



# City of Pensacola

## AGENDA CONFERENCE

### Meeting Minutes

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December 10, 2018

3:30 P. M.

Hagler/Mason Conference Room

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The agenda conference was called to order by Council President Terhaar at 3:37 P.M.

#### ROLL CALL

**Council Members Present:** Andy Terhaar, P.C. Wu, Jewel Cannada-Wynn, Ann Hill, Jared Moore, Sherri Myers, Gerald Wingate,

**Council Members Absent:** None.

**Also Present:** Mayor Grover C. Robinson, IV

#### PRESENTATION ITEMS

1. [18-00378 PRESENTATION - ESCAMBIA COUNTY ANIMAL SHELTER](#)

**Recommendation:** That City Council receive a presentation from John Robinson, Director of the Escambia County Animal Control Shelter. Further that this presentation be given at the City Council meeting on November 8, 2018.

**Place on Regular Agenda.**

#### REVIEW OF CONSENT AGENDA ITEMS

2. [18-00458 2019 CITY COUNCIL MEETING SCHEDULE](#)

**Recommendation:** That City Council adopt the 2019 City Council Meeting Schedule.

Council President Terhaar referenced hard copies of a memorandum at Council's places with a **revised recommendation as follow:**

**Recommendation:** That City Council adopt the January meeting schedule of January 14, 2019 for the Agenda Conference and January 17, 2019 for the City Council Meeting.

**REVIEW OF CONSENT AGENDA ITEMS (CONT'D.)**

Council President Terhaar explained (**regarding Item 2**) he would like to schedule a workshop on January 3<sup>rd</sup> or 7<sup>th</sup> in order to discuss the 2019 schedule. Brief discussion took place. Mayor Robinson was also provided an opportunity to provide input.

**Place on Consent Agenda.**

3. [18-00459](#) ASSIGNMENT OF COUNCIL MEMBERS TO EXTERNAL BOARDS, COMMISSIONS & AUTHORITIES FOR COUNCIL TERM 2018-2020

**Recommendation:** That the following external assignments be filled for a two-year period, until new City Council Members take office in November of 2020.

Pensacola & Perdido Bays Estuary Program (1&1 alternate)	Hill, Cannada-Wynn (A)
Community Action Program (1)	Myers
Community Drug & Alcohol Commission (1)	Wingate
Community Enterprise Investments, Inc. (1)	Cannada-Wynn
Tourist Development Council (2)	Wu, Terhaar
Transportation Planning Organization (5)	Wu, Wingate, Cannada-Wynn, Moore, Hill
Juvenile Justice Council (1)	Wingate
Keep Pensacola Beautiful, Inc. (1)	Hill
Pensacola Escambia Development Commission (2)	Terhaar, Wu
Tourism Administration Convention Committee (1)	Moore
West Florida Regional Planning Council (1)	Myers

Some discussion took place among Council.

During discussion, Council Member Myers made indicated her preference for serving on either the Tourist Development Council or Pensacola Escambia Development Commission in place of the West Florida Regional Planning Council.

Mayor Robinson expressed his desire to meet (individually) with Members of the TPO in order to discuss priorities for the City.

**Place on Consent Agenda.**

**REVIEW OF CONSENT AGENDA ITEMS (CONT'D.)**4. [18-00413](#) WRITE-OFF OF UNCOLLECTIBLE PORT ACCOUNTS RECEIVABLE

**Recommendation:** That City Council approve the write-off of \$33,055.52 in unpaid storage fees due from Dantzler, LLC, retroactive to September 30, 2018.

**Place on Consent Agenda.**

5. [18-00424](#) INTERLOCAL AGREEMENT - PENSACOLA-ESCAMBIA COUNTY PROMOTION AND DEVELOPMENT COMMISSION

**Recommendation:** That City Council approve the Interlocal Agreement between the Escambia County Board of County Commissioners and the City of Pensacola relating to the funding of the Pensacola-Escambia County Promotion and Development Commission (PEDC) for FY 2019. Further, that City Council ratify the executed agreement.

**Place on Consent Agenda.**

6. [18-00429](#) INTERLOCAL AGREEMENT BETWEEN THE CITY OF PENSACOLA AND ESCAMBIA COUNTY RELATING TO THE HOLLICE T. WILLIAMS STORMWATER PARK RESTORE PROJECT

**Recommendation:** That City Council authorize the Mayor to accept the Interlocal Agreement between the City of Pensacola (City) and Escambia County for the design of the Hollice T. Williams Stormwater Park project relating to the Resources and Ecosystem Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act of 2012 under #21.015 ("the Restore Act"), which established the Gulf Coast Restoration Trust Fund in the amount of \$1,597,320 and was allocated to Escambia County.

**Place on Consent Agenda.**

7. [18-00436](#) AWARD OF CONTRACT - BID #18-038 - PORT OF PENSACOLA BERTH 6 BREASTING & MOORING DOLPHINS PROJECT

**Recommendation:** That City Council award a contract for ITB #18-038 Port Of Pensacola Berth 6 Breasting & Mooring Dolphins Project to Hewes and Company, LLC, of Pensacola, Florida, the lowest and most responsible bidder with a base bid of \$2,425,000 plus a 10% contingency of \$242,500 for a total amount of \$2,667,500. Further, that Council authorize the Mayor to execute the contract and take all actions necessary to complete the project.

**Place on Consent Agenda.**

**REVIEW OF CONSENT AGENDA ITEMS (CONT'D.)**

8. [18-00437](#) AIRPORT - AWARD OF CONTRACT RFP #18-036 FIVE (5) YEAR CONCESSION AGREEMENT FOR AUTOMATIC TELLER MACHINE PLACEMENT AND OPERATION

**Recommendation:** That City Council approve the selection for RFP #18-036 Automatic Teller Machine Placement and Operation at the Pensacola International Airport, with Prineta, LLC of Oakland Park, Kansas submitting the sole proposal. Further, that City Council award the contract for automatic teller machine placement and operation at Pensacola International Airport to Prineta, LLC. Finally, that City Council authorize the Mayor to take all actions necessary to execute the contract.

**Place on Consent Agenda.**

9. [18-00447](#) AWARD OF CONTRACT FOR INVITATION TO BID (ITB) #19-002 MORRIS COURT PARK IMPROVEMENTS PROJECT

**Recommendation:** That City Council award a contract to Emerald Coast Constructors, Inc. for ITB #19-002 Morris Court Park Improvements for \$299,580.25 base bid, \$54,981.00 additive alternate 2, and a 10% contingency of \$35,456.13 for a total amount of \$390,017.38.

**Place on Consent Agenda.**

10. [18-00439](#) NAMING TENNIS COURT #20 AT ROGER SCOTT TENNIS CENTER

**Recommendation:** That City Council approve the naming of Court #20 at Roger Scott Tennis Center in honor of Joe Lovoy.

**Place on Consent Agenda.**

**REVIEW OF REGULAR AGENDA ITEMS**

11. [18-00452](#) APPOINTMENT - COMMUNITY REDEVELOPMENT AGENCY CHAIR

**Recommendation:** That City Council appoint one member of the Community Redevelopment Agency (CRA) as Chair of the CRA for a period of one year, expiring in December of 2019.

**Place on Regular Agenda.**

**REVIEW OF REGULAR AGENDA ITEMS (CONT'D.)**

12. [18-00453](#) APPOINTMENT - COMMUNITY REDEVELOPMENT AGENCY VICE CHAIR

**Recommendation:** That City Council appoint one member of the Community Redevelopment Agency (CRA) as Vice Chair of the CRA for a period of one year, expiring in December of 2019.

**Place on Regular Agenda.**

13. [18-00444](#) CONSIDERATION OF SKATE PARK PROJECT

**Recommendation:** That City Council consider Upward Intuition's request for the City to assume responsibility for the design and construction of the Blake Doyle Skate Park to be located at the Hollice T. Williams Park.

Some discussion took place regarding the intent of this for Council's consideration. Mayor Robinson was provided an opportunity to provide input.

**Place on Regular Agenda.**

14. [18-00404](#) FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS

**Recommendation:** That City Council accept the FY 2019 Florida Department of Transportation (FDOT) Subgrant for Highway Traffic Safety Funds in the amount of \$45,000. Further, that City Council authorize the Mayor to take all actions necessary to accept the grant. Finally, that City Council adopt a supplemental budget resolution appropriating the grant funds.

**Place on Regular Agenda.**

15. [18-57](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 18-57 - FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS

**Recommendation:** That City Council adopt Supplemental Budget Resolution No. 18-57.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019; PROVIDING FOR AN EFFECTIVE DATE.

**Place on Regular Agenda.**

**REVIEW OF REGULAR AGENDA ITEMS (CONT'D.)**

16. 18-56 SUPPLEMENTAL BUDGET RESOLUTION NO. 18-56 - LAW ENFORCEMENT TRUST FUND (LETF) PURCHASES FOR THE PENSACOLA POLICE DEPARTMENT

**Recommendation:** That the City Council adopt Supplemental Budget Resolution No. 18-56.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019; PROVIDING FOR AN EFFECTIVE DATE.

**Place on Regular Agenda.**

17. 18-60 SUPPLEMENTAL BUDGET RESOLUTION NO. 18-60 - CONTRACTS PAYABLE

**Recommendation:** That City Council adopt Supplemental Budget Resolution No. 18-60.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019; PROVIDING FOR AN EFFECTIVE DATE.

**Place on Regular Agenda.**

18. 18-62 SUPPLEMENTAL BUDGET RESOLUTION NO. 18-62 - FY 2019 NON-ENCUMBERED CARRYOVER BUDGET RESOLUTION

**Recommendation:** That City Council adopt Supplemental Budget Resolution No. 18-62

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019; PROVIDING FOR AN EFFECTIVE DATE.

**Place on Regular Agenda.**

19. 25-18 PROPOSED ORDINANCE NO. 25-18 - ANNEXATION OF PROPERTY - CAMPUS HEIGHTS PHASE II

**Recommendation:** That City Council adopt Proposed Ordinance No. 25-18 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.

**Place on Regular Agenda**

**FOR DISCUSSION**

None.

**INFORMATIONAL ITEMS**

None.

**CONSIDERATION OF ANY ADD-ON ITEMS**

**Council President Terhaar referenced hardcopies of an add-on item provided by City Administration as follows:**

ADD-ON: 18-00461 IMPROVING PUBLIC TRUST IN GOVERNMENT THROUGH TRANSPARENCY AND PUBLIC PARTICIPATION

Mayor Robinson explained the reason for bringing this item forward in order to ensure the public is provided an opportunity to address City Council's boards prior to taking action on any agenda item before a respective board.

**Council Member Myers made a motion that the (above referenced) item be added to the 12/13/18 agenda and Council Member Hill seconded.**

Discussion took place among Council. Reference was made to the current policy which Council has had in place for several years. Mayor Robinson indicated it is his intent (in bringing this item forward) to clarify the current policy. Council Executive Kraher and City Attorney Bowling also provided input.

Public input was heard from the following individuals:

Dorothy Dubuisson

Ron Helms

Mayor Robinson made follow-up remarks.

Upon conclusion of discussion, the vote was called.

*The motion passed unanimously.*

**READING OF ITEMS FOR COUNCIL AGENDA**

City Clerk Burnett read the items as presented above.

*No objections.*

## COMMUNICATIONS

### CITY ADMINISTRATOR'S COMMUNICATION

#### 20. [18-00457 CITY ADMINISTRATOR'S REPORT](#)

City Administrator Holley referenced handouts provided at Council's places regarding *2019 Legislative Priorities* (on file with background materials). Council President Terhaar encouraged Council Members to submit their individual priorities as well through Council's staff. Mayor Robinson indicated that since he was just installed into office a few weeks ago, that the proposed items are not a comprehensive listing of priorities, but the Escambia County Legislative Delegation meeting for the 2019 session is convening their first meeting next week.

Amy Newburn with the University of West Florida's Haas Center provided an overhead presentation *City of Pensacola: Resident Satisfaction Survey* (on file with background materials). She responded accordingly to questions from Council Members related to the results of the survey.

Some follow-up discussion took place among Council regarding *2019 Legislative Priorities* with Mayor Robinson and City Administrator Holley fielding comments and questions.

### CITY ATTORNEY'S COMMUNICATION

None.

#### 21. [18-00035 MONTHLY FINANCIAL REPORT – NOVEMBER 2018 - CHIEF FINANCIAL OFFICER RICHARD BARKER, JR.](#)

Chief Financial Officer Barker provided an overhead presentation (on file with background materials).

#### 22. [18-00446 QUARTERLY FINANCIAL REPORT - TWELVE MONTHS ENDING SEPTEMBER 30, 2018 \(UNAUDITED\) - CHIEF FINANCIAL OFFICER RICHARD BARKER, JR.](#)

Chief Financial Officer Barker provided an overhead presentation (on file with background materials).

### CITY COUNCIL COMMUNICATION

Council Member Wu encouraged new Council Members Hill and Moore to get involved with the *Florida League of Cities* and advised of the great resource they can provide municipal officials.

### ADJOURNMENT

5:20 P. M.