), as shown in Exhibit A and hereby incorporated by this reference; and

**WHEREAS**, such MFC property is used for office, residential and improved parking; and

**WHEREAS**, MFC desires to make such parking space contained within the MFC property available to the City for overflow parking for the Museum and Flight Academy; and

**WHEREAS**, the City desires to utilize the MFC’s property to provide for the overflow parking space required by the Museum and Flight Academy; and

**WHEREAS**, the Parties now desire to enter into this Agreement pursuant to the terms and conditions contained herein.

**NOW, THEREFORE**, in consideration of one hundred dollars (\$100.00), the receipt and sufficiency of which is hereby acknowledged by the Parties, and in consideration of the mutual promises herein, the Parties agree as follows:

Section 1. Recitals. The Parties agree the recitals above are true and correct and are incorporated into this Agreement by this reference.

Section 2. Agreement for Shared Use. MFC agrees to share with, and hereby grants, the City, guests, and tenants of the Museum and Flight Academy, the right to use parking space contained within the MFC property, without charge, unencumbered by any conditions that would interfere with its use as such. To provide for such parking space, MFC shall ensure the continued availability of such parking space and non-exclusive use by the City, guests, and tenants of the Museum and Flight Academy for such purpose in accordance with Section 3 below. Such use shall be for the sole purpose of providing overflow parking for visitors of the Museum and Flight Academy.

Section 3. Hours of Parking Use and Availability. It is presumed that the majority of parking usage by the Parties will occur at alternating times. Parking usage generated by the Museum and Flight Academy is anticipated to occur primarily during daytime, weekday hours. MFC usage is anticipated to occur primarily during evening and weekend hours. Should either party foresee a potential or anticipated conflict based on the presumed schedule of use, such party shall notify the other party in writing no less than seven (7) days prior to the occurrence of such conflict.

Section 4. Property Improvements. MFC shall notify the City in writing no less than thirty (30) days prior to commencement of any modifications, alterations or improvements to the MFC property that would interrupt the availability and use of parking by the City, including guests and tenants of the Museum and Flight Academy as described herein. MFC shall schedule the work to avoid interference with any major need by the other party for the use thereof during the time of such work. In mutual covenant, the City shall take reasonable action to avoid parking conflicts during the time that work is to commence and be underway.

Section 5. Change of Use. Should either party alter or change the use of the MFC property, such party shall notify the other party in writing no less than thirty (30) days prior to the date that the change of use is to occur.

Section 6. Term and Termination. The term of this Agreement (“Term”) shall commence upon the date first written above and shall terminate as hereinafter provided. This Agreement shall terminate upon the conclusion of a fifteen (15) year period from the date of commencement or as provided in Section 7, whichever is earlier.

Section 7. Termination for Convenience. MFC, in its sole discretion, may terminate this Agreement for convenience, without cause or penalty, upon thirty (30) days notice to the City of its intent to terminate. The City, in its sole discretion, may terminate this Agreement for convenience, without cause or penalty, upon thirty (30) days notice to MFC of its intent to terminate.

Section 9. No Assignment. This Agreement is non-assignable by either party. Any attempted assignment shall be null and void and without legal effect.

Section 10. Hold Harmless. To the extent permitted by law, the City of Pensacola agrees to be responsible for damages arising out of the City of Pensacola's use of the subject parking lot, but only if those damages arise solely out the negligence of the City of Pensacola. Nothing contained herein shall be construed or interpreted as denying the City of Pensacola any remedy or defense available under the laws of the State of Florida; the consent of the City of Pensacola to be sued; or a waiver of sovereign immunity of the City of Pensacola beyond the waiver provided in section 768.28 of the Florida Statutes.

Section 11. Venue. Venue for any claim, action or proceeding arising out of this Agreement shall be Escambia County, Florida.

Section 12. *This section intentionally left blank.*

Section 13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

Section 14. Notices. All notices by either party to the other shall be made either by utilizing the registered or certified mail of the United States of America, postage prepaid, or by utilizing any other method of delivery requiring signature for receipt, and such notice shall be deemed to have been delivered and received on the date of such utilization. All notices, demands or other communications required hereunder shall be written to the addresses set forth below:

To City:                   CITY ADMINISTRATOR  
City of Pensacola  
222 W Main Street  
Pensacola Florida 32502

To MFC:                   JERRY MCINTOSH, President  
Movement for Change, Inc.  
1603 N. Davis Hwy  
Pensacola Florida 32503

Section 15. Public Records Act. The parties acknowledge and agree to fulfill all obligations respecting required contract provisions in any contract entered into or amended after July 1, 2016, in full compliance pursuant to Section 119.0701, *Florida Statutes*, and obligations respecting termination of a contract for failure to provide public access to public records. The parties expressly agree specifically that the contracting parties hereto shall comply with the requirements within Attachment "A" attached hereto and incorporated by reference.

Section 16. Modifications. No waiver, alterations, consent or modification of any of the provisions of this Agreement shall be binding unless in writing and executed in the same formality herewith.

Section 17. No Other Agreements. The Parties agree the Agreement contains all the terms and conditions agreed upon by the Parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party.

**IN WITNESS WHEREOF**, the Parties hereto have signed this instrument the day and year first written above.

MOVEMENT FOR CHANGE, INC.

CITY OF PENSACOLA, FLORIDA

\_\_\_\_\_  
Jerry McIntosh, President

\_\_\_\_\_  
Grover C. Robinson, IV, Mayor

ATTEST:

ATTEST:

\_\_\_\_\_  
Corporate Secretary

\_\_\_\_\_  
Ericka Burnett, City Clerk

(SEAL)

(SEAL)

Approved as to substance:

---

M. Helen Gibson, CRA Administrator

Legal in form and valid as drawn:

---

Susan A. Woolf, City Attorney

## **Attachment "A"**

**PUBLIC RECORDS:** Consultant/Contractor/Vendor shall comply with Chapter 119, Florida Statutes. Specifically, Consultant/ Contractor/Vendor shall:

- A. Keep and maintain public records required by the City to perform the service.
- B. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following the completion of the Agreement if Consultant/ Contractor/Vendor does not transfer the records to the City.
- D. Upon completion of the Agreement, transfer, at no cost, to City, all public records in possession of Consultant/Contractor/Vendor or keep and maintain public records required by the City to perform the service. If Consultant/Contractor/Vendor transfers all public records to City upon completion of the Agreement, Consultant/ Contractor/Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Consultant/Contractor/Vendor keeps and maintains public records upon completion of the Agreement, Consultant/Contractor/Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request of the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

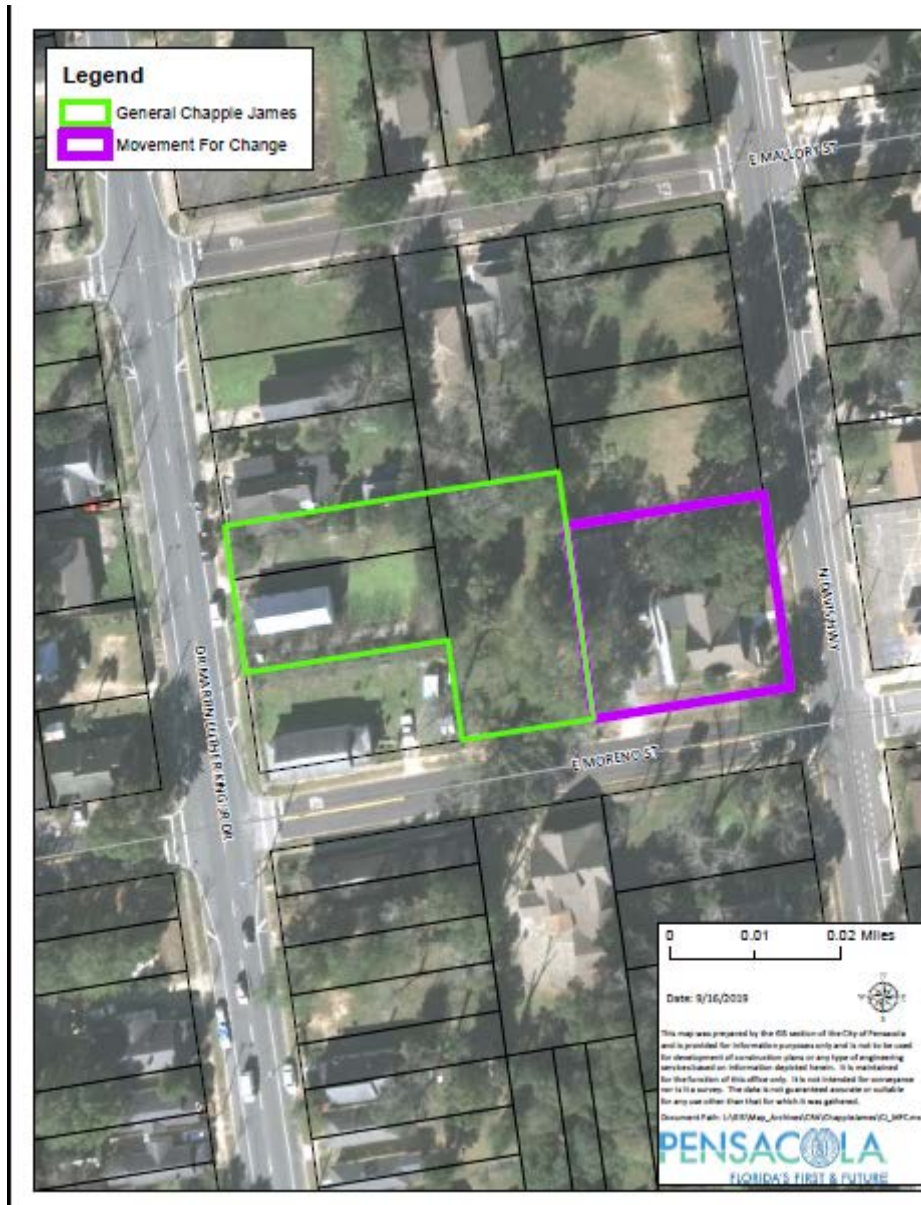
Failure by Consultant/Contractor/Vendor to comply with Chapter 119, Florida Statutes, shall be grounds for immediate unilateral cancellation of this Agreement by City.

**IF CONSULTANT/CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: THE OFFICE OF THE CITY ATTORNEY, (850) 435-1715, [PUBLICRECORDS@CITYOFPENSACOLA.COM](mailto:PUBLICRECORDS@CITYOFPENSACOLA.COM), 222 WEST MAIN STREET, PENSACOLA, FL 32502.**



# EXHIBIT "A"

PROPERTY LOCATIONS: GENERAL "CHAPPIE" JAMES MUSEUM & FLIGHT ACADEMY & MOVEMENT FOR CHANGE, INC. PARKING FACILITY







# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00511

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

APPOINTMENT - BOARD OF TRUSTEES-FIREMEN'S RELIEF & PENSION FUND

**RECOMMENDATION:**

That City Council appoint a city resident to the Board of Trustees - Firemen's Relief and Pension Fund for a term of two years, expiring December 31, 2021.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

This board oversees administration of the Firemen's Relief and Pension Plan and investment of pension funds. The Board is composed of five members. Two members are appointed by City Council, two are elected by firemen, and one appointed by other four members.

The following is an incumbent that wishes to be considered for reappointment:

Nominated:  
Samuel A. Horton

Nominated by:  
Incumbent

**PRIOR ACTION:**

City Council makes appointments to this board annually.

**FUNDING:**

Budget: N/A

Actual: N/A

**FINANCIAL IMPACT:**

None.

**STAFF CONTACT:**

Ericka L. Burnett, City Clerk

**ATTACHMENTS:**

- 1) Member List
- 2) Application of Interest - Samuel A. Horton
- 3) Resume - Samuel A. Horton
- 4) Ballot

**PRESENTATION:** No

## Board of Trustees - Firemen's Relief and Pension Fund

Name	Profession	Appointed By	No. of Terms	Year	Exp Date	First Appointed	Term Length	Comments
Barnes, Jeri		other four members	0	2019	12/31/2020	7/16/2015	2	
Dias, Veronica	Investment Banker	Council	5	2019	12/31/2020	10/8/2009	2	
Horton, Sr., Samuel A.	Retired	Council	15	2019	12/31/2019	12/18/1986	2	
McCombs, Joseph	Firefighter	elected by firefighters	0	2019	12/31/2019	1/17/2019	2	
Wilmoth, Jeff	Fire Lieutenant	elected by firefighters	1	2019	12/31/2020	5/22/2017	2	

Term Length: TWO YEAR TERMS

COMPOSED OF FIVE MEMBERS OF WHICH TWO ARE APPOINTED BY THE CITY COUNCIL. COUNCIL APPOINTEES MUST BE CITY RESIDENT; NO QUALIFICATIONS.

**Ericka Burnett**

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**From:** noreply@civicplus.com  
**Sent:** Thursday, November 14, 2019 11:38 AM  
**To:** Ericka Burnett; Robyn Tice  
**Subject:** Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

**Application for Boards, Authorities, and Commissions - City Council Appointment**

*This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.*

*Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.*

*It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to [cityofpensacola.com/council](http://cityofpensacola.com/council) for Council Member contact information. If you have any questions, contact the City Clerk's Office.*

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(Section Break)

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Personal Information

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Name Samuel A. Horton

---

Home Address 1020 Palisades Rd

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Business Address 1020 Palisades Rd

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To which address do you prefer we send correspondence regarding this application? Home

---

Preferred Contact Phone Number(s) 8502913765

---

Email Address [shorton@bellsouth.net](mailto:shorton@bellsouth.net)

---

Upload Resume (optional) [Resume SAH Firefighters Pension.pdf](#)

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(Section Break)

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Details

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Are you a City resident?	Yes
If yes, which district?	2
If yes, how long have you been a City resident?	over 55 years
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	Firefighters' Relief and Pension Fund
Please list the reasons for your interest in this position:	I have served on this Board for over 30 years, I am confident that I can continue to have a positive impact on this position. My long history and involvement with the pension issues will be beneficial to the City and the Firefighters Pension Fund
Do you currently serve on a board?	Yes
If yes, which board(s)?	Firefighters' Relief and Pension Fund
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	N/A

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(Section Break)

Diversity

*In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.*

---

Gender	Male
Race	African-American
Physically Disabled	No

---

(Section Break)



Acknowledgement of Terms I accept these terms.

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# Samuel A. Horton III

1020 Palisades Road -- Pensacola, FL 32504-7923

Phone (850) 291-3765

Owner of Samuel Horton & Associates a Human Resources Consulting and Training firm specializing in Federal Service HR issues. Forty years of increasing responsibility and varied decision-making experience as a federal civilian employee with proficiency in managing complex demands and pressured situations. I have a long track record meeting objectives and accountability supported by extensive managerial training.

I have been involved in community and/or social services for Pensacola. I believe in all facets of the community coming together and working to make our community a better place for all to live. I have a long history working in several different settings bringing together people of differing interests to achieve a common goal.

## KEY SKILLS

Coordinating    Planning    Analyzing    Decision-Making

## EXPERIENCE

Owner, Samuel Horton & Associates (2007 to Present)

Chairman, City of Pensacola Firefighters' Relief & Pension Fund (1986 to Mar. 1995)

Member, Firefighters Relief & Pension Fund (1986 to Mar. 1995)

President, 100 Black Men of Pensacola, Inc. (1993 to 1995 & 2011 to Present)

Treasurer, 100 Black Men of Pensacola, Inc. (1999 to 2011)

Chairman, 100 Black Men of America Chapter Evaluation Committee

Chairman, Community Enterprise Investment Inc. (2010 to Present)

Director, Community Enterprise Investment Inc. (2007 to 2010)

Member, Escambia County Charter Commission for Home Rule (1993 to 1995)

Chairman, Airport and Aviation Advisory Committee (1989 to 1991)

President, St. Joseph Catholic Church Parish Council (1983 to 1989)

Member, City of Pensacola Zoning Board of Adjustment (1982 to 1988)

Graduate, L<sup>EAP</sup> Leadership Pensacola 1988 (Alumni Member 1988 to present)

Human Resources Specialist, NAS Pensacola FL (August 1996 to October 2006)

Naval Aviation Depot Pensacola, NAS Pensacola FL.

Aircraft Electrician Supervisor (Oct. 1991 to Oct. 1995)

Branch Head, Avionics Instructor Branch (May 1984 to Oct. 1991)

Aircraft Electrician Instructor (Feb. 1980 to May 1984)

Aircraft Electrician Journeyman (August 1970 to Feb. 1980)

Aircraft Electrician Apprentice (July 1966 to August 1970)

**Ballot – Board of Trustees – Firemen’s Relief and Pension Fund**

December 12, 2019

*Two (2) year term expiring December 31, 2021*

***Member***

\_\_\_\_\_ Samuel A. Horton

\_\_\_\_\_

**Vote for One**

Signed: \_\_\_\_\_

Council Member



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00512

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

APPOINTMENTS - INTERNATIONAL RELATIONS ADVISORY BOARD

**RECOMMENDATION:**

That City Council appoint five individuals to the International Relations Advisory Board for a term of two years, expiring December 31, 2021.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

This board serves as a clearinghouse for the City with its six sister cities, international communities and organizations. The IRAB assists elected officials and staff to coordinate contacts with international guests, coordinate official dignitary visits with foreign offices of protocol, promote positive community relations with international tourists and visitors, promote exchanges and intercultural activities to increase international trade, economic and community development through educational and cultural exchanges and serve as official ambassadors for the City with foreign dignitaries and other official international visitors.

The following are incumbents and wish to be considered for reappointment:

**Nominated:**

Laverne Baker

Nan Harper

Jena Melancon

Elizabeth Partington

Douglas Trelfa

**Nominated by:**

Incumbent

Incumbent

Incumbent

Incumbent

Incumbent

**PRIOR ACTION:**

City Council makes appointments to this board biennially.

**FUNDING:**

Budget: N/A

Actual: N/A

**FINANCIAL IMPACT:**

None.

**STAFF CONTACT:**

Ericka L. Burnett, City Clerk

**ATTACHMENTS:**

- 1) Member List
- 2) Application of Interest - Laverne Baker
- 3) Application of Interest - Nan Harper
- 4) Bio - Nan Harper
- 5) Application of Interest - Jena Melancon
- 6) Resume - Jena Melancon
- 7) Application of Interest - Elizabeth Partington
- 8) Application of Interest - Douglas Trelfa
- 9) Ballot

**PRESENTATION:** No

## International Relations Advisory Board

Name	Profession	Appointed By	No. of Terms	Year	Exp Date	First Appointed	Term Length	Comments
Baker, Laverne		Council	5	2019	12/31/2019	11/15/2007	2	
Harper, Nan	Real Estate Agent	Council	4	2019	12/31/2019	2/12/2009	2	
Melancon, Jena	GC Citizens Diplomacy	Council	2	2019	12/31/2019	12/12/2013	2	
Partington, Beth		Council	0	2019	12/31/2019	11/9/2017	2	
Trelfa, Douglas	Japanese Center UWF	Council	2	2019	12/31/2019	12/12/2013	2	

Term Length: Two years

Serves as a clearinghouse for the City with its six sister cities, international communities and organizations. The IRAB will assist elected officials and staff to coordinate contacts with international guests, coordinate official dignitary visits with foreign offices of protocol, promote positive community relations with international tourists and visitors, promote exchanges and inter-cultural activities to increase international trade, economic and community development through educational and cultural exchanges and serve as official ambassadors for the City with foreign dignitaries and other official international visitors

**Ericka Burnett**

---

**From:** noreply@civicplus.com  
**Sent:** Monday, October 28, 2019 8:45 AM  
**To:** Ericka Burnett; Robyn Tice  
**Subject:** Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

**Application for Boards, Authorities, and Commissions - City Council Appointment**

*This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.*

*Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.*

*It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to [cityofpensacola.com/council](http://cityofpensacola.com/council) for Council Member contact information. If you have any questions, contact the City Clerk's Office.*

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(Section Break)

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Personal Information

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Name Laverne Baker

---

Home Address 84 Baybridge  
Gulf Breeze, FL 32561

---

Business Address *Field not completed.*

---

To which address do you prefer we send correspondence regarding this application? Home

---

Preferred Contact Phone Number(s) 850.261.6048

---

Email Address [lbaker0606@aol.com](mailto:lbaker0606@aol.com)

---

Upload Resume (optional) *Field not completed.*

---



(Section Break)

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Details

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Are you a City resident? No

---

If yes, which district? *Field not completed.*

---

If yes, how long have you been a City resident? *Field not completed.*

---

Do you own property within the City limits? Yes

---

Are you a registered voter in the city? No

---

Board(s) of interest: International Relations Advisory Council

---

Please list the reasons for your interest in this position: Over the years, the City of Pensacola has increasingly welcomed visitors and businesses from abroad. As relationships form within our local community it helps all of us become better global citizens. Our children have opportunities to learn about other cultures and experience cultural activities which "bring the world" to Pensacola. I think this results in developing positive character traits in our youth as fuels their minds to learn more about the world and their place in a global society. Additionally, our community has so much to offer and rallies to showcase the jewels within our community. I have a great interest in cultural diversity as well as the economic development piece that these relationships bring. I enjoy connecting different international groups creating collaboration through the International Relations Advisory Council

---

Do you currently serve on a board? Yes

---

If yes, which board(s)? International Relations Advisory Council

---

Do you currently hold a public office? No

---

If so, what office? *Field not completed.*

---

Would you be willing to resign your current office for the appointment you now seek? N/A

---

(Section Break)

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Diversity

*In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.*

---

Gender	Female
--------	--------

---

Race	Asian-American
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Physically Disabled	<i>Field not completed.</i>
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(Section Break)

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Acknowledgement of Terms	I accept these terms.
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Email not displaying correctly? [View it in your browser.](#)

To whom it May Concern:

I would like to be appointed to the Pensacola International Advisory Board. My efforts to acquire the form from the website have been unsuccessful, so I am applying herein.

Name: Nan Harper

Home Address; 45 Via de Luna Drive  
Pensacola Beach, Florida 32561-2003

Business Address Same

:Preferred contact phone: 850-293-9321

Email Address: NanHarper@NanHarper.com

Are you a County Resident? Yes

Do you own property in the city? No

Are you a registered voter in the city/ Yes

Board of Interest: International Relations Advisory Council

Do you currently hold a public office? No

Gender: Female

Race: American

Physically disabled? No

I ACCEPT these terms of diversity.

## Nan Harper Bio

Nan Harper is passionate about the provincial charm of Escambia County and believes in the potential to incorporate its assets into an enclave of educational, cultural, and historic significance as a tourist destination highlighting these areas of interest. The concerted efforts of Visit Pensacola are bringing to fruition many of these expectations.

Nan is Realtor-owner of Island Realty on Pensacola Beach. She is an appointed member of Pensacola's Tourist Development Committee. She has served as President of the Pensacola Association of Realtors and State President of Florida's Women Council of Realtors. She feels that participation in community affairs is important as a service to her fellow citizens. She is a patriot, supporting American values and its invaluable military presence.

She is President of Pensacola's Sister Cities International, with 8 Sister City relationships, two of which have been established during her term as leader of the organization. Economic opportunities have been implemented via these relationships: Spanish Jeweler Jaime Moreno partnered with Pensacola's Rock Hard, for an exposition held at Rock Hard's studio in Pensacola in 2013; olive oil and wine from the Galvez property is now available in Pensacola. Groups from Pensacola and from Málaga visit each year: in May for Gávez Day events in Pensacola, and the Fourth of July, which is celebrated in Spain in the birthplace of General Bernardo de Gálvez, hero of the Battle of Pensacola in 1781. She is currently Governor of the Chapter of Granaderos y Damas de Gálvez in Pensacola.

She formerly served as Chairman of the Pensacola International Relations Committee, and as Vice President of the Pensacola Beach Chamber of Commerce. She recently completed her second term as President of Pensacola Navy League.

This board is visionary in its efforts to incorporate international economic and personal relationships available in our historic First City.

Nan Harper  
Owner-Realtor Island Realty  
45 Via de Luna Drive

[NanHarper@NanHarper.com](mailto:NanHarper@NanHarper.com)

Pensacola Beach, Florida 32561-2003

**Ericka Burnett**

---

**From:** noreply@civicplus.com  
**Sent:** Tuesday, October 29, 2019 2:08 PM  
**To:** Ericka Burnett; Robyn Tice  
**Subject:** Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

**Application for Boards, Authorities, and Commissions - City Council Appointment**

*This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.*

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(Section Break)

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Personal Information

---

Name Jena Melancon

---

Home Address 914 N Baylen St  
Pensacola, FL 32501

---

Business Address 223 Palafox Place, Room 200

---

To which address do you prefer we send correspondence regarding this application? Home

---

Preferred Contact Phone Number(s) 8505950817

---

Email Address [jena@gulfcoastdiplomacy.org](mailto:jena@gulfcoastdiplomacy.org)

---

Upload Resume (optional) [Resume Melancon Oct 2019.pdf](#)

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(Section Break)

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Details

---

Are you a City resident? Yes

---

If yes, which district? 6

---

If yes, how long have you been a City resident? PENSACOLA

---

Do you own property within the City limits? Yes

---

Are you a registered voter in the city? Yes

---

Board(s) of interest: International Relations Advisory Board

---

Please list the reasons for your interest in this position: Serving on the International Relations Advisory Board helps me promote our city to international exchange decision-makers in Washington, D.C., and keeps me aware of partnership opportunities between other internationally focused organizations.

---

Do you currently serve on a board? Yes

---

If yes, which board(s)? International Relations Advisory Board

---

Do you currently hold a public office? No

---

If so, what office? *Field not completed.*

---

Would you be willing to resign your current office for the appointment you now seek? No

---

(Section Break)

---

Diversity

*In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.*

---

Gender Female

---

Race Caucasian

---

Physically Disabled      No

---

(Section Break)

---

Acknowledgement of      I accept these terms.  
Terms

---

Email not displaying correctly? [View it in your browser.](#)

# JENA MELANÇON

## PROFESSIONAL EXPERIENCE

---

6/2008 – present Gulf Coast Citizen Diplomacy Council Pensacola, FL  
*Founder and Executive Director*

- Recruited board members and incorporated the council in August 2008 & successfully petitioned decision-makers in Washington, DC, to include region on US Dept of State (DOS) International Visitor Leadership Program (IVLP) national itinerary.
- Founded & created curriculum for Youth Diplomats Pensacola to promote cross-cultural communication, understanding of US foreign policy, and civic engagement; Facilitate daylong program monthly for 25+ local teens from 2017 to present
- Write proposals & implement projects for an average of 34 federally funded professional exchanges per year, including for the IVLP, the DoS Bureau of International Narcotics and Law Enforcement Affairs, the DoS Central Asia Journalism Program, and the Open World Leadership Program of the U.S. Library of Congress
- Work with national counterparts to structure projects to meet programming objectives
- Create panels, speaking engagements, site visits, workshops, concurrent sessions, social and cultural activities, and school visits for exchanges with two – five professional programming days
- Craft projects, recruit hosts, develop and manage local project budgets, and design and implement 13-day leadership programs for DoS youth programs supporting national program goals using workshops, facilitated discussions, and other experiential activities, averaging two projects per year (2010 – 2019)
- Led national committee and monthly planning sessions (2014-2015) as Co-Chair of the DoS funded four-day 75<sup>th</sup> anniversary of the IVLP held in Washington, D.C., for 900+ attendees; As my DoS counterpart was assigned overseas for the majority of 2014, I was responsible for the coordination and planning of all concurrent sessions, ensuring balance and diversity in themes and presenters.
- Work effectively with interpreters and international liaison officers
- Recruited and manage 150+ volunteers; Supervise two employees
- Write press releases, manage media contacts, and manage social media accounts promoting IVLP and other exchanges in northwest Florida
- Manage and follow federal procurement guidelines in compliance with federal procurement regulations as defined in 2 CFR 200
- Work efficiently with board of directors to promote growth and health of organization
- Led a successful drive to establish an endowed study abroad scholarship at the University of West Florida in memory of a departed IVLP colleague (2017)

2004 – 10/2008 New Orleans Citizen Diplomacy Council Pensacola, FL  
*Program Consultant*

- Worked independently preparing proposals for visiting delegations
- Marketed the council in Washington, DC, to national programming agencies & DoS
- Wrote quarterly newsletter for members and program partners in Washington, DC

2003 - 2004 Council for International Visitors of Greater New Orleans New Orleans, LA  
*Director of Programming*

- Created professional programs for all IVLP projects visiting New Orleans, averaging six per month



- 1994 – 2001     *Mama I Ditya* (Mother & Child)     Moscow, Russia  
*Principal*
- Opened retail store specializing in maternity & juvenile products
  - Organized quarterly shipments of product from the U.S. and Italy
  - In 1996, the Russian-language edition of *Cosmopolitan* recognized *Mama I Ditya* as “the” place to shop for children in Moscow.
  - Supervised and trained twelve employees
- 1999 - 2000     Babygift.com, Inc.     New Orleans, LA  
*Director of Purchasing (Note: The site currently at this domain is not where I worked.)*
- Purchased and organized shipments of products worth over \$300K
  - Dealt effectively with US Customs
  - Supervised and trained four employees

## EDUCATION

---

- 1991 - 1992     Universita' Luigi Bocconi SDA     Milan, Italy  
*Master in International Economics and Management*
- 1985 - 1989     Georgetown University     Washington, DC  
School of Foreign Service  
*Bachelor of Science, Foreign Service (Asian Regional Studies)*
- Certificate in Asian Studies
  - Graduated *cum laude*
- 1987-1988     Sophia University     Tokyo, Japan  
*Junior year abroad*

## SERVICE & AWARDS

---

- 2019-present     Member, Florida Advisory Committee, U.S. Global Leadership Coalition
- 2018-present     Online virtual exchange facilitator, Soliya; Advanced facilitation certificate Dec 2018
- 2018-present     Member, Board of Directors, Ever'man Co-operative Grocery & Café
- 2016     Keynote Speaker for the Florida Association of International Educators
- 2014-present     Member, City of Pensacola International Relations Advisory Board; Chair 2018-2019
- 2013     One of four authors of the training guide *IVLP Fundamentals*
- 2013     Organizer, Service Project for National Council for International Visitors (NCIV)  
National Meeting, *The Postcard Project*, a mentoring project for at-risk youth
- 2010-2012     Member, University of West Florida International Advisory Council
- 2010-2011     Member, NCIV 50<sup>th</sup> Anniversary National Meeting Planning Committee
- 2010     Excellence in Programming Award; NCIV
- 2008-2011     Member, Board of Directors, North Hill Preservation Association; Secretary 2009-2011
- 2008-2009     Acolyte Mother; First United Methodist Church, Pensacola, FL

**Ericka Burnett**

---

**From:** noreply@civicplus.com  
**Sent:** Saturday, October 26, 2019 5:56 AM  
**To:** Ericka Burnett; Robyn Tice  
**Subject:** Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

**Application for Boards, Authorities, and Commissions - City Council Appointment**

*This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.*

*Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.*

*It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to [cityofpensacola.com/council](http://cityofpensacola.com/council) for Council Member contact information. If you have any questions, contact the City Clerk's Office.*

---

(Section Break)

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Personal Information

---

Name Elizabeth Partington

---

Home Address 206 West Lloyd Street

---

Business Address *Field not completed.*

---

To which address do you prefer we send correspondence regarding this application? Home

---

Preferred Contact Phone Number(s) 850-572-5245

---

Email Address [beth-partington@cox.net](mailto:beth-partington@cox.net)

---

Upload Resume (optional) *Field not completed.*

---

(Section Break)

---

Details

---

Are you a City resident? Yes

---

If yes, which district? 6

---

If yes, how long have you been a City resident? 28

---

Do you own property within the City limits? Yes

---

Are you a registered voter in the city? Yes

---

Board(s) of interest: International Relations Advisory Board

---

Please list the reasons for your interest in this position: I would like to continue my volunteer service on this Board. I currently serve as Vice Chair. I enjoy working to develop local interest in various historical and cultural experiences and facilitate positive diplomatic relationships and economic development. It is an honor to promote our City internationally through our sister city relationships and exchanges and to represent our City on this advisory board.

---

Do you currently serve on a board? Yes

---

If yes, which board(s)? International Relations Advisory Board

---

Do you currently hold a public office? No

---

If so, what office? *Field not completed.*

---

Would you be willing to resign your current office for the appointment you now seek? N/A

---

(Section Break)

Diversity

*In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.*

---

Gender Female

---

Race Caucasian

---

Physically Disabled      No

---

(Section Break)

---

Acknowledgement of      I accept these terms.  
Terms

---

Email not displaying correctly? [View it in your browser.](#)

**Ericka Burnett**

---

**From:** noreply@civicplus.com  
**Sent:** Friday, November 8, 2019 2:42 PM  
**To:** Ericka Burnett; Robyn Tice  
**Subject:** Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

**Application for Boards, Authorities, and Commissions - City Council Appointment**

*This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.*

*Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.*

*It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to [cityofpensacola.com/council](http://cityofpensacola.com/council) for Council Member contact information. If you have any questions, contact the City Clerk's Office.*

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(Section Break)

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Personal Information

---

Name	Douglas Trelfa
Home Address	10051 Huntsman Path Pensacola, FL
Business Address	<i>Field not completed.</i>
To which address do you prefer we send correspondence regarding this application?	<i>Field not completed.</i>
Preferred Contact Phone Number(s)	213-700-9469
Email Address	<a href="mailto:dtrelfa@uwf.edu">dtrelfa@uwf.edu</a>
Upload Resume (optional)	<i>Field not completed.</i>

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(Section Break)

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Details

---

Are you a City resident? Yes

---

If yes, which district? 7

---

If yes, how long have you been a City resident? 6

---

Do you own property within the City limits? Yes

---

Are you a registered voter in the city? Yes

---

Board(s) of interest: International Relations Advisory Council

---

Please list the reasons for your interest in this position: work in international education

---

Do you currently serve on a board? Yes

---

If yes, which board(s)? International Relations Advisory Council

---

Do you currently hold a public office? No

---

If so, what office? *Field not completed.*

---

Would you be willing to resign your current office for the appointment you now seek? N/A

---

(Section Break)

---

Diversity

*In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.*

---

Gender Male

---

Race Asian-American

---

Physically Disabled No

---

(Section Break)

Acknowledgement of Terms I accept these terms.

---

Email not displaying correctly? [View it in your browser.](#)

**Ballot – International Relations Advisory Board**

December 12, 2019

*Two (2) year term expiring December 31, 2021*

***Member***

\_\_\_\_\_ Laverne Baker

\_\_\_\_\_ Nan Harper

\_\_\_\_\_ Jena Melancon

\_\_\_\_\_ Elizabeth Partington

\_\_\_\_\_ Douglas Trelfa

**Vote for Five**

Signed: \_\_\_\_\_  
Council Member





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00529

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

2020 CITY COUNCIL MEETING SCHEDULE

**RECOMMENDATION:**

That City Council adopt the 2020 City Council Meeting Schedule.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The City Charter requires the City Council to schedule a regular council meeting at least once per month. It is customary for the City Council to establish its regular meeting schedule for the following calendar year in December of each year.

Adoption of this action will set the City Council meeting schedule for 2020.

**PRIOR ACTION:**

January 17, 2019 - City Council adopted the 2019 City Council Meeting Schedule

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

None

**STAFF CONTACT:**

Don Kraher, Council Executive

**ATTACHMENTS:**

- 1) 2020 City Council Meeting Schedule - Proposed

**PRESENTATION:** No

## 2020 PENSACOLA CITY COUNCIL

Month	Agenda Conference	Council Meeting
January	Monday, 13th	Thursday, 16th
February	Monday, 10th	Thursday, 13th
	Monday, 24th	Thursday, 27th
March	Monday, 9th	Thursday, 12th
	Monday, 23rd	Thursday, 26th
April	Monday, 6th	Thursday, 9th
	Monday, 20th	Thursday, 23th
May	Monday, 11th	Thursday, 14th
	<b>Tuesday, 26th</b>	Thursday, 28th
June	Monday, 8th	Thursday, 11th
July	Monday, 13th	Thursday, 16th
August	Monday, 10th	Thursday, 13th
September	<b>Tuesday, 8th</b>	Thursday, 10th
	Monday, 21st	Thursday, 24th
October	Monday, 5th	Thursday, 8th

OCTOBER

Monday, 19th

Thursday, 22nd

November

Monday 9th

Thursday, 12th

December

Monday, 7th

Thursday, 10th

## **. SCHEDULE OF MEETINGS**

**Special Council Meeting**

**Due Date for Agenda Items**

9/9 1st Budget Public Hearing 5:30 p.m. 9/16  
Final Budget Public Hearing 5:30 p.m.

**11/24 Special Meetings** 1) **11:45 a.m.** Meeting  
to recognize out-going Council Members &  
ratify Council's actions 2) **12:00 Noon**  
Swearing in of Council Elect & election of  
Council President & Vice President



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00479

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

PUBLIC HEARING - REQUEST FOR VOLUNTARY ANNEXATION - BAPTIST HOSPITAL OWNED PROPERTIES

**RECOMMENDATION:**

That City Council conduct the second of two (2) required public hearings on December 12, 2019 to consider the voluntary annexation of thirty-four (34) parcels owned by Baptist Hospital.

**HEARING REQUIRED:** Public

**SUMMARY:**

Baptist Health Care officially requested Annexation into the City of Pensacola on October 17, 2019. The requested parcels are located in the southwest quadrant of I-110 and Brent Lane which is in an unincorporated portion of Escambia County. The proposed area for annexation is on the west border of the City and is referred to as "Baptist Annexation Area."

The Baptist Annexation Area is contiguous to the City and encompasses approximately fifty-three (53) acres. When added to the City's current area of 16,057 acres, the new proposed City area would be 16,110 acres.

Approval of the annexation request will necessitate a subsequent amendment to the City's Zoning and Future Land Use Maps to include the subject properties. The recommended designation of C-3 is consistent with the adjacent industrially and commercially zoned properties currently located within the City limits. Additionally, Baptist Health Care will request the vacation of the following rights-of-way within the annexed area subject to City Council approval: Rawson lane from Brent Lane to Corday Street, Corday Street from Dixie Drive to 1-110 and Joe Elliot Way in its entirety.

F.S. 171.0413 provides that:

Annexation procedures.-Any municipality may annex contiguous, compact, unincorporated territory in the following manner:

(1) An ordinance proposing to annex an area of contiguous, compact, unincorporated territory shall be adopted by the governing body of the annexing municipality pursuant to the procedure for the adoption of a nonemergency ordinance established by s. 166.041. Prior to the adoption of the ordinance of annexation, the local governing body shall hold at least two advertised public hearings. The first public hearing shall be on a weekday at least 7 days after the day that the first advertisement is published. The second public hearing shall be held on a weekday at least 5 days after the day that the second advertisement is published. Each such ordinance shall propose only one reasonably compact area to be annexed. However, prior to the ordinance of annexation becoming effective, a referendum on annexation shall be held as set out below, and, if approved by the referendum, the ordinance shall become effective 10 days after the referendum or as otherwise provided in the ordinance, but not more than 1 year following the date of the referendum.

(6) Notwithstanding subsections (1) and (2), if the area proposed to be annexed does not have any registered electors on the date the ordinance is finally adopted, a vote of electors of the area proposed to be annexed is not required. In addition to the requirements of subsection (5), the area may not be annexed unless the owners of more than 50 percent of the parcels of land in the area proposed to be annexed consent to the annexation. If the governing body does not choose to hold a referendum of the annexing municipality pursuant to subsection (2), then the property owner consents required pursuant to subsection (5) shall be obtained by the parties proposing the annexation prior to the final adoption of the ordinance, and the annexation ordinance shall be effective upon becoming a law or as otherwise provided in the ordinance.

Therefore, in accordance with paragraph (6) of F.S. 171.0413, a referendum is not required as there are no registered electors on the parcels in the proposed annexation area. Pursuant to F.S. 171.044, no referendum is required for a voluntary annexation request.

**PRIOR ACTION:**

November 14, 2019 - The City Council conducted the first of two required public hearings.

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

The City would receive stormwater and franchise fees and where applicable, ad valorem and public service tax revenues from the subject parcels as well as from any future improvements.

**CITY ATTORNEY REVIEW:** Yes

10/27/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Kerrith Fiddler, Deputy City Administrator - Community Development



Sherry H. Morris, Planning Services Administrator

**ATTACHMENTS:**

- 1) Letter from Baptist Hospital requesting annexation of parcels dated 10/17/19
- 2) Map of Annexation Area - Baptist Hospital Properties and Adjacent Properties
- 3) Proposed Ordinance Draft
- 4) Aerial Map Requested During Agenda Conference
- 5) Proof of Publication - Public Hearing
- 6) Overhead Graphics

**PRESENTATION:** No



1717 North "E" Street  
Suite 320  
Post Office Box 17500  
Pensacola, Florida 32522-7500  
Phone 850 434 4011

October 17, 2019

Mrs. Sherry H. Morris, AICP  
Planning Services Administrator  
City of Pensacola  
P.O. Box 12910  
Pensacola, FL 32521

RE: Baptist Hospital – Brent Lane  
City Annexation

Dear Sherry:

Baptist Health Care would like to officially request Annexation into The City of Pensacola. The requested parcels are located in the southwest quadrant of I-110 and Brent Lane which is in an unincorporated portion of Escambia County. The parcels requested for annexation are as follows and as described on the attached description and sketch (Exhibit "A") which indicates the boundary of the parcels to be annexed.

48-1S-30-3100-000-002, 48-1S-30-3119-000-001, 48-1S-30-3120-000-000,  
48-1S-30-3122-000-000, 48-1S-30-3103-005-002, 48-1S-30-3103-000-002,  
48-1S-30-3103-004-002, 48-1S-30-3100-000-004, 48-1S-30-3100-000-005,  
48-1S-30-3100-004-001, 48-1S-30-3100-009-001, 48-1S-30-3100-009-002,  
48-1S-30-3100-005-001, 48-1S-30-3100-000-001, 48-1S-30-3100-002-001,  
48-1S-30-3100-011-001, 48-1S-30-3100-010-001, 48-1S-30-3100-012-001,  
48-1S-30-3100-007-001, 48-1S-30-3100-008-001, 48-1S-30-3100-003-001,  
48-1S-30-3100-001-001, 48-1S-30-3100-015-001, 48-1S-30-3100-013-001,  
48-1S-30-3100-014-001, 48-1S-30-3100-006-001, 48-1S-30-3103-001-004,  
48-1S-30-3103-000-004, 48-1S-30-3104-000-004, 48-1S-30-3111-000-000,  
48-1S-30-3112-000-000, 48-1S-30-3100-000-003, 48-1S-30-3115-000-000,  
48-1S-30-3115-000-002.

Baptist Health Care is requesting a zoning designation of C-3 for all annexed parcels which will allow the most flexibility for the future hospital and supporting facilities. Additionally, Baptist Health Care is requesting the vacation of the following rights-of-way within the property limits. Rawson Lane from Brent Lane to Corday Street, Corday Street from Dixie Drive to I-110 and Joe Elliott Way in its entirety as indicated on the attached Exhibit "B".

Sincerely,

A handwritten signature in blue ink, appearing to read 'John T. Porter', written over a blue circular stamp or watermark.

John T. Porter  
Vice President, Baptist Health Care

Enclosure



Chris Jones - Escambia County Property Appraiser

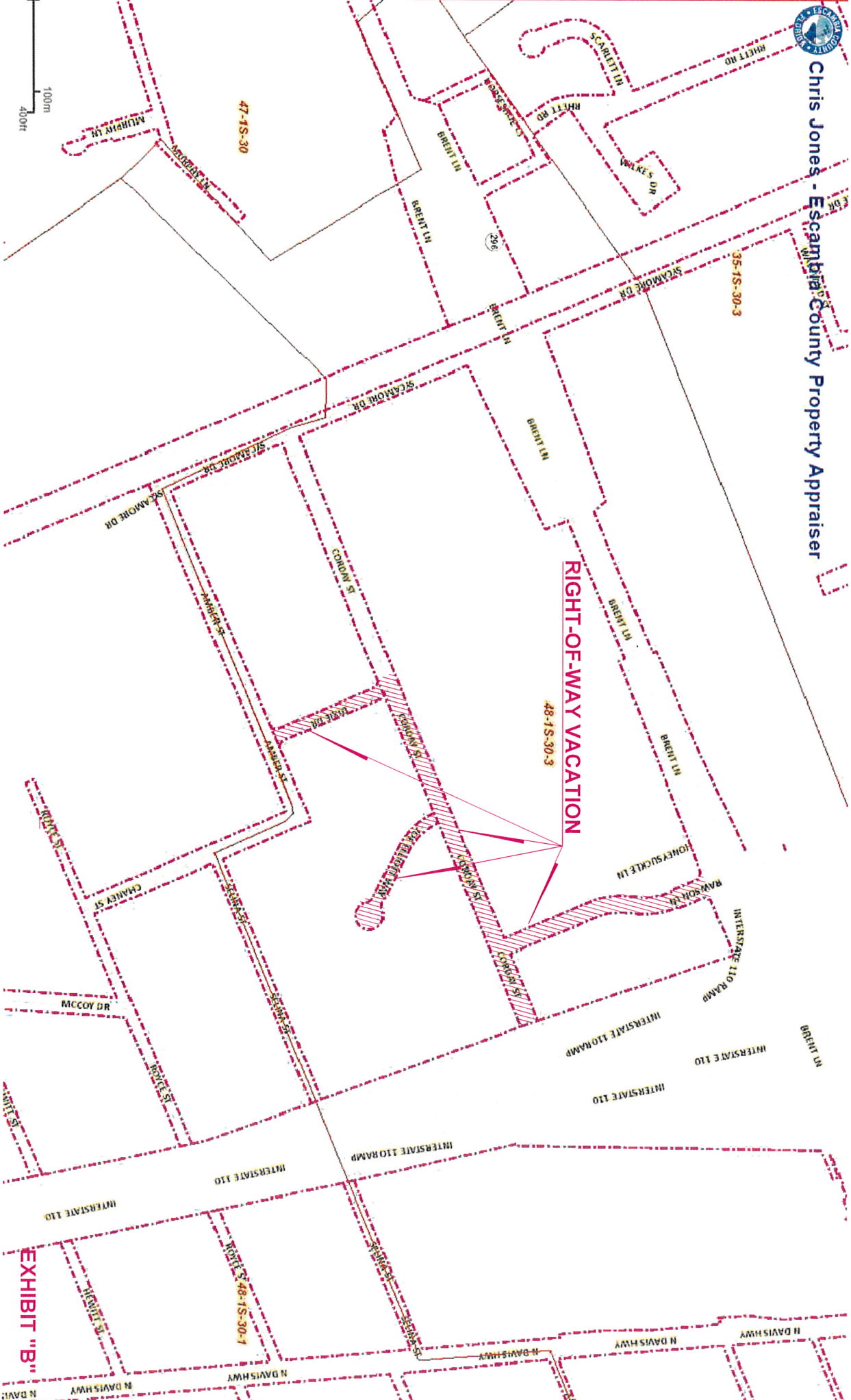


EXHIBIT "B"







Chris Jones - Escambia County Property Appraiser

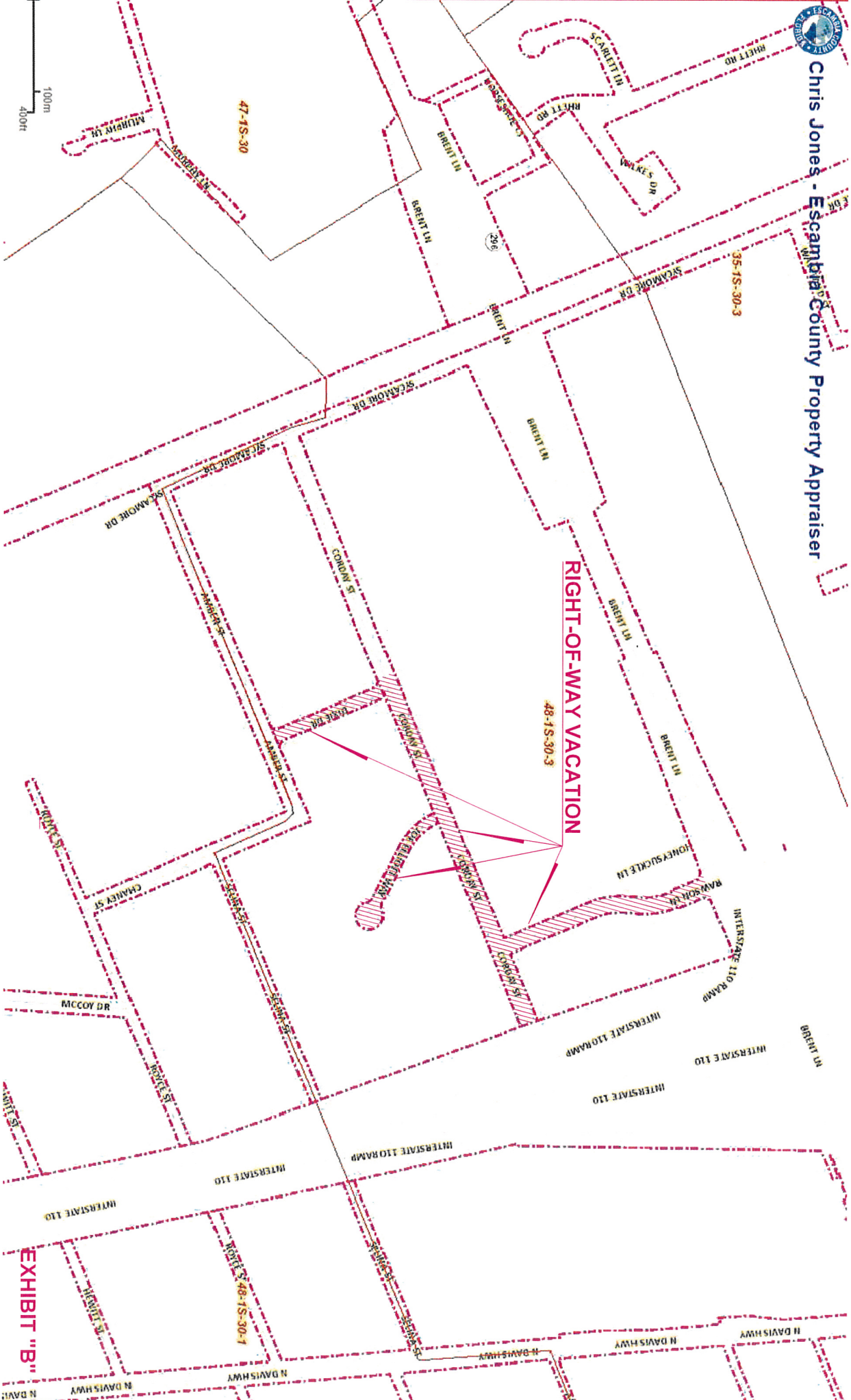


EXHIBIT "B"



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

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

AN ORDINANCE  
TO BE ENTITLED:

AN ORDINANCE INCORPORATING AND ANNEXING A CERTAIN AREA CONTIGUOUS AND ADJACENT TO THE CITY OF PENSACOLA INTO THE CITY OF PENSACOLA, AND DECLARING SAID AREA TO BE A PART OF THE CITY OF PENSACOLA; REPEALING CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Pensacola has found that the property described below is contiguous to the City of Pensacola and reasonably compact in nature; and meets the requirements of Section 171.043, Florida Statutes.

WHEREAS, the City Council of the City of Pensacola has determined that the area described below does not have any registered voters and that the owners of more than 50 percent of the parcels of land in such area consent to such area being annexed into the City of Pensacola as provided by Section 171.0413(6), Florida Statutes; and

WHEREAS, the City Council has caused to be prepared a report setting forth the plans to provide urban services to the area described below, which report is in conformance with the requirements of Section 171.042, Florida Statutes and said report has been distributed in accordance with said act; NOW THEREFORE,

BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. That the City of Pensacola hereby finds and declares that all requirements of law provided by Chapter 171, Florida Statutes, have been met, for the purpose of integrating and annexing said area into the City of Pensacola, the hereafter described area, and that the City of Pensacola does hereby accept into the City of Pensacola the following described properties which are being integrated and annexed by the City of Pensacola and made a part and portion of the City of Pensacola, lying within and hereby incorporated into the City of Pensacola, to-wit:

COMMENCE AT THE INTERSECTION OF THE CENTERLINE OF BRENT LANE (S.R. #296, R/W VARIES) AND THE EASTERLY RIGHT OF WAY (R/W) LINE OF LOUISVILLE AND NASHVILLE RAILROAD (100' R/W), SAID POINT ALSO KNOWN AS THE J.E. SPOON'S NORTHWEST CORNER; THENCE PROCEED SOUTH 22°53'30" EAST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 627.69 FEET; THENCE DEPARTING SAID EASTERLY R/W LINE, PROCEED NORTH 67°03'42" EAST FOR A DISTANCE OF 50.00 FEET TO A POINT ON THE EASTERLY R/W LINE OF SYCAMORE STREET (50' PUBLIC R/W); THENCE PROCEED SOUTH 22°53'30" EAST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 261.02 FEET TO THE INTERSECTION OF SAID EASTERLY R/W LINE AND THE SOUTHERLY R/W LINE OF CORDAY STREET (66' PUBLIC R/W) FOR THE POINT OF BEGINNING; THENCE DEPARTING SAID EASTERLY R/W LINE PROCEED NORTH 67°19'37" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 960.37 FEET TO THE EXTENSION OF THE WESTERLY LINE OF THAT PARCEL AS DESCRIBED IN O.R. BOOK 7653 AT PAGE 674 OF THE PUBLIC RECORDS OF THE AFORESAID ESCAMBIA COUNTY; THENCE DEPARTING SAID SOUTHERLY R/W LINE, PROCEED NORTH 23°03'24" WEST ALONG SAID EXTENSION AND WESTERLY LINE FOR A DISTANCE OF 460.54 FEET TO THE NORTHERLY LINE OF SAID O.R. BOOK 7653 PAGE 674; THENCE DEPARTING SAID EXTENSION AND WESTERLY LINE, PROCEED NORTH 67°04'47" EAST ALONG SAID NORTHERLY LINE FOR A DISTANCE OF 33.56 FEET TO THE WESTERLY LINE OF SAID O.R. BOOK 7653, PAGE 674; THENCE DEPARTING SAID NORTHERLY LINE, PROCEED NORTH 23°04'55" WEST ALONG SAID WESTERLY LINE FOR A DISTANCE OF 395.34 FEET TO THE SOUTHERLY R/W LINE OF BRENT LANE (STATE ROAD No. 296 - PUBLIC R/W VARIES); THENCE DEPARTING SAID WESTERLY LINE, PROCEED NORTH 66°54'12" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 208.38 FEET; THENCE PROCEED SOUTH 23°02'21" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 21.03 FEET; THENCE PROCEED NORTH 68°40'34" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 711.08 FEET; THENCE PROCEED NORTH 66°39'56" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 22.10 FEET; THENCE PROCEED NORTH 66°55'52" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 79.63 FEET; THENCE PROCEED NORTH 71°47'52" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 110.56 FEET; THENCE PROCEED NORTH 66°55'52" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 218.15 FEET TO THE WESTERLY RIGHT OF WAY LINE OF INTERSTATE I-110 (STATE ROAD 8A - PUBLIC R/W VARIES); THENCE DEPARTING SAID SOUTHERLY R/W LINE PROCEED SOUTH 19°18'50" EAST ALONG SAID WESTERLY



R/W LINE FOR A DISTANCE OF 1589.52 FEET TO THE NORTHERLY R/W LINE OF SELINA STREET (40' PUBLIC R/W); THENCE DEPARTING SAID WESTERLY R/W, PROCEED SOUTH 67°05'49" WEST ALONG SAID NORTHERLY R/W LINE FOR DISTANCE OF 944.63 FEET TO THE EASTERLY R/W LINE OF CHANEY STREET (66' PUBLIC R/W); THENCE DEPARTING SAID NORTHERLY R/W LINE, PROCEED NORTH 22°55'14" WEST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 354.55 FEET TO THE NORTHERLY R/W LINE OF AMBER STREET (66' PUBLIC R/W); THENCE DEPARTING SAID EASTERLY R/W PROCEED SOUTH 67°04'53" WEST ALONG SAID NORTHERLY R/W LINE FOR A DISTANCE OF 506.47 FEET TO THE WESTERLY LINE OF THAT PARCEL AS DESCRIBED IN O.R. BOOK 8072 AT PAGE 158 OF THE PUBLIC RECORDS OF THE AFORESAID ESCAMBIA COUNTY, FLORIDA; THENCE DEPARTING SAID NORTHERLY R/W LINE PROCEED NORTH 22°54'01" WEST ALONG SAID WESTERLY LINE FOR A DISTANCE OF 104.93 FEET TO THE SOUTHERLY LINE OF THAT PARCEL AS DESCRIBED IN O.R. BOOK 8029 AT PAGE 812 OF THE PUBLIC RECORDS OF THE AFORESAID ESCAMBIA COUNTY, FLORIDA; THENCE DEPARTING SAID WESTERLY LINE, PROCEED SOUTH 67°03'22" WEST ALONG SAID SOUTHERLY LINE FOR A DISTANCE OF 790.16 FEET TO THE AFORESAID EASTERLY R/W LINE OF SYCAMORE STREET; THENCE DEPARTING SAID SOUTHERLY LINE, PROCEED NORTH 22°53'30" WEST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 323.54 FEET TO THE POINT OF BEGINNING. LYING IN AND BEING A PORTION OF SECTION 48, TOWNSHIP 1 SOUTH, RANGE 30 WEST, ESCAMBIA COUNTY, FLORIDA AND CONTAINING 53.52 ACRES MORE OR LESS.

A map depicting the area to be annexed is attached hereto as Exhibit A.

SECTION 2. If any word, phrase, clause, paragraph, section or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provision or applications of the ordinance which can be given effect without the invalid or unconstitutional provisions or application, and to this end the provisions of this ordinance are declared severable.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

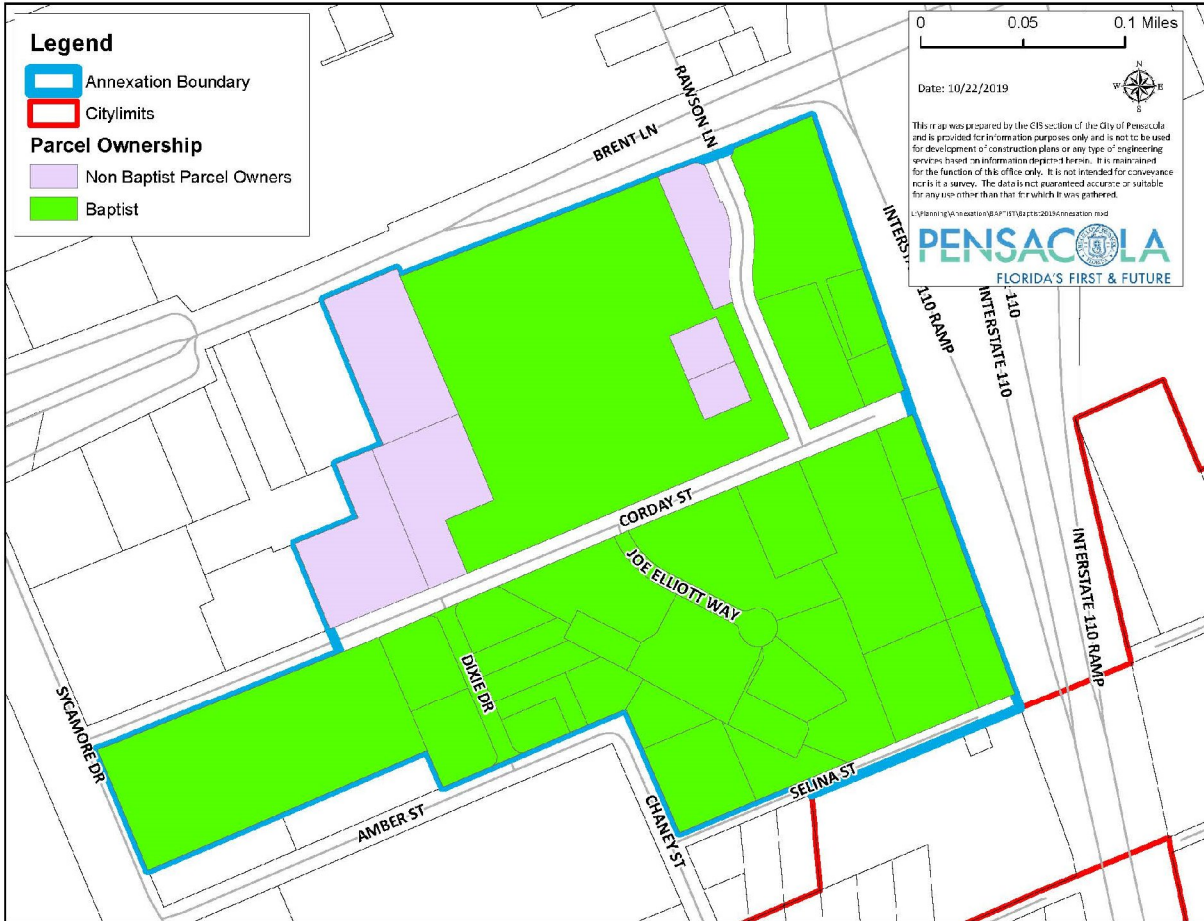
SECTION 4. This ordinance shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: \_\_\_\_\_




Approved: \_\_\_\_\_  
President of City Council

Attest:

\_\_\_\_\_  
City Clerk





 Escambia County  
 Citylimits as of 11/13/19  
 Proposed Baptist Annexation

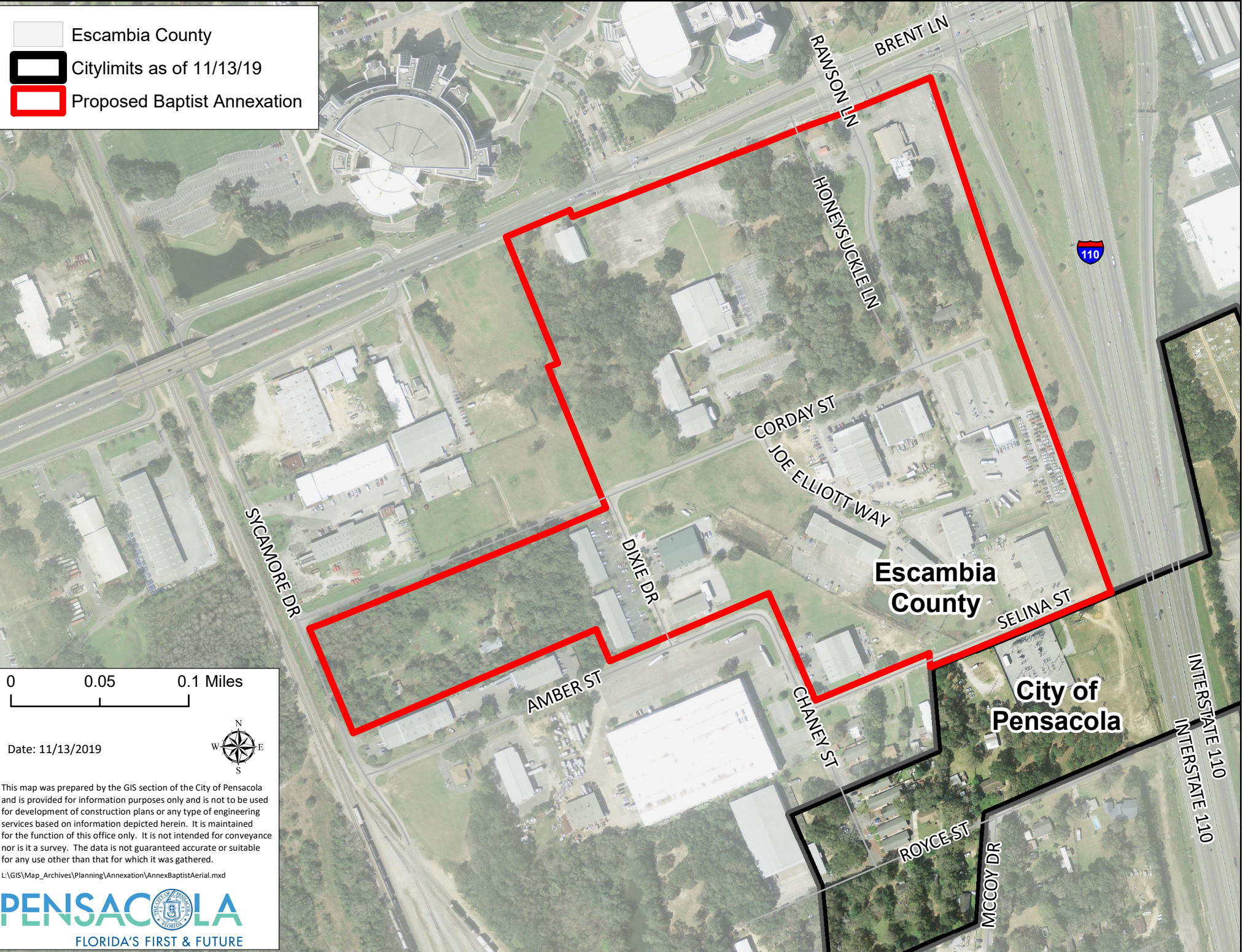


Date: 11/13/2019



This map was prepared by the GIS section of the City of Pensacola and is provided for information purposes only and is not to be used for development of construction plans or any type of engineering services based on information depicted herein. It is maintained for the function of this office only. It is not intended for conveyance nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.

L:\GIS\Map\_Archives\Planning\Annexation\AnnexBaptistAerial.mxd





**From:** Sherry Morris

**Sent:** Wednesday, November 13, 2019 9:01 AM

**To:** Don Kraher <[DKraher@cityofpensacola.com](mailto:DKraher@cityofpensacola.com)>

**Cc:** Grover C. Robinson, IV <[GRobinson@cityofpensacola.com](mailto:GRobinson@cityofpensacola.com)>; Christopher L. Holley <[CHolley@cityofpensacola.com](mailto:CHolley@cityofpensacola.com)>; Keith Wilkins <[KWilkins@cityofpensacola.com](mailto:KWilkins@cityofpensacola.com)>; Kerrith Fiddler <[KFiddler@cityofpensacola.com](mailto:KFiddler@cityofpensacola.com)>; Susan Woolf <[swoolf@cityofpensacola.com](mailto:swoolf@cityofpensacola.com)>; Ericka Burnett <[EBurnett@cityofpensacola.com](mailto:EBurnett@cityofpensacola.com)>

**Subject:** Baptist Annexation

Don,

See attached. Per the discussion at the Agenda Conference yesterday, I asked Paul Kelly to create a map that better illustrates the relationship between the area proposed for annexation, and the existing City limits. I believe this will help to clarify that there are no enclaves being created, and, while the City limit lines will still be rather irregular, it is all contiguous property being voluntarily annexed which complies with state statutory requirements.

## **Sherry Morris, AICP**

*Planning Services Administrator*

Visit us at <http://cityofpensacola.com>

222 W Main St.

Pensacola, FL 32502

Office: 850.435-1670

[smorris@cityofpensacola.com](mailto:smorris@cityofpensacola.com)



*Florida has a very broad public records law. As a result, any written communication created or received by City of Pensacola officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by*

PLANNING/CITY OF PEN/LEGAL AD  
180 W GOVERNMENT ST

PENSACOLA, FL 32502

Published Daily-Pensacola, Escambia County, FL

**PROOF OF PUBLICATION**

State of Florida  
County of Escambia:

Before the undersigned authority personally appeared said legal clerk, who on oath says that he or she is a Legal Advertising Representative of the Pensacola News Journal, a daily newspaper published in Escambia County, Florida that the attached copy of advertisement, being a Legal Ad in the matter of

**NOTICE OF PUBLIC HEARING**

as published in said newspaper in the issue(s) of:

11/04/19

Affiant further says that the said Pensacola News Journal is a newspaper in said Escambia County, Florida and that the said newspaper has heretofore been continuously published in said Escambia County, Florida, and has been entered as second class matter at the Post Office in said Escambia County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or coporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and Subscribed before me this 4th of November 2019, by legal clerk who is personally known to me

  
\_\_\_\_\_  
Affiant

  
\_\_\_\_\_  
Notary Public State of Wisconsin, County of Brown

10-23-23

My commission expires

**This is not an invoice**

Publication Cost: \$265.70  
Ad No: 0003877082

NOTICE OF PUBLIC HEARING

On Thursday, November 14, 2019 at 5:30 p.m. in the Council Chambers of City Hall, 222 West Main Street, the Pensacola City Council will conduct a public hearing to consider the following:

- PUBLIC HEARING – Request for Voluntary Annexation - Baptist Hospital Owned Properties
- PUBLIC HEARING – Request for Future Land Use and Zoning Map Amendment – 14 West Jordan Street.

You are not required to respond or take any action regarding this notice; but if you wish to speak before the City Council on this subject, you are invited to be present at the scheduled hearing.

If any person decides to appeal any decision made with respect to any matter considered at this meeting, such person will need a record of the proceedings,

and that for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

For additional information on this matter, please call Planning Services at (850) 435-1670.

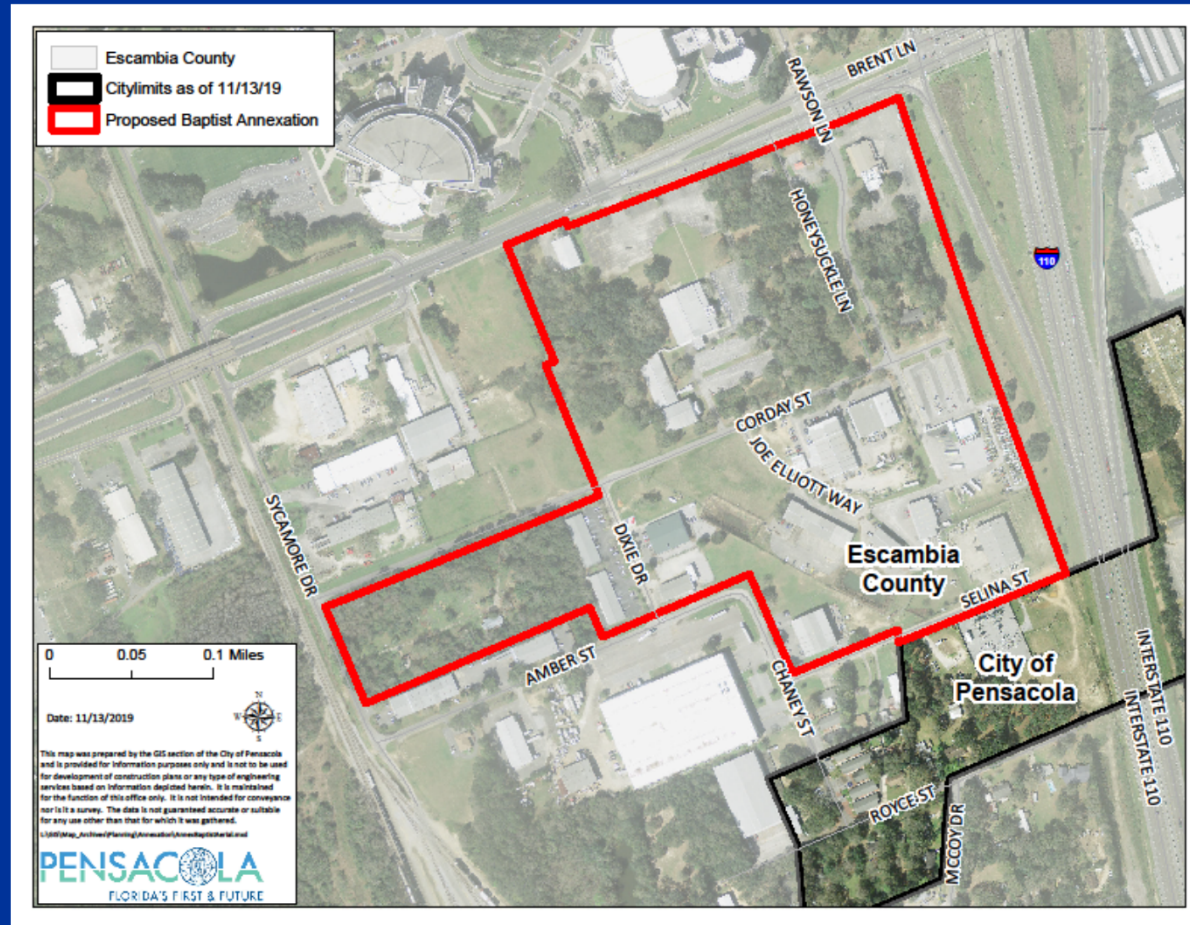
By direction of the City Council.

Ericka L. Burnett  
City Clerk

Legal No. 0003877082 1T November 4, 2019

**PANG PAPPATHOPOULOS**  
Notary Public  
State of Wisconsin

# Request for Voluntary Annexation Baptist Hospital-Owned Properties





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 37-19

City Council

1/16/2020

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

PROPOSED ORDINANCE NO. 37-19 - REQUEST FOR VOLUNTARY ANNEXATION - BAPTIST HOSPITAL OWNED PROPERTIES

**RECOMMENDATION:**

That City Council adopt Proposed Ordinance No. 37-19 on second reading.

AN ORDINANCE INCORPORATING AND ANNEXING A CERTAIN AREA CONTIGUOUS AND ADJACENT TO THE CITY OF PENSACOLA INTO THE CITY OF PENSACOLA, AND DECLARING SAID AREA TO BE A PART OF THE CITY OF PENSACOLA; REPEALING CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

Baptist Health Care officially requested Annexation into the City of Pensacola on October 17, 2019. The requested parcels are located in the southwest quadrant of I-110 and Brent Lane which is in an unincorporated portion of Escambia County. The proposed area for annexation is on the west border of the City and is referred to as "Baptist Annexation Area".

The Baptist Annexation Area is contiguous to the City and encompasses approximately fifty-three (53) acres. When added to the City's current area of 16,057 acres, the new proposed City area would be 16,110 acres.

Approval of the annexation request will necessitate a subsequent amendment to the City's Zoning and Future Land Use Maps to include the subject properties. The recommended designation of C-3 is consistent with the adjacent industrially and commercially zoned properties currently located within the City limits. Additionally, Baptist Health Care will request the vacation of the following rights-of-way within the annexed area subject to City Council approval: Rawson lane from Brent Lane to Corday Street, Corday Street from Dixie Drive to 1-110 and Joe Elliot Way in its entirety.

F.S. 171.0413 provides that:



Annexation procedures.-Any municipality may annex contiguous, compact, unincorporated territory in the following manner:

(1) An ordinance proposing to annex an area of contiguous, compact, unincorporated territory shall be adopted by the governing body of the annexing municipality pursuant to the procedure for the adoption of a nonemergency ordinance established by s. 166.041. Prior to the adoption of the ordinance of annexation, the local governing body shall hold at least two advertised public hearings. The first public hearing shall be on a weekday at least 7 days after the day that the first advertisement is published. The second public hearing shall be held on a weekday at least 5 days after the day that the second advertisement is published. Each such ordinance shall propose only one reasonably compact area to be annexed. However, prior to the ordinance of annexation becoming effective, a referendum on annexation shall be held as set out below, and, if approved by the referendum, the ordinance shall become effective 10 days after the referendum or as otherwise provided in the ordinance, but not more than 1 year following the date of the referendum.

(6) Notwithstanding subsections (1) and (2), if the area proposed to be annexed does not have any registered electors on the date the ordinance is finally adopted, a vote of electors of the area proposed to be annexed is not required. In addition to the requirements of subsection (5), the area may not be annexed unless the owners of more than 50 percent of the parcels of land in the area proposed to be annexed consent to the annexation. If the governing body does not choose to hold a referendum of the annexing municipality pursuant to subsection (2), then the property owner consents required pursuant to subsection (5) shall be obtained by the parties proposing the annexation prior to the final adoption of the ordinance, and the annexation ordinance shall be effective upon becoming a law or as otherwise provided in the ordinance.

Therefore, in accordance with paragraph (6) of F.S. 171.0413, a referendum is not required as there are no registered electors on the parcels in the proposed annexation area.

Moreover, the entire area to be annexed is owned by the requesting party or one of its wholly owned subsidiary entities. Because of these circumstances, the annexation procedure set forth in F.S. 171.044 also applies and supports annexation: "(1) The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality." The City Attorney's office, after the initial review on October 31, has continued to monitor to ensure the process set forth in the remaining paragraphs of F.S. 171.044 has been followed.

**PRIOR ACTION:**

December 12, 2019 the City Council voted to approve Proposed Ordinance No. 37-19 on first reading.

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

The City would receive stormwater and franchise fees and where applicable, ad valorem and public service tax revenues from the subject parcels as well as from any future improvements.

**CITY ATTORNEY REVIEW:** Yes

10/31/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Kerrith Fiddler, Deputy City Administrator - Community Development  
Sherry H. Morris, Planning Services Administrator

**ATTACHMENTS:**

- 1) Proposed Ordinance No. 37-19
- 2) Map of Annexation Area - Baptist Hospital Properties and Adjacent Properties
- 3) Property Appraiser Map and Draft Survey of Annexation Area - Baptist Hospital Properties and Adjacent Properties

**PRESENTATION:** No

PROPOSED  
ORDINANCE NO. 37-19

ORDINANCE NO. \_\_\_\_

AN ORDINANCE  
TO BE ENTITLED:

AN ORDINANCE INCORPORATING AND ANNEXING A CERTAIN AREA CONTIGUOUS AND ADJACENT TO THE CITY OF PENSACOLA INTO THE CITY OF PENSACOLA, AND DECLARING SAID AREA TO BE A PART OF THE CITY OF PENSACOLA; REPEALING CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Pensacola has found that the property described below is contiguous to the City of Pensacola and reasonably compact in nature; and meets the requirements of Section 171.043, Florida Statutes, and Section 171.044.

WHEREAS, the City Council of the City of Pensacola has determined that the area described below does not have any registered voters and that the owners of more than 50 percent of the parcels of land in such area consent to such area being annexed into the City of Pensacola as provided by Section 171.0413(6), Florida Statutes; and

WHEREAS, the City Council has caused to be prepared a report setting forth the plans to provide urban services to the area described below, which report is in conformance with the requirements of Section 171.042, Florida Statutes and said report has been distributed in accordance with said act; NOW THEREFORE,

BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. That the City of Pensacola hereby finds and declares that all requirements of law provided by Chapter 171, Florida Statutes, have been met, for the purpose of integrating and annexing said area into the City of Pensacola, the hereafter described area, and that the City of Pensacola does hereby accept into the City of Pensacola the following described properties which are being integrated and annexed by the City of Pensacola and made a part and portion of the City of Pensacola, lying within and hereby incorporated into the City of Pensacola, to-wit:

COMMENCE AT THE INTERSECTION OF THE CENTERLINE OF BRENT LANE (S.R. #296, R/W VARIES) AND THE EASTERLY RIGHT OF WAY (R/W) LINE OF LOUISVILLE AND NASHVILLE RAILROAD (100' R/W), SAID POINT ALSO KNOWN AS THE J.E. SPOON'S NORTHWEST CORNER; THENCE PROCEED SOUTH 22°53'30" EAST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 627.69 FEET; THENCE DEPARTING SAID EASTERLY R/W LINE, PROCEED NORTH 67°03'42" EAST FOR A DISTANCE OF 50.00 FEET TO A POINT ON THE EASTERLY R/W LINE OF SYCAMORE STREET (50' PUBLIC R/W); THENCE PROCEED SOUTH 22°53'30" EAST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 261.02 FEET TO THE INTERSECTION OF SAID EASTERLY R/W LINE AND THE SOUTHERLY R/W LINE OF CORDAY STREET (66' PUBLIC R/W) FOR THE POINT OF BEGINNING; THENCE DEPARTING SAID EASTERLY R/W LINE PROCEED NORTH 67°19'37" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 960.37 FEET TO THE EXTENSION OF THE WESTERLY LINE OF THAT PARCEL AS DESCRIBED IN O.R. BOOK 7653 AT PAGE 674 OF THE PUBLIC RECORDS OF THE AFORESAID ESCAMBIA COUNTY; THENCE DEPARTING SAID SOUTHERLY R/W LINE, PROCEED NORTH 23°03'24" WEST ALONG SAID EXTENSION AND WESTERLY LINE FOR A DISTANCE OF 460.54 FEET TO THE NORTHERLY LINE OF SAID O.R. BOOK 7653 PAGE 674; THENCE DEPARTING SAID EXTENSION AND WESTERLY LINE, PROCEED NORTH 67°04'47" EAST ALONG SAID NORTHERLY LINE FOR A DISTANCE OF 33.56 FEET TO THE WESTERLY LINE OF SAID O.R. BOOK 7653, PAGE 674; THENCE DEPARTING SAID NORTHERLY LINE, PROCEED NORTH 23°04'55" WEST ALONG SAID WESTERLY LINE FOR A DISTANCE OF 395.34 FEET TO THE SOUTHERLY R/W LINE OF BRENT LANE (STATE ROAD No. 296 - PUBLIC R/W VARIES); THENCE DEPARTING SAID WESTERLY LINE, PROCEED NORTH 66°54'12" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 208.38 FEET; THENCE PROCEED SOUTH 23°02'21" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 21.03 FEET; THENCE PROCEED NORTH 68°40'34" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 711.08 FEET; THENCE PROCEED NORTH 66°39'56" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 22.10 FEET; THENCE PROCEED NORTH 66°55'52" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 79.63 FEET; THENCE PROCEED NORTH 71°47'52" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 110.56 FEET;

THENCE PROCEED NORTH 66°55'52" EAST ALONG SAID SOUTHERLY R/W LINE FOR A DISTANCE OF 218.15 FEET TO THE WESTERLY RIGHT OF WAY LINE OF INTERSTATE I-110 (STATE ROAD 8A - PUBLIC R/W VARIES); THENCE DEPARTING SAID SOUTHERLY R/W LINE PROCEED SOUTH 19°18'50" EAST ALONG SAID WESTERLY R/W LINE FOR A DISTANCE OF 1589.52 FEET TO THE NORTHERLY R/W LINE OF SELINA STREET (40' PUBLIC R/W); THENCE DEPARTING SAID WESTERLY R/W, PROCEED SOUTH 67°05'49" WEST ALONG SAID NORTHERLY R/W LINE FOR DISTANCE OF 944.63 FEET TO THE EASTERLY R/W LINE OF CHANEY STREET (66' PUBLIC R/W); THENCE DEPARTING SAID NORTHERLY R/W LINE, PROCEED NORTH 22°55'14" WEST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 354.55 FEET TO THE NORTHERLY R/W LINE OF AMBER STREET (66' PUBLIC R/W); THENCE DEPARTING SAID EASTERLY R/W PROCEED SOUTH 67°04'53" WEST ALONG SAID NORTHERLY R/W LINE FOR A DISTANCE OF 506.47 FEET TO THE WESTERLY LINE OF THAT PARCEL AS DESCRIBED IN O.R. BOOK 8072 AT PAGE 158 OF THE PUBLIC RECORDS OF THE AFORESAID ESCAMBIA COUNTY, FLORIDA; THENCE DEPARTING SAID NORTHERLY R/W LINE PROCEED NORTH 22°54'01" WEST ALONG SAID WESTERLY LINE FOR A DISTANCE OF 104.93 FEET TO THE SOUTHERLY LINE OF THAT PARCEL AS DESCRIBED IN O.R. BOOK 8029 AT PAGE 812 OF THE PUBLIC RECORDS OF THE AFORESAID ESCAMBIA COUNTY, FLORIDA; THENCE DEPARTING SAID WESTERLY LINE, PROCEED SOUTH 67°03'22" WEST ALONG SAID SOUTHERLY LINE FOR A DISTANCE OF 790.16 FEET TO THE AFORESAID EASTERLY R/W LINE OF SYCAMORE STREET; THENCE DEPARTING SAID SOUTHERLY LINE, PROCEED NORTH 22°53'30" WEST ALONG SAID EASTERLY R/W LINE FOR A DISTANCE OF 323.54 FEET TO THE POINT OF BEGINNING. LYING IN AND BEING A PORTION OF SECTION 48, TOWNSHIP 1 SOUTH, RANGE 30 WEST, ESCAMBIA COUNTY, FLORIDA AND CONTAINING 53.52 ACRES MORE OR LESS.

A map depicting the area to be annexed is attached hereto as Exhibit A.

SECTION 2. If any word, phrase, clause, paragraph, section or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provision or applications of the ordinance which can be given effect without the invalid or unconstitutional provisions or application, and to this end the provisions of this ordinance are declared severable.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

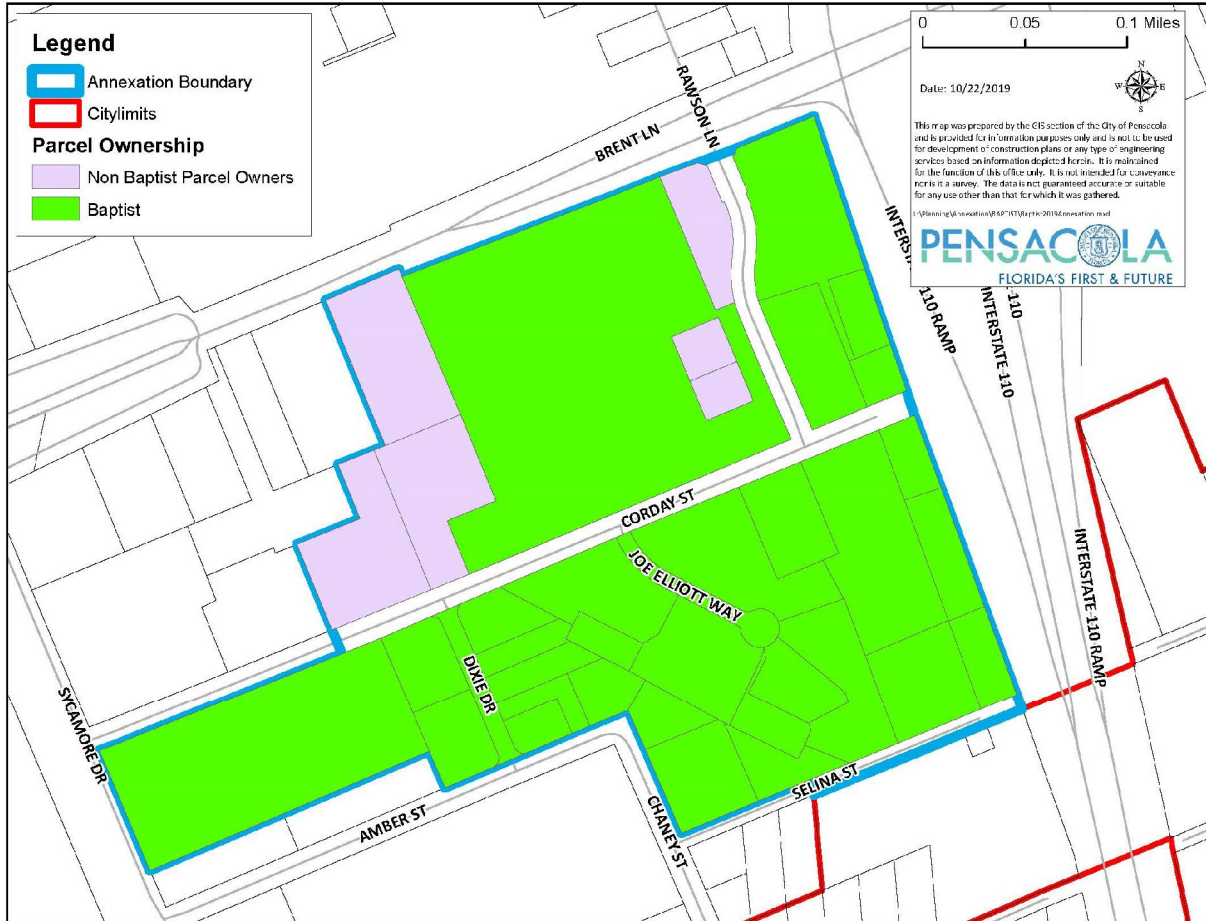
SECTION 4. This ordinance shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_  
President of City Council




Attest:

\_\_\_\_\_  
City Clerk



# Legend

## Parcel Ownership

-  Baptist
-  Citylimits
-  Annexation Boundary

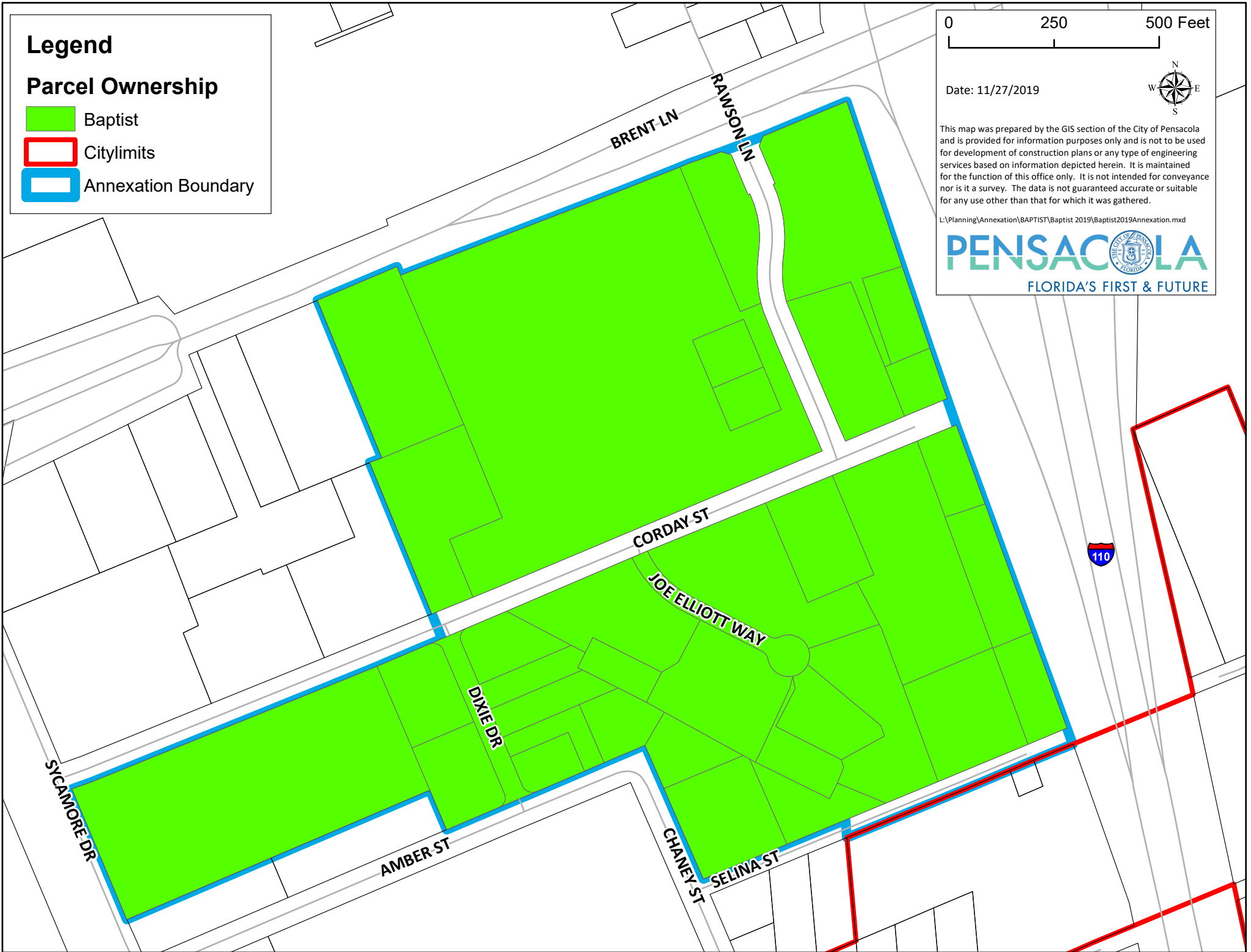
0 250 500 Feet

Date: 11/27/2019



This map was prepared by the GIS section of the City of Pensacola and is provided for information purposes only and is not to be used for development of construction plans or any type of engineering services based on information depicted herein. It is maintained for the function of this office only. It is not intended for conveyance nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.

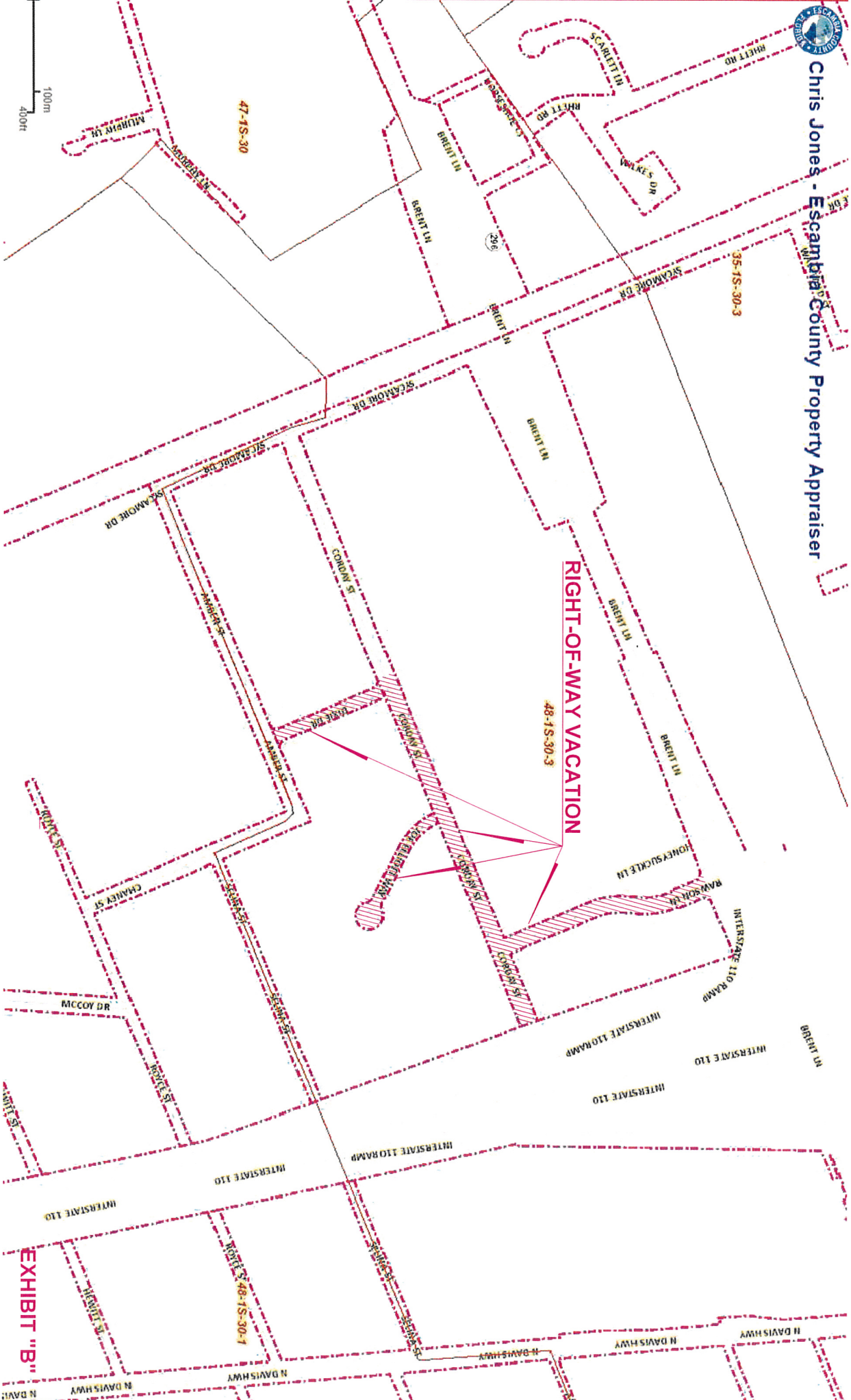
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Chris Jones - Escambia County Property Appraiser



100m  
400ft

EXHIBIT "B"





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00506

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

APPOINTMENT - COMMUNITY REDEVELOPMENT AGENCY BOARD CHAIR

**RECOMMENDATION:**

That City Council appoint one member of the Community Redevelopment Agency (CRA) Board as Chair of the Board for a period of one year, expiring in December 2020.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

Per Sections 3.1 and 3.2 of the Community Redevelopment Agency (CRA) Bylaws, the Chair and Vice Chair shall be elected by the City Council during the month of December. The Chair shall preside at all CRA meetings, execute all instruments in the name of the CRA, appoint committees with approval by the Board, and perform all other duties required by the Board. In the absence of the Chair, the Vice Chair shall exercise all functions of the Chair.

The following Community Redevelopment Agency Board Members have been nominated:

Nominated:

Ann Hill  
Jared Moore

Nominated by:

Moore  
Cannada-Wynn, Jerralds

**PRIOR ACTION:**

City Council appoints the Community Redevelopment Agency Board Chair annually.

**FUNDING:**

Budget: N/A

Actual: N/A

**FINANCIAL IMPACT:**

None.

**STAFF CONTACT:**

Ericka L. Burnett, City Clerk

**ATTACHMENTS:**

- 1) Nomination Form - Ann Hill
- 2) Nomination Forms - Jared Moore
- 3) Ballot

**PRESENTATION:** No

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I Jared Moore, City Council Member, do hereby  
nominate Ann Hill for appointment by the  
City Council for the position of:

**CHAIR  
COMMUNITY REDEVELOPMENT AGENCY**

Provide a brief description of nominee's qualifications:

Ann has the right mix of passion, compassion and tenacity to lead the CRA in a positive  
direction. She has proven to be a leader that listens and takes constructive action.

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*Jared Moore*

\_\_\_\_\_  
City Council Member

I hereby certify that the above  
nomination was submitted to my office  
within the time limitations prescribed by  
the Rules and Procedures of Council.

\_\_\_\_\_  
Ericka L. Burnett, City Clerk

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I Jewel Canada-Wynn, City Council Member, do hereby  
nominate Jared Moore for appointment by the  
City Council for the position of:

**CHAIR  
COMMUNITY REDEVELOPMENT AGENCY**

Provide a brief description of nominee's qualifications:

Board member Moore has done a great job as vice chair  
and will do a wonderful job as chair.

Canada Wynn  
City Council Member

I hereby certify that the above  
nomination was submitted to my office  
within the time limitations prescribed by  
the Rules and Procedures of Council.

Ericka L. Burnett  
Ericka L. Burnett, City Clerk

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I John Terralds, City Council Member, do hereby  
nominate Jared Moore for appointment by the  
City Council for the position of:

**CHAIR  
COMMUNITY REDEVELOPMENT AGENCY**

Provide a brief description of nominee's qualifications:

I recommend council member Jared  
Moore as Chair of the Community Redevelop-  
ment Agency. Jared has served on  
several boards and I feel that he  
will do an excellent job.

John Terralds  
City Council Member

I hereby certify that the above  
nomination was submitted to my office  
within the time limitations prescribed by  
the Rules and Procedures of Council.

Ericka L. Burnett  
Ericka L. Burnett, City Clerk

**Ballot – Chair of Community Redevelopment Agency Board**

December 12, 2019

*Term expiring December, 2020*

\_\_\_\_\_ Ann Hill

\_\_\_\_\_ Jared Moore

**Vote for One**

Signed: \_\_\_\_\_  
**Community Redevelopment Agency Board Member**





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00507

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Jewel Cannada-Wynn

**SUBJECT:**

APPOINTMENT - COMMUNITY REDEVELOPMENT AGENCY BOARD VICE CHAIR

**RECOMMENDATION:**

That City Council appoint one member of the Community Redevelopment Agency (CRA) Board as Vice Chair of the Board for a period of one year, expiring December 2020.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

Per Sections 3.1 and 3.2 of the Community Redevelopment Agency (CRA) Bylaws, the Chair and Vice Chair shall be elected by the City Council during the month of December. The Chair shall preside at all CRA meetings, execute all instruments in the name of the CRA, appoint committees with approval by the Board, and perform all other duties required by the Board. In the absence of the Chair, the Vice Chair shall exercise all functions of the Chair.

The following Community Redevelopment Agency Board Members have been nominated:

Nominated:

Ann Hill  
John Jerrals

Nominated by:

Cannada-Wynn, Jerrals  
Moore

**PRIOR ACTION:**

City Council appoints the Community Redevelopment Agency Board Vice Chair annually.

**FUNDING:**

Budget: N/A

Actual: N/A

**FINANCIAL IMPACT:**

None.

**STAFF CONTACT:**

Ericka L. Burnett, City Clerk

**ATTACHMENTS:**

- 1) Nomination Forms - Ann Hill
- 2) Nomination Form - John Jerralds
- 3) Ballot

**PRESENTATION:** No

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I JEWEL CANNADA-WYNN, City Council Member, do hereby  
nominate ANN Hill for appointment by the  
City Council for the position of:

**VICE CHAIR  
COMMUNITY REDEVELOPMENT AGENCY**

Provide a brief description of nominee's qualifications:

Board member Hill would be great in this leadership role.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cannada-Wynn  
City Council Member

I hereby certify that the above  
nomination was submitted to my office  
within the time limitations prescribed by  
the Rules and Procedures of Council.

Ericka L. Burnett  
Ericka L. Burnett, City Clerk

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I John Ferrabls, City Council Member, do hereby  
nominate Ann Hill for appointment by the  
City Council for the position of:

**VICE CHAIR  
COMMUNITY REDEVELOPMENT AGENCY**

Provide a brief description of nominee's qualifications:

I recommend Council member  
Ann Hill as vice chair of Community  
Redevelopment Agency. I feel that she  
is an excellent candidate for the  
position.

John Ferrabls  
City Council Member

I hereby certify that the above  
nomination was submitted to my office  
within the time limitations prescribed by  
the Rules and Procedures of Council.

Ericka L. Burnett  
Ericka L. Burnett, City Clerk

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I Jared Moore, City Council Member, do hereby  
nominate John Jerralds for appointment by the  
City Council for the position of:

**VICE CHAIR  
COMMUNITY REDEVELOPMENT AGENCY**

Provide a brief description of nominee's qualifications:

The breadth of Mr Jerralds experience make him a good candidate to help lead and guide the  
direction of the CRA. He will bring a comprehensive perspective of the issues before the CRA.

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*Jared Moore*

\_\_\_\_\_  
City Council Member

I hereby certify that the above  
nomination was submitted to my office  
within the time limitations prescribed by  
the Rules and Procedures of Council.

\_\_\_\_\_  
Ericka L. Burnett, City Clerk

**Ballot – Vice Chair of Community Redevelopment Agency Board**

December 12, 2019

*Term expiring December, 2020*

\_\_\_\_\_ Ann Hill

\_\_\_\_\_ John Jerralds

**Vote for One**

Signed: \_\_\_\_\_  
**Community Redevelopment Agency Board Member**



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00515

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council Vice President Jared Moore

**SUBJECT:**

DEDICATION OF COURT 22 AT ROGER SCOTT TENNIS CENTER IN THE NAME OF BRIAN SAKEY

**RECOMMENDATION:**

That City Council approve the dedication of Court 22 at the Roger Scott Tennis Center in the name of Brian Sakey.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

Terry Thrash, an Associate Tennis Professional at Roger Scott Tennis Center forward a request to display a court dedication sign at Court 22 in the name of Brian Sakey. In the request, it was stated:

“It is very difficult to put into words what Brian has meant to the Pensacola tennis community. I’ve personally known Brian since the late 80’s. I’ve played in his tournaments, I’ve been his teammate on USTA league teams and I’ve taught tennis lessons alongside him at Scott Tennis Center. Brian’s 4+ years of battling cancer while still teaching and sharing his love for tennis is [indescribable]. Brian has been the ultimate tennis ambassador for the Pensacola area. Brian has inspired tennis players of ALL ages; he has inspired me, since the first day I’ve had the pleasure to know him. Brian had a way of getting the most out of everyone he met. He was loved by all that knew him. Brian was honored by over 1000 people at his memorial service, most of those from the local tennis community. This support from the local tennis community is a testament to what Brian Sakey meant to every tennis player in the area. The Pensacola Tennis Community is a very close knit, large group of friends and Brian was our Patriarch.”

The Parks and Recreation Board approved this request.

**PRIOR ACTION:**

October 17, 2019 - Parks and Recreation Board approved this request for forwarding to the City Council

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

None

**STAFF CONTACT:**

Don Kraher, Council Executive

**ATTACHMENTS:**

- 1) Request to Name Court 22
- 2) Draft Parks and Recreation Board Minutes - 10/17/2019

**PRESENTATION:** No



October 8, 2019

City of Pensacola  
Parks and Recreation Department  
Pensacola, FL

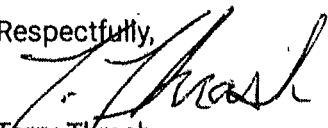
Dear Parks & Rec Board;

The purpose of this letter is to formally request permission to display a court dedication sign on Ct 22 of Roger Scott Tennis Center. The court will be dedicated to Brian Sakey. It is very difficult to put into words what Brian has meant to the Pensacola tennis community. I've personally known Brian since the late 80s. I've played in his tournaments, I've been his teammate on USTA league teams and I've taught tennis lessons alongside him at Scott Tennis Center. Brian's 4+ years of battling cancer while still teaching and sharing his love for tennis is undescrivable. Brian has been the ultimate tennis ambassador for the Pensacola area. Brian has inspired tennis players of ALL ages; he has inspired me, since the first day I've had the pleasure to know him. Brian had a way of getting the most out of everyone he met. He was loved by all that knew him. Brian was honored by over 1000 people at his memorial Service, most of those from the local tennis community. This support from the local tennis community is a testament to what Brian Sakey meant to every tennis player in the area. The Pensacola Tennis Community is a very close knit, large group of friends and Brian was our Patriarch.

There is also a ladies league team that wants to dedicate a tree and a Memorial plaque in his honor. This letter is requesting permission for this dedication also.

On behalf of the entire Pensacola Tennis Community, I formally request permission to display the court signage and Memorial tree.

Respectfully,

  
Terry Thrash  
Associate Tennis Professional  
Roger Scott Tennis Center  
Tennis Ambassador - USTA FL  
President- Greater Pensacola Tennis Assoc

**RECEIVED**  
OCT - 8 2019  
BY: \_\_\_\_\_

**City of Pensacola****Parks and Recreation Board****Unapproved Meeting Minutes**

October 17, 2019

8:00 am

Whibbs Conference Room

**Members Present:** Paul Epstein (Chairperson), Antonio Bruni, David Del Gallo, David Forte, Rand Hicks, Maranda Sword

**Members Absent:** Alejandra Escobar-Ryan, Gabriela Garza, and Leah Harrison

**City Staff Present:** Brian Cooper (Parks and Recreation Director), and Heidi Thorsen (Assistant to the Director)

**Others Present:** Kelley Martinez, Pat Meusel, and Terry Thrash

**CALL TO ORDER – 8:03 am**

**ROLL CALL –** An oral roll call was taken.

**APPROVAL OF MINUTES**

Member Hicks made a motion to approve the minutes of the September 19, 2019 meeting. Members Sword and Del Gallo made a motion to second. The minutes were approved.

Director Cooper brought an update that the minutes from the last meeting, in regards to naming the street in honor of Julian Olsen, were forwarded to Council Executive Don Kraher to submit to City Council on behalf of the Parks and Recreation Board.

**NEW BUSINESS**

Mr. Thrash, a tennis professional at Roger Scott Tennis Center, had sent in a request to name Court 22 at Roger Scott Tennis Center after Brian Sakey. He presented a short biography of Mr. Sakey. Mr. Sakey moved from Australia to play tennis in Arkansas and eventually moved to Pensacola. He has had a great influence on the local tennis community. Mr. Sakey is the father of one of the current managers of the tennis center, Brock Sakey. Director Cooper mentioned that there had been a premature dedication of the court, but the reason for the dedication at the time, was to have Brian Sakey there to accept the honor. Mr. Sakey has since succumbed to cancer. Although the dedication has already been made, the sign will not be put up until it has been accepted by City Council.

Member Hicks made a motion to move ahead with naming the court. Member Forte seconded the motion. The motion was approved.

**DIRECTOR/STAFF REPORTS, CORRESPONDENCE, PROJECT UPDATES**

Director Cooper brought the following updates:

- Prior to Council Member Wingate's passing, he and Director Cooper worked on increasing parking at the Woodland Heights Resource Center. The plans are being finalized. We are adding 40-50 spaces. Some will be added along Berkley, and some near the current basketball courts. The current basketball courts will be moved to another park close-by, no trees will be lost.
- We are receiving bids on the demo of the old YMCA building on Langley.
- The fitness and office equipment that is remaining at the old Y will be put up for auction soon.
- The playground installation at Legion Field is complete. We are still working on the rest of the field plans.
- Bayview Community Center is progressing; it should be completed by late summer.
- The renovations at Bayview Senior Center are almost complete; it should open hopefully before Christmas.
- The playground equipment that was ordered for Springdale Park was too large, so we are ordering other equipment, and will use the other one elsewhere.
- Tierra Verde is getting a new playground soon.
- The contractor has been selected to remove the old playground at EPH Lions Park. A new playground will be installed.
- The demo is almost complete at Kiwanis Park. After a new playground is installed, Public Works will install a storm drain and we will also add a dog park.
- Renovations to Hunter Pool are underway. The building had to be closed due to roof leaks. Temporary buildings were used during the summer. The bottom of the pool will also be resurfaced.
- We are working on getting the building at Miraflores on the National Registry of Historic Places. We are also working on adding ADA access to the building while checking on the impact on getting it on the registry. We will be replacing the burned down playground with a smaller piece of equipment.
- The East Pensacola Clubhouse will be undergoing renovations – a new roof, stage, updated bathrooms, etc.

Member Forte mentioned that he would like to have an athletics update. Director Cooper will restart the presentations by the staff.

**OLD BUSINESS****Board Member Park Visitation Program**

There were no parks presented.

**OPEN FORUM**

- Member Forte wanted to give kudos to whomever cleaned up after the Seafood Festival. By the next day, everything was spotless. He was very impressed.
- Member Hicks mentioned that the slow ride had 380 participants. There was free beer and good food after the ride.
- Ms. Martinez mentioned that the Brownsville Park is almost ADA compliant. It was brought to her attention that the park is not in the City limits. She showed pictures of

the rubber surface material that was used, and suggested that the City use it in some of their parks.

**ADJOURNMENT** – 8:43 am



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 19-00497

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS

**RECOMMENDATION:**

That City Council accept the FY 2020 Florida Department of Transportation (FDOT) Subgrant for Highway Traffic Safety Funds in the amount of \$46,000. Further, that City Council ratify the Mayor's action taken to accept the grant. Finally, that City Council adopt a supplemental budget resolution appropriating the grant funds.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The Pensacola Police Department has been combating impaired drivers for the past several years with the help of the FDOT grants. To continue making progress, lower high traffic incident statistics, and make the roadways safer the Pensacola Police Department will utilize the grant funds to initiate a full-time DUI Unit assigned to the Traffic Section. The grant will allow the Pensacola Police Department to educate and certify more patrol officers in the Standardized Field Sobriety Testing (SFST) and National Highway Traffic Safety Administration (NHTSA) 24-hour curriculum during this grant period. Additionally, the Pensacola Police Department will utilize these funds to proactively enforce open container violations during this grant period. The Pensacola Police Department will work in conjunction with the DUI Units of the surrounding agencies to target impaired driving by using high visibility saturation patrols, and publicized sobriety checkpoints. The Pensacola Police Department's DUI Unit and patrol officers will attempt to locate impaired drivers by conducting general traffic enforcement. The Pensacola Police Department, in conjunction with NHTSA and FDOT traffic/impaired driving campaigns, will publicly announce enforcement efforts. The grant funds will provide Portable Breath Testing instruments to enforce the zero tolerance laws regarding underage drinking and driving.

In summary, the grant funds will increase education, publicity, and enforcement of impaired driving. Also, this grant will assist with moving forward to create a much-needed DUI Unit.

**PRIOR ACTION:**

None

**FUNDING:**

Budget: \$ 46,000

Actual: \$30,000  
7,500  
8,500  
\$46,000

Overtime  
Intoximeters Portable Breath Test Instruments  
Intoxilyzer 8000 Instrument w/Printer

**FINANCIAL IMPACT:**

Adoption of the supplemental budget resolution will appropriate the grant funds.

**CITY ATTORNEY REVIEW:** Yes

11/14/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Tommi Lyter, Police Chief

**ATTACHMENTS:**

1. FDOT Letter of Authorization for Subrecipient
2. FDOT Subgrant for Highway Traffic Safety Funds
3. Supplemental Budget Resolution No. 2019-68
4. Supplemental Budget Explanation No. 2019-68

**PRESENTATION:** No

OFFICE OF THE CHIEF OF POLICE

October 17, 2019

Florida Department of Transportation  
State Safety Office  
605 Suwannee Street, MS 53  
Tallahassee, Florida 32399-0450

**RE:** Impaired Driving Enforcement Grant Coordinators (FY 2020)

Please accept this letter as authorization for the following members of the Pensacola Police Department to sign as an authorized representative for the subrecipient regarding the FY 2020 Impaired Driving Enforcement Grant (Project # M5HVE-20-06-08 / Contract # G1E91). The below named members are coordinating the Impaired Driving Enforcement Grant and have authorization on upcoming grant projects, unless otherwise stated, or if re-approval needs to be completed.

- Officer James Daniels, Impaired Driving Enforcement Grant Coordinator
- Officer Joshua Hudson, Impaired Driving Enforcement Grant Coordinator

The Pensacola Police Department remains committed to making our roadways safer by enforcing all traffic laws to include speeding, careless driving, aggressive driving, and most importantly arresting impaired drivers. The grant funding helps us provide an increased detection and deterrence on our roadways. We appreciate your support.

Sincerely,



**Tommi Lyter**  
Chief of Police

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)  
**SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS**

500-065-01  
 SAFETY  
 8/19

<b>Project Number:</b> M5HVE-20-06-08	<b>FDOT Contract Number:</b> G1E91
<b>Federal Funds Awarded:</b> \$46,000	<b>FDOT DUNS Number:</b> 80-939-7102
<b>Subgrant Award (Start) Date:</b> 11/07/19	<b>Subgrant End Date:</b> 09/30/2020
<b>Part I: GENERAL ADMINISTRATIVE INFORMATION</b>	
<b>Project Title:</b> Impaired Driving Enforcement Grant FY2020	
<b>Federal Funding:</b> \$46,000 <b>Match:</b> \$ <b>Total Cost:</b> \$46,000	
<b>1. Subrecipient Agency:</b> Agency Name: City of Pensacola Address Line 1: City Hall Address Line 2: 222 W. Main Street City: Pensacola State: Florida Zip: 32502	<b>2. Implementing Agency:</b> Agency Name: Pensacola Police Department Address Line 1: 711 N. Hayne Street Address Line 2: City: Pensacola State: Florida Zip: 32501
<b>3. 29 Digit FLAIR Account Number (State Agencies):</b> 596000406001	
<b>4. DUNS Number:</b> 073131559	
<b>5. Chief Financial Officer:</b> Name: Richard Barker Jr. Address Line 1: City Hall Address Line 2: 222 W. Main Street City: Pensacola State: Florida Zip: 32502 Telephone No: (850) 435-1830 ext. E-Mail Address: rbarker@cityofpensacola.com	<b>6. Project Director:</b> Name: Sergeant Greg Stone Address Line 1: Pensacola Police Department Address Line 2: 711 N. Hayne Street City: Pensacola State: Florida Zip: 32501 Telephone No: (850) 436-5415 ext. E-Mail Address: gstone@cityofpensacola.com
<b>7. Financial Reimbursement Contact:</b> Name: Jennifer Cole Title: Budget & Planning Specialist Telephone Number: (850) 435-1856 ext. E-Mail Address: jscole@cityofpensacola.com	<b>8. Project Activity Contact:</b> Name: James A. Daniels Title: DUI Officer & DUI Grant Coordinator Telephone Number: (850) 435-1905 ext.
<b>9. Payment Remittance Address:</b> Name: Pensacola Police Department Address Line 1: P.O. Box 1750 Address Line 2: City: Pensacola State: Florida Zip: 32598	



## Part II: PROJECT PLAN AND SUPPORTING DATA

State clearly and in detail the aims of the project, precisely what will be done, who will be involved, and what is expected to result. Use the following major headings:

### 1. Statement of the Problem:

The City of Pensacola, located in Escambia County, is not only a popular place to live, but also a popular tourist destination. The City of Pensacola has a permanent population of approximately 55,000 residents. However, the number of people in the city limits during working days and evenings is significantly higher. An estimated 100,000 vehicles traverse city limits daily as motorists travel to and from work, shopping, errands, etc. Additional traffic is projected during tourist season as residents and tourists head to area beaches and attractions. Thus, the daily traffic can be more than 250,000 vehicles during holidays and the summer months.

During 2017, the Florida Department of Transportation (FDOT) began reconstructing the Pensacola Bay Bridge. This bridge is an artery between Pensacola Beach and Downtown Pensacola. Both locations contain most of the areas' bar and restaurant establishments, which draw many patrons, especially during the evening and nighttime hours. Coincidentally, a majority of the construction work on the Pensacola Bay Bridge is being performed during these same hours. Any efforts or resources focused towards impaired driving enforcement will help to ensure the safety of those working hard to complete this FDOT project.

The traffic related statistics, to include Impaired Driving offenses, are continuing to rise within the City of Pensacola. The Pensacola Police Department (PPD) has purchased equipment such as a Intoxilyzer 8000 and set up a Breath Testing Room, with a digital camera system, at the department to continue enforcing Impaired Driving offenses and allow for the ability to complete every aspect of Impaired Driving investigations. However, the PPD has only one Intoxilyzer 8000 instrument which causes a delay in Impaired Driving investigations when it has to be taken out of service for annual maintenance or any issues that may arise under normal use. PPD also does not have enough Portable Breath Testing (PBT) instruments to issue to all of our patrol shifts or School Resource Officers. This limits us in enforcing underage drinking. With this Subgrant funding, our agency will purchase a second Intoxilyzer 8000 instrument and the PBTs.

The PPD is experiencing the same rates of attrition as other law enforcement agencies statewide are going through. Due to high rates of attrition, approximately 50% of our agency's sworn law enforcement officers have less than two years of experience. Due to this lack of experience officers, the need for certification training in National Highway Traffic Safety Administration (NHTSA) approved Impaired Driving Enforcement courses has increased substantially.

This past year, the Gulf Coast was affected heavily by Hurricane Michael, specifically in the City of Panama City and surrounding areas, only two hours from the City of Pensacola. Due to the extensive damages in the affected areas, there has been an influx of displaced residents who now are residing in the City of Pensacola. Drastically increasing our transient resident population. The City of Pensacola is also having a considerable increase in our normally high tourist numbers due to the Panama City area being destroyed. The specific statistics pertaining to the additional population and tourists are not yet known. However, with this increase, the PPD has seen more traffic related offenses, to include traffic crashes and Impaired Driving offenses.

Due to the increased traffic statistics, the PPD is also requesting overtime salary and benefits to pay for additional officers to conduct enforcement activities to coincide with the regular Impaired Driving Enforcement provided by the newly established Driving Under the Influence (DUI) Unit.

### 2. Proposed Solution:

With the FDOT subgrant funding, the Pensacola Police Department will utilize countermeasures detailed in the

National Highway Traffic Safety Administration's (NHTSA) Ninth Edition of the "Countermeasures that Work (CTW): A Highway Safety Countermeasure Guide for State Highway Safety Offices." Specifically, the CTW's found under Chapter 1: Alcohol-and Drug-Impaired Driving including Sections:

• 2. Enforcement – Subsections:

- 2.1 Publicized Sobriety Checkpoints;
- 2.2 High Visibility Saturation Patrols;
- 2.3 Preliminary Breath Test Devices (PBTs);
- 2.5 Integrated Enforcement;

• 5. Prevention, Intervention, Communications, and Educational Outreach – Subsection:

- 5.2 Mass Media Campaigns;

• 6. Underage Drinking and Drinking and Driving – Subsections:

- 6.2 Zero-Tolerance Law Enforcement;
- 6.5 Youth Programs;

• 7. Drug-Impaired Driving – Subsection:

- 7.1 Enforcement of Drug-Impaired Driving;

CTW Chapter 1) Section 2. Subsections 2.2 and 2.5: The PPD has been combating impaired drivers for the past several years with the help of the FDOT Subgrant funding. Subgrant funding cycle proposal, PPD strived to create a DUI Unit. To continue making progress towards lowering our high traffic incident statistics and making our roadways safer, PPD has integrated this full-time DUI Unit into our Traffic Section. PPD's DUI Unit and Traffic Patrol Officers, whose overtime work will be funded with this Subgrant, will enforce all traffic related laws, to include speeding, careless driving, reckless driving, distracted driving, and safety belt use among all drivers including teen drivers. In addition to them conducting traffic stops for regular traffic violations, the primary focus for these officers will be to enforce impaired driving laws, educate the public, remove impaired drivers from our roadways, and increase police visibility. The police vehicles utilized by the DUI Unit will be set up specifically for DUI Enforcement and display markings of such. Thus, making the City of Pensacola a safer place for all who live, work, and visit our city. Our Agency will also proactively enforce open container violations during this project period. This is a small step in preventing impaired driving, but has large effects in the overall picture of traffic enforcement, educating the public, and impaired driving enforcement.

CTW Chapter 1) Section 2. Subsections 2.1 and 2.2: Our Agency will work in conjunction with the DUI Units of the surrounding agencies, to target impaired driving by using high visibility saturation patrols and publicized sobriety checkpoints. The high visibility areas will include Downtown Pensacola, the Pensacola Bay Bridge, and other areas where patrons are likely to consume alcoholic beverages and operate a motor vehicle.

CTW Chapter 1) Section 5. Subsection – 5.2: PPD, in conjunction with NHTSA and FDOT traffic/impaired driving campaigns, will publicly announce our enforcement efforts via our Public Information Officer. The PPD will utilize social media that include, but is not limited to: Facebook, Twitter, and Instagram. This acts as a deterrent for potential impaired drivers and promotes education on impaired driving enforcement efforts.

CTW Chapter 1) Section 2. Subsection – 2.3 and Section 6. Subsections – 6.2 and 6.5: PPD patrol officers and DUI Unit officers, will be equipped with the Portable Breath Testing (PBTs) instruments to enforce the zero tolerance laws regarding underage drinking and driving. PPD officers will continue to educate the youth in area schools by periodically speaking at school events and public functions. The PPD will work closely with the Escambia County School District to promote impaired driving awareness and discuss the dangers and destructive behavior associated with impaired driving. PPD will use FDOT Subgrant funding to purchase new PBTs, to ensure each patrol shift and School Resource Officers have regular access to them. PPD will also use Subgrant funding to purchase a second Intoxilyzer 8000 instrument. This will be used to prevent potential delays in Impaired Driving Investigations when our primary and only Intoxilyzer Instrument has to be taken out

of service for annual maintenance or any issues that may arise under normal use. Use of this funding to purchase a second Intoxilyzer 8000 instrument ensures the PPD will remain fully operational at all times in our efforts to combat Impaired Driving within the city limits.

CTW Chapter 1) Section 7. Subsection 7.1: Drug impaired driving is on the rise within the State of Florida, including within the city limits of Pensacola. Patrol officers are being educated more frequently on the effects and reactions of drug impaired drivers. PPD officers will actively investigate and make arrests of drug impaired drivers. In addition, officers will attempt to request a Drug Recognition Expert, if possible/available, to assist on drug impaired driving cases.

Accompanied with the above-mentioned objectives and solutions, by approving this grant funding the PPD will be more efficient and effective with Impaired Driving Enforcement and Investigations. The PPD will increase education, publicity, and enforcement of impaired driving.

### 3. Project Objectives:

- a. Strive to decrease impaired driving crashes and fatalities citywide by 3% when compared to the previous three-year average.
- b. Conduct 3 impaired driving high visibility overtime enforcement operations per quarter.
- c. Participate in the National Drive Sober or Get Pulled Over campaign through impaired driving overtime enforcement operations and educational/community activities.
- d. Conduct and/or participate in 4 educational/community outreach events to increase impaired driving awareness during the project period.
- e. Provide impaired driving information and education to the public through the use of local media outlets/social media/press releases at least 2 times per quarter.

### 4. Evaluation:

- a. Impaired driving crashes and fatalities are reduced by 3% citywide, compared to the previous three year average.
- b. The number of impaired driving high visibility overtime enforcement operations conducted per quarter.
- c. The number of impaired driving overtime enforcement operations conducted and education/community activities conducted/participated in during the Drive Sober or Get Pulled Over campaign.
- d. The number of educational/community outreach events conducted or participated in to increase impaired driving awareness during the project period.
- e. The number of instances that impaired driving information and education is provided to the public through the use of local media outlets/social media/press releases per quarter.

**Part III: PROJECT DETAIL BUDGET**

Each budget category subtotal and individual line item costs listed below cannot be exceeded. The FDOT State Safety Office may approve shifts between budget categories and line items via an amendment.			
BUDGET CATEGORY	FEDERAL FUNDS	MATCH	TOTAL COST
<b>A. Personnel Services</b>			
Overtime Salary and Benefits	\$30,000	\$	\$30,000
	Overtime salary and benefits to include: FICA, Retirement, and Workers Compensation.		
<b>Subtotal:</b>	\$30,000	\$	\$30,000
<b>B. Contractual Services</b>			
<b>Subtotal:</b>	\$	\$	\$
<b>C. Expenses</b>			
Intoximeters Portable Breath Test Instruments	\$7,500		\$7,500
	20 Intoximeters Portable Breath Test Instruments @ \$350.00 each. All costs will include shipping and handling charges.		
<b>Subtotal:</b>	\$7,500	\$	\$7,500
<b>D. Equipment Costing \$5,000 or More</b>			
Intoxilyzer 8000 Instrument w/Printer	\$8,500	\$	\$8,500
	1 Intoxilyzer 8000 Instrument w/printer for the Breath Test Room. All costs will include shipping and handling charges, peripherals, and accessories.		
<b>Subtotal:</b>	\$8,500	\$	\$8,500
<b>E. Indirect Cost</b>			
<b>Subtotal:</b>	\$		\$
<b>Total Cost of Project:</b>			
	\$46,000	\$	\$46,000

**PART IV: PERFORMANCE REPORT**

<b>Minimum Performance Standards</b> The following are the minimum performance standards required in this subgrant agreement. The status of these standards will be reported using FDOT form number 500-065-19 Performance Report and shall be included with each request for reimbursement.
1. Submit request(s) for financial reimbursement.
2. Provide performance report(s).
3. Collect and analyze crash data to determine focus areas for targeted impaired driving enforcement.
4. Conduct impaired driving high visibility enforcement operations.
5. Conduct outreach/educational activities for impaired driving.
<b>National Highway Traffic Safety Administration (NHTSA) Required Activity Reporting</b> The following statistics are required reporting for any traffic safety enforcement grant . (enforcement grants only)
1. Number of seat belt citations issued during subgrant-funded enforcement activities.
2. Number of impaired driving arrests made during subgrant-funded enforcement activities.
3. Number of speeding citations issued during subgrant-funded enforcement activities.

### Part V: Acceptance and Agreement

**Conditions of Subgrant Agreement.** Upon approval of this subgrant agreement for highway safety funds, the following terms and conditions shall become binding. The term "Subrecipient" referred to herein, will reference both the Subrecipient and its Implementing Agency.

#### FEDERAL REGULATIONS

**1. Access to Public Records and Monitoring.** The Department, National Highway Traffic Safety Administration (NHTSA), Federal Highway Administration (FHWA), Chief Financial Officer (CFO), and Auditor General (AG) of the State of Florida, or any of their duly authorized representatives, shall have access for the purpose of audit and examination of books, documents, papers, and records of the Subrecipient and to relevant books and records of the Subrecipient which are not protected from disclosure by State or Federal law, and its consultants and contractors under this subgrant agreement, as provided under applicable State or Federal law.

In addition to review of audits conducted in accordance with 2 CFR Part 200, herein incorporated by reference, monitoring procedures will include on-site visits by Department staff, limited scope audits as defined by 2 CFR Part 200, and status checks of subgrant activity via telephone calls from FDOT State Safety Office staff to Subrecipients. By entering into this subgrant agreement, Subrecipients agree to comply and cooperate with monitoring procedures. In the event that a limited scope audit of the Subrecipient is performed, the Subrecipient agrees to bring the project into compliance with this subgrant agreement. The Subrecipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the CFO or AG to the extent allowed by State or Federal law.

**2. Audit.** The administration of resources awarded through the Department to the Subrecipient by this subgrant agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of Federal awards or limit the authority of any State agency inspector general, the State of Florida Auditor General or any other State official. With the exception of documents protected by State law, the Subrecipient shall comply with all audit and audit reporting requirements as specified below.

- (a) In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F - Audit Requirements, monitoring procedures may include but not be limited to on-site visits by Department staff and/or other procedures including reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to Federal awards provided through the Department by this subgrant agreement. By entering into this subgrant agreement, the Subrecipient agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The Subrecipient further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Department, State of Florida Chief Financial Officer (CFO) or State of Florida Auditor General.
- (b) The Subrecipient, a non-Federal entity as defined by 2 CFR Part 200, Subpart F - Audit Requirements, as a subrecipient of a Federal award awarded by the Department through this subgrant agreement is subject to the following requirements:
  - i. In the event the Subrecipient expends a total amount of Federal awards equal to or in excess of the threshold established by 2 CFR Part 200, Subpart F - Audit Requirements, the Subrecipient must have a Federal single or program-specific audit for such fiscal year conducted in accordance with the provisions of 2 CFR Part 200, Subpart F - Audit Requirements. Part VI to this subgrant agreement provides the required Federal award identification information needed by the Subrecipient to further comply with the requirements of 2 CFR Part 200, Subpart F - Audit Requirements. In determining Federal awards expended in a fiscal year, the Subrecipient must consider all sources of Federal awards based on when the activity related to the Federal award occurs, including the Federal award provided

through the Department by this subgrant agreement. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F - Audit Requirements. An audit conducted by the State of Florida Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F - Audit Requirements, will meet the requirements of this part.

- ii. In connection with the audit requirements, the Subrecipient shall fulfill the requirements relative to the auditee responsibilities as provided in 2 CFR Part 200, Subpart F - Audit Requirements.
- iii. In the event the Subrecipient expends less than the threshold established by 2 CFR Part 200, Subpart F - Audit Requirements, in Federal awards, the Subrecipient is exempt from Federal audit requirements for that fiscal year. However, the Subrecipient must provide a single audit exemption statement to the Department at [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us) no later than nine months after the end of the Subrecipient's audit period for each applicable audit year. In the event the Subrecipient expends less than the threshold established by 2 CFR Part 200, Subpart F - Audit Requirements, in Federal awards in a fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F - Audit Requirements, the cost of the audit must be paid from non-Federal resources (i.e., the cost of such an audit must be paid from the Subrecipient's resources obtained from other than Federal entities).
- iv. The Subrecipient must electronically submit to the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facweb/> the audit reporting package as required by 2 CFR Part 200, Subpart F - Audit Requirements, within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. The FAC is the repository of record for audits required by 2 CFR Part 200, Subpart F - Audit Requirements, and this subgrant agreement. However, the Department requires a copy of the audit reporting package also be submitted to [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us) within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period as required by 2 CFR Part 200, Subpart F - Audit Requirements.
- v. Within six months of acceptance of the audit report by the FAC, the Department will review the Subrecipient's audit reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate action on all deficiencies has been taken pertaining to the Federal award provided through the Department by this subgrant agreement. If the Subrecipient fails to have an audit conducted in accordance with 2 CFR Part 200, Subpart F - Audit Requirements, the Department may impose additional conditions to remedy noncompliance. If the Department determines that noncompliance cannot be remedied by imposing additional conditions, the Department may take appropriate actions to enforce compliance, which actions may include but not be limited to the following:
  1. Temporarily withhold cash payments pending correction of the deficiency by the Agency or more severe enforcement action by the Department;
  2. Disallow (deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
  3. Wholly or partly suspend or terminate the Federal award;
  4. Initiate suspension or debarment proceedings as authorized under 2 CFR Part 180 and Federal awarding agency regulations (or in the case of the Department, recommend such a proceeding be initiated by the Federal awarding agency);
  5. Withhold further Federal awards for the Project or program;

6. Take other remedies that may be legally available.

- vi. As a condition of receiving this Federal award, the Subrecipient shall permit the Department, or its designee, the CFO or State of Florida Auditor General access to the Subrecipient's records including financial statements, the independent auditor's working papers and project records as necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.
- vii. The Department's contact information for requirements under this part is as follows:

Office of Comptroller, MS 24  
605 Suwannee Street  
Tallahassee, Florida 32399-0450  
[FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us)

(c) The Subrecipient shall retain sufficient records demonstrating its compliance with the terms of this subgrant agreement for a period of five years from the date the audit report is issued and shall allow the Department, or its designee, the CFO or State of Florida Auditor General access to such records upon request. The Subrecipient shall ensure that the audit working papers are made available to the Department, or its designee, the CFO, or State of Florida Auditor General upon request for a period of five years from the date the audit report is issued unless extended in writing by the Department.

**3. Buy America Act.** The Subrecipient agrees to comply and require consultants and contractors to comply with all applicable standards, orders, and regulations issued pursuant to the Buy America Act, Buy America Act Waiver (Docket No. NHTSA-2015-0065) and NHTSA Guidance Buy American Act Procedure for Highway Safety Grant Programs (revised 11-20-2015) herein incorporated by reference. The Subrecipient shall include the following Buy America provisions in all subcontract awards:

The Buy America Act prohibits the use of Federal highway safety grant funds to purchase any manufactured product or software/information technology systems whose unit purchase price is \$5,000 or more, including motor vehicles, that is not produced in the United States. NHTSA may waive those requirements if (1) their application would be inconsistent with the public interest; (2) such materials and products are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or (3) the inclusion of domestic material will increase the cost of the overall project contract by more than 25 percent.

Each manufactured end product must comply with the provisions of the Buy America Act. Additionally, any manufactured add-on to an end product is, itself, an end product that must comply with the Act.

To be reimbursed with Federal highway safety grant funds for a purchase, a State must comply with the requirements of the Buy America Act. Non-compliance will result in denial of reimbursement.

**4. Clean Air Act and Federal Water Pollution Control Act.** Subgrant agreements for amounts in excess of \$150,000 must comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). The Subrecipient shall include this provision in all subcontract awards in excess of \$150,000.

**5. Conferences and Inspection of Work.** Conferences may be held at the request of any party to this subgrant agreement. Representatives of the Department or the U.S. Department of Transportation (USDOT), or both, shall be privileged to visit the site for the purpose of inspection and assessment of work being performed at any time.



**6. Contract Work Hours and Safety Standards Act.** Where applicable, all subcontracts under this subgrant agreement in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

**7. Debarment and Suspension.** No subcontract issued under this subgrant agreement, will be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

**8. Disadvantaged Business Enterprises (DBE).**

(a) The Subrecipient agrees to the following assurance:

The Subrecipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract or in the administration of its DBE program required by 49 CFR, Part 26, herein incorporated by reference. The Subrecipient shall take all necessary and reasonable steps under 49 CFR, Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this subgrant agreement. Upon notification to the Subrecipient of its failure to carry out its approved program, the USDOT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.), herein incorporated by reference.

(b) The Subrecipient agrees to include the following assurance in each contract with a consultant or contractor and to require the consultant or contractor to include this assurance in all subcontract agreements:

The consultant or contractor and subconsultant or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The consultant or contractor shall carry out applicable requirements of 49 CFR, Part 26 in the award and administration of USDOT-assisted contracts. Failure by the consultant or contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the Subrecipient or the Department deems appropriate.

**9. Equal Employment Opportunity.** No person shall, on the grounds of race, color, religion, sex, handicap, or national origin, be excluded from participation in, be refused the benefits of, or be otherwise subjected to discrimination under this subgrant agreement, or any project, program, or activity that receives or benefits from this subgrant award. The Subrecipient agrees to comply with Executive Order (E.O.) 11246, as amended by E.O. 11375, and as supplemented by 41 CFR, Part 60, herein incorporated by reference.

**10. Nondiscrimination.** Subrecipients will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

(a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21

- (b) The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects)
- (c) Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex)
- (d) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27
- (e) The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age)
- (f) The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, Subrecipient's and contractors, whether such programs or activities are Federally-funded or not)
- (g) Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38
- (h) Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations)
- (i) Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100)
- (j) Nondiscrimination Clause.

During the performance of this subgrant, the Subrecipient agrees:

- (a) To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time
- (b) Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein
- (c) To permit access to its books, records, accounts, other sources of information, and its facilities as required by the FDOT State Safety Office, USDOT or NHTSA
- (d) That, in event a Subrecipient fails to comply with any nondiscrimination provisions in this subgrant, the FDOT State Safety Office will have the right to impose such subgrant sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the Subrecipient under the contract/agreement until the Subrecipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part.

- (e) To insert this clause, including paragraphs (a) through (e), in every subcontract and sub-agreement and in every solicitation for a subcontract or sub-agreement, which receives Federal funds under this program

**11. Ownership of Data and Creative Material.** The ownership of material, discoveries, inventions and results developed, produced, or discovered by this subgrant agreement are governed by the terms of 2 CFR, Section 200.315, Intangible Property, herein incorporated by reference.

**12. Political Activity.** The Subrecipient will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

**13. Property Accountability.** The Subrecipient shall establish and administer a system to control, protect, preserve, use, and maintain and dispose of any property furnished by the Department, or purchased pursuant to this subgrant agreement in accordance with Federal Property Management Standards as set forth in 49 CFR, Section 18.32, 49 CFR 19, Section 19.34, or 2 CFR, 200.33, herein incorporated by reference. This obligation continues as long as the property is retained by the Subrecipient notwithstanding the ending of this subgrant agreement.

**14. Restrictions on Lobbying.** The Subrecipient agrees to comply and require consultants and contractors to comply with 49 CFR, Part 20, New Restrictions on Lobbying, herein incorporated by reference, for filing of certification and disclosure forms.

(a) **Certification Regarding Federal Lobbying.** The Subrecipient certifies, to the best of his or her knowledge and belief, that:

- i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- iii. The Subrecipient shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly.
- iv. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

- (b) **Restriction on State Lobbying.** None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.
- (c) **Restriction of Use for Federal civilian and Military employees.** Subgrant funding is not allowable for the cost of training federal civilian and military employees. Indian Nations may be supported with written approval from the FDOT Traffic Safety Administrator and NHTSA.

#### 15. Federal Encouragements.

- (a) **Vehicle Pursuits.** Pursuant to 23 U.S.C. 402(j), all law enforcement agencies are encouraged to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect.
- (b) **Policy on Seat Belt Use.** In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, subrecipients are encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles.
- (c) **Policy on Banning Text Messaging While Driving.** In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, subrecipients are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official business or when performing any work on behalf of the subrecipient agency and/or the Government. Subrecipients are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting and driving.

#### STATE REGULATIONS

**16. Compliance with State Procurement of Personal Property and Services Laws.** The Subrecipient agrees to comply with all applicable provisions of Chapter 287, Florida Statutes (F.S.). The following provisions are stated in this subgrant agreement pursuant to sections 287.133(2)(a) and 287.134(2)(a), F.S.

- (a) **Section 287.133 (2)(a), F.S.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in section 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.
- (b) **Section 287.134 (2)(a), F.S.** An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public

entity; and may not transact business with any public entity.

- (c) The convicted vendor list and discriminatory vendor list can be found on the Florida Department of Management Services (DMS) website.

**17. Compliance with State Public Records Laws.** The Subrecipient agrees to comply with all provisions provided in Chapter 119 F.S. If the Subrecipient receives a public records request concerning its work undertaken pursuant to this Department subgrant agreement, the Subrecipient must take appropriate action as required by Chapter 119, F.S. If the Subrecipient is unable to ascertain how best to comply with its obligations, it should seek the advice of counsel and/or FDOT State Safety Office.

The Department shall unilaterally cancel this subgrant agreement if the Subrecipient refuses to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, F.S., and made or received by the Subrecipient in conjunction with this subgrant agreement.

**18. Cooperation with Inspector General.** It is the duty of every Subrecipient to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to this subgrant agreement. Chapter 20.055(5), F.S. The Subrecipient agrees to comply with Section 20.055(5), F.S., and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), F.S.

**19. E-Verify. Subrecipients:**

- (a) Shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Vendor/Contractor during the term of the contract; and
- (b) Shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

**20. Reimbursement Obligation.** The State of Florida's performance and obligation to reimburse the Subrecipient shall be subject to the availability of Federal highway safety funds and an annual appropriation by the Legislature.

**21. Responsibility for Claims and Liability.** Subject to the limitations of Section 768.28, F.S., the Subrecipient shall be required to defend, hold harmless and indemnify the Department, NHTSA, FHWA, and USDOT, from all claims and liability, or both, due to negligence, recklessness, or intentional wrongful misconduct of Subrecipient, and its contractor, consultant, agents and employees. The Subrecipient shall be liable for any loss of, or damage to, any material purchased or developed under this subgrant agreement which is caused by the Subrecipient's failure to exercise such care in regard to said material as a reasonable careful owner of similar materials would exercise.

The parties executing this subgrant agreement specifically agree that no provision in this subgrant agreement is intended to create in the public or any member thereof, a third-party beneficiary, or to authorize anyone not a party to this subgrant agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this subgrant agreement.

**22. Restrictions on Lobbying.** No funds subgranted hereunder shall be used for the purpose of lobbying the legislature, judicial branch, or state agencies, per Section 216.347, F.S.

**23. Retention of Records.** The Subrecipient shall retain sufficient records demonstrating its compliance with the terms of this subgrant agreement for a period of five years from the date the audit report is issued, and shall allow the Department, or its designee, the state CFO, or AG access to such records, which are not protected by State law, upon request. The Subrecipient shall ensure that the independent audit working papers are made available to the Department, or its designee, the state CFO, or AG upon request for a period of at least five years from the date the audit report is issued, unless extended in writing by the Department.

**24. Tangible Property.** Property purchased under this subcontract does not qualify as Tangible Personal Property as defined by Chapter 273, F.S.

#### GRANT MANAGEMENT

**25. Amendments.** The Subrecipient shall obtain prior written approval from the FDOT State Safety Office for changes to this subgrant agreement. Amendments to this subgrant agreement will be approved if the modification(s) to be made will achieve or improve upon the outcome of this subgrant agreement's scope of work, or where factors beyond the control of the Subrecipient require the change. Requested amendments to this subgrant agreement shall be in the form of a written request signed by the one of the original signatory of this subgrant agreement. Specific delegation(s) for amendments must be provided in writing from the original signatory of the Subrecipient.

**26. Disputes and Appeals.** Any dispute, disagreement, or question of fact arising under this subgrant agreement may be addressed to the Traffic Safety Administrator of the FDOT State Safety Office in writing. The Traffic Safety Administrator's decision may be appealed in writing within 30 calendar days from the notification to the Governor's Highway Safety Representative, whose decision is final. Addresses are:

Florida Department of Transportation  
Attn: Traffic Safety Administrator  
State Safety Office, MS 53  
605 Suwannee Street  
Tallahassee, Florida 32399-0450

Florida Department of Transportation  
Attn: Governor's Highway Safety Representative  
State Safety Office, MS 53  
605 Suwannee Street  
Tallahassee, Florida 32399-0450

The Subrecipient shall proceed diligently with the performance of this subgrant agreement and in accordance with Department's decision(s).

**27. Equipment.** Any equipment purchased under this subgrant agreement with highway safety funds shall not replace previously purchased equipment that is damaged, stolen, lost, or that wears out as a result of misuse, whether the equipment was purchased with federal, state, or local funds.

- (a) **Use of Equipment.** All equipment shall be used for the originally authorized subgrant agreement purpose(s) for as long as needed for those purposes. In the event the equipment is no longer needed for the originally authorized subgrant agreement purpose(s) or has reached the end of its useful life, Subrecipients should notify the FDOT State Safety Office so that the equipment can be transferred to another agency for use or disposed of.
- (b) **Major Purchases and Dispositions.** Equipment with a useful life of more than one year and an acquisition cost of \$5,000 or more per unit shall be subject to the following requirements:
  - i. Purchases shall receive prior written approval from the FDOT Safety Office.
  - ii. Dispositions shall receive prior written approval from the FDOT Safety Office.
- (c) **Disposition of Equipment Costing Less than \$5,000.** Equipment that does not meet the unit purchase price threshold of \$5,000 should be disposed of in accordance with the agencies own procurement and disposition policies. Documentation of this disposition should be noted in the Subrecipient files.
- (d) **Equipment Replacement or Repair.** The Subrecipient is responsible, at their own cost, for replacing or repairing any equipment purchased with Federal highway safety funds that is damaged, stolen, or lost, or that wears out as a result of misuse. The FDOT State Safety Office retains the right to replace or repair any equipment for statewide programs based on exceptional individual circumstances.

- (e) **Equipment Repossession.** Ownership of all equipment purchased with Federal highway safety funds rests with the Subrecipient; however, the USDOT maintains an interest in the equipment and title vests in the Subrecipient subject to several conditions and obligations under 2 CFR Section 200.313. The Subrecipient must use the equipment for the authorized purposes of the project, whether or not the project continues to be supported by the Federal award, unless the FDOT State Safety Office, on behalf of USDOT, provides written authorization for another use of the equipment that is permissible under 2 CFR Section 200.313. Any equipment purchased with Federal highway safety funds that is not being used by the Subrecipient for the purposes described in the project or in accordance with other authorized uses under 2 CFR Section 200.313, is subject to repossession by the FDOT State Safety Office, on behalf of the USDOT. Items that are repossessed shall be disbursed to agencies that agree to use the equipment for the activity described in this project or for other uses authorized by USDOT.

**28. Excusable Delays.** Except with respect to the defaults of Subrecipient's consultants and contractors which shall be attributed to the Subrecipient, the Subrecipient shall not be in default by reason of any failure in performance of this subgrant agreement in accordance with its terms if such failure arises out of causes beyond the control and without the fault or negligence of the Subrecipient. Such causes are acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case the failure to perform must be beyond the control and without the fault or negligence of the Subrecipient. If the failure to perform is caused by the failure of the Subrecipient's consultant or contractor to perform or make progress, and if such failure arises out of causes beyond the control of the Subrecipient and its consultant or contractor, and without the fault or negligence of any of them, the Subrecipient shall not be deemed to be in default, unless (1) the supplies or services to be furnished by the consultant or contractor were obtainable from other sources, (2) the FDOT State Safety Office shall have ordered the Subrecipient in writing to procure such supplies or services from other sources, and (3) the Subrecipient shall have failed to comply reasonably with such order.

Upon request of the Subrecipient, the FDOT State Safety Office shall ascertain the facts and extent of such failure and, if it shall be determined that any failure to perform was occasioned by any one or more of the said causes, the delivery schedule shall be revised accordingly.

**29. How this Subgrant Agreement is Affected by Provisions Being Held Invalid.** If any provision of this subgrant agreement is held invalid, the remainder of this subgrant agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.

**30. Ineligibility for Future Funding.** The Subrecipient agrees that the Department shall find the Subrecipient ineligible for future funding for any of the following reasons:

- (a) Failure to provide the required audits,
- (b) Failure to continue funding positions created with highway safety funds after the Federal funding cycle ends,
- (c) Failure to provide required performance and final narrative reports in the required time frame,
- (d) Failure to perform work described in Part II of this subgrant agreement,
- (e) Failure to provide reimbursement requests and performance reports in a timely manner,
- (f) Providing fraudulent performance reports or reimbursement requests,
- (g) Misuse of equipment purchased with Federal highway safety funds.

**31. Performance.** In the event of default, noncompliance, or violation of any provision of this subgrant agreement by the Subrecipient, the Subrecipient's consultant(s) or contractor(s) and supplier(s), the Subrecipient agrees that the Department will impose sanctions. Such sanctions include withholding of reimbursements, retainage, cancellation, termination, or suspension of this subgrant agreement in whole or in part. In such an event, the Department shall notify the Subrecipient of such decision 30 days in advance of the effective date of such sanction. The sanctions imposed by the Department will be based upon the severity of the violation, the ability to remedy, and the effect on the project. The Subrecipient shall be paid only for those services satisfactorily performed prior to the effective date of such sanction.

**32. Personnel Hired or Paid Under this Subgrant Agreement.**

- (a) **Project Director.** Persons holding the position of Project Director for this subgrant agreement shall not receive reimbursement for personnel hours nor receive any other benefit under this subgrant agreement.
- (b) **Subgrant Funded Positions.** Any agency receiving subgrant funds for the reimbursement of positions (excluding law enforcement agency positions), in whole or in part through this subgrant agreement, shall report and get approval in writing of any staffing using the Safety Grant Personnel Form (FDOT Form No. 500-065-24).
- (c) **Employer Responsibility.** Any and all employees of the Subrecipient whose positions are funded, in whole or in part through this subgrant agreement, shall be the employee of the Subrecipient only, and any and all claims that may arise from said employment relationship shall be the sole obligation and responsibility of the Subrecipient. Personnel hours will only be reimbursed based on actual hours worked on this subgrant agreement. No other allocation method is allowable for reimbursement.
- (d) **Overtime.**
  - i. **Overtime Hours.** Subgrant funds cannot be used to supplant standard activity hours; therefore, only hours qualifying as "overtime", per the Subrecipient policies will be eligible for reimbursement by this subgrant agreement. In the event a Subrecipient is awarded more than one subgrant agreement within a federal fiscal year, overtime hours for each traffic safety effort must be tracked, reported and billed based on hours worked for each subgrant agreement type.
  - ii. **Overtime Rate.** Overtime hours are intended for enhanced/increased traffic safety activities. The overtime pay rate for personnel is based on actual cost per employee in accordance with the Subrecipient's payroll policy. Each Subrecipient shall comply with Fair Labor Standards Act (FLSA) requirements and thresholds for overtime accrual and payment and its own policies and procedures, insofar as those policies apply uniformly to both federally-financed and other activities of the Subrecipient, as required by 2 CFR 200.403(c). Additional hours may be called overtime, off duty, extra, additional, etc., as long as it enhances/increases traffic safety activities. A copy of the policy shall be maintained by the Subrecipient and made available for review if requested.
- (e) **Additional Requirements for Law Enforcement Agencies.**
  - i. **Created Position(s) Reporting and Maintenance Requirement.** Subrecipients receiving first year funding for a newly created full-time position(s) through a subgrant agreement shall provide written notification to the FDOT State Safety Office within 30 days of this subgrant agreement being awarded that a new position(s) has been created in the agency as a result of this subgrant agreement being awarded. Positions created with subgrant funding shall continue to be funded by the Subrecipient after federal funding ends to be eligible for future subgrant funding.

**33. Reports.** The following reports are required for reimbursement of subgrant funding:

- (a) **Performance Reports.** (FDOT Form No. 500-065-19). A performance report shall be provided with each request for financial reimbursement, providing the status of the subgrant minimum performance standards, as described Part IV of this subgrant agreement.
- (b) **Final Narrative Report.** (FDOT Form No. 500-065-20). A Final Narrative Report giving a chronological history of the subgrant activities, problems encountered, major accomplishments, and NHTSA Required Activity Reporting shall be submitted by October 31. Requests for reimbursement will not be processed and will be returned to the Subrecipient as unpaid if the required reports are not provided, following notification.
- (c) **Enforcement Activity Reports.** Enforcement Activity Report(s) for each type of enforcement shall be provided



with each request for financial reimbursement for overtime worked. Agency specific activity reports may be used, if those reports include all information detailed in each FDOT Activity Form.

- (d) **Other Reports.** The FDOT State Safety Office reserves the right to require other reports not specified above, as necessary, for subgrant agreement monitoring.

**34. Term of this Subgrant Agreement.** Each subgrant agreement shall begin on the date the last party signs this subgrant agreement and shall end on September 30, unless otherwise stipulated by the FDOT State Safety Office on the first page of this respective subgrant agreement. In the event this subgrant agreement is for services in excess of \$25,000.00 and a term for a period of more than 1 year, the provisions of Section 339.135(6)(a), F.S., are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that such funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000.00 and which have a term for a period of more than 1 year."

**35. Travel.**

- (a) **Required Forms.** Travel costs for approved travel shall be submitted on the FDOT Contractor Travel Form (FDOT Form No. 300-000-06) or other approved Florida Department of Financial Services form and will be reimbursed in accordance with Section 112.061, F.S. and the most current version of the *Disbursement Handbook for Employees and Managers*.
- (b) **Authorization and Restriction.** All travel authorized under this subgrant shall be subject to any additional authorization requirements or restrictions imposed by: the Governor's Executive Order or other guidance; any requirements or forms for travel cost reimbursement imposed by the Subrecipient that do not violate FDOT travel cost reimbursement requirements; and/or FDOT during the subgrant period.
- (c) **Prerequisite Approvals.** Travel meeting any of the following criteria shall require a written request for approval from the FDOT State Safety Office prior to the incurring of actual travel costs. Request should include sufficient justification to prove that the travel will have significant benefits to the outcome of the subgrant activities and is within the travel budget of the project and relevant to the project:
- i. Purchase of Air fare
  - ii. Travel to conference
  - iii. Travel which includes a registration fee
  - iv. Out-of-subgrant-specified work area travel
  - v. Out-of-state travel

Failure to receive prior written approval will deem the entire travel cost ineligible for payment, regardless of available funding in travel budget.

- (d) **Lodging Reimbursement Limit.** The FDOT State Safety Office shall not pay for overnight lodging/hotel room rates that exceed \$150.00 per night (before taxes and fees). A Subrecipient and/or traveler will be required to expend his or her own funds for paying the overnight lodging/hotel room rate in excess of \$150.00 plus the applicable percentage of fees (other than flat fees). If multiple travelers share a room and the individual cost of

the lodging/hotel exceeds the \$150 per night limit, the Subrecipient and/or travelers will be required to expend his or her own funds for paying the excess amount. If another entity is covering the cost of the overnight lodging/hotel then this paragraph does not apply.

- (e) **Lodging for Subgrant Funded Statewide Coalition Meetings and Conferences.** Lodging contracts may be funded to accommodate attendance of subgrant funded statewide coalition meetings, conferences, and programs. If lodging a lodging contract is executed to cover lodging cost, all travelers shall be expected to use the contract, and any attendees choosing alternate lodging accommodations based on preference, shall do so at their own out of pocket costs. Cost for these lodging contracts will be reviewed and approved for program appropriateness and costs savings to the State, as determined and approved by the FDOT State Safety Office.

**36. Vehicles.** Any Subrecipient receiving subgrant funds to purchase a vehicle (excluding law enforcement vehicles) shall maintain a travel log that contains the beginning and ending mileage, location, and purpose of travel. All agencies must report any vehicle use (excluding law enforcement vehicles) and maintenance with each request for reimbursement using the Safety Grant Vehicle Use Form (FDOT Form No. 500-065-21) and the Safety Grant Equipment Maintenance Form (FDOT Form No. 500-065-22).

Vehicles purchased with federal highway safety funds shall be used for program use only and in accordance with Chapter 60B-1.004 F.S. Subrecipients who are responsible for the operation and use vehicles for official state business are allowed to permit persons other than state officials or employees to travel in the vehicle provided these persons are conducting official state business or only on special occasions if the purpose of the travel can be more usefully served by including such persons and no additional expense is involved.

It is permissible to transport persons other than state officials and employees during disasters and emergency situations where the state must protect life and property. Providing assistance to motorists whose vehicles are disabled may be considered as an emergency when there is a need to protect life and property.

Any vehicles used for personal reasons or not being used by the Subrecipient for the purposes described in this subgrant agreement shall be subject to repossession by the FDOT State Safety Office.

## FINANCIAL/FISCAL

**37. Allowable Costs.** The allowability of costs incurred under this subgrant agreement shall be determined in accordance with the general principles of allowability and standards for selected cost items set forth in the Applicable Federal Law, state law, and the FDOT Disbursement Handbook for Employees and Managers, to be eligible for reimbursement. All funds not spent in accordance with the Applicable Federal Law will be subject to repayment by the Subrecipient. Only costs directly related to this subgrant agreement shall be allowable.

## 38. Subcontract Agreements.

- (a) **Requirement for Pre- Approval.** All subcontract agreements must be submitted to the FDOT Safety Office in draft form for review and approval. Approval of this subgrant agreement does not constitute approval of subcontract agreements.
- (b) **Minimum Mandatory Subcontract Language.** All subcontract agreements shall include as a minimum the following information:
- i. Beginning and end dates of the subcontract agreement (not to exceed this subgrant agreement period);
  - ii. Total contract amount;
  - iii. Scope of work/Services to be provided;
  - iv. Quantifiable, measurable, and verifiable units of deliverables;
  - v. Minimum level of service to be performed and criteria for evaluating successful completion;

- vi. Budget/Cost Analysis; and
- vii. Method of compensation/Payment Schedule.

**(c) Additional Required Clauses.**

- i. **All subcontract agreements shall contain the following statement:**  
"The parties to this contract shall be bound by all applicable sections of Part V: Acceptance and Agreement of Project # (insert project number), FDOT Contract # (insert contract number). A final invoice must be received by (insert date) or payment will be forfeited."
- ii. **Buy American Act clause** (see Section 3 of Part V)
- iii. **Certification Regarding Federal Lobbying** (see Section 14 of Part V)
- iv. **Cooperation with Inspector General** (see Section 17 of Part V)
- v. **DBE Clause** (see Section 8(b) of Part V)
- vi. **E-Verify clause** (see Section 18 of Part V)
- vii. **Nondiscrimination clause** (see Section 10 of Part V)
- viii. **Clean Air Act and Federal Water Pollution Control Act clause** (subcontracts in excess of \$150,000) (see Section 4 of Part V)

**39. Indirect Costs.** Indirect costs included in this subgrant agreement in Part III, under the indirect line item are based on the amount applied for during the concept paper application process, and awards are based on cost benefit, available funding, and if the indirect cost rate requested significantly affects the proposed project's ability to adequately address the traffic safety need.

**40. Obligation of Subgrant Funds.** Subgrant funds shall not be obligated prior to the effective date or subsequent to the end date of this subgrant agreement period. Only project costs incurred on or after the effective date and on or prior to the end date of this subgrant agreement are eligible for reimbursement. A cost is incurred when the Subrecipient's employee or approved contractor or consultant performs the service required or when goods are received by the Subrecipient, notwithstanding the date of order.

**41. Procedures for Reimbursement.**

- (a) **Required Forms.** All requests for reimbursement of subgrant costs must be submitted on forms provided by the Department (FDOT Form Numbers 500-065-04 through 09 and 19) unless otherwise approved. Forms must be completed in detail sufficient for a proper pre-audit and post audit based on the quantifiable, measurable, and verifiable units of deliverables and costs, including supportive documentation. **ALL requests for reimbursement shall include FDOT Form 500-065-019 Performance Report for the period of reimbursement.**
- (b) **Supporting Documentation.** Supporting documentation shall be submitted for each amount for which reimbursement is being claimed indicating that the item has been paid. Check numbers may be provided in lieu of copies of actual checks. Each piece of documentation should clearly reflect the dates of service. Only expenditures for categories in this approved subgrant agreement budget may be reimbursed. These expenditures must be allowable (pursuant to law) and directly related to the services being provided.

Listed below are types and examples of supporting documentation:

- i. **Personnel Services.**
  - i. **Salaries:** A payroll register or similar documentation should be submitted. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay. If an individual for whom reimbursement is being claimed is paid by the hour, a document reflecting the hours worked times the rate of pay will be acceptable.
  - ii. **Fringe Benefits:** Should be supported by invoices showing the amount paid on behalf of the employee (e.g., insurance premiums paid). If the contract specifically states that fringe benefits will be based on a specified

percentage rather than the actual cost of fringe benefits, then the calculation for the fringe benefits amount must be shown.

- ii. **Contractual Services.** Should be supported by a copy of the approved subcontract agreement, invoice showing payment request from the vendor, and proof of payment by the Subrecipient.
- iii. **Expenses.** Should be supported by a copy of any required pre-approvals, invoice showing payment request from the vendor, and proof of payment by the Subrecipient.
- iv. **Travel.** Should be supported by a consultant travel form or other approved DFS travel form, copies of receipts for all miscellaneous costs applicable to the travel, in accordance with the most current version of the FDOT Disbursements Handbook, and proof of payment of travel costs by the Subrecipient.
- v. **Equipment Costing Over \$5,000.** Should be supported by a copy of any required pre-approvals, invoice showing payment request from the vendor, and proof of payment by the Subrecipient.
- vi. **Indirect Cost.** If the subgrant agreement specifies that indirect costs will be paid based on a specified rate, then the calculation should be shown.

All documentation should be readable and include the necessary calculations to support the amounts being requested. Illegible documents or documents for the wrong time-period or calculation amounts will require resubmittal by the Subrecipient. If documents provided do not equal totals requested, additional documentation may be requested, or amounts reimbursed will be reduced to totals supported by documentation.

Subgrant agreements between state agencies, and/or subgrant agreements between universities may submit alternative documentation to substantiate the reimbursement request that may be in the form of FLAIR reports or other detailed reports and do not have to include check numbers.

**(c) Frequency and Deadlines for Submission.**

- i. **Partial Claims.** Subrecipients should submit all costs for reimbursement monthly, unless no costs were incurred within a month. Reimbursement for personnel costs may be submitted after each pay period, if desired. Failure to submit reimbursement requests in a timely manner may result in this subgrant agreement being terminated.
- ii. **Final Claim.** A final financial request for reimbursement shall be submitted and/or postmarked no later than October 31 following the end of this subgrant agreement period. Such request should be distinctly identified as **Final**.

**The Subrecipient agrees to forfeit reimbursement of any amount incurred or expended if the final request is not submitted and/or postmarked by October 31 following the end of this**

- (d) **Travel Reimbursement.** Bills for travel expenses specifically authorized in this subgrant agreement shall be submitted on the FDOT Contractor Travel Form (300-000-06) and will be paid in accordance with Section 112.061, F.S. and the most current version of the FDOT Disbursement Handbook for Employees and Managers.
- (e) **Equipment Reimbursement.** All requests for reimbursement of equipment having a unit cost of \$5,000 or more and a useful life of one year or more shall be accompanied by a Non-Expendable Property Accountability Record (FDOT Form No. 500-065-09). Reimbursement of these equipment costs shall not be made before receipt of this form.
- (f) **Media Purchase Reimbursement.** Proof of performance (e.g., copies and/or images of posters, air

schedules, etc.) of all paid media purchased with subgrant funds shall be attached to reimbursement requests.

- (g) **Signature Requirements.** All requests for reimbursement shall be signed by an Authorized Representative of the Subrecipient, or their delegate. Delegation letters must be provided for each subgrant agreement.
- (h) **Reimbursement Timeline.** Subrecipients providing goods and services to the Department should be aware of the following time frames. The FDOT State Safety Office has a 30-day review process to approve goods and services that starts on the date of receipt of financial reimbursement request. After that review and approval, the Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved. Financial reimbursement requests may be returned if not completed properly. If a payment is not available within 40 days from the FDOT State Safety Office approval, a separate interest penalty at a rate as established pursuant to Section 55.03(1), F.S., will be due and payable, in addition to the financial reimbursement request amount, to the Subrecipient. Interest penalties of less than one (1) dollar will not be enforced unless the Subrecipient requests payment. Financial reimbursement requests that have to be returned to a Subrecipient because of Subrecipient preparation errors will result in a delay in the payment. The financial reimbursement request payment requirements do not start until a properly completed financial reimbursement request is provided to the Department.
- (i) **Financial Consequences.** Payment shall be made only after receipt and approval of deliverables and costs incurred. If the Department determines that the performance of the Subrecipient is unsatisfactory, the Department shall notify the Subrecipient of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the Department. The Subrecipient shall, within five days after notice from the Department, provide the Department with a corrective action plan describing how the Subrecipient will address all issues of subgrant agreement non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or subgrant agreement noncompliance. If the corrective action plan is unacceptable to the Department, the Subrecipient will not be reimbursed to the extent of the non-performance. The Subrecipient will not be reimbursed until the Subrecipient resolves the deficiency. If the deficiency is subsequently resolved, the Subrecipient may bill the Department for the unpaid reimbursement request(s) during the next billing period. If the Subrecipient is unable to resolve the deficiency, the funds shall be forfeited at the end of this subgrant agreement term.
- (j) **Vendor Ombudsman.** A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for Subrecipients who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516.

**42. Tracking and Retention of Financial Records.** The Subrecipient shall maintain an accounting system or separate accounts to ensure funds and projects are tracked separately. Records of costs incurred under the terms of this subgrant agreement shall be maintained and made available upon request to the Department at all times during the period of this subgrant agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Subrecipients general accounting records and the project records, together with supporting documents and records, of the contractor and all subcontractors performing work.

**43. Program Income.** Program income means gross income earned by Subrecipient that is directly generated by a supported activity or earned as a result of the subgrant award during the subgrant period of performance. Program income must be deducted from total allowable costs to determine the net allowable costs. Program income must be used for current costs and any remaining program income must be offset against the final request for reimbursement. Program income that the Subrecipient did not anticipate at the time of the subgrant award must be used to reduce the Federal award and Subrecipient contributions rather than to increase the funds committed to the project.

**44. Registration for Attendance.** No activities funded under this subgrant agreement shall charge a registration fee for attendance.

**45. Responsibility of Subrecipient.** The Subrecipient shall establish fiscal control and fund accounting procedures that assure proper disbursement and accounting of subgrant funds and required non-federal expenditures. All monies spent on this project shall be disbursed in accordance with provisions of the Project Detail Budget as approved by the FDOT State Safety Office. All expenditures and cost accounting of funds shall conform to 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements For Federal Awards, herein incorporated by reference, (hereinafter referred to as Applicable Federal Law).

## REQUIREMENTS

**46. Child Safety Seats.** Any agency that receives child safety seats must have at least one staff member who is a current Certified Child Passenger Safety Technician.

**47. Enforcement.**

- (a) **Automated Traffic Enforcement.** No subgrant funds will be awarded or expended to carry out a program to purchase, operate, or maintain an automated traffic enforcement system. (23 U.S.C. 402(c)(4)). The term "automated traffic enforcement system" includes any camera that captures an image of a vehicle for the purposes only of red light and speed enforcement, and does not include hand held radar and other devices operated by law enforcement officers to make an on-the-scene traffic stop, issue a citation, or other enforcement action at the time of violation. Subgrant funding will not be utilized or reimbursed for continuing priority initiated investigations, court or Administrative Hearings, and enforcement from aircraft.
- (b) **Data Driven.** Selection of enforcement activity locations should be based on current data that identifies high-risk areas with the greatest number of crashes, serious injuries, fatalities, and/or traffic violations (citations). Data should be reviewed periodically to ensure that the most current high-risk areas are continually addressed throughout this subgrant agreement period.
- (c) **High Visibility Enforcement.** All law enforcement agencies shall conduct High Visibility Enforcement while conducting enforcement under this subgrant agreement.

High Visibility Enforcement is defined as:

- Intense: Enforcement activities are over and above what normally takes place.
- Frequent: Enforcement occurs often enough to create general deterrence.
- Visible: A majority of the public sees or hears about the enforcement.
- Strategic: Enforcement targets high-risk locations during high-risk times.

(d) **Impaired Driving Enforcement.**

- i. **Hours of Emphasis.** A strong emphasis of enforcement operations should be during the hours of 6:00 pm to 6:00 am. Expansion of enforcement operation hours can be adjusted based on supporting data and prior approval by the FDOT State Safety Office. Agencies should ensure that enforcement saturation/wolfpack/roving patrols are conducted in periods of no fewer than 3 consecutive hours. The FDOT State Safety Office reserves the right to request a copy of any subgrant funded checkpoint After Action Report.
- ii. **Mobilization Participation.** All law enforcement agencies that receive impaired driving subgrant funding should participate in all NHTSA impaired driving mobilizations for the following holidays and events: New Year's Day, NFL Super Bowl, St. Patrick's Day, Cinco de Mayo, Independence Day, Labor Day, Halloween, and the end of year holiday season.

iii. **Required Credentials for Impaired Driving Enforcement.** Any law enforcement officer who takes enforcement action and receives compensation under an impaired driving subgrant must have successfully completed at least one of the following within the last five years:

- a. NHTSA/IACP 24 hour DWI Detection and Standardized Field Sobriety Testing (SFST) course
- b. NHTSA/IACP 4 hour DWI Detection and Standardized Field Sobriety Testing (SFST) refresher course
- c. NHTSA/IACP DWI Detection and Standardized Field Sobriety Testing (SFST) Instructor Development course
- d. NHTSA/IACP 8-hour DWI Detection and Standardized Field Sobriety Testing (SFST) Instructor Update course
- e. NHTSA/IACP Advanced Roadside Impaired Driving Enforcement (ARIDE) course
- f. Be an active certified Drug Recognition Expert (DRE)

(e) **Motorcycle Enforcement.** No subgrant funds will be used for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

(f) **Occupant Protection Enforcement.** All law enforcement agencies that receive occupant protection subgrant funding should participate in all NHTSA occupant protection mobilizations for Click It or Ticket and are encouraged to participate in Child Passenger Safety Week and National Seat Check Saturday .

(g) **Speed and Aggressive Driving Enforcement.** All law enforcement agencies that receive speed and aggressive driving subgrant funding should participate in the NHTSA Regional speed and aggressive driving mobilization for Operation Southern Shield.

i. **Required Credentials for Speed Enforcement.** Any law enforcement officer who is using a radar or

#### 48. Public Service Announcements, Marketing, and Advertisements.

(a) **Closed Caption Requirement.** All public service announcements produced with Federal highway safety funds shall be closed captioned for the hearing impaired.

(b) **Media Plan.** All paid media reimbursed with subgrant funds shall contain a traffic safety message . In order to maximize the effectiveness of the paid media , when marketing or advertising is included in subgrant activities, it shall be done only in conjunction with proven, effective countermeasures, and when the message of the media is designed to call attention to those countermeasures. Before incurring costs related to the paid media, a final draft of the media and media plan shall be submitted to the FDOT State Safety Office for review .

Media plans should include the following:

- i. What program/policy the paid media is supporting
- ii. How the paid media will be implemented to support an operational enforcement program whether it be a periodic crackdown/mobilization or an on-going saturation or roving patrol
- iii. The amount allocated for paid media
- iv. Anticipated creative costs associated with the paid media
- v. The measures that will be used to assess message recognition and penetration of the target audience.

(c) **Tagging.** All subgrant funded public service announcements, marketing, and advertisements shall be tagged "Funding provided by the Florida Department of Transportation , or Funded by FDOT". "Brought to you by" or "Provided by" may also be used for this requirement. The name of the Subrecipient and its logo can appear on the paid media but the names of individuals connected with the Subrecipient shall not appear when paid for with Federal highway safety funds, unless otherwise approved by the FDOT State Safety Office.

- (d) **Prohibition of Gifts.** Contractual agreements for marketing and advertising which include communications, public information, and paid media expenditures shall not include gifts as defined by Section 112.312, F.S., which includes items such as tickets, seats, food, travel, apparel, memorabilia, etc., to any representative of this subgrant agreement or any of their traffic safety partners unless the item or service is regularly made available to the general public at no cost.

**49. Public Information and Education Items.** Public Information and Education Items are defined as materials whose purpose is to convey substantive information about highway safety. Paper, pamphlets, flash drives, CD-ROMs, and similar media that contain educational materials are all allowable because their purpose is to contain and convey educational information. In order to be considered educational, distributed material must provide substantial informational and educational content to the public (not merely a slogan) and have the sole purpose of conveying that information. If a Subrecipient chooses to provide educational content on a flash drive, CD-ROM, or similar device, that device must be an economical method of conveying the information.

Before printing or ordering any public information and education items, a final draft or drawing of the items shall be submitted to the FDOT State Safety Office for review and approval.

Requests should include the following:

- (a) What public information or educational item is being requested
- (b) What program/policy is the item supporting
- (c) Who the target audience is
- (d) How the item will be distributed
- (e) Estimated unit cost(s) for the item

The FDOT State Safety Office shall provide written approval for reimbursement if the items are appropriate for purchase under this subgrant agreement. Copies and/or images of all public information and education items purchased with highway safety funds shall be attached to the forms requesting reimbursement for the items.

Printed materials (tip cards, brochures, safety pledges, surveys, activity books, booklets, guides, etc.) can be freely distributed, however tangible items (helmets, DVDs, CD-ROMs, flash or thumb drives, reflective tape, etc.) require the person receiving the item to interact with the Subrecipient in some manner related to the goal of the project in order to receive the item. Interaction includes attending a presentation, signing a pledge sheet, filling out a survey form, answering a traffic safety question, etc. The results of this interaction must be reported in the performance report.

Where feasible, either the Florida Department of Transportation logo or the words "Funding provided by the Florida Department of Transportation, or Funded by FDOT." Shall appear on or in all items. "Brought to you by" or "Provided by" may also be used for this requirement. The name of the Subrecipient and its logo can appear on any of the public information and education items. The names of individuals connected with the Subrecipient shall not appear on any printed materials, and advertisements paid for with highway safety funds.

Per 2 CFR 200 and NHTSA Memo "Use of NHTSA Highway Safety Grant Funds for Certain Purchases" (dated May 18, 2016), Use of NHTSA grant funds to purchase promotional items or memorabilia is prohibited and therefore unallowable under this subgrant agreement.

**50. Publication and Printing of Observational Surveys and Other Reports.**

- (a) **Review and Publication.** During this subgrant agreement period, but before publication or printing, the final draft of any report or reports required under this subgrant agreement or pertaining to this subgrant agreement shall be submitted to the FDOT State Safety Office for review and concurrence. After this subgrant agreement period has concluded, Subrecipients may publish after providing the FDOT State Safety Office with at least a 15-day prior written notice.



- (b) **Discussion.** Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with small technical groups or lectures to employees or students. Lectures that describe plans but discuss neither data nor results may be given to other groups without advance approval.
- (c) **Required Language.** Each publication or other printed report covered by Paragraph 50(a) above shall include the following statement on the cover page:
  - i. This report was prepared for the FDOT State Safety Office, Department of Transportation, State of Florida, in cooperation with the National Highway Traffic Safety Administration, U.S. Department of Transportation and/or Federal Highway Administration, U.S. Department of Transportation.
  - ii. The conclusions and opinions expressed in these reports are those of the Subrecipient and do not necessarily represent those of the FDOT State Safety Office, Department of Transportation, State of Florida, and/or the National Highway Traffic Safety Administration, U.S. Department of Transportation and/or Federal Highway Administration, U.S. Department of Transportation, or any other agency of the State or Federal Government.

**51. Safety Belt Policy.** Each Subrecipient shall have a written safety belt policy, which is enforced for all employees. A copy of the policy shall be maintained by the Subrecipient and made available for review if requested.

**52. Special Conditions.**

**Part VI: Federal Financial Assistance (Single Audit Act)**

**Federal resources awarded pursuant to this subgrant are as follows:**

**CFDA Number and Title:**

- 20.600 - State and Community Highway Traffic Safety Program (NHTSA 402 Funds)
- 20.611 - Incentive Grant Program to Prohibit Racial Profiling (NHTSA 1906 Funds)
- 20.614 - National Highway Traffic Safety Administration Discretionary Safety Grants (NHTSA 403 funds)
- 20.616 - National Priority Safety Program (NHTSA 405 Funds)

**\*Federal Funds Awarded:** \$46,000  
**Awarding Agency:** Florida Department of Transportation  
**Indirect Cost Rate:**  
**\*\*Award is for R&D:** No

**Federal resources awarded pursuant to this subgrant are subject to the following audit requirements:**

- (a) 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards  
[www.ecfr.gov](http://www.ecfr.gov)

**Federal resources awarded pursuant to this subgrant may also be subject to the following:**

- (a) Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS)  
[www.fsrs.gov](http://www.fsrs.gov)

<b><u>Federal Award Identification Number (FAIN):</u></b>	<b><u>FAIN Award Date:</u></b>
69A3751830000405dFLM	06/05/2018

IN WITNESS WHEREOF, the parties affirm that they have each read and agree to the conditions set forth in Part V of this Agreement that each have read and understand the Agreement in its entirety. Now, therefore, in consideration of the mutual covenants, promises and representations herein have executed this Agreement by their undersigned officials on the day, month, and year set out below.

(For FDOT Use Only)

STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION

By: Chris Craig  
Authorized FDOT State Safety Office Representative

Date: 11/7/19  
Date Signed

SUBRECIPIENT

By: [Signature]  
Signature of Authorized Representative

Name: Tommi S. Lyter  
Authorized Representative's Name Printed

Title: Chief of Police  
Authorized Representative's Title Printed

Date: 10/21/19  
Date Signed

Reviewed for the Florida Department of Transportation:

By: [Signature]  
Authorized FDOT Attorney

Date: 11/7/2019  
Date Signed

IMPLEMENTING AGENCY

By: [Signature]  
Signature of Authorized Representative

Name: GROVER C. ROBINSON, IV  
Authorized Representative's Name Printed

Title: mayor  
Authorized Representative's Title Printed

Date: 10/25/19  
Date Signed

NOTE: These signatures are the only recognized authorized representatives for this agreement, unless delegation is granted in writing.

To: Andrea.Louvaris@dot.state.fl.us

**FLORIDA DEPARTMENT OF TRANSPORTATION  
FUNDS APPROVAL**

**G1E91**

**10/1/2019**

**CONTRACT INFORMATION**

<b>Contract:</b>	G1E91
<b>Contract Type:</b>	GD - GRANT DISBURSEMENT (GRANT)
<b>Method of Procurement:</b>	G - GOVERNMENTAL AGENCY (287.057,F.S.)
<b>Vendor Name:</b>	CITY OF PENSACOLA
<b>Vendor ID:</b>	F596000406001
<b>Beginning Date of This Agreement:</b>	09/30/2019
<b>Ending Date of This Agreement:</b>	09/30/2020
<b>Contract Total/Budgetary Ceiling:</b>	ct = \$46,000.00
<b>Description:</b>	M5HVE-20-06-08, Pensacola PD, Impaired Driving Enforcement Grant

**FUNDS APPROVAL INFORMATION**

**FUNDS APPROVED/REVIEWED FOR ROBIN M. NAITOVE, CPA, COMPTROLLER ON 10/1/2019**

<b>Action:</b>	Original
<b>Reviewed or Approved:</b>	APPROVED
<b>Organization Code:</b>	55671000961
<b>Expansion Option:</b>	A6
<b>Object Code:</b>	780000
<b>Amount:</b>	\$46,000.00
<b>Financial Project:</b>	19030218402
<b>Work Activity (FCT):</b>	174
<b>CFDA:</b>	20.616
<b>Fiscal Year:</b>	2020
<b>Budget Entity:</b>	55150200
<b>Category/Category Year:</b>	088796/20
<b>Amendment ID:</b>	0001
<b>Sequence:</b>	00
<b>User Assigned ID:</b>	
<b>Enc Line (6s)/Status:</b>	0001/04

**Total Amount: \$46,000.00**

**RESOLUTION  
NO. 2019-68**

A RESOLUTION  
TO BE ENTITLED:

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE  
FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA

SECTION 1. The following appropriations from funds on hand in the fund accounts stated below, not heretofore appropriated, and transfer from funds on hand in the various accounts and funds stated below, heretofore appropriated, be, and the same are hereby made, directed and approved to-wit:

<b>A. SPECIAL REVENUE FUNDS</b>		
As Reads	Federal Grants	576,377
To:		
Reads	Federal Grants	622,377
As Reads	Personal Services	48,300
To:		
Reads	Personal Services	78,300
As Reads	Operating Expenses	196,210
To:		
Reads	Operating Expenses	203,710
As Reads	Capital Outlay	347,323
To:		
Reads	Capital Outlay	355,823

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_  
President of City Council

Attest:

\_\_\_\_\_  
City Clerk

**THE CITY OF PENSACOLA**

**DECEMBER 2019 - SUPPLEMENTAL BUDGET RESOLUTION - FDOT SUBGRANT HWY TRAFFIC SAFETY FUNDS - RES NO. 2019-68**

<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<b>SPECIAL REVENUE FUND</b>		
Estimated Revenues		
Federal Grants	46,000	Increase estimated revenue from Federal Grants
Total Revenues	<u>46,000</u>	
Appropriations		
Personal Services	30,000	Increase appropriation for Personal Services
Operating Expenses	7,500	Increase appropriation for Operating Expenses
Capital Outlay	8,500	Increase appropriation for Capital Outlay
Total Appropriations	<u>46,000</u>	



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 2019-68

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-68 FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS

**RECOMMENDATION:**

That City Council adopt Supplemental Budget Resolution No. 2019-68.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The Pensacola Police Department has been combating impaired drivers for the past several years with the help of the FDOT grants. To continue making progress, lower high traffic incident statistics, and make the roadways safer the Pensacola Police Department will utilize the grant funds to initiate a full-time DUI Unit assigned to the Traffic Section. The grant will allow the Pensacola Police Department to educate and certify more patrol officers in the Standardized Field Sobriety Testing (SFST) and National Highway Traffic Safety Administration (NHTSA) 24-hour curriculum during this grant period. Additionally, the Pensacola Police Department will utilize these funds to proactively enforce open container violations during this grant period. The Pensacola Police Department will work in conjunction with the DUI Units of the surrounding agencies to target impaired driving by using high visibility saturation patrols, and publicized sobriety checkpoints. The Pensacola Police Department's DUI Unit and patrol officers will attempt to locate impaired drivers by conducting general traffic enforcement. The Pensacola Police Department, in conjunction with NHTSA and FDOT traffic/impaired driving campaigns, will publicly announce enforcement efforts. The grant funds will provide Portable Breath Testing instruments to enforce the zero tolerance laws regarding underage drinking and driving.

In summary, the grant funds will increase education, publicity, and enforcement of impaired driving. Also, this grant will assist with moving forward to create a much-needed DUI Unit.

**PRIOR ACTION:**

None

**FUNDING:**

Budget: \$46,000

Actual: \$30,000

7,500

8,500

\$46,000

Overtime

Portable Breath Test Instruments

Intoxilyzer 8000 Instrument w/Printer

**FINANCIAL IMPACT:**

Adoption of the Supplemental Budget Resolution will appropriate the grant funds.

**CITY ATTORNEY REVIEW:** Yes

11/12/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator

Tommi Lyter, Police Chief

**ATTACHMENTS:**

- 1) Supplemental Budget Resolution No. 2019-68
- 2) Supplemental Budget Explanation No. 2019-68

**PRESENTATION:** No



**RESOLUTION  
NO. 2019-68**

A RESOLUTION  
TO BE ENTITLED:

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE  
FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA

SECTION 1. The following appropriations from funds on hand in the fund accounts stated below, not heretofore appropriated, and transfer from funds on hand in the various accounts and funds stated below, heretofore appropriated, be, and the same are hereby made, directed and approved to-wit:

<b>A. SPECIAL REVENUE FUNDS</b>		
As Reads	Federal Grants	576,377
To:		
Reads	Federal Grants	622,377
As Reads	Personal Services	48,300
To:		
Reads	Personal Services	78,300
As Reads	Operating Expenses	196,210
To:		
Reads	Operating Expenses	203,710
As Reads	Capital Outlay	347,323
To:		
Reads	Capital Outlay	355,823

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_  
President of City Council

Attest:

\_\_\_\_\_  
City Clerk

**THE CITY OF PENSACOLA**

**DECEMBER 2019 - SUPPLEMENTAL BUDGET RESOLUTION - FDOT SUBGRANT HWY TRAFFIC SAFETY FUNDS - RES NO. 2019-68**

<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<b>SPECIAL REVENUE FUND</b>		
Estimated Revenues		
Federal Grants	46,000	Increase estimated revenue from Federal Grants
Total Revenues	<u>46,000</u>	
Appropriations		
Personal Services	30,000	Increase appropriation for Personal Services
Operating Expenses	7,500	Increase appropriation for Operating Expenses
Capital Outlay	8,500	Increase appropriation for Capital Outlay
Total Appropriations	<u>46,000</u>	



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 2019-69

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-69 - LAW ENFORCEMENT TRUST FUND (LETF) PURCHASES FOR THE PENSACOLA POLICE DEPARTMENT

**RECOMMENDATION:**

That the City Council adopt Supplemental Budget Resolution No. 2019-69.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

The Law Enforcement Trust Fund was established by City of Pensacola to allow the Police Department the use of money and goods confiscated as a result of criminal activity. Florida State Statute 932.7055 as amended on July 1, 2016 details the circumstances confiscated goods may be used. The Federal Controlled Substance Act, Section 881 (e) (3) of Title 21, United States Code, in accordance with the United States Department of Justice Guide to Equitable Sharing designates the uses of Federal Law Enforcement Trust Funds.

The Pensacola Police Department is requesting \$3,000 be appropriated from the Law Enforcement Trust Fund (LETF) for the purpose of donating to Favor House of NW Florida. These funds will help provide training to Pensacola Police officers and others who work in the domestic violence system. This training will increase knowledge of domestic violence investigation, leading to a higher arrest and conviction rate, and use risk assessment tools keeping victims safe and educating victims. This will help prevent crime by incarcerating suspects and helping victims from returning to offenders for future abuse. Favor House will use this money to help pay the speaker fee for a national level trainer who is an expert in these areas.

The Pensacola Police Department is requesting \$1,500 be appropriated from the Law Enforcement

Trust Fund (LETf) for the purpose of donating to Waterfront Rescue Mission. The funds will help provide with costs associated with counseling services in the Waterfront Rescue Mission's Recovery and Career Development Program, which is a vital component to the success of the program. The funds will provide 66 hour-long sessions for clients that is instrumental in helping these clients get to the next level of healing.

The Police Chief has certified that these requests comply with the statutory requirements of Florida Statute 932.7055 and that the funds appropriated will be used for the qualifying purpose(s) of crime prevention and safe neighborhood.

**PRIOR ACTION:**

None

**FUNDING:**

Budget: \$4,500

Actual:	\$3,000	Favor House of NW Florida Grant
	<u>1,500</u>	Waterfront Rescue Mission Grant
	<u>\$4,500</u>	

**FINANCIAL IMPACT:**

The funds would be from the Law Enforcement Trust Fund and would have no impact on the City's General Fund. The attached Supplemental Budget Resolution will appropriate funds for these purposes.

**CITY ATTORNEY REVIEW:** Yes

11/14/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Tommi S. Lyter, Chief of Police

**ATTACHMENTS:**

- 1) Supplemental Budget Resolution No. 2019-69
- 2) Supplemental Budget Explanation Resolution No. 2019-69
- 3) Letter of Certification
- 4) Favor House of NW Florida LETf Application
- 5) Waterfront Rescue Mission LETf Application

**PRESENTATION:** No

**RESOLUTION  
NO. 2019-69**

A RESOLUTION  
TO BE ENTITLED:

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR  
THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA

SECTION 1. The following appropriations from funds on hand in the fund accounts stated below, not heretofore appropriated, and transfer from funds on hand in the various accounts and funds stated below, heretofore appropriated, be, and the same are hereby made, directed and approved to-wit:

**A. LAW ENFORCEMENT TRUST FUND**

To:	Fund Balance	4,500
To:	Operating Expenses	4,500

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_  
President of City Council

Attest:

\_\_\_\_\_  
City Clerk

**THE CITY OF PENSACOLA**

**DECEMBER 2019 - SUPPLEMENTAL BUDGET RESOLUTION - LETF FUNDS - NO. 2019-69**

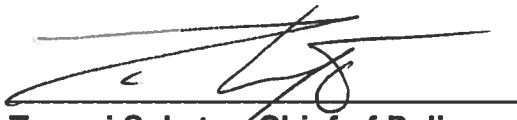
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<u>FUND</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
<b>LAW ENFORCEMENT TRUST FUND</b>		
Fund Balance	<u>4,500</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	<u>4,500</u>	Appropriate funding for Operating Expenses
Total Appropriations	<u>4,500</u>	

**CITY OF PENSACOLA POLICE DEPARTMENT**  
**Local Law Enforcement Trust Funds**  
**Letter of Certification**

I hereby certify that the requests contained herein comply in full with the provisions of Florida State Statute 932.7055 as amended on July 1, 2016, in reference to the use of contraband forfeiture from a State Law Enforcement Trust Fund and/or under the Federal Controlled Substance Act, Section 881 (e)(3) of Title 21, United States Code, in accordance with the US Department of Justice Guide to Equitable Sharing from a designated Federal

<b>Item</b>	<b>Description of Requested Items</b>	<b>Amount</b>
1	Favor House of NW Florida	\$3,000
2	Waterfront Rescue Mission	\$1,500
<b>Total Requested</b>		<b>\$4,500</b>

  
\_\_\_\_\_  
**Tommi S. Lyter, Chief of Police**

11/12/19  
\_\_\_\_\_  
**Date**

# APPLICATION FOR PENSACOLA POLICE DEPARTMENT

LAW ENFORCEMENT TRUST FUND MONIES

## ALL INFORMATION IS REQUIRED

Agency Name: Favor House of NW Florida      Agency Address: 2001 W. Blount St.  
Point of Contact: Sue Hand      Amount Requested: \$ 3,000.00  
Phone: (850) 434-9987      Email: sue@favorhouse.org  
Type of Agency:       School       Charity       Other  
Check Payable To: FavorHouse of NW Florida      Mailing Address: 2001 W. Blount St. Pensacola, FL  
Usage:       Crime Prevention       Safe Neighborhood       Drug Abuse Education  
                  School Resource Officer       Drug Prevention       Drug Treatment

## FUNDING JUSTIFICATION (REQUIRED)

*PROVIDE CERTIFICATION THAT FUNDS WILL BE USED FOR AUTHORIZED PURPOSES ONLY.*

*(ATTACH ADDITIONAL DOCUMENTATION, AS NEEDED, TO SUPPORT JUSTIFICATION)*

NOTE: BE SURE TO INCLUDE AND IDENTIFY ANY ANTICIPATED RECURRING PENSACOLA POLICE DEPARTMENT COSTS.

These funds will be used to help provide training to Pensacola Police officers and others who work in the domestic violence system. This training will increase knowledge of domestic violence investigation leading to a higher arrest and conviction rate, use of risk assessment tools, keeping victims safe and educating victims. This will help prevent crime by incarcerating suspects and helping victims from returning to offenders for future abuse. FavorHouse will use this money to help pay the speaker fee for a national level trainer who is an expert in these areas.

**\*\* APPLICATION WILL NOT BE PROCESSED WITHOUT THIS INFORMATION.**

## CERTIFICATION (REQUIRED)

I AGREE TO COMPLY WITH THE REQUIREMENTS AND TO USE THE APPROVED LOGO AND STATEMENT PROVIDED WITH THIS APPLICATION.      Initial Here: \_\_\_\_\_



Name of Certifying Official:

Title of Certifying Official:

1. As required by Florida Law, Statute 932.7055 5(C), the requested funds will be used for the purpose specified above, and no other purpose.
2. My agency shall, as required by Florida Law, Statute 932.7055, provide accounting for these funds and shall provide such reports to the Pensacola Police.
3. I have the appropriate authority on behalf of the requesting agency to submit this application and to ensure funds are used for the purposes specified herein to provide the required accounting and reporting of these funds.

All representations in this application are true, to the best of my knowledge and belief.

Signature: *[Handwritten Signature]* Date: 10-16-19

~~TICKETS/RESERVATIONS/TABLES/GUESTS~~

~~# of Tickets: # of Tables: # of Guests: RSVP Required Date:~~

CONTACT INFORMATION

For Tickets, Reservations, Confirmations, or Questions, please contact:

Holly Ramsey, (850) 435 – 1855, email: [letf@cityofpensacola.com](mailto:letf@cityofpensacola.com)

FOR INTERNAL USE ONLY

Chief Signature: *[Handwritten Signature]* Date: 10/16/19  Approve  Disapprove

Legal Signature: *[Handwritten Signature]* Date: 10/22/19  Approve  Disapprove

Mail to:  
P O Box 1750  
Pensacola, FL 32591-1750

Drop Off at:  
711 N. Hayne Street  
Pensacola, FL 32501

Send Signed and Scanned  
Application to:  
[letf@cityofpensacola.com](mailto:letf@cityofpensacola.com)

APPROVED LOGO AND STATEMENT

Pensacola Police Department will attach a PDF Copy of the Approved Statement and Logo.

# APPLICATION FOR PENSACOLA POLICE DEPARTMENT

## LAW ENFORCEMENT TRUST FUND MONIES

### ALL INFORMATION IS REQUIRED

Agency Name: Waterfront Rescue Mission Agency Address: 380 W. Herman Street

Point of Contact: Angie Ishee

Amount Requested: \$ 1,500.00

Phone: 850-542-4511

Email: aishee@waterfrontmission.org

Type of Agency:  School  Charity  Other

Check Payable To: Waterfront Rescue Mission Mailing Address: P.O. Box 870, Pensacola, FL 32591

Usage:  Crime Prevention  Safe Neighborhood  Drug Abuse Education

School Resource Officer  Drug Prevention  Drug Treatment

## FUNDING JUSTIFICATION (REQUIRED)

PROVIDE CERTIFICATION THAT FUNDS WILL BE USED FOR AUTHORIZED PURPOSES ONLY.

(ATTACH ADDITIONAL DOCUMENTATION, AS NEEDED, TO SUPPORT JUSTIFICATION)

NOTE: BE SURE TO INCLUDE AND IDENTIFY ANY ANTICIPATED RECURRING PENSACOLA

### POLICE DEPARTMENT COSTS

Waterfront Rescue Mission respectfully requests \$1500 for the costs associated with our Counseling Services in our Recovery and Career Development Program. Counseling support is a vital component to the success of our program. With a generous \$1500 grant from your organization, we can provide 66 hour-long sessions for our clients. This time is instrumental in helping these men get to the next level of healing. In the belief that people can transform their lives, our program is a 12-month curriculum that assists men struggling with addiction or mental health issues. Of these men, most are homeless or of very low income; about 47 percent are African American, 51 percent White and 2 percent are other designations. On average, these men are between the ages of 18 and 55.

A preliminary period during which men give up drugs/alcohol and smoking is structured as a Band of Brothers, up to 48 men commit to each other's successful completion of the program. Enrollment occurs quarterly. Once sober, and making a commitment to intense personal and family/group counseling, the first six months includes physical exercise, job skills and financial literacy. The men can earn a GED or a higher education with career development in mind and daily spiritual practice (volunteer basis only). Practical goals are implemented; such as getting a driver's license and paying down past expenses associated with fines and legal fees. Many of these are directly related to family relationships and are then met, with planning and guidance. The final six months of the program are devoted to working and saving toward moving to permanent housing. Among the groups completed in July 2019, 66 men are now employed, 22 have completed the entire program and 21 live in permanent housing. The Mission projects to serve 100 men in 2020. Agencies and nonprofit partners provide medical,

**\*\* APPLICATION WILL NOT BE PROCESSED WITHOUT THIS INFORMATION.**

## CERTIFICATION (REQUIRED)

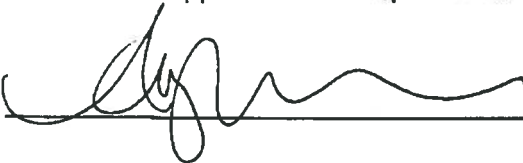
I AGREE TO COMPLY WITH THE REQUIREMENTS AND TO USE THE APPROVED LOGO AND STATEMENT PROVIDED WITH THIS APPLICATION. Initial Here: AI

Name of Certifying Official: Angie Ishee

Title of Certifying Official: Sr. VP of Public Relations and Development

1. As required by Florida Law, Statute 932.7055 5(C), the requested funds will be used for the purpose specified above, and no other purpose.
2. My agency shall, as required by Florida Law, Statute 932.7055, provide accounting for these funds and shall provide such reports to the Pensacola Police.
3. I have the appropriate authority on behalf of the requesting agency to submit this application and to ensure funds are used for the purposes specified herein to provide the required accounting and reporting of these funds.

All representations in this application are true, to the best of my knowledge and belief.

Signature:  Date: 10/21/2019

### TICKETS/RESERVATIONS/TABLES/GUESTS

# of Tickets:                      # of Tables:                      # of Guests:                      RSVP Required Date:

### CONTACT INFORMATION

For Tickets, Reservations, Confirmations, or Questions, please contact:

Holly Ramsey, (850) 435 – 1855, email: [left@cityofpensacola.com](mailto:left@cityofpensacola.com)

### FOR INTERNAL USE ONLY

Chief Signature:  Date: 10/29  Approve  Disapprove

Legal Signature:  Date: 11/5/19  Approve  Disapprove

Mail to:  
P O Box 1750  
Pensacola, FL 32591-1750

Drop Off at:  
711 N. Hayne Street  
Pensacola, FL 32501

Send Signed and Scanned  
Application to:  
[left@cityofpensacola.com](mailto:left@cityofpensacola.com)

### APPROVED LOGO AND STATEMENT

*Pensacola Police Department will attach a PDF Copy of the Approved Statement and Logo.*



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

---

**File #:** 2019-70

City Council

12/12/2019

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### **LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-70 - FY 2020 NON-ENCUMBERED CARRYOVER BUDGET RESOLUTION

**RECOMMENDATION:**

That City Council adopt Supplemental Budget Resolution No. 2019-70.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

Purchase orders carried forward on a separate resolution were approved by City Council on November 14, 2019. The attached unencumbered carryover budget resolution includes appropriations for the following:

- Items budgeted in FY 2019 but not purchased or encumbered

For various reasons certain items that were budgeted in FY 2019 were not purchased or encumbered. The unexpended appropriations are carried forward to the new fiscal year so that these items can be purchased.

A balance of \$104,325 remained at the end of FY 2019 within the City Council Discretionary Fund and is being carried forward to FY 2020.

Additionally, balances remaining for the MBE Program, Pensacola Neighborhood Challenge Grants, Parks and Recreation, Saenger Theatre Capital Projects, Homeless Initiatives, Human Relations Commission, Housing Initiatives Fund, Inner-City Housing Initiatives Fund, Special Grants Fund, Community Redevelopment Agency Fund, Stormwater Utility Fee Fund, Section 8 Housing Assistance Fund, Law Enforcement Trust Fund, Natural Disaster Fund, Eastside

TIF Fund, Westside TIF Fund, Tennis Center Fund, Local Option Sales Tax Fund, CRA Series 2017 Capital Projects Fund, CRA Series 2019 Capital Projects Fund, LOST Series 2017 Project Fund, Stormwater Capital Projects Fund, Gas Utility Fund, Port Fund, Airport Fund, Technology Resources and Central Garage projects are being carried forward.

- Items to be purchased with additional unexpended FY 2019 appropriations

In some instances, departments have requested that unexpended appropriations be used to fund items that were not anticipated at the time the FY 2020 budget was prepared. Sufficient unexpended FY 2019 appropriations are available to fund these requests.

A total amount of \$113,700 is being carried forward to provide funding for new audio/video conferencing equipment for the Council Room, funding for a Conference Room and new offices for Council Members and funding to establish the Affordable Housing Task Force.

Within the Office of the City Clerk, \$6,200 is being carried forward to provide sufficient funding for the costs associated with the public records GovQA program that was previously paid for from the Office of the City Attorney but was not transferred over to the City Clerk.

The Badging Machine in Human Resources is in need of replacement. An additional \$2,300 has been carried forward to fund the purchase of that machine. Additionally, \$30,000 has been appropriated in Human Resources to fund the costs associated with conducting the Employee Engagement Survey and \$15,000 has been appropriated for additional Leadership Training.

An additional \$100,000 has been appropriated for additional funding for Sidewalk Repairs as well as another \$100,000 for Intersection Improvements. Funding for ongoing Street Light Projects of \$70,000 has also been included. A total amount of \$43,500 has been carried forward to address various maintenance issues at Gull Point, Sanders Beach, Fricker Center, the Field Services Center and City Hall.

Within the Police Department \$209,300 has been appropriated to purchase additional body cameras with docking stations, additional tasers with holsters and cartridges and additional non-lethal options. This will be in line with the industry standard of providing every officer with two non-lethal options. Additionally, \$75,000 has been appropriated to provide funding for a training consultant and \$9,300 has been appropriated to purchase two electric bicycles for the new Police Officers assigned to Community Policing in the downtown area. The bicycles will allow the officers to respond quickly to calls for services within the CRA district yet allow them to be more visible and approachable to residents, business owners and visitors/tourists. They will also use the bicycles during special events that take place in the CRA district.

Within the Non-Departmental budget in the General Fund, an additional \$12,000 has been appropriated for BRACE as discussed at the Tentative Public Hearing on the FY 2020 Budget. An additional \$50,000 has also been appropriated for Homeless Initiatives.

Subsequent to the adoption of the FY 2020 Budget the contract for stormwater pond

maintenance exceeded budget. An additional \$74,783 has been appropriated to address the increased costs.

At the November 14, 2019 City Council Meeting, a Port Security Grant was approved to fund the replacement and upgrade of vessel equipment on Fire Boat #1. It was explained in the memorandum that the Fire Department's matching funds will be funded from savings realized from the completed Fire Station #3 project. Therefore, \$52,163 has been appropriated in the LOST Series 2017 Project Fund for the Fire Department's matching portion of that grant and the Fire Station #3 project balance has been reduced by the same amount. Additionally, quotes for the Fire Pumper Truck exceeded budget by \$20,700. Those funds were shifted from the Fire Station #3 project. Finally, within the Fire Department, additional funding was needed for the Fire Training Simulator project and \$16,432 was shifted from the Fire Station #3 project.

During the renovation of the Garage Facility, it was determined that three awnings would need to be replaced. An additional \$25,000 has been appropriated to replace those awnings.

- Appropriation of fund balance

Fund balance is appropriated as necessary to cover the planned expenditures noted above.

- Changes in revenue estimates

Certain estimated revenues for Fiscal Year 2020 within the General Fund have been revised based on receipts at the end of Fiscal Year 2019.

The appropriation for the Special Assessments Fund is being made to provide funding for demolition of various structures.

- Other Changes

On July 25, 2019 the City of Pensacola issued the Urban Core Redevelopment Refunding and Improvement Revenues Bond, Series 2019. The Series 2019 Bond was issued to refinance the cost of refunding the Redevelopment Revenue Bonds, Series 2009B as well as capital improvements to the Urban Core Community Redevelopment Area included in the Urban Core Community Redevelopment Area Plan. The adjustments included in the supplemental budget resolution will remove the debt service payments and the Federal Direct Payment Subsidy in the CRA Debt Service Fund associated with the refunded Series 2009B Bonds and budget the debt service payments associated with the Series 2019 Bond.

As outlined in the Financial Planning and Administration Policy, those amounts appropriated in budget line items for salary increases must remain as adopted unless changed by a supplemental budget resolution. The Fiscal Year 2020 Budget included a separate line item appropriation entitled "9196 - Salary Increases (Non-Union)" which was an average 2% performance based salary increase for non-union employees. The Fiscal Year 2020 Budgeted included an additional line item appropriation entitled "9195 - Salary Increases

(Union)" which also represented an average 2% performance based salary increase for all employees represented by collective bargaining agreements. Pay increases for all non-union and union employees were effective October 1, 2019. Included in this supplemental budget resolution is a transfer from 9196 - Salary Increases (Non-Union) and 9195 - Salary Increases (Union) to 9111 - Salaries where the expenses were charged.

**PRIOR ACTION:**

September 18, 2019 - City Council formally adopted a beginning FY 2020 Budget on Budget Resolution No. 2019-50.

November 14, 2019 - City Council adopted Supplemental Budget Resolution No. 2019-61 covering purchase orders payable.

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

All appropriations of City funds in the supplemental budget resolution are covered by fund balances, shifts in expenses or changes in estimated revenues. Approval of the supplemental budget resolution provides for a balanced budget for Fiscal Year 2020.

**CITY ATTORNEY REVIEW:** Yes

11/26/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Richard Barker, Jr., Chief Financial Officer

**ATTACHMENTS:**

- 1) Supplemental Budget Resolution No. 2019-70
- 2) Supplemental Budget Explanation No. 2019-70

**PRESENTATION:** No

**RESOLUTION  
NO. 2019-70**

A RESOLUTION  
TO BE ENTITLED:

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE  
FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA

SECTION 1. The following appropriations from funds on hand in the fund accounts stated below, not heretofore appropriated, and transfer from funds on hand in the various accounts and funds stated below, heretofore appropriated, be, and the same are hereby made, directed and approved to-wit:

**A. GENERAL FUND**

Fund Balance		1,361,670
1) City Council		
As Reads:	Operating Expenses	553,905
Amended		
To Read	Operating Expenses	771,930
2) City Clerk		
As Reads:	Operating Expenses	49,700
Amended		
To Read	Operating Expenses	55,900
3) Human Resources		
As Reads:	Operating Expenses	180,602
Amended		
To Read	Operating Expenses	227,902
4) Financial Services		
As Reads:	Operating Expenses	388,500
Amended		
To Read	Operating Expenses	401,292
5) Planning Services		
To:	Grants & Aids	4,633
As Reads:	Operating Expenses	300,826
Amended		
To Read	Operating Expenses	472,260
6) Parks & Recreation		
As Reads:	Operating Expenses	3,271,567
Amended		
To Read	Operating Expenses	3,306,567



7) Public Works		
As Reads:	Operating Expenses	3,516,958
Amended		
To Read	Operating Expenses	3,830,458
8) Police		
As Reads:	Operating Expenses	4,003,022
Amended		
To Read	Operating Expenses	4,212,322
7) Non-Departmental		
As Reads:	Grants and Aids - Saenger Theatre Capital	75,000
Amended		
To Read	Grants and Aids - Saenger Theatre Capital	333,862
As Reads:	Grants and Aids - Homeless Initiatives	50,000
Amended		
To Read	Grants and Aids - Homeless Initiatives	102,874
As Reads:	Grants and Aids - Human Relations Commission	89,000
Amended		
To Read	Grants and Aids - Human Relations Commission	108,750
As Reads:	Grants and Aids - BRACE	15,000
Amended		
To Read	Grants and Aids - BRACE	27,000
	<b>B. HOUSING INITIATIVES FUND</b>	
	Fund Balance	51,762
To:	Operating Expenses	51,762
	<b>C. INNER-CITY HOUSING INITIATIVES FUND</b>	
	Fund Balance	449,310
To:	Other Grants and Aids	449,310
	<b>D. SPECIAL GRANTS FUND</b>	
	Fund Balance	10,364
To:	State Grants	475,370
As Reads:	Federal Grants	419,889
Amended		
To Read:	Federal Grants	1,147,006
As Reads:	Miscellaneous	182,156
Amended		
To Read:	Miscellaneous	1,395,448
As Reads:	Personal Services	48,300
Amended		
To Read:	Personal Services	86,002
As Reads:	Operating Expenses	196,210
Amended		
To Read:	Operating Expenses	523,035

As Reads: Amended	Capital Outlay	190,835
To Read:	Capital Outlay	1,640,574
As Reads: Amended	Grants & Aids	166,700
To Read:	Grants & Aids	778,577

**E. COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

As Reads: Amended	Federal Government	1,039,202
To Read:	Federal Government	1,610,409
As Reads: Amended	Grants & Aids	695,600
To Read:	Grants & Aids	1,266,807

**F. COMMUNITY REDEVELOPMENT AGENCY FUND**

Fund Balance		3,382,455
To:	Capital Outlay	60,500
As Reads: Amended	Operating Expenses	3,222,321
To Read:	Operating Expenses	5,885,981
As Reads: Amended	Grants & Aids	125,930
To Read:	Grants & Aids	784,225

**G. STORMWATER UTILITY FEE FUND**

Fund Balance		107,783
As Reads: Amended	Operating Expenses	965,150
To Read:	Operating Expenses	1,072,933

**H. SECTION 8 HOUSING ASSISTANCE FUND**

Fund Balance		17,200
As Reads: Amended	Operating Expenses	17,215,298
To Read:	Operating Expenses	17,216,498
As Reads: Amended	Capital Outlay	16,000
To Read:	Capital Outlay	32,000

**I. LAW ENFORCEMENT TRUST FUND**

Fund Balance		40,503
To:	Operating Expenses	35,301
To:	Capital Outlay	5,202

**J. NATURAL DISASTER FUND**

To:	Federal Grants	1,017,316
As Reads: Amended	Capital Outlay	38,289
To Read:	Capital Outlay	1,055,605

**K. MUNICIPAL GOLF FUND**

	Fund Balance	4,800
As Reads: Amended	Operating Expenses	351,300
To Read:	Operating Expenses	356,100

**L. EASTSIDE TAX INCREMENT FINANCING DISTRICT FUND**

	Fund Balance	620,058
To:	Grants and Aids	280,621
To:	Capital Outlay	16,500
As Reads: Amended	Operating Expenses	58,048
To Read:	Operating Expenses	380,985

**M. WESTSIDE TAX INCREMENT FINANCING DISTRICT FUND**

	Fund Balance	89,627
As Reads: Amended	Operating Expenses	279,748
To Read:	Operating Expenses	309,375
As Reads: Amended	Grants and Aids	40,000
To Read:	Grants and Aids	100,000

**N. TENNIS CENTER FUND**

	Fund Balance	16,500
As Reads: Amended	Operating Expenses	128,700
To Read:	Operating Expenses	145,200

**O. CRA DEBT SERVICE FUND**

As Reads: Amended	Federal Direct Payment Subsidy	909,300
To Read:	Federal Direct Payment Subsidy	0
As Reads: Amended	Interest Expense	3,288,300
To Read:	Interest Expense	1,844,100
As Reads: Amended	Principal	1,505,000
To Read:	Principal	2,039,900

**P. LOCAL OPTION SALES TAX FUND**

	Fund Balance	29,243,185
To:	Transfer to Airport	18,124,154
To:	Transfer to Port	358,222
As Reads: Amended	Capital Outlay	7,952,814
To Read:	Capital Outlay	18,713,623

**Q. CRA SERIES 2017 CAPITAL PROJECTS FUND**

	Fund Balance	10,878,567
To:	Operating Expenses	138,065
As Reads: Amended	Capital Outlay	388,987
To Read:	Capital Outlay	11,129,489

**R. CRA SERIES 2019 CAPITAL PROJECTS FUND**

	Fund Balance	18,000,264
To:	Operating Expenses	18,000,264

**S. LOST SERIES 2017 PROJECT FUND**

	Fund Balance	3,149,698
As Reads: Amended	Capital Outlay	4,026,486
To Read:	Capital Outlay	7,176,184

**T. STORMWATER CAPITAL PROJECTS FUND**

	Fund Balance	4,826,040
As Reads: Amended	Operating Expenses	662,739
To Read:	Operating Expenses	1,770,875
As Reads: Amended	Capital Outlay	2,165,823
To Read:	Capital Outlay	5,883,727

**U. GAS UTILITY FUND**

	Fund Balance	80,000
As Reads: Amended	Operating Expenses	27,564,037
To Read:	Operating Expenses	27,644,037

**V. PORT FUND**

	Fund Balance	118,679
To:	Transfer in From Local Option Sales Tax Fund	358,222
As Reads: Amended	State Grants	194,110
To Read:	State Grants	1,502,528

As Reads: Amended To Read:	Operating Expenses	1,184,370
As Reads: Amended To Read:	Operating Expenses	1,322,548
As Reads: Amended To Read:	Capital Outlay	238,868
As Reads: Amended To Read:	Capital Outlay	1,886,009

**W. AIRPORT FUND**

	Fund Balance	2,611,479
To:	Private Grant Revenue	112,724,154
To:	Transfer in From Local Option Sales Tax Fund	18,124,154
As Reads: Amended To Read:	Federal Grant Revenue	11,769,020
As Reads: Amended To Read:	Federal Grant Revenue	24,019,020
As Reads: Amended To Read:	State Grant Revenue	750,000
As Reads: Amended To Read:	State Grant Revenue	67,625,000
As Reads: Amended To Read:	Operating Expenses	13,726,773
As Reads: Amended To Read:	Operating Expenses	15,852,473
As Reads: Amended To Read:	Principal Payment	13,636,139
As Reads: Amended To Read:	Principal Payment	224,095,226

**X. CENTRAL SERVICES FUND**

As Reads: Amended To Read:	Charges for Services - Technology Resources	2,569,325
As Reads: Amended To Read:	Charges for Services - Technology Resources	3,060,404
As Reads: Amended To Read:	Charges for Services - Central Garage	1,525,779
As Reads: Amended To Read:	Charges for Services - Central Garage	1,625,508
1) Technology Resources		
As Reads: Amended To Read:	Operating Expenses	1,173,725
As Reads: Amended To Read:	Operating Expenses	1,664,804

2) Central Garage

As Reads:	Operating Expenses	316,600
Amended		
To Read:	Operating Expenses	341,600
As Reads:	Capital Outlay	450,779
Amended		
To Read:	Capital Outlay	525,508

**Y. SPECIAL ASSESSMENTS FUND**

To:	Special Assessments	100,000
To:	Other Non-Operating	100,000

**Z. ALL FUNDS**

As Reads:	9111 - Salaries	38,473,600
Amended		
To Read:	9111 - Salaries	39,327,100
As Reads:	9195 - Salary Increases (Union)	415,900
Amended		
To Read:	9195 - Salary Increases (Union)	0
As Reads:	9196 - Salary Increases (Non-Union)	437,600
Amended		
To Read:	9196 - Salary Increases (Non-Union)	0

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_  
President of City Council

Attest:

\_\_\_\_\_  
City Clerk

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>A. GENERAL FUND</b>		
Estimated Revenues		
Communication Services Tax	(92,800)	Decrease estimated revenue from Communication Services Tax
Escambia County School Board - SRO	107,300	Increase estimated revenue from Escambia County School Board - SRO
Half-Cent Sales Tax	(140,000)	Decrease estimated revenue from Half-Cent Sales Tax
Interest Income	60,000	Increase estimated revenue from Interest Income
State Street Light Maintenance	45,500	Increase estimated revenue from State Street Light Maintenance
State Traffic Signal Maintenance	20,000	Increase estimated revenue from State Traffic Signal Maintenance
Total Revenues	<u>0</u>	
Fund Balance	<u>1,102,808</u>	Increase appropriated fund balance - FY 2019 Departmental Carryforward
Sub-Total Fund Balance	<u>1,102,808</u>	
Fund Balance	<u>258,862</u>	Increase appropriated fund balance - Saenger Theatre
Total Revenues & Fund Balance	<u><u>1,361,670</u></u>	
Appropriations		
(1) City Council		
Operating Expenses	218,025	Increase appropriation for Operating Expenses - FY 2019 Carryforward
(2) City Clerk		
Operating Expenses	6,200	Increase appropriation for Operating Expenses
(3) Human Resources		
Operating Expenses	47,300	Increase appropriation for Operating Expenses
(4) Financial Services		
Operating Expenses	12,792	Increase appropriation for Operating Expenses - FY 2019 Carryforward
(5) Planning Services		
Operating Expenses	171,434	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Grants & Aids	4,633	Appropriate funding for Grants & Aids (PNC) - FY 2019 Carryforward
(6) Parks & Recreation		
Operating Expenses	35,000	Increase appropriation for Operating Expenses
(7) Public Works		
Operating Expenses	313,500	Increase appropriation for Operating Expenses
(8) Police Department		
Operating Expenses	209,300	Increase appropriation for Operating Expenses

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
(9) Non-Departmental		
Grants and Aids - Saenger Theatre Capital	258,862	Increase appropriation - Saenger Capital Purchases - FY 2019 Carryforward
Grants and Aids - Homeless Initiatives	52,874	Increase appropriation for Homeless Initiatives - FY 2019 Carryforward & Additional Amount
Grants and Aids - Human Relations Commission	19,750	Increase appropriation for Human Relations Commission - Fair Housing (HRC)
Grants and Aids - BRACE	12,000	Increase appropriation for BRACE
Total Appropriations	<u>1,361,670</u>	
<b>B. HOUSING INITIATIVES FUND</b>		
Fund Balance	<u>51,762</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	<u>51,762</u>	Appropriate funding for Operating Expenses - FY 2019 Carryforward
Total Appropriations	<u>51,762</u>	
<b>C. INNER-CITY HOUSING INITIATIVES FUND</b>		
Fund Balance	<u>449,310</u>	Increase appropriated fund balance
Appropriations		
Grants & Aids	<u>449,310</u>	Appropriate funding for Grants & Aids - FY 2019 Carryforward
Total Appropriations	<u>449,310</u>	
<b>D. SPECIAL GRANTS FUND</b>		
Estimated Revenues		
Federal Grants	727,117	Increase estimated revenue for Federal Grants
Miscellaneous	1,213,292	Increase estimated revenue for Miscellaneous Revenue
State Grants	<u>475,370</u>	Appropriate estimated revenue from State Grants
Total Estimated Revenues	<u>2,415,779</u>	
Fund Balance	<u>10,364</u>	Increase appropriated fund balance
Total Estimated Revenues and Fund Balance	<u>2,426,143</u>	
Appropriations		
Personal Services	37,702	Increase appropriation for Personal Services - FY 2019 Carryforward
Operating Expenses	326,825	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Capital Outlay	1,449,739	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Grants & Aids	<u>611,877</u>	Increase appropriation for Grants & Aids - FY 2019 Carryforward
Total Appropriations	<u>2,426,143</u>	



**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>E. COMMUNITY DEVELOPMENT BLOCK GRANT FUND</b>		
Estimated Revenues		
Federal Government	571,207	Increase estimated revenue from Federal Government
Total Estimated Revenues	<u>571,207</u>	
Appropriations		
Grants & Aids	571,207	Increase appropriation for Grants & Aids - FY 2019 Carryforward
Total Appropriations	<u>571,207</u>	
<b>F. COMMUNITY REDEVELOPMENT AGENCY FUND</b>		
Fund Balance	<u>3,382,455</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	1,882,899	Increase appropriation for Operating Expenses - FY 2019 Carryover - Affordable Housing
Operating Expenses	15,142	Increase appropriation for Operating Expenses - FY 2019 Carryover - Urban Core-Redev Plan Update
Operating Expenses	49,298	Increase appropriation for Operating Expenses - FY 2019 Carryover - Property Acquisition/Mgmt
Operating Expenses	37,666	Increase appropriation for Operating Expenses - FY 2019 Carryover - Garden Street
Operating Expenses	214,838	Increase appropriation for Operating Expenses - FY 2019 Carryover - Jefferson Street
Operating Expenses	116,133	Increase appropriation for Operating Expenses - FY 2019 Carryover - Baylen Slip
Operating Expenses	4,000	Increase appropriation for Operating Expenses - FY 2019 Carryover - Baylen Slip
Operating Expenses	50,000	Increase appropriation for Operating Expenses - FY 2019 Carryover - Spring Street
Operating Expenses	77,500	Increase appropriation for Operating Expenses - FY 2019 Carryover - Garden Street Streetscape
Operating Expenses	116,184	Increase appropriation for Operating Expenses - FY 2019 Carryover - Sidewalk Repairs
Operating Expenses	100,000	Increase appropriation for Operating Expenses - FY 2019 Carryover - Complete Streets
Capital Outlay	60,500	Appropriate funding for Capital Outlay - FY 2019 Carryover - Complete Streets
Grants & Aids	29,314	Increase appropriation for Grants & Aids - FY 2019 Carryover - AF Housing (Prop Improv Pgm)
Grants & Aids	1,084	Increase appropriation for Grants & Aids - FY 2019 Carryover - AF Housing - 633 W. Wright Street
Grants & Aids	1,162	Increase appropriation for Grants & Aids - FY 2019 Carryover - AF Housing - 631 W. Wright Street
Grants & Aids	1,511	Increase appropriation for Grants & Aids - FY 2019 Carryover - AF Housing - 607 W. LaRua Street
Grants & Aids	14,225	Increase appropriation for Grants & Aids - FY 2019 Carryover - AF Housing - 212 N. Coyle Street
Grants & Aids	300,000	Increase appropriaton for Grants & Aids - FY 2019 Carryover - Skateboard Park
Grants & Aids	310,999	Increase appropriation for Grants & Aids - FY 2019 Carryover - Commercial Façade Pgm
Total Appropriations	<u>3,382,455</u>	

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>G. STORMWATER UTILITY FEE FUND</b>		
Fund Balance	<u>107,783</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	<u>107,783</u>	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Total Appropriations	<u>107,783</u>	
<b>H. SECTION 8 HOUSING ASSISTANCE FUND</b>		
Fund Balance	<u>17,200</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	1,200	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Capital Outlay	<u>16,000</u>	Increase appropriation for Capital Outlay (HVAC System) - FY 2019 Carryforward
Total Appropriations	<u>17,200</u>	
<b>I. LAW ENFORCEMENT TRUST FUND</b>		
Fund Balance	<u>40,503</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	35,301	Appropriate funding for Operating Expenses - FY 2019 Carryforward
Capital Outlay	<u>5,202</u>	Appropriate funding for Capital Outlay - FY 2019 Carryforward
Total Appropriations	<u>40,503</u>	
<b>J. NATURAL DISASTER FUND</b>		
Estimated Revenues		
Federal Grants	<u>1,017,316</u>	Increase estimated revenue from Federal Grants
Total Estimated Revenues	<u>1,017,316</u>	
Appropriations		
Capital Outlay	<u>1,017,316</u>	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Total Appropriations	<u>1,017,316</u>	
<b>K. MUNICIPAL GOLF FUND</b>		
Fund Balance	<u>4,800</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	<u>4,800</u>	Increase appropriation for Operating Expenses
Total Appropriations	<u>4,800</u>	

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>L. EASTSIDE TAX INCREMENT FINANCING DISTRICT FUND</b>		
Fund Balance	<u>620,058</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	136,302	Increase appropriation for Operating Expenses - FY 2019 Carryover - Property Acquisition/Mgmt
Operating Expenses	38,635	Increase appropriation for Operating Expenses - FY 2019 Carryover - Eastside - Redev. Plan Update
Operating Expenses	148,000	Increase appropriation for Operating Expenses - FY 2019 Carryover - Affordable Housing
Capital Outlay	16,500	Appropriate funding for Capital Outlay - FY 2019 Carryover - Streetscape Improvements (Chappie)
Grants and Aids	<u>280,621</u>	Appropriate funding for Grants & Aids - FY 2019 Carryover - Affordable Housing (Prop Improv Pgm)
Total Appropriations	<u>620,058</u>	
<b>M. WESTSIDE TAX INCREMENT FINANCING DISTRICT FUND</b>		
Fund Balance	<u>89,627</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	29,627	Increase appropriation for Operating Expenses - FY 2019 Carryover - Westside - Redev. Plan Update
Grants and Aids	40,000	Increase appropriation for Grants & Aids - FY 2019 Carryover - Commercial Façade Program
Grants and Aids	<u>20,000</u>	Increase appropriation for Grants & Aids - FY 2019 Carryover - Commercial Façade Program - E114 Jordan
Total Appropriations	<u>89,627</u>	
<b>N. TENNIS CENTER FUND</b>		
Fund Balance	<u>16,500</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	<u>16,500</u>	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Total Appropriations	<u>16,500</u>	
<b>O. CRA DEBT SERVICE FUND</b>		
Estimated Revenues		
Federal Direct Payment Subsidy	<u>(909,300)</u>	Decrease estimated revenue for Federal Direct Payment Subsidy
Total Estimated Revenues	<u>(909,300)</u>	
Appropriations		
Interest Expense	(1,444,200)	Decrease appropriation for Interest Expense
Principal Reserves	<u>534,900</u>	Increase appropriation for Principal Reserves
Total Appropriations	<u>(909,300)</u>	

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>P. LOCAL OPTION SALES TAX FUND</b>		
Fund Balance	209,993	Increase appropriated fund balance - Penny for Progress (PFP)
Fund Balance	<u>29,033,192</u>	Increase appropriated fund balance - LOST IV
Total Fund Balance	<u><u>29,243,185</u></u>	
Appropriations		
PFP - 113 N. "C" Street	60,002	Increase appropriation - FY 2019 Carryforward - PFP
PFP - American Creosote	30,002	Increase appropriation - FY 2019 Carryforward - PFP
PFP - Sidewalk Improvements	119,989	Increase appropriation - FY 2019 Carryforward - PFP
LOST IV - 9th Avenue Bridge Light	48,687	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Bill Gregory Park	25,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Burgess Road	1,640,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Chimney Park	15,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Cobb Center	1,047	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - East Pensacola Heights	55,561	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - East Pensacola Heights Park	36,300	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Energy Conservation & Efficiency Improvements	62,045	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Fire Training Simulator	19,410	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - General ADA Improvements	50,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Highland Terrace Park	88,750	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Intersection Improvements	300,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Magee Field	100,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Malcolm Young Gym	195,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Marked Police Vehicles	783	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Miraflores Park	32,600	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Mobile Data Terminals	42,691	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Park Sidewalk Improvements	15,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Pavement Management Program	653,765	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Plaza DeLuna	50,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Police HVAC	15,612	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Reus Street Lighting	500	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Roger Scott Tennis Center	766,732	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Sanders Beach Corinne Jones	1,004,221	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Sidewalk Improvements	500,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Skateboard Park	575,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Soccer Complex	950,000	Increase appropriation - FY 2019 Carryforward - LOST IV

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
LOST IV - Spring Street Lighting	500	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Springdale Park	49,300	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Vickrey Center	247,729	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Wayside East Seawall	1,424,500	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - West Cervantes Street Corridor	1,500,000	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Reserves - Capital Equipment	85,083	Increase appropriation - FY 2019 Carryforward - LOST IV
LOST IV - Transfer to Airport	18,124,154	Appropriate funding for Transfer to Airport - FY 2019 Carryforward - LOST IV
LOST IV - Transer to Port	358,222	Appropriate funding for Transfer to Port - FY 2019 Carryforward - LOST IV
Total Appropriations	<u>29,243,185</u>	
<b>Q. CRA SERIES 2017 CAPITAL PROJECTS FUND</b>		
Fund Balance	<u>10,878,567</u>	Increase appropriated fund balance
Appropriations		
Urban Core		
Ferry Grant Construction	138,065	Appropriate funding for Operating Expenses - FY 2019 Carryforward
Property Acquisition & Redevelopment	223,214	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Devilliers Streetscape Reconstruction	500,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
"A" St. Revitalization	1,144,197	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Devilliers St. Rehabilition	2,310,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Reus St. Revitalization	2,310,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Jefferson St. Complete Street Work	19,080	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Eastside TIF		
Property Acquisition & Redevelopment	32,984	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Redevelopment - 1700 MLK Drive	60,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Chappie James Museum & Flight Academy	436,969	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Westside TIF		
Property Acquisition & Redevelopment	633,993	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Acquisition Lee St/W Moreno Stormwater Park	600,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
"A" St. Revitalization	1,165,800	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Lee St./W Moreno Stormwater Park	1,304,265	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Total Appropriations	<u>10,878,567</u>	

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>R. CRA SERIES 2019 CAPITAL PROJECTS FUND</b>		
Fund Balance	<u>18,000,264</u>	Increase appropriated fund balance
Appropriations		
Urban Core		
Operating Expenses	18,000,264	Appropriate funding for Operating Expenses (Capital Projects) - FY 2019 Carryforward
Total Appropriations	<u>18,000,264</u>	
<b>S. LOST SERIES 2017 PROJECT FUND</b>		
Fund Balance	<u>3,149,698</u>	Increase appropriated fund balance
Appropriations		
LOST IV - Baylen Street Lighting	198,621	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Bayview Park	25,982	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Bayview Resource Center	553,027	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Bayview Senior Center	30,873	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Camelot Park	358	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - City-Wide ADA Improvements	50,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Fire Training Simulator	83,174	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Fire Boat Equipment	52,163	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Fire Station #3	72,863	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Fricker Center	154,264	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Jefferson Street Lighting	10,129	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Legion Field	703,465	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Osceola Golf Course	22,860	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Parker Circle	4,230	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Pavement Management	577,561	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Police - Marked Vehicles	15,144	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Police Unmarked Vehicles	110,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Replace Fire Pumper Truck #950-07	20,700	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Roger Scott Tennis Center	405,243	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Soccer Complex	58,841	Increase appropriation for Capital Outlay - FY 2019 Carryforward
LOST IV - Tierre Verde Park	200	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Total Appropriations	<u>3,149,698</u>	

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>T. STORMWATER CAPITAL PROJECTS FUND</b>		
Fund Balance	<u>4,826,040</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	1,108,136	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Bayou Texar Channel Dr	144,801	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Stormwater Vaults City-Wide	1,814,042	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Land Acquisition Retention Pond Sites	200,000	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Pensacola Bay O/F - Alcaniz Street	46,368	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Scenic Heights Discharge (Langley)	283,125	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Spanish Trail Retention Pond	44,905	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Spanish Trail Retention Pond	68,531	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Grant Match Funding	398,916	Increase appropriation for Capital Outlay - FY 2019 Carryforward
South-Bayou Chico Stwr Outfall Retrofits	10,481	Increase appropriation for Capital Outlay - FY 2019 Carryforward
North-Bayou Chico Stwr Outfall Retrofits	473	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Clematis Street @ Carpenter Creek	32,120	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Fisher Street & 11th Ave Pond Rehave	17,600	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Bayou Chico Stormwater - NFWF Donation	5,872	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Bayou Texar O/F - E.Cross-Yates-Esc-Osceola	44,639	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Bayou Texar O/F - Texar-17th-18th	115,561	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Davis Hwy @ Carpenters Creek (North)	441,767	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Bayou Texar O/F - Bayou Blvd, Lee, Lloyd, Stanley	15,369	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Bayou Texar O/F - Bayou Blvd, Perry, Blount, Avery	16,155	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Bayou Texar O/F - Scott, Yates, Lakeview, Strong	17,179	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Total Appropriations	<u>4,826,040</u>	
<b>U. GAS UTILITY FUND</b>		
Fund Balance	<u>80,000</u>	Increase appropriated fund balance
Appropriations		
Operating Expenses	<u>80,000</u>	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Total Appropriations	<u>80,000</u>	

**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>V. PORT FUND</b>		
Estimated Revenues		
State Grant Revenue	1,308,418	Increase estimated revenue from State Grants
Transfer in From Local Option Sales Tax Fund	358,222	Appropriate estimated revenue - Transfer in From Local Option Sales Tax Fund
Total Revenues	<u>1,666,640</u>	
Fund Balance	<u>118,679</u>	Increase appropriated fund balance
Total Estimated Revenues and Fund Balance	<u>1,785,319</u>	
Appropriations		
Operating Expenses	37,908	Increase appropriation for Operating Expenses - FY 2019 Carryforward
State Grants - Operating Expenses	75,202	Increase appropriation for Operating Expenses - FY 2019 Carryforward
State Grants - Capital Outlay	1,233,216	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Port Match - Operating Expenses	25,068	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Port Match - Capital Outlay	413,925	Increase appropriation for Capital Outlay - FY 2019 Carryforward
Total Appropriations	<u>1,785,319</u>	
<b>W. AIRPORT FUND</b>		
Estimated Revenues		
Federal Grant Revenue	12,250,000	Increase estimated revenue from Federal Grants
State Grant Revenue	66,875,000	Increase estimated revenue from State Grants
Private Grant Revenue	112,724,154	Appropriate estimated revenue from Private Grants
Transfer In From Local Option Sales Tax Fund	18,124,154	Appropriate estimated revenue from Transfer In From Local Option Sales Tax Fund
Total Revenues	<u>209,973,308</u>	
Fund Balance	(452,121)	Decrease appropriated fund balance - ST Aerospace
Fund Balance	<u>3,063,600</u>	Increase appropriated fund balance - Departmental
Total Fund Balance	<u>2,611,479</u>	
Total Estimated Revenues and Fund Balance	<u>212,584,787</u>	
Appropriations		
Operating Expenses - Airport O & M	2,125,700	Increase appropriation for Operating Expenses - Airport O & M - FY 2019 Carryforward
Capital Outlay - Airport O & M	937,900	Increase appropriation for Capital Outlay - Airport O & M - FY 2019 Carryforward
Capital Outlay - Federal Grants	12,250,000	Increase appropriation for Capital Outlay - Federal Grants - FY 2019 Carryforward
Capital Outlay - State Grants	66,875,000	Increase appropriation for Capital Outlay - State Grant - FY 2019 Carryforward
Capital Outlay - ST Aerospace	130,396,187	Increase appropriation for Capital Outlay - ST Aerospace - FY 2019 Carryforward
Total Appropriations	<u>212,584,787</u>	



**THE CITY OF PENSACOLA**  
**DECEMBER 2019 UNENCUMBERED CARRYOVER RESOLUTION NO. 2019-70**

FUND	AMOUNT	DESCRIPTION
<b>X. CENTRAL SERVICES FUND</b>		
Estimated Revenue		
Charges For Services - Technology Resources	491,079	Increase estimated revenue from Charges for Services - Technology Resources
Charges For Services - Central Garage	99,729	Increase estimated revenue from Charges for Services - Central Garage
Total Revenues	<u>590,808</u>	
Appropriations		
1) Technology Resources		
Operating Expenses	491,079	Increase appropriation for Operating Expenses - FY 2019 Carryforward
2) Central Garage		
Operating Expenses	25,000	Increase appropriation for Operating Expenses - FY 2019 Carryforward
Capital Outlay	74,729	Increase appropriation for Capital Outlay (Renovation of Garage Facility) - FY 2019 Carryforward
Total Appropriations	<u>590,808</u>	
<b>Y. SPECIAL ASSESSMENTS FUND</b>		
Estimated Revenue		
Special Assessments	100,000	Appropriate estimated assessment revenue from Special Assessments
Total Revenue	<u>100,000</u>	
Appropriations		
Other Non-Operating	100,000	Appropriate funds for Other Non-Operating
Total Appropriations	<u>100,000</u>	
<b>Z. ALL FUNDS</b>		
Appropriations		
9111 - Salaries	415,900	Transfer from 9195 - Salary Increases (Union)
9195 - Salary Increases (Union)	(415,900)	Transfer to 9111 - Salaries
9111 - Salaries	437,600	Transfer from 9196 - Salary Increases (Non-Union)
9196 - Salary Increases (Non-Union)	(437,600)	Transfer to 9111 - Salaries
Total Appropriations	<u>0</u>	



Memorandum

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File #: 35-19

City Council

12/12/2019

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**LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

PROPOSED ORDINANCE NO. 35-19 - REQUEST FOR ZONING MAP AMENDMENT - 14 WEST JORDAN STREET

**RECOMMENDATION:**

That City Council adopt Proposed Ordinance No. 35-19 on second reading:

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; REPEALING CLAUSE AND EFFECTIVE DATE.

**HEARING REQUIRED:** Public

**SUMMARY:**

The City has received a request from Millwood Terrace, Inc. to amend the City's Future Land Use Map from Office (O) to Commercial (C), and the City's Zoning Map from R-2 (Residential Office) and C-2 (Commercial) to C-1 (Retail Commercial).

The property currently has split zoning with a more intense commercial zoning designation of C-2 on the southeastern portion and R-2 on the western portion; the Future Land Use Map (FLUM) is consistent with Commercial and Office designations. This request will provide the parcel with a singular zoning district category of C-1 and a singular FLUM designation of Commercial.

Although the C-1 zoning district currently does not lie within the immediate area, the proposed district will appropriately serve as a transition area between the more-intensive C-2 zoning abutting the subject property to the east and the more-restrictive R-1AAA zoning district directly across North Baylen Street to the west. Additionally, it will serve as a transition to the properties located directly to the south across W. Jordan and north across W. Maxwell Streets which are located within the R-2 zoning district.

On October 10, 2019, the Planning Board unanimously recommended approval of the request.

**PRIOR ACTION:**

November 14, 2019 - City Council voted to approve Ordinance No. 35-19 on first reading.

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

None

**CITY ATTORNEY REVIEW:** Yes

10/24/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Kerrith Fiddler, Deputy City Administrator - Community Development  
Sherry H. Morris, Planning Services Administrator

**ATTACHMENTS:**

- 1) Proposed Ordinance No. 35-19
- 2) 14 W. Jordan St. Planning Board Zoning Map Amendment Application - 08/10/19
- 3) Planning Board Minutes - 08/10/19
- 4) Zoning Map dated October 2019

**PRESENTATION:** No

PROPOSED  
ORDINANCE NO. 35-19

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

AN ORDINANCE  
TO BE ENTITLED:

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; REPEALING CLAUSE AND EFFECTIVE DATE.

WHEREAS, the City of Pensacola adopted a Comprehensive Plan on October 4, 1990, pursuant to applicable law; and

WHEREAS, a proposed amended zoning classification has been referred to the local planning agency pursuant to §163.3174, Fla. Stat., and a proper public hearing was held on November 14, 2019 concerning the following proposed zoning classification affecting the property described therein; and

WHEREAS, after due deliberation, the City Council has determined that the amended zoning classification set forth herein will affirmatively contribute to the health, safety, and general welfare of the citizens of the City of Pensacola; and

WHEREAS, said amended zoning classification is consistent with all applicable elements of the Comprehensive Plan as amended, NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. That the Zoning Map of the City of Pensacola and all notations, references and information shown thereon is hereby amended so that the following described real property located in the City of Pensacola, Florida, to-wit:

PARCEL 1:

Lots 1 to 12, inclusive and the West 29 feet of Lot 13, and all of Lots 26 to 30, inclusive, Block 124, EAST KING TRACT, BELMONT NUMBERING, in the City of Pensacola, Escambia County, Florida, according to the map of said City copyrighted by Thomas C. Watson in 1906.

PARCEL2:

Lots 26 and 27 and the East 25 feet of Lot 28; the West 5 feet of

Lot 25; the South 30 feet of Lots 12, 13 and 14 and the East 10 feet of the South 30 feet of Lot 11, Block 123, EAST KING TRACT, BELMONT NUMBERING, Escambia County, Florida, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906.

PARCEL3:

The West 50 feet of Lots 19 through 24 inclusive, and the East 25 feet of Lot 25, Block 123, EAST KING TRACT, BELMONT NUMBERING, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906, Escambia County, Florida

PARCEL4:

The East 75 feet of Lots 20, 21, 22, 23 and 24, Block 123, EAST KING TRACT, BELMONT NUMBERING in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.

PARCELS:

Lots 11, 12, 13, 14 and 15, in Block 119, all in EAST KING TRACT, BELMONT NUMBERING, in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.

is hereby changed from R-2 (Single Family Residential) and C-2 (Commercial) to C-1 (Commercial) District.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This ordinance shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Passed: \_\_\_\_\_


Approved: \_\_\_\_\_  
President of City Council

Attest:

\_\_\_\_\_  
City Clerk

PLANNING SERVICES

**MEMORANDUM**

**TO:** Planning Board Members  
**FROM:** Cynthia R. Cannon, AICP, Assistant Planning Services Administrator   
**DATE:** September 27, 2019  
**SUBJECT:** Request for Zoning Map and Future Land Use Map Amendment  
 14 W. Jordan Street

Millwood Terrace, Inc. is requesting a Zoning Map and Future Land Use Map (FLUM) Amendment for the property located at 14 W. Jordan Street and identified by parcel number 00-05-00-9010-001-124. The property currently has split zoning with C-2 on the southeastern portion and R-2 on the western portion; the Future Land Use Map (FLUM) is consistent with Commercial and Office designations. The applicants are proposing to amend the zoning district to C-1 Commercial zoning district and the FLUM to Commercial.

Existing Zoning	Proposed Zoning	Existing FLUM	Proposed FLUM	Lot Size
R-2 & C-2	C-1	Office & Commercial	Commercial	1.69 acres

- R-2 (existing) provides a mixture housing types and office uses, in some cases the R-2 district is also intended as a transition area between commercial and residential uses.
- C-1 (*PROPOSED*) is intended to provide a transitional buffer between mixed-use neighborhood commercial areas and more intense commercial zoning.
- C-2 (existing) is intended to provide for major commercial areas intended primarily for retail sales and service establishments oriented to a general community and/or market.

Although the C-1 zoning district currently does not lie within the immediate area, the proposed district will appropriately serve as a transition area between the more-intensive C-2 zoning abutting the subject property to the east and the more-restrictive R-1AAA zoning district directly across N. Baylen Street to the west. Additionally, it will serve as a transition to the properties located directly to the south across W. Jordan and north across W. Maxwell Streets which are located within the R-2 zoning district.

This request has been routed through the various City departments and utility providers. Those comments are attached for your review.

Review Routing  
Project: 14 W Jordon

Meeting: October 8, 2019  
Comments Due: September 24, 2019

Department:	Comments:	Date Rec'd
FIRE	No comments.	9/18/2019
PW/E	No objections.	9/23/2019
InspSvcs	None received.	
ESP	No comments.	9/11/2019
ECUA	No comments.	9/11/2019
GPW	None received.	
ATT	No comments.	9/6/2019



**REZONING**

Please check application type:

<input type="checkbox"/> <b>Conventional Rezoning</b>	<b>Comprehensive Plan / FLUM Amendment</b>	
Application Fee: \$2,500.00	<input checked="" type="checkbox"/> (< 10 acres)	<input type="checkbox"/> (≥ 10 acres)
Rehearing/Rescheduling (Planning Board): \$250.00	\$3,500.00	\$3,500.00
Rehearing/Rescheduling (City Council): \$750.00	\$250.00	\$250.00
	\$750.00	\$1,000.00

**Applicant Information:**

Name: Millwood Terrace, Inc. Date: Sept. 12, 2017

Address: 1111 Tamara Drive Pensacola, Florida 32504

Phone: 850-232-9853 Fax: \_\_\_\_\_ Email: budpage1@att.net

**Property Information:**

Owner Name: Millwood Terrace, Inc. Phone: \_\_\_\_\_

Location/Address: ~~1111 Tamara Drive~~ Pensacola, Florida 32504 **14 W. Jordan St., Pensacola, FL, 32501**

Parcel ID: 0 0 - 0 S - 0 0 - 9 0 1 0 - 0 0 1 - 1 2 4 Acres/Square Feet: 01.02ac

Zoning Classification: Existing C-2 & R-2 Proposed C-2 C-1

Future Land Use Classification: Existing Office Proposed Commercial

Reason Rezoning Requested: \_\_\_\_\_

Several office leases within the buildings are expiring; if rezoning is approved, owner plans to offer some units for retail uses.

Required Attachments: (A) Full legal description of property (from deed or survey)  
 (B) General location map with property to be rezoned indicated thereon

The above information, together with all other answers and information provided by me (us) as petitioner (s)/applicant (s) in the subject application, and all other attachments thereto, is accurate and complete to the best of my (our) knowledge and belief as of this 15 day of September, 2017.

Applicant Signature \_\_\_\_\_ Clint Foster Owner Signature

Applicant Name (Print) \_\_\_\_\_ Millwood Terrace, Inc. Owner Name (Print)



Sworn to and subscribed to before me this 15 day of September, 2017

Name: [Signature] Commission Expires: 07/12/20

**FOR OFFICE USE ONLY**

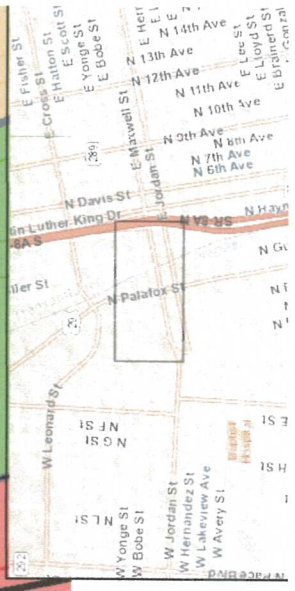
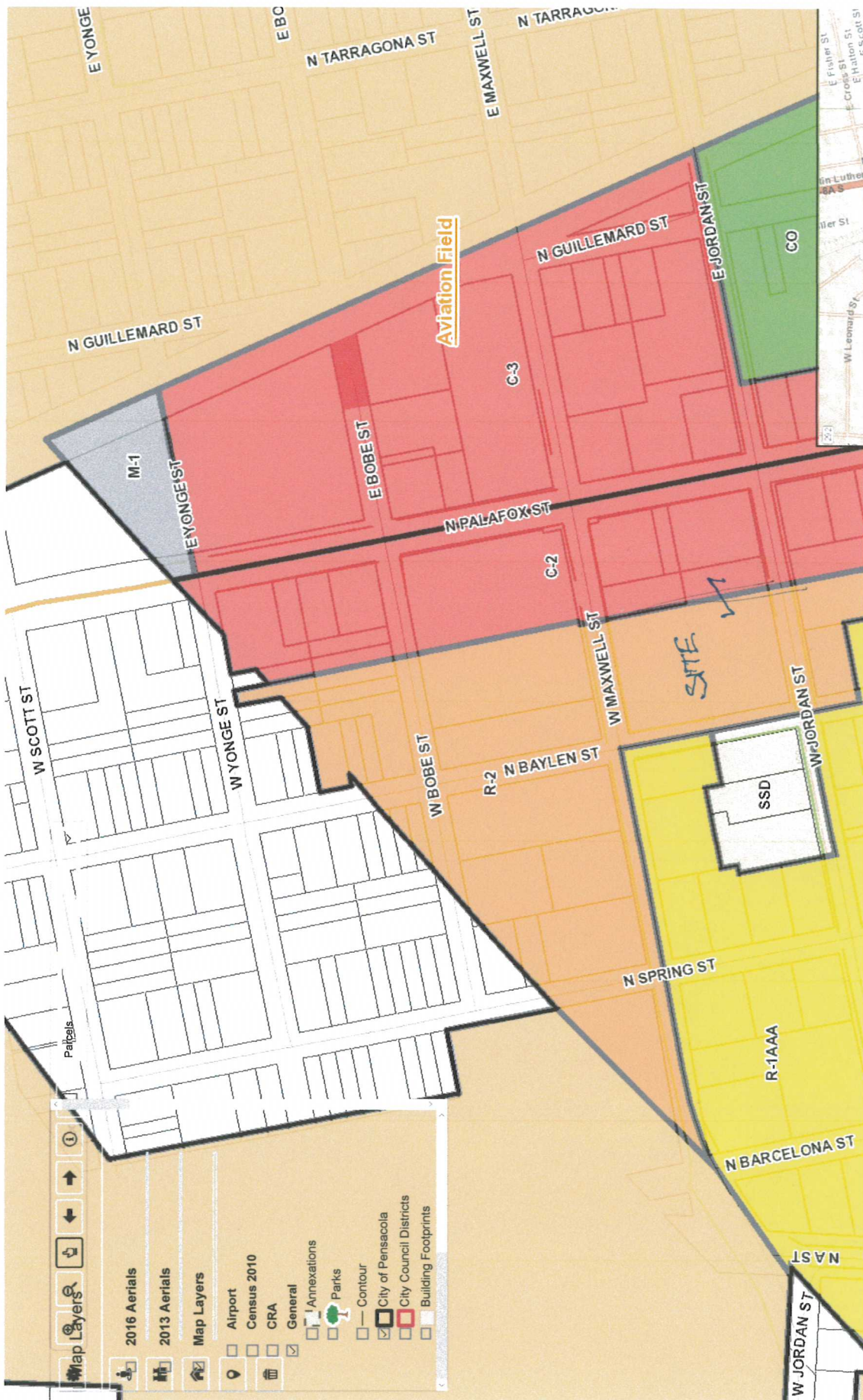
Council District: \_\_\_\_\_ Date Received: \_\_\_\_\_ Case Number: \_\_\_\_\_

Date Postcards mailed: \_\_\_\_\_ Planning Board Date: \_\_\_\_\_ Recommendation: \_\_\_\_\_

Committee Date: \_\_\_\_\_ Council Date: \_\_\_\_\_ Council Action: \_\_\_\_\_

Second Reading: \_\_\_\_\_ Ordinance Number: \_\_\_\_\_






Sec 12-2-8  
Commercial



# Legend

 Parcel with split zoning

R-1AA

R-2

N BAYLEN ST

E MAXWELL ST

R-2 portion of parcel

W MAXWELL ST

C-3

SSD

C-2

C-2 portion of parcel

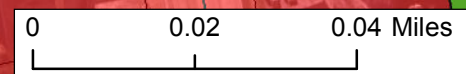
N PALFOX S

N SPRING ST

W JORDAN ST

R-1AAA

**Existing Zoning: C-2 & R-2**  
**Proposed Zoning: C-1**  
**Existing FLU: Office**  
**Proposed FLU: Commercial**



Date: 9/26/2019




This map was prepared by the GIS section of the City of Pensacola and is provided for information purposes only and is not to be used for development of construction plans or any type of engineering services based on information depicted herein. It is maintained for the function of this office only. It is not intended for conveyance nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.

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W HERI

# Legend

 Parcel with split zoning

R-1AA

R-2

N BAYLEN ST

E MAXWELL ST

R-2 portion of parcel

W MAXWELL ST

C-3

C-2

C-2 portion of parcel

SSD

N PALM FOX S

N SPRING ST

W JORDAN ST

**Existing Zoning: C-2 & R-2**  
**Proposed Zoning: C-1**  
**Existing FLU: Office**  
**Proposed FLU: Commercial**

R-1AAA

0 0.02 0.04 Miles

Date: 9/26/2019



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W HERI



Prepared By:  
Margaret T. Stopp, of  
Moore, Hill & Westmoreland, P.A.  
Post Office Box 13290  
Pensacola, Florida 32591-3290

WARRANTY DEED

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

THIS WARRANTY DEED made the 8<sup>th</sup> day of November, 2006, by NATIONAL LAUNDRY & CLEANING COMPANY, INC., a Florida corporation, hereinafter called the Grantor (whether singular or plural), to MILLWOOD TERRACE, INC., a Florida corporation, whose post office address is Post Office Box 62519, Colorado Spring, Colorado 80962 hereinafter called the Grantee (whether singular or plural):

WITNESSETH: That the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situate in Escambia County, Florida, to-wit:

PARCEL 1:

Lots 1 to 12, inclusive and the West 29 feet of Lot 13, and all of Lots 26 to 30, inclusive, Block 124, EAST KING TRACT, BELMONT NUMBERING, in the City of Pensacola, Escambia County, Florida, according to the map of said City copyrighted by Thomas C. Watson in 1906.

PARCEL 2:

Lots 26 and 27 and the East 25 feet of Lot 28; the West 5 feet of Lot 25; the South 30 feet of Lots 12, 13 and 14 and the East 10 feet of the South 30 feet of Lot 11, Block 123, EAST KING TRACT, BELMONT NUMBERING, Escambia County, Florida, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906.

PARCEL 3:

The West 50 feet of Lots 19 through 24 inclusive, and the East 25 feet of Lot 25, Block 123, EAST KING TRACT, BELMONT NUMBERING, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906, Escambia County, Florida.

PARCEL 4:

The East 75 feet of Lots 20, 21, 22, 23 and 24, Block 123, EAST KING TRACT, BELMONT NUMBERING in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.

PARCEL 5:

Lots 11, 12, 13, 14 and 15, in Block 119, all in EAST KING TRACT, BELMONT NUMBERING, in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.

Parcel Identification Numbers: 000S00-9010-200-123; 000S00-9010-010-119; 000S00-9010-111-123; 000S00-9010-140-123 and 000S00-9010-001-124

THIS CONVEYANCE IS SUBJECT TO THE FOLLOWING:

Conditions, restrictions, limitations and easements of record, if any, but this provision shall not operate to re-impose the same.

Zoning and other governmental regulations.

Taxes and assessments for 2006 and subsequent years.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anyway appertaining.

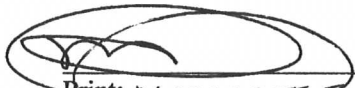
TO HAVE AND TO HOLD the same in fee simple forever.

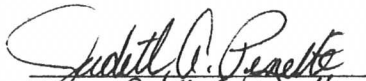
AND the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.


IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered  
in the presence of:

NATIONAL LAUNDRY & CLEANING  
COMPANY, INC.

  
Print: MARGARET T. STOPP

  
Print: Judith A. Finette

By:   
R. BRUCE MORRISON, Its President  
107 West Gregory Street  
Pensacola, Florida 32501

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 8<sup>th</sup> day of November, 2006, by R. Bruce Morrison, III as President of National Laundry & Cleaning Company, Inc., who is personally known to me or who has produced FL. Drivers Lic. as identification and who did not take an oath.

My Commission Expires:

  
NOTARY PUBLIC



**2017 FLORIDA PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# P07000021290

**Entity Name:** MILLWOOD TERRACE, INC.

**Current Principal Place of Business:**

14 W. JORDAN  
PENSACOLA, FL 32501

**Current Mailing Address:**

1111 TAMARA DR.  
PENSACOLA, FL 32504

**FEI Number:** 55-0818124

**Certificate of Status Desired:** No

**Name and Address of Current Registered Agent:**

FOSHA, CHARLES E  
1111 TAMARA DR  
PENSACOLA, FL 32504 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:** CHARLES E FOSHA

01/16/2017

Electronic Signature of Registered Agent

Date

**Officer/Director Detail :**

Title            PRES  
Name            FOSHA, CHARLES E  
Address        1111 TAMARA DR  
City-State-Zip: PENSACOLA FL 32504

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:** CHARLES FOSHA

PRESIDENT

01/16/2017

Electronic Signature of Signing Officer/Director Detail

Date

## Cynthia Cannon

---

**From:** Annie Bloxson  
**Sent:** Wednesday, September 18, 2019 7:30 AM  
**To:** Cynthia Cannon  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

Good Morning,

I have no issues. Thank you.

Respectfully,

### Annie Bloxson

Fire Marshal

Visit us at [PensacolaFire.com](http://PensacolaFire.com)

475 E. Strong St.

Pensacola, FL 32501

Office: 850.436.5200

[abloxson@cityofpensacola.com](mailto:abloxson@cityofpensacola.com)



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**From:** Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>

**Sent:** Friday, September 06, 2019 12:58 PM

**To:** Amy Hargett <[ahargett@cityofpensacola.com](mailto:ahargett@cityofpensacola.com)>; Andre Calaminus (ECUA) <[andre.calaminus@ecua.fl.gov](mailto:andre.calaminus@ecua.fl.gov)>; Annie Bloxson <[ABloxson@cityofpensacola.com](mailto:ABloxson@cityofpensacola.com)>; Bill Kimball <[bkimball@cityofpensacola.com](mailto:bkimball@cityofpensacola.com)>; Brad Hinote <[bradhinote@cityofpensacola.com](mailto:bradhinote@cityofpensacola.com)>; Brian Cooper <[bcooper@cityofpensacola.com](mailto:bcooper@cityofpensacola.com)>; Chris Mauldin <[CMauldin@cityofpensacola.com](mailto:CMauldin@cityofpensacola.com)>; Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>; Derrick Owens <[DOwens@cityofpensacola.com](mailto:DOwens@cityofpensacola.com)>; Diane Moore <[DMoore@cityofpensacola.com](mailto:DMoore@cityofpensacola.com)>; Jonathan Bilby <[JBilby@cityofpensacola.com](mailto:JBilby@cityofpensacola.com)>; Karl Fenner (AT&T) <[KF5345@att.com](mailto:KF5345@att.com)>; Kellie L. Simmons (Gulf Power) <[kellie.simmons@nexteraenergy.com](mailto:kellie.simmons@nexteraenergy.com)>; Leslie Statler <[LStatler@cityofpensacola.com](mailto:LStatler@cityofpensacola.com)>; Miriam Woods <[MWoods@cityofpensacola.com](mailto:MWoods@cityofpensacola.com)>; Paul A Kelly(GIS) <[PAKelly@cityofpensacola.com](mailto:PAKelly@cityofpensacola.com)>; Robbie Weekley <[rweekley@cityofpensacola.com](mailto:rweekley@cityofpensacola.com)>; Ryan J. Novota <[RNovota@cityofpensacola.com](mailto:RNovota@cityofpensacola.com)>; Sherry Morris



## Cynthia Cannon

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**From:** Derrik Owens  
**Sent:** Friday, September 6, 2019 1:53 PM  
**To:** Cynthia Cannon  
**Cc:** Ryan J. Novota; Brad Hinote  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

PW&F has no objection to the request.....

**From:** Cynthia Cannon  
**Sent:** Friday, September 06, 2019 12:58 PM  
**To:** Amy Hargett <ahargett@cityofpensacola.com>; Andre Calaminus (ECUA) <andre.calaminus@ecua.fl.gov>; Annie Bloxson <ABloxson@cityofpensacola.com>; Bill Kimball <bkimball@cityofpensacola.com>; Brad Hinote <bradhinote@cityofpensacola.com>; Brian Cooper <bcooper@cityofpensacola.com>; Chris Mauldin <CMauldin@cityofpensacola.com>; Cynthia Cannon <CCannon@cityofpensacola.com>; Derrik Owens <DOwens@cityofpensacola.com>; Diane Moore <DMoore@cityofpensacola.com>; Jonathan Bilby <JBilby@cityofpensacola.com>; Karl Fenner (AT&T) <KF5345@att.com>; Kellie L. Simmons (Gulf Power) <kellie.simmons@nexteraenergy.com>; Leslie Statler <LStatler@cityofpensacola.com>; Miriam Woods <MWoods@cityofpensacola.com>; Paul A Kelly(GIS) <PAKelly@cityofpensacola.com>; Robbie Weekley <rweekley@cityofpensacola.com>; Ryan J. Novota <RNovota@cityofpensacola.com>; Sherry Morris <SMorris@cityofpensacola.com>; Stephen Kennington (AT&T) <sk1674@att.com>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon all!

Please review and comment on the attached Rezoning request for the property located at 14 W Jordan St. and identified with parcel number 00-0S-00-9010-001-124. All comments must be received by close of business on **Tuesday, September 24, 2019.**

Please note this request *does* include an amendment to the Future Land Use Map.

If you have any questions please let us know.

Thank you,

**Cynthia Cannon, AICP**  
*Assistant Planning Services Administrator*  
Visit us at <http://cityofpensacola.com>  
222 W Main St.  
Pensacola, FL 32502  
Office: 850.435-1670  
[ccannon@cityofpensacola.com](mailto:ccannon@cityofpensacola.com)



## Cynthia Cannon

---

**From:** Diane Moore  
**Sent:** Wednesday, September 11, 2019 7:36 AM  
**To:** Cynthia Cannon  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

Cynthia,  
Pensacola Energy has no comments on this zoning request.

Thanks,  
Diane

Diane Moore | Gas Distribution Engineer  
Pensacola Energy | 1625 Atwood Drive, Pensacola, FL 32514  
Desk: 850-474-5319 | Cell: 850-324-8004 | Fax: 850-474-5331  
Email: [dmoore@cityofpensacola.com](mailto:dmoore@cityofpensacola.com)

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For Non-Emergency Citizen Requests, Dial 311 or visit [Pensacola311.com](http://Pensacola311.com)

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**From:** Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>  
**Sent:** Friday, September 6, 2019 12:58 PM  
**To:** Amy Hargett <[ahargett@cityofpensacola.com](mailto:ahargett@cityofpensacola.com)>; Andre Calaminus (ECUA) <[andre.calaminus@ecua.fl.gov](mailto:andre.calaminus@ecua.fl.gov)>; Annie Bloxson <[ABloxson@cityofpensacola.com](mailto:ABloxson@cityofpensacola.com)>; Bill Kimball <[bkimball@cityofpensacola.com](mailto:bkimball@cityofpensacola.com)>; Brad Hinote <[bradhinote@cityofpensacola.com](mailto:bradhinote@cityofpensacola.com)>; Brian Cooper <[bcooper@cityofpensacola.com](mailto:bcooper@cityofpensacola.com)>; Chris Mauldin <[CMauldin@cityofpensacola.com](mailto:CMauldin@cityofpensacola.com)>; Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>; Derrick Owens <[DOwens@cityofpensacola.com](mailto:DOwens@cityofpensacola.com)>; Diane Moore <[DMoore@cityofpensacola.com](mailto:DMoore@cityofpensacola.com)>; Jonathan Bilby <[JBilby@cityofpensacola.com](mailto:JBilby@cityofpensacola.com)>; Karl Fenner (AT&T) <[KF5345@att.com](mailto:KF5345@att.com)>; Kellie L. Simmons (Gulf Power) <[kellie.simmons@nexteraenergy.com](mailto:kellie.simmons@nexteraenergy.com)>; Leslie Statler <[LStatler@cityofpensacola.com](mailto:LStatler@cityofpensacola.com)>; Miriam Woods <[MWoods@cityofpensacola.com](mailto:MWoods@cityofpensacola.com)>; Paul A Kelly(GIS) <[PAKelly@cityofpensacola.com](mailto:PAKelly@cityofpensacola.com)>; Robbie Weekley <[rweekley@cityofpensacola.com](mailto:rweekley@cityofpensacola.com)>; Ryan J. Novota <[RNovota@cityofpensacola.com](mailto:RNovota@cityofpensacola.com)>; Sherry Morris <[SMorris@cityofpensacola.com](mailto:SMorris@cityofpensacola.com)>; Stephen Kennington (AT&T) <[sk1674@att.com](mailto:sk1674@att.com)>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon all!

## Cynthia Cannon

---

**From:** Andre Calaminus <andre.calaminus@ecua.fl.gov>  
**Sent:** Wednesday, September 11, 2019 3:51 PM  
**To:** Cynthia Cannon  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon Cynthia,

ECUA has no comment on the rezoning of that parcel 00-0S-00-9010-001-124 from C-2 & R-2 to C-1.

Thanks,

**Andre Calaminus | Right of Way Agent | Emerald Coast Utilities Authority |**  
P.O. Box 17089 | Pensacola, FL 32522-7089 | Web: [www.ecua.fl.gov](http://www.ecua.fl.gov) |  
Phone: (850) 969-5822 | Fax: (850) 969-6511 |

**From:** Cynthia Cannon [mailto:CCannon@cityofpensacola.com]  
**Sent:** Friday, September 06, 2019 12:58 PM  
**To:** Amy Hargett <ahargett@cityofpensacola.com>; Andre Calaminus <andre.calaminus@ecua.fl.gov>; Annie Bloxson <ABloxson@cityofpensacola.com>; Bill Kimball <bkimball@cityofpensacola.com>; Brad Hinate <bradhinate@cityofpensacola.com>; Brian Cooper <bcooper@cityofpensacola.com>; Chris Mauldin <CMauldin@cityofpensacola.com>; Cynthia Cannon <CCannon@cityofpensacola.com>; Derrick Owens <DOwens@cityofpensacola.com>; Diane Moore <DMoore@cityofpensacola.com>; Jonathan Bilby <JBilby@cityofpensacola.com>; Karl Fenner (AT&T) <KF5345@att.com>; Kellie L. Simmons (Gulf Power) <kellie.simmons@nexteraenergy.com>; Leslie Statler <LStatler@cityofpensacola.com>; Miriam Woods <MWoods@cityofpensacola.com>; Paul A Kelly(GIS) <PAKelly@cityofpensacola.com>; Robbie Weekley <rweekley@cityofpensacola.com>; Ryan J. Novota <RNovota@cityofpensacola.com>; Sherry Morris <SMorris@cityofpensacola.com>; Stephen Kennington (AT&T) <sk1674@att.com>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

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Good afternoon all!

Please review and comment on the attached Rezoning request for the property located at 14 W Jordan St. and identified with parcel number 00-0S-00-9010-001-124. All comments must be received by close of business on **Tuesday, September 24, 2019.**

Please note this request *does* include an amendment to the Future Land Use Map.

If you have any questions please let us know.

Thank you,

**Cynthia Cannon, AICP**  
*Assistant Planning Services Administrator*  
Visit us at <http://cityofpensacola.com>

## Cynthia Cannon

---

**From:** SAUERS, BRAD <bs5403@att.com>  
**Sent:** Friday, September 6, 2019 3:02 PM  
**To:** Cynthia Cannon  
**Subject:** FW: Please Review & Comment - 14 W Jordon St. Rezoning  
**Attachments:** 14 W. Jordan \_ Complete Application.pdf

AT&T has no comments or objections at this time.

Brad Sauers  
Manager – OSP Plng and Eng  
Technology Operations

AT&T  
605 W Garden St, Pensacola, FL 32502  
o 850.436.1495 | bs5403@att.com

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**From:** KENNINGTON, STEPHEN  
**Sent:** Friday, September 06, 2019 1:11 PM  
**To:** SAUERS, BRAD <bs5403@att.com>  
**Subject:** FW: Please Review & Comment - 14 W Jordon St. Rezoning

Please review and comment as necessary.

SRK

**From:** Cynthia Cannon [<mailto:CCannon@cityofpensacola.com>]  
**Sent:** Friday, September 06, 2019 12:58 PM  
**To:** Amy Hargett <[ahargett@cityofpensacola.com](mailto:ahargett@cityofpensacola.com)>; Andre Calaminus (ECUA) <[andre.calaminus@ecua.fl.gov](mailto:andre.calaminus@ecua.fl.gov)>; Annie Bloxson <[ABloxson@cityofpensacola.com](mailto:ABloxson@cityofpensacola.com)>; Bill Kimball <[bkimball@cityofpensacola.com](mailto:bkimball@cityofpensacola.com)>; Brad Hinote <[bradhinote@cityofpensacola.com](mailto:bradhinote@cityofpensacola.com)>; Brian Cooper <[bcooper@cityofpensacola.com](mailto:bcooper@cityofpensacola.com)>; Chris Mauldin <[CMauldin@cityofpensacola.com](mailto:CMauldin@cityofpensacola.com)>; Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>; Derrick Owens <[DOwens@cityofpensacola.com](mailto:DOwens@cityofpensacola.com)>; Diane Moore <[DMoore@cityofpensacola.com](mailto:DMoore@cityofpensacola.com)>; Jonathan Bilby <[JBilby@cityofpensacola.com](mailto:JBilby@cityofpensacola.com)>; FENNER, KARL L <[kf5345@att.com](mailto:kf5345@att.com)>; Kellie L. Simmons (Gulf Power) <[kellie.simmons@nexteraenergy.com](mailto:kellie.simmons@nexteraenergy.com)>; Leslie Statler <[LStatler@cityofpensacola.com](mailto:LStatler@cityofpensacola.com)>; Miriam Woods <[MWoods@cityofpensacola.com](mailto:MWoods@cityofpensacola.com)>; Paul A Kelly(GIS) <[PAKelly@cityofpensacola.com](mailto:PAKelly@cityofpensacola.com)>; Robbie Weekley <[rweekley@cityofpensacola.com](mailto:rweekley@cityofpensacola.com)>; Ryan J. Novota <[RNovota@cityofpensacola.com](mailto:RNovota@cityofpensacola.com)>; Sherry Morris <[SMorris@cityofpensacola.com](mailto:SMorris@cityofpensacola.com)>; KENNINGTON, STEPHEN <[sk1674@att.com](mailto:sk1674@att.com)>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon all!

MINUTES OF THE PLANNING BOARD  
October 8, 2019

MEMBERS PRESENT: Chairman Paul Ritz, Danny Grundhoefer, Ryan Wiggins,  
Charletha Powell, Eladies Sampson

MEMBERS ABSENT: Kurt Larson, Laurie Murphy

STAFF PRESENT: Cynthia Cannon, Assistant Planning Services Administrator, Sherry Morris, Planning  
Services Administrator, Heather Lindsay, Assistant City Attorney, Leslie Statler,  
Senior Planner, Michael Ziarnek, Transportation Planner-Complete Streets, Gregg  
Harding, Historic Preservation Planner, Brad Hinote, Engineering, Lawrence Powell,  
Neighborhoods Administrator, Councilwoman Myers, Councilwoman Hill, Mayor  
Robinson

OTHERS PRESENT: Andrew Rothfeder, P. Cantavespre, April Skipper, William J. Dunaway, Buddy Page,  
George Williams, George Biggs, Amir Fooladi, Fred Gunther

AGENDA:

- Quorum/Call to Order
- Approval of Meeting Minutes from September 10, 2019.
- New Business:
  1. Consider Amendment to LDC Section 12-2-12 Creating WRD-1
  2. Consider Rezoning and Future Land Use Map Amendment for 14 W. Jordan Street
  3. Consider Preliminary Approval for 500 E. Gregory Street
- Open Forum
- Adjournment

Call to Order / Quorum Present

Chairman Ritz called the meeting to order at 2:00pm with a quorum present and explained the procedures of the Board meeting.

Approval of Meeting Minutes

Ms. Sampson made a motion to approve the September 10, 2019 minutes, seconded by Ms. Powell, and it carried unanimously.

New Business

Consider Amendment to LDC Section 12-2-12 Creating WRD-1

Staff received a request to modify the Redevelopment Land Use District WRD by establishing a subcategory which would become the WRD-1. The proposed WRD-1 would be a standalone section with the intent of optimizing the future development of the City's Community Maritime Park (CMP) parcels. The overall park parcel was master planned for stormwater and open space during the final plat approval process in April

2013. Subsequently, lots 1 and 2 received Planning Board approval for development in 2013. Ms. Cannon advised future development on the CMP parcels within the proposed WRD-1 district would continue to be submitted to the Planning Board for aesthetic review. She advised the applicant and their consultant were available online to give a presentation to the Board.

Mr. Rothfeder, President of Studer Properties, presented to the Board and stated his firm had been asked to submit a master plan for the remaining parcels at the Maritime Park that was cohesive and worked with the 19 acre site across the street. He stated one of the first steps was to hire a market research firm which could confirm the demand for commercial and retail space in the downtown area; they subsequently hired Jeff Speck and Associates along with DPZ CoDESIGN. This process began nine months ago culminating with a week-long charrette involving public input. DPZ then presented the master plan, with the question being whether or not it would fit into the current zoning on the Maritime Park site. He represented to the Board that Ms. Khoury along with DPZ had worked with City staff to address an appropriate solution. He indicated the Studers had invested approximately one half million dollars into this project. He also stated there was a question being asked by a third party law firm about this rezoning, specifically about the purpose of the rezoning which would be addressed later by Mr. Dunaway.

Ms. Khoury then addressed the Board and asserted she had worked with the Planning staff. Her presentation consisted of 20 slides which focused on the Maritime Park parcel, and Mr. Speck was online to answer any questions. They were not aware of the rich history on this site and as such studied previous plans to evaluate lessons learned. The market study was completed before they conducted the charrette. The study demonstrated that there was an opportunity to extend the downtown to the waterfront. Ms. Khoury pointed out that Southtowne was an example of the desire for downtown living and that their study looked at the program for the market over a 15 year timeframe. The 19 acre site could accommodate 1,825 residential units, with the majority designated for rental units and approximately thirty percent designated as condos. She stated that the encouraging fact was that waterfront units could be affordable to people making \$30,000 and up and commercial and retail ranging anywhere from 80,000 to 200,000 sq. ft. and up. She pointed out the charrette was very positive, and residents were excited about what was being proposed. They proposed recreating the blocks with three linear greenways, the Maritime parcel with the parking completely lined, connections to Bruce Beach, and a boardwalk over the stormwater pond creating more of an environment.

WRD zoning permits 60 dwelling units per acre, and the proposed WRD-1 did not change this; the change was from height measured in feet to stories, to have generous floor to ceiling heights and certain commercial uses (still 60 units per acres – 60 sq. ft. to 6 stories). One of the biggest purposes was to change the intent or purpose of the district. They agreed WRD was archaic in the way it was written, and they tried to encourage waterfront activities. They learned the WRD was created as an antidote to the Port Royal gated development. The change does not affect the metrics but encourages development in a better way. They decided not to change things everyone was objecting to; the uses, density and parking remained the same. The height was changed from feet to stories.

The changes included permitting A-frame signage, festival signage and to prohibit illuminated signage. The landscaping would be appropriate for downtown with shrubs and trees. The lot coverage was changed from 75 (seventy-five) percent to 95 (ninety-five) percent on a parcel. The height would be measured in stories, and held to the height criteria outlined in the CRA Urban Overlay design standards.

Previous developers found that the current CMP plan did not ensure that a future developer would adhere to the same development standards. This needed to be addressed in order to develop a stable environment.

Ms. Wiggins addressed item (5) Regulations and why there was a strikethrough on (a) 1. from "maximum" and replaced with "enhance." Ms. Khoury explained maximum was too subjective of an opinion and that the bay walk had been enhanced since there were buildings up against it. She continued to state that as you

move toward the beach, it was a more active waterfront and that "maximizing" intends to imply a final condition which is hard to judge and that "enhancement" is easier in considering enhancement or optimizing; it is an attempt to provide a more objective way to judge if a building is behaving with the waterfront.

Chairman Ritz pointed out there were several areas dedicated to openness where buildings will not be constructed. Ms. Powell had a problem with blocking the view and felt both "maximum" and "enhance" were both subjective. Chairman Ritz stated even if the document was not changed, projects taking place here come before the Board where there would be a judgment call on what was being presented. It relies on the Board as a body listening to constituents or the developer themselves for process to determine the final consensus. Ms. Wiggins did not feel the WRD needed the change. She also asked why (5) (b) 4. and 5. were a strikethrough. Ms. Khoury stated there was no historic parcel connected to this district. Ms. Powell asked if whatever language the Board agreed to would apply to anyone who wanted to rezone, using this same language and would not just be for Maritime Park. Ms. Khoury stated it might be easier to unstrike this portion. Ms. Lindsay explained when modifying language to a code, the issue is you are setting a precedent for future use and contemplation, so any change you make, you should always be contemplating the long term impact and what incentives are you providing to future changes to the Code. Chairman Ritz explained if someone asked to be included in WRD-1, they would come before the Board to make the decision to incorporate them. Ms. Cannon confirmed they would go through the rezoning process which would be reviewed through the Planning Board. Ms. Powell asked if it was in the Code and the Board had agreed to it, and they are complying with everything in WRD-1, what would be the way the Board could say they could not be allowed in the district when they were complying. Ms. Lindsay advised that was actually what the outside legal opinion was concerned with - if you set the precedent, then you have to anticipate it will be used to expand in the future. The Board would have to decide the legitimate goals so there would be an argument against expansion if that was truly what they wanted to do. Chairman Ritz explained there was some latitude for the Board to determine if the applications were appropriate or not. There is an ebb and flow to a city, and we are not trying to be static but are trying to move forward with the appropriate ideas.

Ms. Wiggins asked if there was a need for WRD-1 and could exceptions be made as they applied to these parcels as opposed to changing Code. Ms. Lindsay advised there were other options which Ms. Morris had discussed with DPZ. Ms. Wiggins clarified she was referring to a variance instead of a Code change. Mr. Grundhoefer asked why the changes could not be included the WRD, and Ms. Cannon stated that if that was the proposed amendment then all parcels in the WRD district would be subject to the increased lot coverage and change in height requirements as opposed to just the CMP parcels. She explained the applicants were proposing to raise the design standards and encourage future developments to go through the new CRA Urban Overlay District for consistency and cohesiveness in development with the former ECUA parcel and that the WRD-1 was proposed as an effort to create a strategic development approach to the CMP parcels.

Mayor Robinson explained they started looking at how to create something based on what we see new happening in models that would allow us to have these features we would see in our normal historic waterfront. If we had been thinking that way today, we probably would not have built the governmental buildings the way we did. Things changed dramatically in 50 years, and the overall intent was simply if we can create what we want to create, why not create a district which would allow that. The choice was to amend WRD and start over.

Ms. Cannon clarified that the Gregory Stewart memo was emailed to the Board and uploaded to the online agenda center upon receipt. Ms. Lindsay stated the memo addressed some things which the Board might consider so the correct articulations could be made. Mr. Dunaway of Clark Partington was asked to address the memo which was provided as comments to Mr. Wells, Deputy City Attorney. The scope of the review was quite broad, and Mr. Stewart concluded that he was unable to determine whether there was a public purpose and a deliberative process for this planning, and he raised the question of what is the purpose of

this. The Board had heard that this project came because the group came to the City asking how they should best implement this plan – how should they best put it into action. The idea was to follow the pattern they did in the Gateway Redevelopment District with the creation of earlier sections in the Aragon area. He emphasized that Mr. Stewart's memo was absolutely correct to note that all the changes to the LDC must be legally consistent with the Comprehensive Plan. He advised the fundamental land development document for these parcels and others was the Community redevelopment Plan of 2010, which directly addresses this issue on page 33 where the Plan identifies a number of areas within the Urban Core Redevelopment area that should be considered for policy amendments to the City of Pensacola Comprehensive Plan and Land Development Code. It further states the CRA should investigate the existing land use categories and zoning districts to determine if the creation of new policies and new zoning districts should be considered to support the recommendations of and to carry out the redevelopment plan. Mr. Stewart concluded in his memo that he "was unable to identify whether such a public purpose is served and therefore, it appears that there is a potential legal issue that the new WRD-1 classification is arbitrary and capricious and constitutes spot zoning from this rezoning."

Mr. Dunaway advised that staff, Mr. Rothfeder and Ms. Khoury, along with actions from this Board and the City Council, can supply that information which he believed Mr. Stewart did not have. He further advised that the 2010 CRA plan on page 3 "establishes the framework for transformative policies and investments in the CRA." Within that context, the plan provides policy, programmatic and fiscal direction for the CRA as Pensacola reshapes its urban landscape and waterfront. The purpose of the plan is to define the strategic framework, concepts, themes, goals and objectives for the future of Pensacola's urban core. He explained that because a zoning section exists in the Code, does not necessarily mean that other parcels get to take advantage of that. All parcels within the City are zoned with their own zoning, and there is a process where zoning can be changed, only if it is consistent with the Comprehensive Plan and other comprehensive documents. The reason for not using a variance was because they require statutory criteria, specifically that the problem was not self-created. Changing the zoning was the appropriate process for this development and was a step forward in the ultimate goal of fulfilling the public purpose and vision by the decades of public planning for this CMP site.

Ms. Wiggins asked who had hired the outside attorney for this legal opinion, and Ms. Lindsay advised that Legal had asked for that opinion to do their due diligence for the sake of transparency because they anticipated the public could have questions, and they wanted to make sure the Board had answers.

Mr. Gunther stated that he was under the impression that DPZ was hired by the developer, and Chairman Ritz confirmed that. Mr. Gunther explained if the CRA had hired DPZ to make changes in zoning, that would make sense, but this was not the case here. He was opposed to a higher lot coverage ratio and more height along the water. He did not blame the developer for asking, but it did allow for taller and wider buildings. The citizens had spent millions on site development to maximize the connection to the water, but when you build a wider building, it creates a wall effect along the water. He explained that when planning is done right, the shorter buildings are along the water.

Ms. Wiggins stated this was also her concern with removing the term "maximize" from the document. Chairman Ritz advised he appreciated the work by DPZ and as a designer, he preferred the 6 stories language to 60 feet. Open spaces are not a reason for people to go there, but if you place something there, it connects people to the water. To correct some statements, Ms. Khoury explained they were not adding additional height, and most of the buildings would be 4 and 5 stories. Also, the reason for writing the WRD-1 was that the WRD was archaic, and they wanted it to reflect what the CRA encouraged, and they also heard from the community that they wanted to see more redevelopment.

Mr. Speck added it was important to make a distinction between rural beach development, as in Santa Rosa Beach, and urban beach developments like Portofino and Venice. Those are examples of other urban



waterfronts as they are models where spaces are well shaped by buildings, and he further explained that too many spaces between buildings actually cause you to not feel comfortable in public places.

Ms. Powell asked if the WRD was archaic, why not just modify the WRD. Chairman Ritz explained the applicant did not want to speak for the other WRD property owners; they were just considering the properties they control. Ms. Powell pointed out (c) of the landscaping guidelines that the "shoreline vistas" were more than just a view. The ability to see would be constricted by the buildings. Chairman Ritz advised the building code would regulate the height of the buildings. Ms. Cannon explained per the CRA overlay district, the heights for the ground story floor were beginning at 16', 20' and 24' and the maximum aboveground story heights were 14' so with the highest at 24' ground floor and 14' for the other stories, the potential would be a 94' building height. Ms. Khoury added that 24' on the ground floor was for retail only.

Ms. Wiggins was concerned with parking becoming unaffordable, citing Southtowne as the most expensive parking lot and believed parking would also become restricted and expensive. Ms. Morris advised that parking requirements in the CRA were greatly reduced based on land use in 2013 by Council and the Planning Board, and any future development would have to address the off-street parking, but there were other methods in the Code which allow for off-site parking through shared use agreements to provide flexibility. These future developments would be required to handle and address the required off-street parking to support the developments, and that would come before this Board when the developments apply for permitting. She also stated they had changed how we measure building height as the first habitable floor and tried to incentivize parking underneath instead of surface parking.

Mr. Grundhoefer addressed 5. (b) regarding CRA Overlay standards being "encouraged." Ms. Morris further explained the CRA Overlay is applicable to any district within the three CRAs in the downtown area not within a review district, anything not subjected to additional review beyond standard permitting. While this property is within the CRA Overlay boundary, it does not fall under the Overlay since it is protected by the WRD. They referred to the CRA Overlay guidelines and encouraged them, and the Board could recommend as part of their oversight some components of the CRA Overlay for the applicants to consider.

Regarding parking, Mr. Rothfeder stated currently as it is developed, it could be arranged with parking garages, and the market would determine what gets developed there. He stated the goals of this development were to connect the commercial core with the west side, to take this underutilized land and develop it in a way that accomplishes the goals of attracting and retaining our talent, and produces a wide array of housing that meets the market's demand and allows units which permit people to live in the project earning \$30,000 a year. He asked Ms. Khoury if there was anything that would be different if they had asked this development be done for them, the CRA, or a public entity, and Ms. Khoury indicated there would not. They were opening views to the waterfront and keeping with the character of the area, and for anyone else, it would still be very similar to this. She advised Mr. Studer did not direct any of this, but that the market study and prior plans, along with Civicon speakers, all supported the ideas presented.

Ms. Cannon explained the motion of the Board would be to "recommend" to the City Council. Ms. Morris advised this item would be presented at the Council's November 14<sup>th</sup> meeting. Mr. Grundhoefer suggested not striking the historic language, and he had no problem with the 60 feet versus the six (6) story language and was also not concerned with the 95 (ninety-five) percent lot coverage because of who the developer is. Mr. Grundhoefer made a motion to approve a recommendation to the Council. Chairman Ritz clarified the historic language of (5) (b) 4. and 5. was to remain.

Ms. Powell was not confident if they kept the 95% going forward that it would not impact other things. Ms. Wiggins wanted to remove "enhance" retain "maximum" and "maximize" in (5) (a) 1. and Mr. Grundhoefer accepted. Ms. Wiggins seconded the motion, and it carried unanimously.

Consider Rezoning and Future Land Use Map Amendment for 14 W. Jordan Street

Millwood Terrace, Inc. is requesting a Zoning Map and Future Land Use Map (FLUM) Amendment for the property located at 14 W. Jordan Street and identified by parcel number 00-0S-00-9010-001-124. The property currently has split zoning with C-2 on the southeastern portion and R-2 on the western portion; the Future Land Use Map (FLUM) is consistent with Commercial and Office designations. The applicants are proposing to amend the zoning district to C-1 Commercial zoning district and the FLUM to Commercial.

Mr. Page presented to the Board and stated the purpose was to have all the buildings zoned consistently. He said they originally thought to pursue R-2 to be consistent along Palafox Street, but staff recommended the C-1 category because it was less intense than C-2. Currently, the line separating the C-2 from R-2 runs through several of the buildings by several feet. He explained they had met with Councilwoman Cannada-Wynn onsite since she represents that district. Chairman Ritz was favorable with the C-1 classification transitioning into the neighborhood, noting his home is also in a C-1 designation. Mr. Page explained the existing uses were physicians' offices with the right corner being a pharmacy.

Mr. Gunther advised he owned the building to the north of the property and was concerned with street parking and any plans to reduce the existing parking. Chairman Ritz pointed out the Board could not make decisions on what might be. Mr. Page explained there were no plans to make any adjustments in development but more an opportunity to make sure the financing entities were satisfied that all of the buildings could be used under one category. Ms. Wiggins made a motion for approval, seconded by Ms. Sampson. Mr. Grundhoefer asked about the parcels, and Mr. Page further explained the survey showed the zoning line currently splits the pharmacy space. The motion then carried unanimously.

#### Consider Preliminary Approval for 500 E. Gregory Street

George Williams, AIA, Goodwyn Mills Cawood, is requesting preliminary approval for site improvements for a new (replacement) building for the adult entertainment business "Sammy's" located in the Gateway Review District (GRD). The new building will substantially increase the conformity of the project to the Land Development Code by improving parking, open space, landscaping and overall site design. Chairman Ritz noted this was the first consideration which was formerly within the Gateway Review Board purview.

Mr. Williams, a representative of Goodwyn Mills Cawood, presented to the Board and stated this project had been ongoing for well over a year. After evaluating the existing building and what was necessary to bring it up to Code, it became clear that would be quite expensive. They stepped back to consider a new building in lieu of the existing building, since there were certain criteria financial and otherwise that prohibited them from closing the existing building, demolishing it, and building a new one. They tried to be creative in locating a new building onsite, realizing there were certain criteria to be met in the Gateway District, and the new building could not be larger than the existing building. The basic request involved the location of the new building, and aesthetics would return to the Board. He pointed out the parking spaces to the west were leased from the City and were included in the car count. The variance for the rear of the building would go away. He pointed out the GRD district requires 25% pervious land area, and currently they have 24.5% of pervious surface in the redevelopment plan which was still a tremendous enhancement. Additionally, the parking requires one space for each 75 sq. ft. with a total parking requirement of 74 spaces; the plan presents 70 parking spaces, and they are 3 spaces deficient based on the City's criteria. He explained this plan would require an FDOT review since they were relocating a driveway on Gregory Street which was less than the standard.

Regarding the Gateway guidelines, Ms. Cannon referred the Board to Sec. 12-2-81 (C) for the contents of the preliminary plan which asks for general information at this point. She explained when the applicant returned, the Board would be looking at another list of requirements for the final phase. Chairman Ritz noted the layout reminded him of Publix with parking on the less intent street, and the building closer to the busier street giving it more edge. He pointed out the applicant had met the preliminary requirements, and he could support the project. Ms. Wiggins made a motion to approve, seconded by Ms. Sampson. Mr.

Grundhoefer questioned stormwater, and Mr. Williams stated they had engaged Rebol Battle since the site has 4,300 sq. ft. of pervious surface, and they were doubling that number. He indicated they would comply with whatever the stormwater requirements of the City might be and would return with the aesthetics. The motion then carried unanimously.


Open Forum – Chairman Ritz explained there had been a request to change the time of the October 24<sup>th</sup> Tree Ordinance workshop to 3pm-5pm to accommodate Council members who wanted to participate. Ms. Wiggins was concerned with the changed time that the public would not have a chance to weigh in after working hours. Ms. Cannon suggested there could be a second workshop not scheduled on a Council meeting night, and Ms. Wiggins appreciated that the public would then have a chance to participate. Chairman Ritz pointed out that it will likely take more than one workshop since this was very far reaching for many constituents. Ms. Cannon advised she would look for future dates on non-Council nights going forward to January and would present those at the November meeting of the Board and notify by email as well.

Adjournment – With no further business, Chairman Ritz adjourned the meeting at 3:48 pm.

Respectfully Submitted,

Cynthia Cannon  
Secretary to the Board

# Legend

 Parcel with split zoning

R-1AA

R-2

N BAYLEN ST

E MAXWELL ST

R-2 portion of parcel

W MAXWELL ST

C-3

C-2 portion of parcel

C-2

SSD

N PALAFOX S

N SPRING ST

W JORDAN ST

R-1AAA

Existing Zoning: C-2 & R-2  
Proposed Zoning: C-1

0 0.02 0.04 Miles



Date: 10/22/2019

This map was prepared by the GIS section of the City of Pensacola and is provided for information purposes only and is not to be used for development of construction plans or any type of engineering services based on information depicted herein. It is maintained for the function of this office only. It is not intended for conveyance nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.

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W HERI



Memorandum

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File #: 36-19

City Council

12/12/2019

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**LEGISLATIVE ACTION ITEM**

**SPONSOR:** Grover C. Robinson, IV, Mayor

**SUBJECT:**

PROPOSED ORDINANCE NO. 36-19 - REQUEST FOR FUTURE LAND USE AMENDMENT - 14 WEST JORDAN STREET

**RECOMMENDATION:**

That City Council adopt Proposed Ordinance No. 36-19 on second reading:

AN ORDINANCE AMENDING THE FUTURE LAND USE CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; REPEALING CLAUSE AND EFFECTIVE DATE.

**HEARING REQUIRED:** Public

**SUMMARY:**

The City has received a request from Millwood Terrace, Inc. to amend the City's Future Land Use Map from Office (O) to Commercial (C), and the City's Zoning Map from R-2 (Residential Office) and C-2 (Commercial) to C-1 (Retail Commercial).

The property currently has split zoning with a more intense commercial zoning designation of C-2 on the southeastern portion and R-2 on the western portion; the Future Land Use Map (FLUM) is consistent with Commercial and Office designations. This request will provide the parcel with a singular zoning district category of C-1 and a singular FLUM designation of Commercial.

Although the C-1 zoning district currently does not lie within the immediate area, the proposed district will appropriately serve as a transition area between the more-intensive C-2 zoning abutting the subject property to the east and the more-restrictive R-1AAA zoning district directly across North Baylen Street to the west. Additionally, it will serve as a transition to the properties located directly to the south across W. Jordan and north across W. Maxwell Streets which are located within the R-2 zoning district.

On October 10, 2019, the Planning Board unanimously recommended approval of the request.

**PRIOR ACTION:**

November 14, 2019 - City Council voted to approve Ordinance No. 36-19 on first reading.

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

None

**CITY ATTORNEY REVIEW:** Yes

10/24/2019

**STAFF CONTACT:**

Keith Wilkins, City Administrator  
Kerrith Fiddler, Deputy City Administrator - Community Development  
Sherry H. Morris, Planning Services Administrator

**ATTACHMENTS:**

- 1) Proposed Ordinance No. 36-19
- 2) 14 W. Jordan St. Planning Board Zoning Map Amendment Application - 08/10/19
- 3) Planning Board Minutes - 08/10/19 (DRAFT)
- 4) Future Land Use Map, dated October 2019

**PRESENTATION:** No

PROPOSED  
ORDINANCE NO. 36-19

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

AN ORDINANCE  
TO BE ENTITLED:

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN  
AND FUTURE LAND USE MAP OF THE CITY OF  
PENSACOLA, FLORIDA; REPEALING CLAUSE;  
PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Pensacola adopted a Comprehensive Plan on October 4, 1990, pursuant to applicable law; and

WHEREAS, the City Council desires to effect an amendment to a portion of the Future Land Use element of the Comprehensive Plan; and

WHEREAS, said amendment is consistent with the other portions of the Future Land Use Element and all other applicable elements of the Comprehensive Plan, as amended; and

WHEREAS, said amendment will affirmatively contribute to the health, safety and general welfare of the citizens of the City of Pensacola; and

WHEREAS, the City Council has followed all of the procedures set forth in §§163.3184 and 163.3187, Fla. Stat., and all other applicable provisions of law and local procedures with relation to amendment to the Future Land Use Element of the Comprehensive Plan; and

WHEREAS, proper public notice was provided and appropriate public hearing was held pursuant to the provisions referred to hereinabove as to the following amendment to the Comprehensive Plan and Future Land Use map of the City of Pensacola; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. That the Comprehensive Plan and Future Land Use Map of the City of Pensacola, and all notations, references and information shown thereon as it relates to the following described real property in the City of Pensacola, Florida, to-wit:

PARCEL 1:

Lots 1 to 12, inclusive and the West 29 feet of Lot 13, and all of Lots 26 to 30, inclusive, Block 124, EAST KING TRACT, BELMONT

NUMBERING, in the City of Pensacola, Escambia County, Florida, according to the map of said City copyrighted by Thomas C. Watson in 1906.

PARCEL2:

Lots 26 and 27 and the East 25 feet of Lot 28; the West 5 feet of Lot 25; the South 30 feet of Lots 12, 13 and 14 and the East 10 feet of the South 30 feet of Lot 11, Block 123, EAST KING TRACT, BELMONT NUMBERING, Escambia County, Florida, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906.

PARCEL3:

The West 50 feet of Lots 19 through 24 inclusive, and the East 25 feet of Lot 25, Block 123, EAST KING TRACT, BELMONT NUMBERING, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906, Escambia County, Florida

PARCEL4:

The East 75 feet of Lots 20, 21, 22, 23 and 24, Block 123, EAST KING TRACT, BELMONT NUMBERING in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.

PARCELS:

Lots 11, 12, 13, 14 and 15, in Block 119, all in EAST KING TRACT, BELMONT NUMBERING, in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.

the same is hereby changed to C (commercial) Future Land Use District, fully as if all of the said real property had been originally included in City of Pensacola C (commercial) Future Land Use District.

SECTION 2. The City Council shall by subsequently adopted ordinance change the zoning classification and zoning map for the subject property to a permissible zoning classification, as determined by the discretion of the City Council, which is consistent with the future land use classification adopted by this ordinance. Pending the adoption of such a rezoning ordinance, no development of the subject property shall be permitted which is inconsistent with the future land use classification adopted by this ordinance.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4. This ordinance shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.



Passed: \_\_\_\_\_


Approved: \_\_\_\_\_  
President of City Council

Attest:

\_\_\_\_\_  
City Clerk

PLANNING SERVICES

**MEMORANDUM**

**TO:** Planning Board Members  
**FROM:** Cynthia R. Cannon, AICP, Assistant Planning Services Administrator   
**DATE:** September 27, 2019  
**SUBJECT:** Request for Zoning Map and Future Land Use Map Amendment  
 14 W. Jordan Street

Millwood Terrace, Inc. is requesting a Zoning Map and Future Land Use Map (FLUM) Amendment for the property located at 14 W. Jordan Street and identified by parcel number 00-05-00-9010-001-124. The property currently has split zoning with C-2 on the southeastern portion and R-2 on the western portion; the Future Land Use Map (FLUM) is consistent with Commercial and Office designations. The applicants are proposing to amend the zoning district to C-1 Commercial zoning district and the FLUM to Commercial.

Existing Zoning	Proposed Zoning	Existing FLUM	Proposed FLUM	Lot Size
R-2 & C-2	C-1	Office & Commercial	Commercial	1.69 acres

- R-2 (existing) provides a mixture housing types and office uses, in some cases the R-2 district is also intended as a transition area between commercial and residential uses.
- C-1 (*PROPOSED*) is intended to provide a transitional buffer between mixed-use neighborhood commercial areas and more intense commercial zoning.
- C-2 (existing) is intended to provide for major commercial areas intended primarily for retail sales and service establishments oriented to a general community and/or market.

Although the C-1 zoning district currently does not lie within the immediate area, the proposed district will appropriately serve as a transition area between the more-intensive C-2 zoning abutting the subject property to the east and the more-restrictive R-1AAA zoning district directly across N. Baylen Street to the west. Additionally, it will serve as a transition to the properties located directly to the south across W. Jordan and north across W. Maxwell Streets which are located within the R-2 zoning district.

This request has been routed through the various City departments and utility providers. Those comments are attached for your review.

Review Routing  
Project: 14 W Jordon

Meeting: October 8, 2019  
Comments Due: September 24, 2019

Department:	Comments:	Date Rec'd
FIRE	No comments.	9/18/2019
PW/E	No objections.	9/23/2019
Insp Svcs	None received.	
ESP	No comments.	9/11/2019
ECUA	No comments.	9/11/2019
GPW	None received.	
ATT	No comments.	9/6/2019



**REZONING**

Please check application type:

<input type="checkbox"/> <b>Conventional Rezoning</b>	<b>Comprehensive Plan / FLUM Amendment</b>	
Application Fee: \$2,500.00	<input checked="" type="checkbox"/> (< 10 acres)	<input type="checkbox"/> (≥ 10 acres)
Rehearing/Rescheduling (Planning Board): \$250.00	\$3,500.00	\$3,500.00
Rehearing/Rescheduling (City Council): \$750.00	\$250.00	\$250.00
	\$750.00	\$1,000.00

**Applicant Information:**

Name: Millwood Terrace, Inc. Date: Sept. 12, 2017

Address: 1111 Tamara Drive Pensacola, Florida 32504

Phone: 850-232-9853 Fax: \_\_\_\_\_ Email: budpage1@att.net

**Property Information:**

Owner Name: Millwood Terrace, Inc. Phone: \_\_\_\_\_

Location/Address: ~~1111 Tamara Drive~~ Pensacola, Florida 32504 **14 W. Jordan St., Pensacola, FL, 32501**

Parcel ID: 0 0 - 0 S - 0 0 - 9 0 1 0 - 0 0 1 - 1 2 4 Acres/Square Feet: 01.02ac

Zoning Classification: Existing C-2 & R-2 Proposed C-2 C-1

Future Land Use Classification: Existing Office Proposed Commercial

Reason Rezoning Requested: \_\_\_\_\_

Several office leases within the buildings are expiring; if rezoning is approved, owner plans to offer some units for retail uses.

Required Attachments: (A) Full legal description of property (from deed or survey)  
 (B) General location map with property to be rezoned indicated thereon

The above information, together with all other answers and information provided by me (us) as petitioner (s)/applicant (s) in the subject application, and all other attachments thereto, is accurate and complete to the best of my (our) knowledge and belief as of this 15 day of September, 2017.

Applicant Signature \_\_\_\_\_ Clint Foster Owner Signature

Applicant Name (Print) \_\_\_\_\_ Millwood Terrace, Inc. Owner Name (Print)



Sworn to and subscribed to before me this 15 day of September, 2017

Name: [Signature] Commission Expires: 07/12/20

**FOR OFFICE USE ONLY**

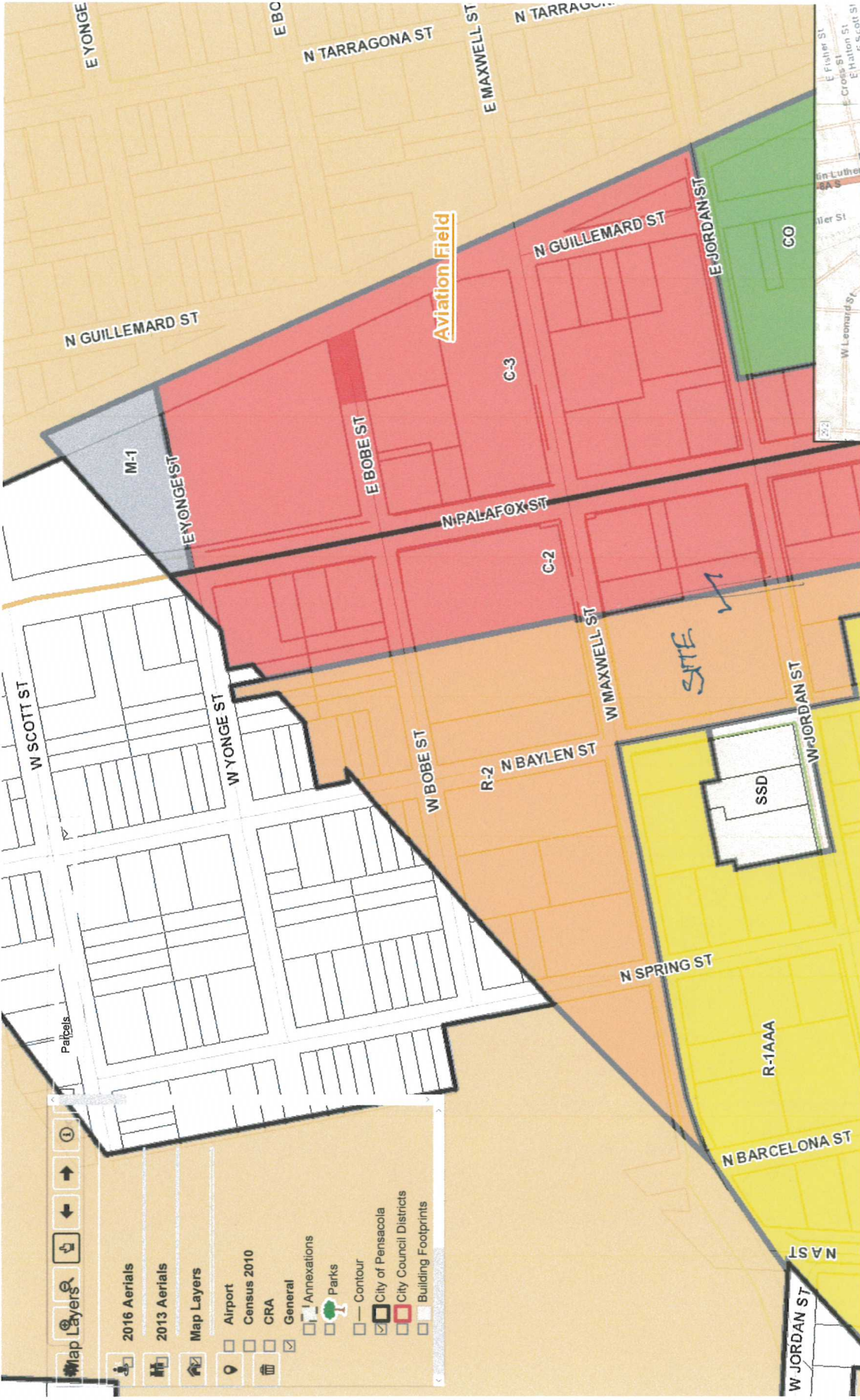
Council District: \_\_\_\_\_ Date Received: \_\_\_\_\_ Case Number: \_\_\_\_\_

Date Postcards mailed: \_\_\_\_\_ Planning Board Date: \_\_\_\_\_ Recommendation: \_\_\_\_\_

Committee Date: \_\_\_\_\_ Council Date: \_\_\_\_\_ Council Action: \_\_\_\_\_

Second Reading: \_\_\_\_\_ Ordinance Number: \_\_\_\_\_






30.437, -87.216  
 60m  
 200ft

*Sec 12-2-8  
 Commercial*



# Legend

 Parcel with split zoning

R-1AA

R-2

N BAYLEN ST

E MAXWELL ST

R-2 portion of parcel

W MAXWELL ST

C-3

SSD

C-2

C-2 portion of parcel

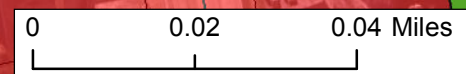
N PALFOX S

N SPRING ST

W JORDAN ST

R-1AAA

**Existing Zoning: C-2 & R-2**  
**Proposed Zoning: C-1**  
**Existing FLU: Office**  
**Proposed FLU: Commercial**



Date: 9/26/2019




This map was prepared by the GIS section of the City of Pensacola and is provided for information purposes only and is not to be used for development of construction plans or any type of engineering services based on information depicted herein. It is maintained for the function of this office only. It is not intended for conveyance nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.

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W HERI

# Legend

 Parcel with split zoning

R-1AA

R-2

N BAYLEN ST

E MAXWELL ST

R-2 portion of parcel

W MAXWELL ST

C-3

C-2

C-2 portion of parcel

SSD

N PALM FOX S

N SPRING ST

W JORDAN ST

**Existing Zoning: C-2 & R-2**  
**Proposed Zoning: C-1**  
**Existing FLU: Office**  
**Proposed FLU: Commercial**

R-1AAA

0 0.02 0.04 Miles

Date: 9/26/2019



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W HERI



Prepared By:  
Margaret T. Stopp, of  
Moore, Hill & Westmoreland, P.A.  
Post Office Box 13290  
Pensacola, Florida 32591-3290

WARRANTY DEED

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

THIS WARRANTY DEED made the 8<sup>th</sup> day of November, 2006, by NATIONAL LAUNDRY & CLEANING COMPANY, INC., a Florida corporation, hereinafter called the Grantor (whether singular or plural), to MILLWOOD TERRACE, INC., a Florida corporation, whose post office address is Post Office Box 62519, Colorado Spring, Colorado 80962 hereinafter called the Grantee (whether singular or plural):

WITNESSETH: That the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situate in Escambia County, Florida, to-wit:

PARCEL 1:

Lots 1 to 12, inclusive and the West 29 feet of Lot 13, and all of Lots 26 to 30, inclusive, Block 124, EAST KING TRACT, BELMONT NUMBERING, in the City of Pensacola, Escambia County, Florida, according to the map of said City copyrighted by Thomas C. Watson in 1906.

PARCEL 2:

Lots 26 and 27 and the East 25 feet of Lot 28; the West 5 feet of Lot 25; the South 30 feet of Lots 12, 13 and 14 and the East 10 feet of the South 30 feet of Lot 11, Block 123, EAST KING TRACT, BELMONT NUMBERING, Escambia County, Florida, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906.

PARCEL 3:

The West 50 feet of Lots 19 through 24 inclusive, and the East 25 feet of Lot 25, Block 123, EAST KING TRACT, BELMONT NUMBERING, according to a Map of the City of Pensacola, copyrighted by Thomas C. Watson in 1906, Escambia County, Florida.

PARCEL 4:

The East 75 feet of Lots 20, 21, 22, 23 and 24, Block 123, EAST KING TRACT, BELMONT NUMBERING in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.



PARCEL 5:

Lots 11, 12, 13, 14 and 15, in Block 119, all in EAST KING TRACT, BELMONT NUMBERING, in the City of Pensacola, Escambia County, Florida, according to Map of said City copyrighted by Thomas C. Watson in 1906.

Parcel Identification Numbers: 000S00-9010-200-123; 000S00-9010-010-119; 000S00-9010-111-123; 000S00-9010-140-123 and 000S00-9010-001-124

THIS CONVEYANCE IS SUBJECT TO THE FOLLOWING:

Conditions, restrictions, limitations and easements of record, if any, but this provision shall not operate to re-impose the same.

Zoning and other governmental regulations.

Taxes and assessments for 2006 and subsequent years.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anyway appertaining.

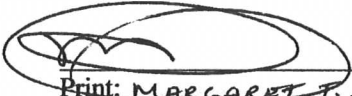
TO HAVE AND TO HOLD the same in fee simple forever.

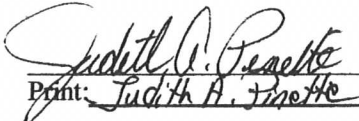
AND the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.


IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered  
in the presence of:

NATIONAL LAUNDRY & CLEANING  
COMPANY, INC.

  
Print: MARGARET T. STOPP

  
Print: Judith A. Finette

By:   
R. BRUCE MORRISON, Its President  
107 West Gregory Street  
Pensacola, Florida 32501

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 8<sup>th</sup> day of November, 2006, by R. Bruce Morrison, III as President of National Laundry & Cleaning Company, Inc., who is personally known to me or who has produced FL. Drivers Lic. as identification and who did not take an oath.

My Commission Expires:

  
NOTARY PUBLIC



**2017 FLORIDA PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# P07000021290

**Entity Name:** MILLWOOD TERRACE, INC.

**Current Principal Place of Business:**

14 W. JORDAN  
PENSACOLA, FL 32501

**Current Mailing Address:**

1111 TAMARA DR.  
PENSACOLA, FL 32504

**FEI Number:** 55-0818124

**Certificate of Status Desired:** No

**Name and Address of Current Registered Agent:**

FOSHA, CHARLES E  
1111 TAMARA DR  
PENSACOLA, FL 32504 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:** CHARLES E FOSHA

01/16/2017

Electronic Signature of Registered Agent

Date

**Officer/Director Detail :**

Title            PRES  
Name            FOSHA, CHARLES E  
Address        1111 TAMARA DR  
City-State-Zip: PENSACOLA FL 32504

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:** CHARLES FOSHA

PRESIDENT

01/16/2017

Electronic Signature of Signing Officer/Director Detail

Date

## Cynthia Cannon

---

**From:** Annie Bloxson  
**Sent:** Wednesday, September 18, 2019 7:30 AM  
**To:** Cynthia Cannon  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

Good Morning,

I have no issues. Thank you.

Respectfully,

### Annie Bloxson

Fire Marshal

Visit us at [PensacolaFire.com](http://PensacolaFire.com)

475 E. Strong St.

Pensacola, FL 32501

Office: 850.436.5200

[abloxson@cityofpensacola.com](mailto:abloxson@cityofpensacola.com)



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**From:** Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>

**Sent:** Friday, September 06, 2019 12:58 PM

**To:** Amy Hargett <[ahargett@cityofpensacola.com](mailto:ahargett@cityofpensacola.com)>; Andre Calaminus (ECUA) <[andre.calaminus@ecua.fl.gov](mailto:andre.calaminus@ecua.fl.gov)>; Annie Bloxson <[ABloxson@cityofpensacola.com](mailto:ABloxson@cityofpensacola.com)>; Bill Kimball <[bkimball@cityofpensacola.com](mailto:bkimball@cityofpensacola.com)>; Brad Hinote <[bradhinote@cityofpensacola.com](mailto:bradhinote@cityofpensacola.com)>; Brian Cooper <[bcooper@cityofpensacola.com](mailto:bcooper@cityofpensacola.com)>; Chris Mauldin <[CMauldin@cityofpensacola.com](mailto:CMauldin@cityofpensacola.com)>; Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>; Derrick Owens <[DOwens@cityofpensacola.com](mailto:DOwens@cityofpensacola.com)>; Diane Moore <[DMoore@cityofpensacola.com](mailto:DMoore@cityofpensacola.com)>; Jonathan Bilby <[JBilby@cityofpensacola.com](mailto:JBilby@cityofpensacola.com)>; Karl Fenner (AT&T) <[KF5345@att.com](mailto:KF5345@att.com)>; Kellie L. Simmons (Gulf Power) <[kellie.simmons@nexteraenergy.com](mailto:kellie.simmons@nexteraenergy.com)>; Leslie Statler <[LStatler@cityofpensacola.com](mailto:LStatler@cityofpensacola.com)>; Miriam Woods <[MWoods@cityofpensacola.com](mailto:MWoods@cityofpensacola.com)>; Paul A Kelly(GIS) <[PAKelly@cityofpensacola.com](mailto:PAKelly@cityofpensacola.com)>; Robbie Weekley <[rweekley@cityofpensacola.com](mailto:rweekley@cityofpensacola.com)>; Ryan J. Novota <[RNovota@cityofpensacola.com](mailto:RNovota@cityofpensacola.com)>; Sherry Morris

## Cynthia Cannon

---

**From:** Derrik Owens  
**Sent:** Friday, September 6, 2019 1:53 PM  
**To:** Cynthia Cannon  
**Cc:** Ryan J. Novota; Brad Hinote  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

PW&F has no objection to the request.....

**From:** Cynthia Cannon  
**Sent:** Friday, September 06, 2019 12:58 PM  
**To:** Amy Hargett <ahargett@cityofpensacola.com>; Andre Calaminus (ECUA) <andre.calaminus@ecua.fl.gov>; Annie Bloxson <ABloxson@cityofpensacola.com>; Bill Kimball <bkimball@cityofpensacola.com>; Brad Hinote <bradhinote@cityofpensacola.com>; Brian Cooper <bcooper@cityofpensacola.com>; Chris Mauldin <CMauldin@cityofpensacola.com>; Cynthia Cannon <CCannon@cityofpensacola.com>; Derrik Owens <DOwens@cityofpensacola.com>; Diane Moore <DMoore@cityofpensacola.com>; Jonathan Bilby <JBilby@cityofpensacola.com>; Karl Fenner (AT&T) <KF5345@att.com>; Kellie L. Simmons (Gulf Power) <kellie.simmons@nexteraenergy.com>; Leslie Statler <LStatler@cityofpensacola.com>; Miriam Woods <MWoods@cityofpensacola.com>; Paul A Kelly(GIS) <PAKelly@cityofpensacola.com>; Robbie Weekley <rweekley@cityofpensacola.com>; Ryan J. Novota <RNovota@cityofpensacola.com>; Sherry Morris <SMorris@cityofpensacola.com>; Stephen Kennington (AT&T) <sk1674@att.com>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon all!

Please review and comment on the attached Rezoning request for the property located at 14 W Jordan St. and identified with parcel number 00-0S-00-9010-001-124. All comments must be received by close of business on **Tuesday, September 24, 2019.**

Please note this request *does* include an amendment to the Future Land Use Map.

If you have any questions please let us know.

Thank you,

**Cynthia Cannon, AICP**  
*Assistant Planning Services Administrator*  
Visit us at <http://cityofpensacola.com>  
222 W Main St.  
Pensacola, FL 32502  
Office: 850.435-1670  
[ccannon@cityofpensacola.com](mailto:ccannon@cityofpensacola.com)



## Cynthia Cannon

---

**From:** Diane Moore  
**Sent:** Wednesday, September 11, 2019 7:36 AM  
**To:** Cynthia Cannon  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

Cynthia,  
Pensacola Energy has no comments on this zoning request.

Thanks,  
Diane

Diane Moore | Gas Distribution Engineer  
Pensacola Energy | 1625 Atwood Drive, Pensacola, FL 32514  
Desk: 850-474-5319 | Cell: 850-324-8004 | Fax: 850-474-5331  
Email: [dmoore@cityofpensacola.com](mailto:dmoore@cityofpensacola.com)

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For Non-Emergency Citizen Requests, Dial 311 or visit [Pensacola311.com](http://Pensacola311.com)

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**From:** Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>  
**Sent:** Friday, September 6, 2019 12:58 PM  
**To:** Amy Hargett <[ahargett@cityofpensacola.com](mailto:ahargett@cityofpensacola.com)>; Andre Calaminus (ECUA) <[andre.calaminus@ecua.fl.gov](mailto:andre.calaminus@ecua.fl.gov)>; Annie Bloxson <[ABloxson@cityofpensacola.com](mailto:ABloxson@cityofpensacola.com)>; Bill Kimball <[bkimball@cityofpensacola.com](mailto:bkimball@cityofpensacola.com)>; Brad Hinote <[bradhinote@cityofpensacola.com](mailto:bradhinote@cityofpensacola.com)>; Brian Cooper <[bcooper@cityofpensacola.com](mailto:bcooper@cityofpensacola.com)>; Chris Mauldin <[CMauldin@cityofpensacola.com](mailto:CMauldin@cityofpensacola.com)>; Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>; Derrick Owens <[DOWens@cityofpensacola.com](mailto:DOWens@cityofpensacola.com)>; Diane Moore <[DMoore@cityofpensacola.com](mailto:DMoore@cityofpensacola.com)>; Jonathan Bilby <[JBilby@cityofpensacola.com](mailto:JBilby@cityofpensacola.com)>; Karl Fenner (AT&T) <[KF5345@att.com](mailto:KF5345@att.com)>; Kellie L. Simmons (Gulf Power) <[kellie.simmons@nexteraenergy.com](mailto:kellie.simmons@nexteraenergy.com)>; Leslie Statler <[LStatler@cityofpensacola.com](mailto:LStatler@cityofpensacola.com)>; Miriam Woods <[MWoods@cityofpensacola.com](mailto:MWoods@cityofpensacola.com)>; Paul A Kelly(GIS) <[PAKelly@cityofpensacola.com](mailto:PAKelly@cityofpensacola.com)>; Robbie Weekley <[rweekley@cityofpensacola.com](mailto:rweekley@cityofpensacola.com)>; Ryan J. Novota <[RNovota@cityofpensacola.com](mailto:RNovota@cityofpensacola.com)>; Sherry Morris <[SMorris@cityofpensacola.com](mailto:SMorris@cityofpensacola.com)>; Stephen Kennington (AT&T) <[sk1674@att.com](mailto:sk1674@att.com)>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon all!

## Cynthia Cannon

---

**From:** Andre Calaminus <andre.calaminus@ecua.fl.gov>  
**Sent:** Wednesday, September 11, 2019 3:51 PM  
**To:** Cynthia Cannon  
**Subject:** RE: Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon Cynthia,

ECUA has no comment on the rezoning of that parcel 00-0S-00-9010-001-124 from C-2 & R-2 to C-1.

Thanks,

**Andre Calaminus | Right of Way Agent | Emerald Coast Utilities Authority |**  
P.O. Box 17089 | Pensacola, FL 32522-7089 | Web: [www.ecua.fl.gov](http://www.ecua.fl.gov) |  
Phone: (850) 969-5822 | Fax: (850) 969-6511 |

**From:** Cynthia Cannon [mailto:CCannon@cityofpensacola.com]  
**Sent:** Friday, September 06, 2019 12:58 PM  
**To:** Amy Hargett <ahargett@cityofpensacola.com>; Andre Calaminus <andre.calaminus@ecua.fl.gov>; Annie Bloxson <ABloxson@cityofpensacola.com>; Bill Kimball <bkimball@cityofpensacola.com>; Brad Hinate <bradhinate@cityofpensacola.com>; Brian Cooper <bcooper@cityofpensacola.com>; Chris Mauldin <CMauldin@cityofpensacola.com>; Cynthia Cannon <CCannon@cityofpensacola.com>; Derrik Owens <DOwens@cityofpensacola.com>; Diane Moore <DMoore@cityofpensacola.com>; Jonathan Bilby <JBilby@cityofpensacola.com>; Karl Fenner (AT&T) <KF5345@att.com>; Kellie L. Simmons (Gulf Power) <kellie.simmons@nexteraenergy.com>; Leslie Statler <LStatler@cityofpensacola.com>; Miriam Woods <MWoods@cityofpensacola.com>; Paul A Kelly(GIS) <PAKelly@cityofpensacola.com>; Robbie Weekley <rweekley@cityofpensacola.com>; Ryan J. Novota <RNovota@cityofpensacola.com>; Sherry Morris <SMorris@cityofpensacola.com>; Stephen Kennington (AT&T) <sk1674@att.com>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

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Good afternoon all!

Please review and comment on the attached Rezoning request for the property located at 14 W Jordan St. and identified with parcel number 00-0S-00-9010-001-124. All comments must be received by close of business on **Tuesday, September 24, 2019.**

Please note this request *does* include an amendment to the Future Land Use Map.

If you have any questions please let us know.

Thank you,

**Cynthia Cannon, AICP**  
*Assistant Planning Services Administrator*  
Visit us at <http://cityofpensacola.com>

## Cynthia Cannon

---

**From:** SAUERS, BRAD <bs5403@att.com>  
**Sent:** Friday, September 6, 2019 3:02 PM  
**To:** Cynthia Cannon  
**Subject:** FW: Please Review & Comment - 14 W Jordon St. Rezoning  
**Attachments:** 14 W. Jordan \_ Complete Application.pdf

AT&T has no comments or objections at this time.

Brad Sauers  
Manager – OSP Plng and Eng  
Technology Operations

AT&T  
605 W Garden St, Pensacola, FL 32502  
o 850.436.1495 | bs5403@att.com

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**From:** KENNINGTON, STEPHEN  
**Sent:** Friday, September 06, 2019 1:11 PM  
**To:** SAUERS, BRAD <bs5403@att.com>  
**Subject:** FW: Please Review & Comment - 14 W Jordon St. Rezoning

Please review and comment as necessary.

SRK

**From:** Cynthia Cannon [<mailto:CCannon@cityofpensacola.com>]  
**Sent:** Friday, September 06, 2019 12:58 PM  
**To:** Amy Hargett <[ahargett@cityofpensacola.com](mailto:ahargett@cityofpensacola.com)>; Andre Calaminus (ECUA) <[andre.calaminus@ecua.fl.gov](mailto:andre.calaminus@ecua.fl.gov)>; Annie Bloxson <[ABloxson@cityofpensacola.com](mailto:ABloxson@cityofpensacola.com)>; Bill Kimball <[bkimball@cityofpensacola.com](mailto:bkimball@cityofpensacola.com)>; Brad Hinote <[bradhinote@cityofpensacola.com](mailto:bradhinote@cityofpensacola.com)>; Brian Cooper <[bcooper@cityofpensacola.com](mailto:bcooper@cityofpensacola.com)>; Chris Mauldin <[CMauldin@cityofpensacola.com](mailto:CMauldin@cityofpensacola.com)>; Cynthia Cannon <[CCannon@cityofpensacola.com](mailto:CCannon@cityofpensacola.com)>; Derrick Owens <[DOwens@cityofpensacola.com](mailto:DOwens@cityofpensacola.com)>; Diane Moore <[DMoore@cityofpensacola.com](mailto:DMoore@cityofpensacola.com)>; Jonathan Bilby <[JBilby@cityofpensacola.com](mailto:JBilby@cityofpensacola.com)>; FENNER, KARL L <[kf5345@att.com](mailto:kf5345@att.com)>; Kellie L. Simmons (Gulf Power) <[kellie.simmons@nexteraenergy.com](mailto:kellie.simmons@nexteraenergy.com)>; Leslie Statler <[LStatler@cityofpensacola.com](mailto:LStatler@cityofpensacola.com)>; Miriam Woods <[MWoods@cityofpensacola.com](mailto:MWoods@cityofpensacola.com)>; Paul A Kelly(GIS) <[PAKelly@cityofpensacola.com](mailto:PAKelly@cityofpensacola.com)>; Robbie Weekley <[rweekley@cityofpensacola.com](mailto:rweekley@cityofpensacola.com)>; Ryan J. Novota <[RNovota@cityofpensacola.com](mailto:RNovota@cityofpensacola.com)>; Sherry Morris <[SMorris@cityofpensacola.com](mailto:SMorris@cityofpensacola.com)>; KENNINGTON, STEPHEN <[sk1674@att.com](mailto:sk1674@att.com)>  
**Subject:** Please Review & Comment - 14 W Jordon St. Rezoning

Good afternoon all!



MINUTES OF THE PLANNING BOARD  
October 8, 2019

MEMBERS PRESENT: Chairman Paul Ritz, Danny Grundhoefer, Ryan Wiggins,  
Charletha Powell, Eladies Sampson

MEMBERS ABSENT: Kurt Larson, Laurie Murphy

STAFF PRESENT: Cynthia Cannon, Assistant Planning Services Administrator, Sherry Morris, Planning  
Services Administrator, Heather Lindsay, Assistant City Attorney, Leslie Statler,  
Senior Planner, Michael Ziarnek, Transportation Planner-Complete Streets, Gregg  
Harding, Historic Preservation Planner, Brad Hinote, Engineering, Lawrence Powell,  
Neighborhoods Administrator, Councilwoman Myers, Councilwoman Hill, Mayor  
Robinson

OTHERS PRESENT: Andrew Rothfeder, P. Cantavespre, April Skipper, William J. Dunaway, Buddy Page,  
George Williams, George Biggs, Amir Fooladi, Fred Gunther

AGENDA:

- Quorum/Call to Order
- Approval of Meeting Minutes from September 10, 2019.
- New Business:
  1. Consider Amendment to LDC Section 12-2-12 Creating WRD-1
  2. Consider Rezoning and Future Land Use Map Amendment for 14 W. Jordan Street
  3. Consider Preliminary Approval for 500 E. Gregory Street
- Open Forum
- Adjournment

Call to Order / Quorum Present

Chairman Ritz called the meeting to order at 2:00pm with a quorum present and explained the procedures of the Board meeting.

Approval of Meeting Minutes

Ms. Sampson made a motion to approve the September 10, 2019 minutes, seconded by Ms. Powell, and it carried unanimously.

New Business

Consider Amendment to LDC Section 12-2-12 Creating WRD-1

Staff received a request to modify the Redevelopment Land Use District WRD by establishing a subcategory which would become the WRD-1. The proposed WRD-1 would be a standalone section with the intent of optimizing the future development of the City's Community Maritime Park (CMP) parcels. The overall park parcel was master planned for stormwater and open space during the final plat approval process in April

2013. Subsequently, lots 1 and 2 received Planning Board approval for development in 2013. Ms. Cannon advised future development on the CMP parcels within the proposed WRD-1 district would continue to be submitted to the Planning Board for aesthetic review. She advised the applicant and their consultant were available online to give a presentation to the Board.

Mr. Rothfeder, President of Studer Properties, presented to the Board and stated his firm had been asked to submit a master plan for the remaining parcels at the Maritime Park that was cohesive and worked with the 19 acre site across the street. He stated one of the first steps was to hire a market research firm which could confirm the demand for commercial and retail space in the downtown area; they subsequently hired Jeff Speck and Associates along with DPZ CoDESIGN. This process began nine months ago culminating with a week-long charrette involving public input. DPZ then presented the master plan, with the question being whether or not it would fit into the current zoning on the Maritime Park site. He represented to the Board that Ms. Khoury along with DPZ had worked with City staff to address an appropriate solution. He indicated the Studers had invested approximately one half million dollars into this project. He also stated there was a question being asked by a third party law firm about this rezoning, specifically about the purpose of the rezoning which would be addressed later by Mr. Dunaway.

Ms. Khoury then addressed the Board and asserted she had worked with the Planning staff. Her presentation consisted of 20 slides which focused on the Maritime Park parcel, and Mr. Speck was online to answer any questions. They were not aware of the rich history on this site and as such studied previous plans to evaluate lessons learned. The market study was completed before they conducted the charrette. The study demonstrated that there was an opportunity to extend the downtown to the waterfront. Ms. Khoury pointed out that Southtowne was an example of the desire for downtown living and that their study looked at the program for the market over a 15 year timeframe. The 19 acre site could accommodate 1,825 residential units, with the majority designated for rental units and approximately thirty percent designated as condos. She stated that the encouraging fact was that waterfront units could be affordable to people making \$30,000 and up and commercial and retail ranging anywhere from 80,000 to 200,000 sq. ft. and up. She pointed out the charrette was very positive, and residents were excited about what was being proposed. They proposed recreating the blocks with three linear greenways, the Maritime parcel with the parking completely lined, connections to Bruce Beach, and a boardwalk over the stormwater pond creating more of an environment.

WRD zoning permits 60 dwelling units per acre, and the proposed WRD-1 did not change this; the change was from height measured in feet to stories, to have generous floor to ceiling heights and certain commercial uses (still 60 units per acres – 60 sq. ft. to 6 stories). One of the biggest purposes was to change the intent or purpose of the district. They agreed WRD was archaic in the way it was written, and they tried to encourage waterfront activities. They learned the WRD was created as an antidote to the Port Royal gated development. The change does not affect the metrics but encourages development in a better way. They decided not to change things everyone was objecting to; the uses, density and parking remained the same. The height was changed from feet to stories.

The changes included permitting A-frame signage, festival signage and to prohibit illuminated signage. The landscaping would be appropriate for downtown with shrubs and trees. The lot coverage was changed from 75 (seventy-five) percent to 95 (ninety-five) percent on a parcel. The height would be measured in stories, and held to the height criteria outlined in the CRA Urban Overlay design standards.

Previous developers found that the current CMP plan did not ensure that a future developer would adhere to the same development standards. This needed to be addressed in order to develop a stable environment.

Ms. Wiggins addressed item (5) Regulations and why there was a strikethrough on (a) 1. from “maximum” and replaced with “enhance.” Ms. Khoury explained maximum was too subjective of an opinion and that the bay walk had been enhanced since there were buildings up against it. She continued to state that as you

move toward the beach, it was a more active waterfront and that "maximizing" intends to imply a final condition which is hard to judge and that "enhancement" is easier in considering enhancement or optimizing; it is an attempt to provide a more objective way to judge if a building is behaving with the waterfront.

Chairman Ritz pointed out there were several areas dedicated to openness where buildings will not be constructed. Ms. Powell had a problem with blocking the view and felt both "maximum" and "enhance" were both subjective. Chairman Ritz stated even if the document was not changed, projects taking place here come before the Board where there would be a judgment call on what was being presented. It relies on the Board as a body listening to constituents or the developer themselves for process to determine the final consensus. Ms. Wiggins did not feel the WRD needed the change. She also asked why (5) (b) 4. and 5. were a strikethrough. Ms. Khoury stated there was no historic parcel connected to this district. Ms. Powell asked if whatever language the Board agreed to would apply to anyone who wanted to rezone, using this same language and would not just be for Maritime Park. Ms. Khoury stated it might be easier to unstrike this portion. Ms. Lindsay explained when modifying language to a code, the issue is you are setting a precedent for future use and contemplation, so any change you make, you should always be contemplating the long term impact and what incentives are you providing to future changes to the Code. Chairman Ritz explained if someone asked to be included in WRD-1, they would come before the Board to make the decision to incorporate them. Ms. Cannon confirmed they would go through the rezoning process which would be reviewed through the Planning Board. Ms. Powell asked if it was in the Code and the Board had agreed to it, and they are complying with everything in WRD-1, what would be the way the Board could say they could not be allowed in the district when they were complying. Ms. Lindsay advised that was actually what the outside legal opinion was concerned with - if you set the precedent, then you have to anticipate it will be used to expand in the future. The Board would have to decide the legitimate goals so there would be an argument against expansion if that was truly what they wanted to do. Chairman Ritz explained there was some latitude for the Board to determine if the applications were appropriate or not. There is an ebb and flow to a city, and we are not trying to be static but are trying to move forward with the appropriate ideas.

Ms. Wiggins asked if there was a need for WRD-1 and could exceptions be made as they applied to these parcels as opposed to changing Code. Ms. Lindsay advised there were other options which Ms. Morris had discussed with DPZ. Ms. Wiggins clarified she was referring to a variance instead of a Code change. Mr. Grundhoefer asked why the changes could not be included the WRD, and Ms. Cannon stated that if that was the proposed amendment then all parcels in the WRD district would be subject to the increased lot coverage and change in height requirements as opposed to just the CMP parcels. She explained the applicants were proposing to raise the design standards and encourage future developments to go through the new CRA Urban Overlay District for consistency and cohesiveness in development with the former ECUA parcel and that the WRD-1 was proposed as an effort to create a strategic development approach to the CMP parcels.

Mayor Robinson explained they started looking at how to create something based on what we see new happening in models that would allow us to have these features we would see in our normal historic waterfront. If we had been thinking that way today, we probably would not have built the governmental buildings the way we did. Things changed dramatically in 50 years, and the overall intent was simply if we can create what we want to create, why not create a district which would allow that. The choice was to amend WRD and start over.

Ms. Cannon clarified that the Gregory Stewart memo was emailed to the Board and uploaded to the online agenda center upon receipt. Ms. Lindsay stated the memo addressed some things which the Board might consider so the correct articulations could be made. Mr. Dunaway of Clark Partington was asked to address the memo which was provided as comments to Mr. Wells, Deputy City Attorney. The scope of the review was quite broad, and Mr. Stewart concluded that he was unable to determine whether there was a public purpose and a deliberative process for this planning, and he raised the question of what is the purpose of

this. The Board had heard that this project came because the group came to the City asking how they should best implement this plan – how should they best put it into action. The idea was to follow the pattern they did in the Gateway Redevelopment District with the creation of earlier sections in the Aragon area. He emphasized that Mr. Stewart's memo was absolutely correct to note that all the changes to the LDC must be legally consistent with the Comprehensive Plan. He advised the fundamental land development document for these parcels and others was the Community redevelopment Plan of 2010, which directly addresses this issue on page 33 where the Plan identifies a number of areas within the Urban Core Redevelopment area that should be considered for policy amendments to the City of Pensacola Comprehensive Plan and Land Development Code. It further states the CRA should investigate the existing land use categories and zoning districts to determine if the creation of new policies and new zoning districts should be considered to support the recommendations of and to carry out the redevelopment plan. Mr. Stewart concluded in his memo that he "was unable to identify whether such a public purpose is served and therefore, it appears that there is a potential legal issue that the new WRD-1 classification is arbitrary and capricious and constitutes spot zoning from this rezoning."

Mr. Dunaway advised that staff, Mr. Rothfeder and Ms. Khoury, along with actions from this Board and the City Council, can supply that information which he believed Mr. Stewart did not have. He further advised that the 2010 CRA plan on page 3 "establishes the framework for transformative policies and investments in the CRA." Within that context, the plan provides policy, programmatic and fiscal direction for the CRA as Pensacola reshapes its urban landscape and waterfront. The purpose of the plan is to define the strategic framework, concepts, themes, goals and objectives for the future of Pensacola's urban core. He explained that because a zoning section exists in the Code, does not necessarily mean that other parcels get to take advantage of that. All parcels within the City are zoned with their own zoning, and there is a process where zoning can be changed, only if it is consistent with the Comprehensive Plan and other comprehensive documents. The reason for not using a variance was because they require statutory criteria, specifically that the problem was not self-created. Changing the zoning was the appropriate process for this development and was a step forward in the ultimate goal of fulfilling the public purpose and vision by the decades of public planning for this CMP site.

Ms. Wiggins asked who had hired the outside attorney for this legal opinion, and Ms. Lindsay advised that Legal had asked for that opinion to do their due diligence for the sake of transparency because they anticipated the public could have questions, and they wanted to make sure the Board had answers.

Mr. Gunther stated that he was under the impression that DPZ was hired by the developer, and Chairman Ritz confirmed that. Mr. Gunther explained if the CRA had hired DPZ to make changes in zoning, that would make sense, but this was not the case here. He was opposed to a higher lot coverage ratio and more height along the water. He did not blame the developer for asking, but it did allow for taller and wider buildings. The citizens had spent millions on site development to maximize the connection to the water, but when you build a wider building, it creates a wall effect along the water. He explained that when planning is done right, the shorter buildings are along the water.

Ms. Wiggins stated this was also her concern with removing the term "maximize" from the document. Chairman Ritz advised he appreciated the work by DPZ and as a designer, he preferred the 6 stories language to 60 feet. Open spaces are not a reason for people to go there, but if you place something there, it connects people to the water. To correct some statements, Ms. Khoury explained they were not adding additional height, and most of the buildings would be 4 and 5 stories. Also, the reason for writing the WRD-1 was that the WRD was archaic, and they wanted it to reflect what the CRA encouraged, and they also heard from the community that they wanted to see more redevelopment.

Mr. Speck added it was important to make a distinction between rural beach development, as in Santa Rosa Beach, and urban beach developments like Portofino and Venice. Those are examples of other urban

waterfronts as they are models where spaces are well shaped by buildings, and he further explained that too many spaces between buildings actually cause you to not feel comfortable in public places.

Ms. Powell asked if the WRD was archaic, why not just modify the WRD. Chairman Ritz explained the applicant did not want to speak for the other WRD property owners; they were just considering the properties they control. Ms. Powell pointed out (c) of the landscaping guidelines that the "shoreline vistas" were more than just a view. The ability to see would be constricted by the buildings. Chairman Ritz advised the building code would regulate the height of the buildings. Ms. Cannon explained per the CRA overlay district, the heights for the ground story floor were beginning at 16', 20' and 24' and the maximum aboveground story heights were 14' so with the highest at 24' ground floor and 14' for the other stories, the potential would be a 94' building height. Ms. Khoury added that 24' on the ground floor was for retail only.

Ms. Wiggins was concerned with parking becoming unaffordable, citing Southtowne as the most expensive parking lot and believed parking would also become restricted and expensive. Ms. Morris advised that parking requirements in the CRA were greatly reduced based on land use in 2013 by Council and the Planning Board, and any future development would have to address the off-street parking, but there were other methods in the Code which allow for off-site parking through shared use agreements to provide flexibility. These future developments would be required to handle and address the required off-street parking to support the developments, and that would come before this Board when the developments apply for permitting. She also stated they had changed how we measure building height as the first habitable floor and tried to incentivize parking underneath instead of surface parking.

Mr. Grundhoefer addressed 5. (b) regarding CRA Overlay standards being "encouraged." Ms. Morris further explained the CRA Overlay is applicable to any district within the three CRAs in the downtown area not within a review district, anything not subjected to additional review beyond standard permitting. While this property is within the CRA Overlay boundary, it does not fall under the Overlay since it is protected by the WRD. They referred to the CRA Overlay guidelines and encouraged them, and the Board could recommend as part of their oversight some components of the CRA Overlay for the applicants to consider.

Regarding parking, Mr. Rothfeder stated currently as it is developed, it could be arranged with parking garages, and the market would determine what gets developed there. He stated the goals of this development were to connect the commercial core with the west side, to take this underutilized land and develop it in a way that accomplishes the goals of attracting and retaining our talent, and produces a wide array of housing that meets the market's demand and allows units which permit people to live in the project earning \$30,000 a year. He asked Ms. Khoury if there was anything that would be different if they had asked this development be done for them, the CRA, or a public entity, and Ms. Khoury indicated there would not. They were opening views to the waterfront and keeping with the character of the area, and for anyone else, it would still be very similar to this. She advised Mr. Studer did not direct any of this, but that the market study and prior plans, along with Civicon speakers, all supported the ideas presented.

Ms. Cannon explained the motion of the Board would be to "recommend" to the City Council. Ms. Morris advised this item would be presented at the Council's November 14<sup>th</sup> meeting. Mr. Grundhoefer suggested not striking the historic language, and he had no problem with the 60 feet versus the six (6) story language and was also not concerned with the 95 (ninety-five) percent lot coverage because of who the developer is. Mr. Grundhoefer made a motion to approve a recommendation to the Council. Chairman Ritz clarified the historic language of (5) (b) 4. and 5. was to remain.

Ms. Powell was not confident if they kept the 95% going forward that it would not impact other things. Ms. Wiggins wanted to remove "enhance" retain "maximum" and "maximize" in (5) (a) 1. and Mr. Grundhoefer accepted. Ms. Wiggins seconded the motion, and it carried unanimously.

Consider Rezoning and Future Land Use Map Amendment for 14 W. Jordan Street

Millwood Terrace, Inc. is requesting a Zoning Map and Future Land Use Map (FLUM) Amendment for the property located at 14 W. Jordan Street and identified by parcel number 00-0S-00-9010-001-124. The property currently has split zoning with C-2 on the southeastern portion and R-2 on the western portion; the Future Land Use Map (FLUM) is consistent with Commercial and Office designations. The applicants are proposing to amend the zoning district to C-1 Commercial zoning district and the FLUM to Commercial.

Mr. Page presented to the Board and stated the purpose was to have all the buildings zoned consistently. He said they originally thought to pursue R-2 to be consistent along Palafox Street, but staff recommended the C-1 category because it was less intense than C-2. Currently, the line separating the C-2 from R-2 runs through several of the buildings by several feet. He explained they had met with Councilwoman Cannada-Wynn onsite since she represents that district. Chairman Ritz was favorable with the C-1 classification transitioning into the neighborhood, noting his home is also in a C-1 designation. Mr. Page explained the existing uses were physicians' offices with the right corner being a pharmacy.

Mr. Gunther advised he owned the building to the north of the property and was concerned with street parking and any plans to reduce the existing parking. Chairman Ritz pointed out the Board could not make decisions on what might be. Mr. Page explained there were no plans to make any adjustments in development but more an opportunity to make sure the financing entities were satisfied that all of the buildings could be used under one category. Ms. Wiggins made a motion for approval, seconded by Ms. Sampson. Mr. Grundhoefer asked about the parcels, and Mr. Page further explained the survey showed the zoning line currently splits the pharmacy space. The motion then carried unanimously.

#### Consider Preliminary Approval for 500 E. Gregory Street

George Williams, AIA, Goodwyn Mills Cawood, is requesting preliminary approval for site improvements for a new (replacement) building for the adult entertainment business "Sammy's" located in the Gateway Review District (GRD). The new building will substantially increase the conformity of the project to the Land Development Code by improving parking, open space, landscaping and overall site design. Chairman Ritz noted this was the first consideration which was formerly within the Gateway Review Board purview.

Mr. Williams, a representative of Goodwyn Mills Cawood, presented to the Board and stated this project had been ongoing for well over a year. After evaluating the existing building and what was necessary to bring it up to Code, it became clear that would be quite expensive. They stepped back to consider a new building in lieu of the existing building, since there were certain criteria financial and otherwise that prohibited them from closing the existing building, demolishing it, and building a new one. They tried to be creative in locating a new building onsite, realizing there were certain criteria to be met in the Gateway District, and the new building could not be larger than the existing building. The basic request involved the location of the new building, and aesthetics would return to the Board. He pointed out the parking spaces to the west were leased from the City and were included in the car count. The variance for the rear of the building would go away. He pointed out the GRD district requires 25% pervious land area, and currently they have 24.5% of pervious surface in the redevelopment plan which was still a tremendous enhancement. Additionally, the parking requires one space for each 75 sq. ft. with a total parking requirement of 74 spaces; the plan presents 70 parking spaces, and they are 3 spaces deficient based on the City's criteria. He explained this plan would require an FDOT review since they were relocating a driveway on Gregory Street which was less than the standard.

Regarding the Gateway guidelines, Ms. Cannon referred the Board to Sec. 12-2-81 (C) for the contents of the preliminary plan which asks for general information at this point. She explained when the applicant returned, the Board would be looking at another list of requirements for the final phase. Chairman Ritz noted the layout reminded him of Publix with parking on the less intent street, and the building closer to the busier street giving it more edge. He pointed out the applicant had met the preliminary requirements, and he could support the project. Ms. Wiggins made a motion to approve, seconded by Ms. Sampson. Mr.

Grundhoefer questioned stormwater, and Mr. Williams stated they had engaged Rebol Battle since the site has 4,300 sq. ft. of pervious surface, and they were doubling that number. He indicated they would comply with whatever the stormwater requirements of the City might be and would return with the aesthetics. The motion then carried unanimously.


Open Forum – Chairman Ritz explained there had been a request to change the time of the October 24<sup>th</sup> Tree Ordinance workshop to 3pm-5pm to accommodate Council members who wanted to participate. Ms. Wiggins was concerned with the changed time that the public would not have a chance to weigh in after working hours. Ms. Cannon suggested there could be a second workshop not scheduled on a Council meeting night, and Ms. Wiggins appreciated that the public would then have a chance to participate. Chairman Ritz pointed out that it will likely take more than one workshop since this was very far reaching for many constituents. Ms. Cannon advised she would look for future dates on non-Council nights going forward to January and would present those at the November meeting of the Board and notify by email as well.

Adjournment – With no further business, Chairman Ritz adjourned the meeting at 3:48 pm.

Respectfully Submitted,

Cynthia Cannon  
Secretary to the Board

# Legend

 Parcel with split Future Land Use

R-1AA

R-2

N BAYLEN ST

E MAXWELL ST

Office

W MAXWELL ST

C-3

C-2

Commercial

E JORDAN ST

SSD

N SPRING ST

W JORDAN ST

R-1AAA

0 0.02 0.04 Miles

Date: 10/22/2019



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**Existing FLU: Office/Commercial**  
**Proposed FLU: Commercial**



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