

**REGULAR MEETING
DESTIN CITY COUNCIL
NOVEMBER 16, 2020
ANNEX COUNCIL CHAMBERS
6:00 PM**

*****Core Value of the Month - Teamwork*****

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPRECIATION TO OUTGOING CITY COUNCIL MEMBERS

INAUGURATION OF INCOMING CITY COUNCIL MEMBERS

ELECTION OF MAYOR PRO TEM

AGENDA APPROVAL *(Matters not specifically listed on the agenda may be added and acted upon with a super-majority vote of the Council members present and eligible to vote on the matter)*

1. APPROVAL OF MINUTES

- A. Approval of Minutes of November 2, 2020 Regular City Council Meeting
- B. Approval of minutes of September 28, 2020 City Council Workshop

2. PROCLAMATIONS / RECOGNITIONS / **SPECIAL PRESENTATIONS / ANNOUNCEMENTS** (No public comments)**

3. PUBLIC COMMENTS ON AGENDA ITEMS THAT ARE NOT PUBLIC HEARINGS AND ANY OTHER MATTERS NOT ON THE AGENDA (All agenda items other than those under Number 5)

(Note: Individual speakers will be limited to 3 minutes. At the discretion of the Mayor, this 3 minute allowance may be adjusted depending on the level of business coming before the City Council)

4. CITY MANAGER REPORTS

- A. City Land Use Update
- B. Operations Financial Report
- C. Capital Project Status
- D. Announcements

5. PUBLIC HEARINGS

- A. Proposed Major Development (20-17-SP)/ Major Subdivision (20-18-MS) and Conditional Use (20-01-CU) - Harbor Place Townhomes.

- B. First reading of Ordinance 20-31-CN - Amending Article VII "General Provisions" of the City Charter to create a new section prohibiting the conveyance, sale, lease or other transfer of interest of City parks without a unanimous decision of the City Council; providing for a referendum on the charter amendment, providing for a ballot question for a vote at the March 9, 2020 Special Election
- C. Second reading of Ordinance 20-33-CN - Providing for a twelve month extension of Ordinance 19-30-CN (Temporary Moratorium on Livery Vessel Permits)

6. *CONSENT AGENDA (No public comments)

- A. Approval of RFID Vendor for IMLS Grant
- B. Draft minutes of standing committee and board meetings

7. COMMENTS/PRESENTATIONS FROM MAYOR, COUNCIL, LAND USE ATTORNEY AND CITY ATTORNEY (No public comments)

- A. Councilmember Braden
 - 1) Citizen or Resident - Who has standing before the City Council?
 - 2) Norriego Point Deed and Dedication
 - 3) Norriego Point Survey
- B. Councilmember Ramswell
- C. Councilmember Destin
- D. Councilmember Overdier
- E. Councilmember Hebert
- F. Councilmember King
- G. Councilmember Schmidt
- H. Mayor Gary Jarvis
- I. Land Use Attorney
- J. City Attorney

8. PUBLIC COMMENTS

ADJOURNMENT

All items listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and may be considered separately.

****To be placed on the Agenda under scheduled presentations, citizens must contact the City Manager or City Clerk's office one (1) week prior to the scheduled City Council Meeting by completing a Speakers Request Form and providing any accompanying documentation as requested in the form's instructions.**

***** Any invocation that is offered before the official start of the City Council meeting shall be the voluntary offering of a private person, to and for the benefit of the City 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 beliefs or views of this, or any other speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and 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. A person may exit the City Council Chambers and return upon completion of the opening invocation if a person does not wish to participate in or witness the opening invocation.

If a person decides to appeal any decision made by the Council with respect to any matter considered at this meeting, he/she may need a record of the proceedings, and for such purpose, he/she may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. FS 286.0105.

Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850) 837-4242 in advance. Hearing Impaired: TTY: 711. Assistance also available through Human Resources, Title VI Coordinator, at (850) 837-4242.

Personas con discapacidades que necesitan asistencia o personas que necesiten ayuda con un idioma para participar en las reuniones de la ciudad, deberán notificar la oficina de la Secretaria Municipal al (850) 837-4242 antes de la reunión. Discapacidad auditiva: TTY: 711 (Solicitar Espanol CA). La ayuda tambien está disponible por Recursos Humanos, Coordinador del Título VI, al (850) 837-4242.

Note: *Persons who wish to provide public comments on agenda items are requested to fill out a blue speaker card and submit it to the City Clerk at the start of the meeting.*

Persons who wish to provide public comments on any other matters not on the agenda are requested to fill out a yellow speaker card and submit it to the City Clerk at the start of the meeting.

All regularly scheduled city council meetings will be streamed live via the city's YouTube channel, www.youtube.com/CityofDestin. Past council meetings can also be viewed here.

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**MINUTES
REGULAR MEETING
DESTIN CITY COUNCIL
NOVEMBER 2, 2020
CITY HALL ANNEX COUNCIL CHAMBERS
6:00 PM**

The Council of the City of Destin met in regular session with the following members and staff present:

Destin City Council

Mayor Gary Jarvis	Councilmember Prebble Ramswell
Councilmember Parker Destin	Councilmember Rodney Braden
Councilmember Cyron Marler	Councilmember Steven Menchel
Councilmember Chatham Morgan	Councilmember Skip Overdier

Destin City Staff

City Manager Lance Johnson	City Clerk Rey Bailey
Deputy City Manager Webb Warren	Public Services Director Michael Burgess
Public Info Manager Catherine Card (Virtual)	Grants/Project Manager Jeffrey Cozadd
Code Compliance Manager Joey Forgione	IT Manager Matthew Pace
Finance Director Krystal Strickland	City Engineer Assistant II Joe Bodi
Parks/Recreation Director Lisa Firth (Virtual)	IT Technician James Lauria
HR Manager Karen Jankowski (Virtual)	City Attorney Kyle Bauman
Community Dev. Director Louis Zunguze	City Land Use Attorney Kimberly Kopp

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

The Mayor called the meeting to order at 6:00 PM; which was then followed by the recitation of the Pledge of Allegiance.

AGENDA APPROVAL

Councilmember Morgan requested that “*Marler Street Parking Lot*” be added as agenda item 7G(1).

Councilmember Braden requested that agenda item 7A(1) be redesignated as agenda item 2B.

Motion by Councilmember Marler, seconded by Councilmember Destin, to approve agenda, as amended, passed 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted “yes”).

1. APPROVAL OF MINUTES

A. Approval of Minutes of October 19, 2020 Regular City Council Meeting

Councilmember Marler moved to approve minutes of October 19, 2020 Regular City Council Meeting was seconded by Councilmember Destin and passed 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted “yes”).

B. Approval of minutes of October 19, 2020 Council Executive Session

Councilmember Marler moved for approval of minutes of October 19, 2020 Council Executive Session was seconded by Councilmember Overdier and passed 7-0 Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted “yes”).

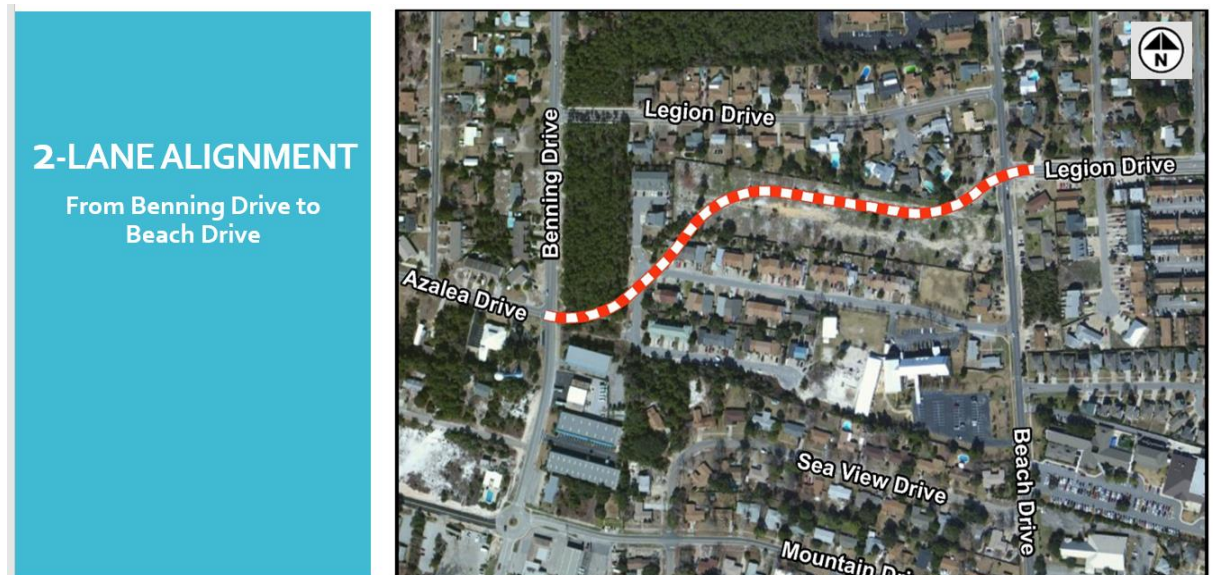
2. PROCLAMATIONS / RECOGNITIONS / SPECIAL PRESENTATIONS / ANNOUNCEMENTS

A. Presentation of Cross-Town Connector approach and timeline

Community Development Director Louis Zunguze noted that on June 1, 2020, City Council discussed the reduction of the current proposed crosstown connector from a four-lane to a two-lane road section; and that at the conclusion of the Council discussion, staff was directed to proceed to obtain the redesign, new scope of work, and quote for a two-lane road. The City then entered into a contract with Atkins North America, Inc to undertake the redesign.

Ms. Jessica Golema, Atkins Project Engineer, gave a brief presentation of the crosstown connector approach and timeline:

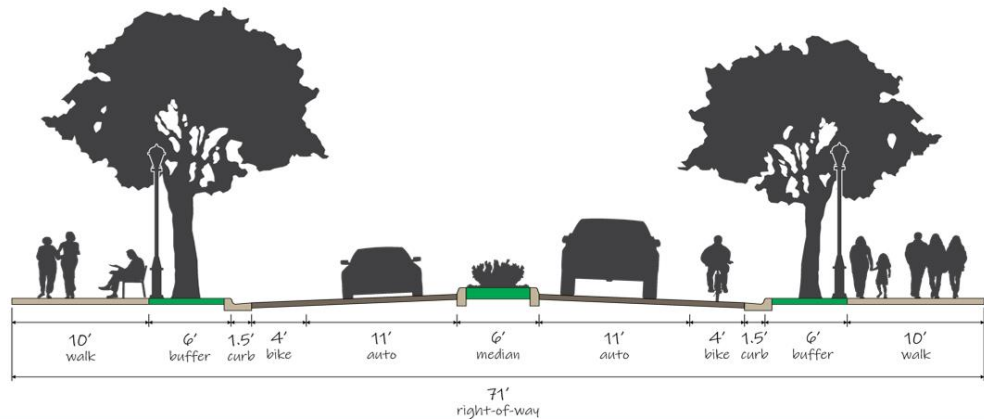
- This road was studied and designed several years ago to be an ultimate 4-lane facility. Since that time the decision was made to design only a two-lane road



- Once this connection between Azalea Drive and Legion Drive is made, there would be a continuous alternative to US Hwy 98, from Stahlman Avenue to State Road 293



- Below is an example of a typical section that complies with the Land Development Code. This would be used as a starting point for the new design



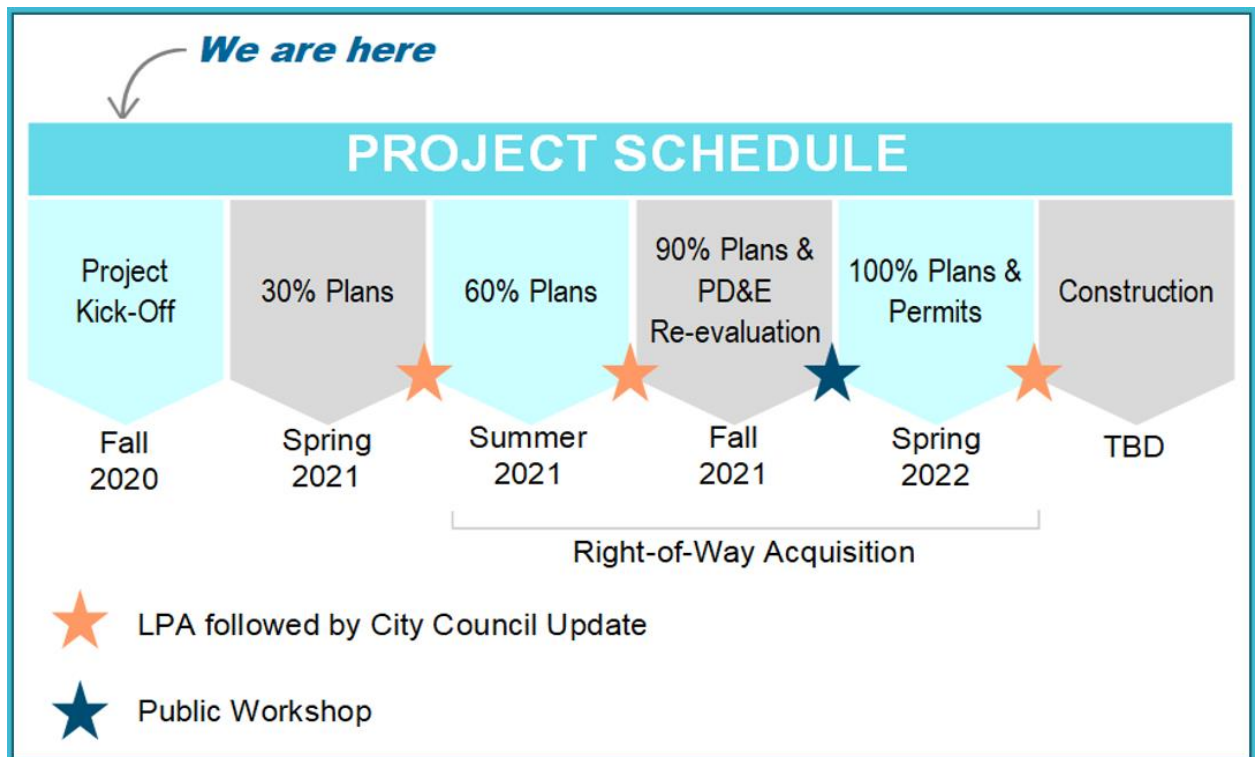
Proposed 2-Lane Typical Section
71' Right-of-Way

- Another look at the proposed alignment showing proposed pond locations and previous study



71' ROW Possible Alignment (Beach Drive to Benning Drive)

- Project Schedule. Right-of-way acquisition partially funded through FDOT TRIP Grant which reimburses the City at 50 percent for all acquisition costs. Construction currently expected to be funded through the TDC, but they are currently researching additional grant opportunities



B. Request to terminate consideration of Fire District Lease at Clement E. Taylor Park based on mutual decision from the City Council and Destin Fire Control District

Councilmember Braden moved to terminate consideration of Fire District Lease at Clement E. Taylor Park based on mutual decision from the City Council and Destin Fire Control District; seconded by Councilmember Ramswell.

Councilmember Menchel commented that everybody in the City is very much aware of the importance of having a fire department on the west side of Destin. He inquired as to Destin Fire Control District (DFCD) future plans to make that happen.

Fire District Chief Sasser stated they have been working extensively on the Clement Taylor Park lease. They would need to discuss this matter with the Fire District Commissioners to determine the direction they wish to pursue. The need exists, and so they will continue to move forward with their efforts to place a fire station on the west side of Destin.

Councilmember Menchel noted he has recently talked to Mr. Lockwood Wernet, Executive Director of Destin Water Users (DWU) regarding their property by the water tower. Mr. Wernet stated that if DFCD would provide DWU with the design plan, they could still work things out and make that property available to them.

The Land Use Attorney stated that DFCD still has an application pending, and so DFCD needs to state for the record they are withdrawing that application based on mutual decision between DFCD and the City Council.

Chief Sasser stated that DFCD is withdrawing their application based on a mutual decision between them and the City Council.

Councilmember Braden commented that the City and the Council are still behind DFCD 100 percent and will support their future endeavors to place a fire station on the west side of town.

Motion passed 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted “yes”).

3. PUBLIC COMMENTS ON AGENDA ITEMS THAT ARE NOT PUBLIC HEARINGS AND ANY OTHER MATTERS NOT ON THE AGENDA

Ms. Danielle Piper, a Destin resident, noted that the Main Street Park and Mattie Kelly Park have become overgrown with bamboo, which is a non-native plant. She has contacted the Florida State University extension service and determined it is a pestilence plant. She asked Council to take the necessary steps to mitigate the situation by possibly removing it or cutting it down as they have noticed an increase in rodents and pests because of it.

Ms. Marcie Bell, a Destin resident, noted that if DFCD continues to pursue a park dock, it would take a portion of the City’s submerged land lease and the City would need to have some type of upland ownership. She recommends not allowing any type of lease at Clement Taylor

Park. She also expressed concern for the tourists and any member of the public that might have used the COVID trailer operating across the street from AJ's Restaurant; that they may have been provided erroneous testing results and personal information such as their social security numbers may have been compromised. She asked whether permitting or licensing to operate this fraudulent mobile unit was obtained from the City.

The Land Use Attorney noted that this particular mobile unit did not receive any permitting or licensing from the City; adding it was a subject of code enforcement matter.

4. CITY MANAGER REPORTS

A. Update on Main Street/Kelly Intersection

According to the City Manager, in response to the Council direction, City administration has begun to take initial steps to address the safety concerns at the Main Street and Kelly Street intersection. Public Services Department has installed 3 Pedestrian Crossing Ahead signs – two on Main Street and one on Kelly Street. Staff also met with the County Engineer for an initial appraisal of the intersection, and that his initial recommendation was to place Pedestrian Crosswalk signs (with back to back signage) at the crosswalks. The signage has been ordered. In addition, the Community Development Director has reached out to Dewberry Engineering firm to complete a warrant study and intersection design recommendations to make the intersection function safely and efficiently as all All-Way Stop controlled intersection. It has been requested that the study be completed within two weeks.

B. Code Compliance End of Fiscal Year Review Snapshot

Code Compliance Manager Joey Forgione provided the following statistics:

- Total Activities
 - ❖ FY 2019 – 6693
 - ❖ FY 2020 – 13,917
- Total Code Files
 - ❖ FY 2019 – 4665
 - ❖ FY 2020 – 5748
- Code Files Statistics – 5748 (FY 2020)
 - ❖ Registrations – 1,544
 - Wheeled Vehicle – 10
 - Short Term Rentals – 1202
 - Long Term Rentals – 278
 - 20 Livery Businesses (521 Vessels)
 - 12 Beach Vendors Businesses (34 locations)
 - ❖ Cases – 4,204
 - Parking – 1,892
 - Pay-to-Park Citation – 941
 - Parking Warnings – 780
 - Parking Citations - 171
 - Miscellaneous Violations – 1,306

- Signs – 449
 - Trash – 316
 - Stop Work – 153
 - Noise – 82
 - Vehicles Towed – 6
- Code Citations Statistics – 289
 - ❖ Monetary – 157
 - ❖ Warnings – 132
- Sheriff's Office – 903
 - ❖ Noise Violations – 655
 - ❖ Parking Violations – 248
- Beach Citations – 20
 - ❖ Warnings – 18
 - ❖ Monetary – 2
- Beach Compliance – 438
 - ❖ Glass on Beach – 171 (48%)
 - ❖ Vendor Complaints – 61 (17%)
 - ❖ Animal on Beach – 33 (9%)
 - ❖ Emergency Access Blocked – 27 (8%)
 - ❖ Structure on Beach – 29 (8%)
 - ❖ Driving on Beach – 19 (5%)
 - ❖ Trash – 9 (3%)
 - ❖ No Vendor Permit – 7 (2%)
- 2020 Enforcement – Harbor Waterways – 1768 activities
 - ❖ Idle Speed Warnings – 1182
 - ❖ Livery Vessel Inspections – 525
 - ❖ Miscellaneous Violations – 197
 - ❖ BTR Violations – 47
 - ❖ Transient Boat Slip Violations – 10
 - ❖ Abandoned Vessels – 4
- Harbor Citations – 134
 - ❖ Warnings – 108
 - ❖ Monetary Citations – 26
- Livery Vessels Registrations
 - ❖ Total Registered in County
 - Destin Livery Jet Skis – 274
 - Destin Livery Pontoons – 247
 - Destin Livery Businesses – 20
- City of Destin Rental Registrations – 1,480
 - ❖ Short-Term – 1,202
 - ❖ Long-Term – 278
- Short-Term Rental Activities – 3,126
 - ❖ Registration -1,202
 - ❖ Sign Inspections – 975
 - ❖ Parking – 506
 - ❖ Trash Violations – 233
 - ❖ Notice of Violations – 154

- ❖ Noise – 32
- ❖ Events – 14
- ❖ Miscellaneous – 10
- COVID-19 Shutdown
 - ❖ March 1, 2020 thru May 31, 2020 – Total Activities – 5,271
 - 655 STR Registrations
 - 120 LTR Registrations
 - 12 Livery Registrations
 - 1 Beach Vendor Registration
 - 394 Code Cases
 - 3,642 Persons Removed from Beach
 - 446 Vessels Removed from Beach

C. Complaint Policy Status & Updates

Human Resources Manager Karen Jankowski stated that staff is continuing to work on this policy. They received additional feedback from the City’s Labor Attorney a few days ago and they are working on additional policy to cover whistleblower laws and rights.

D. Findings of Geotechnical Investigation, Direction from Council

The City Manager explained that as part of the Stahlman Avenue and US98 Traffic Assessment, Council asked that alternative paths for pedestrians be explored to include an overpass or tunnel. Preliminary data (geotechnical queries) collected by Volkert Engineering indicated that the water table was too high to consider a tunnel at this location. At Council’s request, staff asked that a geotechnical investigation be performed in this area to determine the elevation of the water table in the field. Preliminary findings by the geotechnical firm that performed the field work are that the water table is at least 14' below the surface, deep enough that Volkert Engineering believes a tunnel is possible. Staff requests direction from Council whether to direct Volkert Engineering to prepare conceptual layouts for possible tunnel locations and footprints. The estimate for the conceptual plan is \$4,500.

Councilmember Ramswell inquired as to why the numbers are so drastically different now with regards to the water table than when the Council originally recommended a tunnel be placed at that location.

Public Services Director Michael Burgess explained that Volkert Engineering did not do any borings initially as part of their assessment. They relied on the information they collected from other engineering firms.

Councilmember Ramswell moved to authorize the City Manager to execute a Task Order with Volkert Engineering as described in the Scope of Work for the conceptual design of a pedestrian tunnel under US Hwy 98 in an amount not to exceed \$4,500. Councilmember Menchel seconded the motion, which passes 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted “yes”).

E. Announcements

The City Manager made the following announcements:

- Staff appreciates Council's support for the Celebration of Life for Kholton Ward held at Dalton Threadgill Park
- November 7th – Kickball tournament will be held at Morgan's Sports Center with all the proceeds benefitting Kholton Ward's family. Appreciates Council's support by waiving off all fees associated with it
- He will be up north at Missouri, Illinois during Thanksgiving Week
- A new City Engineer will be in place within the next 10 days
- The City has officially purchased the very first property of the Public Beach Acquisition Project

5. PUBLIC HEARINGS

- A. Second reading of Ordinance 20-30-CC – Amending Section 13-149 of the Code of Ordinances on renewals and expiration of permits for livery vessels

The City Attorney read proposed Ordinance 20-30-CC, and then presented it to the City Council on second reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA AMENDING ARTICLE 13 OF THE CODE OF ORDINANCES RELATING TO LIVERY VESSELS; AMENDING SECTION 13-149 "RENEWALS AND EXPIRATION OF PERMIT"; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Ramswell noted that a member of the public brought forth some concern at the last meeting about the legality of their livery vessel ordinance. She asked whether the Land Use Attorney has had the chance to investigate that concern.

According to the Land Use Attorney, she was able to examine the opinion of the individual that Florida Statute Chapters 327-60(2)(d), which deals with discrimination against personal watercraft, was violated by the City's ordinance. She stated that by statute, the definition of personal watercraft is basically Jet Skis, and that the City's ordinance does not discriminate against Jet Skis. She also stated that she disagrees with that opinion and opined that the City's livery vessel ordinance is perfectly legal.

The Mayor opened a public hearing to receive comments for or against the proposed ordinance.

Ms. Sheri Andrews, a Destin resident and livery vessel business owner, addresses the section of the ordinance pertaining to the transfer or sale of their current medallions. She stated that she has been operating in the harbor for 11 years; and though she is not ready to sell, she is ready to downsize. There are other vendors that would like to purchase those medallions, but it is currently prohibited with the current ordinance.

According to the Land Use Attorney, the proposed ordinance changes the registration date giving livery vessel owners more time to register for their permit.

Mr. John Stevens, a Destin resident and livery vessel business owner, asked whether the two changes he recommended at the last meeting have been added for the second reading of this ordinance.

The Land Use Attorney explained that the proposed ordinance is for the benefit of livery vessel owners and staff did not want it to go back to first reading; and so, the other issues that have been brought up will be addressed following adoption of this ordinance.

Mr. Mike Abadie, a Destin resident and livery vessel business owner, stated that he has no issue with the change of registration date for permitting; however, he has some concern with the renewal process. It is a burdensome, onerous, and complicated process. It seems the idea is to make it very difficult for livery vessel owners to apply for renewals of their permit. He recommends making it as simple as the business tax receipt renewal process. He also argues that the City of Destin livery vessel ordinance contains some illegal provisions which the City should investigate.

Having no further comments from the public, the Mayor closed the public hearing portion of the ordinance and turned the matter over to the City Council for their discussion and consideration.

Councilmember Menchel moved to adopt Ordinance 20-30-CC; seconded by Councilmember Overdier.

Councilmember Menchel urges City staff and future Council to consider streamlining the renewal application process making it less complicated for livery vessel owners.

Motion passed 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted “yes”).

- B. Second reading of Ordinance 109.10 Providing for amendment to Section 35.1, *Scheduling of Vacation Leave*, and providing for amendment to Section 35.3, *Carryover of Annual Leave*, of Ordinance 109.

The City Attorney read proposed Ordinance 109.10 by title, and then presented it to the Council on second reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA, PROVIDING FOR AMENDMENT OF ORDINANCE 109, AS AMENDED, PERSONNEL RULES AND REGULATIONS, PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR AMENDMENT TO SECTION 35.1, SCHEDULING OF VACATION LEAVE; PROVIDING FOR AMENDMENT TO SECTION 35.3, CARRY-OVER OF ANNUAL LEAVE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

The mayor opened a public hearing to receive comments for or against the proposed ordinance.

Mr. John Green, a Destin resident, warned against allowing staff to accumulate enough vacation time where they could take a year of leave time upon their retirement which could be burdensome to the City.

The City Manager explained that approval of this ordinance caps the number of hours a City employee could carry over from one calendar year to another from 160 to 240 hours. Anything beyond 240 hours not used by the end of a calendar year would be lost.

Councilmember Ramswell moved for approval of Ordinance 109.10 on second reading; seconded by Councilmember Overdier. Motion passed 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted “yes”).

C. First reading of Ordinance 20-33-CN – Providing for a twelve-month extension of Ordinance 19-30-CN (Temporary Moratorium on Livery Vessel Permits)

The City Attorney read proposed Ordinance 20-33-CN by title, and then presented it to the City Council on first reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA RELATING TO LIVERY VESSELS; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR A TWELVE MONTH EXTENSION OF ORDINANCE 19-30-CN (TEMPORARY MORATORIUM ON LIVERY VESSEL PERMITS); DIRECTING STAFF TO DEVELOP RECOMMENDATIONS FOR REGULATION OF LIVERY VESSELS; PROVIDING FOR SEVERABILITY; PROVIDING FOR EXPIRATION OF MORATORIUM; AND PROVIDING FOR AN EFFECTIVE DATE.

The Mayor opened a public hearing to receive comments for or against the proposed ordinance.

Ms. Maya Shulder, a Fort Walton Beach resident and business owner in Destin, noted that several individuals expressed some legal concerns about the City’s livery vessel ordinance during the previous meeting. To proceed with the adoption of livery vessel temporary moratorium without first addressing any of those concerns is unfair as they will continue to penalize those people in the industry for another year or more depending upon when the Harbor Capacity Study is completed. They cannot transfer, sell, or move their property during a moratorium. She asked Council to allow the people in the industry to have a seat at the table and their voice to be heard, possibly at a workshop session, before voting on another moratorium.

The Land Use Attorney clarified that this proposed ordinance does not prevent existing businesses from selling, moving, or transferring their businesses. It prevents them from expanding the number of vessels they currently have. It also prevents new businesses from starting up.

The Community Development Director agreed it was a misconception as far as having the ability to transfer, sell or move a business as these are not affected by this ordinance at all.

He continued that one of the City's major concerns was the overpopulation of the vessels in the harbor, which was expressed by both the City's Harbor Waterways Board as well as the Harbor CRA Advisory Committee. He added that the federal government has been slow in releasing resources to complement the City's resources, but the Harbor Capacity Study is tremendously important, and he feels they are heading the right direction.

The Land Use Attorney added that the City has no livery vessel ordinances that prohibit anyone from selling, moving, or transferring their business.

Ms. Shulder maintains that the legal opinion from an attorney they have consulted to review the City's livery vessel ordinance was that the transferability aspect of business is extremely vague and prohibits it outright in certain instances; which is why they are asking for some clarifications before approval of another moratorium extension.

The Land Use Attorney noted that the City Council set the policy and they are administering that policy. The Council's policy was not to allow new vessels in the harbor pending the Harbor Capacity Study to ensure safety and the benefit of all the existing business owners, tourists, and residents alike. Nothing is being taken from existing businesses. The owners have the right to sell their business; however, whoever they sell the business to cannot expand it during the moratorium period and until the Harbor Capacity Study tells them what can really be safe at the harbor.

Mr. Greg Fish, Santa Rosa Beach resident, noted that Ms. Peggy Matthews who spoke during a previous Council meeting has 40 years' experience as a lobbyist for water sports and boat rental companies. She stated that there are no cities or counties in Florida that has a moratorium on the medallion system. He also noted that the watersports had already exceeded the fishing industry in terms of revenue this year; and that if boat operators receive half as much as the support the fishing industry gets, it will be quite a benefit to the community.

According to Mr. Mike Abadie, what makes the moratorium illegal is that it targets Jet Skis and pontoon boats. The City is not being fair with livery vessel operators. He stated that every vessel in the harbor, private and commercial, should be included in the moratorium. Also, the Harbor Capacity Study should include every vessel in the harbor. He recommends scheduling a workshop soon to discuss this issue further before Council votes on another moratorium extension.

Ms. Keri Harbarger, a Destin resident, noted that the Charter Boat industry receives Coast Guard inspections and pays outrageous insurance premium; adding it is outrageous to compare watersports with charter boats.

Mr. Freddy Ortega, a Shalimar resident, noted that he applied for livery vessel permit two weeks before the first moratorium 3 years ago and has not received a permit. He also stated that he called the City but has not received an answer from anyone.

Code Compliance Manager Joey Forgione stated that he would talk with Mr. Ortega following this meeting.

Having no further comments from the public, the Mayor closed the public hearing portion and turned the matter over to the City Council for their discussion and consideration.

Councilmember Destin moved for approval of Ordinance 20-33-CN on first reading and direct staff to advertise it for second reading; seconded by Councilmember Marler.

Councilmember Marler noted that because of where he works, he witnesses safety violations on the harbor daily from livery vessel operators. Some are not well-trained operators and do not know how to operate the vessel, and some just simply ignore the rules. They could watch the safety video all day long and it would not matter. He stated this is not just the rental companies' problem, but it is everyone's problem. He also stated they have a congestion problem at the entrance to the harbor, the East Pass, and on Crab Island. Every step needs to be taken to make sure everyone follows the rules.

Motion passed 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted "yes").

Councilmember Destin recommends staff brings back proposed dates for a workshop to occur in early December to discuss the livery vessel ordinance in general.

6. CONSENT AGENDA

A. Adopt-A-Street Program Update

Motion by Councilmember Marler, seconded by Councilmember Ramswell, to approve Consent Agenda 6A, as printed above, passed 7-0 (Council members Morgan, Destin, Marler, Overdier, Menchel, Ramswell, and Braden voted "yes").

Councilmember Menchel recommends having scheduled mandatory clean up days for Adopt-a-Street volunteers as it has worked well in the past.

7. COMMENTS/PRESENTATIONS FROM MAYOR, COUNCIL, LAND USE ATTORNEY AND CITY ATTORNEY

A. Councilmember Braden

B. Councilmember Ramswell

1) Norriego Point Property Line Review/Status Update

Councilmember Ramswell asked for a status update on the Norriego Point property line review.

According to the City Attorney, with regards to the shared boundary line, there had been a survey ordered which they could overlay with the existing survey to see whether there are any potential issues. He also reported having some discussions with FDEP's General Counsel, Chad Stevens; and that Mr. Stevens assured him FDEP is also looking at this matter. He continued

that FDEP have been sharing the information they had with the City and they are asking the City to do the same. They have also agreed to meet once they have gathered all their information. He added that Mr. Stevens assured him there are no threats to the City's NRDA funding or to any federal funding at this time.

2) Norriego Point Survey

Councilmember Ramswell noted that the City Clerk provided the Council a printout of the Norriego Point survey just before the start of tonight's meeting. It appears that this survey has all the right information in terms of highlighting different things, but it is not utilizing the deed.

The City Attorney pointed out this is just a preliminary survey. Public Services Director Michael Burgess has been in contact with the surveyor, and that he understands he needs to use the 1998 and 2010 deeds, which will be presented at the final survey.

- 3) Communications Issues
- 4) Completion of Council-directed Tasks

In addressing the above two items, Councilmember Ramswell noted that there have been some patterns of miscommunications among City staff in terms of the information being provided to Council. Things are being delayed and it seems not everyone is in sync on certain issues. For instance, not everyone that ought to be involved in the completion of the Norriego Point survey is being consulted. She added this was not an isolated incident and that the City Manager should address this issue with staff.

5) Status of Kelly/Main Street signage and related traffic study

Councilmember Ramswell stated that she is glad to hear about the progress they are making based on earlier discussion regarding this issue and that she expects the rest of the signs to go up soon.

6) Norriego Point Project Status Update

Grants/Project Manager Jeffrey Cozadd reported that Phase III of the project will take place after January 1, 2021, but they have not received any definitive dates from FDEP. Plans will be presented to the City prior to FDEP putting the project out to bid. He continued he is not aware of any plans newer than the 90 percent plan, but it is what they anticipate getting from FDEP before they move forward with the project.

Councilmember Ramswell noted that the FDEP website shows 95 percent plan approved and filed with FDEP. These plans were actually completed and were by the FDEP on September 8th. She continued it was disconcerting to her because the plans had the wrong property line, and which is not in accordance with the deed that was previously discussed.

Parks and Recreation Director Lisa Firth stated that the 90 percent plans were supposed to go to the City's Building Department; and that she was not aware of any plans newer than the 90 percent.

Councilmember Ramswell stated she will forward a copy of the 95 percent plans to City staff and the Council. She asked staff to find out which deed was utilized for the 95 percent plans.

C. Councilmember Menchel

1) Archaeological Dig Clement Taylor Park

Councilmember Menchel stated that part of this issue has been resolved because of the proposed lease at Clement E. Taylor Park being terminated on mutual decisions from the City Council and the Destin Fire Control District. However, a citizen presented an archaeological information to Council and a lot of questions asked and not answered at their last meeting. A lot of artifacts have previously been discovered at the park site, and some findings had been presented that they are not permitted to build at that park. He asked if staff has been able to verify this information.

The City Manager stated he had tasked City staff to look into all the records provided by the public at the last Council meeting. He continued that they are allowed to replace the items that are in that park; and so, their renovation project should not be impacted by these findings. The initial survey that was done was only related to the seawall area. There will also be a full archaeological survey completed before they break ground with their renovation, which is federally funded. It would most likely not affect their ability to complete the renovation project.

Councilmember Menchel asked whether a fire station would have been constructed at that site, had the lease been approved, based on what they know now.

According to the City Manager, the full archaeological survey should provide an answer to that question.

2) Submerged Land Lease Norriego Point Review and Status Survey area tasking to include: The 2010 Norriego Point deed, and the 1998 Gulf Shore Drive City of Destin deed

Councilmember Menchel asked when the tasking went out with regards to the survey they received tonight prior to the start of this meeting.

The City Manager replied it was on Wednesday, October 28th.

Councilmember Menchel pointed out they have been asking for this survey for 6 months; and that it has been tasked repeatedly. The new survey still is not representative of what this Council has requested based on the information they possess. Nothing has changed since May 4, 2020, when Council gave the initial tasking for this survey.

According to the City Manager, he believes staff has coordinated with Councilmember Ramswell on multiple occasions, and that they believed they reached an understanding.

The Mayor asked if there have been some ambiguity or conflict between the 2010 Norriego Point deed, and the 1998 Gulf Shore Drive City of Destin deed.

The City Attorney stated that the survey has evolved over time. Part of the current direction is to have the survey indicate the 2010 Norriego Point deed, and the 1998 Gulf Shore Drive City of Destin deed and plot it accordingly, and which had been ordered by staff.

Councilmember Menchel noted that the 2010 Norriego Point deed, and the 1998 Gulf Shore Drive City of Destin deed have not been superseded by anything.

The City Attorney explained that the preliminary survey was necessary because it takes a lot longer to plot the specific GIS coordinants than it does to get a preliminary draft survey. The surveyor just wanted to make sure everything was on the right track due to past confusion.

Councilmember Ramswell believes the initial tasking should have gone to the Land Use Attorney who is a specialist in that area rather than the Park and Recreation Director who really has no experience on this matter.

3) Deed and Dedication Title Search

- A) Staff to outline the steps that will be taken by the City to enforce its property lines
- B) Staff to discuss the actions the City will take to rectify any and all property encroachments relating to the property identified in the Deed

Councilmember Menchel asked staff to address the steps they plan to take to accomplish the above taskings.

The City Attorney noted the following actions:

- The survey has been ordered and received and will be compared
- It will be compared to existing surveys to determine if there is any title policy and any potential claim.
- The City Attorney and City Manager will meet with the County on November 4th
- The City Attorney has met and agreed to exchange information with the FDEP general counsel and then meet with FDEP.

Councilmember Menchel stated that the new Council should follow up on this matter and find out when the County will put in the mandated road and provide the maintenance they are required to provide based on the dedication.

4) City Council Recap Part 2

Councilmember Menchel addressed his evaluation of City staff and City Manager's performance during his tenure as member of the Council.

- Resolution 19-27 dated November 4, 2019 states that each City Council member and Mayor shall be issued a cellular mobile phone by the City. At this point, not all the members have been issued a cell phone and staff failed to comply with Resolution 19-27
- All the Council including the City Manager has received complaints from Mr. Gene Earley on a variety of issues. The City Manager refused to act on these issues. He also failed to respond to an email from the lead investigator from the Florida Board of Professional Engineers asking if the City was investigating the complaints filed by Mr. Earley. He discussed this issue at a previous Council meeting and asked the City Manager to directly respond to the inquiry. The City Manager responded to the inquiry by merely providing a copy of the July 20, 2020 City Council meeting minutes and failed to answer the direct questions
- The City Manager is in direct violation of Section 12 of his contract by failing to investigate criticisms, complaints and suggestions and report his findings back to the Council within a reasonable time, not to exceed one month
- As a result of his review of the City's continuing services contract, not only did they find the City overpaid for services not received, but he also identified critical inspections that have not been completed. He prepared a chart that shows work that have and not have been performed by the vendors over the past 3 years. He has previously communicated this information with the City Manager and Deputy City Manager, but neither one has taken any action
- On May 4, 2020, Council directed staff to have a submerged land lease application completed on Norriego Point. It has been 6 months and this task still has not been completed
- The City Manager, City Land Use Attorney and City Council member travelled out of town to meet with a representative from FDEP and no trip report or recap of that meeting was presented to Council
- The City Manager failed to document his phone conversation with FDEP representative despite his numerous requests to do so
- The City has failed to enforce a 1961 Norriego Point dedication to include the mandated Okaloosa County installed and maintained roadway

Councilmember Marler stated that Mr. Gene Earley does not live or own any property in the City of Destin and in his personal opinion, Mr. Earley does not have standing in the City of Destin

5) City Manager

- D. Councilmember Overdier
- E. Councilmember Marler
- F. Councilmember Destin
- G. Councilmember Morgan

Councilmember Morgan recommends the new Council considers waiving all parking fees at the Marler Street Parking Lot. He stated that the Marler Street Parking Lot revenues have been dismal, and he feels the City would benefit more by having free parking at that lot rather than the \$13,000 it makes annually. It does not benefit Destin residents in terms of revenue, and it does not benefit Destin residents in terms of parking since the lot is constantly empty.

- H. Mayor Gary Jarvis
- I. Land Use Attorney
- J. City Attorney

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 9:30 PM.

Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

**MINUTES
SPECIAL WORKSHOP
DESTIN CITY COUNCIL
SEPTEMBER 28, 2020
ANNEX COUNCIL CHAMBERS
6:00 PM**

The Council of the City of Destin met in special session with the following members and staff present:

Destin City Council

Mayor Gary Jarvis	Councilmember Rodney Braden
Councilmember Chatham Morgan	Councilmember Steven Menchel (Virtual)
Councilmember Cyron Marler	Councilmember Skip Overdier (Virtual)
Councilmember Parker Destin	Councilmember Prebble Ramswell

Destin City Staff

City Manager Lance Johnson	City Clerk Rey Bailey
Deputy Public Works Director John Hart	IT Manager Matthew Pace
Public Services Director Michael Burgess	City Attorney Kyle Bauman
Land Use Attorney Kimberly Kopp	

CALL TO ORDER

Mayor Gary Jarvis called the meeting to order at 6:00 PM, which was then followed by the recitation of the Pledge of Allegiance.

WORKSHOP

A. Destin Fire Control District Lease – Clement Taylor Park

Destin Fire Control District (DFCD) Commissioner Mike Buckingham discussed the nature of the Fire District's proposal to lease a portion of Clement Taylor Park to serve as a new location for a fire station on the west side of Destin. The proposed location of the fire station is depicted in the map shown below. He stated that there had been some concern that a lot of trees would be cut down if this lease is approved. But there is only one old Magnolia Tree in front of the park. An Arborist has determined that the tree is diseased and can be cutdown. He continued that part of DFCD's plan is to provide 5 12-inch Oak Trees if the lease is approved by Council. The exact locations of these trees will be based on the Parks and Recreation Committee's recommendations and approval from the City Council. He also noted that DFCD has no problem leasing just the building footprint and not the entire location as shown in the map. They are also suggesting moving the proposed building further upfront and creating two additional parking spaces in the back.

Councilmember Braden asked if there was an original drawing showing the number of parking spaces available at the park.

The City Manager noted that the original drawing used when they first applied for the ORAC Grant showed approximately 17 available parking spaces in the southern area of the parking lot.

Parks and Recreation Chair Teresa Hebert expressed there was a total of 30 parking spaces when the original drawing was submitted to ORAC.

Capt. Jim Green, Vice-Chair of the Harbor CRA Advisory Committee, explained that when this proposal was submitted to the committee, the drawings included the proposed fire station footprint with the parking lot moving to the west with the same number of parking spaces.

Councilmember Braden pointed out that the proposal to move the building all the way up to the sidewalk would not meet the required 25-foot setback.

The Land Use Attorney stated that if it does not meet the setback requirement, it would have to go before the Board of Adjustment for a variance.

Councilmember Ramswell asked whether DFCD has applied for grants to obtain land for a new fire station.

According to Mr. Buckingham, the taxpayers have already turned down DFCD's request for a millage increase 3 times within the last few years, and that they do not feel it is appropriate to request more money or apply for a grant at this time. He continued they have located a piece of property nearby, but the asking price was \$2.2 million just for the land.

Councilmember Ramswell inquired as to the plan for getting down to the water when a call comes in that requires the use of the boat. Whether the firefighters or emergency responders would sprint down to the water's edge and through the park crowd.

Mr. Buckingham noted that along the fence line is a drainage easement where DFCD is willing to build an elevated walkway which the first responders could use and not have to go through the park to respond to the emergency.

Councilmember Ramswell asked what DFCD plans to do to alleviate noise.

Mr. Buckingham stated that the siren will not be on when the truck pulls out of the fire station. It will only be turned on when the truck is on the road.

Councilmember Ramswell stated that a typical fire station has a flashing signal light to warn traffic of the fire station. She asked if the light would be installed.

According to Mr. Buckingham, it would be the City's decision as to the placement of this warning light.

The City Manager stated this issue has not been discussed. They are waiting to see the result of the lease proposal.

Councilmember Ramswell asked why the space next to the Sheriff's Department location on Stahlman Avenue would not be feasible for the fire station.

Mr. Buckingham noted that particular location was not big enough for a fire station based on the assessment by an architect and a structural engineer. In addition, the Sheriff's Department's lease with the City allows them to place outside parking for their boats and Jet skis.

Councilmember Ramswell asked Mr. Buckingham to address future expansions and DFCD's needs moving forward.

Mr. Buckingham stated they feel quite confident having this substation at this location would enable them to cover the entire west side of the City, and that DFCD is willing to sign an agreement stating they would not ask for additional space.

Councilmember Ramswell asked whether the City has done any type of public usage study on the park to determine usage of the park.

The City Manager replied there have not been any official counts on people coming in and out of the park for quite a long time.

Ms. Hebert presented the following photos of suggested alternative locations (Sibert Avenue parcel) for the substation.





Mr. Matthew Sweetser, member of the Parks and Recreation Committee, stated that the citizens have made it clear that though they believe they need a fire stations on the west side of Destin, but not on Clement Taylor Park or any City park because it involves their heritage. Generations of people have been going to Clement Taylor Park for over a century. There are many other viable locations for the fire station. He also stated he has submitted a petition with over 450 signatures to the City opposing the placement of a fire station at Clement Taylor Park.

Councilmember Marler noted that a millage rate increase would be necessary to allow DFCD to purchase a property to build a fire station, and that their request to do so has been turned down by the taxpayers 3 times over the past few years.

Mr. Sweetser argues that DFCD's current budget would allow them to purchase the property.

The Mayor announced he will allow public comments at this time.

Ms. Nikki Johnson, member of the Parks and Recreation Committee, pointed out that Section 12.02 of the Land Development Code reads, "*Passive recreation areas include open spaces, wilderness, and wetland preserves, scenic vistas, and Clement Taylor Park. Uses allowed in these areas shall be strictly passive in nature.*" She stated that allowing a fire station at Clement Taylor Park is not a passive usage of the park, and it should be up to the citizens to decide.

Ms. Jan Ruffert, a Destin resident, stated that Clement Taylor Park is a historical park to a lot of people; and though they need a fire station on the west side of Destin, the park is not the right place to put it.

Ms. Keri Harbarger, a Destin resident, stated that it seems like double taxation when the citizens are paying taxes for the park and the fire department, and then allowing the fire department to occupy a portion of the park and take that land away from the citizens. She continued that a lot of people would not mind paying extra taxes a year to prevent that from happening. She suggests sending this issue to a referendum, if necessary.

Ms. Danielle Piper, a Destin resident, stated that she totally agrees to all the comments from members of the Parks and Recreation Committee. Clement Taylor Park is a beautiful and quiet park with a lot of children playing. A lot of citizens do not want a fire station on this park. She urged the Council to entertain other options.

Ms. Marcie Bell, a Destin resident, stated that it is important for the City Council to pay close attention to the goals and objectives of Comprehensive Plan 2020 to protect natural resources and natural conservation and vegetation. She continued that not one time in a public meeting, most notably in strategic planning workshops since May 2017, did the fire department, City staff, City Council or Mayor, or any member of the public expressed the need for a fire department on the west end of Destin, much less, at Clement Taylor Park until the first reading of the ordinance on June 1, 2020. Just recently, the Council passed a charter amendment for a referendum on the upcoming General Election ballot to prohibit vacation of City waterfront rights-of-way as well as a charter amendment to provide maximum building height. Had this issue been brought up earlier, there could have been another charter amendment prohibiting leasing and conveyance of any portion of City parks. She suggests DFCD should apply for the same Restore Act funds through the County to fund a west end fire station.

Ms. Aubrey Santucci, a Destin resident and certified arborist, wants to know the impact of the proposed infrastructure to the trees that would be lost due to that facility. She stated that the citizens deserve to have a place to go and enjoy, and when infrastructures starts impacting trees, they are impacting much more than just the aesthetics of it. They are also impacting erosion control, water filtration, air quality, and a lot of other factors.

Councilmember Braden noted that according to Mr. Buckingham, there is only one Magnolia Tree to be taken down. It is located in front of the proposed fire station facility, and that it is a diseased tree.

Ms. Santucci stated she has not examined that tree and she does not know anything about it being removed.

Ms. Muri Kersanac, a Destin resident and former Parks and Recreation Director for the City of Destin, stated that the Cemex Plant is a better option for the new fire station location. It has plenty of parking spaces and has waterfront access.

Councilmember Ramswell inquired as to the proportions of calls DFCD receives on Joe's Bayou side versus the harbor side.

According to DFCD Chief Sasser, Joe's Bayou has a lower percentage of calls. The bulk of the calls were in East Pass, in the harbor, and in the Gulf. However, they respond to all calls around their district whether they be in the gulf, in the bay, in the harbor, Joe's Bayou and any of the other waterways.

Ms. Beth Marler, a Destin resident, stated that Clement Taylor Park is their last piece of historical property and many of their memories there are personal. She continued she would not feel comfortable taking her grandchildren down to the water if the fire boat was in the water because a former firefighter had told her there are chemicals in the water from the boat. She urged the Council to find another location for the fire station and place this type of issue in the ballot at some point.

Mr. Corey Andrew, a Destin resident and former firefighter, stated that he definitely supports having a fire station at the west end of Destin, but not at Clement Taylor Park. He is also an engineer, and so when he reviewed the park plans, the building, and the surrounding trees, he determined there is no way they could put a structure which is that close to a tree without harming the tree. He also stated that firefighters always wash their trucks and so the water runoff needs to be handled correctly or it would be harmful to people's health. He continued that in terms of safety in general, a child could wander off into the fire station or into a fireboat at the end of the dock and gets hurt. In addition, if a very expensive piece of equipment gets stolen from the fire station, a big chain link fence could be erected around the building, similar to what happened in Niceville, and the citizens could then lose even more land at the park.

Ms. Lori Andrew, a Destin resident, expressed concerns over the safety of children while swimming in the water near the fireboat.

Mr. Rick Moore, a Destin resident and DFCD Chairman of the Board, stated that he is aware of the sentimental value of the park to many citizens including himself, as he grew up near the park himself. He stated that the DFCD only has the public's safety in mind with their proposal to lease a portion of the park to build a fire station. The western district has the fastest growing amount of calls each year the past several years. The fire station being in the park would drastically reduce the response time to an emergency need on and off the water as time is of the essence. Allowing DFCD to lease a portion of the park would be a small sacrifice for a large gain for the citizens. Also, a security camera will be installed for the fire station, which could help lower if not eliminate criminal activities in or near the park. In addition, the cost to purchase water property in Destin especially near the water is quite high, and it would not make sense to spend taxpayers' money when there is land available.

Ms. Myra Williams, a Destin resident and member of the Parks and Recreation Committee, asked that during a water rescue whether the fire department personnel bring the victim back to the fire station.

According to Mr. Buckingham, patients are transported to the Coastguard station. At no time would they be brought back to the fire station.

Ms. Williams stated that safety of the citizens utilizing the park is of utmost important; and if the Council is contemplating on allowing the lease of the park regardless of its historical nature and against the desire of many of the citizens, the Council needs to have a guarantee emergency vehicles would not jeopardize the safety of the people swimming in the water and those of the children playing in the park.

Capt. Jim Green, a Destin resident and member of the Harbor CRA Advisory Committee, noted that the committee's prior recommendation was to construct a longer dock on the southside of Clement Taylor Park. The dock will be long enough and placed in such a position that would not impact the swimming area. Another recommendation was to construct an elevated boardwalk down the spillway for the emergency responders. They would not have to run through the park to get to the fire boat. He also stated that having the fire station being at the park protects people at that park. It will also result in faster response time to the beaches, to East Pass, harbor, and to the citizens on the west side of Destin. He added there is great benefit to be gained by giving up that small piece of land, while no element of the park is being taken out.

Mr. Michael Chambliss, a Destin resident, noted that that most of the water on the bay going towards East Pass or the harbor is no wake zone, and so they cannot just rush out from there while responding to a water emergency. He also stated that Clement Taylor Park is part of their heritage and so they should not place a fire department in that park.

According to Mr. Buckingham, the emergency responders can ignore the no wake zone when responding to an emergency in the water. It is like when law enforcement officers and firemen ignore the speed limit and traffic lights while responding to an emergency on land. He also noted that the Fire District is only leasing about two percent of the entire square footage of the park. He suggests holding a public meeting at the park site. He feels that once people see they are not losing the park but only giving up very little space to the fire department, many may change their mind and feel inclined to support it.

Having no further comments from the public, the Mayor turned the matter back over to the City Council for further discussion.

Councilmember Ramswell asked who determined that the Magnolia Tree in front of the proposed fire station area in the park was a diseased tree.

Mr. Buckingham replied he was informed that it was Ms. Aubrey Santucci who is a local arborist.

Ms. Santucci explained that the Magnolia Tree she examined for the City was a different tree and not the tree in question. She reiterated that she has never examined the tree being referred to by Mr. Buckingham.

Councilmember Menchel stated that if Clement Taylor Park is not a viable option, Joe's Bayou and the Cemex Plant are great alternative locations for the fire department. He also noted that he recently spoke with Mr. Lockwood Wernet, Executive Director of Destin Water Users (DWU), who stated that DWU may consider allowing a fire station to be placed on their property near the water tower; but they would have to review the plans first. In addition, he was contacted by several people, one of which was Mr. Jay Howard, who informed him they would be willing to conduct a fundraiser and get the community behind purchasing a property for the fire department.

According to Councilmember Braden, it does not seem right for the City, who is \$24 million in debt, to try to bail out DFCD, who is debt-free; adding that DFCD should be able to borrow money to purchase property as did the City.

Councilmember Ramswell asked DFCD to provide the City some data showing water emergency calls and responses, and their exact locations, prior to the next Council meeting.

Councilmember Destin stated that they have had a lot of great discussions tonight and they have a lot more to discuss on this issue at future meetings. He continued that he is not prepared to vote on this issue any time soon without getting some answers to a lot of questions. He made the following recommendations for City staff and attorneys to explore based on tonight's discussions:

- Investigate the feasibility of the Cement Plant being the alternative location for the fire department. The Cement Plant may have some issues with regards to location and response times. There may also be some grant issues in terms of what they can and cannot place at that location given that it is being renovated using federal funding
- Investigate the feasibility of the Sibert Avenue parcel (Teresa Hebert's recommendation) as an alternative location for the fire department. Discuss the viability of this location with the fire commissioners because it only solves one part of the issue since that particular parcel is not sitting on water
- Explore Capt. Green's recommendation for a longer dock ("L" shape) on the southside of Clement Taylor Park. The dock will be long enough and placed in such position that would not impact the swimming area. Also, construct an elevated boardwalk down the spillway
- Determine the legality of constructing an elevated boardwalk and dock structure with no building. Since the proposal is to construct the elevated boardwalk over a drainage easement, determine the legal characterization of the drainage ditch to make sure there are no conservation issues. Also, investigate the 25-foot setback issue that could factor into it
- Examine the condition of the Magnolia Tree and determine whether it is actually a sick tree
- Look into the setback question on the LDC with regards to a proposal to move potential building into a different position at Clement Taylor Park

- Determine the legality of holding a public meeting at Clement Taylor Park site and other issues such as live streaming, recording, taking minutes, etc
- With regards to a voter referendum, determine if they have the ability to send this issue to the voters

Councilmember Menchel noted that a lot of the responses to Councilmember Destin's recommendations would have to come from DFCD since they are the one making the proposal to the City; adding they would need to determine which ones are viable for them.

Councilmember Destin stated that he expects City staff to work hand in hand with DFCD in this regard; and that they should give staff about 30 days to come up with some answers.

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 9:05 PM.

Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: City Manager Report

TO: City Council

THRU: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney

FROM: Lance Johnson, City Manager

DATE: November 12, 2020

SUBJECT: City Land Use Update

I. BACKGROUND: To update outgoing and new Council members on the status of the City's Land Use framework.

II. DISCUSSION:

Staff to cover all work to date to address the conflicts between the Comprehensive Plan, Future Land Use Map and Zoning Map and outline the work ahead with respect to the updating of the Land Development Code which is instrumental to implementing the Comprehensive Plan.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION: None- Informational

Attachments:

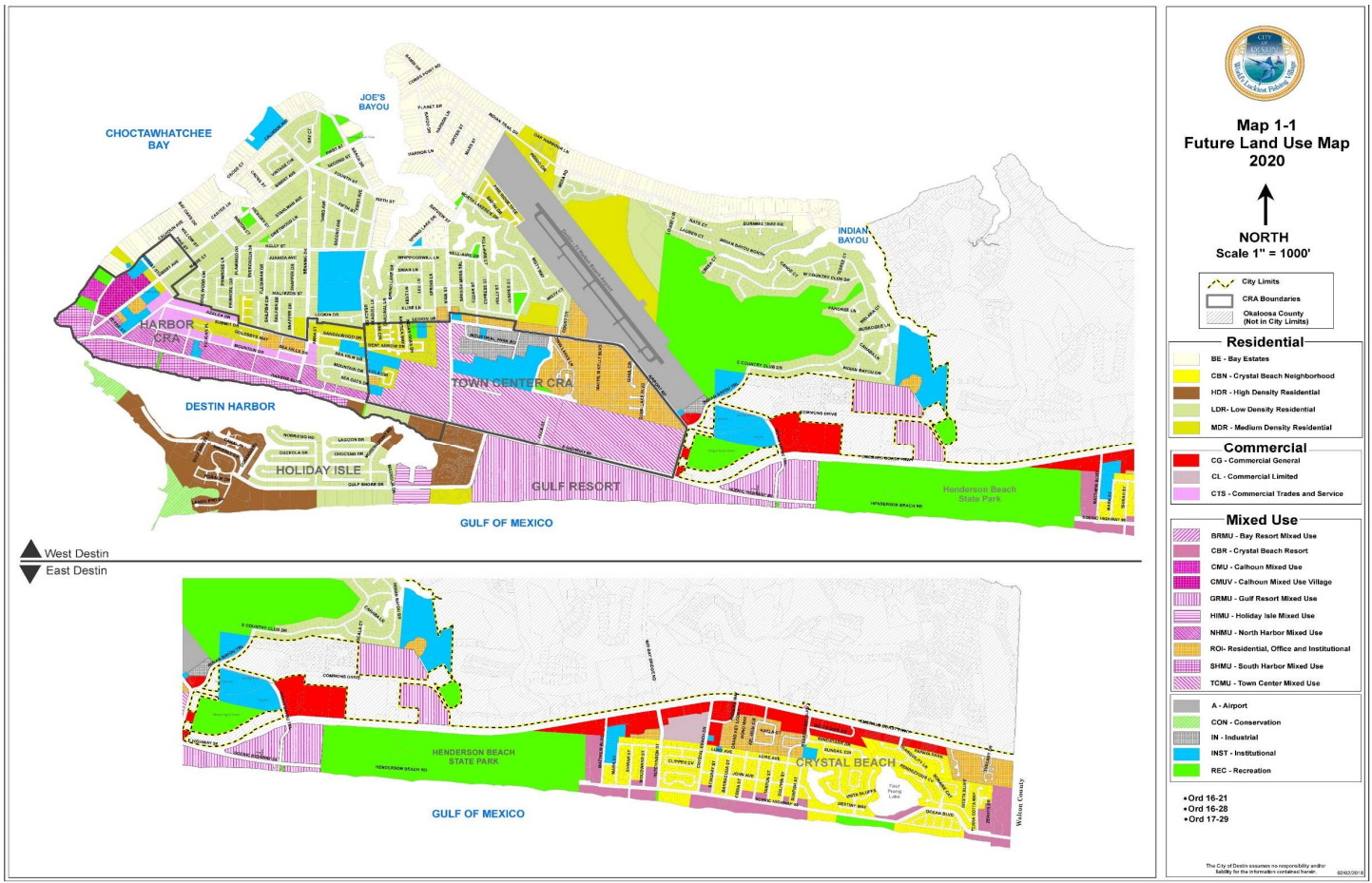
1. Land Use Update - Presentation

LAND USE UPDATE

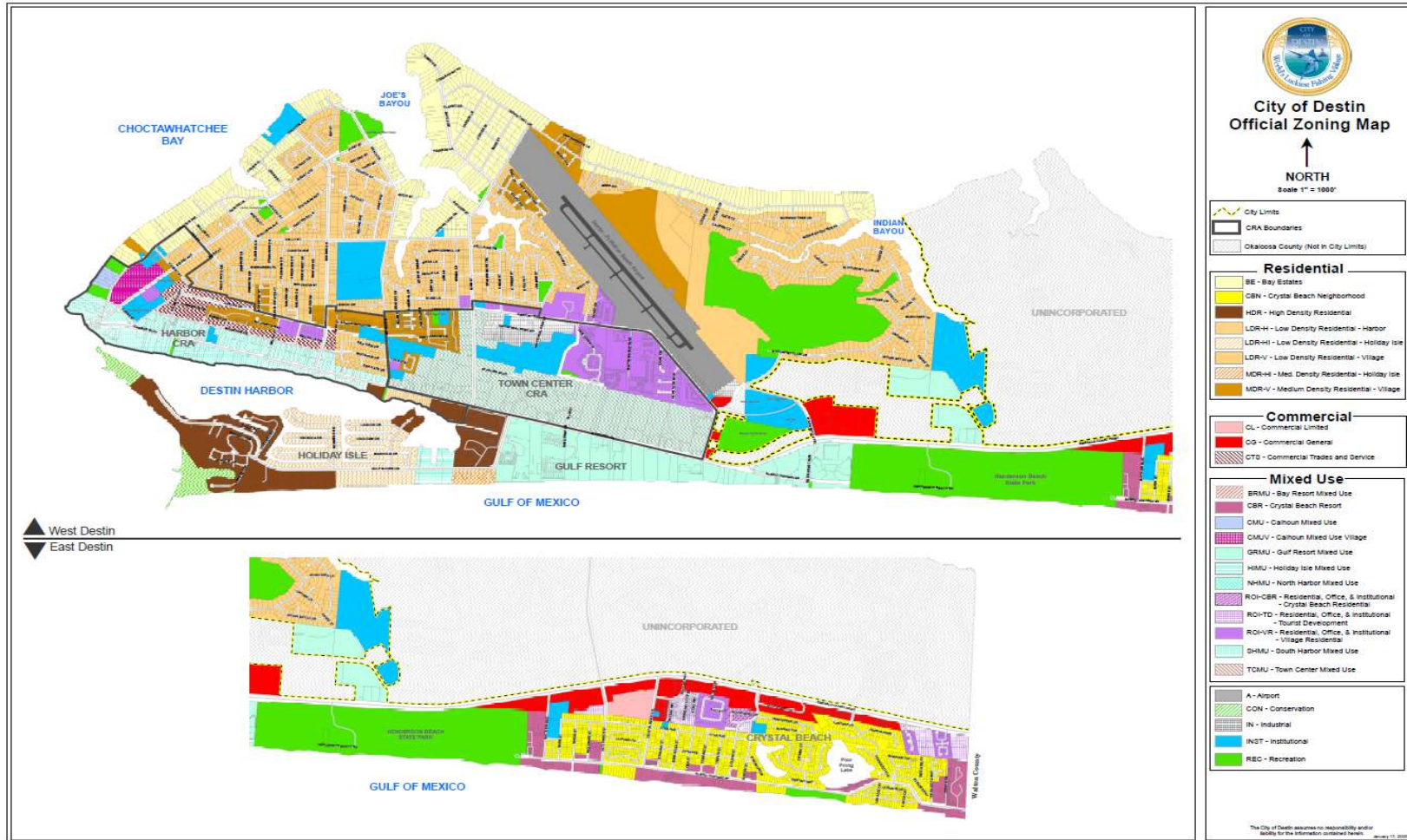


The Road
Traveled
—
The Road
Ahead

The Road Traveled

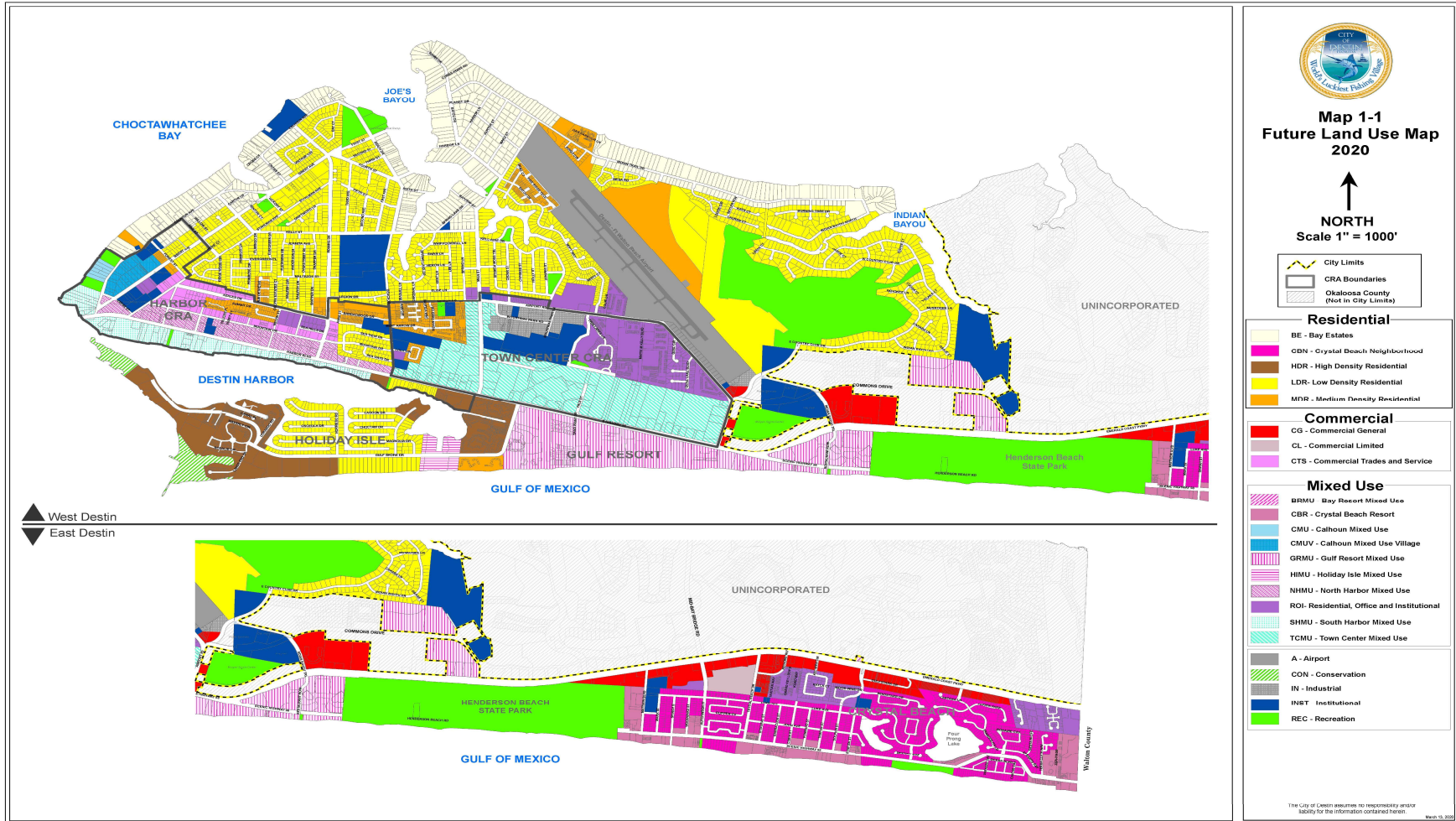


Future Land Use Map – February 2019



Current Zoning Map - 2020

Aligned with Future Land Use Map



Current Future Land Use Map - 2020

Aligned with Zoning Map

The Road Ahead



Revise, Reorganize and Update

ISSUES TO BE ADDRESSED

- CONTEXT and GOALS
- LIST OF REQUESTED CHANGES FROM CITY DEPARTMENTS
- POLICY ISSUES
- CURRENT LDC FORMAT and CHALLENGES
- PROPOSED FORMAT
- NEXT STEPS

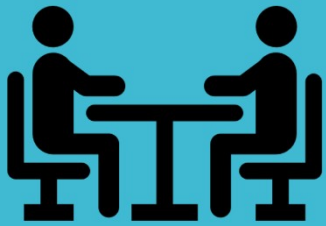
CONTEXT AND GOAL



Now that the Comprehensive Plan, Future Land Use Map and Zoning Map are aligned, our next step is to revise, reorganize and update the Land Development Code (LDC).



The goal of this endeavor is to align the LDC with the policies of the Comprehensive Plan, the Future Land Use Map and Zoning Map.



City Departments were asked to submit their requested changes for the Land Development Code.

The following is a list of the requested changes/amendments:

City Manager's Office

- Require recycling facilities to be shown on plans at the time of development

Code Compliance Department

- Consolidated Citation Authority
- Revise types of allowable Signs
- Solicitation on the Beach

Public Services Department

- Low Speed Vehicles
- Street Classifications
- ROW Protections
- Clear visibility triangle

Community Development Department

- Engineering Division
 - Stormwater Requirements
 - Refuse Collection in ROW
 - Add change of use requirements for residential uses (STRs)
 - Allowed surfaces for parking lots
 - Hold Harmless agreements for residential driveways
- Building Division
 - Redefine Building Height
 - Clarify Public Lodging Facility requirements
 - Require Code Compliance Inspections for Short Term Rentals
 - Revise Building related definitions
 - Revise requirements of pool enclosures
 - Add exemption for Foundation and "As-Built" surveys
 - Add Special Events Section and criteria
 - Revise Floodplain Section

- Planning Division

- Clarify Accessory Use requirements
- Clarify Noticing/Sign Requirements for Development Projects
- Update Use Table to current NAICS manual
- Street Classifications – Restrict accessways of specific uses on certain roadways
- Strengthen criteria for PUDs
- Clarify Mobile Home definitions
- Clarify residential uses: single family attached/detached vs. Multifamily
- Incorporate standards based on Planning Areas
- Outdoor Dining/Seating Parking Standards
- Specify requirements for nonconforming uses
- Parking Agreement/Analysis criteria
- Common Boundary Buffer

POLICIES NEEDING FURTHER DISCUSSION

The following policies will need to be discussed with City Council prior to update of the LDC.

- **Planning Areas**
- **Multi-Modal Transportation District**
- **Impact Fees**
- **Hold Harmless for Driveway Pavers**
- **Utility Requirements**

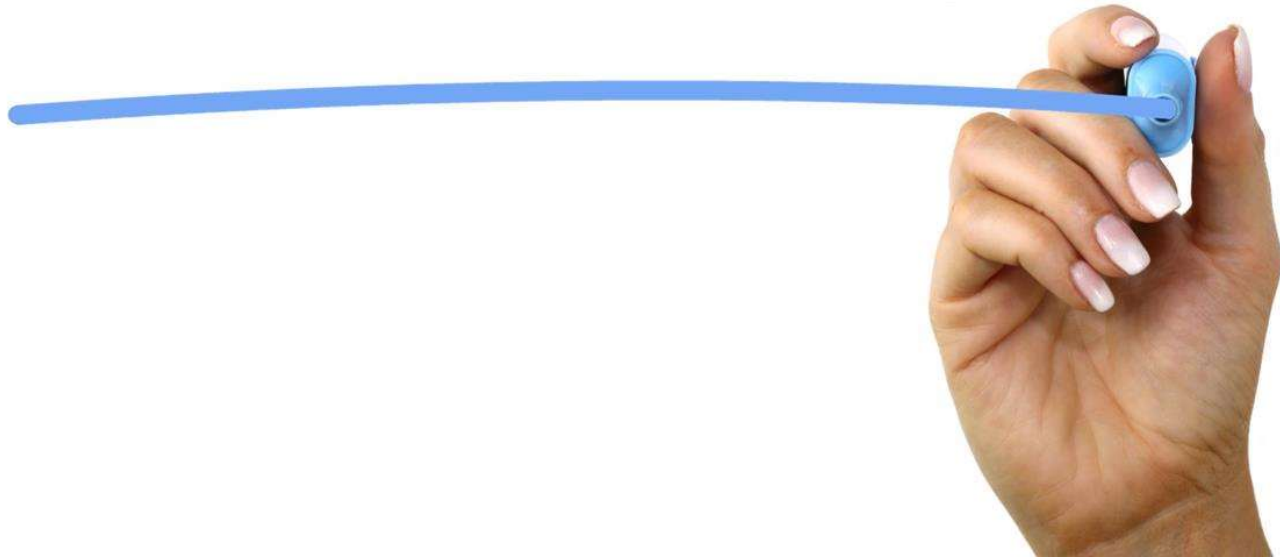
Challenges of the current LDC format

- * Conflicting code language
- * Difficult to navigate - Requirements in different locations within the LDC and Code of Ordinances
- * Policies outlined in the Comprehensive Plan that are not adequately implemented through the Land Development Code

PROPOSED LDC FORMAT

- 1) **General Provisions/Legal**
- 2) **Planning Area**
 - (2-a) **Zoning District(s)**
 - Permissions: Permitted/Conditional Uses
 - Lot Dimensional Requirements
 - Transportation
 - *Corridors*
 - *Access Management*
 - *Capital Improvement Projects*
 - Site Development Conditions
 - Parking Requirements
 - Landscape Requirements
 - Signs
 - Building Standards
 - Special Design Criteria – Uses/Structures
 - Infrastructure/Stormwater Management
 - Coastal Management
- 3) **Natural Resources**
 - Recreation
 - Conservation
- 4) **Conflicting Ordinances**
- 5) **Concurrency Management System/Levels of Service**
- 6) **Glossary/Definitions**
- 7) **Administration**
 - Checklists
 - Schedule of Fees
 - Impact Fees
 - Public Participation
 - Intergovernmental Coordination
- 8) **Building Regulations**
- 9) **Citation Authority**

QUESTIONS



CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: City Manager Report

TO: City Council

THRU: Webb Warren, Deputy City Manager
Kyle Bauman, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: November 10, 2020

SUBJECT: Operations Financial Report

I. BACKGROUND: This item is informational only.

II. DISCUSSION: Year-to-date budget versus actuals for the General Fund and the two CRAs shall be provided to Council within forty-five days of the month end. Governmental funds are accounted for on a modified accrual basis.

Details for all funds are on file with the Finance Department, and are available upon request.

A. Link to Strategic Goals / Objectives: Goal #1: Financially sound city providing service excellence

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 2020 0930 YTD Budget Vs Actuals

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
10/01/2019 - 09/30/2020

01 GENERAL FUND	FY2020 BUDGET*	FY2020 YTD ACTUAL	FY2020 PROJECTION
01-31 Ad Valorem Taxes	7,792,693	7,879,625	7,879,625
01-31 Delinquent Ad Valorem Taxes	5,000	3,561	3,561
01-31 Sales and Use Taxes	1,768,258	1,686,996	1,686,996
01-32 Licenses and Permits	2,683,525	3,332,341	3,332,341
01-33 Intergovernmental	4,933,266	5,096,340	5,096,340
01-34 Charges for Services	503,760	478,059	478,059
01-35 Fines and Forfeitures	50,000	106,750	106,750
01-36 Miscellaneous Revenue	290,700	97,146	97,146
01-32 Impact Fees	385,000	456,051	456,051
TOTAL REVENUES	18,412,202	19,136,868	19,136,868
01-51 General Government	4,490,690	4,024,365	4,080,062
01-52 Public Safety	3,581,031	3,457,287	3,318,696
01-53 Physical Environment	48,910	27,374	27,374
01-54 Transportation	2,585,758	2,290,341	2,396,950
01-55 Economic Environment	116,500	51,209	51,209
01-56 Human Services	85,520	63,494	63,494
01-57 Culture and Recreation	3,351,370	2,644,011	2,705,260
01-59 Capital Outlay	-	-	-
01-59 Debt Service	535,578	540,974	540,974
TOTAL EXPENDITURES	14,795,357	13,099,056	13,184,019
Excess (deficiency) of revenues over expenditures	3,616,845	6,037,812	5,952,849
01-38 Transfers In	-	-	-
01-58 Transfers Out	(5,079,386)	(3,210,233)	(3,210,233)
Total other financing sources (uses)	(5,079,386)	(3,210,233)	(3,210,233)
Net change in fund balances	(1,462,541)	2,827,580	2,742,616
Fund Balance (deficit), Beginning	22,531,507	22,531,507	22,531,507
Fund Balance (deficit), Ending	21,068,966	25,359,087	25,274,123

* FY2020 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
10/01/2019 - 09/30/2020

	FY2020 BUDGET*	FY2020 YTD ACTUAL	FY2020 PROJECTION
102 TOWN CENTER CRA			
102-31 Ad Valorem Taxes	257,304	257,304	257,304
102-31 Tax Increment Financing	610,328	600,079	600,079
102-36 Miscellaneous Revenue	150	1,360	1,360
TOTAL REVENUES	867,782	858,743	858,743
102-55 Economic Environment	102,583	45,108	86,733
102-59 Capital Outlay	-	-	-
TOTAL EXPENDITURES	102,583	45,108	86,733
Excess (deficiency) of revenues over expenditures	765,199	813,635	772,010
102-38 Transfers In	-	-	-
102-58 Transfers Out	(731,013)	(973,001)	(973,001)
Total other financing sources (uses)	(731,013)	(973,001)	(973,001)
Net change in fund balances	34,186	(159,366)	(200,991)
Fund Balance (deficit), Beginning	(2,231,153)	(2,231,153)	(2,231,153)
Fund Balance (deficit), Ending	(2,196,967)	(2,390,519)	(2,432,144)

** FY2020 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

	FY2020 BUDGET*	FY2020 YTD ACTUAL	FY2020 PROJECTION
110 HARBOR CRA			
110-31 Ad Valorem Taxes	319,174	319,174	319,174
110-31 Tax Increment Financing	319,174	314,648	314,648
110-36 Miscellaneous Revenue	200	1,467	1,467
TOTAL REVENUES	638,548	635,288	635,288
110-55 Economic Environment	118,439	93,255	107,130
110-59 Capital Outlay	-	-	-
TOTAL EXPENDITURES	118,439	93,255	107,130
Excess (deficiency) of revenues over expenditures	520,109	542,033	528,158
110-38 Transfers In	-	-	-
110-58 Transfers Out	(568,788)	(707,736)	(707,736)
Total other financing sources (uses)	(568,788)	(707,736)	(707,736)
Net change in fund balances	(48,679)	(165,703)	(179,578)
Fund Balance (deficit), Beginning	273,428	273,428	273,428
Fund Balance (deficit), Ending	224,749	107,725	93,850

** FY2020 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
10/01/2019 - 09/30/2020

FUND BALANCE - ALL FUNDS	FY2020 BUDGET*	FY2020 YTD ACTUAL	FY2020 PROJECTION
Beginning Fund Balance	23,617,751	24,466,052	24,466,052
Nonspendable	2,196,967	2,390,519	2,432,144
Restricted	3,032,064	6,295,078	6,295,078
Committed	11,197,678	10,349,528	10,349,528
Assigned	3,700,000	7,369,980	7,369,980
<i>Unassigned</i>	<i>2,002,102</i>	<i>2,966,265</i>	<i>2,376,557</i>
Ending Fund Balance	22,128,811	29,371,370	28,823,287

Nonspendable = Long-term advance to TownCenter CRA

Restricted = Bond covenants (balances of debt service funds), grant agreements, state and local regulations (impact fees).

Committed = Council resolutions, motions, includes fund balance resolution for 1 yr debt (\$1.8m) + 3 mos emergency opsx2

Assigned = Contracts, purchase orders and funds in special revenue funds

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: City Manager Report

TO: City Council

THRU: Jeffrey Cozadd, Grants Manager
Webb Warren, Deputy City Manager
Kyle Bauman, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: 11/10/2020

SUBJECT: Capital Project Status

I. BACKGROUND: Informational Item Only

II. DISCUSSION: Please find attached a summary of the current capital improvement projects, showing status and Year-to-Date expenditures and encumbrances.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION: Not applicable. Informational only.

Attachments:

1. October 2021 Capital Projects

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

Council Objective #	October 1, 2020 - October 31, 2020	FY2021 Budget*	YTD Actuals	YTD Encumbrances	FY2021 Available Budget	Status	Notes
	Renewal & Replacement - Facilities						
	RR051 General Government	\$ 67,838	\$ -	\$ 5,638	\$ 62,200	Started	
	RR052 Public Safety	392,500	-	-	392,500		
	RR053 Physical Environment (Stormwater, Cemetery)	300,000	-	-	300,000		
	RR057 Parks and Recreation	1,003,800	11,864	6,567	985,368	Started	
	RRVEH Vehicles	272,500	-	-	272,500		
	Renewal & Replacement - Infrastructure	-	-	-	-		
15,17,19	RR054 Roads, Sidewalks, Street Lighting (Mostly Gas Tax #1)	523,513	-	55,513	468,000	On Time	
	Growth Necessitated & Comp Plan	-	-	-	-		
	LB002 Library Impact Fee Projects	47,000	-	-	47,000		
	PW612 Norreigo Point Road	575,946	-	325,946	250,000		
	RC004 Park Impact Fee Projects	35,000	-	-	35,000		
	SW54 Stormwater Improvements (FDEP funded)	50,000	-	-	50,000		
8	TR618 Zerbe-Calhoun Pedestrian Pathway	852,000	-	-	852,000		Bid committee to make recommendation to council in December.
9	TR619 Sibert-Zerbe Parking Lot Consolidation	-	-	-	-		
	TR620 ADA Transition - Pedestrian Facilities	100,000	-	-	100,000		
	Citizen/Council Directed Projects	-	-	-	-		
1	CM001 Beach Acquisition	10,600,000	-	-	10,600,000	33% Complete	Purchase 1 of 3 completed 10/30/2020. Next Purchase scheduled for 11/16/2020.
7	EN615 Cross-Town Connector	1,475,000	-	-	1,475,000	Started	
2	UNDER Undergrounding	250,000	-	-	250,000	In Progress	Project Engineer contract negotiations on hold. Negotiating franchise rates.
	Other Capital Projects	-	-	-	-		
	CRH63 Captain Royal Melvin Heritage Park and Plaza (RESTORE)	1,335,690	-	-	1,335,690	Contract Let	Waiting for US Treasury to allow Notice to Proceed
	CRH64 Harbor CRA Wayfinding Plan Signage	30,000	-	-	30,000		
	CRH65 Harbor and Bay Capacity Improvements	425,000					Harbor District Capacity study to begin Spring 2021
	CRT17 Town Center CRA Easement Trail/Park Main to Mattie Kelly	10,000	-	-	10,000		
11/2/20 Council Mtg TOP PRIORITY	EN626 Main St/Kelly St Crosswalk Safety	-	-	-	-	<i>In Progress</i>	<i>Contract for study and purchases to make safer posted in November</i>
	FM637 Clement Taylor Park Seawall (FEMA)	-	-	-	-	Complete	Working with FEMA to change classification for final reimbursement
	IT001 COMPASS/Energov	129,300	14,400	29,300	85,600	In Progress	Set to go live January 2021
	IT002 CD Tech Fund Hardware/Software Replacements	-	-	-	-	In Progress	Hardware will be purchased on an as needed basis
	IT003 Other Hardware/Software Replacements	-	-	-	-		
	LB001 Library Tablet Station, RFID and Mobil Ap	76,200	-	-	76,200	Started	Quotes received. Bid Committee to make recommendation to council on RFID portion 11/16.
	RC124 Morgan's Children's Park Playground Structure	-	-	-	-		
	RC125 Buck Destin Restrooms	95,000	-	-	95,000		
	RC127 Pickleball Court	30,000	-	-	30,000		awaiting PRT review
	RC216 Clement Taylor Park Renovations	729,918	-	-	729,918		Waiting on sub-recipient agreement

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

Council Objective #	October 1, 2020 - October 31, 2020	FY2021 Budget*	YTD Actuals	YTD Encumbrances	FY2021 Available Budget	Status	Notes
<i>SALLY</i>	<i>Hurricane Sally Damage Repairs</i>	-	-	-	-	<i>In Progress</i>	<i>Contracts to repair damages posted to November</i>
SW51L	NFWF Stormwater Projects	352,694	-	370,024	(17,330)		Construction of project to start on November 20th
Total Funded Projects		\$ 19,758,898	\$ 26,264	\$ 792,987	\$ 18,514,646		

*FY2021 Budget is Adopted Budget Plus Prior Year Encumbrances rolled forward

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: Announcement

TO: City Council

THRU:

FROM:

DATE:

SUBJECT: Announcements

I. BACKGROUND:

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: Action Item

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney

DATE: November 4, 2020

SUBJECT: Proposed Major Development (20-17-SP)/ Major Subdivision (20-18-MS) and Conditional Use (20-01-CU) - Harbor Place Townhomes.

I. BACKGROUND: Emerald Coast Associates, Inc. is requesting a Major Development Order (20-17-SP) and preliminary plat approval of a Major Subdivision (20-18-MS) and Conditional Use (20-01-CU) approval. The project consists of fifty-four (54) long-term residential townhome units, along with the associated infrastructure. The subject site contains 4.57 acres to be divided into 54 lots. The associated Parcel IDs are 00-2S-22-0310-000E-E170; 00-2S-22-0310-000E-E17B; 00-2S-22-0310-000E-E17A.

II. DISCUSSION: Based on **Land Development Code 7.12.10** a Conditional Use shall:

a) be permitted upon a finding by the City Council, after a duly notice public hearing. That the proposed use, application and, if applicable, site plan, comply with the criteria specified in this section, including specific conditions established by the City Council during review of the respective application in order to ensure compliance with the Comprehensive Plan and Land Development regulations. If the proposed Conditional Use is a Major Development pursuant to Chapter 2 of the Land Development Code (LDC), the City Council shall render the final determination pursuant to the procedures for Major Development, or

b) be denied if the City determines that the proposed use does not meet the criteria provided in the section and, further, that the proposed Conditional Use is adverse to the public's interest. An application for a Conditional Use shall describe how the specific land use characteristics proposed meet the criteria described herein and shall include a description of any measures proposed to mitigate against possible adverse impacts of the proposed Conditional Use on properties in the immediate vicinity.

The following Comprehensive Plan Policy and Land Development Code elements were applied in the review of this project request:

A. COMPREHENSIVE PLAN POLICY ELEMENTS:

The property has a Future Land Use Map Designation of Residential, Office, Institutional (ROI). The proposed project is consistent with **Comprehensive Plan Policy 1-2: Future Land Use Element**.

TRANSPORTATION ANALYSIS

The project is within the Multimodal Transportation District (MMTD) and meets the development standards detailed in **Article 8.09.03, Land Development Code**. The traffic analysis, revised September 25, 2020, indicates the proposed development is estimated to generate 37 tentative project trips. The analysis is consistent with the technical methodology outlined in **Article 6.05.05, Land Development Code** and will be used to assist the City in determining the overall success of the MMTD as outlined in **Comprehensive Plan Policy 12-4.1.8**.

DENSITY

Maximum allowed: 12 dwelling units per acre per Ordinance 18-23

Provided: 11.79 dwelling units per acre

B. LAND DEVELOPMENT CODE/ZONING ELEMENTS:

The property has a zoning designation of Residential, Office, Institutional – Village Residential (ROI-VR). The proposed project is a Conditional Use in ROI-VR as outlined in **Article 7.12.00, Land Development Code** and is consistent with the land development standards outlined in the City’s Land Development Code.

HEIGHT

Maximum allowed: 35²/₃ stories

Provided: 18⁷/₂ stories

PITCHED ROOF

Minimum required: 60%

Provided: 100%

FLOOR AREA RATIO

Not applicable

SETBACKS

Front minimum: 20 feet

Front provided: 70 feet

Side minimum allowed: 0 feet
Side provided: 15 feet

Rear minimum allowed: 0 feet
Rear provided: 55.5 feet

OPEN SPACE

Minimum required: 25%
Provided: 48%

PLATTING

The project is proposing a major subdivision to be processed simultaneously with a major development order. The applicant is requesting preliminary plat approval and has met all submittal requirements.

CONCURRENCY MANAGEMENT

The following concurrency requirements have been met:

Traffic: Signed October 2, 2020

Stormwater Management: Signed October 2, 2020

Potable Water/Sanitary Sewer: Signed August 3, 2020

Solid Waste: Signed March 12, 2020

AIRPORT PROTECTION

As proposed, this project is not affected by nor affects the Destin – Ft. Walton Beach Airport. The applicant has indicated on the development order application that the proposed project is not within the Airport Expansion Area.

NOTE: If construction necessitates the use of a crane, or other obstruction, which exceeds Federal Aviation Administration FAR 77 Standards (normally 200 feet above ground level), the applicant must request a variance from the FAA for temporary encroachment into this restrictive area. A copy of a completed FAA Form 7460 must be placed on file with the City of Destin prior to the crane, or other obstruction, penetrating the restricted airspace.

RIGHT OF WAY DEDICATION

The project does not include right-of-way dedication.

INGRESS/EGRESS

Vehicular access to the property is provided by a two-way drive from Azalea Drive public ROW, as well as another two-way drive from Melvin Street public ROW

PEDESTRIAN NETWORK – Variance 20-01-VA

The Applicant requested approval of a variance from **Article 8.05.03.A, External**

Sidewalks, Developments abutting a public or private right-of-way shall provide sidewalks running the full length of any roadway frontage directly adjacent to the site. In lieu of placing the sidewalk along the unimproved Crane Place Right-of-Way, the applicant requests to provide sidewalk along Azalea Drive beyond his property, where no sidewalk currently exists. On July 1, 2020, Variance 20-01-VA was brought before the Board of Adjustment (BOA) for consideration. The BOA ruled 4-0 in favor of Variance 20-01-VA.

PARKING

Required vehicle parking spaces: 135 Max (MMTD Standards)

Provided vehicle parking spaces: 120

Required minimum bicycle parking spaces: 12

Provided bicycle parking spaces: 12

UTILITIES

All utilities are required to be underground.

REFUSE COLLECTION

All residential trash for this development must be placed on the private drives within the development on scheduled service days for collection, as required by Waste Management.

STORMWATER

The City Manager's Stormwater designee approved the stormwater plan in a memo dated July 29, 2020.

WHITE SANDS ZONE

The proposed project is partially located within White Sands Zone II.

LANDSCAPE

Front perimeter/common boundary: Exempt per LDC 12.04.04.B

Interior parking landscape: N/A

Buffer zone: Exempt per LDC 12.04.04.D

Preservation and restoration:

Reforestation trees required: 46

Preserved trees: 0

Replacement trees: 50

Required parking trees: 6

Total required trees: 102

Total trees provided: 137

SIGNS

All signs must comply with the sign code section of the Destin Land Development Code

in effect at the time a sign application is submitted.

IMPACT FEES

Final impact fee amounts will be determinant upon the gross floor area of the overall development land uses and whether exemption or credits are applicable and reevaluated at the time a Certificate of Occupancy is requested. The impact fees for the proposed project are estimated to be:

LAND USE	UNIT S	PARK	LIBRARY	POLICE	TRANS.	TOTAL
Residential, 1,500—1,999 sq. ft.	54	\$399.00	\$133.00	\$19.00	\$1,198.00	
Totals	54	\$21,546.00	\$7,182.00	\$1,026.00	\$64,692.00	\$94,446.00

OTHER FEES

None

C. CONDITIONAL USE ELEMENTS:

The proposed multi-family attached development is a Conditional Use in **ROI-VR, Table 7-2, Article 7, Land Development Code**. In accordance with **Section 7.12.10, Land Development Code**, the applicant provided a conditional use request based upon the following (See Exhibit B):

- i. Characteristic of Use
- ii. On and Offsite Improvement Needs
- iii. On-site Amenities
- iv. Criteria for Conditional Use

Criteria for Conditional Use, per Article 7.12.10.C, Land Development Code:

1. LAND USE COMPATIBILITY

Staff Comments:

Scale and Intensity: Multi-family attached developments are listed as a Conditional Use in Residential, Office, Institutional – Village Residential (ROI-VR). The project is proposed on 4.57-acre parcel. The maximum allowed density is 12 dwelling units per acre. The project is proposing 11.79 dwelling units per acre. The primary intent of the standards and criteria for ROI are to provide a transition in development density and intensity, between less intense and more intense uses, **Comprehensive Plan Policy 1-2.4.1: Residential, Office, and Institutional (ROI)**. As proposed the conditional use meets the intent of ROI zoning district and provides a transition between Commercial,

Trade, Services (CTS) zoning district along the southern boundary and Low Density Residential – Village (LDR-V) to the north.

Traffic Generation: Approximately 37 trips. Traffic Concurrency Evaluation Certificate (CEC) signed October 2, 2020.

Offsite Impacts: No anticipated off-site impacts. As proposed the conditional use meets the intent of ROI zoning district and provides a transition between Commercial, Trade, Services (CTS) zoning district along the southern boundary and Low Density Residential – Village (LDR-V) to the north.

2. SUFFICIENT SIZE, SITE SPECIFICATIONS, AND INFRASTRUCTURE

Staff Comments:

Size: The project is proposed on 4.57-acre parcel. The maximum allowed density is 12 dwelling units per acre. The project is proposing 11.79 dwelling units per acre. The project is within or below the land development standards for ROI.

Access and Internal Circulation: Vehicular access to the property is provided by a two-way drive from Azalea Drive public ROW, in addition to a two-way drive from Melvin Street public ROW. As proposed, the design standards are in accordance with **Article 8.04.00, Access Management, Land Development Code.**

Urban Design Enhancement: The project is required to provide a 20' front setback. The project provides a 70' front setback along Azalea Drive, a 15' side, and 55' rear setback. As proposed, the land development standards are within or below the thresholds established for development in ROI.

3. PROPER USE OF MITIGATIVE TECHNIQUES

Staff Comments: In addition to the setbacks listed above, the project meets the stormwater requirements per **Article 10.03.02, Stormwater Management, Land Development Code.**

4. HAZARDOUS WASTE

Staff Comments: No hazardous waste anticipated. The project is required to provide sediment, erosion, and pollution control measures in accordance with **Article 11.09.00, Illicit Discharge Detection and Elimination, Land Development Code.**

5. OVER PROLIFRATION OF USE

Staff Comments: Multi-family attached dwelling units are a conditional use in ROI-VR. This project is the only proposed multi-family attached development within this ROI-VR zoning district.

6. COMPLIANCE WITH APPLICABLE LAWS AND ORDINANCES

Staff Comments: As proposed, the project meets the land development standards and regulations outlined in the Comprehensive Plan and Land Development Code.

LOCAL PLANNING AGENCY RECOMMENDATION:

Having reviewed the application in terms of **Article 7.12.10 C, Land Development Code** and taking public input into consideration, the Local Planning Agency (LPA) made a motion to recommend City Council approve Conditional Use 20-01-CU at the October 15, 2020 LPA Committee meeting. The recommendation passed, 6-0.

- A. **Link to Strategic Goals / Objectives:**
- B. **Effect on Budget (EOB):**
- C. **Level of Service (LOS):**

III. **CONCLUSION:**

Emerald Coast Associates, Inc. is requesting a Major Development Order (20-17-SP) and preliminary plat approval of a Major Subdivision (20-18-MS) and Conditional Use (20-01-CU) approval. The project is a Conditional Use in ROI-VR, **Article 7.12.00, Land Development Code**.

The project is consistent with the following:

1. ***Comprehensive Plan Policy 1-2: Future Land Use Element***
2. ***Comprehensive Plan Policy 12-4.1.8: Multi-Modal Transportation District***
3. ***Land Development standards outlined in Article 7, Land Development Code.***

Based on Land Development Code 7.12.10 Conditional Use: The following shall apply to all applications for a conditional use in any zoning district within the City of Destin. _

Findings:

- a. A conditional use shall be permitted upon a finding by the City Council, after a duly notice public hearing. That the proposed use, application and, if applicable, site plan, comply with the criteria specified in this section, including specific conditions established by the City Council during review of the respective application in order to ensure compliance with the Comprehensive Plan and Land Development regulations. If the proposed Conditional Use is a Major Development pursuant to Chapter 2 of the LDC, the City Council shall render the final determination pursuant to the procedures for Major Development, or
- b. A Conditional Use shall be denied if the City determines that the proposed use does not meet the criteria provided in the section and, further, that the proposed Conditional Use is adverse to the public's interest. An application for a Conditional Use shall describe how the specific land use characteristics proposed meet the criteria described herein and shall include a description of any measures proposed to mitigate against possible adverse impacts of the proposed Conditional Use on properties in the immediate vicinity.

IV. RECOMMENDED MOTION: I move that the City Council approve/deny Proposed Major Development (20-17-SP)/ Major Subdivision (20-18-MS) and Conditional Use 20-01-CU.

Attachments:

1. Conditional Use Application, dated 3.12.20
2. Conditional Use Request
3. Harbor Place Townhomes DO_20-20 DRAFT
4. Board of Adjustment Minutes, from 7.1.20
5. 10-15-20 Draft LPA Minutes - 20-01-CU Harbor Place Townhomes
6. Public Comment



City of Destin

Community Development Department

Planning Division

City of Destin Annex
4100 Indian Bayou Trail
Destin, Florida 32541

Phone (850) 337-3123 • Fax (850) 837-7949

www.cityofdestin.com/index.aspx?nid=91

REQUEST FOR BOARD OF ADJUSTMENT PUBLIC HEARING CONDITIONAL USE APPLICATION

_____ – _____ – **CU**
(project number assigned by planning staff)

A pre-application meeting is required prior to submitting this application. If a pre-application meeting has not been held, the application is considered incomplete and will not be processed. Completed applications shall be submitted to the Community Development Department – Planning Division, City of Destin Annex, 4100 Indian Bayou Trail, Destin, Florida 32541. Hearings are scheduled on the first Wednesday of each month at 5:30 pm in the City Hall Boardroom. Submittal deadlines are the third Friday each month, forty-seven days prior to the desired hearing date. This application will be forwarded to the Board of Adjustment for their consideration and action. You will be advised of the date and time of the Board of Adjustment public hearing. You must appear at this hearing or be represented by an authorized agent or attorney for the Board of Adjustment to take action on your application. The application will be terminated or tabled for failure to appear at a scheduled public hearing, unless you have provided written notice to the Planning Division. If you designate an agent or attorney to represent you in this application, you must submit a completed Agent Affidavit in a form approved by the City.

You are fully responsible for researching and knowing any and all laws, which may be applicable and affect the outcome of the any decision on your application request. The City assumes no responsibility or liability relating to your failure to research and know all applicable laws including, but not limited to, state, federal and city laws, codes, land development regulations and comprehensive plan. The City strongly recommends that all applicants consider consulting an attorney regarding their application.

You are encouraged to review, or copy, the Quasi-Judicial rules and procedures used by the Board of Adjustment at the public hearings.

1. AGENT/APPLICANT: Emerald Coast Associates, Inc.; Dean A.F. Burgis, PE

Mailing Address: 327 Co Hwy 393 South

City: Santa Rosa Beach State: FL Zip Code: 32459

Business Phone number: 850-267-0473 Fax number: _____

Email: Dean@eca-fl.com

2. PROPERTY OWNER: Wildcat Mtn. LLC; Shane Cannon
Mailing Address: 3997 Commons Dr, Suite P
City: Destin State: FL Zip Code: 32541
Business Phone number: 850-865-5980 Fax number:

3. PROPERTY INFORMATION:

Street Address: NA
Legal Description: See Survey & Deed
(Attach a copy of the Recorded Deed and Property Record Card)
Current Zoning: ROI-GD Future Land Use: ROI

4. APPLICANT'S REQUEST (YOU MAY ATTACH A REQUEST COVER LETTER):

Within the ROI-GD (Residential, Office, Institutional - General Development) Zoning, townhomes are allowed under a conditional use. The request is for 54 single-family townhome units on 4.58 acres. The units are arranged in five 6-plex and three 8-plex buildings. The property is located at the southeast corner of the intersection of Azalea Drive and Melvin Street. This is a transition area from the commercial and industrial development on Mountain Drive, abutting to the south and single family residential development adjacent beyond a 60-foot ROW easement to the east. The rights-of-ways of Azalea Drive and Melvin Street separate the development property from Rushlin Park Ph II and Azalea Gardens Destin which are single-family developments.

5. IN ORDER TO SECURE A CONDITIONAL USE, THE BOARD OF ADJUSTMENT MUST DETERMINE BY LAW THAT YOUR CONDITIONAL USE REQUEST SATISFIES THE FOLLOWING CRITERIA OF THE CITY CODE (PLEASE PROVIDE A WRITTEN RESPONSE ALONG WITH ANY OTHER SUPPORTING DOCUMENTATION):

- A. *Size, Location, or Number of Conditional Uses.*** Size, location, or number of conditional uses in an area shall be limited so as to maintain the overall character of the district in which said conditional uses are located. The proposed conditional use(s) shall be compatible with surrounding land uses and the general character of the area including such factors as height, bulk, scale, intensity, traffic, noise, drainage, dust, lighting, appearance, etc... Describe how the proposed development is compatible with the above-mentioned factors:

One conditional use is requested: Single Family Townhomes, A townhome building functions as a single-family home but is larger in scale and bulk due to the units being attached. The only abutting single-family use is to the east (Calhoun Subdivision). A building setback distance of 55.5 ft has been provided, in addition to the 60' ROW, to mitigate the difference in mass from the subdivision and provide buffering. The access drive to the development is internal and all units face inward to the property, minimizing traffic impacts, noise and lighting impacts. As a residential use, no unusual dust, lighting or noise will be created. All drainage is contained on-site in a central retention pond. Buildings are 2-story (27'4"), which is similar to the residential development to the east.

- B. *Hours of Operation.*** Hours of operation may be limited by the Board of Adjustment to ensure compatibility with adjoining properties. For instance, hours of operation may be restricted to avoid potential adverse impacts on a conforming residential use or on an adjacent single-family residential zoning district. Describe the hours of operation of the proposed development:

As a residential use, hours of operation will be identical to a single-family home. In this sense, the proposed conditional use will be less intense and invasive than other allowed uses in the ROI-GD zoning.

- C. *Factors Impacting Scale and Intensity of Conditional Uses.*** The size and shape of the site, the proposed access and internal circulation, and the urban design enhancements must be adequate to accommodate the proposed scale and intensity of the conditional use requested. The site shall be of sufficient size to accommodate urban design amenities such as screening, buffers, landscaping, open space, off-street parking, efficient internal traffic circulation, infrastructure, and similar site plan improvements needed to mitigate potential adverse impacts of the proposed use, including its design, mass, height, and scale. The board of adjustment may impose conditions that require supplemental development standards to ensure compatibility with surrounding development. Describe how the site is of sufficient size to accommodate the above-mentioned urban design amenities:

The project site is large enough to afford a 55.5' setback & buffer area to the single-family lots to the east. Combined with the existing undeveloped 60' ROW, there is a total of 115.5' of setback and buffer area between the subject development and the single-family lots. Internal access will insure there is no noise or headlight glares from vehicles.

6. THE FOLLOWING ITEMS ARE REQUIRED FOR A COMPLETE APPLICATION:

- ✓ 1. Completed Application - The applicant must fill out all applicable areas of the application. The application must be submitted to the Planning Division of the Community Development Department, City Hall Annex, 4100 Indian Bayou Trail, Destin, Florida 32541.
- (SEE APP) ✓ 2. Letter of Request - The applicant must submit a letter of request that clearly states what they are requesting.
- ✓ 3. Proof of Ownership - The affidavit of ownership must be executed, notarized, and submitted. A letter of authorization is required if the applicant is other than the owner.
- ✓ 4. Agent Affidavit / Special Power of Attorney (if applicable) - If the applicant is other than the owner of the property under consideration for review.
- (SEE SURVEY) ✓ 5. Legal Description - A complete legal description of the subject property must be submitted for use in the legal advertisement.
- ✓ 6. Application Fee: \$600.00 – Conditional Use
(FY2013 Schedule of Fees, Resolution 13-01, adopted 02/19/13, effective 03/01/13)
This is a one-time, all-inclusive fee. It includes: initial application and resubmittals; and all costs associated with administration, outside consultant reviews, legal notices and mailings.
Accepted Payments are Cash, Check, MasterCard or Visa. Checks shall be made payable to the City of Destin and submitted to the Planning Division, Community Development Department, City Hall Annex, 4100 Indian Bayou Trail, Destin, Florida 32541
- ✓ 7. Site Plan - A **folded** site plan, to scale, showing the proposed improvement or location of the specific request. The site plan shall contain an affidavit that the plan accurately depicts the property, improvements and proposed improvements. The applicant may provide a current survey (not older than ninety (90) days), which provides the same information, in lieu of a site plan.
8. Additional Information - Any other documents or requirements, which are mandated by the Code or deemed necessary by staff in reference to the specific request, made may be required.

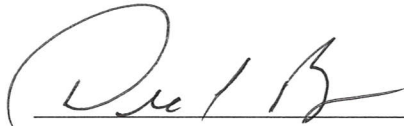
NOTE:

1. In granting any conditional use, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with any zoning ordinance. Violation of such conditions and safeguards, when made a part of the terms under which the conditional use is granted, shall be deemed a violation of the zoning ordinance.
2. The board of adjustment may prescribe a reasonable time limit within which the action for which the conditional use is required shall be begun or completed or both.
3. The City of Destin Planning Division will notify in writing abutting property owners of record within three hundred (300) feet of the subject property in accordance with LDC 2.17.00. The cost of this notification will be the responsibility of the applicant.
4. This application must be filled out completely and must be signed by the owner or his designated agent. If the applicant is different than the owner of the subject property, then an agent affidavit is required from the owner of the property that is under consideration for Board of Adjustment hearings. The agent affidavit must be completely filled out and submitted with this application. If the property is in multiple-ownership, then all of the owners or their designated agent(s) must sign this application.
5. A request for postponement must be submitted to the Community Development Department at least 10 working days prior to the originally scheduled meeting date. Costs for re-advertisements, public notice mailings, and all applicable fees will be the responsibility of the applicant.

I HAVE READ THE INFORMATION IN THIS APPLICATION AND HAVE FILLED IN ALL ANSWERS CORRECTLY TO THE BEST OF MY ABILITY.

APPLICANT:

SIGNATURE:



DATE:

3/12/20

PRINTED NAME:

DEAN A. FURBIS

Agent Affidavit / Special Power of Attorney

STATE OF Florida COUNTY OF ~~Walton~~ Okaloosa

Shane Cannon (for)

KNOW ALL MEN BY THESE PRESENTS, that I Wildcat Mtn, LLC am presently the owner and/or leaseholder of 00-2S-22-0310-000E-E170, E17B & E17A and desiring to execute a Special Power of Attorney, have made, constituted and appointed, and by these presents do make, constitute and appoint Dean A.F. Burgis, PE whose address is 327 Co Hwy 393 South. County of Walton, State of Florida, my Attorney full power to act as my agent in the process of obtaining a development order pertaining to Harbor Place Townhomes.

FURTHER, I do authorize the aforesaid Attorney-in-Fact to perform all necessary tasks in the execution of aforesaid authorization with the same validity as I could effect if personally present. Any act or thing lawfully done hereunder by the said attorney shall be binding on myself and my heirs, legal and personal representative, and assigns.

PROVIDED, however, that any and all transactions conducted hereunder for me or for my account shall be transacted in my name, and that all endorsements and instruments executed by the said attorney for the purpose of carrying out the foregoing powers shall contain my name, followed by that of my said attorney and the designation "Attorney-in-Fact."

WITNESSES:

APPLICANT:

Signature: [Signature]

Signature: [Signature], Mgr

Printed Name: Sarah Ashley Bowen

Printed Name: Shane Cannon

STATE OF FL

COUNTY OF Okaloosa

BEFORE ME, the undersigned Notary Public in and for said County and State, appeared

Shane Cannon, who is personally known to me or who produced FL DL as identification, and who executed the foregoing instrument. Given under my hand and seal this ¹² day of

March 2020

Signed Name of Notary Public

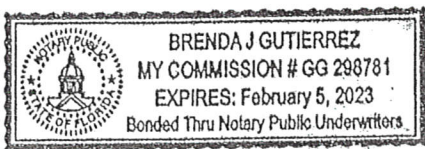
Printed Name of Notary Public

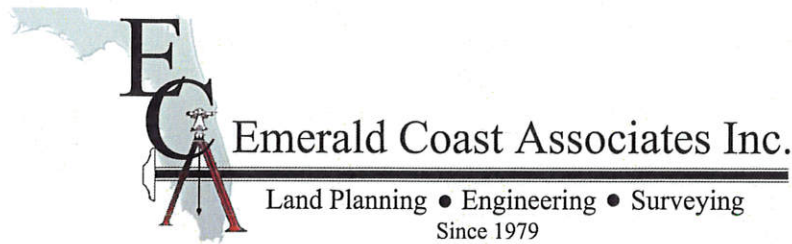
[Signature]

Brenda Gutierrez

{Seal}

Commission Number: GG 298781 Expiration Date: 02/05/2023





327 COUNTY HIGHWAY 393 SOUTH
SANTA ROSA BEACH, FL 32459

April 15, 2020

City of Destin
4200 Two Trees Road
Destin, Florida 32540

Attn: Ms. Lauren Witt, Planning Manager

In regards to: – Conditional Use Request

Harbor Place Townhomes

Destin, FL 32541

Dear Ms. Witt:

Emerald Coast Associates, Inc. (ECA) is pleased to provide you with the following request for a Conditional Use for the subject project. The proposed project lies within the ROI-VR zoning category, in which multifamily attached development is designated a conditional use, according to Table 7-2 of the City of Destin Land Development Code (LDC). The project is proposed at the southeast corner of the intersection of Azalea Drive and Melvin Street. This area is a transition from the industrial development along Mountain Drive to the south and the single family residential development that exists north of Azalea Drive. Fifty-Four townhomes are proposed on the 4.58 acre property. All units will be accessed from the internal private roads planned in the development.

In accordance with Section 7.02.10 of the LDC, ECA offers the following information to support the Conditional Use in the proposed location.

- I. Characteristics of Use – The only Conditional Use requested is to allow multifamily townhomes on the property. All other Land Development Code requirements for the zoning category are within or below the thresholds for development in the zoning category.
 - A. Traffic Generation: According to the traffic study prepared by ECA, the project will generate 37 pm peak hour trips. If compared to single family development, accommodating 8 units per acre the trip generation is the same. No difference in traffic generation is recognized by the Conditional Use Request.
 - B. Off Street Parking Needs: 2.22 parking spaces are provided per unit. This represents a greater parking per unit rate than a single family residential development, which requires 2 spaces per unit. The project is within the Old Destin MMTD, where all parking rates are maximum rates.

II. On and Offsite Improvement Needs

- A. Utilities: The utilities to the property are nearly identical in scope and configuration as a single family subdivision. Water usage is comparable to a single family subdivision. Per Destin Water Users, there is sufficient capacity in water and sewer infrastructure to accommodate the project.
- B. Public Facilities, Roadways: There are no improvements to the roadway systems or public facilities required as a result of the proposed development, other than the ROW improvements in accordance with the multimodal transportation district. Sidewalk improvements and interconnectivity, street trees, and street lighting are proposed as part of this project.

III. On Site Amenities

- A. Open Space: Required open space for the zoning category is 25%. The proposed project provides 48.14% open space. The location of the open space is not only utilized throughout the development to provide privacy and recreation space for the residents, but it is also significantly dedicated on the eastern side of the property, adjacent to the nearest single family development. Combined with the unused right of way to the east, there is over 105 feet of vegetated separation between the eastern units and the adjacent property line.
- B. Setbacks and buffers: Significantly increase setbacks have been implemented in order to mitigate differences in intensity of development between the proposed multifamily use and existing single family lots to the east. Required setbacks are 20 feet for the front, and 10 feet for the sides and rear. The front of the property faces west, and the rear of the property faces east. All setbacks provided are well in excess of the required setbacks. Fifty-five and a half feet of setback are provided along the eastern boundary of the project. There is an unused fifty foot right of way between the subject development and the single family lots, providing a total of 105.5 feet of separation between the land uses. Note that to the south is existing industrial development on Mountain Drive, and to the north and west are the road right of ways for Azalea Drive and Melvin Street, respectively. It should be noted that the front setback provided is 70 feet, and the minimum side setback provided is 55 feet. The increased setbacks will be utilized to meet tree requirements, replanting requirements, and landscape requirements of the City LDC.
- C. Mitigative Techniques: The vegetated areas will serve to limit glare and noise from the development to the adjacent lots. The design of the development will also limit these impacts. All units within the development face inward (toward the private streets). This design feature eliminates headlight glare, vehicular noise, and pedestrian activity from affecting any of the surrounding properties.

IV. Criteria for Conditional Uses:

- A. Compatibility: The property lies between a dramatic change of uses - from industrial along Mountain Drive to single family residential north of Azalea Drive. Selection of a use that provides a transition between these uses is necessary to provide a harmonious development pattern. A multifamily townhome development with mitigative measures to the single family development to the east provides this transition. Keeping the density at the long term rate of 12 units per acre, instead of the allowed short term rate of 40 units per acre assures that the property is not overly

dense. Though the property provides a smooth transition between uses, the buffers mentioned in Section III.B of this report further mitigate any differences in development intensity.

- B. Sufficient size, site specifications, and infrastructure: The proposed use is well suited on the size of the property to provide the increased open space, setbacks and buffers mentioned in Section III.B. Further, these increases in open space have been located and utilized to mitigate the relatively minor differences between multifamily and single family development. Sufficient infrastructure is available to support the proposed development.
- C. Over-proliferation of uses: The proposed townhome development is a needed means of housing and is in high demand in the City of Destin. Based upon recent real estate statistics there are not enough townhome units on the market to satisfy the demand.

ECA appreciates your review of this project and Conditional Use request. We believe the development of this property for a townhome community will provide an attractive use of the property, fulfil a needed market, and provide a responsible transition of uses in the area of the property.

Please contact me with any questions or comments.

Sincerely,

EMERALD COAST ASSOCIATES, INC.



Dean A. F. Burgis, P.E.
President



Community Development Department

Office of the Director

4100 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-654-1119 | Email: planning@cityofdestin.com

October 12, 2020

Development Order No. 20-20

Final Development Order:

**HARBOR PLACE TOWNHOMES
MAJOR DEVELOPMENT ORDER
AND
MAJOR SUBDIVISION
(20-17-SP) & (20-18-MS)**

Based upon the City's approval and issuance of this Development Order on October 1, 2020, this document will serve as your Final Development Order, and includes all of the provisions and conditions in the attached Technical Review Committee Report.

Dean Burgis, on behalf of Emerald Coast Associates, Inc. is requesting a Major Development Order and Major Subdivision plat approval. The project is located at the corner of Azalea Dr. and Melvin St. The property is 4.58 acres and will consist of 54 residential townhome units, along with the associated infrastructure and platting.

DETERMINATIONS:

1. This final development order is in accordance with the approved construction documents, which is inclusive of the demo plan, site plan, grading and drainage plan, landscape plan, lighting plan, architectural plans, etc., and dated approved June 15, 2020.
2. All the findings and requirements of the Technical Review Committee report are incorporated herein.

CONDITIONS OF APPROVAL:

1. Pursuant to the City of Destin Land Development Code:

Construction of infrastructure must commence within one (1) year of approval date (date from which the Final Development Order is issued by the Community Development Department) of the Final Development Order on **October 1, 2020** (no later than **October 1, 2021**), and must be completed as shown on plans approved by the Technical Review Committee.

WARNING: If the applicant/owner has not obtained a building permit(s) for either the construction of infrastructure or construction of the entire project and that construction has not commenced within one (1) year of issuance of the final development order, the final development order will become null and void and the application for development order approval must be re-initiated (Article 2, Section 2.21.00).

NOTE: Construction of infrastructure shall be defined as site work, grading, or other construction activity (not including clearing and grubbing or demolition of existing structures) related to installation of roadways, access drives, parking lots, underground utilities, stormwater or drainage facilities, or building foundations (Article 2, Section 2.21.00).

NOTE: An applicant/owner who desires to extend the twelve (12) month (1 year) deadline for either the construction of infrastructure or construction of the entire project must submit a written request to the Community Development Department, no less than thirty (30) days prior to the expiration of the twelve (12) month deadline to obtain a building permit and commence construction of infrastructure or construction of the entire project. The applicant may receive only one extension, and such extension shall not exceed one year. The applicant /owner should review Article 2, Section 2.21.00, of the Destin Land Development Code for further explanation of the Development Order extension process.

2. If the applicant fully complies with the requirements of Condition No. 1. above, the concurrency capacity allocation status for “Harbor Place Townhomes” will be protected. **However, the protected concurrency status will be lost and the application for development order approval must be re-initiated if:**
 - A. **Construction permit(s) in association with construction of infrastructure or construction of the entire project are not obtained in accordance with Article 2, Section 2.10.00 of the Land Development Code to maintain concurrency, or**
 - B. **Construction activity ceases for a period of one (1) year after a building permit for construction of infrastructure or construction of the entire project has been issued so that concurrency is not maintained under Article 6 of the Destin Land Development Code.**
3. The applicant must obtain City of Destin permits for the following activities on and off site (these may require appropriate bonding):
 - A. Disturbance of the City's Right-Of-Way (Note: Applicant must obtain the proper ROW permit(s) from the Public Services Department prior to issuance of building permits, unless otherwise exempted by the Public Services Director).
 - B. Pavement cuts.
 - C. Construction of any kind.
 - D. Clearing, grubbing, or demolition.
 - E. Paving, grading, drainage, sidewalks.
 - F. Signage.
 - G. Installation of utilities.



H. Construction trailers.

4. The following items must be addressed in the appropriate order:

- A. **Prior to the issuance of any City Permit**, a sign must be posted on the subject property notifying the public of the emergency contact information of the person responsible for the project. Refer to section 7.01.02(B) of the Land Development Code for details on the size, location and contents of the sign. Additionally, a posting of emergency contact information sign affidavit must be submitted to the Planning Division prior to the issuance of any permits.
- B. **Prior to the Commencement of Construction**, a permit, with a copy of the demolition plan for the site indicating the location of the Construction Site Screening, must be submitted and approved by the City. Said screening must meet the requirements set forth in Destin Code of Ordinances, Section 6-51 *Screen Criteria*.
- C. **Prior to the issuance of any City Permit**, obtain a Florida Department of Transportation Right-of-Way Construction Permit and submit copy to the Public Services Department.
- D. **Prior to the issuance of any City Permit**, obtain a FDEP NPDES permit and submit a copy to the Public Services Department.
- E. **Prior to the issuance of any City Permit**, a copy of the Northwest Florida Water Management District (NFWFMD) storm water permit and a National Pollution Discharge Elimination System (NPDES) storm water construction generic Permit (if applicable) approval shall be provided.
- F. **Prior to the issuance of a Certificate of Occupancy**, all applicable Impact Fees and other outstanding costs associated with this project that are owed to the City must be paid in full.

Estimated impact fee total: \$94,446
- G. **Prior to the issuance of a Certificate of Occupancy**, the site layout, landscaping, outdoor lighting and architectural design must be inspected and approved by the Community Development Department.
- H. **Prior to the issuance of a Certificate of Occupancy**, a Stormwater Operation/Maintenance Plan (SWOMP) approved by the City shall be acknowledged and signed by the Owner.
- I. **Prior to the issuance of a Certificate of Occupancy**, assigned address number for the principal building shall be displayed and clearly visible and legible, preferably reflective, from the street or private way on which the building fronts with Arabic numerals not less than three inches in height and one-half inch in width. Numbers must be in a color contrasting to the building or other background. Assigned numbers for principal buildings which are not visible from the street or private way shall additionally be displayed at the intersection of the driveway and servicing street, and attached to a post, wall, fence or mailbox at a level to ensure visibility. *Ref. LDC Section 7.18.04.*

Louis Zunguze, MURP
Community Development Director
City of Destin

Date

Dean Burgis, Authorized Agent
Emerald Coast Associates, Inc.

Date

**TECHNICAL REVIEW COMMITTEE REPORT
HARBOR PLACE TOWNHOMES
MAJOR DEVELOPMENT ORDER (20-17-SP)
AND MAJOR SUBDIVISION (20-18-MS)**

Applicant: Wildcat Mtn, LLC
Agent: Dean Burgis, Emerald Coast Associates, Inc.
Location: Corner of Azalea Dr. and Melvin St.
Request: 54 residential townhome units
Parcel Size: 4.57 acres, 199,394 square feet
Future Land Use: Residential, Office, Institutional (ROI)
Zoning District: Residential, Office, Institutional – Village Residential (ROI-VR)
Density: 11.79 DU/AC Provided (12 DU/AC Allowed per Ordinance 18-23-LC)
Intensity: Not applicable
Application Date: April 20, 2020
Approved Site Plan Date: August 14, 2020

DISCUSSION/FINDINGS

Emerald Coast Associates, Inc. is requesting a Major Development Order and preliminary plat approval of a Major Subdivision. The project consists of 54 residential townhome units, along with the associated infrastructure. The subject site contains 4.57 acres to be divided into 54 lots.

COMPREHENSIVE PLAN/LAND DEVELOPMENT CODE

The property has a Future Land Use Map Designation of Residential, Office, Institutional (ROI) and a zoning designation of Residential, Office, Institutional – Village Residential (ROI-VR). The proposed project is consistent with the Comprehensive Plan and Land Development Code (LDC).

LAND USE

Long-term single-family residential is a conditional use in both the ROI future land use designation and ROI-VR zoning district.

DENSITY

Maximum allowed: 12 dwelling units per acre per Ordinance 18-23
Provided: 11.79 dwelling units per acre

HEIGHT

Maximum allowed: 35'3 stories
Provided: 18' 5"2 stories

PITCHED ROOF

Minimum required: 60%
Provided: 100%

FLOOR AREA RATIO

Not applicable

SETBACKS

Front minimum: 20 feet
Front provided: 70 feet

Side minimum allowed: 0 feet
Side provided: 15 feet

Rear minimum allowed: 0 feet
Rear allowed: 55.5 feet

OPEN SPACE

Minimum required: 25%
Provided: 48%

PLATTING

The project is proposing a major subdivision to be processed simultaneously with a major development order. The applicant is requesting preliminary plat approval and has met all submittal requirements.

CONCURRENCY MANAGEMENT

Concurrency requirements have been met:

Traffic: Signed October 2, 2020

Stormwater Management: Signed October 2, 2020

Potable Water/Sanitary Sewer: Signed August 3, 2020

Solid Waste: Signed March 12, 2020

AIRPORT PROTECTION

As proposed, this project is not affected by nor affects the Destin – Ft. Walton Beach Airport. The applicant has indicated on the development order application that the proposed project is not within the Airport Expansion Area. NOTE: If construction necessitates the use of a crane, or other obstruction, which exceeds Federal Aviation Administration FAR 77 Standards (normally 200 feet above ground level), the applicant must request a variance from the FAA for temporary encroachment into this restrictive area and a copy of a completed FAA Form 7460, must be placed on file with the City of Destin prior to the crane, or other obstruction, penetrating the restricted airspace.

TRANSPORTATION ANALYSIS

The project is within the Multimodal Transportation District (MMTD) and meets the development standards detailed in Land Development Code 8.09.03. The traffic analysis, revised September 25, 2020, indicates the proposed development is estimated to generate 37 tentative project trips. The analysis is consistent with the technical methodology outlined in LDC 6.05.05 and will be used to assist the City in determining the overall success of the MMTD as outlined in Comprehensive Plan Policy 12-4.1.8.

RIGHT-OF-WAY DEDICATION

The project does not include right-of-way dedication.

INGRESS/EGRESS

Vehicular access to the property is provided by a two-way drive from Azalea Drive public ROW, as well as another two-way drive from Melvin Street public ROW.

PEDESTRIAN NETWORK

The project provides a complete pedestrian network as required in LDC 8.09.03.A(6). The project also provides six park benches and street trees. A continuous on-site internal sidewalk is provided throughout the development.

The Applicant requested approval of a variance from *Article 8.05.03.A External Sidewalks, Developments abutting a public or private right-of-way shall provide sidewalks running the full length of any roadway frontage directly adjacent to the site.* In lieu of placing the sidewalk along the unimproved Crane Place Right-of-Way, the applicant requests to provide sidewalk along Azalea Drive beyond his property, where no sidewalk currently exists. On July 1, 2020, Variance 20-01-VA was brought before the Board of Adjustment (BOA) for consideration. The BOA ruled 4-0 in favor of Variance 20-01-VA.

PARKING:

Required maximum/minimum vehicle parking spaces: 135 max.
Provided vehicle parking spaces: 120

Required minimum bicycle parking spaces: 12
Provided bicycle parking spaces: 12

UTILITIES:

All utilities are required to be underground.

STORMWATER:

The City Manager’s Stormwater designee approved the stormwater plan in a memo dated July 29, 2020.

REFUSE COLLECTION:

All non-construction related dumpsters, trashcans, and recycling bins shall be placed in a solid waste collection area or inside a building. The intent of this regulation is to shield all non-construction related dumpsters, trashcans, and recycling bins from the view of adjacent properties. Solid waste collection areas shall be set back a minimum of ten feet from any property line that abuts single-family, duplex, townhouse, or multi-family uses and a setback of a minimum of five feet from any property line which abuts a non-residential or mixed use. All solid waste collection areas shall be enclosed by a 100 percent opaque fence, wall, or hedge that is a minimum of six feet in height. All enclosures shall have gates that are 100 percent opaque.

WHITE SANDS ZONE

The proposed project is partially located within White Sands Zone II.

LANDSCAPING

Front perimeter/common boundary: Exempt per LDC 12.04.04.B
Interior parking landscape: Requirement met.
Buffer zone: Exempt per LDC 12.04.04.D
Preservation and restoration:
 Reforestation trees required: 46
 Preserved trees: 0
 Replacement trees: 50
 Required parking trees: 6
 Total required trees: 102

Total trees provided: 137

SIGNS

All signs must comply with the sign code section of the Destin Land Development Code in effect at the time a sign application is submitted.

IMPACT FEES:

Final impact fee amounts will be determinant upon the gross floor area of the overall development land uses and whether exemption or credits are applicable and reevaluated at the time a Certificate of Occupancy is requested. The impact fees for the proposed project are estimated to be:

20-20 – Harbor Place Townhomes

LAND USE	UNITS	PARK	LIBRARY	POLICE	TRANS.	TOTAL
Residential, 1,500— 1,999 sq. ft.	54	\$399.00	\$133.00	\$19.00	\$1,198.00	
Totals	54	\$21,546.00	\$7,182.00	\$1,026.00	\$64,692.00	\$94,446.00

OTHER FEES: NONE

COMMENTS:

Per Community Development Department:

1. **Prior to the issuance of a Clearing Permit**, a clearing plan must be submitted and approved by the Community Development Department.
2. **Prior to the issuance of a Certificate of Occupancy**, all required parking and related landscaping shall be installed, inspected, and approved by the Engineering and Community Development Departments.

DRAFT
**BOARD OF ADJUSTMENT
DESTIN CITY HALL BOARDROOM
WEDNESDAY, JULY 1, 2020
5:30 P.M.**

1. CALL TO ORDER:

Chairman Weidenhamer called the Board of Adjustment Meeting to order at 5:30 p.m., on Wednesday, July 1, 2020, at Destin City Hall Boardroom.

2. ROLL CALL & PLEDGE OF ALLIGENCE:

Present:

Tom Weidenhamer
David Emerson
Casey Waterhouse
James Staley

Staff Present:

Kim Montgomery, Deputy City Clerk
Lauren Witt, Principal Planner
Samantha Brisolaro, Planner
Kyle Bauman, City Attorney
Kimberly Kopp, Land Use Attorney

Members Absent

Kimberlee Vann Damme

3. APPROVAL OF MINUTES:

A. October 2, 2019

Board member Emerson moved to approve the minutes of the October 2, 2019 meeting as written. Chairman Weidenhamer provided the second to the motion and the passed 4-0.

4. NEW BUSINESS:

A. Sunshine Law Refresher Presentation – Kyle Bauman

The City Attorney Kyle Bauman informed the members he will make this an annual presentation of the Sunshine and Public Records Laws starting in November after the new members are appointed. However, since it's been a while and with the Covid issues, staff felt that a refresher would be a good idea with the following three categories:

- Emails
- Text Messages
- Social Media

He explained that in an effort to protect them and keep their private email accounts, private. The city has issued all board and committee members @cityofdestin.com email addresses. This

DRAFT

way all city related business conducted through their city issued email will be captured. Additionally, any emails that may pertain to city business sent out or received through their personal accounts should be forwarded to their city email address to be captured and searchable through the city email server. Explaining further that any communication that deals with city business is a public record including text messages and social media comments.

B. 20-01-VA – The applicant, Shane Cannon, is requesting approval for a variance from the Land Development Code Article 8.05.03.A External Sidewalks which requires the installation of sidewalk along the unimproved Crane Place Right-of-Way. In lieu of placing the sidewalk along the unimproved Crane Place Right-of-Way, the applicant is requesting to provide sidewalk along Azalea Drive beyond his property, where no sidewalk currently exists.

The Land Use Attorney informed the Chairman that she spoke with the applicant prior to the meeting and they agreed to allow the city staff to present first.

The City Attorney swore in all individuals that may provide testimony in the hearing.

The Land Use Attorney entered into evidence the entire agenda item and exhibits into the record as City's Composite Exhibit A. And noted that the Findings on pages 2, 3 and 4 are the items they will consider.

Planner Samantha Brisolaro showed a layout of the proposed project location with the location of where the sidewalk is supposed to go as well as where the applicant is wanting to place the sidewalks. She explained that the topography of Crane's Place is such that the elevations of 23' grade makes it nearly impossible to install the sidewalk in that location. She added that this is a natural condition and is nothing that the applicant has done to create the hardship. And the applicant is requesting to place the required sidewalk on Azalea instead. Additionally, the applicant is not being given any special favor, and he has proposed to install more sidewalk than is what he is required. Noting that the requirement is for 1,991 sq. feet but the applicant plans to install 2,020 sq. feet of sidewalk along Azalea Drive which, will provide the city with more connectivity between Melvin Street and Benning Drive.

The City Attorney waived the reading of the Notice into the Record and confirmed with the Applicant that he agrees to waive the reading of the Notice and the Application into the record. The Applicant, Mr. Shane Cannon agreed to that statement.

Mr. Dean Burgis with Emerald Coast Associates, representing the applicant, Mr. Cannon spoke of how they are required under Chapter 8 of the Land Development Code to provide sidewalks along external rights of ways (ROW). He briefly spoke of how Cranes Place, being that

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ROW, has a very steep drop off that precludes the ability to install sidewalks and potentially even a roadway. Therefore, they are proposing to add them on Azealia instead along with the additional square footage in order to nothing, to connect to Melvin.

Chairman Weidenhamer opened the hearing to the public for comment.

Mrs. Sandy Trammell of 3828 Indian Trail and co-owner of 505 Mountain Drive spoke of a transit stop in front of her business that does not have a sidewalk. She spoke of how on Tuesday and Thursday nights there is a lot of residents walking towards Harborwalk. And she feels a better design would be to extend the sidewalk from Mr. Cannon's property on Melvin to Mountain, would make more sense and have access to a future transit stop.

The Land Use Attorney informed Mrs. Trammell that was an alternative that staff proposed to the applicant and he chose a different path.

Mr. Burgis explained that they would be willing to discuss the alternative plan to locate the sidewalk to the transit stop or wherever the city feels is most advantageous.

Mr. Bodi commented that the Engineering Department, a division of Community Development has no objection to the modification as long as the applicant installs the minimum required sidewalks.

Mr. Karl Trammell asked the applicant if he was planning to put up a fence on the backside of his property that is adjacent to theirs. Noting they would prefer to have one. He also questioned why is the project is so dense, noting that there is not a lot of proposed parking either.

The Land Use Attorney informed the members and the public that the development of the property is not the issue at this hearing. They are just looking at the specific Variance request for the sidewalks. Adding that the project will be considered a Conditional Use and therefore will be going before the Local Planning Agency for their recommendation to Council, which both hearings will be public hearings where the issues of concern could be addressed at that time.

With no more public comment, Chairman Weidenhamer closed the public hearing portion of the meeting.

Board member Emerson asked the applicant if there would be a sidewalk going in on Melvin from Azealia south? According to Mr. Burgis, not getting into the project details but yes, there will be and it will terminate at the property line.

Chairman Weidenhamer feels that the completion of the sidewalk on Melvin would seem

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to serve more people. And agrees with the Trammel's alternative suggestion for the sidewalks.

Mr. Burgis stated that if that is the wish of the Board and they would like to make the stipulation in their motion he would be happy to accept the installation of the sidewalk from the southern southwestern corner of their property down to Mountain Drive to connect with the current sidewalk. And any remaining square footage of sidewalk they will have placed on Azealia Drive to the east of their property or northeast property line.

The Chairman asked the Land Use Attorney how they should go about wording the motion for what was discussed regarding the relocation of the sidewalk.

The Land Use Attorney advised the Chairman that they could make a motion to what was just discussed regarding the sidewalk.

Motion by Board member Emerson to accept the Variance request with the discussed sidewalk modifications. Board member Staley provided the second. A roll call vote of 4-0 was taken and the motion passed.

6. ADJOURNMENT:

There being no further business the meeting was adjourned at 6:00 p.m.

Adopted and approved this _____ day of _____ 2019.

Tom Weidenhamer, Chairman

Kim Montgomery, Deputy City Clerk

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LOCAL PLANNING AGENCY
MEETING MINUTES
OCTOBER 10, 2020 - 5:30 P.M.
DESTIN CITY HALL BOARDROOM

1. CALL TO ORDER:

Chairman Wood called the Local Planning Agency Meeting to order on Thursday, October 10, 2020 at 5:30 p.m., in the Destin City Hall Boardroom; with the Pledge of Allegiance immediately following.

2. ROLL CALL:

Members Present

James T. Wood, Jr.
Darryl Shelton
Jason Klosterman
Corey Ledbetter
Don David
Kevin Schmidt

Staff Members Present

Kim Montgomery, Deputy City Clerk
Traci Goodhart, Stormwater Specialist/Planner
Daniel Butler, Planner
Kimberly Kopp, Land Use Attorney
Kyle Bauman, City Attorney

3. APPROVAL OF MINUTES:

January 23, 2020

August 20, 2020

Motion by Agency member Shelton seconded by Agency member David to approve the both the January 23, 2020 & August 20, 2020 minutes as written, passed with a vote of 6-0.

4. NEW BUSINESS:

A. Proposed Conditional Use 20-01-CU Harbor Place Townhomes

The Land Use Attorney read the description of the Conditional Use request and informed the members that this is a Quasi-Judicial Hearing.

Emerald Coast Associates, Inc. is requesting a Major Development Order (20-17-SP) and preliminary plat approval of a Major Subdivision (20-18-MS) and Conditional Use (20-01-CU) approval. The project consists of fifty-four (54) long-term residential townhome units, along with the associated infrastructure. The subject site contains 4.57 acres to be divided into 54 lots. The associated Parcel IDs are 00-2S-22-0310-000E-E170; 00-2S-22-0310-000E-E17B; 00-2S-22-0310-000E-E17A.

The Clerk swore in the following individuals for testimony:
Dean Burgis

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Shane Cannon
Sandy Trammell
Karl Trammell

Mr. Dean Burgis, Engineer of Record for the applicant, Shane Cannon explained the location and the details of the project to the LPA members. He also explained that this project meets all the compatibility requirements.

The Land Use Attorney explained to the members that this is the first Conditional Use to come before them and there are three elements within the application that they will be reviewing.

- Major Development Order. The major development order outlines the land development standards within for this project.
- Major Subdivision is essentially Platting this project and identifying setbacks, boundaries and buffers as well as all the other requirements in the LDC for this type of project, and then lastly
- The Conditional Use

She explained further that this request for a multi-family detached are considered Conditional Uses within the ROI-VR District and are required to come before them for recommendation to City Council. In addition, she explained this project was granted a Variance from the Board of Adjustment in January of this year to relocate the sidewalk because the elevation of Crane's Place would not allow sidewalks to be installed.

The Planning Staff, Mrs. Goodhart covered all requirements of the Land Development Code (LDC) that are required to be met in regards to the Major Development Order, a Major Subdivision and the Conditional Use and informed them project has met them all.

The Land Use Attorney informed the members their responsibility is to review it for consistency with the Comprehensive Plan. Adding that staff has testified, and the staff report tells you that the request is consistent with the Comprehensive Plan. Additionally, Policy 1.1-2 discusses the ROI zoning district and provides that single family and multi-family long-term residential units are allowed. This is multi-family long term and the heights in the Comprehensive Plan are what is indicated in the staff report. Under the LDC it's the same in the Comp Plan. The 35-feet / 3 Stories.

She pointed out to the members that the scope of their review, since this is their first time reviewing one, other comp plan policy, that staff testified is the multimodal requirements and it is staff's opinion is that that's also consistent and meets those requirements.

The Chairman asked for clarification, when the motion is made, their responsibility is to approve, or not approve Conditional Use, Major Development Order (20-17-SP) and preliminary plat approval of a Major Subdivision (20-18-MS). Mrs. Goodhart confirmed that statement.

Agency member Schmidt asked how the parking requirements are laid out for this proposal.

According to Mr. Burgis, there are two parking spaces per unit with one within the garage structure

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and the other in the driveway as well as 12 overflow spaces throughout the property.

Agency member Schmidt also asked if on street parking would be allowed and if there will be a HOA associated with the project. According to Mr. Burgis, there will be an HOA associated with this project in order to maintain roads and parking restrictions, stormwater and general upkeep of all common areas. Agency member Schmidt then asked about the back of the units that face Azealia Drive and would the units be visible from the road similar to the ones that are on Airport Road. According to Mr. Burgis, the ones along the roadways will be privacy fenced.

Chairman Wood asked how the 37 trips generated was based on the traffic concurrency.

According to Mrs. Goodhart, the traffic concurrency analysis is determined by a Transportation Engineering Software. And they look between the peak hours, which are between 4-7 p.m. when maximum trips are generated. And based upon the analysis and the information and the size of this project, being 54 townhome units, as proposed, and was analyzed, the 37 trips was predicted to be the maximum.

The Chairman opened the hearing to the public.

Sandy Trammell of 3823 Indian Trail spoke of owning property on Mountain Drive that abuts this project and how they agreed with the applicant for installing the sidewalks on Melvin. With the future transit stop there people may start walking which would eliminate some of the traffic coming out of the project going towards Harborwalk. She did comment that she does not feel that the traffic counts are correct.

Karl Trammell of 3823 Indian Trail questioned the posting of the signage for the project and what is the required timeframe of when it is supposed to be posted, what the requirements are for the public to be notified prior to it going before City Council. And lastly, he feels that there will be sluffing of the sand onto his property from what's left of Wildcat Mountain and other properties nearby, and concerned for his fence on his property.

Josh Tatum of 150 Azalea Drive spoke in favor of this project to provide homes for some of the employees of his business.

Curtis Speagler business owner in Destin spoke of being in favor of this project because of the need for affordable housing in the city.

Michael Shoults of 913 Peacock's Point agrees with Mr. Speagler regarding need for affordable housing in the city. He stated that this is a nice, well designed project and is in favor of it.

Mr. Burgis addressed each one of Mr. Trammell's concerns he broached. And staff confirmed that the signage was installed within the required 10-day notice requirements. Adding that the LPA meeting was delayed so, it was actually displayed longer than required.

According to Mr. Cannon, their intention is to fence the entire perimeter of the property except for

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the areas that already have fencing as long as it's in good shape. With the exception of the ingress/egress into the property.

The Land Use Attorney advised the members what their responsibilities are for the Conditional Use and that the application is consistent with the Land Development Code and the Comprehensive Plan.

Motion by Agency member Shelton, seconded by Agency member Ledbetter to recommend City Council approve Proposed Conditional Use 20-01-CU Harbor Place Townhomes with Agency member Ledbetter provided the second. The motion passed with a 6-0 vote.

Attn: Community Development Planning and Zoning Division

Samantha Brisolara: Planner

Community Development Department

June 25, 2020

RE: Harbor Place Townhomes City of Destin Project Number: 20-01-CU;20-17-SP;20-18-MS

I would like to request that the application for a conditional use, major development order, major subdivision that is being reviewed by the members of the technical review committee be denied. As a property owner located within 300 feet of this project, I am not in favor of this project being built. Quite honestly, I am surprised that the city would consider a project of this density so close to an existing residential area. Please reconsider the impact this would have on this area of our local community. Would you personally like 54 multifamily townhome units in your front yard? Take another look at some of the other developments in the area and the impact they have had where they were built. Conduct a study if you haven't already done so. This area cannot support that type of density. Traffic in Destin is already a problem, and this will only compound the issue. Again, as a homeowner within 300 feet of your proposed property development I would like to respectfully request that you rethink the impact this development will have on the local community. Thank you for your time and attention to this matter. Please say no.

Sincerely,

E. Janca



Community Development Planning and Zoning Division

4100 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-654-1119 | Fax: 850-460-2171 | www.cityofdestin.com

?
April 23, 2020

→ Letter received 6/24/2020

Subject: Notification of Development Project: Harbor Place Townhomes
City of Destin Project Number: 20-01-CU; 20-17-SP; 20-18-MS

Dear Property Owner:

The purpose of this letter is to notify you that the Planning Division has received an application for a Conditional Use, Major Development Order, Major Subdivision. This application is currently under review by members of the Technical Review Committee. As an owner of property located within 300 feet of this project, *Article 2.17.00 of the Destin Land Development Code (LDC)* requires a written notice providing you the following information.

This notice is for informational purposes only. No action is required on your part.

1. Name of Owner: Wildcat Mountain, LLC; Shane Cannon
2. Name of Agent: Dean A.F. Burgis, PE
3. Address of Project: Generally located at the southeast intersection of Melvin Street and Azalea Drive
4. Parcel ID Number: 00-2S-22-0310-000E-E170; 00-2S-22-0310-000E-E17B; 00-2S-22-0310-000E-E17A
5. Project Description: The project involves the development and subdivision of 54 townhome units upon City Council approval of the Conditional Use for multifamily development.
6. Location Map: Please refer to the back of this letter.
7. Location of Application Package: Project application and related materials are available for public review, during normal business hours in the Planning Division located at Destin City Hall Annex, 4100 Indian Bayou Trail, Destin, Florida 32541. To request a digital copy of the application package be sent to you, please fill out a public records request online: <http://www.cityofdestin.com/forms.aspx?fid=121>

If you have any questions, please do not hesitate to call (850) 654-1119.

 Sincerely,

Samantha Brisolara

Samantha Brisolara

Planner

Community Development Department

cc: Project File

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: Public Hearing

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Kimberly Kopp, Land Use Attorney

DATE: November 12, 2020

SUBJECT: First reading of Ordinance 20-31-CN - Amending Article VII "General Provisions" of the City Charter to create a new section prohibiting the conveyance, sale, lease or other transfer of interest of City parks without a unanimous decision of the City Council; providing for a referendum on the charter amendment, providing for a ballot question for a vote at the March 9, 2020 Special Election

I. BACKGROUND: At the direction of the City Council, staff and the City Land Use Attorney have prepared the attached ordinance for consideration on first reading.

II. DISCUSSION:

Ordinance 20-31-CN proposes an amendment to the City Charter as follows:

Section 7.07.

The City of Destin is prohibited from conveying, selling, leasing, or otherwise transferring any interest in any City Park unless the City Council votes unanimously in favor of such conveyance, sale, lease or transfer. The term "City Park" as used in this section means a park, reservation, playground, beach, boat ramp, recreation center or any other area in the City owned or used by the City and devoted to active or passive recreation.

Additionally, a ballot question would be presented to the voters of the City of Destin in substantially the following form:

AMENDING THE CHARTER TO PROHIBIT TRANSFER OF INTEREST IN CITY PARKS.

SHALL THE CITY OF DESTIN'S CHARTER BE AMENDED TO PROHIBIT THE CITY FROM CONVEYING, SELLING, LEASING, OR OTHERWISE TRANSFERRING ITS INTEREST IN ANY CITY PARK UNLESS THERE IS A UNANIMOUS VOTE OF THE CITY COUNCIL IN FAVOR OF THE CONVEYANCE, SALE, LEASE OR OTHER TRANSFER OF INTEREST IN THE CITY PARK?

If proposed Ordinance 20-31-CN is passed on first and second reading by the City Council, the ballot question would go to the voters at the March 2021 election. If approved by the voters, no interest in a City Park could be sold or transferred by the City Council unless all Council Members voted unanimously in favor of the sale or transfer of the City Park.

Further discussions with the Supervisor of Elections will be required to confirm the feasibility of including this ballot question on the March 2021 ballot.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB): Per conversations between the City Attorney and Paul Lux, as well as between the City Clerk and Paul Lux, the estimated cost of a referendum election is approximately \$10-12,000.00. Depending on which option is selected, the costs to the City would vary.

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION: I move to approve Ordinance 20-31-CN on first reading and direct staff to advertise for second reading.

Attachments:

1. ORDINANCE NO 20-31-CN

ORDINANCE NO. 20-31-CN

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA AMENDING ARTICLE VII “GENERAL PROVISIONS” OF THE CITY CHARTER TO CREATE A NEW SECTION PROHIBITING THE CONVEYANCE, SALE, LEASE OR OTHER TRANSFER OF INTEREST OF CITY PARKS WITHOUT A UNANIMOUS DECISION OF THE CITY COUNCIL; PROVIDING FOR A REFERENDUM ON THE CHARTER AMENDMENT; PROVIDING FOR A BALLOT QUESTION; PROVIDING FOR A VOTE AT THE MARCH 9, 2021 SPECIAL ELECTION ON WHETHER TO PROHIBIT THE CONVEYANCE, SALE, LEASE OR OTHER TRANSFER OF INTEREST OF CITY PARKS, SUBJECT TO CERTAIN EXCEPTIONS AS PROVIDED IN THE CHARTER; PROVIDING FOR COORDINATION WITH THE SUPERVISOR OF ELECTIONS; PROVIDING FOR CONFLICTS; SERVERABILITY; AND AN EFFECTIVE DATE.

SECTION 1. AUTHORITY.

The authority for enactment of this Ordinance is Article I, Section 1.01 (b) of the City Charter, Article VII, Section 7.01 of the City Charter, Section 166.031, Florida Statutes.

SECTION 2. FINDINGS OF FACT.

WHEREAS, Florida Statutes Section 166.031(1) provides, in part, that “[t]he governing body of a municipality may, by ordinance, . . . , submit to the electors of said municipality a proposed amendment to its charter, which amendment may be to any part or to all of said charter except that part describing the boundaries of such municipality”; and,

WHEREAS, Article VII of the Charter of the City of Destin provides that the City Council may, by ordinance, propose amendments to any part or all of the City’s Charter; and,

WHEREAS, Article VII of the Charter requires the City Council to place the proposed amendments to a vote of the electors at the March 9, 2021 special election held within the city or at a special election called for such purpose; and,

WHEREAS, the City Council has proposed an amendment to Article VII “General Provisions” of the City’s Charter to create a new section prohibiting the conveyance, sale, lease or other transfer of interest in city parks in the City of Destin; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:

SECTION 3. RECITALS ADOPTED. The foregoing “Whereas” clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this ordinance upon adoption hereof.

SECTION 4. CHARTER AMENDMENT. For purposes of interpreting the revisions,

- text that is underlined is an addition to the existing text of the City Charter and

PROHIBITION ON CONVEYANCE, SALE, LEASE OR OTHER TRANSFER OF INTEREST IN CITY PARKS. If the ballot language is approved, it would amend the City Charter by prohibiting the conveyance, sale, lease or other transfer of interest in any city park unless the City Council votes unanimously in favor of the conveyance, sale, lease or other transfer of interest in the city park.

ARTICLE VII. - GENERAL PROVISIONS

Section 7.07.

The City of Destin is prohibited from conveying, selling, leasing, or otherwise transferring any interest in any City Park unless the City Council votes unanimously in favor of such conveyance, sale, lease or transfer. The term "City Park" as used in this section means a park, reservation, playground, beach, boat ramp, recreation center or any other area in the City owned or used by the City and devoted to active or passive recreation.

SECTION 5. OFFICIAL BALLOT QUESTION. The ballot to be used in the referendum election shall be in full compliance with the laws of the State of Florida, and shall be in substantially the following form:

OFFICIAL BALLOT

AMENDING THE CHARTER TO PROHIBIT TRANSFER OF INTEREST IN CITY PARKS.

SHALL THE CITY OF DESTIN'S CHARTER BE AMENDED TO PROHIBIT THE CITY FROM CONVEYING, SELLING, LEASING, OR OTHERWISE TRANSFERRING ITS INTEREST IN ANY CITY PARK UNLESS THERE IS A UNANIMOUS VOTE OF THE CITY COUNCIL IN FAVOR OF THE CONVEYANCE, SALE, LEASE OR OTHER TRANSFER OF INTEREST IN THE CITY PARK?

_____ YES (for approval)

_____ NO (for rejection)

SECTION 6. NOTICE OF ELECTION. The above Charter amendment contained in this ordinance shall be sent to a referendum election and shall become effective if a majority of voters vote to approve the amendment in the general election on March 9, 2021. An amendment approved by City voters as provided by law shall be effective immediately and become a part of the City Charter. If approved, the City Clerk is requested to promptly file the amended Charter with the Department of State, as required by Section 166.031(2), Florida Statutes.

SECTION 7. PLACES OF VOTING, INSPECTORS AND CLERKS. All qualified electors residing within the City shall be entitled and permitted to vote at such referendum election on the proposition provided herein. The time and places of voting and the inspectors and clerks of the referendum election to be held on March 9, 2021, shall be those designated by the Okaloosa County Supervisor of Elections in accordance with law.

SECTION 8. VOTE-BY-MAIL. Any electors participating in said referendum shall be entitled to cast their ballots in accordance with the provisions of the laws of the State of Florida with respect to voting by mail. The form of ballots to be used in such referendum election for these voters shall be the same as used at the polling places for such election.

SECTION 9. EARLY VOTING. Adequate provisions shall be made for early voting as required by §101.657, *Florida Statutes*. The form of ballots to be used in the referendum for early voting shall be the same as used in the polling places for the election. The Supervisor of Elections shall designate the early voting dates, times and locations.

SECTION 10. PRINTING OF BALLOTS. The Supervisor of Elections is authorized and directed to have printed a sufficient number of the aforesaid ballots for use of vote-by-mail electors entitled to cast such ballots in such referendum election and shall also have printed sample ballots and deliver them to the inspectors and clerks on or before the date and time for the opening of the polls for such referendum election for the voting places; and, further, is authorized and directed to make appropriate arrangements for the conduct of the election at the polling places specified.

SECTION 11. ELECTION PROCEDURE. The Supervisor of Elections shall hold, administer and conduct the referendum election in the manner prescribed by law for holding such elections in the City. Returns shall show the number of qualified electors who voted in such referendum election on the proposition and the number of votes cast respectively for and against approval of the proposition. The returns shall be canvassed in accordance with law.

SECTION 12. REFERENDUM RESULTS. If a majority of the ballots cast at such election shall be for the amendment of Article VII “General Provisions” of the City’s Charter to create a new section prohibiting the transfer of interest in city parks in the City of Destin, the amendment of the Charter shall be approved and the transfer of interest in city parks shall be prohibited as provided by law.

SECTION 13. SEVERABILITY. In the event that any word, phrase, clause, sentence or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, phrase, sentence or paragraph hereof.

SECTION 14. CONFLICTING PROVISIONS. All ordinances in conflict or inconsistent herewith are repealed insofar as there is conflict or inconsistency.

SECTION 15. EFFECTIVE DATE. This ordinance shall take effect immediately upon its adoption. However, the prohibition of the transfer of interest in city parks authorized hereunder shall only be effective upon approval by a majority vote of the qualified electors of the City of Destin voting in a referendum.

SECTION 16. INCORPORATION INTO THE CITY CHARTER. This ordinance shall be incorporated into the City of Destin's Charter and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 17. SEVERABILITY. If any section, phase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

ADOPTED THIS _____ DAY OF _____, 2020.

By: _____
Gary Jarvis, Mayor

ATTEST:

The form and legal sufficiency of the foregoing has been reviewed and approved by the City Land Use Attorney for the City of Destin, only.

Rey Bailey, City Clerk

Kimberly Kopp, City Land Use Attorney

First Reading: _____
Second Reading: _____

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: Public Hearing

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
 Joey Forgione, Code Compliance Manager
 Kimberly Kopp, Land Use Attorney

DATE: October 28, 2020

SUBJECT: Second reading of Ordinance 20-33-CN - Providing for a twelve month extension of Ordinance 19-30-CN (Temporary Moratorium on Livery Vessel Permits)

I. BACKGROUND: This Ordinance is an extension of the existing moratorium affecting livery vessels.

II. DISCUSSION:

On September 16, 2019, the City Council passed Resolution 19-21, authorizing an agreement with the Army Corps of Engineers for assistance with funding and contracting service for a Harbor Carrying Capacity Study and directing a 12 month extension of Ordinance 19-08-CN (the existing temporary moratorium on livery vessel permits). Subsequently, Ordinance 19-08-CN was extended until November 1, 2020 by Ordinance 19-30-CN.

The proposed Ordinance 20-33-CN is a second 12-month extension, through November 1, 2021, to allow the Army Corps of Engineers to complete the referenced capacity study.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION: I move to approve Ordinance 20-33-CN on second reading.

Attachments:

1. Ordinance 20-33-CN Moratorium
Extension

ORDINANCE 20-33-CN

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA RELATING TO LIVERY VESSELS; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR A TWELVE MONTH EXTENSION OF ORDINANCE 19-30-CN (TEMPORARY MORATORIUM ON LIVERY VESSEL PERMITS); DIRECTING STAFF TO DEVELOP RECOMMENDATIONS FOR REGULATION OF LIVERY VESSELS; PROVIDING FOR SEVERABILITY; PROVIDING FOR EXPIRATION OF MORATORIUM; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Destin City Council approved ordinance number 17-02-CC on Second Reading at its regular meeting on February 21, 2017, creating Code of Ordinances Article VIII, Permitting of Livery Vessels; and

WHEREAS, the City of Destin City Council adopted ordinance number 17-07-CC on Second Reading at its regular meeting on March 20, 2017, which amended Code of Ordinances Article VIII, Permitting of Livery Vessels; and

WHEREAS, the waterways adjacent to the landward municipal limits of the City of Destin, particularly Destin Harbor, are severely overcrowded resulting in a dangerous congestion of Vessels; and

WHEREAS, Livery Vessel rental businesses significantly contribute to the above-described congestion by renting livery vessels to an abnormally high number of inexperienced and ineffective Livery Vessel operators, which severely increases the danger to the public's health, safety, and welfare; and

WHEREAS, Livery Vessel rental businesses significantly contribute to the deterioration of water quality in the waterways of the City of Destin and the waterways immediately adjacent to the City of Destin; and

WHEREAS, the City of Destin City Council has determined that the above-recited facts have resulted in significant danger to the health, safety, and welfare of the public; and

WHEREAS, the City Council has directed City staff to procure a qualified expert capable of performing a study and producing a report quantifying the uses, congestion, overcrowding, and resulting water quality of Destin Harbor and other waterways adjacent to the City of Destin; and

WHEREAS, on September 16, 2019, the City Council passed Resolution 19-21, authorizing an agreement with the Army Corps of Engineers for assistance with funding and contracting service for a Harbor Carrying Capacity Study and directing a 12 month extension of Ordinance 19-08-CN (the existing temporary moratorium on livery vessel permits); and

WHEREAS, the City of Destin currently lacks adequate regulations to reduce, mitigate, or eliminate the adverse effects of a proliferation of Livery Vessels in the Destin Harbor and other waterways adjacent to the City of Destin.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN AS FOLLOWS:

NOTE: Language in Sections 2 through 16 of this ordinance that is ~~struckthrough~~ is language proposed to be deleted, underlined language is language proposed to be added, language that is not ~~struckthrough~~ or underlined is not to be changed, and * * * represents sections of the Code of Ordinances that have been skipped and remain unchanged.

SECTION 1. FINDINGS. The above stated findings are hereby adopted.

SECTION 2. PURPOSE. Despite the City of Destin's reasonable efforts to control the number of Livery Vessels in the waterways adjacent to the municipal limits of the City of Destin through a permitting structure described in ordinance number 17-07-CC, an inordinately high number of Livery Vessels originating from the City of Destin remain in these adjacent waterways and pose a heightened risk to the public's health, safety, and welfare when compared to vessels that are not Livery Vessels. Without further regulation preventing the increased proliferation of Livery Vessels, the risk to the public's health, safety, and welfare will continue to increase. The moratorium described herein is meant to ensure that the risk to the public's health, safety, and welfare is not further exacerbated by the increased proliferation of Livery Vessels.

SECTION 3. DEFINITIONS. For the purpose of this ordinance, "substantial hardship" means a demonstrable, direct, financial detriment in excess of \$10,000.00 suffered by a Vendor as a result of capital investments purchased in reliance on the terms of ordinance number 17-07-CC. All other terms used herein shall have the same meanings as described in 13-141, City of Destin Code of Ordinances.

SECTION 4. TEMPORARY MORATORIUM.

- (a) There is hereby enacted a Temporary Moratorium on the permitting and operation of all Livery Vessels originating from within the municipal limits of the City of Destin and adjacent waterways. A Vendor shall not be issued a Permit unless the Vendor provides proof that the number of Livery Vessels for which the Vendor seeks permit(s) is equal to or less than the number of permits that the City of Destin issued to the Vendor in the previous year ending December 31, 2018 except as provided herein.
- (b) The City of Destin shall not issue any Permit or any other document which would have the effect of permitting or otherwise authorizing the operation of any Livery Vessels in excess of the number authorized by Section 4(a), of this Ordinance, unless either (1) the Vendor demonstrates a Substantial Hardship, as the term is defined herein, or (2) an agreement between the City of Destin and the Vendor exists, that has been authorized by the City Council.

SECTION 5. DIRECTION TO STAFF. City staff is directed to evaluate and develop such recommendations, as staff may deem appropriate, for adoption of appropriate regulations that consider, among other things, aesthetics, socioeconomic impact, quality of life for the public, tourism, and community character issues including population concentration, availability of open space, habitat diversity, and the diversity and health of existing species within the waterways adjacent to the City of Destin.

SECTION 6. EXPIRATION OF MORATORIUM. Unless extended by amendment of this Ordinance, this Temporary Moratorium shall expire on November 1, 2021 ~~2020~~.

SECTION 7. SEVERABILITY. If any section, phrase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 8. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

ADOPTED THIS __-DAY OF NOVEMBER, 2020.

ATTEST:

The form and legal sufficiency of the foregoing has been reviewed and approved by the City Land Use Attorney, for the City of Destin, only.

Kimberly Romano Kopp
City Land Use Attorney

Rey Bailey, City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: November 16, 2020

TYPE OF AGENDA ITEM: Action Item

TO: City Council

THRU: Jeffrey Cozadd, Grants Manager
Matthew Pace, IT Manager
Krystal Strickland, Finance Director
Webb Warren, Deputy City Manager
Lance Johnson, City Manager

FROM: Wen Livingston, Library Director

DATE: 11/9/2020

SUBJECT: Approval of RFID Vendor for IMLS Grant

I. BACKGROUND:

On September 17, 2020, the Destin Library was awarded a CARES Act grant of \$75,272.00 by the Institute of Museum and Library Services. The grant project addresses the issues of social distancing, internet access, and patron safety that has arisen due to COVID-19.

This request is for the approval of the vendor that will supply the Radio Frequency Identification Device (RFID) system, which is a component of this grant project. The RFID system includes a self-checkout kiosk, staff workstations, gates, and a shelf reading device.

II. DISCUSSION: I have researched the available vendors for this technology by reviewing the American Library Association's LibGuide on RFID systems and the American Libraries Buyers Guide for RFID systems. The City of Destin and Okaloosa County IT managers were consulted regarding the vendor choices to meet the Destin Library's needs.

Included with this agenda item are three quotes from the leading RFID vendors. These quotes were presented for review at the November 5, 2020, Bid Committee meeting with my recommendation of Envisionware as the choice to supply the RFID System for the Library.

A. Link to Strategic Goals / Objectives: High Quality of life and safety for residents

B. Effect on Budget (EOB): The IMLS Grant provides \$75,272. The Envisionware RFID system plus five years of license and maintenance

services is \$46,347, leaving a balance of \$28,925 for the remaining components of the LB001 project.

30557331-564090-LB001	
IMLS Fed Grant/Technology/ RFID Tablet	\$ 75,272
Station Mobile App	
Life to Date Budget	<u>75,272</u>
	<u>\$ -</u>
Previous Expenses/Encumbrances	<u>-</u>
Available Program Budget	75,272
30557331-564090-LB001	
IMLS Fed Grant/Technology/ RFID Tablet	
Station Mobile App	46,347
This Agreement	<u>46,347</u>
	<u>\$ 28,925</u>
FY 21 Remaining Program Budget	

C. Level of Service (LOS): Increased Level of Service.

III. CONCLUSION: The Bid Committee met November 5th, 2020 to consider vendor options for the RFID system. Ms. Livingston shared information from each vendor. It was Ms. Livingston's preference that we use Envisionware because their system is compatible with a number of systems we already utilize in our library. Ms. Livingston also has over 10 years experience working with Envisionware and their products and has been very satisfied.

Three quotes were provided for consideration. This is compliant with ADM 30 Purchasing Manual requirements, section K (Exception to Bid Requirements) item 6 (Computers Equipment and Peripherals).

The Bid Committee voted unanimously to recommend to council Envisionware, Inc to be the RFID vendor.

IV. RECOMMENDED MOTION: I recommend that the City Council approve the vendor Envisionware, Inc. as the source for Destin Library's RFID system.

Attachments:

1. Quote Bibliotheca RFID Conversion 8-18
2. Quote bibliotheca_Destin Library_RFID Project 2020
3. Quote Envisionware RFID Sales

Proposal - Destin Library

4. Quote Tech Logic 08192020
5. Tech Logic Destin Library RFID Project 8 18 20
6. RFID vendor comparisons
7. RFID vendor recommendations

Customer Official System Quote

Quote Date: 08/18/2020
Quote Number: QUO-146339-N1K6, Rev: 1

Customer Bill To:

wlivingston@cityofdestin.com
Tel: 850-837-8572

Quote Details

Destin RFID Conv - 7-30

Location Information:

Destin Library
Wen Livingston
150 Sibert Avenue
Destin FL 32541-1523
United States of America

Sales Contact: Brian Gilbert

Sales Phone:

Sales Email: b.gilbert@bibliotheca.com

Prices are in US Dollars
Quote expires (60) days from Quote Date above.

If applicable, the hardware and software includes 12-month warranty, set-up and configuration

Item ID	Item Type	Quantity	Sale Price	Sub Total
HND303805-000-US	mobile DLA	1	\$3,395.000	\$3,395.00
GAT000810-001-US	RFID gate premium Direct mount, 1 aisle	1	\$10,395.000	\$10,395.00
SCK500000-000-US	selfCheck 500 full height kiosk	1	\$8,245.000	\$8,245.00
TAG000010-000-US	RFID tag™ square (2,000/Roll)	19	\$220.000	\$4,180.00
STF000017-001-US	RFID workstation shielded NA	4	\$799.000	\$3,196.00
SWR000040-000-US	libraryConnect devices, 1 year subscription, 1-5 devices	1	\$1.000	\$1.00
LEA000001-000-US	Tagging/Circulation Station 812 Lease - 1 month 3 month minimum lease	3	\$700.000	\$2,100.00
TAG000005-000-US	RFID tag™ fullDiscDVD (500/Roll) Comes in rolls of 500	9	\$250.000	\$2,250.00
SHP000001-000-US	SHIPPING AND ADMINISTRATION Shipping is estimated on one receiving location, unless otherwise noted, and on current rates and proposal.	1	\$3,298.870	\$3,298.87
SUP000001-000-US	PRE-PAID SUPPORT & MAINTENANCE 48 Months	1	\$15,768.000	\$15,768.00
Total				\$52,828.87
(Less Sales Tax):				

Additional Details

Customer Official System Quote

All prices including Service and Maintenance do not include any applicable sales tax. If tax exempt, A copy of Tax Exemption Certificate is required with purchase order for all tax-exempt customers.

Terms are NET 30 Days from Date of Invoice. Invoice is generated at the time of Shipment.

Quotations are good for 60 days. All dates are based on ship dates. Order must ship within the 60-day window.

After 60 days, quotation expires. Contact Bibliotheca for a New Quotation.

A 20% restocking fee, in addition to in-bound and out-bound shipping, will be charged for all returns.

GST/HST N° 859257321RT0001

Submit Purchase Order by fax to 877-689-2269 or by email to orders-us@bibliotheca.com.

Accepted By: _____

Accepted Date: _____

Customer Purchase Order Number: _____



Destin Library

RFID Project Quote

Tuesday, August 18, 2020

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August 18, 2020

Wen Livingston
Library Director
Destin Library
150 Sibert Avenue
Destin, FL 32541

Re: RFID Project Quote

Dear Ms. Livingston:

Our world as we know it has significantly changed due to the coronavirus, directly affecting how libraries provide services and meet the needs of their patrons. While Destin Library (DL) is currently closed due to COVID-19, patrons look forward to the day when they can come back to the library and access all the resources and staff expertise on which they have come to rely on.

Everyone needs access to DL's materials and services, especially during this period of economic uncertainty. Patrons need **a self-service experience that allows them to be independent and reduces or eliminates the need for touching public surfaces**. DL wants to increase the visibility of its programming and events at self-service kiosks – the last patron interaction before leaving the library. Staff members want to make easy updates to the self-check interface, alerting patrons to updated library hours, new library guidelines and other special messages.

We don't know how long the current pandemic will last, but forward-thinking libraries like Destin Library are taking action now so they can reopen and be accessible in the near future. **How will Destin Library stay relevant with its community and safeguard access to its resources?**

Since March, bibliotheca has been a leader in the industry in providing libraries around the globe [practical tools](#) to keep their patrons and staff healthy and safe. From hosting monthly webinars that featured libraries on the forefront of innovation during this crisis, to [quick guides](#) on how to easily configure bibliotheca solutions to be touchless (document attached).

Our goal is to take the long view as we seek to meet the needs of Destin Library staff and patrons. If you have any concerns, please contact me.

Sincerely,

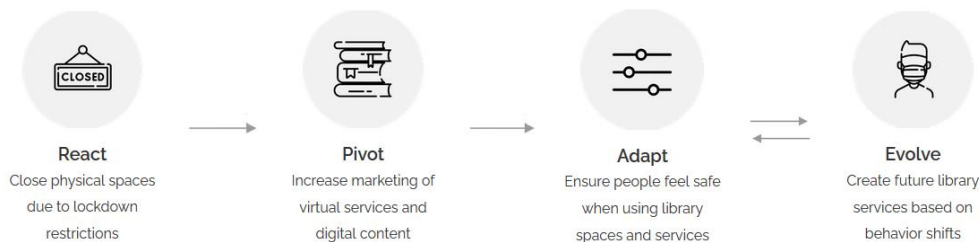


Brian Gilbert
bibliotheca Account Executive
b.gilbert@bibliotheca.com | 678-978-8915

Executive Summary

In this time of heightened awareness about touching public surfaces and gathering in public spaces, Destin Library (DL) has adapted to these new realities with curbside pick-up. DL has the opportunity to **invest in a self-service solution that is designed for increased staff efficiencies and maximized patron engagement**, while also taking precautions to protect the health and safety of your patrons and staff.

Due to the COVID-19 crisis, new behaviors will create the new normal and library budgets will be stressed. bibliotheca offers a comprehensive range of solutions to help libraries navigate this change for library services of the future.



CARES Grant. bibliotheca's solutions work together and give you flexibility to add more tools at a later date, while keeping staff and patron interactions to a minimum. selfChecks™ can be programmed to be touchless. The efficiencies of RFID allow your staff flexibility for the future, while keeping them safe now. Our products will allow your patrons to do business with you the way they want, where they want and how they want.

bibliotheca will help the Destin Library achieve its goals in several unique ways. We propose the following solutions for DL's new RFID project:

- | selfCheck™ 500
- | mobile DLA™
- | RFID gate™ premium, single-aisle, direct mount
- | RFID workstation™ shielded
- | RFID workstation™ mobile conversion cart
- | RFID tag™ square and RFID tag™ fullDiscDVD
- | libraryConnect™ devices central management subscription



The following key aspects of our proposal shine a light on what separates bibliotheca solutions from the rest.

Expert Local Support. bibliotheca has the talent and scale to respond quickly and effectively to all your service needs. We have developed an in-house support team that is the largest in the industry. In fact, most of our remote support calls are resolved and closed the first time a customer calls.

Some vendors claim to offer premium or platinum support programs, but do not disclose the true costs involved. bibliotheca believes all libraries should know exactly what they are getting for the price they are paying. Our Support and Maintenance plan is transparent and includes the following.

- | Online Support Portal 24/7. libraryConnect.com is a free resource that allows you to create and monitor help desk cases, access user guides, view helpful videos and download training materials
- | In-house help desk support. We provide a 24/7 hotline and software support hours are: 8AM – 7PM EST, Monday – Friday, less holidays
- | On-site response time is 4-hour call back and 8-hour on-site during business hours, contingent on geography-specific call-out schedule.

bibliotheca technicians are required to complete weeks of training for each product before being certified to work on it. Many of our customers have been working with their bibliotheca tech for years. Our customers appreciate the consistency and compliment us on the high-level of confidence that they have in their technicians. Some of our in-house product experts and on-site technicians have worked with these products for more than five years and in some cases are 20-year veterans. **bibliotheca has eight local service support technicians in Florida and the closest one to the Destin Library is located in Pensacola, FL.**

Service and Maintenance pricing include remote software support, on-site hardware support, and parts. If Destin Library would like pricing for only remote installation and remote support, please let us know.



Leading Library Automation Provider. As the preferred choice of more than 30,000 unique libraries globally, bibliotheca is honored to partner with some truly great libraries. Due to the number of libraries with which we have the pleasure of working, we cannot provide a list.

Here are a few customer stories where you can read more about our partner libraries.

- | Sioux Center Public Library, Iowa: *Integrating the Physical and Digital Library Experience with cloudLibrary™ modules:* www.bibliotheca.com/sioux-center-public-library
- | Ventura Public Library, California: *open+ Enables New Branch to Provide Something for Everyone:* www.bibliotheca.com/ventura-public-library
- | San Diego Public Library, California: *Evolving Library Service and Building Relationships:* www.bibliotheca.com/san-diego-public-library

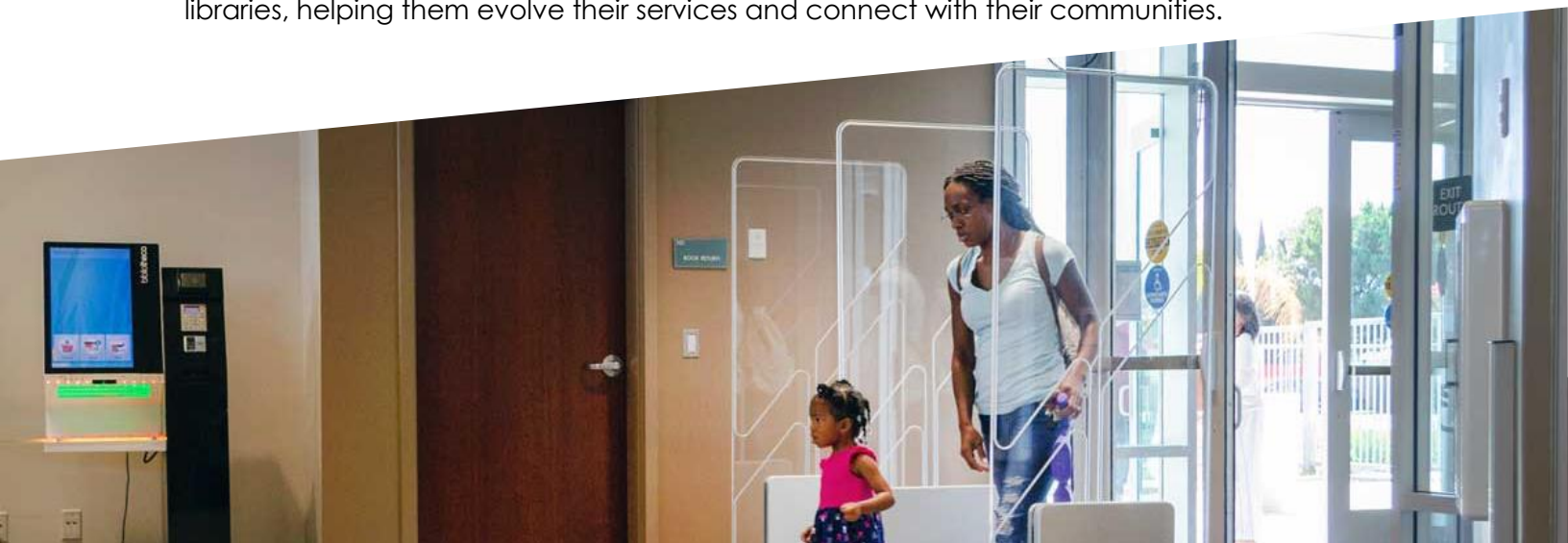
“The bibliotheca staff was phenomenal. Our account manager is so responsive and on top of it. From the top all the way down to the installers, we’ve had such a great experience with everyone. It really made the whole conversion process very, very easy and seamless.”

—Misty Jones, Director, San Diego Public Library

Stability You Can Count On. bibliotheca is a large, stable company with a long history of serving the library community.

- | Operating performance is one of the strongest in the industry, and we have increased our operating margins and profitability for five consecutive years.
- | Financial results are audited annually, and we continue to receive clean audit opinions.
- | Solid credit report, with on-time payables, no liens or judgments, and a low financial stress score.

We have worked with libraries for almost 50 years and are proud of the many innovations we’ve brought to the industry in partnership with cutting-edge, technology-minded customers around the world. We have offices in all major continents and support libraries in more than 70 countries through our dedicated distributors. We partner with more than 30,000 unique libraries, helping them evolve their services and connect with their communities.





Proposed Solutions

Destin Library (DL) needs to implement an intuitive self-service model that greatly benefits both staff and patrons. With bibliotheca, increasing productivity via RFID technology has never been easier. We propose a solution that is incredibly easy to use – allowing DL staff more time to tend to services that their patrons value most.

To achieve your project goals, we recommend a turnkey system that utilizes the latest in hardware and software technology and is supported by the best service and maintenance in the industry.

Please refer to the Additional Information section at the end of our proposal response for more in-depth product, software and service and maintenance information regarding our proposed solution.

An interconnected approach is the key to success.

We enhance all areas of your library
with our interconnected solutions



Strategic Goals



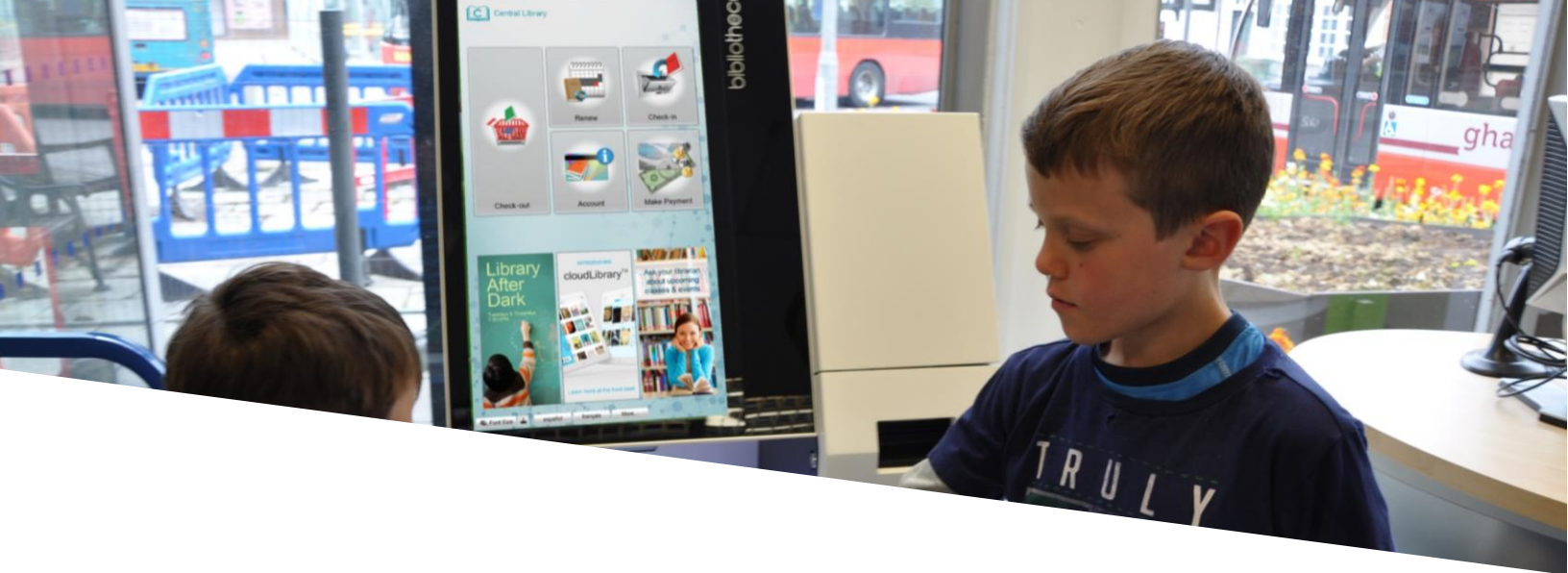
Self-Service



Staff Efficiency



Digital Presence



quickConnect™

Self-service is only convenient if it's easy. Our intuitive self-service software has been designed from the ground up, specifically for library patrons. quickConnect™ delivers an engaging experience for patrons of all ages and abilities – making borrowing and returning library items a breeze.



Designed for everyone

Audible, visual, touch and text features guide patrons easily through the self-service transaction



Quick & convenient workflow

Streamlined workflow requires fewer steps, providing a faster experience for your patrons



Packed with engaging content

Reading recommendations, ratings and library promotions create a more engaging self-service experience



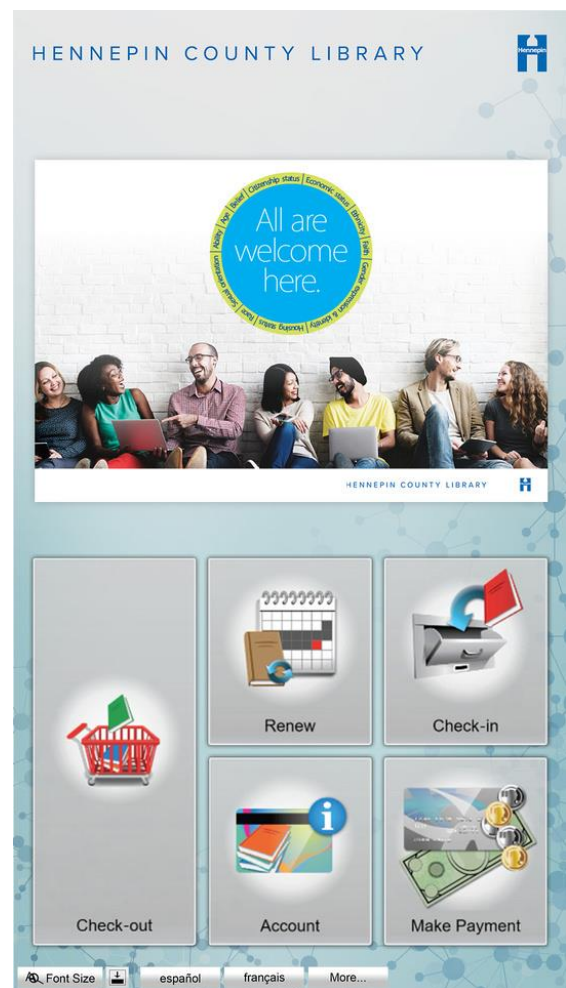
Integrated eContent experience

Seamlessly integrates with cloudLibrary™, NovelList, Syndetics Unbound, Demco Software and many more. The cloudLibrary™ assist app can provide patrons a receipt for physical transactions right on their mobile device.



Easy payment transactions

Clearly guided transactions make it simple and convenient for patrons to pay fines and fees



quickConnect™ system manager

Simple back-end management. Behind the intuitive patron-facing side of quickConnect™ lives an extremely powerful staff management tool that gives you access to a range of information and statistics, while also letting you control features on the front end.



Control your library theme

Choose from dozens of customizable templates and themes to design an experience that reflects your library



Data-driven success

Use powerful reporting tools to monitor your self-service and see how your patrons are interacting with your library promotions



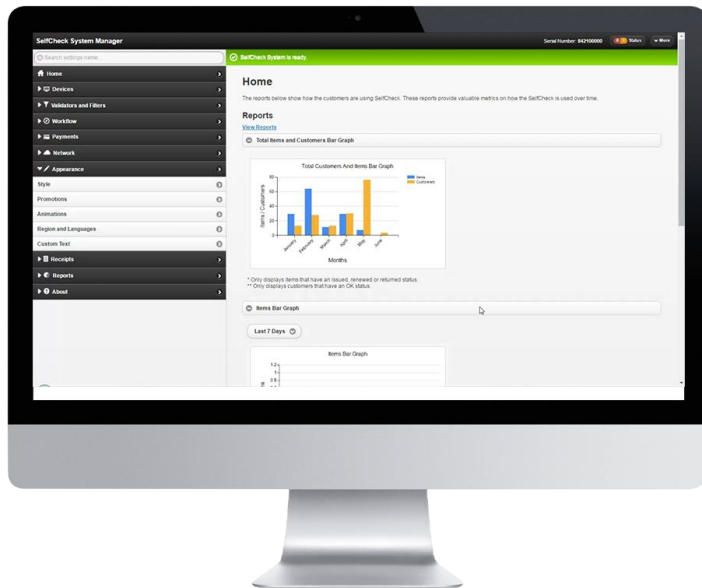
Features at your fingertips

Display available features or choose just the ones that work best for your library



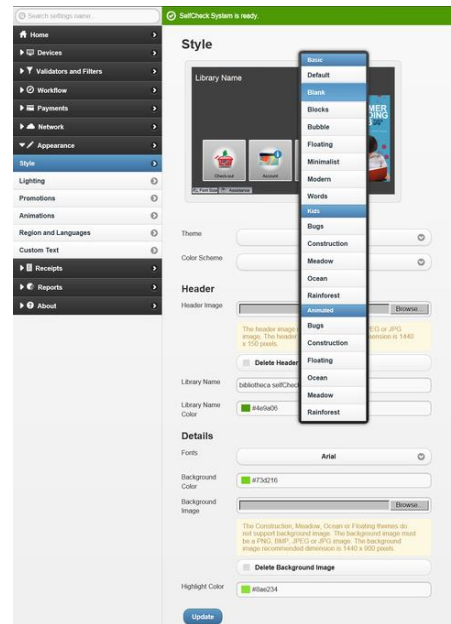
Easy configuration process

Whereas other vendors require customization via HTML, INI files and XML files, System Manager is an intuitive web-based tool that allows library staff to customize just about any feature or functionality of the selfCheck™ quickConnect™ Interface.

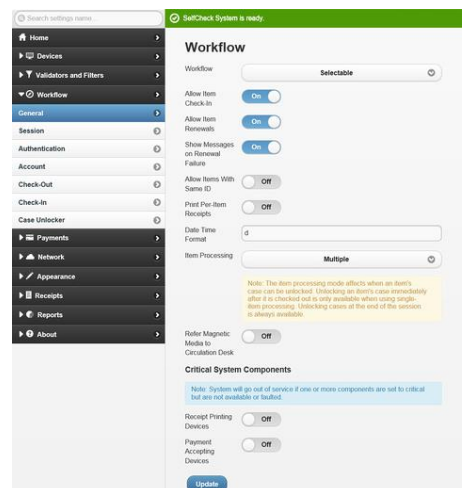


Example screenshots

appearance



workflow



With quickConnect™ system manager, library staff can easily customize almost every feature and functionality of the user interface!

- | Customize header with library logo, or selection of font and color
- | Enhance your library branding by uploading your own background or choosing from a variety of animated templates (children's room, teen center, and more)
- | Select from a variety of workflow icons that best fit your patrons needs and provide illustrative step-by-step instructions
- | Patrons can adjust the font size and orientation of the onscreen icons and promotions, and select text-to-speech to best meet their needs
- | All text and ILS messages are customizable in more than 70 patron selectable languages
- | Integration of NovelList book recommendation subscriptions, Demco Software event subscriptions, and other API event integration
- | Bring awareness to library events and services through scheduled promotional banners
- | With cloudLibrary™ content patrons can check-out eBook and eAudiobook recommendations right at the self-check



selfCheck™ 500 and 500D desktop

selfCheck™ 500 offers the essential self-service experience to libraries. Powered by our intuitive quickConnect™ self-service software, the selfCheck™ 500 was designed to deliver an engaging patron experience that also promotes your library collection, services and events. It conveniently allows patrons to check-out, check-in, renew, and pay fines.



The best patron experience

Goes beyond the basic borrow, return and account functionality to deliver an engaging experience that links patrons directly to your cloudLibrary™ digital collection.



Flexible scanning options

Quick scanning of physical and digital barcodes allows patrons to easily start the self-service transaction. The scanner can be adjusted to support both RFID and barcode.



Promote your library activities

With integrated library promotions and recommended reads, we allow you to create and share more valuable information with your patrons.



Cashless kiosk saves staff time

Libraries can collect fines and fees through a secure payment system. Patrons conveniently pay fines and fees without staff handling cash.



Surface area frees up patrons

With a side-mounted shelf, patrons can conveniently set other items down, leaving both hands free to complete the self-service transaction.



Easily swap receipt paper

Our simple-to-access front panel allows staff to quickly unlock and replace the receipt roll in seconds, minimizing disruption for patrons.





workstation™ shielded

Desktop solutions designed to assist staff with administration activities. Provides staff with a fast and efficient solution to program and verify RFID tags. Library staff can now add or remove item security without the LMS/ILS. The system can be used with multiple items of mixed media, placed on the antenna at any time.



Perform multiple item issue, return and renew processes

Ability to print receipts for the customer

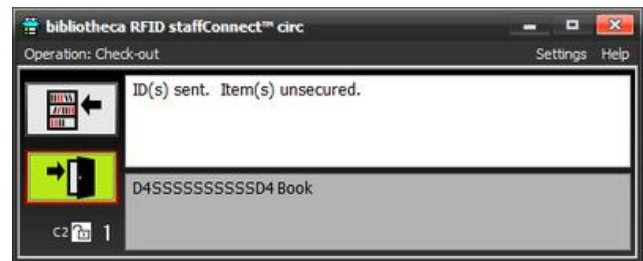
Focused read area for the best detection

Small size allows staff to work in compact spaces

staffConnect™ circ

bibliotheca RFID staffConnect™ circ is intended for use by library staff to check in and check out library materials. It consolidates a number of library tasks:

- | Check-in and checkout — Sends item IDs to circulation and secures or un-secures items.
- | Send ID — Sends item IDs read from tags to the library circulation system.
- | Secure/unsecure only — Changes the status of item security without sending IDs to the circulation system.
- | Read tags only — Read and display tag information



RFID tag™ square and RFID tag™ fullDiscDVD

Full RFID coverage and maximized security for all of your print materials – protecting your collection and minimizing theft. And, our tag data model complies with the industry-standard ISO 28560, which is interoperable with other RFID systems.



Provide maximized security to deter theft

Ensures items properly checked out

RFID technology negates need to scan barcodes

Rigorous testing ensures tags guaranteed for life of tag



workstation™ mobile

Fast, portable conversion to RFID. Featuring a touch-sensitive screen, optical barcode scanner and RFID reader, this self-contained station rapidly reads barcodes, converts the information and dispenses RFID Tags. The station doesn't require a connection to an automated circulation system, and because it's designed to be self-contained on a portable cart, it works right in the stacks.



Converts items to RFID quickly and easily

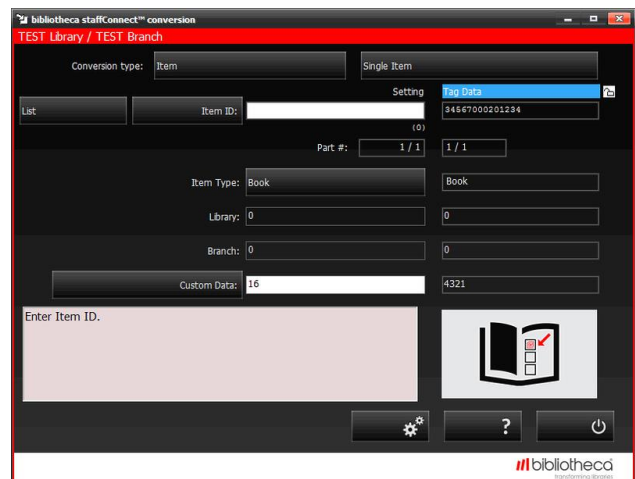
Touch-sensitive screen for intuitive operation

Able to weed and convert your collection simultaneously

Speeds up the conversion process

staffConnect™ conversion

Makes the conversion process easy and seamless by reading the item ID from a barcode and changing the library item IDs to an RFID tag. This can be done directly from a barcode, manual keyboard entry, or a list and programming it on an RFID tag. In addition to the item ID, any other information the library desires within the scope of the data model in use, can be written to the tag. The tagging software will alert tagging personnel if the item is on a weed list and not write that item's data onto the tag.



mobile DLA™

Actively manage your library collection. As a component of the RFID system, this cordless, handheld device instantly reads RFID tags on library materials simultaneously, turning shelf-reading, shelving, sorting, searching, weeding and exception-finding into routine tasks. Compact and easy to use, the mobile DLA can hold information on more than one million items. The ergonomic design and swivel antenna maximize comfort and minimize stooping. No more bending or stretching to read high or low shelves. And because it simultaneously performs shelf-reading, searching and inventory scans, it can save time, increase productivity and discover errors that might otherwise go unnoticed. Start actively managing your library collection today with the state-of-the-art mobile DLA.



Simultaneously performs shelf-reading and inventory scans

Comfortable, cordless, compact and lightweight

Identifies items not properly checked out or in

Allows you to change security status of an item

Manages data transfer from most ILS



RFID gate™ premium

The most accommodating, wide-aisle security gate. The RFID gate premium is perfect for wheelchairs, wide strollers, and large groups of students. With a modern and stylish clear panel design, the bibliotheca RFID gate™ premium effectively deters theft of valuable library materials while elegantly enhancing the library aesthetic.



Wider aisles increase accessibility

Ensure peace of mind with remarkable RFID technology

Remotely configure and pull management reports

Analyze library traffic patterns with visible patron counter

Choose alarm configuration and LED light colors that fit your library

Save energy during off-peak times

Directional alarming



staffConnect™ gate software

Our staffConnect™ gate software allows your library to better utilize the data that your security gate system can gather every day. This software can be installed on your staff computers, and can have a designated staff station to show notifications when an unsecured item passes through the gates. It can also show which gate was triggered and the item ID and title. An ILS connection is required for this added functionality.

Your staff will be able to see a variety of reports and other information as it is gathered throughout the day.

The screenshot displays the staffConnect™ gate software interface. The top left corner features the Bibliotheca logo and the tagline 'transforming libraries'. Below the logo is a 'Settings' sidebar with icons for 'Pedestal View', 'Do Pedestal Data Gather', 'SIP', 'Check Specific Item Status', and 'Reports'. At the bottom of the sidebar are 'Admin' and 'Exit' buttons. The main area shows a 'People Count' of 18456 and a 'Show Values from Last Reset at: 25/05/2016 10:40:29' timestamp. There are buttons for 'Refresh Counts', 'Reports', and 'Reset Baseline'. A table lists detected items with columns for Pedestals, Item ID, Title, and Time.

Pedestals	Item ID	Title	Time
Sitename.Gate1	12345678987654	Pandora	25/05/2016 10:54
Sitename.Gate1	30130123455571	The Bear Facts	25/05/2016 10:54
Sitename.Gate1	12345678910234	The last days of a Martian empire	25/05/2016 10:54
Sitename.Gate1	91234568513694	As the snow falls in Winter	25/05/2016 10:54
Sitename.Gate1	30130123455610	New York: An illustrated travel guide	25/05/2016 10:54
Sitename.Gate1	30130123455591	Electric Sleep	25/05/2016 10:54
Sitename.Gate1	30130123455572	Feeling Sorry for Ceila	25/05/2016 10:54
Sitename.Gate1	30130123455561	Occupying Eden	25/05/2016 10:54
Sitename.Gate1	30130123455576	Ultimate Road Trip: USA	25/05/2016 10:54

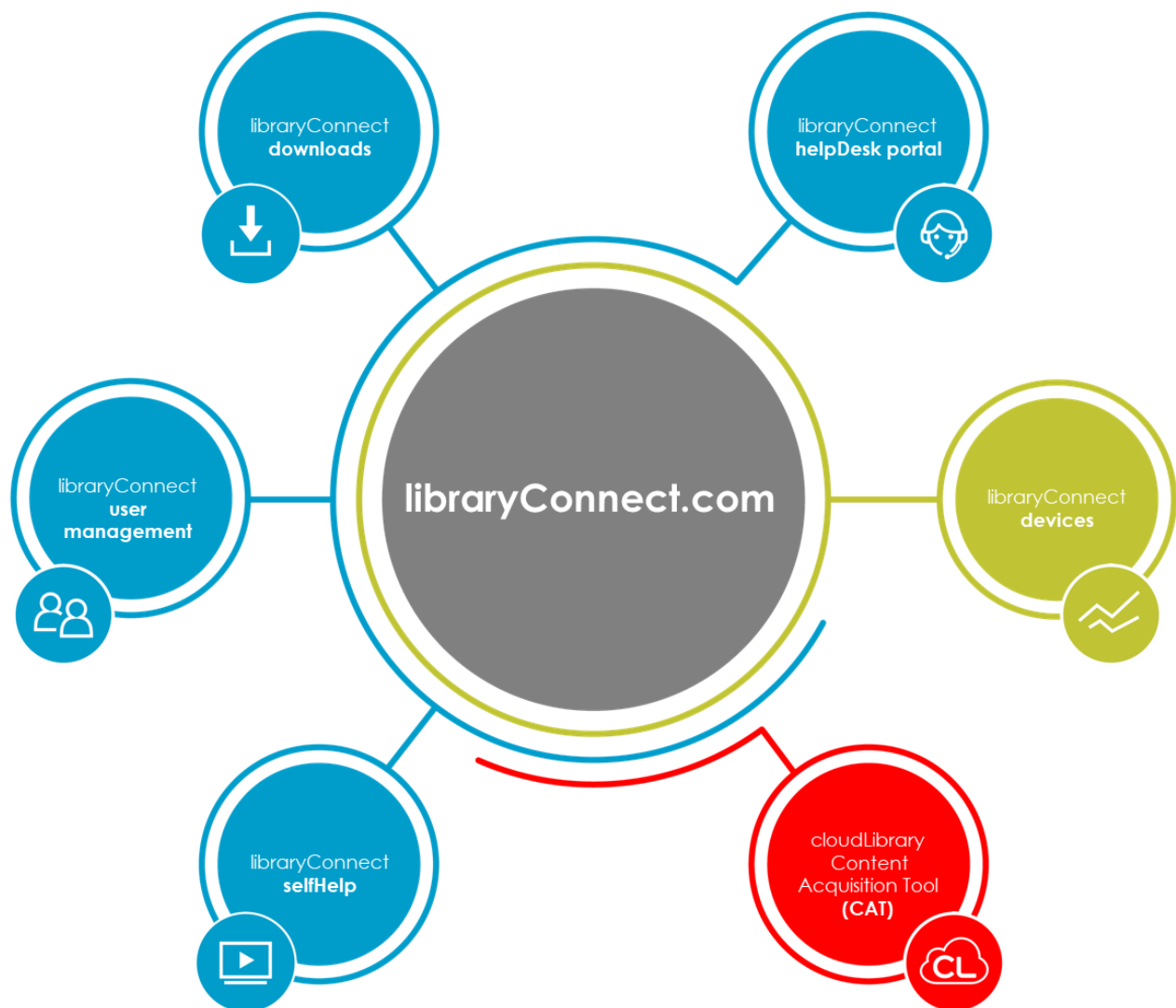
libraryConnect.com

libraryConnect.com is the **hub for all your bibliotheca equipment and services**. This free resource is where libraries can access the helpDesk portal, training materials, download user guides and more. Libraries that leverage libraryConnect.com to its fullest potential have more capabilities at their fingertips than ever before.

Examples of how you can use libraryConnect.com

- | selfHelp tutorial videos
- | selfHelp user guides
- | access support cases

- Free for all bibliotheca customers
- Requires cloudLibrary content module
- Requires annual license





libraryConnect™ devices

Everything you need in one place. Optional libraryConnect™ devices lets you see all bibliotheca's interconnected hardware and software solutions in one place. For libraries looking to further streamline their workflow and visibility, an annual subscription to libraryConnect devices provides powerful tools to manage and configure library equipment remotely as well as provide aggregated reports from one central location.



Detailed and robust reporting

Make data-driven decisions that shape library services, strategic initiatives and staffing levels with easy to access reports.



Configure and troubleshoot remotely

Replicate software configurations across multiple devices, branches or an entire system. Using powerful configuration tools, easily apply workflow changes, appearance custom messages and more.



System alerts

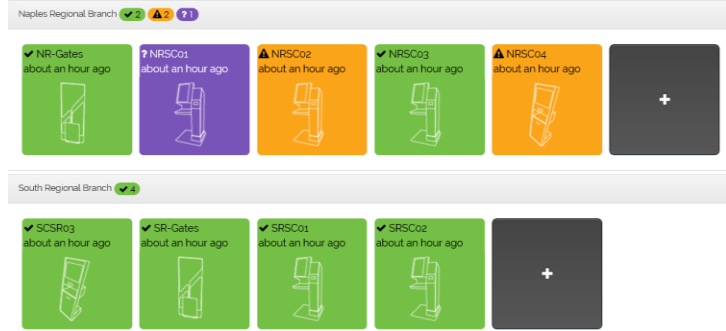
Email and SMS messaging ensures that you will always know the status of all connected bibliotheca solutions.



Access online customer support portal

Submit help desk cases and track status.

With our central management web portal, libraryConnect™ devices, your staff can monitor the health of your system and aggregate data from all bibliotheca security gates, selfCheck™ units and automated material handling systems. This allows you to easily perform a system-wide analysis of all your equipment at all branches (specific library and specific machine). Through archived data, libraries can conveniently create consolidated reports by location or time and make data-driven decisions based on usage trends.



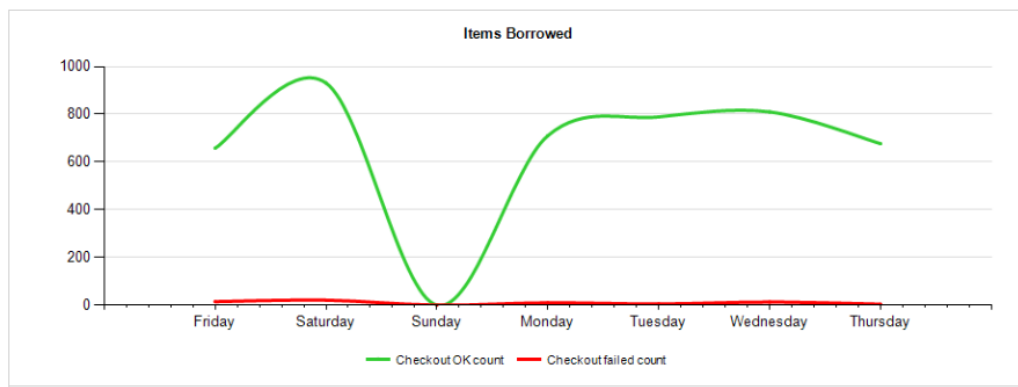
This data includes transactions by hour, day of the week, month and year. The statistics and reports can be accessed by library staff via our libraryConnect™ devices portal from any web browser.

- | Number of items borrowed, renewed, and returned
- | Number of successful and unsuccessful transactions and sessions
- | Number of ILS offline
- | Number of items returned, sorted and rejected
- | Number of payment transactions
- | Number of Recommendations
- | Number of patrons counted in and out of the detection system
- | Number of gate alarms
- | Number of fines paid
- | Number of cash transactions
- | Number of credit card transactions
- | Number of ePayment transactions

The screenshot shows the reporting interface with a table for August 2019. The table has columns for Counter Name, People In, and People Out. It lists data for the entire month of August and a specific day, Monday, August 12, 2019, with sub-rows for various counter locations.

August, 2019	Counter Name	People In	People Out
	ElCentral Branch	27,324	29,662
	ElCentral First Floor	27,324	29,662
	CafeEastGate Aisle	1,832	2,301
	CafeSouthGate Aisle	2,294	2,197
	ElevatorGate Aisle	3,317	2,519
	KirkHall Center Aisle	513	1,007
	KirkHall Left Aisle	12,975	9,347
	KirkHall Right Aisle	6,393	12,291
Monday, August 12, 2019			

All reports also include standardized graphs to visualize the report. Example of a customized report showing items borrowed by day of the week:



Future-proof Your Investment. With bibliotheca, Destin Library will have access to a suite of products that is unmatched. Choosing the right technology provider to meet the future needs of your unique community is critical to staying relevant and ahead of the curve. bibliotheca offers a broad set of products designed to engage patrons, encourage outreach and access, and increase productivity:

- | Self-service for holds, checkout and check-in
- | Digital content at the selfCheck™ and on the go
- | Mobile applications for checkout and receipts
- | Library reservations, occupancy control, and people counting with open+

Optional cloudLibrary™ assist

Included with every selfCheck™ running quickConnect™, the cloudLibrary™ assist module extends the selfCheck™ experience to a user's smartphone. This new experience includes interactive receipts, relevant reminders and helpful workflows to make sure you never forget a book at home again. Watch demo online: www.youtube.com/watch?v=smmJLjr6tok



Content interface provides patrons with the option to select more than 20 languages for their individual user experience



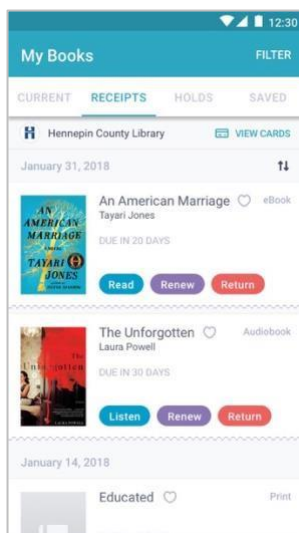
Customize app theme and avatar to deliver a more personalized experience



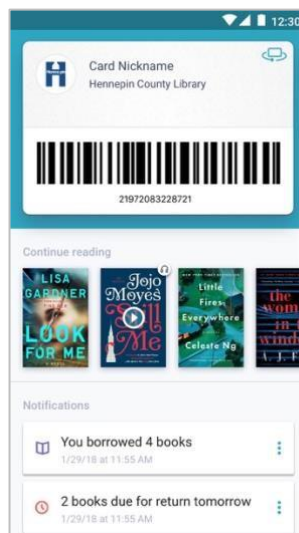
Integrate the library's Twitter feed and send direct messages to users



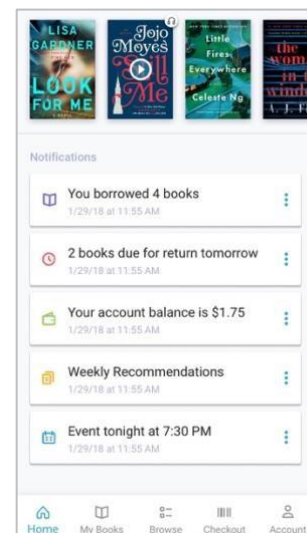
Drive participation to events and programs by integrating cloudLibrary™ with the library's calendar system



interactive receipts



virtual library card



library reminders

Optional cloudLibrary™ checkout

Now libraries can offer various checkout experiences to best suit user and community needs. Independent, self-service users, can utilize their mobile devices to scan barcodes, go through a simple checkout process and receive digital receipts. Users simply remove the security on their items before leaving the library with a quick stop at the RFID check-out pad, bypassing the selfCheck™ area or circulation desk altogether. Watch demo online: www.youtube.com/watch?v=mtIs3Xs5MBM



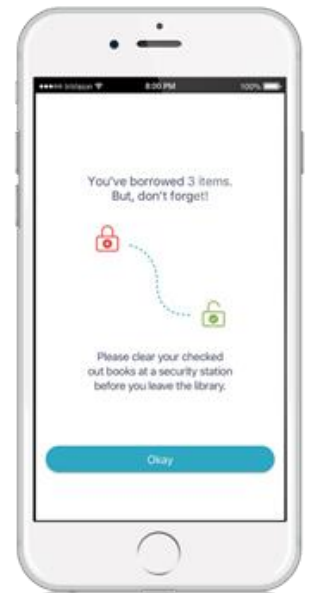
Fast and simple mobile checkout experience of physical items right from the patron's mobile device



Provides users with a digital and interactive receipt



Compatible with RFID, barcode and Tattle-Tape™/EM technology



Optional open+

bibliotheca is the first library technology provider in North America to bring a truly integrated library-focused solution that allows for extended access to library spaces and resources. open+ complements staffed library hours, creating a more convenient and accessible community hub. You choose what you want to provide access to:

- | an entire library
- | a section of the library
- | full self-service resources
- | holds pick-up area
- | access to Wi-Fi, computers, printers, copiers, reference materials, etc.

open+ allows libraries the flexibility to extend access in the way that best meets the needs of their community and space.



Provide more flexible hours, making your library more accessible to the community



There is no one size fits all approach with this technology

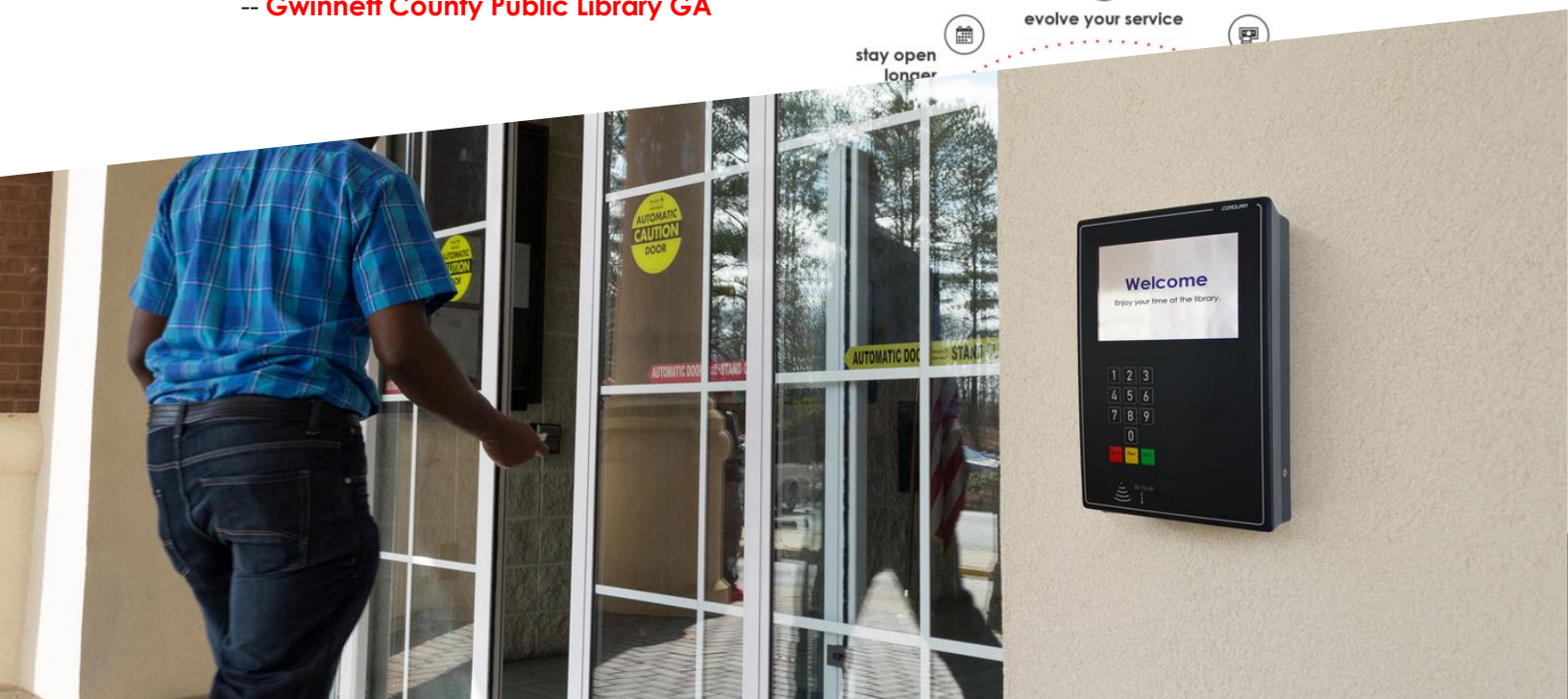


Designed to complement staffed library hours, open+ can be implemented in a number of different ways to meet various library service models

"Ideally, we'd have staff at the libraries 24 hours a day, but that's not practical, it's not cost-effective. The goal of our open+ initiative is not to replace staff; the goal is to provide additional access above and beyond what we'd otherwise be able to do."

-- Gwinnett County Public Library GA

stay open longer  evolve your service  





The 21st century library experience

Now, more than ever, changing your approach to library services is essential. Libraries have rose to the challenge to bring as much virtual programming and resources to users around the world with stay at home restrictions in place.

We long for the day when it's safe for people to once again congregate inside libraries to browse physical collections, get help with unemployment, utilize creative maker spaces and connect with people and ideas that transform communities. While no one can predict the future, we expect new behaviors formed during this time to remain long term, even when we have a vaccine for the coronavirus. In the near-term future, social distancing, wearing face masks, completing transactions on smartphones and self-service kiosks and continually disinfecting surfaces and materials will be fundamental to providing the safest encounters.

Before coronavirus hit, a [Pew Research Center](#) study found nearly half of those surveyed did not know their libraries provided engaging programs and essential services. A stunning 38% of people didn't know their library offered eBooks and audiobooks. That number has likely fallen as libraries quickly pivoted to promote their digital resources more than ever before.

As library programs, resources and information continually change, libraries need to choose the right technology to communicate effectively with users. Grocery stores, retail shops and restaurants will continue to evolve at a rapid pace, increasing user expectations. Forward-thinking libraries trust in bibliotheca technology to improve their marketing efforts and integrate the library experience into everyday lives.

The majority of library patrons are smartphone users. How is your service offering evolving with modern expectations?



Embrace technology to drive engagement

People use apps to find information, buy items, book appointments, order groceries, read magazines and even exercise. A Google study shows that the average smartphone user has 35 apps on their phone, and 20% have over 50. This is especially true for people between the age of 18 and 34.

Meet your audience where they are

Get ahead of the curve and thrive. By offering multiple self-service options, your library can offer an inclusive service model that accommodates the needs of diverse users and informs them of vital library programs and resources in an intuitive, natural way.



You choose the technology

Whether your library uses RFID, barcode or EM technology, we have a variety of solutions with the same, easy-to-use intuitive self-service workflow for both users and staff.



RFID



EM/Tattle-Tape



Barcode

Create a seamless extension of self-service through mobile devices

The industry standard for self-service is higher than ever. Library users are exposed to some of the best self-service checkout kiosks and personalized apps in the retail space every day. The bibliotheca ecosystem delivers intuitive self-service experiences paired with a modern app. From busy parents to independent students, we've designed a physical and digital self-service offering to satisfy varying needs and changing preferences.



Discover personalized physical and digital reading recommendations

Learn about new events and programs they may be interested in



Pay library fines independently and privately



Receive digital receipts, push notifications and reminders



Keep track of physical and digital reading history in one place



Borrow, return and renew items at a kiosk or from a phone



Store, access and toggle between digital library cards with a quick tap





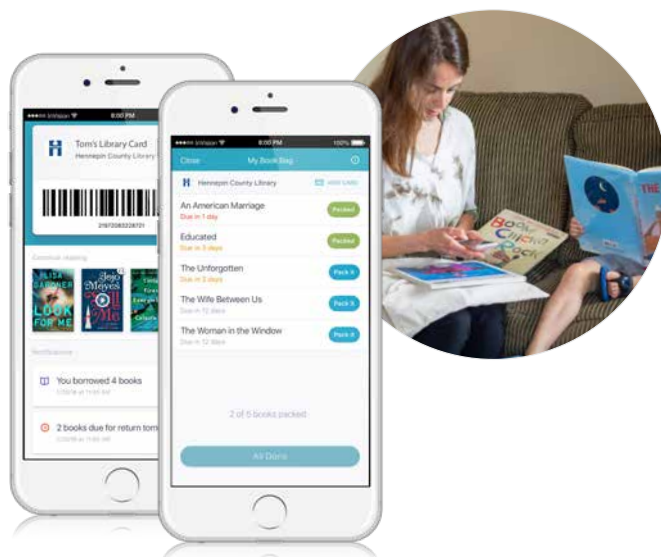
87% of consumers prefer self-service

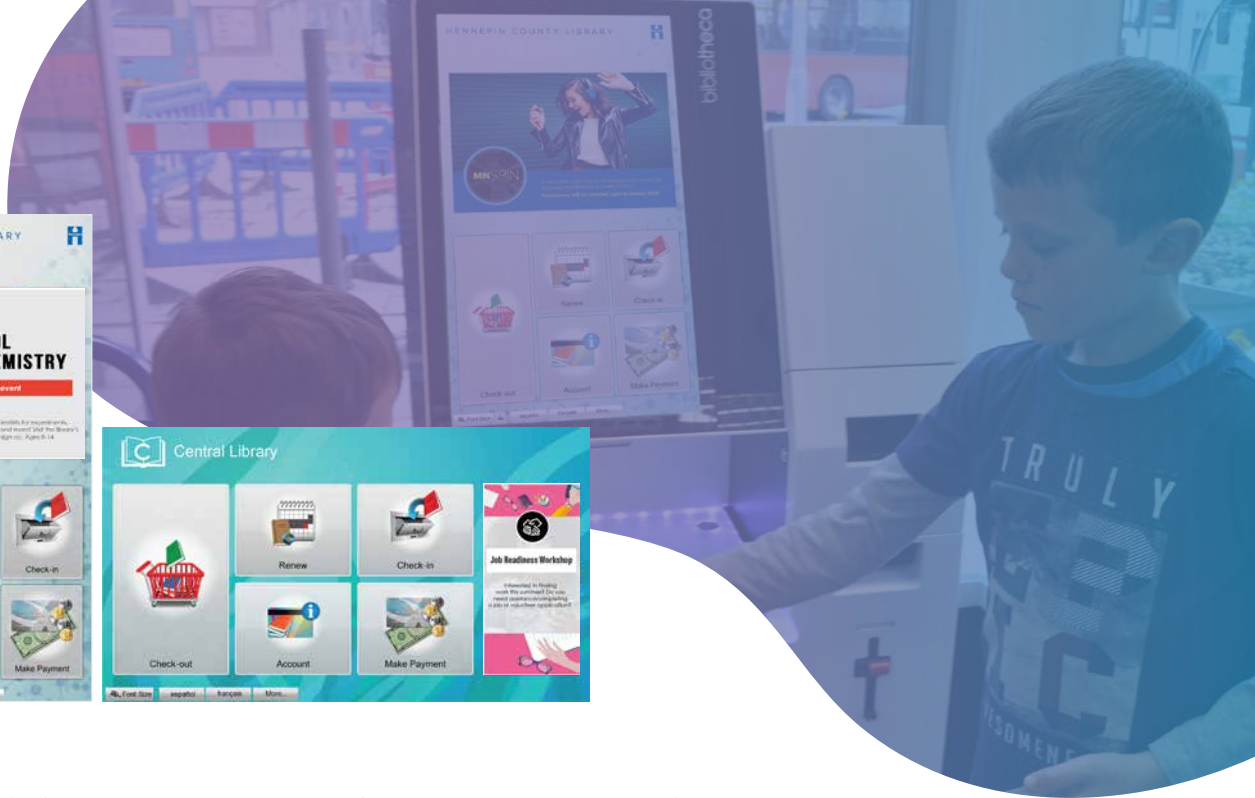
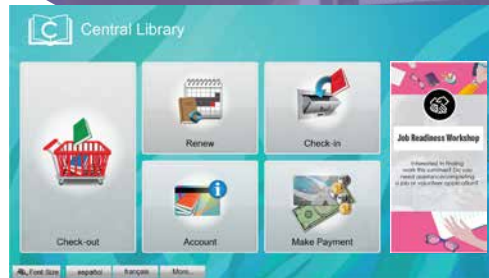
The age of apps has drastically changed the way people interact with the world. For today's independent, self-service users, the cloudLibrary app offers a mobile checkout experience similar to retail spaces. Mobile self-checkout will become increasingly necessary as users seek to interact with the library on their own terms.

Clean, modern and accessible kiosk designs attract and impress users. Every detail has been considered during extensive human factors research. Ergonomic and user-friendly selfCheck kiosks are designed to help people quickly and independently complete transactions. Each selfCheck comes with the most intuitive software available and many integrated features to choose from, including extended shelves, return bins, height adjustability, media case unlockers, and payment methods such as contactless, credit/debit and cash/coin.

Most 18-34 have 35+ smartphone apps!

These are the moms and dads with young kids and your library power users – and they expect convenient self-service.





The critical need for marketing and communication

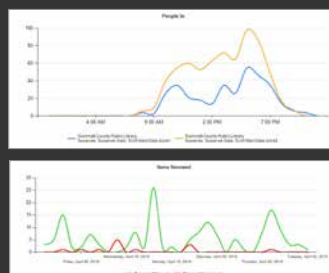
The Rule of 7. Research shows that people need to be exposed to something seven times before they take notice. Every interaction at the selfCheck could maximize the opportunity to grab user attention and share library communications or new items to borrow. With customizable backgrounds, library card animations, onscreen promotions, receipt text and logos, the marketing opportunities are embedded and unobtrusive, offering the right amount of communications without annoying users.

Efficient configuration leads to data-driven decisions

Analyze self-service trends with powerful reporting and central configuration tools. Why make staffing, programming and other decisions without the data you need? Our central management solution is accessible from anywhere and makes it easy to monitor connected devices at one branch or across an entire system.

Date	Cash Payments		Card Payments		ePayments		Overview		
	Successful	Failed	Successful	Failed	Successful	Failed	Total	Amount Entered	
Mon Jun 10, 2019	1	0	0	0	0	0	1	0	\$24.50
Wed Jun 11, 2019	2	0	1	0	0	0	3	3	\$7.00
Thu Jun 12, 2019	2	0	1	0	0	0	3	3	\$6.30
Fri Jun 13, 2019	0	0	0	0	0	0	0	0	\$0.00
Sat Jun 14, 2019	0	0	0	0	0	0	0	0	\$0.00
Sun Jun 16, 2019	0	0	0	0	0	0	0	0	\$0.00
Mon Jun 17, 2019	0	0	0	0	0	0	0	0	\$0.00
Tue Jun 18, 2019	0	0	0	0	0	0	0	0	\$0.00
Wed Jun 19, 2019	0	0	0	0	0	0	0	0	\$0.00
Totals	5	0	1	0	0	0	6	6	\$30.80

Gather vital payment reports for all devices from central location



Monitor library traffic patterns and self-service trends

Device	Status	Alerts	Location
Device 1	Online	Alerts: On	Location: A
Device 2	Offline	Alerts: Off	Location: B
Device 3	Online	Alerts: On	Location: C
Device 4	Offline	Alerts: Off	Location: D
Device 5	Online	Alerts: On	Location: E

Set custom email/SMS alerts for leadership and frontline staff

A technology partner you can trust

For 50+ years, bibliotheca has developed technology solutions that sustain and grow libraries around the world. Our broad ecosystem is designed to work seamlessly, modernize the library experience and enhance staff efficiency. With 30,000+ library customers, we help our customers drive awareness and engagement, operate efficiently within tight budgets and extend their outreach and access – both physically and digitally.



Our headquarters are located in Minnesota, USA



We have offices in eleven countries



Our partners service over 70 organizations worldwide



400+ team members dedicated to libraries

Reliable and knowledgeable support

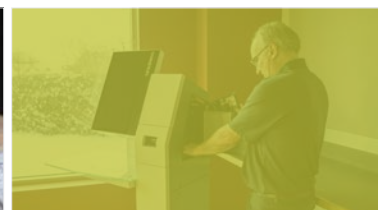
Our commitment to service begins when products are designed and manufactured. We build robust, reliable products that can be easily maintained. If an issue requires on-site assistance, our technicians will be dispatched to service your equipment, providing you with the best support and service in the industry.

Service plans include:

Online Support Portal 24/7: Create and monitor help desk cases, access user guides, view helpful videos and download training materials

In-house help desk support: We provide a 24/7 hotline and software support hours are 7:00 AM – 6:00 PM CST Monday through Friday

On-site support: We have 120 trained and certified on-site technicians available to arrive at your library within hours





Make the right investment with flexible financing

We encourage libraries to research options thoroughly and verify references when choosing their technology provider. Libraries who look at initial price alone can harm their reputation of spending taxpayer funds wisely when the total cost of ownership creates 'out of order' experiences and repetitive costly service visits in future years. You should choose a vendor that will deliver the best user experience and meet modern expectations, not just a vendor based on the lowest cost.

If pricing is a barrier, we have flexible financing options that can help ensure you're investing in the best long-term solution for your library and community. **We look forward to discussing next steps and working with your library!**



www.bibliotheca.com | [@smartlibraries](https://twitter.com/smartlibraries)
[linkedin.com/company/bibliotheca](https://www.linkedin.com/company/bibliotheca)



info-us@bibliotheca.com
800.328.0067



info-ca@bibliotheca.com
877.207.3127

bibliotheca
Latin America

info-pa@bibliotheca.com



Customer Official System Quote

Quote Date: 07/30/2020
Quote Number: QUO-146339-N1K6, Rev: 0

Customer Bill To:

SHI International Corp.

290 Davidson Ave.
Somerset NJ 08873
United States of America

wlivingston@cityofdestin.com
Tel: 850-837-8572

Quote Details

Destin RFID Conv - 7-30

Location Information:

Destin Library
Wen Livingston
150 Sibert Avenue
Destin FL 32541-1523
United States of America

Sales Contact: Brian Gilbert

Sales Phone:

Sales Email: b.gilbert@bibliotheca.com

Prices are in US Dollars
Quote expires (60) days from Quote Date above.

If applicable, the hardware and software includes 12-month warranty, set-up and configuration

Item ID	Item Type	Quantity	Sale Price	Sub Total
HND303805-000-US	mobile DLA	1	\$4,395.000	\$4,395.00
GAT000810-001-US	RFID gate premium Direct mount, 1 aisle	1	\$10,395.000	\$10,395.00
SCK500000-000-US	selfCheck 500 full height kiosk	1	\$8,745.000	\$8,745.00
TAG000010-000-US	RFID tag™ square (2,000/Roll)	19	\$220.000	\$4,180.00
STF000017-001-US	RFID workstation shielded NA	4	\$799.000	\$3,196.00
SWR000040-000-US	libraryConnect devices, 1 year subscription, 1-5 devices	1	\$1.000	\$1.00
LEA000001-000-US	Tagging/Circulation Station 812 Lease - 1 month 3 month minimum lease	3	\$700.000	\$2,100.00
TAG000005-000-US	RFID tag™ fullDiscDVD (500/Roll) Comes in rolls of 500	9	\$246.350	\$2,217.15
SHP000001-000-US	SHIPPING AND ADMINISTRATION Shipping is estimated on one receiving location, unless otherwise noted, and on current rates and proposal.	1	\$3,298.870	\$3,298.87
SUP000001-000-US	PRE-PAID SUPPORT & MAINTENANCE 48 Months	1	\$20,768.000	\$20,768.00
Total				\$59,296.02
(Less Sales Tax):				

Additional Details

Bibliotheca, LLC
3169 Holcomb Bridge Road, NW, Suite 200,
Norcross, GA 30071, USA

Phone No - 877-207-3127
Fax No - 1-877 689 2269
www.bibliotheca.com

Customer Official System Quote

All prices including Service and Maintenance do not include any applicable sales tax. If tax exempt, A copy of Tax Exemption Certificate is required with purchase order for all tax-exempt customers.

Terms are NET 30 Days from Date of Invoice. Invoice is generated at the time of Shipment.

Quotations are good for 60 days. All dates are based on ship dates. Order must ship within the 60-day window.

After 60 days, quotation expires. Contact Bibliotheca for a New Quotation.

A 20% restocking fee, in addition to in-bound and out-bound shipping, will be charged for all returns.

GST/HST N° 859257321RT0001

Submit Purchase Order by fax to 877-689-2269 or by email to orders-us@bibliotheca.com.

Accepted By: _____

Accepted Date: _____

Customer Purchase Order Number: _____

Bibliotheca, LLC

3169 Holcomb Bridge Road, Suite 200
Norcross, GA 30071

www.bibliotheca.com
info-us@bibliotheca.com



**RFID SALES PROPOSAL
FOR
DESTIN LIBRARY**

Prepared For:
Wen Livingston
Director
Destin Library

Prepared By:
Ken Evans
Circulation Sales
678-218-8451
kevans@envisionware.com

**August 17, 2020
Request for Proposal**

ENVISIONWARE®
Enriching Public Library Service Inside and Out

8/17/2020

Ms. Wen Livingston
Director
Destin Library
150 Sibert Avenue
Destin, FL 32541

Greetings Wen,

Thank you for the opportunity to provide your library with this proposal for a state-of-the-art library RFID system. This proposed system has been designed to bring you the maximum benefit and is all inclusive. This quote includes the entire RFID System, 5 Years of Support & Maintenance, Installation, Staff Training and Freight. Once this system is installed and signed off on, you should not receive any invoices or bills from us until after the 5th year period.

The system being proposed has tremendous synergy when integrated with the existing EnvisionWare System you currently have installed.

- > The X11 Kiosk being proposed will enable patrons to review their Library Account, Reserve PCs, and Release/Pay for printing. While doing this, the library is installing an infrastructure that can easily be enabled at a later date to accept the payment of Fines & Fees, manage your Copy environment, and manage Mobile Printing. This is unparalleled in the industry. All this from the same Kiosk!
- > You will continue to utilize the world class Support & Maintenance team that you have come to know over the years. Support on this new RFID system will be available 24X7 and as an additional benefit, the support on your existing Time & Print system will also be extended to 24X7.

Giving staff the ability to process stacks of items during the check-in or check-out process means less handling of items. Enabling patrons to release and pay for their own print jobs is not only a huge productivity gain for staff, it also reduces the handling of money and the number of one-on-one close interactions with patrons.

Patrons will enjoy the ability to check-out and check-in stacks of items. Doing this and enabling Self-Service Release and Payment for printing without interacting with staff ensures privacy and keeps social distancing guidelines maintained.

If you have any questions after reviewing the enclosed, please contact me at **678-218-8451** or kevans@envisionware.com. Thank you again for considering EnvisionWare for this very important initiative.

Best regards,

Ken Evans

Ken Evans

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**GENERAL FOR
DESTIN LIBRARY**

EnvisionWare provides a powerful and versatile RFID and checkout software system giving library patrons the broadest range of options.

Our proposal to you includes the following software:

- > RFID enabling software – **RFID Software Suite™**
- > Self-Checkout/Check-In Software – **OneStop™**
- > RFID Inventory Module – **RFID Software Suite**
- > Alert and email software – **EnvisionWare Branch Manager™**
- > Remote management and diagnostics – **EnvisionWare Central Management™ and CloudConnect™**

Optionally, the following software is available and can be added at any time in the future:

- > Enterprise eCommerce for fine/fee payment – EnvisionWare eCommerce Services™ – Self-Service Web and Terminal System
- > Software for kiosk-based payment of copies via cash (vending), account (ILS or MySQL) and Credit Card. Launch from Copy Payment Manager menu

Staff Circulation:

For staff, the system reduces the handling of items and speeds the checkout process by facilitating multi-item check-out and check-in from a stack of items. Staff continues to use the *same familiar circulation client* – there is no visible application window for RFID control during normal circulation functions.

Staff gains efficiency for shelf operations. RFID renders faster and easier item searches for holds and claims returned as well as streamlining inventory operations.

Customer Self-Service:

For patrons RFID is more intuitive than barcodes, making the process for patrons as fast as scanning a library card and then placing multiple items on the pad.

Option: With the simple addition of a credit card terminal, a self-checkout station can:

- > Pay detailed itemized fines (not simply a bulk amount)
- > Pay for printing
- > Pay for copies (with optional EnvisionWare software)

The same terminal can also be used for faxing and scanning payment.

An EnvisionWare offers the unique P2PE-HW PCI solution, the EASIEST path to PCI Compliance.

A single, enterprise payment system permits cash, accounts, and credit cards to be used anywhere throughout the Library – and its software the Library is already licensed to use.

Collection Management:

The system also controls multi-item sets (media tagged with more than one RFID tag). If an incomplete set is presented, a small RFID window appears with the incomplete set message. Moving items to complete the set makes this window disappear and workflow resumes in the ILS circulation client.

Item Security:

Speed, efficiency, and accuracy are improved while adding the benefits of RFID theft deterrence. RFID is a more reliable technology than legacy EM and RF solutions. Reduced false alarms translate to a belief in the alarm as a legitimate issue to remediate.

RFID TAGS

EnvisionWare was one of only two US RFID companies involved in creating the US Data Profile for the ISO standard, which is ISO-28560-2.

EnvisionWare can simultaneously read all the following standards:

- ISO-15693
- ISO-18000-3
- ISO-18046-4
- ISO-28560-2
- ISO-28560-3
- Danish Data Model

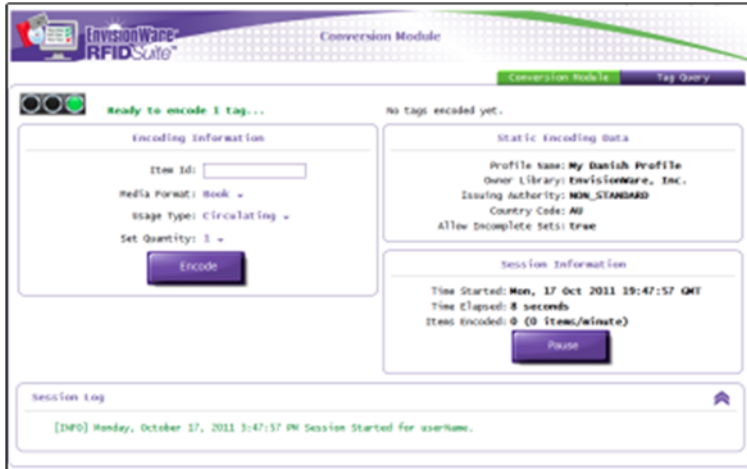
EnvisionWare also supports PROPRIETARY data models from the following vendors:

- 3M (multiple proprietary models)
- Bibliotheca (multiple proprietary models)
- Checkpoint ISO
- ITG (multiple proprietary models)
- Libramation
- PV Supa
- ST LogiTrack
- Tech Logic (multiple models)
- VTLS
- Item ID Remap

The system automatically reads and interprets all the above without configuration. The included Tag Query application can read an RFID tag and identify which model is encoded on the tag and all the data elements and contents as well as the AFI security value. In support of libraries that may be migrating from a legacy solution to a standard system, each of the models supports custom AFI security attributes.

TAGGING/CONVERSION

The RFID Software Suite provides the most powerful solution for converting and validating RFID tags in libraries. Offering a number of unique features, this is the fastest and easiest-to-use application.



Conversion Workflow

1. **Login** – the user logs in which starts a timer and logs all encoding performed on a per user basis. This is helpful with the QA process and in determining productivity.
2. After login, the system opens to reveal the screen to the right. Preset, constant values are shown on the right. Variables are shown on the left. In this screen, a tag is placed on the pad which causes

the system to display the GREEN symbol indicating ‘Ready to encode 1 tag...’

3. **Scan the item ID** and encoding is complete. The system will display the item ID boldly in the upper right corner and log the last several entries in the display window at the bottom.
4. **Repeat** for items that are the same media type and same set quantity (this step is eliminated when Rapid Encoding Mode is used.)
5. If a CD contains more than one tag, change the set quantity as appropriate and then scan the item ID.

Special, Unique Features

- > EnvisionWare’s **PDF Technology** provides the fastest performance of any library RFID application. EnvisionWare developed dynamic rewrite capabilities at the request of a customer in 2007. Rewriting tags during circulation adds time. To ensure tags would not become corrupt PDF Technology was invented to optimize system performance. There is no discernable lag when rewriting a tag.
- > **Rapid Encoding Mode** is another unique feature. Staff would download a list from the ILS containing item ID, set quantity, media type, and other desired attributes. This accomplishes two important capabilities. First, it eliminates 100% of keystrokes even if the number of tags or the media type changes from one item to the next. Second, it guarantees 100% accuracy because item IDs must match the download file (this can be overridden by the click of mouse.)
- > The screen can be customized to provide **larger text** for users that prefer to use a screen with a bigger font.
- > A local or centralized inventory file is created as a byproduct of encoding. This means that the library gets a real-time database record of all items as they are encoded, making it easy to reconcile inventory during an encoding project.
- > Productivity statistics are recorded on a per user basis. EnvisionWare uses this metric to assess worker’s efficiency when EnvisionWare is providing turnkey encoding services.

- > A weed list and other lists can be loaded into the station, which will stop encoding and display an alert to staff that indicates the nature of an alert. Items can be pulled, or staff can ignore the alert and proceed to encode.

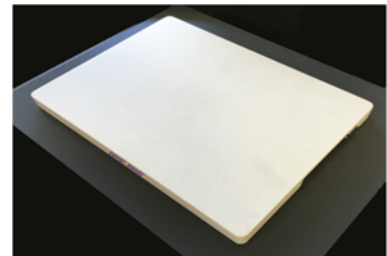
STAFF WORKSTATION

EnvisionWare is proposing the **ProLine™ RFID Reader**.

DeskPad:

The shielded **DeskPad** can be placed on the surface or mounted under a countertop. Built in shielding keeps the RFID read range focused and minimizes the chance that RFID items laying nearby will be detected.

- 14.8in x 10.75in x 1in
- Detects Unidirectional - approximately 2-3 inches lateral and below, and 8-12 inches above the surface



INVENTORY SYSTEM

The Wi-Fi blade reader is the most powerful shelf reading device available. The device measures 18 inches high by 10 inches deep by 1 inch thick (460x260x27mm) and weighs less than one pound. The tallest shelf is easily within reach when considering a person that is 5 ft. 6 inches tall has a total reach with antenna of seven (7) ft. (2133mm).



SELF-CHECKOUT

EnvisionWare offers the broadest range of self-checkout platform options: our proposal to you contains the **X11 Vending Kiosk (Proposed)**. Other units can easily be added to your system at any time.

- > Software for installation on library-supplied computers
- > Component Model – 21-inch touch screen unified system with receipt scanner and RFID pad.
- > X11 Series includes fully integrated systems with 21-inch touch screen, Windows 10 Professional, Solid State Drive, Integrated RFID pad, Kiosk style printer, 1D/2D smartphone-ready barcode scanner. Models:

- X11 Countertop – Portrait – White
- X11 Countertop – Portrait – Black
- X11 Countertop – Landscape – White
- X11 Countertop – Landscape – Black
- X11 Kiosk – White and Black
- X11 Kiosk – Black
- X11 Vending Kiosk – White and Black
- **X11 Vending Kiosk – Black (Proposed)**



- > Electric, height adjustable counter
- > X11 Sidecar¹ Standard – white or black
- > X11 Sidecar Deluxe – white or black

Optional Sidecars are companion products to the Kiosks. This unit adds a 1-level added shelf that is strong enough to support 50 lbs.

Some libraries have wrapped their kiosks with a unique design. EnvisionWare works in partnership with local vendors to assist with wrap design parameters.

EnvisionWare designs systems for compliance with Section 508 ADA guidelines. Wheelchair access, height access limits and other factors are considered in all designs.



X11 Kiosks with locally applied custom overlays

OPTIONAL: FINES & FEES

For additional benefit to patrons and staff, self-checkout stations can integrate with **EnvisionWare eCommerce Services™**. This system consists of software, credit card terminals and mounting options. Terminals can be attached to kiosks, placed on countertops, and mounted to coin/bill acceptors.

- Step 1: Patrons can click a choice to pay fines from a menu or be prompted to pay fines if blocked. The system then displays a list of fines and fees.
- Step 2: The patron selects the payment and chooses the payment method:
 - Cash from a vending device
 - Credit card from a terminal
 - Payment from a library deposit account

For credit cards, patrons swipe or insert the card and follow a typical retail style workflow.

- Step 3: A receipt is delivered to complete the transaction. If sufficient payment is made to clear a block, the patron can proceed to checkout.

Payment Options

EnvisionWare offers a range of payment options including credit cards, online accounts, and payment devices.

The X11 Kiosks being proposed contains a built in CBA (Coin/Bill Acceptor) or self-service payment. CBAs are available to accept nickels, dimes, quarters, and dollar coins and bills/notes and to dispense any of the listed coins.

CBAs are NETWORKED, which means that diagnostic alerts are delivered in real time and reconciliation reports are delivered on a scheduled basis. Configuration is performed in a browser and then loaded into each device with a USB flash drive.

Another unique feature of the CBA is the ability to be shared between applications, so that a single Cash device (CBA) and/or a credit card terminal can be used to pay for fines/fees, printing, copying and other services.

NOTE: The self-checkout station can also be shared so that self-checkout, return, patron directed returns, account query, fine/fee payment, renewal, computer reservation, copy control¹ and print release can be managed on a single station, saving space and leveraging the cost of hardware across multiple services.

DETECTION SYSTEM/GATES

EnvisionWare systems are designed to be considerate of ADA requirements including aisle width/clearance and reach for countertop or free-standing kiosks.

Our proposal contains:

The UltraTransparent gates are manufactured to EnvisionWare specifications by Feig Electronics. Our superior wide-aisle gates support a single aisle width of 63". These UltraTransparent gates use radar detection that can also be used to operate gates in a low power

¹ Requires EnvisionWare Copy Payment Manager software.

mode by emitting a beam in front of the gates as patrons are approaching for exit. This allows the gate to activate before a patron arrives between gate pedestals.



SUPPORT & WARRANTY FOR DESTIN LIBRARY

Support operates 24x7x365 for circulation customers. At any hour staff can call 888-409-0888 to speak directly with a technician.

During the hours of 8:30am to 7:00pm Eastern Time, Monday through Friday, support cases submitted online will be managed. Customers can also open a LiveChat session with support from any computer during these hours.

There are 18 technical resources available to manage customer support requirements. Support is managed from EnvisionWare headquarters in Atlanta.

There are EnvisionWare support technicians and engineers located in:

- > Atlanta, Georgia
- > Portland, Oregon
- > Columbus, Ohio
- > Jamaica, New York
- > Las Vegas, Nevada
- > Lodi, California
- > Charleston, SC
- > Ronan, Montana
- > Scottsdale, Arizona

EnvisionWare warrants that the proposed solution will meet/exceed performance and reliability standards included in the RFP response, for the entire period the solution is maintained by the Vendor.

The warranty is provided in the [EnvisionWare End User License Agreement](http://system.envisionware.com/eula) (system.envisionware.com/eula). Details about the Service Level Agreement are provided in the [Sample Agreement](http://system.envisionware.com/customer_agreement) (system.envisionware.com/customer_agreement).

Tags are guaranteed for the lifetime of the item to which they are affixed; they are also guaranteed to deliver the best performance.

Bill To

Destin Library
 150 Sibert Avenue
 Destin FL 32541
 United States

TOTAL

\$46,347.13

Quote Expires: 11/15/2020

Federal EIN	Currency	Terms	Sales Rep
58-2424595	US Dollar	* 5 0 % D e p B a l - 3 0 Services-Accept	Evans, Ken
Quotation Title		Memo	
self-service		RFID enabled Self-Service	

Qty	Item / Description	Ship To	Unit Price	Amount
Description				
***** The following items are for rfid tags and 90 days rental of a mobile tagging cart *****				
39,000	RFID-TAG-U *2x3BL SLIX2 RFID TAG - RECTANGULAR - BLANK LABEL - Ultra-Read Rectangular, R1 Adhesive, Rolled Out, Printable Matt paper face - Antenna: 45x76 mm/1.77x2.99 inches AL SLI*x*2 1024 bit - Lifetime Warranty ** PACKAGE: 4 rolls of 1,500/roll typical **	Main	\$0.129	\$5,031.00
6,000	RFID-TAG-U DVDBL SLIX2 RFID TAG -DVD XR - BLANK LABEL - Ultra-Read Advanced Media Tag, R1 Adhesive, Rolled Out Antenna: 110 mm/4.33 inches AL SLIX2 1024 bit - Printable clear face. - Lifetime Warranty* ** PACKAGE: 3 rolls of 1,000/roll typical **	Main	\$0.46	\$2,760.00
1	RFID-RENTAL-U Portable Conversion Cart (*Standard) RENTAL FEE - ENVISIONWARE PORTABLE CONVERSION CART Temporary use of EnvisionWare's Portable Conversion Cart for RFID for 3 months. Placing an order for rental means that you have read and understand the Rental Terms and Conditions found here: http://system.envisionware.com/site/Rental_Terms.html Please send an email to sales-us@envisionware.com to confirm your acceptance of the rental equipment terms and conditions.	Main	\$1,500.00	\$1,500.00
Subtotal				\$9,291.00



Qty	Item / Description	Ship To	Unit Price	Amount
1	RFID Software PL Pak (SLE) ENVISIONWARE ProLine RFID SOFTWARE PAK - SLE (1-Building Library: Max Service Pop 99K) INCLUDES: RFID Software Suite, Inventory Module, EnvisionWare Branch Manager Alert and Email Software, OneStop self-service circulation software #ENTER Number of RFID-enabled Staff Stations: 4 #ENTER Number of Self Service Stations: 1 Provides integration with circulation clients, encoding, tag query, and RFID-enabling of ILS-specific self service circulation stations as well as control of the EnvisionWare Media Case Controller ** Integrates with Polaris Staff Client and Express Check using Polaris API ** Integrates with III Millcirc, Sierra and Express Lane using Item Status API ** Integrates with TLC Circulation Client, Amlib, Softlink, Horizon, Symphony, Unicorn, and Evergreen Circulation Client and other ILS circulation clients ++ RFID Reader Kit sold separately	Main	\$3,970.00	\$3,970.00
1	RFID-GATE 3D-WA-U 1-Wide Aisle TRANSPARENT RFID GATE WITH RADAR PEOPLE COUNTER - EXTRA WIDE AISLE WIDTH Two pedestals support a single aisle width of 63 inches/1600mm. High accuracy, multi-dimension detection; Transparent Acrylic blends with every decor; auto-tuning; Visual and Audible alarms plus Ethernet integration to Branch Manager software. Internal radar technology people counter for directional accuracy. Lead time: 6 weeks	Main	\$6,695.00	\$6,695.00
4	RFID-READER-KIT PL DeskPad BL-U (B) ENVISIONWARE DESKPAD RFID READER KIT, Version B INTEGRATED high performance ISO standard RFID Reader/Writer/Pad in acrylic black enclosure. Surface or under-mount. * Dimensions: 14.8" x 10.87" x 1.06" (376 x 276 x 26.8mm) * Output Power: 1W * UNIDIRECTIONAL system detects above the surface of the pad but not to the sides or bottom. Even works on metallic surfaces. * Universal Power supply, 6ft shielded USB Cable, high quality ferrites and installation accessories ++ Requires EnvisionWare RFID Software Suite	Main	\$475.00	\$1,900.00
1	SSC-X11-KV-BK-BK (**USD) 3T v4 (N) X11 Vending Kiosk (Network Capability) 21.5" Touch Screen Display Windows 10 Pro Integrated High Capacity Receipt Printer 1D/2D Smartphone-ready barcode scanner DeskPad RFID Reader/Antenna Next Generation Vending Control System - Copy Payment-ready Coin Acceptor Bill Validator 10 ft Ethernet Cable / 6 ft Power Cord	Main	\$7,095.00	\$7,095.00



Qty	Item / Description	Ship To	Unit Price	Amount
1	RFID-READER-WiFi-U <i>WI-FI RFID BLADE READER/ANTENNA</i> <i>Operates as a Wi-Fi Access Point or in Client mode. Battery operates 8 hours at 1.5w and 4 hours at 4 watts reader power. One of the most powerful handheld readers available.</i> <i>Dimensions: 460 x 260 x 27mm / 18.1 x 10.23 x 1 inches]. The blade is 1.5mm / .06 in thick.</i> <i>21 ounces including system with battery.</i> <i>++ Requires RFID Software Suite/Inventory Manager</i>	Main	\$2,495.00	\$2,495.00
1	RFID-Tablet10ES#-U <i>MOBILE TABLET FOR INVENTORY AND STAFF MOBILITY AND OUTREACH</i> <i>10" Battery operated Mobile Tablet</i> <i>Detachable keyboard</i> <i>Windows 10</i> <i>(1) USB Connection for optional USB RFID Reader</i> <i>(1) MicroUSB; (1) SD Slot</i> <i>Wi-Fi for Internet, Network and RFID-Wi-Fi Inventory Reader</i> <i>6.9 x 10.4 x .7 in / 175 x 264 x 17 mm 2.2 lbs / 1kg</i> <i>4GB RAM / 64GB SSD : Zippered Case</i> <i>INCLUDED SOFTWARE: Inventory Manager and RFID Software Suite</i>	Main	\$1,440.00	\$1,440.00
Subtotal				\$23,595.00
<i>Subtotal for rfid equipment and software</i>				
Discount: *EnvisionWare Products or Services				(\$2,656.40)
<i>DISCOUNT for EnvisionWare Products or Services</i>				
Subtotal				\$20,938.60
Description		Main		

<i>The following Professional Services items are for installation. EnvisionWare employees will be on site to set up tagging equipment and train staff on tagging and then will return for the rfid system installation.</i> *****				
1	PS-RFID-ISV <i>RFID INITIAL SITE VISIT for new RFID Libraries for Training, Pre-Installation and a Site Survey</i> <i>Introduction to RFID, Encoding/Tagging/Technical Services Training, Encoding System Setup and Site Survey "</i> <i>Includes services and first day travel expense.</i>		\$1,975.00	\$1,975.00



Qty	Item / Description	Ship To	Unit Price	Amount
1	PS-PM-BLDG ENVISIONWARE COLLABORATIVE PROJECT SERVICES -- PER BUILDING * Includes installation of all products ordered or guidance to install items as part of a single project/trip on a per building basis. EnvisionWare generally installs management or host components and trains customers in the deployment of Client modules. * A Statement of Work (SOW) will be developed collaboratively which defines the responsibilities of EnvisionWare and your staff and includes consulting services, planning, installation, training and acceptance criteria. ++ This price does not include any of the fixed travel costs (Continental US) or billed expenses (Outside USA) items when onsite services are requested.		\$1,000.00	\$1,000.00
1	PS-EXPFF-U 1st Day ENVISIONWARE PROFESSIONAL SERVICES - FLAT FEE FOR EXPENSES - First of Every Five Days Onsite. No partial days.		\$975.00	\$975.00
1	PS-EXPFF-U Additional Day ENVISIONWARE PROFESSIONAL SERVICES - FLAT FEE FOR EXPENSES - Additional Days After First. Maximum (4) additional days before an additional First day is required.		\$250.00	\$250.00
SUBTOTAL Services				\$4,200.00
SUBTOTAL for EnvisionWare Professional Services				
Description		Main		
***** The following items are for the pre-payment of Annual Support for 5 years.				
Yr 1 is covered under warranty at \$0.				
Yr 2 \$2725.75				
Yr 3 \$2725.75				
Yr 4 \$2725.75				
Yr 5 \$2725.75				
total\$10,903.00 AFTER 10% discount for pre-pay maintenance				
4	WM-RFID Software PL Pak (SLE) 1 YR MAINTENANCE: EnvisionWare ProLine RFID Software Pak - Small Library Edition	Main	\$674.90	\$2,699.60
4	WM-RFID-GATE 3D-WA-U 1-Wide Aisle 1 YR MAINTENANCE: Transparent RFID Gate with radar people Counter - EXTRA WIDE AISLE WIDTH Two pedestals support a single aisle width of 63 inches/1600mm.	Main	\$803.40	\$3,213.60
16	WM-RFID-READER-KIT PL DeskPad BL-U (B) 1 YR MAINTENANCE for RFID EnvisionWare DeskPad RFID Reader Kits in acrylic black enclosure, Version B	Main	\$57.00	\$912.00
4	WM-SSC-X11-KV-BK-BK (**USD) 3T (N) 1 YR MAINTENANCE: X11 Vending Kiosk; USD 3T; Network Capable; Black on Black	Main	\$834.00	\$3,336.00



Qty	Item / Description	Ship To	Unit Price	Amount
4	WM-RFID-READER-WIFI-U <i>1 YR MAINTENANCE: EnvisionWare WI-FI RFID Inventory Blade Reader/Antenna</i>	Main	\$299.40	\$1,197.60
4	WM-RFID-Tablet10C-U <i>1 YR MAINTENANCE: EnvisionWare RFID Mobile Tablet, Version C - For Inventory and Staff Mobility</i>	Main	\$172.80	\$691.20
Subtotal				\$12,050.00
Discount: *EnvisionWare Products or Services <i>10% DISCOUNT for pre-payment of Annual & Maintenance</i>				(\$1,147.00)
Subtotal <i>Grand Total for 5 years prepaid Support & Maintenance</i>				\$10,903.00

Subtotal \$45,332.60

Freight \$1,014.53

Total Tax \$0.00

PST-CA

Total **\$46,347.13**

Freight charges are estimated; actual charges will be billed.

Send your purchase order or email confirmation to:
EMAIL: orders@envisionware.com | **FAX:** +1 678.382.6501

Standard terms and conditions apply: <http://system.envisionware.com/terms>



OneStop™ Self-Service Software

OneStop™ combines an engaging interface for patron self-service with a customizable platform to showcase library news, events and more.

Modern and intuitive, OneStop works with EnvisionWare's hardware or your existing hardware to provide a cost-effective and flexible software solution.



SELF-CHECKOUT AND SO MUCH MORE

With EnvisionWare's OneStop™ software, your patrons enjoy the ease of use they've come to expect with a self-checkout system, combined with the flexibility, efficiency and integration you need to keep your library running smoothly.

OneStop integrates with EnvisionWare's full suite of self-service solutions for time and print management, fine payment and more. This all-in-one solution saves on hardware costs and space, and provides a single interface for patron self-service.

Integrate with EnvisionWare's PC Reservation® and LPT:One™ software for computer sign-up and print release

Integrate with EnvisionWare® eCommerce Services™ for fine payment

Add EnvisionWare® Branch Manager™ for email receipts, staff alerts and help requests

Enable patrons to checkout media with EnvisionWare® Media Case Controller (EMC2)™ for RFID-ready media collections

Use OneStop™ in the Intelligent Returns Station Mode as a staff-managed book drop or staff returns station

OneStop is compatible with barcode and RFID technology, including RFID-based patron cards.

PublicLibrary

SELF-SERVICE CHECKOUT

ASK A STAFF MEMBER ABOUT
Story Time

Library Program Schedule

Web Design Workshops
Central Library will offer weekly workshops on the basics of web design every Thursday evening at 7 pm beginning January 5th. Sessions will cover a variety of topics including User Experience, Responsive Design, Page Architecture, Analytics, Using Templates, Basics of Wordpress, and Content Management. For more information, please call ext. 7535.

ASK A STAFF MEMBER ABOUT
Technology Programs

CHECK OUT MATERIALS

CHECK IN MATERIALS

RELEASE MY PRINT JOBS

RESERVE A COMPUTER

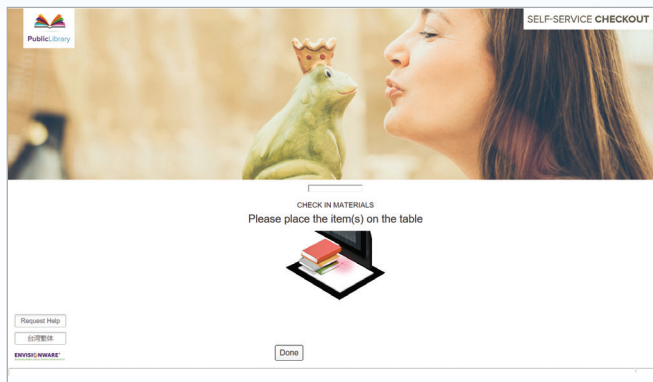
VIEW AND PAY MY FINES

DEPOSIT MONEY INTO LIBRARY ACCOUNT

Request Help

台湾繁体

ENVISIONWARE



ENGAGE PATRONS

OneStop takes customization to a new level, enabling you to use your own photos to showcase your library or community, select from a bank of out-of-the box themes, or a combination.

Standard themes include:

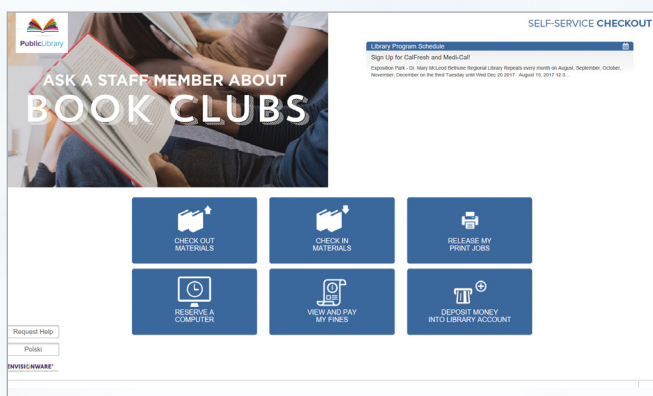
Seasons: Choose from multiple images each season to keep your self-checkout interface fresh and relevant throughout the year

Children's Imaginative: Whimsical and eye-catching photos to draw the attention of even the youngest readers

Reading Classic: Engaging photos for patrons of all ages

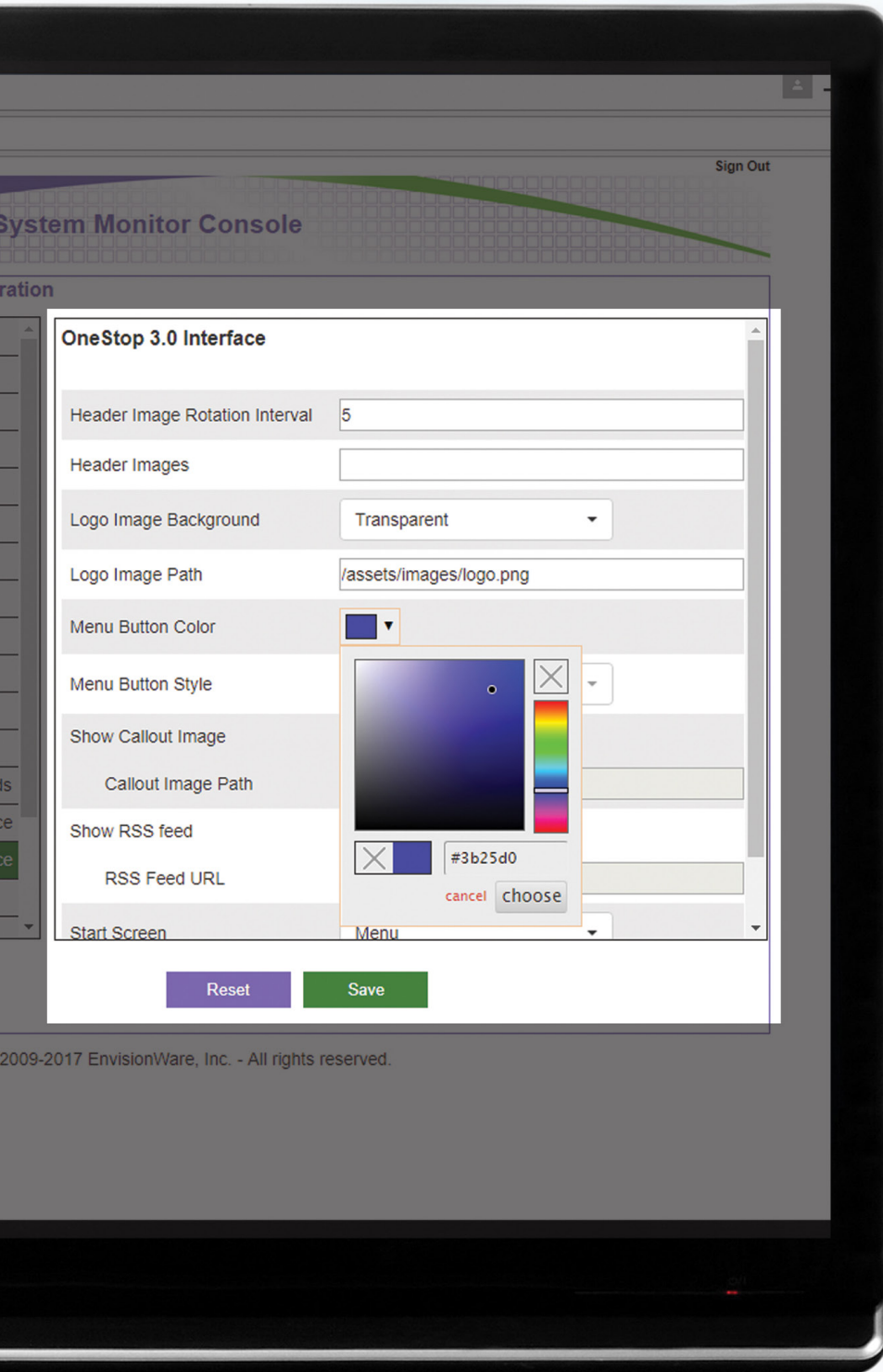
News & Events: Promote your library events with these out-of-the box announcements for book clubs, story times, teen programs and more

Themes can be used together or separately, or used in combination with your own imagery, announcements and news feeds.



PROMOTE LIBRARY SERVICES AND EVENTS

With OneStop, you can customize the screens to display your own photos or graphics. You can also stream library news from your library's website or other feeds in real time on the screen.



CUSTOMIZE AND CONFIGURE WITH EASE

Make OneStop an extension of your library:

Add your library's logo

Change the color palette of the interface to match your branding

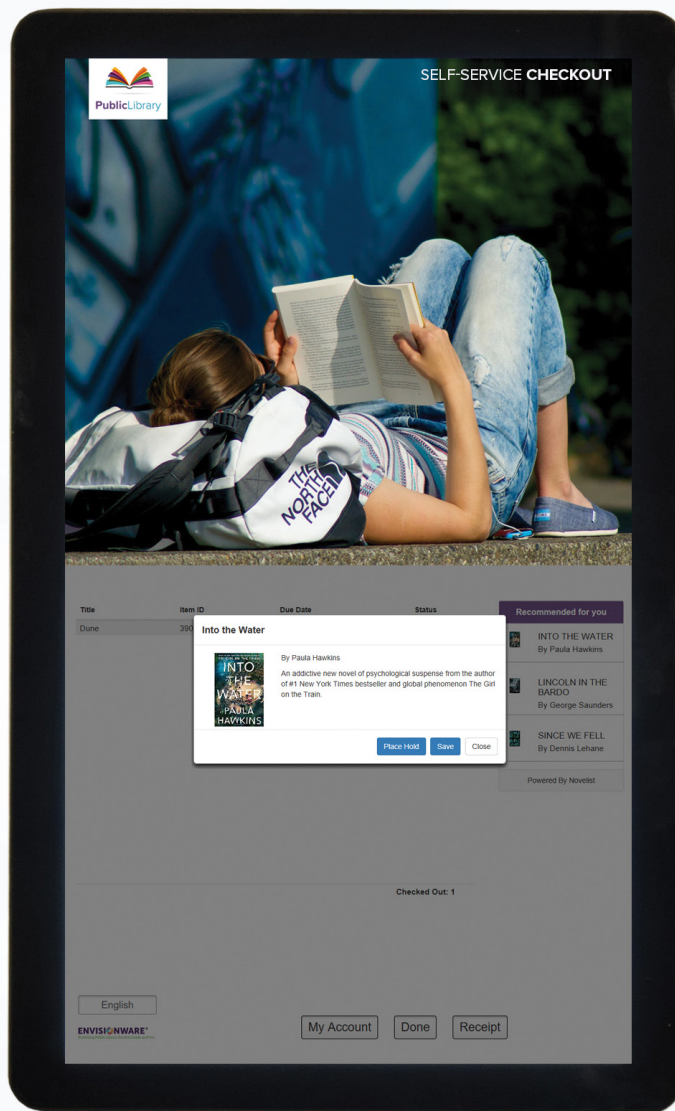
Leverage the included API to create a fully customized patron experience or custom circulation application

Enable patrons to change the language display with the click of a button

Customize the language options to suit your community

ENABLE PATRONS TO DISCOVER THEIR NEXT BEST READ

Enhance the visibility of your collection and enable patrons to discover new titles during checkout. OneStop works seamlessly with your NoveList Select for Self-checkout subscription to serve-up reading recommendations during self-checkout. Patrons can select titles that interest them and place a hold, or print or email the recommendations on their receipt, keeping the title top of mind for their next library visit.




YOUR HARDWARE OR OURS


OneStop is designed to help libraries maximize their resources by using existing hardware or selecting from EnvisionWare's cost-effective suite of self-service hardware. Intuitive and flexible, OneStop automatically adapts based on hardware resolution, making it a breeze to install and configure the software.



SELF-SERVICE CHECKOUT



Please scan your library card or type the number



Start Over Next »

1	2	3
4	5	6
7	8	9
-	0	⊗
A.Z	Clear	

Public Library

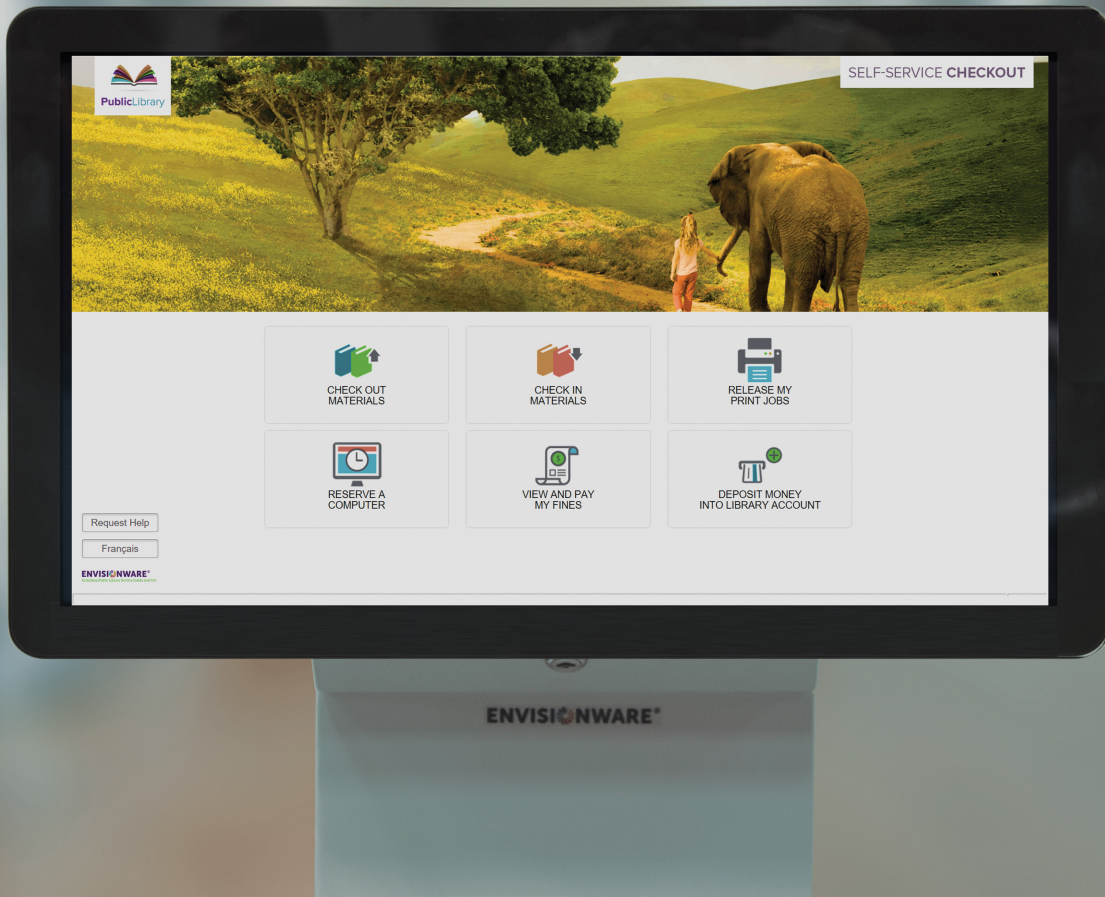
SELF-SERVICE CHECK OUT



 CHECK IN MATERIALS	 RELEASE BY PRINT JOB
 VIEW AND PAY BY FINES	 DEPOSIT MONEY INTO LIBRARY ACCOUNT



ENVISIONWARE™



OneStop™ Self-Service Software

OneStop™ combines an engaging interface for patron self-service with a customizable platform to showcase library news, events and more.

Modern and intuitive, OneStop works with EnvisionWare's hardware or your existing hardware to provide a cost-effective and flexible software solution.



SELF-CHECKOUT AND SO MUCH MORE

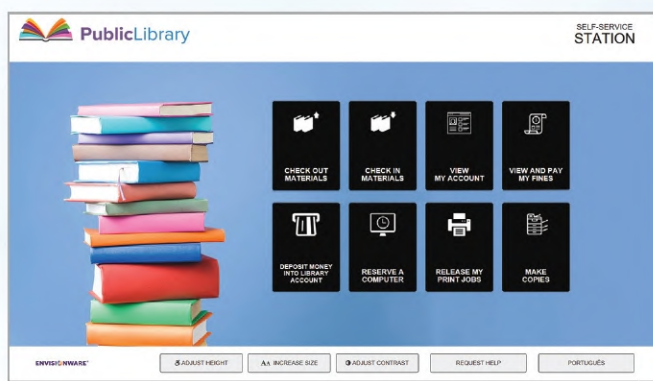
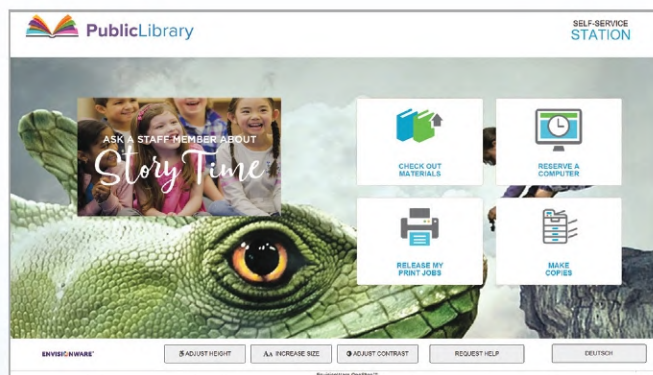
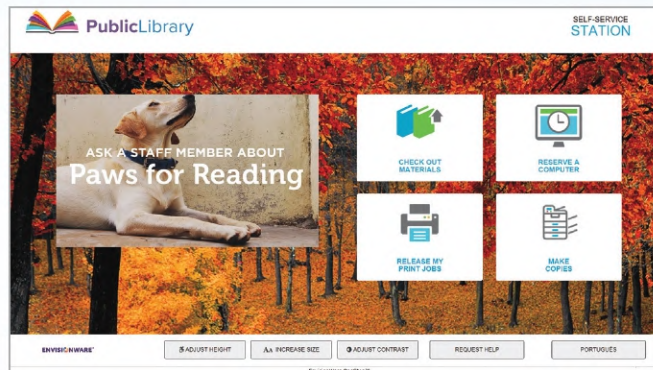
With EnvisionWare's OneStop software, your patrons enjoy the ease of use they've come to expect with a self-checkout system, combined with the flexibility, efficiency and integration you need to keep your library running smoothly.

OneStop integrates with EnvisionWare's full suite of self-service solutions for time and print management, fine payment and more. This all-in-one solution saves on hardware costs and space, and provides a single interface for patron self-service.

- Integrate with EnvisionWare's PC Reservation®, Reservation Service and LPT:One™ software for computer sign-up and print release
- Add Copy Payment Manager™ for centralized management of copy payment from cash, account and credit cards
- Integrate with EnvisionWare® eCommerce Services™ for fine payment and account deposit
- Add EnvisionWare® Branch Manager™ for email receipts, staff alerts and help requests
- Enable patrons to checkout RFID media with EnvisionWare® Media Case Controller (EMC²)™
- Use OneStop™ in the Intelligent Returns Station mode as an RFID book drop or staff returns station

OneStop is compatible with barcode and RFID technology, including RFID-based patron cards.





ENGAGE PATRONS

OneStop takes customization to a new level, enabling you to use your own photos to showcase your library or community, select from a bank of out-of-the box themes, or a combination.

Standard themes include:

- **Seasons:** Choose from multiple images each season to keep your self-checkout interface fresh and relevant throughout the year
- **Children's Imaginative:** Whimsical and eye-catching photos to draw the attention of even the youngest readers
- **Reading Classic:** Engaging photos for patrons of all ages
- **News & Events:** Promote your library events with these out-of-the box announcements for book clubs, story times, teen programs and more

Themes can be used together or separately, or used in combination with your own imagery, announcements and news feeds.

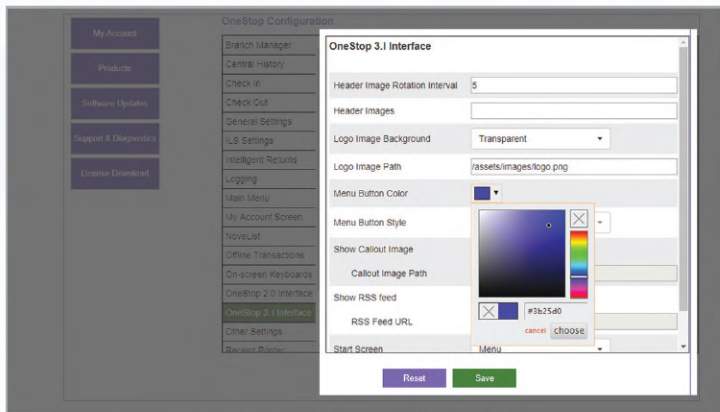
ACCESSIBILITY FEATURES AT YOUR FINGERTIPS

Features such as high contrast mode, increased font and the ability to adjust the screen height are prominently displayed. These features are available at the touch of a button, making it simple for patrons to select the tools they need for an easy and comfortable self-checkout experience. Patrons can press the Request Help button to call for further assistance.



PROMOTE LIBRARY SERVICES AND EVENTS

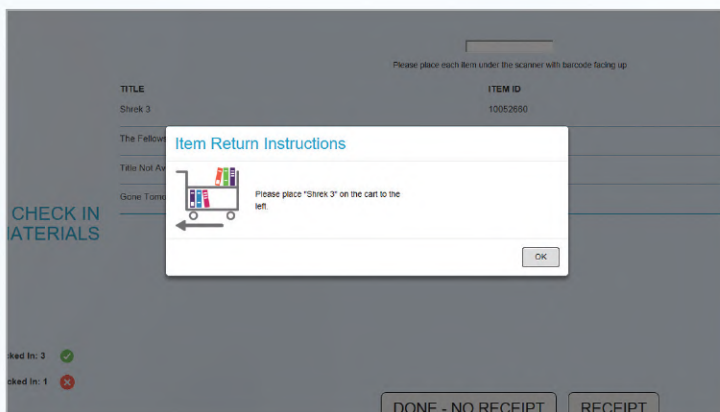
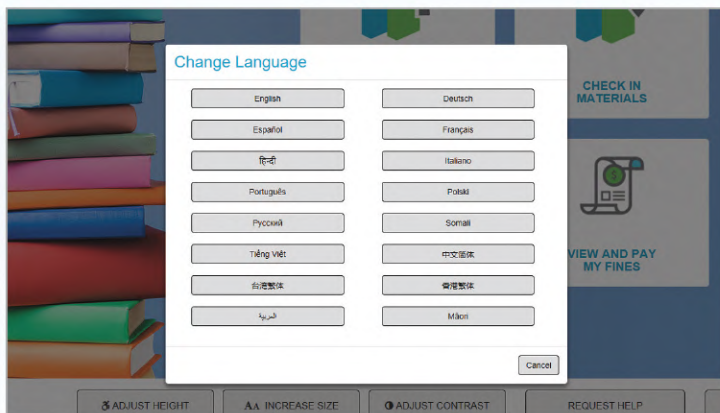
With OneStop, you can customize the screens to display your own photos or graphics. You can also stream library news from your library's website or other feeds in real time on the screen.



CUSTOMIZE AND CONFIGURE WITH EASE

Make OneStop an extension of your library:

- Add your library's logo
- Change the color palette of the interface to match your branding
- Leverage the included API to create a fully customized patron experience or custom circulation application
- Enable patrons to change the language display with the click of a button
- Customize the language options to suit your community
- Select directional graphics to show patrons where to return materials
- Customize receipt header and footer based on your library's needs
- Provide patrons with the ability to update their email*
- Allow patrons to view their place on the holds list†

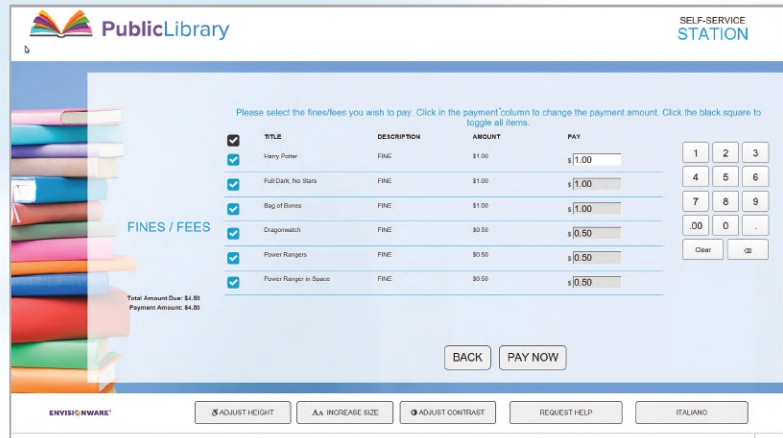


* Symphony and Sierra
† Sierra ILS only

SEAMLESS PATRON PAYMENT EXPERIENCE

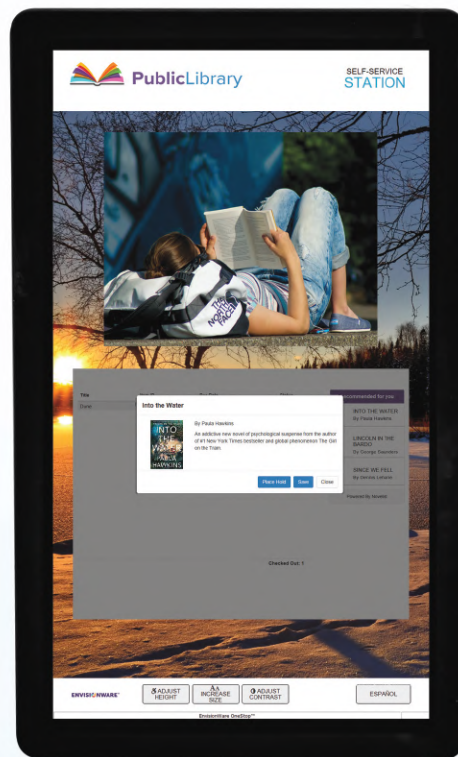
OneStop now offers integrated fine payment options that make it quick and easy for users to select how they want to pay. Intuitive graphics walk users through the payment process so they can pay and be on their way.

For Libraries that prefer to offer patrons more choices in fine payments, OneStop enables patrons to touch to select which fines they want to pay from an itemized list during checkout*.



ENABLE PATRONS TO DISCOVER THEIR NEXT BEST READ

Enhance the visibility of your collection and enable patrons to discover new titles during checkout. OneStop works seamlessly with a NoveList Select for Self-checkout subscription to serve-up reading recommendations during self-checkout. Patrons can select titles that interest them and place a hold, or print or email the recommendations on their receipt, keeping the title top of mind for their next library visit.

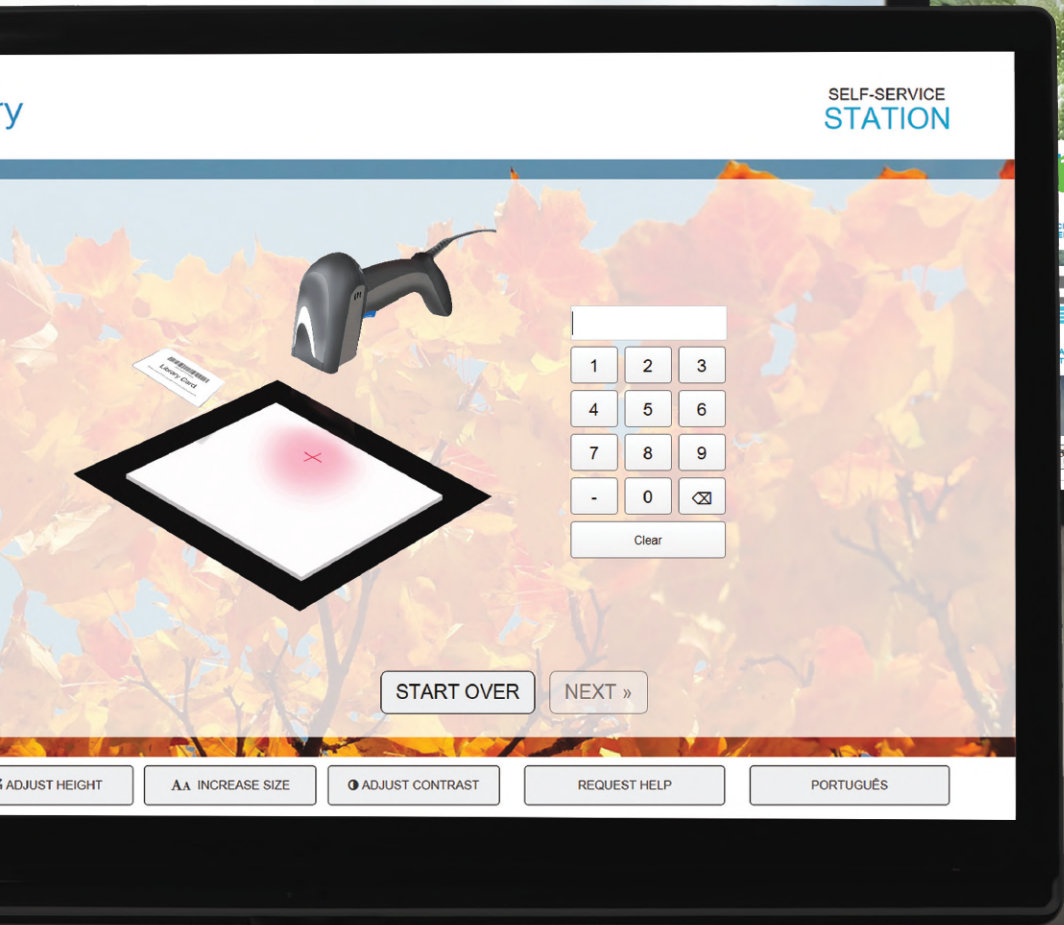


*Subject to the capabilities of your ILS

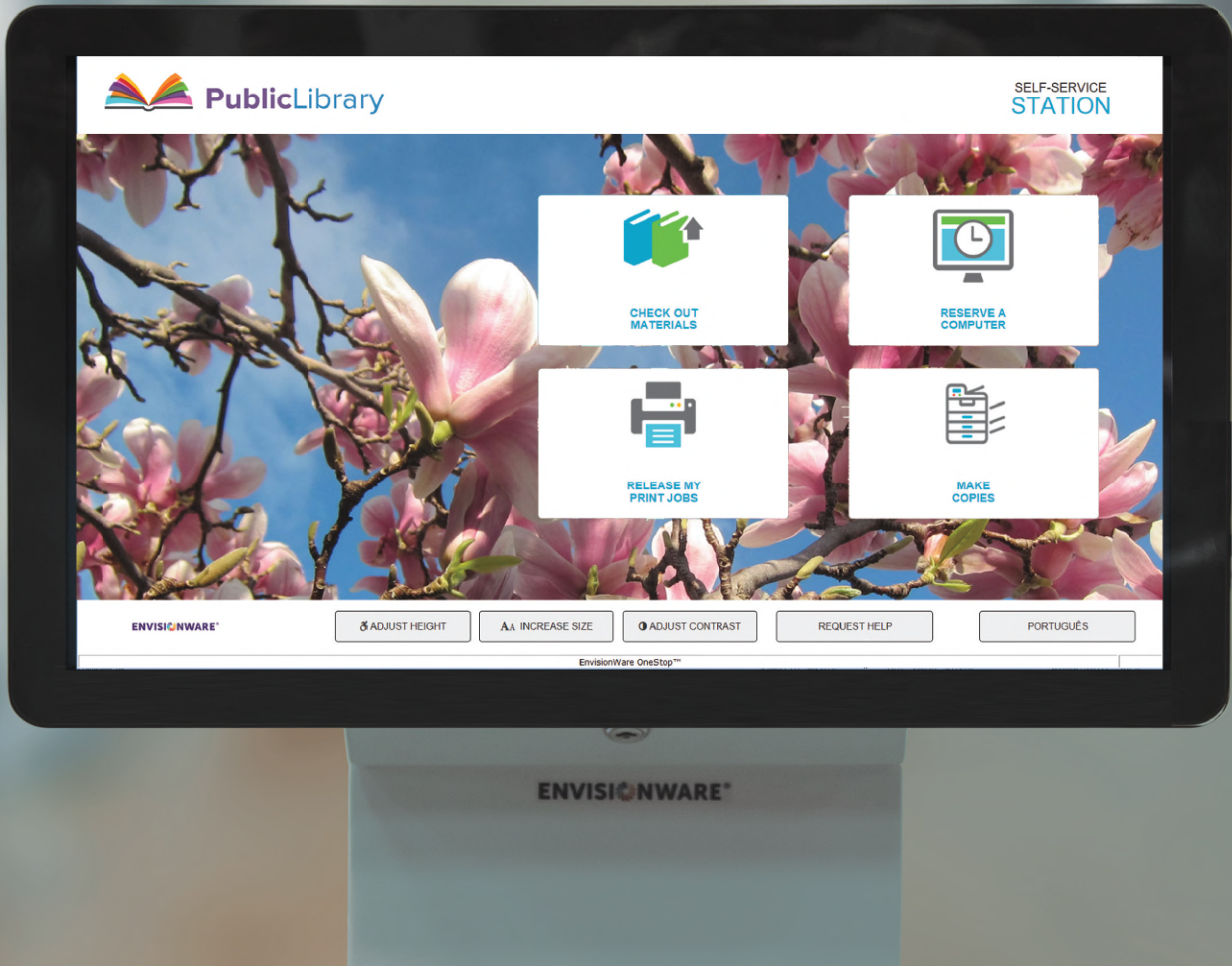
YOUR HARDWARE OR OURS

OneStop is designed to help libraries maximize their resources by using existing hardware or selecting from EnvisionWare's cost-effective suite of self-service hardware. Intuitive and flexible, OneStop automatically adapts based on hardware resolution, making it a breeze to install and configure the software.





ENVISIONWARE



RFID Solutions



From self-service circulation and RFID to public computer and print management, EnvisionWare services more libraries with more self-service and efficiency solutions — **with a commitment to libraries that is second to none.**

ENVISIONWARE®
Enriching Public Library Service Inside and Out

RFID Solutions

EnvisionWare offers a full suite of RFID solutions designed for libraries of all sizes. Whether you plan to convert your collection manually, rent or purchase an RFID conversion cart, or are interested in a full-service conversion, EnvisionWare can help you make your transition to RFID easy, efficient and within budget.

ENVISIONWARE® RFID SOFTWARE SUITE™

Our Rapid Encoding Mode removes the manual burden from encoding, providing 100% keyless data entry that results in higher accuracy. It also supports simultaneous weeding during encoding, enabling you to later upload the file to the ILS for inventory.

- Encode and validate tags from every RFID-enabled station
- Use encoding data to take a complete inventory from a centralized database
- Read and convert other vendor proprietary data models to the ISO standard
- Re-encode key data elements on-the-fly
- Integrates directly into Polaris, Millennium and Sierra staff clients and self checkout systems and Symphony staff client, or use seamlessly with other circulation clients

RFID READER KITS

A complete reader package with all of the components you will need for a seamless RFID installation.

- Shielded antenna reads less than 1/2" to the sides
- Requires only a USB and power connection
- Install on the surface or below a counter
- High-performance ferrites to reject interference that can impair perfect detection
- Self-diagnostic systems display alerts



RFID SECURITY

RFID Gates

Both the EnvisionWare® ProLine Series™ RFID Gates and the EnvisionWare® MasterSeries UltraTransparent Gates™ offer audible and visual alarms, people counters and staff screen alerts through integration with EnvisionWare® Branch Manager™. Two design options to fit your budget and decor.



SELF-SERVICE CHECKOUT & RETURN SOLUTIONS

Self-service Software and Hardware

EnvisionWare RFID Software works seamlessly with our complete line of hardware and software options, including:

- OneStop™ software for library supplied computers
- ProLine™ Component Self-service Station - delivers the lowest entry point for a complete system
- X5 Self-service Station - a highly customizable kiosk system
- X11 Series Self-service Stations - available in kiosk and countertop versions



Media Security

The EnvisionWare® Media Case Controller (EMC2)™ provides one simple step to checkout and unlock any Clear-Vu One-Time™ cases, including Playaways®.

MOBILE OUTREACH & INVENTORY

Extremely versatile, the Mobile System can be used with a staff circulation client or EnvisionWare OneStop software for a portable checkout station, as well as inventory management, outreach, training, and mobile reference. Lightweight and durable, the system operates on battery up to 10 hours and includes:

- Mobile 10-inch tablet
- Wi-Fi RFID Blade Reader
- Inventory software



ENTERPRISE SOLUTIONS

Branch Manager

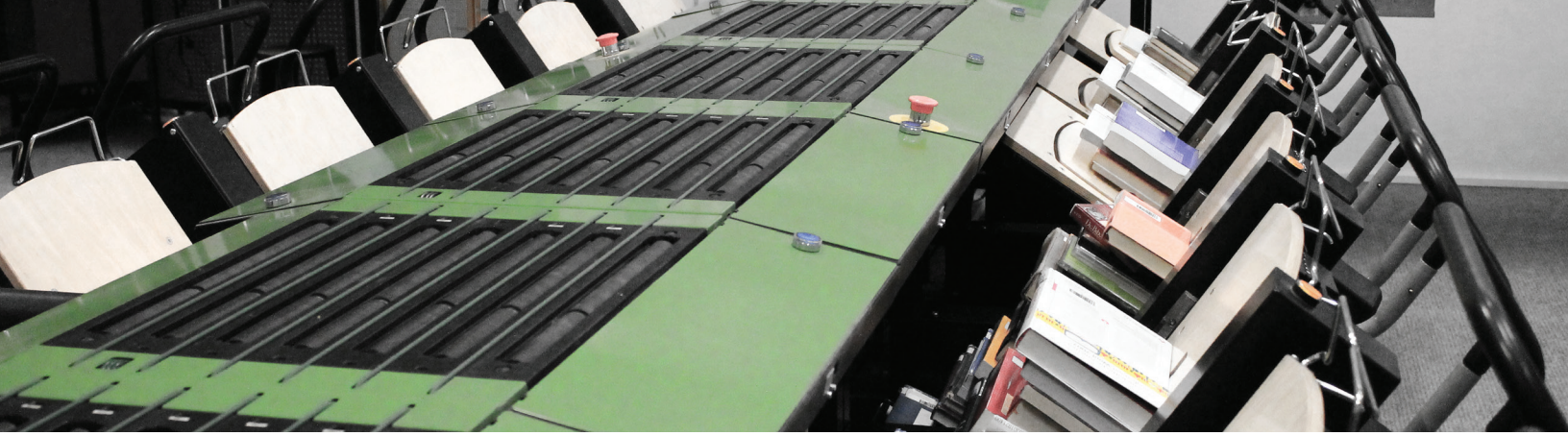
EnvisionWare® Branch Manager™ provides instant alerts from RFID gates to staff stations configured to monitor alerts. Staff sees the item ID, media type, gate location and item title on a display that supports alert acceptance and dispatch.

Additionally, Branch Manager supports alerts from OneStop™ self-checkout stations. Staff alerts include help requests, out of paper alerts and ILS connectivity issues. Patrons can press a help request button and the name of the screen the patron is currently viewing is visible, enabling staff to provide immediate assistance.

System Monitor

EnvisionWare® System Monitor™ is installed with each software component to manage license retrieval and activation and monitor system health. System Monitor diagnoses problems at multiple levels and provides alerts specific to the issue, such as if an RFID reader cable is disconnected or an RFID tag is invalid.

With a couple of clicks at any computer library staff can open or update a support case and submit a complete diagnostic of the computer including logs, configuration settings and details about the hardware and operating system.



AUTOMATED MATERIALS HANDLING

Automated Returns

Our Intelligent Returns software is designed to increase efficiency and save valuable staff time. This software can be incorporated into a complete self-service Intelligent Returns Station™, an RFID-enabled chute designed for rapid processing of returns.

Sorting Systems

EnvisionWare offers a 2 to 253-bin automated materials handling system designed to expand or change based on the needs of your library. The EnvisionWare Modular Sorter™ is whisper quiet and reliable, with a track record of 99% uptime.

PAYMENT SOLUTIONS

RFID software integrates with EnvisionWare eCommerce Self-service Solutions for:

- Credit, debit and online payments
- Online payment using library deposit/credit accounts
- Coin and bill stations for cash payments
- Stored value payment systems

RFID TAGS

EnvisionWare's GEN5 tags are age-and heat-tested to ensure lasting a lifetime without degradation.

- Library standard compliant: ISO 15693/18000-3
- Volume-priced discount, regardless of your collection size
- Offered in a broad range of tag formats with multi-color and pre-encoded tag options
- Unique '7-CENT' tags for periodicals and paperbacks
- Unique iPad tag

ENVISIONWARE®
Enriching Public Library Service Inside and Out

www.envisionware.com

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DSRFID-180404-U-R5

EnvisionWare, Inc. Corporate Headquarters
2855 Premiere Parkway, Suite A
Duluth, GA 30097-5201
Toll Free 800-216-8370
Direct +1 (678) 382-6500



835 Hale Avenue North
Oakdale, Minnesota 55128
(800) 494-9330
www.tech-logic.com

Destin Library

*Self-Checkout and RFID
Tagging*

Quote Submitted:

8/19/2020

Quote Valid Until:

120 days from bid date



Tech Logic is pleased to submit this proposal for our *circIT* self-checkout product suite. We appreciate the opportunity to be considered for this project and believe that Tech Logic offers the best self-checkout solutions proven in hundreds of libraries.

Why Choose the Tech Logic *circIT* Product Suite?

Unique in the library market, Tech Logic's *circIT* product suite offers **flexible self-checkout options to fit each library's needs** rather than forcing a one-size-fits-all prescription. We also know from experience that libraries strive for reliable and intuitive self-checkout, satisfied patrons, and a high percentage of self-checkout adoption. Tech Logic works with each library to select the best self-checkout options to create streamlined workflow and happy patrons.

The *circIT* software powering the product suite consists of a database-controlled application centrally installed at the library or at its IT headquarters. From there, library staff can customize the interface, deliver updates, check equipment status and make changes which control all stations within the library system. **All functions to manage the software, obtain statistics or troubleshoot issues are accomplished from the central server.**

The *circIT* software delivers **scalability and flexibility** to insure that each installation fits the library. For example, while Southern Pines Public Library employs fewer than five self-checkout stations in a single location, Toronto Public Library has deployed more than 750 *circIT* self-checkout stations in over 80 branches. Libraries can rest assured that future growth will never be a challenge for *circIT*.

Based on our long history with successful self-service solutions, Tech Logic assists your library by recommending **the *circIT* solutions best suited to a library's physical layout, service patterns and patron behaviors**. Using our self-checkout solutions, Tech Logic partner libraries routinely achieve **higher than 90% self-checkout adoption by patrons**.

The *circIT* product suite solutions include:

- self**CIRC** PRIME —a self-standing turnkey kiosk in any location
- self**CIRC** PRIME Desktop —a compact counter-top kiosk
- self**CIRC** COMBO —a monitored station located at staffed service points
- self**CIRC** KIDS —a highly customizable kiosk to match themes or décor
- self**CIRC** PRO —*circIT* software plus other components of the library's choosing

The *circIT* product suite is customized with options such as credit card or cash payment, RFID readers and antennas, barcode scanners, or EM security strip desensitizers. The software is designed to display library-provided applications such as promotional slides, satisfaction surveys, PC management sign-up, library floor maps, live social media feeds and more.

Finally, we appreciate how much time and effort is invested to make the library a welcoming environment. For more than two decades Tech Logic has worked with architects and interior designers to insure the perfect functional and visual fit for all our self-service solutions.



Why Choose the Tech Logic?

With one company responsible for the success of your self-services implementation, you will not need to coordinate or problem solve with resellers, third parties, foreign manufacturers or middlemen. Tech Logic designs, manufactures, installs and services everything we sell from Oakdale, Minnesota. Our partner libraries will tell you that our extensive library experience and customer service reputation were major factors in selecting Tech Logic.

Our success as a company is built on decades of consistent principles.

- A corporate philosophy to serve only libraries. This focus enables us to learn exactly what libraries need and to provide those products and services that help them deliver the highest level of customer service to library patrons.
- A long-term approach to our business for more than two decades. You don't have to worry that Tech Logic will abandon its products or its partner libraries—or be sold to another company that may not have the same library-first approach.
- Tech Logic was an early adopter of RFID technology for libraries and invented the *circIT* product suite and totalAMH systems. Tech Logic also designed the patented self**CIRC** COMBO station combining self-checkout at a service point with convenient staff assistance. As a result of feedback from our customers, our products are constantly being enhanced to remain competitive and innovative.
- A “people first” philosophy that starts with your library and extends to all your patrons. For you, it means that our relationship is personal—a partnership where we work together to create the best solutions to deliver the best results.
- Tech Logic employs veteran, long-term staff with extensive library experience. Their broad skill sets make us a valuable partner in completing a customized self-services implementation project.
- Tech Logic takes customer service seriously and will provide the most modern and comprehensive online support and tracking capability, as well as the necessary on-site maintenance and person-to-person communication.

Your library will never be just another customer number served by a multinational faceless corporation owned by outside equity investors. Your library becomes a Tech Logic partner and you receive the kind of service and support that you would expect from partners.

We look forward to reviewing the unique *circIT* product suite options best suited to achieve your library's self-service goals.



Prepared For: Destin Library, FL				Quote Number: 8/19/2020 20200818 JK	
QTY	PN	Self-Checkout System Products and Services	Unit Price	Extended Price	
staffCIRC PRO					
4	45008266	Tech Logic Antenna with Medio Reader, White	\$630.95	\$2,523.80	
selfCIRC PRIME					
1	80505210-0	PRIME Standalone RFID	\$6,372.87	\$6,372.87	
staffCIRC TRAK					
1	45007687	staffCIRC TRAK with 12" Tablet and Keyboard	\$3,484.48	\$3,484.48	
rfidTAG CASE					
1	3RUTAGIT	rfidTAG CASE Programmer (rental)††	\$504.13	\$504.13	
rfid GATE					
1	83002001	Tech Logic Single Aisle Crystal Gate Excellence with People Counter	\$5,845.50	\$5,845.50	
Software					
1	28000002	circIT SUITE	\$0.00	\$0.00	
4	28000007	circIT STAFF	\$0.00	\$0.00	
rfidTAG, Hardware Warranty and Software Renewals					
1		Extended Hardware Warranty (years 2-5)	\$7,709.09	\$7,709.09	
34000	25016567	Book-SLix-Tag White	\$0.0810	\$2,754.00	
5000	25016568	CD/DVD X Range-SLix-Tag Clear	\$0.3311	\$1,655.50	
1		Software Renewal (years 2-5)	\$6,570.00	\$6,570.00	
Notes					
One rfidTAG CASE Programmer, three month rental					
Installation and Training Costs					
1		Total Onsite Installation for Gates/Remote Installation for Remainder	\$4,960.00	\$4,960.00	
Shipping					
1		Estimated†††	\$1,993.00	\$1,993.00	
				Sub Total (USD)	\$44,372.37
				Total (USD)	\$44,372.37
Prices contained in this quote are good for 120 days.					



CircIT Suite Payment Terms and Support:

- † Software support is **required** starting in year two.
- †† Hardware support is **optional** starting in year two.
- ††† Shipping charges estimated on all quoted products shipping at the same time F.O.B. originating facility.

Shipping is estimated and calculated using today's rates to one receiving location, unless otherwise noted. Additional shipping charges may apply. Multiple shipments may result in increased charges.

- Restocking fee of 20% will be applied to all returned hardware prior to library credit. Costs incurred for returned hardware are at the expense of the library.
- Payment of all applicable duties and taxes are the responsibility of the purchasing entity. All prices including Service and Maintenance do not include any applicable sales tax. If tax exempt, please provide Tax Exempt Certificate.
- Standard Tech Logic Terms and Conditions apply to all sales.
- Prices quoted above include a standard Tech Logic one year warranty.
- Pricing for Comprise Smart Terminals include one Merchant Account set-up. Additional Merchant Account set-up pricing is indicated in above quote.
- Any required SIP configuration or ILS renewal fees are not covered by the Tech Logic first year warranty.

Payment Terms for circIT Suite Software and Equipment: A payment of 50% of the total order due upon execution of order confirmation 50% payment due net 30 at shipping. The net amount of each invoice is due in full, within thirty (30) days of date of invoice.

Interest Charges: If any payments due from Library to Tech Logic are deemed to be, in the sole discretion of Tech Logic, overdue, then interest charges thereon shall be paid by Library to Tech Logic at a rate of one and one-half percent (1.5%) per month.

Performance Bond & Payment Bond:

Costs associated with Performance & Payment bond requirements are the sole responsibility of the library.

Software and Hardware Support:

- Required Annual Software License(s) costs begin in year two these costs are required for the duration the software is in use and is billed annually.
- Optional Extended Hardware Maintenance program costs begin in year two for chosen hardware equipment. Decline and/or lapse in coverage negates the ability to apply hardware maintenance on items at a later date.
- * **Required Annual Software License(s) and Optional Extended Hardware Maintenance Programs automatically increase 2% per year. Comprise products are exempt from any annual support increase. Order submission confirms your understand of above stated policy.**

Phone Support-Service Calls

- The minimum charge for service calls is a two-hour minimum.

Notes:

- 1) SIP2 is required. Please ensure that the SIP & ILS implementations are of the latest versions.
- 2) The SIP interface which integrates self-check systems with the ILS software is provided by the ILS vendor.
- 3) If the library is providing its own computers for the **selfCIRC PRO** option, verify computers meet minimum specifications.
- 4) **circIT** Credit Card Payment works in conjunction with VeriFone or Comprise.
- 5) Payment Processing is the responsibility of the Library.



Lease Financing Option

Payments below reflect the \$1.00 Purchase Option

Estimated Monthly Lease Payment:

Based on Lease Amount of:	\$	44,372.37
36 Month Lease	\$	1,452.31
48 Month Lease	\$	1,126.17
60 Month Lease	\$	931.38

The end of term purchase option is \$1.00 and you will then own the equipment.

The above quote is subject to credit approval. Valid for 14 days.

Finance questions? Call US AT 800-606-0049 Ext 8141 or

e-mail Corinne@horizonkeystone.com

Click link below for Online Lease Application

www.applyforlease.com

<http://www.applyforlease.com>



financing solutions

HORIZON · KEYSTONE FINANCIAL

The Value of Municipal Financing

Horizon Keystone Financials' initial emphasis in every sale is to identify and meet customer requirements. We structure lease terms that match your individual needs and budget. We will stay with you through the entire leasing process, from need identification through approval, documentation, and funding. We will work with you through every step of acquiring and financing equipment.

Who qualifies for a municipal finance agreement?

The government of states, counties, cities, towns, villages, boroughs, school districts, and state universities.

What kind of equipment can be financed?

All Tech Logic products and services.

How can a municipal finance agreement help our organization? A municipal finance agreement can improve your organization's financial situation by:

Reducing Monthly Outlays Because municipal interest payments are exempt from federal income taxes, Horizon Keystone Financial passes its tax savings on to you in the form of lower rates that keep your monthly payments affordable.

Leveraging Cash Position If your balance sheet is healthy, keep those cash reserves fully invested and use the income to off set the interest on your lease payments. Horizon Keystone Financials tax-exempt finance rates may even be lower than the rate you can earn on your invested funds.

Preserving Cash With no up-front cash required, you can use your available capital for operating requirements rather than down payments.

Simplifying Financial Transactions A master finance agreement line can eliminate the hassles of negotiating and bidding multiple purchases. Horizon Keystone Financial will fund your entire lease, eliminating the need for underwriting by investment bankers and the need to prepare lengthy documents.

Funding Immediate Needs You'll get the equipment you need now, without waiting for next year's budget cycle and without the costs and delays of a voter referendum.

Pooling Financial Needs for Discounts Consolidate the equipment needs of all your departments into a single finance agreement line and reap the rewards of lower interest rates.

Increasing Financial Control Coordinate the purchasing activities of multiple departments with a master finance agreement line that guarantees the same favorable terms for every transaction.

Non Appropriation Agreement - A municipal lease characterized by a non-appropriation clause specifies that the lease can be terminated in the event funds are not made available in subsequent fiscal years.

Early Buyout Options - Government body would be given an option to prepay the finance agreement at a *discounted buyout price* negotiated at the inception of the lease.

Variable Payments - Finance agreements could be structured with monthly, semi-annual, or annual payment structures to accommodate the government body financing.

Program Options Provided By: Horizon Keystone Financial
Corinne Beyer: 800-606-0049 x8141 corinne@horizonkeystone.com
INFLATION HEDGE - Payment with tomorrow's dollars at today's prices.

Tech Logic appreciates the opportunity to be considered for this project and we believe that Tech Logic will provide the very best solution available. We appreciate the opportunity to provide a quote to Destin Library for RFID: self-checkout, tagging, shelf management system and security. We believe that the quoted solutions will provide the most efficient and effective workflows for patrons and staff at Destin.

When Destin Library implements these RFID solutions, you will not only experience the next-level efficiencies of RFID technology—you will also experience the strategic application and consultation of a vendor who has worked exclusively with Libraries for over 20 years. Because of this long-time focus, our solutions are always birthed in the library industry and honed to meet the business needs of our market.

Software and Hardware:

RFID Tags. RFID Tags are the foundation of all the RFID benefits available to Destin Library. For example: security is embedded within the tag itself and toggles automatically upon check-in and checkout. No extra security steps are required. For more information please see the attached rfidTAG Set sheet.

UtagIT RFID Conversion Station (Rental). Destin Library will save thousands of dollars by conducting their own RFID tagging. With the proposed UtagIT system, you'll save even more in time and labor costs. The system and software is easy enough that Destin Library could even seek community volunteer groups to help with the actual tagging process. For more information please see the attached RFID Brochure.

Staff Station RFID Hardware and Software. With RFID hardware and CircIT Staff Station software added to Destin Library compatible existing hardware and ILS, the Library will have everything they need to enjoy a streamlined RFID circulation workflow with multi-item check-in and processing. For more information please see the attached RFID Brochure.

RFID Security Gates. When Tech Logic's RFID security gates are triggered, they won't just alarm-- they will also release the item(s) ID, Title, and other information to the system's gate monitoring software, which stores the information for on-demand reporting and can also alert a library staff station of the alarm in real-time. With this information, staff can investigate the alarm. Staff can also retrieve stored data about past alarms to learn about alarm trends over specific time periods, facilitate item replacement (if needed), and more. For more information please see the attached rfidGATES Excellence Data Sheet.

Shelf Management System, CircTRAK. Reduces staff time and touches searching through the stacks. Using the rfidTAG within your items, circTRAK can deliver real-time item status updates to help your staff quickly locate Lost, Trace, Missing, Claim Returned, or any other exception status items in one single pass. CircTRAK can be used to check for materials which may have

RFID tags with the security bit turned OFF. As CircTRAK™ scans the shelves, any tags with security turned off are alerted to a list and CircTRAK™ will attempt to automatically turn security ON. In this mode, a library may do spot checks of the collection following initial RFID tagging or may check random shelving carts for check-in errors. For more information please see the attached CircTRAK Data Sheet and CircTRAK Brochure, Never Do Inventory Again.

Self-Checkout Solutions: Our circulation solutions are proven every day by hundreds of customers around the nation. Many of our customers enjoy over 90% of their checkout volume achieved through self-checkout. We are confident that the quoted solutions will help you achieve your vision for an improved customer and staff experience through features like the following:

Customizable Self-Checkout Workflow and Aesthetics. Our self-checkout interface is completely customizable to match the Destin Library strategy. With Tech Logic's CircIT self-checkout software, Destin Library patrons will enjoy all the benefits that come with RFID technology (e.g. checkout of multi-item stacks)—plus, the Library can change the self-checkout interface and optimize the patron experience to reflect Library branding, digital signage, events, social media, surveys and more.

No-Touch Self-Checkout. Because our software interface is based upon a completely customizable workflow and interface, our customers can make changes to the workflow to create a no-touch self-checkout experience as they reopen to the public during this unprecedented time. With hands-free login, optimized UX, and a little coaching on the benefits of a hands-free RFID workflow, a no-touch patron experience is possible with the Prime Standalone Kiosk.

- The library will need to remove web-based applications that may have been offered to patrons on the initial patron-facing screen.
- Patron authentication will consist of scanning a physical card or cell phone to enter the patron barcode. The on-screen keyboard will need to be removed, which eliminates entering barcodes manually or requiring entry of a PIN number.
- The patron's typical option to review their account or pay from self-checkout would need to be temporarily disabled with appropriate messaging to patrons.
- Messaging would instruct patrons to utilize the touchless barcode scanner for item checkout.
- Exception conditions for any items during checkout would need to instruct patrons accordingly and timeout to the final acknowledgement screen.
- Final acknowledgement screen would need to disable choice of receipt (printed, emailed, none) for a single library default. Simplest default would probably be a printed receipt as email addresses may be incomplete or out of date.

Using settings like these, the circIT software will support a temporary streamlined touchless self-checkout transaction. Tech Logic Customer Care is available to assist with setting up this temporary configuration. For COVID-19 updates from Tech Logic, visit www.tech-logic.com.

Self-Checkout Hardware: Prime Standalone Kiosk. The proposed self-checkout hardware will empower Destin Library to reap the benefits of Tech Logic's self-checkout software along with

RFID benefits provided by the strategic application of attractive hardware. For more information about the proposed self-checkout hardware please see the selfCirc Prime Data Sheet.

Support:

Project Management:

In addition to your **Senior Solution Specialist** being the first point of contact; for each project, Tech Logic assigns a **project manager** to serve as the library's facilitator, partner, and point of contact who is responsible for the project's successful planning, execution, budget and schedule adherence, and follow-up. The project manager will be available to the library, keep in close contact, and ensure successful project completion from start to finish.

Principal Librarian and Strategist: Gretchen Freeman is responsible for providing insights and expertise for the justification, planning, execution, and follow-up of library technology projects. At Tech Logic, Gretchen continues thirty years of using library technologies to improve workflow and free up staff. Gretchen was most recently the Associate Director for Technology at the Salt Lake County urban library system in Utah for 11 years, directing technology strategy, implementation, and operations for its 21 libraries. She implemented RFID/barcode systems and strategies system-wide to reduce processing time and enhance customer experience.

Customer Care:

Tech Logic offers comprehensive service and technical support to maximize product reliability and performance. Services include the following:

- Toll-free phone support, available as a standard service (1-866-880-9981).
- A web-based ticket entry system that provides 24/7 online access
- Email support via customercare@tech-logic.com
- Scheduled updates of software, included with Purchaser's software license.

Library Responsibilities for Staff and Self-Service Solutions:

- SIP2 is required. Please ensure that the SIP and ILS implementations are of the latest versions.
- The SIP interface which integrates self-check systems with ILS software is provided by the ILS vendor.
- Depending on the Library's self-check product purchase, the Library may have chosen to provide computers or other equipment (e.g. barcode scanner, receipt printer) for CircIT staff- or self-check stations. Please verify that equipment meets minimum specifications. For more information please see the attached Library Responsibilities for CircIT SUITE Installation.
- Library is responsible for any furniture modification to accommodate solutions (e.g. grommet holes)
- Surge-protected power supplies at each self-check/kiosk location.
- Ethernet and power at each self-check/kiosk location.

Comments

Tablet charged seperately

November 5, 2002
Wen Livingston
Destin Library

RFID Vendor Recommendations

I have reviewed all the quotes and the additional services and features that each vendor offers. All three vendors are strong in public libraries and will work with Sirsi-Dynex, our current ILS (integrated library system) provider, and KOHA, which is the system that the OCPLC (Okaloosa County Public Library Cooperative) is considering as a replacement.

I recommend to the bid committee Envisionware as the top choice for the Destin Library's RFID system. They are not the lowest bidder, but Envisionware's PC reservation software is currently in the Library managing our public access computers. We would be able to use the same SIP2 interface to connect the RFID system to our ILS. Choosing this vendor would save the Library around \$1400 because we would not need another vendor SIP2 interface and port configuration.

Next, the self-checkout kiosk can be modified to add a cash acceptor and a print release function that allows patrons to print documents and pay for their printouts when checking out, centralizing these two common tasks to one device. In February, Envisionware released a new reservation service that allows patrons to reserve various library resources such as study rooms, meeting rooms, and technology equipment like our virtual reality computer. These are services that the Destin Library could offer its patrons in the future.

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MINUTES
TOWN CENTER COMMUNITY
REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING
OCTOBER 21, 2020 - 5:30 PM
DESTIN CITY HALL BOARDROOM

1. CALL TO ORDER:

Chairman Wernet called the meeting to order at 5:30 PM on Wednesday, October 21, 2020 at the Destin City Hall Boardroom with the Pledge of Allegiance immediately following.

2. ROLL CALL:

Members Present

Lockwood Wernet
Michele Sandstead
Delores Morrell
Matthew Sweetser

Members Absent

Justin Woodard

Staff Present

Kim Montgomery Deputy City Clerk
Traci Goodhart, Planner/ Floodplain Manager
Louis Zunguze, CD Director
Kyle Bauman, City Attorney

3. APPROVAL OF MINUTES: June 17, 2020

Motion by Committee member Morrell, seconded by Committee member Sandstead to approve the June 17, 2020 meeting minutes as written passed 5-0.

4. OLD BUSINESS:

➤ **Gulf Power Easement Linear Park**

Mrs. Goodhart spoke of bringing the preliminary scope of work for the park to them at their June meeting and staff will also be bringing this before the Parks & Recreation Committee at their meeting this month for their recommendation to City Council. She explained that this park has been discussed and planned since 2007. There was a question as to why it has taken so long. The Chairman informed the members that the city has been paying back the bonds for the reconstruction of Legion Drive, Main Street and Airport Road. And with the crash of the economy, the Town Center is just recently starting to see revenue and is why this park has been delayed for so long.

➤ **FDOT Median Landscaping Plan**

Mrs. Goodhart explained to the members that for the past year, City Council has expressed interest in selecting some plant species for the FDOT median landscaping plan. And that plan in its 90% status was presented to them for review and comment. The plan in their packet is now at 100% and is what will be installed on the medians.

➤ **20/21 Work Plans**

Mrs. Goodhart explained that because of Covid and not being able to meet too much this year, staff recommends moving their 2020 Work Plan items over to 2021. Adding that the Linear Park Work

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Plan item and the Landscaping of the median are the two that are getting some action even though they will still roll over into 2021.

Committee member Sweetser asked for assurance that even though the Linear Park is being rolled over into 2021, it is still going before the Parks & Recreation Committee for input. Mrs. Goodhart reassured him that it is.

With no further discussion, **Chairman Wernet made the motion to approve the 2020 Work Plans as presented as the 2021 Work Plans with Committee member Morrell providing the second. The motion passed with a 4-0 vote.**

5. NEW BUSINESS:

None

6. COMMITTEE COMMENTS:

Committee member Sandstead spoke of the banner program that her husband Ron has been working on. She mentioned how some of the banners were damaged from a storm earlier this year and subsequently, they were delayed getting put up, but they are back up on the poles now and the artists are happy. She also mentioned they are tentatively working on getting some holiday banner artwork put up.

7. VISITOR COMMENTS:

None

8. DIRECTOR'S REPORT:

Mr. Zunguze asked the City Attorney to address the committee members city email addresses.

Mr. Bauman reminded the committee members of the importance of using their @cityofdestin.com e-mail addresses. He spoke of how most members are using them. However, there are still some people still have not had them set up. And if anyone needs help setting it up, the IT staff can help getting it finalized to use. Or they can send instructions to help you set that up. Emphasizing that it is of critical importance that they start using that email address for all city correspondence.

He then spoke to the members the primarily reason is if the city were to ever get into any public records litigation, the last thing we want is for the opposing party or the Court to start looking through members personal e-mail address, and all the e-mails you've sent, because if you are conducting city and business using your personal e-mail addresses, by law they can go so far as confiscating your computer. And is the reason why the city decided to give each member their own email

Mr. Zunguze informed the members of the upcoming election member on the 16th of November where four the new council members will be seated. And anyone whose Council member's term is up needs to reapply to possibly be reappointed to the committee. Adding that the Clerk's Office will co-ordinate with them, as well as he sent out a letter to each member providing direction on how to go about re-applying to be to be re-instated.

➤ **New Projects in the Town Center CRA District**

Mr. Zunguze brought the members attention to the map located in the back of their packet that shows the new projects that have been approved and will be or are under construction. Adding how good

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it is to see old projects that were abandoned being brought back to life and generating revenue for the Town Center.

He then thanked the members for their patience during the time that the offices were closed because of the health challenges his department experienced during the height of the virus.

➤ **Next meeting is November 18, 2020.**

ADJOURNMENT:

Having no further discussions, the meeting was adjourned at 6:00 PM.

Adopted and approved _____ day of _____ 2020.

Lockwood Wernet, Chairman

Kim Montgomery, Deputy City Clerk

DRAFT